

SUNLINE TRANSIT AGENCY BOARD MEETING AGENDA

Wednesday, May 24, 2017
12:00 p.m.
Board Room
32-505 Harry Oliver Trail
Thousand Palms, CA 92276

NOTE: IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT SUNLINE AT (760) 343-3456. NOTIFICATION 48 HOURS PRIOR TO THE MEETING WILL ENABLE SUNLINE TO MAKE REASONABLE ACCOMMODATION TO ENSURE ACCESSIBILITY TO THIS MEETING.

THE CHAIR REQUESTS THAT ALL CELLULAR PHONES AND PAGERS BE TURNED OFF OR SET ON SILENT MODE FOR THE DURATION OF THE BOARD MEETING.

AGENDA TOPICS

RECOMMENDATION

- | | | |
|----|--|-------------------------|
| 1. | <u>Call to Order</u>
Chairperson Russell Betts | |
| 2. | <u>Roll Call</u> | |
| 3. | <u>Presentations</u> | |
| 4. | <u>Finalization of Agenda</u> | |
| 5. | <u>Public Comments</u>
(NOTE: Those wishing to address the Board should complete a Public Comment Card and will be called upon to speak.) | Receive Comments |

NON AGENDA ITEMS

Anyone wishing to address the Board on items not on the agenda may do so at this time. 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.

AGENDA ITEMS

Anyone wishing to address specific items on the agenda should notify the Clerk at this time so those comments can be made at the appropriate time. A limitation of 3 minutes may be imposed upon each person so desiring to address the Board.

6. **Board Member Comments** **Receive Comments**
Any Board Member who wishes to speak may do so at this time.

----- **RECEIVE AND FILE** -----

7. **Consent Calendar** **Receive & File**
All items on the Consent Calendar will be approved by one motion, and there will be no discussion of individual items unless a Board Member requests a specific item be pulled from the calendar for separate discussion. The public may comment on any item.
- a) [Checks over \\$1,000 report for March 2017](#)
 - b) [Credit Card Statement for March 2017](#)
 - c) [Monthly Budget Variance Report for March 2017](#)
 - d) [Contracts Signed in Excess of \\$25,000 March 2017](#)
 - e) [Ridership Report for March 2017](#)
 - f) [SunDial Operational Notes for March 2017](#)
 - g) [Metrics \(On time Performance, Early Departures, Late Departures, Late Cancellations, Driver Absence, Advertising Revenue, Fixed Route Customer Comments, Paratransit Customer Comments\)](#)
 - h) [Board Member Attendance](#)

----- **DISCUSSION** -----

8. **Review and Discussion of the Draft FY 18 Operating and Capital Budget** **Discussion**
**(Greg Pettis, Chair of Finance/Audit Committee;
Staff: Luis Garcia)**
In accordance with the SunLine Transit Agency Joint Powers Agreement, the Board of Directors must approve an annual budget. The action for approval and adoption of the annual budget is completed at the June Board meeting. In preparation for the upcoming June Board meeting, staff has provided a draft Budget for the Finance Committee's discussion and review.

9. **[Review and Discussion of the Draft FY 2017/18 Short Range Transit Plan \(SRTP\)](#)** **Discussion**
**(Emmanuel Martinez, Chair of Strategic Planning Committee;
Staff: Anita Petke)**
- For each financial year, staff is required to develop a Short Range Transit Plan (SRTP) for the Agency. This document is a three year planning document for the Agency, outlining both its service operating plan and capital projects, together with a financial plan to sustain the operating and capital plans. The first year of the plan is developed for approval at the same time as the agency budget is approved (financial details in each of these documents are consistent). The second and third year plans documented in the SRTP are provided for planning purposes only.

----- **ACTION** -----

10. **[Approval of Minutes](#)** **Approve**
Request to the Board to approve the Minutes of the April 26, 2017 Regular Board of Directors Meeting.
11. **[Award of Contract for Planning Software](#)** **Approve**
**(Greg Pettis, Chair of Finance/Audit Committee;
Staff: Joseph Friend)**
Recommend that the Board of Directors delegate authority to the CEO/General Manager to execute a 3-year contract with Remix Software, Inc. for service planning software in the amount of \$70,500.
12. **[Award of Contract for Security Guard Services](#)** **Approve**
**(Greg Pettis, Chair of Finance/Audit Committee;
Staff: Peter Gregor)**
Recommend that the Board of Directors delegate authority to the CEO/General Manager to execute a 2-year Security Guard Services contract, with three 1-year option years, with Admiral Security Services, Inc. in an amount not to exceed \$550,000, upon review as to form by Legal Counsel.

13. **[Award Contracts Authorized Under CARB Grant](#)** **Approve**
Greg Pettis, Chair of Finance/Audit Committee;
Staff: Rudy LeFlore)
Recommend that the Board of Directors delegate authority to the CEO/General Manager to negotiate and execute agreements with:
- a) New Flyer of America for 5 fuel cell electric vehicles in an amount Not to Exceed \$6,998,400; and
 - b) Hydrogenics for a hydrogen electrolyzer in an amount Not to Exceed \$8,338,391
- These contracts will be subject to review and approval as to form by SunLine Counsel
14. **[Fund Haul-PASS Program](#)** **Approve**
Greg Pettis, Chair of Finance/Audit Committee;
Staff: Rudy LeFlore)
Recommend that the Board of Directors authorize the CEO/General Manager to solicit support from the SunLine member agency city councils an amount of \$15,000 - \$20,000 for a one year pilot program to offer free bus service for high school and college students in SunLine's service area.
15. **[First Reading of Ordinance #17-1](#)** **Approve**
(Greg Pettis, Chair of Board Operations Committee;
Staff: Eric Taylor)
Recommend that the Board of Directors approve the first reading of Ordinance No. 17-1 to establish the informal bidding procedure needed to allow the Agency additional flexibility for public works contracting as authorized by the Uniform Public Construction Cost Accounting Act ("Act").
16. **[Investment Policy Revision B-090298\(a\) & B-090298\(b\)](#)** **Approve**
(Greg Pettis, Chair of Board Operations Committee;
Staff: Luis Garcia)
Recommend that the Board of Directors approve the attached revised investment policies for the Bargaining and Non-Bargaining retirement plans.

17. CEO/General Manager's Report

18. Closed Session

a.) **Conference with Labor Negotiator**

Pursuant to Government Code 54957.6

Agency Designated Representative: Russell Betts, Chair of the Board, Eric Vail,
Legal Counsel

Unrepresented Employees, Position – CEO/General Manager

b) Public Employee Performance Evaluation

Pursuant to Government Code Section 54957(b)

Position Title: Chief Executive Office / General Manager

19. Next Meeting Date

June 28, 2017

12 o'clock Noon – Board Room

32-505 Harry Oliver Trail

Thousand Palms, CA 92276

20. Adjourn

SunLine Transit Agency
Checks \$1,000 and Over
For the month of March 2017

NOTE: 1). Bold check payments represent "pass through" payments that were, or will be reimbursed to SunLine under the provisions of specific grants or contracts. 2). Underlined check payments represent "shared" payments with SunLine and specific vendors/employees.

Vendor Name	Description	Check #	Check	Amount
<i>US HYBRID CORPORATION</i>	<i>WIP-Battery Dominant Project</i>	<i>671276</i>	<i>3/17/2017</i>	<i>\$466,032.00</i>
<i>BAE SYSTEMS CONTROLS, INC.</i>	<i>Fuel Cell Bus</i>	<i>671203</i>	<i>3/17/2017</i>	<i>\$332,500.00</i>
CalPERS	Group Health Ins Prem	671289	3/24/2017	\$315,967.20
<i>BAE SYSTEMS CONTROLS, INC.</i>	<i>Fuel Cell Bus</i>	<i>671204</i>	<i>3/17/2017</i>	<i>\$190,000.00</i>
<i>ND CONSTRUCTION COMPANY, INC.</i>	<i>Bus Stop Improvement Phase 6</i>	<i>671238</i>	<i>3/17/2017</i>	<i>\$163,145.36</i>
PERMA - Insurance	Gen Lib/WC	671315	3/24/2017	\$119,055.09
<u>U.S. BANK INSTITUTIONAL TRUST-</u>	<u>Pension Deposits</u>	<u>671186</u>	<u>3/10/2017</u>	<u>\$93,988.84</u>
<u>U.S. BANK INSTITUTIONAL TRUST-</u>	<u>Pension Deposits</u>	<u>671325</u>	<u>3/24/2017</u>	<u>\$93,848.93</u>
BP ENERGY COMPANY	CNG	671330	3/31/2017	\$77,224.82
<i>AIR & LUBE SYSTEMS INC</i>	<i>WIP-Replace Bus Lifts (2)</i>	<i>671194</i>	<i>3/17/2017</i>	<i>\$42,877.63</i>
SO CAL GAS CO.	Utilities	671264	3/17/2017	\$34,875.22
COMPLETE COACH WORKS	Repair/Paint Buses	671085	3/2/2017	\$32,028.91
IMPERIAL IRRIGATION DIST	Utilities	671165	3/10/2017	\$28,623.81
<u>RELIANCE STANDARD</u>	<u>LTD/STD/LIFE Ins Prem</u>	<u>671317</u>	<u>3/24/2017</u>	<u>\$25,487.64</u>
MICHELIN NORTH AMERICA, INC.	Tire Leasing	671173	3/10/2017	\$22,878.80
CIVIC RESOURCE GROUP	Custom Web Site Design	671213	3/17/2017	\$19,150.00
VASQUEZ AND COMPANY LLP	Audit Services (SLT)	671360	3/31/2017	\$17,043.65
BURKE, WILLIAMS & SORENSEN, LLP	Legal Services	671207	3/17/2017	\$16,679.45
<i>APOLLO VIDEO TECHNOLOGY</i>	<i>WIP-Wireless Video Link Buses</i>	<i>671282</i>	<i>3/24/2017</i>	<i>\$16,000.00</i>
<i>BYD COACH & BUS LLC</i>	<i>WIP-Electric Buses Lease</i>	<i>671210</i>	<i>3/17/2017</i>	<i>\$14,591.51</i>
MURCHISON & CUMMING, LLP	Insurance Losses	671311	3/24/2017	\$10,934.29
ANDREA CARTER & ASSOCIATES	Marketing Consulting & PR	671199	3/17/2017	\$10,600.00
RICK MCCRAY	Repair Parts	671256	3/17/2017	\$10,000.98
CUMMINS PACIFIC, LLC	Bus Repair Parts	671217	3/17/2017	\$9,802.10
THE AFTERMARKET PARTS COMPANY,	Bus Parts	671133	3/2/2017	\$8,720.94
TEC OF CALIFORNIA, INC.	Repair Parts	671268	3/17/2017	\$8,498.16
<i>APOLLO VIDEO TECHNOLOGY</i>	<i>WIP-Wireless Video Link Buses</i>	<i>671201</i>	<i>3/17/2017</i>	<i>\$8,179.69</i>
ADVANCED WEB OFFSET, INC.	Printing Rider's Guide	671076	3/2/2017	\$7,823.75
<i>TRAPEZE SOFTWAREGROUP, INC.</i>	<i>WIP-ERP Project</i>	<i>671275</i>	<i>3/17/2017</i>	<i>\$7,562.54</i>
LOZANO SMITH, LLP	Legal Services	671345	3/31/2017	\$7,517.50
PE FACILITY SOLUTIONS LLC	Janitorial Servs	671248	3/17/2017	\$6,924.00
FRANKLIN TRUCK PARTS, INC	Bus Repair Parts	671227	3/17/2017	\$6,910.60
TEC OF CALIFORNIA, INC.	Repair Parts	671130	3/2/2017	\$6,874.18
IMPERIAL IRRIGATION DIST	Utilities	671342	3/31/2017	\$6,848.58
TRANSIT PRODUCTS & SERVICES	Repair Parts	671273	3/17/2017	\$6,505.80
AMALGAMATED TRANSIT UNION	Union Dues	671144	3/10/2017	\$6,411.43
EYE MED	Employee Benefits	671297	3/24/2017	\$6,393.76
AMALGAMATED TRANSIT UNION	Union Dues	671280	3/24/2017	\$6,207.86
THE AFTERMARKET PARTS COMPANY,	Bus Parts	671269	3/17/2017	\$5,533.81
<i>ENGINEERING PROCUREMENT</i>	<i>WIP-Hydrogen Fueling Station</i>	<i>671091</i>	<i>3/2/2017</i>	<i>\$5,459.50</i>



SunLine Transit Agency
Checks \$1,000 and Over
For the month of March 2017

NOTE: 1). Bold check payments represent "pass through" payments that were, or will be reimbursed to SunLine under the provisions of specific grants or contracts. 2). Underlined check payments represent "shared" payments with SunLine and specific vendors/employees.

Vendor Name	Description	Check #	Check	Amount
YELLOW CAB OF THE DESERT	Taxi Voucher Program	671328	3/24/2017	\$5,121.70
NAPA AUTO PARTS	Vehicle Repair Parts	671347	3/31/2017	\$5,084.02
ROMAINE ELECTRIC CORP.	Repair Parts	671352	3/31/2017	\$5,082.11
THE COACHELLA VALLEY ART SCENE	Advertisement	671134	3/2/2017	\$4,800.00
TK SERVICES, INC.	Bus Repair Parts	671271	3/17/2017	\$4,793.80
THE AFTERMARKET PARTS COMPANY, SHI INTERNATIONAL CORP.	Bus Parts WIP- IT Project	671357 671261	3/31/2017 3/17/2017	\$4,690.03 \$4,451.52
PVC CONSULTING, LLC	Project Management FC3-6	671125	3/2/2017	\$4,400.00
LOZANO SMITH, LLP	Legal Services	671171	3/10/2017	\$4,379.56
PVC CONSULTING, LLC	Project Management FC3-6	671254	3/17/2017	\$4,300.00
ALLIED UNIVERSAL SECURITY SERVICES	Security Services	671329	3/31/2017	\$4,215.15
STRICKLAND KENNY INC.	Lubricants & Oils	671267	3/17/2017	\$4,175.23
TPX COMMUNICATIONS	Telephone Service	671131	3/2/2017	\$4,071.50
TPX COMMUNICATIONS	Telephone Service	671356	3/31/2017	\$4,037.55
<u>RELIANCE STANDARD</u>	<u>PPO DENTAL</u>	<u>671351</u>	<u>3/31/2017</u>	<u>\$4,002.56</u>
CALIFORNIA DENTAL NETWORK, INC.	Dental Insurance	671286	3/24/2017	\$3,935.49
CALIFORNIA DENTAL NETWORK, INC.	Dental Insurance	671148	3/10/2017	\$3,786.64
NAPA AUTO PARTS	Vehicle Repair Parts	671236	3/17/2017	\$3,618.52
CYNTHIA L. HENSON	Staff Development	671218	3/17/2017	\$3,600.00
TIME WARNER CABLE	Utilities	671270	3/17/2017	\$3,450.44
AMERICAN CAB	Taxi Voucher Program	671281	3/24/2017	\$3,413.67
PRUDENTIAL OVERALL SUPPLY	Uniforms	671252	3/17/2017	\$3,372.55
HARBOR DIESEL & EQUIPMENT INC.	Bus Repair parts	671340	3/31/2017	\$3,300.56
PROPER SOLUTIONS	Temp. Emp Serv	671350	3/31/2017	\$3,300.00
HOME DEPOT CRD SRVS	Facility Maintenance	671341	3/31/2017	\$3,220.16
GRAINGER	Facility Maintenance	671229	3/17/2017	\$3,185.97
YELLOW CAB OF THE DESERT	Taxi Voucher Program	671191	3/10/2017	\$3,163.33
HOME DEPOT CRD SRVS	Facility Maintenance	671109	3/2/2017	\$3,074.22
SOCALGAS	Indio Facility Gas	671161	3/10/2017	\$3,071.41
BOYLIN MANAGEMENT INSTITUTE	Staff Development	671079	3/2/2017	\$3,000.00
AMERICAN CAB	Taxi Voucher Program	671145	3/10/2017	\$2,990.93
ALLIED UNIVERSAL SECURITY SERVICES	Security Services	671077	3/2/2017	\$2,869.26
VALLEY OFFICE EQUIPMENT, INC.	Fax/Copier Supplies	671277	3/17/2017	\$2,862.47
INTERNATIONAL BUSINESS MACHINES	Computer Material/Supplies	671231	3/17/2017	\$2,739.00
SAFETY-KLEEN CORPORATION	Solvent Tank Service	671258	3/17/2017	\$2,660.95
CALIFORNIA STATE DISBURSEMENT	Employee Garnishment	671149	3/10/2017	\$2,646.02
CALIFORNIA STATE DISBURSEMENT	Employee Garnishment	671288	3/24/2017	\$2,646.02
PATRICK M. BRASSIL	Hydrogen Maintenance	671247	3/17/2017	\$2,640.00
CREATIVE BUS SALES, INC.	Bus Repair Parts	671086	3/2/2017	\$2,471.00
NORTON MEDICAL INDUSTRIES	Medical-Exams and Testing	671312	3/24/2017	\$2,443.60



SunLine Transit Agency
Checks \$1,000 and Over
For the month of March 2017

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Vendor Name	Description	Check #	Check	Amount
MAGALDI & MAGALDI, INC.	Repair Parts	671116	3/2/2017	\$2,388.17
PROPER SOLUTIONS	Temp. Emp Serv	671316	3/24/2017	\$2,280.00
SOCALGAS	Indio Facility Gas	671265	3/17/2017	\$2,101.76
GENFARE	Farebox	671228	3/17/2017	\$2,059.43
DESERT COMMUNITY COLLEGE	Employee Training	671221	3/17/2017	\$2,000.00
IMPERIAL IRRIGATION DIST	Utilities	671304	3/24/2017	\$1,840.28
CAPITAL ONE COMMERCIAL (COSTCO)	Boardroom Supplies	671212	3/17/2017	\$1,782.68
DESERT AIR CONDITIONING, INC.	A/C REPAIR AND SALES	671220	3/17/2017	\$1,746.00
INFORMATION DESIGN CONSULTANTS	Employee Training	671113	3/2/2017	\$1,740.00
LOZANO SMITH, LLP	Legal Services	671308	3/24/2017	\$1,666.60
VERIZON WIRELESS	Wireless Cell Service	671361	3/31/2017	\$1,594.32
OFFICE DEPOT	Office Supplies	671240	3/17/2017	\$1,592.34
PARKHOUSE TIRE, INC.	Revenue/Non-Rev Tires	671244	3/17/2017	\$1,580.75
CALIFORNIA HYDROGEN BUSINESS	Membership & Subscriptions	671287	3/24/2017	\$1,500.00
ALLIED UNIVERSAL SECURITY SERVICES	Security Services	671196	3/17/2017	\$1,434.63
ALLIED UNIVERSAL SECURITY SERVICES	Security Services	671143	3/10/2017	\$1,430.93
BURRTEC WASTE & RECYCLING	Facility Trash Removal	671208	3/17/2017	\$1,429.86
TRANSLITE ENTERPRISES INC	Glass Installer	671274	3/17/2017	\$1,409.37
TRANSLITE ENTERPRISES INC	Glass Installer	671138	3/2/2017	\$1,409.37
IMPERIAL IRRIGATION DIST	Utilities	671110	3/2/2017	\$1,387.40
SPORTWORKS NORTHWEST, INC.	Fuel Cell Bus Parts	671355	3/31/2017	\$1,337.05
NORTON MEDICAL INDUSTRIES	Medical-Exams and Testing	671175	3/10/2017	\$1,299.25
4IMPRINT, INC.	Advertisement	671192	3/17/2017	\$1,282.38
PROPER SOLUTIONS	Temp. Emp Serv	671178	3/10/2017	\$1,248.00
UPS	Freight	671327	3/24/2017	\$1,245.10
BURRTEC WASTE & RECYCLING	Facility Trash Removal	671147	3/10/2017	\$1,203.43
FIESTA FORD, INC.	Repair Parts/Support	671093	3/2/2017	\$1,200.73
OFFICETEAM	Temporary Services	671176	3/10/2017	\$1,188.00
<i>PARTNERS IN DIVERSITY, INC.</i>	<i>WIP-Hydrogen FCB (5) Lo-No</i>	<i>671245</i>	<i>3/17/2017</i>	<i>\$1,172.00</i>
OFFICE DEPOT	Office Supplies	671120	3/2/2017	\$1,162.02
ACCONTEMPS	Temporary Help	671279	3/24/2017	\$1,080.00
CUMMINS PACIFIC, LLC	Bus Repair Parts	671087	3/2/2017	\$1,056.07
<i>DESERT CITY CAB</i>	<i>Taxi Voucher Program</i>	<i>671292</i>	<i>3/24/2017</i>	<i>\$1,037.64</i>
TOTALFUNDS BY HASLER	Postage Supplies	671272	3/17/2017	\$1,027.64
PALM SPRINGS MOTORS, INC.	Non-Rev Repair Parts	671243	3/17/2017	\$1,008.82
GENFARE	Farebox	671095	3/2/2017	\$1,008.37
BROADLUX, INC.	Contracted Services-General	671206	3/17/2017	\$1,007.45

Total of Checks Over \$1,000	\$2,474,713.11
Total of Checks Under \$1,000	\$52,788.41
Total of All Checks for the Month	\$2,527,501.52
Total Amount of Checks Prior Years Same Month	\$2,663,427.31



Wells Fargo
 SunLine Transit Agency Visa Credit Card Statement
 Closing Date: April 2, 2017

Lauren Skiver – Detail

03/02/17	Marriott	APTA Marketing Workshop/N Stevens, Marketing Coord	\$ 267.68
03/06/17	Expedia	2017 FTA Drug & Alcohol Program/V Mora, Compliance Officer	\$ 541.61
03/08/17	Expedia	APTA Conference/Rodeo, M Garcia, Superintendent	\$ 289.60
03/08/17	Expedia	APTA Conference/Rodeo, T Edwards, COO	\$ 387.60
03/08/17	Expedia	APTA Conference/Rodeo, L Skiver, CEO/GM	\$ 387.60
03/09/17	Panera	Meeting with Parsons Brinckerhoff	\$ 206.77
03/14/17	Panera	Access Advisory Committee – Lunch	\$ 152.79
03/14/17	APTA	Registration/APTA Conference/Rodeo, M Garcia, Superintendent	\$ 975.00
03/15/17	Panera	Executive Leadership Team Meeting	\$ 185.30
03/15/17	APTA	Registration/APTA Rodeo, J. Rodriguez, MCO	\$ 780.00
03/17/17	APTA	APTA Conf/Rodeo – room rate difference charge-V Duran, Supervisor	\$ 46.33
03/17/17	Trapeze	Registration Trapeze User Conference/E Mester, IT Administrator	\$ 1,250.00
03/17/17	Southwest	Trapeze User Conference/E Mester, IT Administrator	\$ 648.88
03/20/17	Expedia	ZEBRA Meeting – Reno/J Cosio, Performance Project Assit.	\$ 566.56
03/20/17	Expedia	ZEBRA Meeting – Reno/R. LeFlore, CPC	\$ 521.56
03/20/17	Expedia	APTA Rodeo, J. Rodriguez, MCO	\$ 309.60
03/22/17	Daily Grill	Lunch – March Board Meeting	\$ 387.90
03/30/17	The Slice	Lunch – Visioning Session	\$ 378.63
03/30/17	Panera	Continental Breakfast – Visioning Session	\$ 79.84
04/02/17	Expedia	APTA Conference/Rodeo, L Skiver, CEO/GM	\$ 176.40

Total Amount \$8,539.65

Credits: \$ 439.80

Total Amount \$8, 099.85





Rate Information

Your rate may vary according to the terms of your agreement.

TYPE OF BALANCE	ANNUAL INTEREST RATE	DAILY FINANCE CHARGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES	TRANSACTION FINANCE CHARGES	TOTAL FINANCE CHARGES
PURCHASES	11.990%	.03284%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	24.740%	.06778%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

Important Information

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\$0 - \$8,539.65 WILL BE DEDUCTED FROM YOUR ACCOUNT AND CREDITED AS YOUR AUTOMATIC PAYMENT ON 05/01/17. THE AUTOMATIC PAYMENT AMOUNT WILL BE REDUCED BY ALL PAYMENTS POSTED ON OR BEFORE THIS DATE.

Summary of Sub Account Usage

Name	Sub Account Number Ending In	Monthly Spending Cap	Spend This Period
LAURA SKIVER	5958	40,000	\$8,099.85

Transaction Details

The transactions detailed on this Consolidated Billing Control Account Statement contain transactions made directly to this Control Account plus all transactions made on Sub Accounts. If there were no transactions made by a Sub Account that Sub Account will not appear.

Trans	Post	Reference Number	Description	Credits	Charges
03/02	03/03	75282301YEHMQDKG5	CASH BACK REDEMPTION ACCT NON-FUNDABLE	193.10	
03/27	03/27	F3268002N00CHGDDA	AUTOMATIC PAYMENT - THANK YOU	8,574.01	
			TOTAL 4484610004265941 \$8,767.11-		

Transaction Summary For LAURA SKIVER
Sub Account Number Ending In: 5958

03/01	03/03	74733091Z75F9B8WH	JETBLUE 2797941199121 BELLEVUE WA	439.80		
03/02	03/03	24692161X00TOX65N	MARRIOTT TAMPA WATERSI TAMPA FL		267.68	✓
03/06	03/06	244310622A16SGADX	AMERICAN AIR0017953120447 FORT WORTH TX		541.61	✓
		04/17/17	MORA/VANESSA			
		1 AA V	ONTARIO FORT WORTH			
		2 AA V	FORT WORTH NEW ORLEANS			
		3 AA N	NEW ORLEANS FORT WORTH			
		4 AA N	FORT WORTH ONTARIO			
		11617270	EXPEDIA INC			
03/06	03/08	2469216240046D0EK	UNITED 0167953990223800-932-2732 TX		289.60	✓
		05/03/17	GARCIA/MANUAL			
		1 UA S	PALM SPRINGS SAN FRANCISCO			
		2 UA S	SAN FRANCISCO RENO			
		3 UA S	RENO SAN FRANCISCO			
		4 AU S	SAN FRANCISCO PALM SPRINGS			
		11617270	EXPEDIA INC			
03/08	03/08	2469216240046D0VY	UNITED 0167953997097800-932-2732 TX		387.60	✓
		05/05/17	EDWARDS/TOMMY			
		1 UA W	PALM SPRINGS SAN FRANCISCO			
		2 UA W	SAN FRANCISCO RENO			
		3 UA H	RENO SAN FRANCISCO			
		4 AU H	SAN FRANCISCO PALM SPRINGS			
		11617270	EXPEDIA INC			
03/08	03/08	2469216240046D2W6	UNITED 0167954005531800-932-2732 TX		387.60	✓
		05/05/17	SKIVER/LAURA LEE			
		1 UA W	PALM SPRINGS SAN FRANCISCO			
		2 UA W	SAN FRANCISCO RENO			
		3 UA H	RENO SAN FRANCISCO			
		4 AU H	SAN FRANCISCO PALM SPRINGS			
		11617270	EXPEDIA INC			
03/09	03/09	2423168242DYPM92B	PANERA BREAD #601771 314-984-3495 CA		206.77	✓
03/14	03/14	2423168292DYV7TYG	PANERA BREAD #601771 314-984-3495 CA		152.79	✓
03/14	03/14	24639232AS66DM57V	APTA 202-4964800 DC		975.00	✓
03/15	03/15	24231682A2DJTW22L	PANERA BREAD #601771 314-984-3495 CA		185.30	✓
03/15	03/15	24639232BS66DR6XS	APTA 202-4964800 DC		780.00	✓
03/17	03/17	24431062Q0D17XHAJ	APTA HOUSING OFFICE FALLS CHURCH VA		46.33	✓

*N. Stevens
CA Flight*



Transaction Details

Trans	Post	Reference Number	Description	Credits	Charges
03/17	03/17	24492152OS159MYMA	TRAPEZEGRP 187-741-1872 IA		1,250.00 ✓
03/17	03/17	24692162D00L4GTHA	SOUTHWES 5260608289474800-435-9792 TX		30.00 ✓
		03/17/17	MESTER/SAMUEL		
		1 WN Y	DALLAS DALLAS		
03/17	03/17	24692162D00L4GTH2	SOUTHWES 5262495656005800-435-9792 TX		618.88 ✓
		04/09/17	MESTER/SAMUEL		
		1 WN H	ONTARIO DENVER		
		2 WN H	DENVER CHICAGO		
		3 WN H	CHICAGO PHOENIX		
		4 WN H	PHOENIX ONTARIO		
03/20	03/20	24692162F00P9LXS6	EXPEDIA7253222040934 EXPEDIA COM WA		556.56 ✓
03/20	03/20	24692162F00P9NEZB	EXPEDIA7253224027382 EXPEDIA COM WA		521.55 ✓
03/20	03/20	24692162G00AFTR0A	UNITED 0167957364516800-932-2732 TX		309.60 ✓
		05/03/17	RODRIGUEZ/JUAN CARLO		
		1 UA W	PALM SPRINGS SAN FRANCISCO		
		2 UA W	SAN FRANCISCO RENO		
		3 UA S	RENO SAN FRANCISCO		
		4 AU S	SAN FRANCISCO PALM SPRINGS		
		11617270	EXPEDIA INC		
03/22	03/22	24224432J31T92B44	GRILL CONCEPTS - P PALM DESERT CA		387.90 ✓
03/30	03/30	24013392T047GMHG4	THE SLICE RANCHO MIRAGE CA		378.63 ✓
03/30	03/30	24231882T2E61HDA2	PANERA BREAD #601771 PALM DESERT CA		79.84 ✓
04/02	04/02	24431062XA16SQYBT	AMERICAN AIR0017994221005 FORT WORTH TX		176.40 ✓
		05/05/17	SKIVER/LAURA LEE		
		1 AA S	LOS ANGELES RENO		
		2 AA Q	RENO LOS ANGELES		
		11617270	EXPEDIA INC		
			TOTAL \$8,099.85		
			LAURA SKIVER / Sub Acct Ending In 5958		

Wells Fargo News

Now you have more choices when it comes to paying with your card. Mobile wallets make it easy to use your Wells Fargo Business Elite Card at over 1 million merchants displaying the "contactless" symbol. Mobile wallets allow you to:

- Tap and pay without physically taking out a card
- Save time when making online purchases
- Control the security of your PIN and account number at point of purchase

Explore Mobile Wallet features and how to use them by going to <https://www.wellsfargo.com/mobile-payments/mobile-wallet-basics>





CONSOLIDATED BILLING CONTROL ACCOUNT STATEMENT

Prepared For	SUNLINE TRANSIT LUIS GARCIA
Account Number	[REDACTED]
Statement Closing Date	04/04/17
Days in Billing Cycle	33
Next Statement Date	05/02/17
Credit Line	\$40,000
Available Credit	\$31,277

For 24-Hour Customer Service Call:
800-231-5511

Inquiries or Questions:
WF Business Direct PO Box 29482
Phoenix, AZ 85038-8650

Payments:
Payment Remittance Center PO Box 6415
Carol Stream, IL 60197-6415

Payment Information

New Balance	\$8,539.65
Current Payment Due (Minimum Payment)	\$500.00
Current Payment Due Date	05/01/17

Thank you for using our Automatic Payment service. See the **Important Information** section below for your next scheduled payment.

If you wish to pay off your balance in full: The balance noted on your statement is not the payoff amount. Please call 800-231-5511 for payoff information.

Account Summary

Previous Balance		\$9,206.91
Credits	-	\$632.90
Payments	-	\$8,574.01
Purchases & Other Charges	+	\$8,539.65
Cash Advances	+	\$0.00
Finance Charges	+	\$0.00
New Balance	=	\$8,539.65

Wells Fargo Elite Cash Back Advantage

Previous Balance		\$0.00
Cash Earned this Month		\$81.00
Trades From Other Company Cards		\$0.00
Bonus/Adjustments		\$0.00
Cash Back Balance	=	\$81.00
Cash Awarded this Period		\$0.00
Year to Date Cash Back Awarded		\$193.10

Cash Back Notice

Your next cash back reward is scheduled for 06/2017.

See reverse side for important information.

5596 0025 YTC 1 7 2 170404 0 PAGE 1 of 4 10 3268 1000 ELA3 01DR5596 3023

DETACH HERE

Detach and mail with check payable to "Wells Fargo" to arrive by Current Payment Due Date.

Make checks payable to: Wells Fargo

Account Number	[REDACTED]
New Balance	\$8,539.65
Total Amount Due (Minimum Payment)	\$500.00
Current Payment Due Date	05/01/17

05000008539650044846100042659418

Print address or phone changes:

Work ()

Amount Enclosed:




 PAYMENT REMITTANCE CENTER YTC
 PO BOX 6415 29
 CAROL STREAM IL 60197-6415

SUNLINE TRANSIT
 LUIS GARCIA 3023
 32505 HARRY OLIVER TRL 1104
 THOUSAND PALMS CA 92276-3501




If your card is ever lost or stolen:

Please notify us immediately by calling: 1-800-231-5511, 24 hours a day, 7 days a week.

Questions about your statement:

If you have a question about your statement, please write to us within 30 days after the statement was mailed to you. Please use a separate letter and include your account number and the date of the statement in question. Please refer to the front of the statement for our Inquiry mailing address.

**For all your personal or business financial service needs
Visit us at www.wellsfargo.com**

Important Payment Information:

Payments made at a Wells Fargo branch. When making a payment at a Wells Fargo branch you must present a separate check for each account being paid. A single check cannot be used to pay multiple accounts.

Payments by mail. Mail your check and the payment coupon to the Payment Remittance Center address printed on this statement. For fastest delivery, please use the enclosed window envelope. If using a single check to pay multiple accounts, we must receive a completed payment coupon for each account being paid or a list showing the full account number and amount to be credited to each account. If you are paying multiple accounts with a single check, the total of the check must equal the sum of the payments to be applied to each individual account, with at least the total minimum payment due for all accounts.

Payments by phone. If you are authorized to transact on the account, you may be able to initiate a payment by calling the Customer Service number listed on the front of this statement.

Payments made using Wells Fargo Online Banking or Wells Fargo Mobile. If you have access to the account via Wells Fargo Online Banking or Mobile you may be able to make a payment depending on your level of access.

Automatic Payments. You can establish automatic payments to this credit account from a Wells Fargo deposit account or any other financial institution. For enrollment information, please contact our Customer Service number listed on the front of this statement.

Timing of payments by mail or payments made at a Wells Fargo branch. Payments that are received by mail or in a Wells Fargo branch as of 5 p.m. on any business day will be credited as of the date of receipt. Payments we receive after 5 p.m. or on non-business days will be credited as of the next business day. Payments made at other Wells Fargo branches may not be credited for up to five business days.

When a payment is considered late. If your payment is received or initiated any time after the Due Date, it is considered late and your account will be subject to a late fee.



SunLine Transit Agency
Budget Variance Report
March 2017

Description	FY 17 Total Budget	Current Month			Year to Date		
		Actual	Budget	Favorable (Unfavorable)	YTD Actual	FY 17 YTD Budget	Favorable (Unfavorable)
Operating Revenues:							
Passenger Revenue	3,339,121	301,784	278,260	23,523	2,330,620	2,504,341	(173,721)
Other Revenue	2,767,887	202,918	230,657	(27,740)	3,060,222	2,075,915	984,307
Total Operating Revenue	6,107,008	504,701	508,917	(4,216)	5,390,842	4,580,256	810,586
Operating Expenses:							
Operator & Mechanic Salaries & Wages	9,334,128	763,248	777,844	14,596	6,602,606	7,000,596	397,990
Operator & Mechanic Overtime	983,000	88,169	81,917	(6,252)	917,374	737,250	(180,124)
Administration Salaries & Wages	5,451,610	426,014	454,301	28,287	3,430,976	4,088,708	657,732
Administration Overtime	5,000	2,711	417	(2,294)	14,509	3,750	(10,759)
Fringe Benefits	8,915,841	708,196	742,987	34,791	6,349,604	6,686,881	337,276
Communications	203,000	14,730	16,917	2,186	145,888	152,250	6,362
Legal Services - General	75,000	12,070	6,250	(5,820)	62,367	56,250	(6,117)
Computer/Network Software Agreement	350,550	30,074	29,171	(904)	265,692	262,538	(3,154)
Uniforms	149,320	2,436	12,443	10,007	128,881	111,990	(16,891)
Contracted Services	584,786	54,151	48,732	(5,419)	376,786	438,589	61,804
Equipment Repairs	7,500	75	625	550	2,218	5,625	3,407
Security Services	74,600	6,182	6,217	35	58,074	55,950	(2,124)
Fuel - CNG	1,326,852	115,857	110,571	(5,286)	1,109,394	995,139	(114,255)
Fuel - Hydrogen	231,000	20,054	19,250	(804)	221,282	173,250	(48,032)
Tires	211,500	18,127	17,625	(502)	164,706	158,625	(6,081)
Office Supplies	79,002	7,712	6,584	(1,129)	47,009	59,252	12,243
Travel/Training	158,395	8,307	13,200	4,893	82,193	118,796	36,603
Repair Parts	978,500	81,918	81,542	(376)	942,308	733,875	(208,433)
Facility Maintenance	43,000	4,449	3,583	(866)	34,658	32,250	(2,408)
Electricity - CNG & Hydrogen	190,000	15,796	15,833	37	121,862	142,500	20,638
Natural Gas	1,268,112	115,807	105,676	(10,131)	1,156,490	951,084	(205,406)
Water	6,000	1,188	500	(688)	6,071	4,500	(1,571)
Insurance Losses	768,827	58,030	64,069	6,039	793,479	576,620	(216,859)
Insurance Premium - Property	12,000	1,049	1,000	(49)	9,439	9,000	(439)
Repair Claims	60,000	8,420	5,000	(3,420)	88,638	45,000	(43,638)
Fuel Taxes	167,700	16,876	13,975	(2,901)	142,782	125,775	(17,007)
Other Expenses	3,360,558	254,363	280,047	25,683	2,034,149	2,520,419	486,269
Self Consumed Fuel	(1,521,170)	(135,972)	(126,764)	(9,207)	(1,225,383)	(1,140,878)	(84,505)
Total Operating Expenses (Before Depreciation)	33,474,111	2,700,039	2,789,509	89,470	24,084,051	25,105,583	1,021,532
Operating Expenses in Excess of Operating Revenue		\$ (2,195,338)			\$ (18,693,209)		
Subsidies:							
Local - Measure A	5,835,696	468,129	486,308	18,179	3,986,096	4,376,772	390,676
State - LTF, LCTOP	19,185,848	1,539,053	1,598,821	59,768	13,104,970	14,389,386	1,284,416
Federal - 5307, 5310, 5311, 5316, 5317 & CMAQ	2,345,559	188,156	195,463	7,307	1,602,143	1,759,169	157,026
Total Subsidies	27,367,103	2,195,338	2,280,592	85,254	18,693,209	20,525,327	1,832,118
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -		



SunLine Transit Agency
Budget Variance Report
March 2017

Description	FY 17 Total Budget	Current Month			Year to Date		
		Actual	Budget	Favorable (Unfavorable)	YTD Actual	FY 17 YTD Budget	Favorable (Unfavorable)
Operating Expenses:							
Wages & Benefits	24,689,579	1,988,337	2,057,465	69,127	17,315,069	18,517,184	1,202,115
Services	2,668,665	243,228	222,389	(20,840)	2,079,722	2,001,499	(78,224)
Fuels & Lubricants	1,720,552	154,051	143,379	(10,671)	1,449,122	1,290,414	(158,708)
Tires	211,500	18,127	17,625	(502)	164,706	158,625	(6,081)
Materials and Supplies	1,317,749	104,770	109,812	5,042	1,146,414	988,312	(158,102)
Utilities	1,779,112	151,322	148,259	(3,062)	1,480,957	1,334,334	(146,623)
Casualty & Liability	1,389,707	108,957	115,809	6,852	1,158,915	1,042,280	(116,635)
Taxes and Fees	167,700	16,876	13,975	(2,901)	142,782	125,775	(17,007)
Miscellaneous Expenses	1,050,717	50,343	87,560	37,217	371,746	788,038	416,292
Self Consumed Fuel	(1,521,170)	(135,972)	(126,764)	(9,207)	(1,225,383)	(1,140,878)	(84,505)
Total Operating Expenses (Before Depreciation)	33,474,111	2,700,039	2,789,509	89,470	24,084,051	25,105,583	1,021,532
Revenues:							
Passenger Revenue	3,339,121	301,784	278,260	23,523	2,330,620	2,504,341	(173,721)
Other Revenue	2,767,887	202,918	230,657	(27,740)	3,060,222	2,075,915	984,307
Total Operating Revenue	6,107,008	504,701	508,917	(4,216)	5,390,842	4,580,256	810,586
Net Operating Gain (Loss)		\$ (2,195,338)			\$ (18,693,209)		
Subsidies:							
Local - Measure A	5,835,696	468,129	486,308	18,179	3,986,096	4,376,772	390,676
State - LTF, LCTOP	18,646,475	1,495,785	1,553,873	58,088	12,736,549	13,984,856	1,248,307
Federal - 5307, 5310, 5311, 5316, 5317 & CMAA	2,884,932	231,424	240,411	8,987	1,970,564	2,163,699	193,135
Total Subsidies	27,367,103	2,195,338	2,280,592	85,254	18,693,209	20,525,327	1,832,118
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -		



Budget Variance Analysis - SunLine Transit

Passenger Revenue - Unfavorable

- Fixed route ridership has continued to decrease. System Total Ridership is currently 144,126 riders below FY16 YTD amounts.
- Ridership is currently at 4.2% below FY16 YTD amounts

Fixed Route March	
Mar-16	387,310
Mar-17	398,713
Favorable	11,403
Favorable	2.9%

Paratransit March	
Mar-16	14,890
Mar-17	14,408
Unfavorab	(482)
Unfavorab	-3.2%

System Total March	
Mar-16	402,200
Mar-17	413,121
Favorable	10,921
Favorable	2.7%

Fixed Route YTD March	
YTD-16	3,298,974
YTD-17	3,152,253
Unfavorable	(146,721)
Unfavorable	-4.4%

Paratransit YTD March	
YTD-16	121,102
YTD-17	123,697
Favorable	2,595
Favorable	2.1%

System Total YTD March	
YTD-16	3,420,076
YTD-17	3,275,950
Unfavorable	(144,126)
Unfavorable	-4.2%

Other Revenue - Favorable

- Total Non-Transit Revenue is Favorable YTD mainly due to Bus Shelter Maintenance, On Board Bus Advertising Revenue, and Outside Fueling Revenue.
- For the month of March there was an increase in total passenger fares. Favorable Variance \$23,541.05, Favorable Percentage Variance 9.39% (In House Adult and Youth pass sales are up)
- Taxi Voucher Sales have a favorable variance of \$1,571.95, Favorable Variance Percentage of 18.29%

Operator & Mechanic Salaries & Wages - Favorable

- Operators on short & long term disability and vacant positions.

Operator & Mechanic Overtime - Unfavorable

- Operators on short & long term disability and vacant positions.
- For the month of March, Fixed Route had a total overtime liability of \$55,591.65 equal to 1,795.82 Hours. Mechanics had an overtime liability of \$5,720.30 equal to 56.25 hours.

Pay Period 02/19/17 to 03/04/17		
	Hours	Amount
Fixed Route	1,001.86	\$ 30,998.05
Mechanics	19.00	\$ 1,851.30

Pay Period 03/05/17 to 03/18/17		
	Hours	Amount
Fixed Route	793.96	\$ 24,593.60
Mechanics	37.25	\$ 3,869.00

Administration Salaries & Wages - Favorable

- The favorable balance in administrative wages are attributed to vacant positions across the agency.

Administration Overtime - Unfavorable

- Increased workload due to vacant positions.

Fringe Benefits - Favorable

- Fringe benefit expenses will increase during the first three months of the calendar year due to Federal Unemployment Tax Act (FUTA) taxes.

Communications - Favorable

- Communication expenses are within an acceptable range of the budgeted amount.

Legal Services - General - Unfavorable

- General legal counsel expenses were higher than anticipated. For the month of March there is an unfavorable variance of \$5,820.00
- There was a payment in March to Burke, Williams, and Soren's for legal fees equaling \$12,070.00.

Computer/Network Software Agreement - Unfavorable

- Software agreement charges were higher than anticipated. The unfavorable balance is mainly due to under budgeting the actual expense of the software in FY17.

Uniforms - Unfavorable

- Uniform budget includes transitional fees associated with the change in uniform providers. Final payment to previous vendor reduced favorable amount.
- Transition to new uniform vendor caused a delay in initial bill reconciliation for purchase of uniforms. Payment of this invoice reduced the favorable balance.

Contracted Services - Favorable

- Savings primarily attributed to lower than expected proposals for custodial services.
- The unfavorable balance for the month of March are due to Increase in expenses in Division 45 for the company website and new photos had an expense of \$17,488.75.
- Division 10 had a higher than normal expense for Contracted Services SVS-H2 in the amount of \$7,336.65 for a repair.

Equipment Repairs - Favorable



- Equipment repair expenses are lower than anticipated.
- Security Services - Unfavorable
- Security service expenses are within an acceptable range of the budgeted amount.
- Fuel - CNG - Unfavorable
- Additional CNG consumption was required during issues with Hydrogen reformer.
 - Commodity and transmission charges higher than anticipated.
- Fuel - Hydrogen - Unfavorable
- Unfavorable balance attributed to mechanical issues with the Hydrogen reformer & the need to purchase Hydrogen.
- Tires - Unfavorable
- Tire expenses are higher than anticipated due to increased miles traveled.
 - For the Month of March Miles Traveled equaled 444,653. YTD equaled 3,835,840 miles traveled.
- Office Supplies - Favorable
- Office supply purchases currently lower than projected. Expenses vary throughout the year as required.
- Travel/Training - Favorable
- Travel & training savings can be attributed to varying times at which training sessions are attended.
- Repair Parts -Unfavorable
- Several collisions have required an increase in repair parts spending. Aging equipment requires additional maintenance.
 - For the month of March Repair Parts for Support Vehicles saw a large expense of \$9,036.28
- Facility Maintenance - Unfavorable
- In March there was a charge for security services equipment in the amount of \$880.00
- Electricity - CNG & Hydrogen - Favorable
- Electricity expense savings primarily attributed to lower costs associated with lower Hydrogen production due to mechanical issues.
- Natural Gas - Unfavorable
- Additional CNG consumption was required during issues with Hydrogen reformer.
 - Commodity and transmission charges higher than anticipated. In March the total amount expensed was \$115,807.00
- Water - Unfavorable
- Water service expenses are unfavorable due to the addition of the Hub in Coachella that incur additional water expenses.
- Insurance Losses - Unfavorable
- Insurance losses vary greatly from month to month. There were greater than normal losses in the first two quarters of the FY.
- Insurance Premium - Property - Unfavorable
- Insurance premiums for property are within an acceptable range of the budgeted amount.
- Repair Claims - Unfavorable
- Repairs complete on bus #564. In addition, accident repairs paid in January 2017 for Paratransit vehicle 9865 contributed to the unfavorable balance.
 - Unfavorable balance for the month of March is due to a repair for Bus 566 in the amount of \$8,419.72.
- Fuel Taxes - Unfavorable
- Fuel taxes attributed to additional consumption of CNG due to Hydrogen reformer issues.
- Other Expenses - Favorable
- Savings primarily attributed to consulting & Year of Learning expenses not yet incurred.
- Self Consumed Fuel - Unfavorable
- Additional CNG consumption was required during issues with Hydrogen reformer.
 - Commodity and transmission charges higher than anticipated.

Contracts Signed in Excess of \$25,000

March 2017

Vendor	Product/Service	Need	Budgeted	Budgeted Amount	Cost	Type
ND Construction Company	Bus Stop Concrete Improvements	Phase 6 Bus Stop Improvements	SRTP FY2014/2015	\$ 312,417.00	\$ 59,907.00	Executed Agreement - Board Approved 2/22/2017
NR Development	Installation of Perimeter Fencing	Project will complete the remaining perimeter fencing on West and South side of Division 1. This will enhance Security at the property.	SRTP FY2011/2012	\$ 549,954.00	\$ 420,500.00	Executed Agreement - Board Approved 2/22/2017





SunLine Transit Agency Monthly Ridership Report March 2017

Line	Fixed Route Description	FY 2016 & 2017		FY 2016 Month	%	FY 2016 YTD	FY 2017 YTD	YTD Var.	%	Bikes		Wheelchairs		
		Mar 2017	Mar 2016							Feb 2017	Var.	Var.	Monthly	YTD
14	DHS/PS	62,062	53,961	53,902	8,101	15.0%	477,615	490,615	(13,000)	-2.6%	2,072	15,654	525	4,216
15	DHS	10,162	9,142	9,211	1,020	11.2%	78,606	79,145	(539)	-0.7%	214	1,597	46	416
20	DHS/PD	2,832	1,906	2,398	926	-	19,340	4,791	14,549	-	98	575	21	80
24	PS	15,560	13,828	13,703	1,732	12.5%	123,085	123,531	(446)	-0.4%	316	3,104	105	1,308
30	CC/PS	64,990	62,319	56,771	2,671	4.3%	524,476	547,410	(22,934)	-4.2%	2,417	17,679	549	3,716
32	PD/RM/TP/CC/PS	24,583	23,110	20,544	1,473	6.4%	188,333	207,551	(19,218)	-9.3%	972	6,598	138	1,007
53	PD/IW	4,796	5,529	4,328	(733)	-13.3%	37,493	42,266	(4,773)	-11.3%	83	1,109	12	183
54	Indio/LQ/IW/PD	8,514	9,108	6,885	(594)	-6.5%	58,723	68,680	(9,957)	-14.5%	236	1,899	51	247
70	LQ/BD	19,386	16,796	16,175	2,590	15.4%	136,624	143,683	(7,059)	-4.9%	465	3,969	51	404
80	Indio	13,526	14,337	11,705	(811)	-5.7%	108,681	112,768	(4,087)	-3.6%	248	2,259	71	813
81	Indio	9,107	6,907	7,010	2,200	31.9%	66,252	66,269	(17)	0.0%	65	687	104	573
90	Coachella/Indio	12,025	15,224	12,332	(3,199)	-21.0%	110,053	149,622	(39,569)	-26.4%	205	2,229	117	1,209
91	I/Cch/Th/Mec/Oas	17,670	18,059	14,885	(389)	-2.2%	131,840	150,020	(18,180)	-12.1%	296	3,317	38	299
95	I/Cch/Th/Mec/NS	2,456	4,229	2,487	(1,773)	-41.9%	22,278	26,654	(4,376)	-16.4%	59	515	5	31
111	PS to Indio	129,871	131,520	117,513	(1,649)	-1.3%	1,058,928	1,075,939	(17,011)	-1.6%	4,801	42,474	888	7,135
220	PD to Riverside	1,172	1,335	1,000	(163)	-12.2%	9,925	10,030	(105)	-1.0%	19	246	15	119
Fixed route total		398,712	387,310	350,849	11,402	2.9%	3,152,252	3,298,974	(146,722)	-4.4%	12,566	103,911	2,736	21,756
Demand Response														
SunDial		14,408	14,890	12,692	(482)	-3.2%	123,697	121,102	2,595	2.1%				
System total		413,120	402,200	363,541	10,920	2.7%	3,275,949	3,420,076	(144,127)	-4.2%				
		Mar-17	Mar-16	Feb-17										
	Weekdays:	23	23	20										
	Saturdays:	4	4	4										
	Sundays:	4	4	4										
	Total Days:	31	31	28										

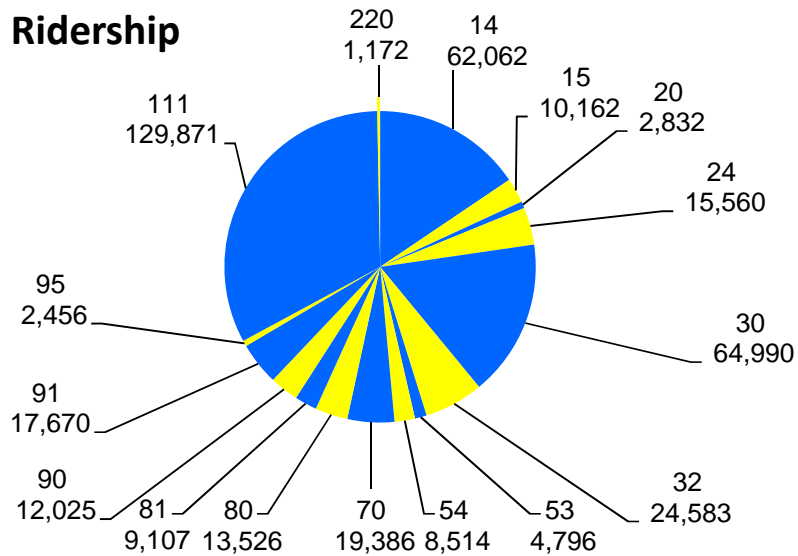
Please note:

Issued: 3/9/2016

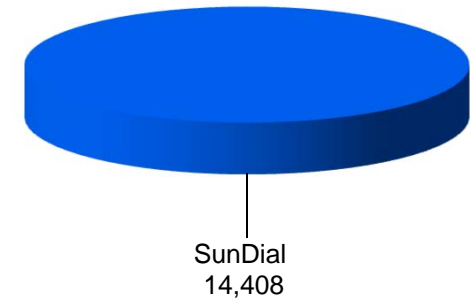


SunLine Transit Agency Monthly Ridership Report March - 2017

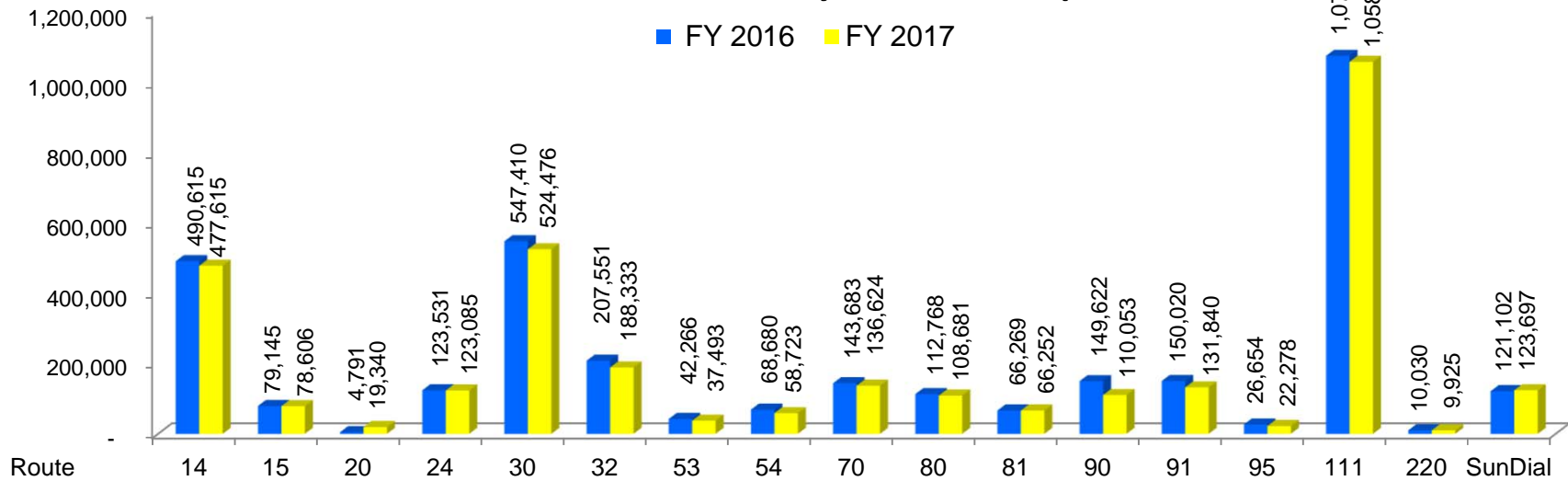
Fixed Route Ridership



Demand Response Ridership



Year-to-Date System Ridership





Complimentary Paratransit Service
Serving Persons with Disabilities Throughout the Coachella Valley

SunDial Operational Notes
March 2017

1. ON-TIME PERFORMANCE

<u>Last Year</u>	<u>This Year</u>	
87.8%	91.3%	Total trips carried in the on-time window
1,788	1,200	Total trips late during the month
14,693	13,932	Total trips

2. RIDERSHIP and MILEAGE

<u>Last Year</u>	<u>This Year</u>	
14,890	14,408	Total passengers for the month
114,199	112,590	Total miles traveled for the month

3. SAFETY

<u>Last Year</u>	<u>This Year</u>	
0	0	Total preventable accidents

4. RIDE-A-LONG & ONBOARD EVALUATIONS

<u>Last Year</u>	<u>This Year</u>	
0	0	Total Ride-a-Long Evaluations
2	1	Total Onboard Inspections
1	2	Total Safety Evaluations

5. DENIALS

<u>Last Year</u>	<u>This Year</u>	
0	0	Total Denied Trips

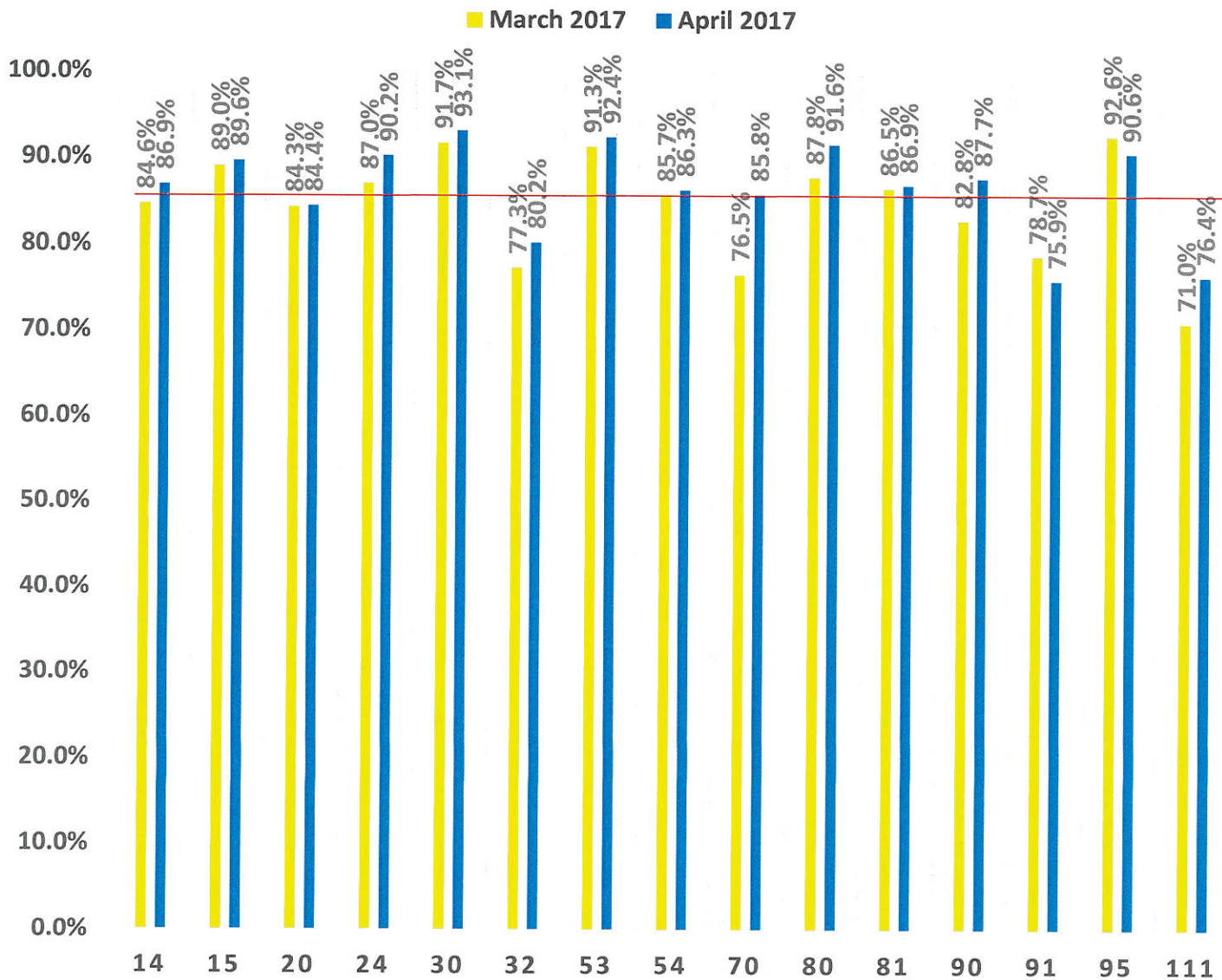
6. WHEELCHAIR BOARDINGS

<u>Last Year</u>	<u>This Year</u>	
2,172	2,083	Total Mobility Device Boarding's

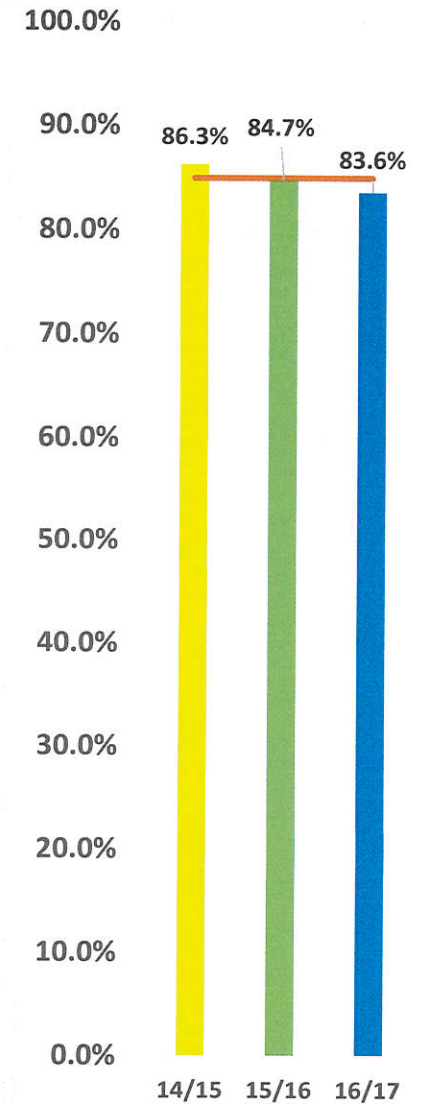
cc: Lauren Skiver, Tommy Edwards, Vanessa Mora, Diane Beebe



ON TIME PERFORMANCE % BY LINE APRIL 2017



On Time Performance System Wide



Definition: "On Time" - when a trip departs a timepoint within range of zero minutes early to five minutes late.

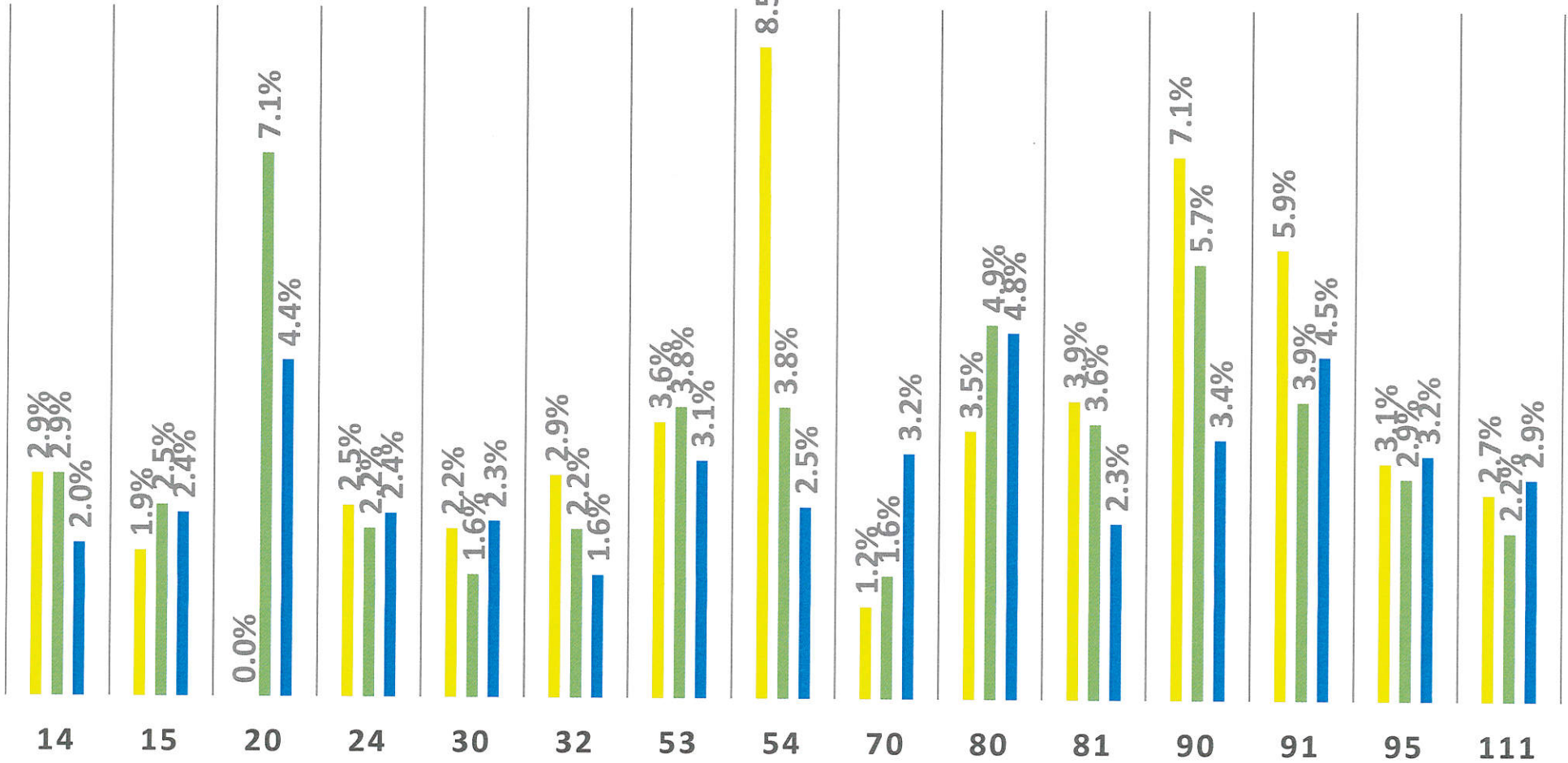
Goal: minimum target for On Time performance is 85%.

Exceptions: Detours, train stuck on tracks, passenger problems, Avail System Issues



EARLY DEPARTURES BY LINE - APRIL YEAR TOTALS

■ 2014/2015
 ■ 2015/2016
 ■ 2016/2017

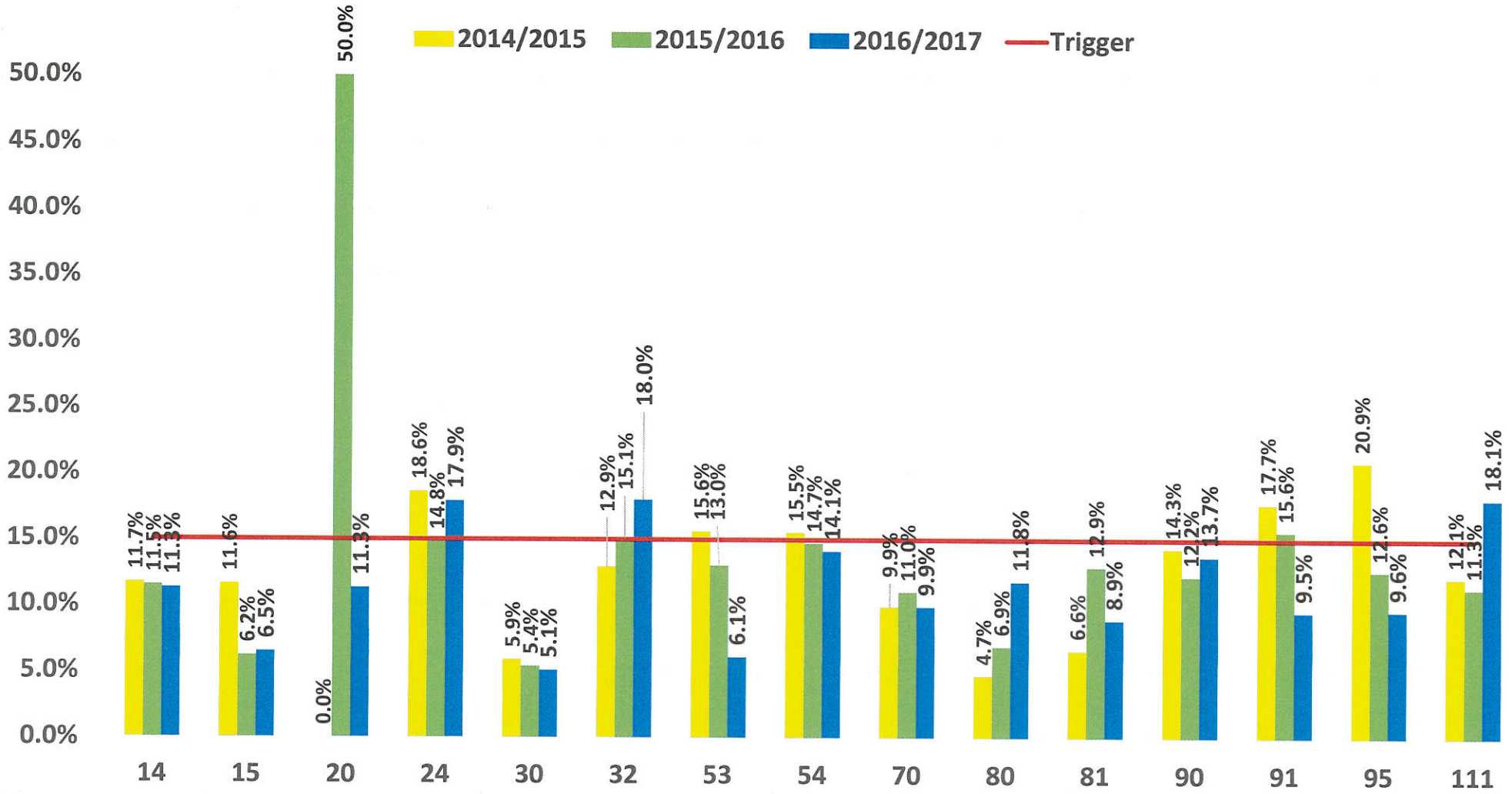


Definition: When a bus leaves a time point, ahead of the scheduled departure time.

Goal: to reduce early departures to 0% for each line.



Late Departures By Line- April Year Totals



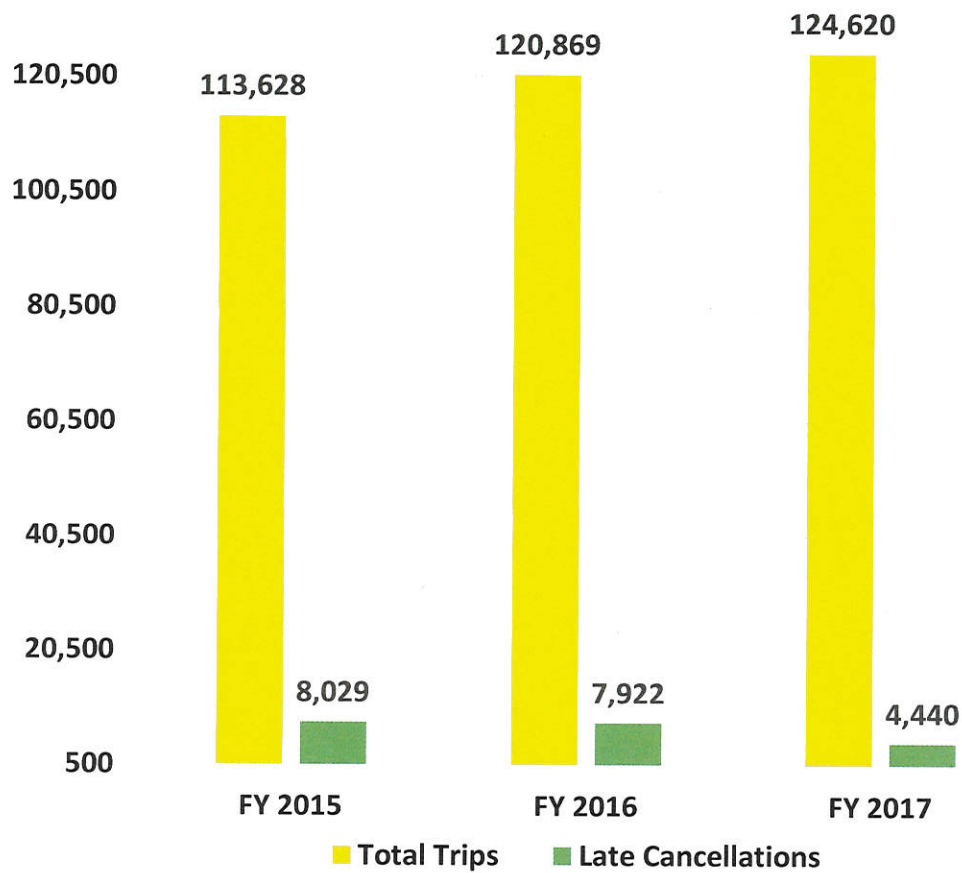
Definition: When a bus leaves a time point behind the scheduled departure time.

The line is running late with a departure greater than 5 minutes.

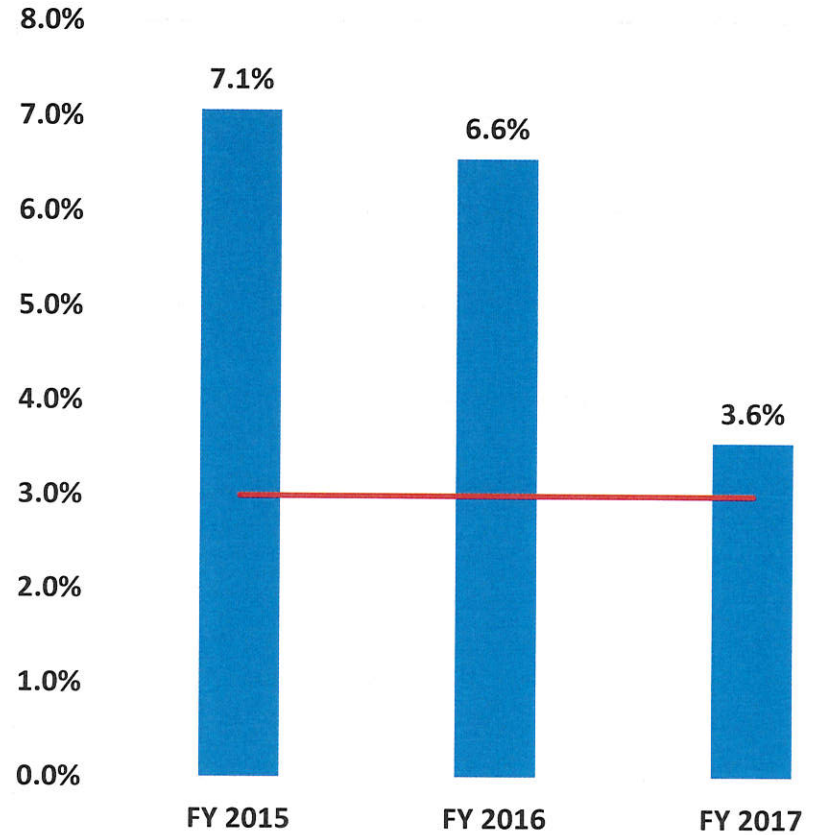
Goal: to reduce late departures to 15% for each line.



**TOTAL TRIPS VS LATE CANCELLATIONS
Y.T.D.**



**LATE CANCELLATION PERCENTAGE
Y.T.D.**



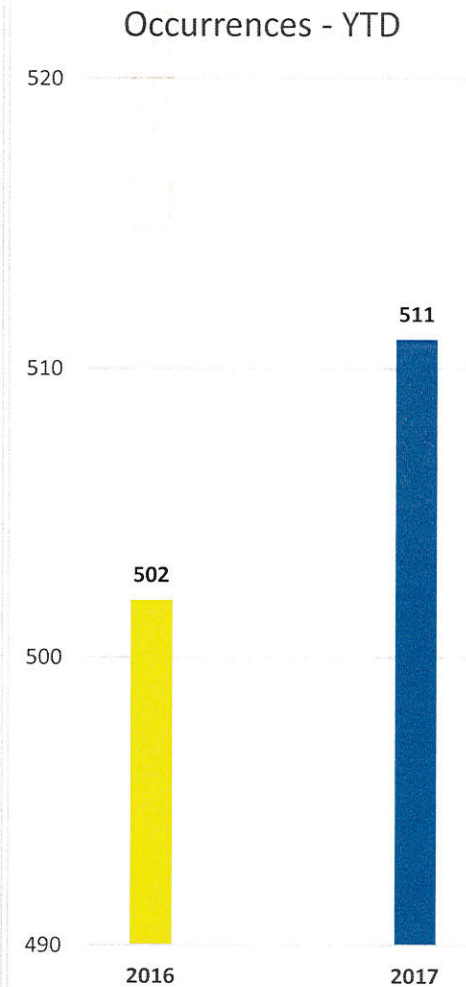
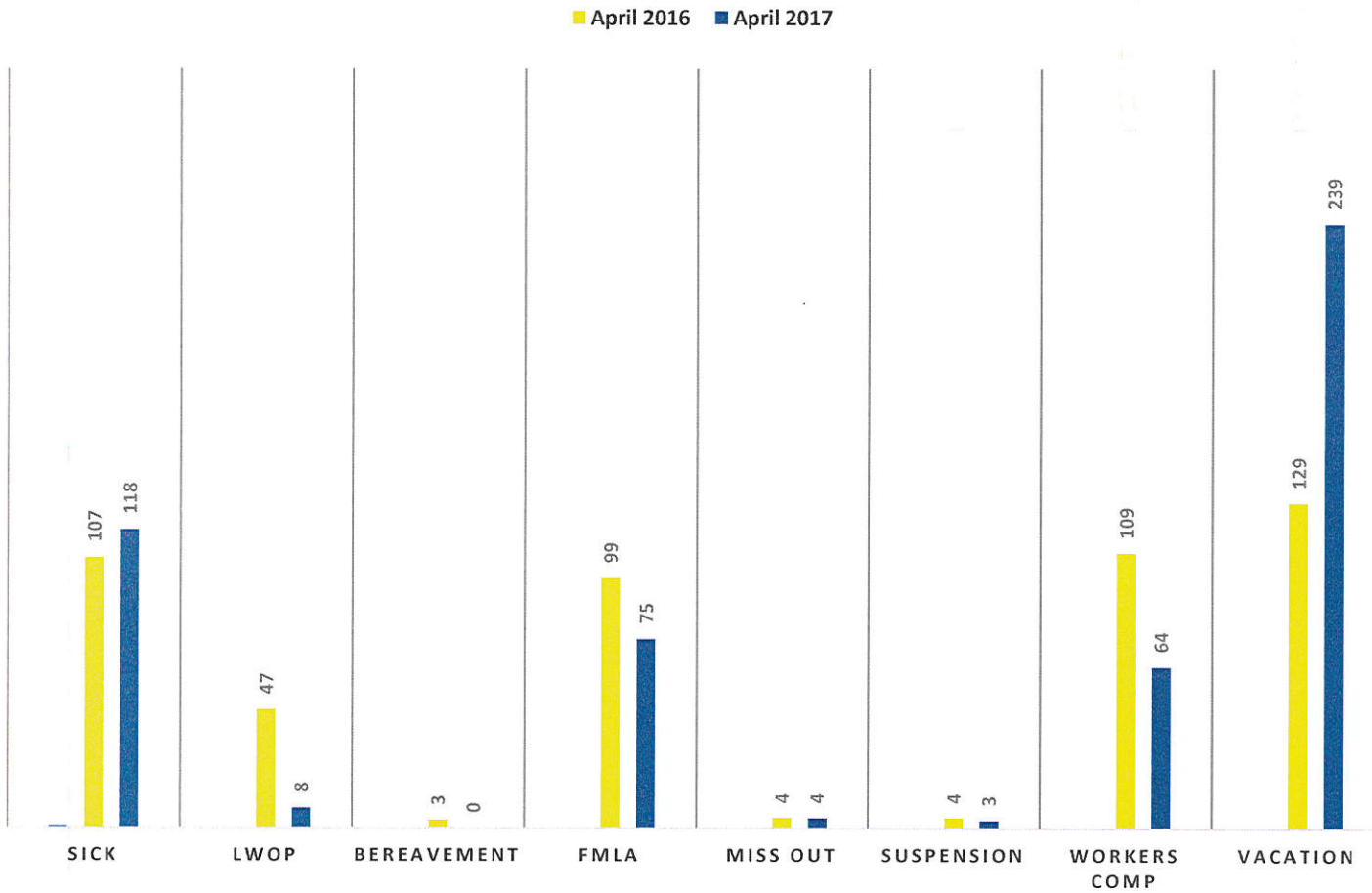
Trip: A one-way ride booked by the client. A round trip is counted as two trips.

Late cancellation: A trip for which an ADA client does not cancel within 2 hours before the scheduled pick up time.

Goal for Late Cancellations: 3% or below.



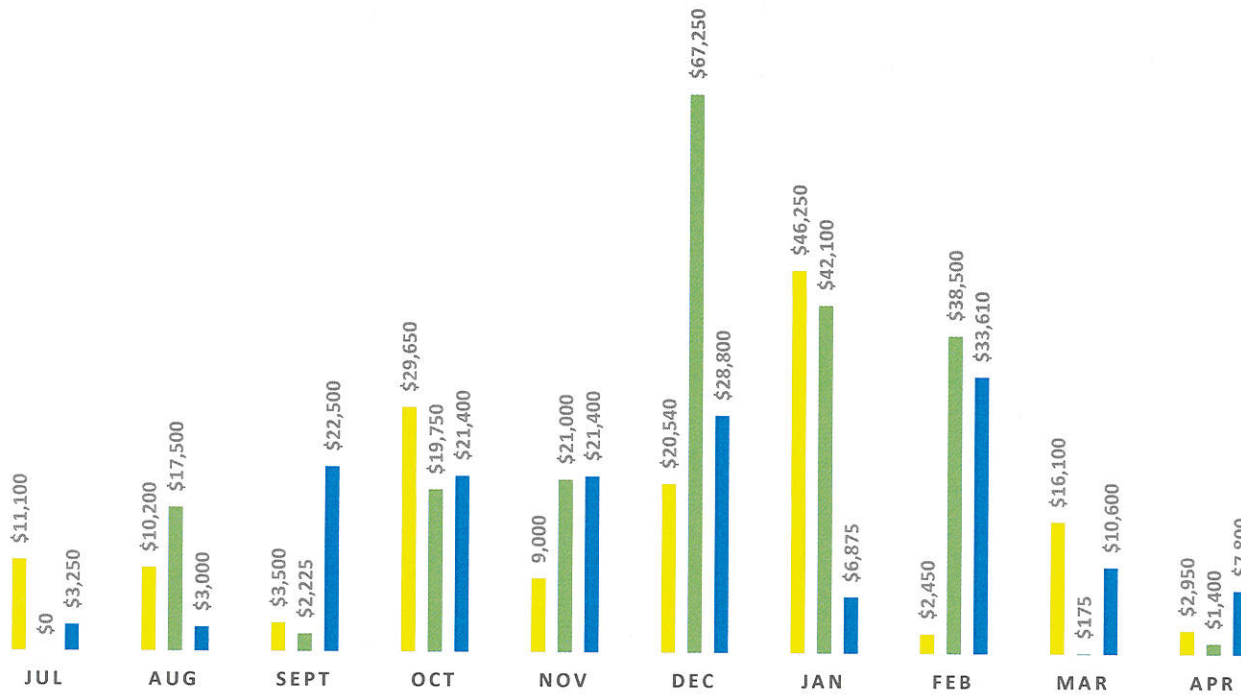
DRIVER ABSENCE OCCURRENCES - YTD



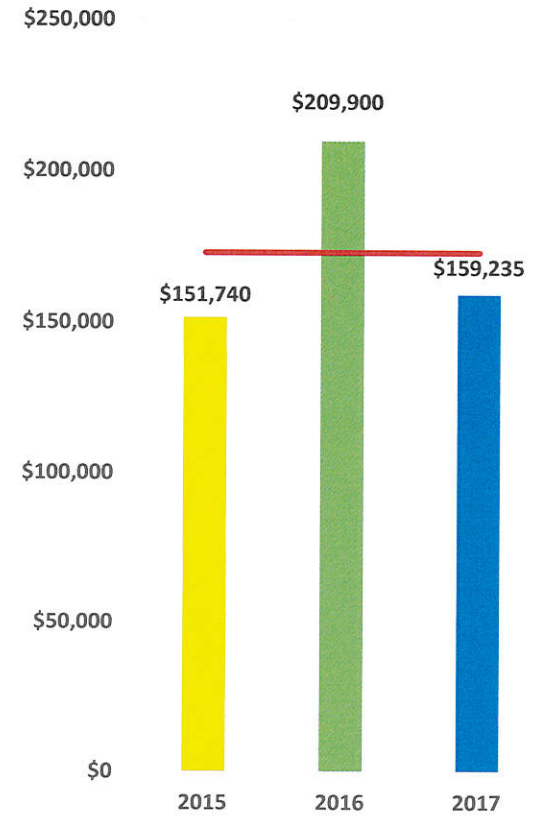
Goal: reduce by 2% - By enforcing attendance policy regularly and monitor trending -
 Absences include scheduled & unscheduled for Fixed Route drivers.
 Vacation occurrences added as of September 2015 metric.



ADVERTISING



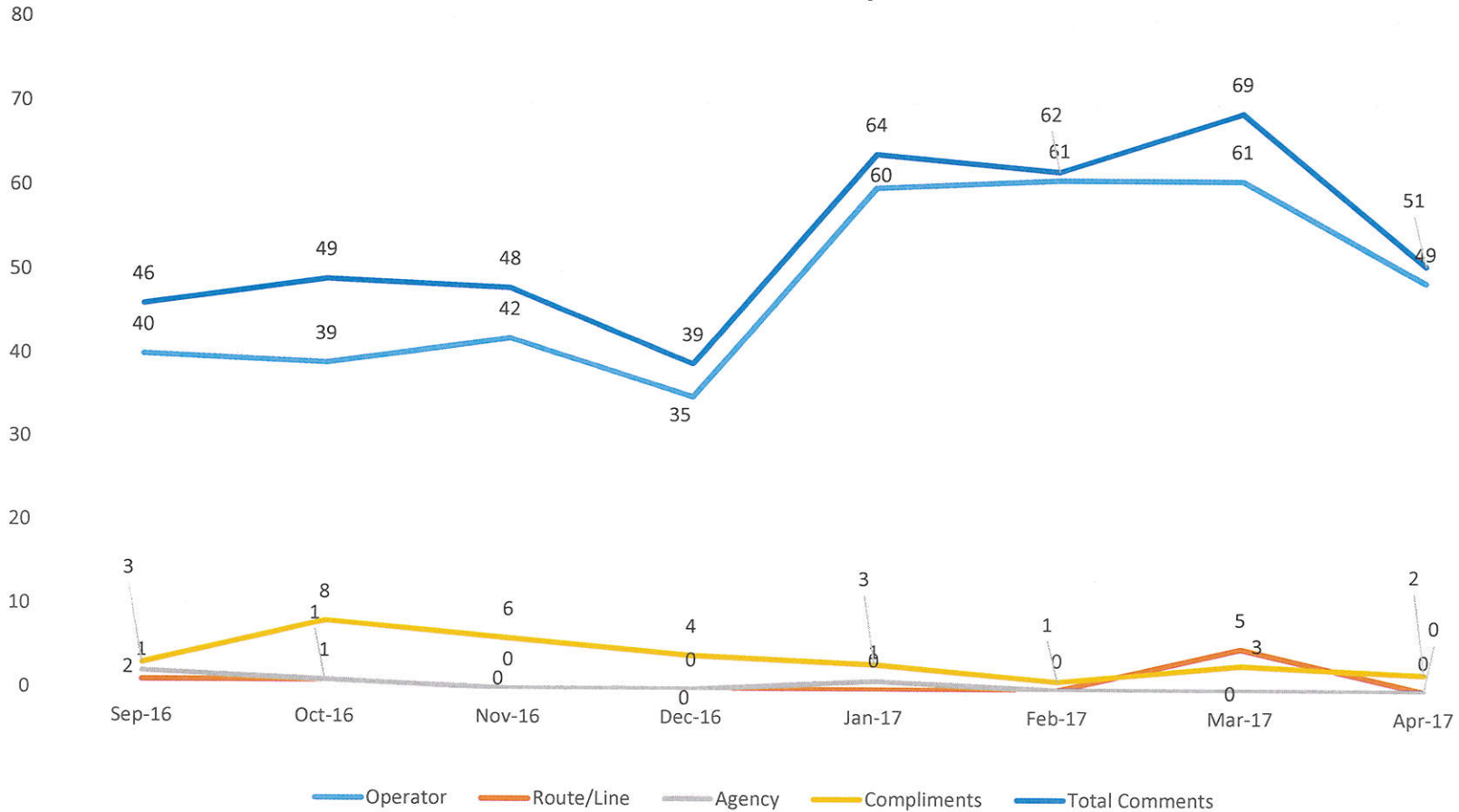
YTD TOTALS



Tracks monthly advertising revenue earned (contracted) for bus shelters and exterior bus advertising. Does not include "Barter Contracts." SunLine Transit Agency budgeted \$173,202 in advertising revenue for FY 16/17.

The goal is \$173,202 for FY 17

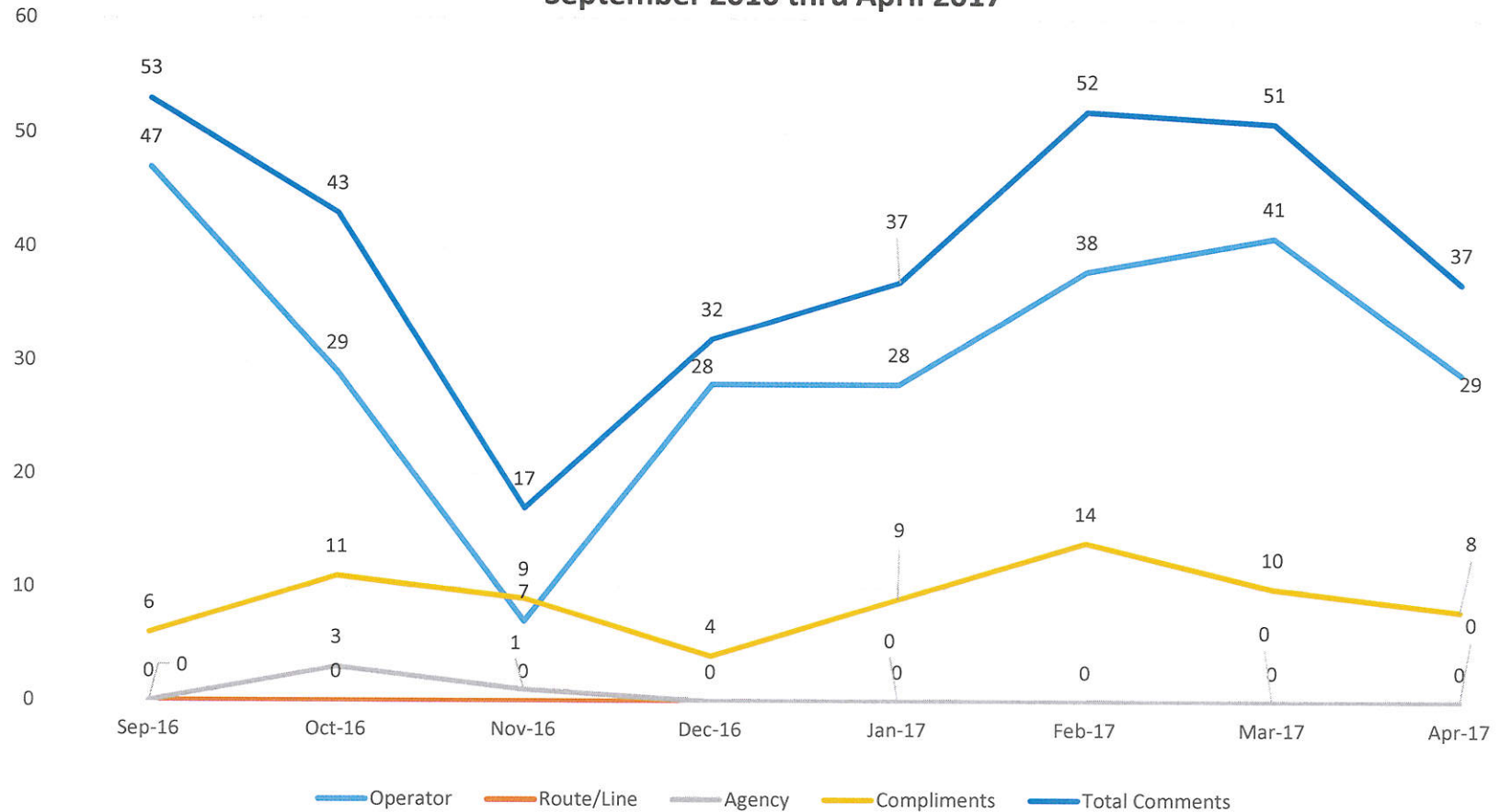
April 2017 Fixed Route Comments September 2016 thru April 2017



The comments for April 2017 include 49 operator issues, and 2 Operator compliment. There were 13 for rude driver and 5 Operators were counseled or were spoken to about rudeness. There were 14 pass-bys and 5 operators were counseled or spoken to and 1 received Discipline.



April 2017 SunDial Comments September 2016 thru April 2017



The comments for April 2017 include 29 operator issues, and 8 Operator compliments. There were 2 for rude driver. There were 8 no-shows (client not where they should be when driver arrives). SunDial staff no-showed the client or informed the client that they had been accumulating no-show points and need to be careful. Some calls were clients protesting the no-shows.



FY 16/17	Board Member Matrix Attendance													
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total Meetings	Total Attended
Desert Hot Springs	X		X	X		X	X	X	X	X			10	8
Palm Desert			X	X		X		X	X	X			10	6
Palm Springs			X	X		X	X		X	X			10	6
Cathedral City	X		X	X			X	X	X	X			10	7
Rancho Mirage			X	X		X	X	X	X	X			10	7
Indian Wells	X		X			X	X	X	X	X			10	7
La Quinta	X		X	X		X	X	X	X	X			10	8
Indio			X	X		X	X	X	X	X			10	7
Coachella	X		X	X				X		X			10	5
County of Riverside	X		X			X	X	X	X	X			10	7

X - ATTENDED (Primary/Alternate)

DARK -



SunLine Transit Agency

DATE: May 24, 2017 **Discussion**

TO: Finance/Audit Committee
Board of Directors

FROM: Deputy Chief Financial Officer

RE: Review and Discussion of SunLine Funding and the [Draft FY18 Operating and Capital Budget](#)

Background

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

During the March 2017 Visioning Session, the Board was made aware of SunLine's funding position. Accordingly, staff worked to ensure that the FY18 budget reflected a conservative request for only essential costs. This discussion item allows the Board to either move forward with this budget for approval at the June 28th meeting or hold Special Finance Committee meetings during the upcoming weeks to continue discussion and allow for any modifications.

Luis Garcia



SunLine Transit Agency

DATE: May 24, 2017 **Discussion**

TO: Strategic Planning and Operations Committee
Board of Directors

FROM: Transit Planning Manager

RE: Review and Discussion of the [Draft FY 2017/18 Short Range Transit Plan \(SRTP\)](#)

Background

For each financial year, staff is required to develop a Short Range Transit Plan (SRTP) for the Agency. This document is a three year planning document for the Agency, outlining both its service operating plan and capital projects, together with a financial plan to sustain the operating and capital plans. The first year of the plan is developed for approval at the same time as the agency budget is approved (financial details in each of these documents are consistent). The second and third year plans documented in the SRTP are provided for planning purposes only.

The SRTP is subject to approval by the Strategic Planning and Operations Committee and Board of Directors of SunLine Transit Agency as well as the Riverside County Transportation Commission (RCTC). The following are highlights of the FY 2017/18 SRTP.

Proposed Operating Plan:

In fiscal year 2017/18, the operating budget will increase from \$33,474,111 to \$34,880,026. The budget increase includes operating cost increases (wages, benefit costs, etc.) as well as the following service improvements:

- Line 95 – a route alignment is being explored to serve 69th Avenue between Costa Mesa Drive and Vander Veer Road in North Shore.

Capital Plan:

The following new capital projects are proposed in FY 2017/18 totaling \$10,406,555 to purchase the following:

- Fleet:
 - Three (3) Replacement Fixed Route Buses
 - Four (4) Replacement Non-Revenue Support Vehicles
 - One (1) New Hydrogen Electric Hybrid Fuel Cell Fixed Route Bus
 - Fixed Route Bus Rehabilitation

- Capital Bus Lease
- Facilities:
 - Operations Facility Replacement, Phase 2
 - Facility Improvements to Improve Existing Buildings at both properties in Thousand Palms (Div-1) and Indio (Div-2).
 - Maintenance Facility for Zero Emission Vehicles (ZEV)
 - Hydrogen Fueling Station
 - Transit Enhancements to Improvement Existing Bus Stops
- Technology:
 - Information Technology Projects

Anita M. Petke
Transit Planning Manager





ANNIVERSARY
1977 - 2017



SHORT RANGE TRANSIT PLAN

FY 2017/18 - FY 2019/20

BOARD OF DIRECTORS

RUSSELL BETTS, CITY OF DESERT HOT SPRINGS

ROBERT RADI, CITY OF LA QUINTA

EMMANUEL MARTINEZ, CITY OF COACHELLA

KATHLEEN KELLY, CITY OF PALM DESERT

GINNY FOAT, CITY OF PALM SPRINGS

TY PEABODY, CITY OF INDIAN WELLS

GREG PETTIS, CITY OF CATHEDRAL CITY

TROY STRANGE, CITY OF INDIO

G. DANA HOBART, CITY OF RANCHO MIRAGE

VACANT, RIVERSIDE COUNTY DISTRICT 4



PREPARED BY SUNLINE STAFF

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EXECUTIVE SUMMARY

The Short Range Transit Plan (SRTP), updated annually, covers fiscal years 2018 to 2020. The SRTP is a mandatory fiscal, planning and regulatory document for SunLine Transit Agency.

The Executive Summary provides a summary of the key highlights from the SRTP regarding current performance and future trends. Following the Executive Summary, Chapter 1 provides an overview of the transit system. Chapter 2 describes Existing Service and Route Performance. Chapter 3 looks ahead at Planning Studies and Anticipated Service Changes. Chapter 4 summarizes Financial and Capital Plans.

Mission Statement

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

The SRTP is intended to serve three purposes:

1. Identifies the transit services and capital improvements required to meet the transit needs of SunLine Transit Agency over a three year period and the proposed sources of funding to carry out the plan
2. Serves as a management tool to guide activities over the next year
3. Provides justification for operating and capital assistance for grant applications to be submitted to state and federal funding agencies

The Riverside County Transportation Commission (RCTC) is responsible by statute for developing and approving a Short Range Transit Plan (SRTP) for Riverside County (PUC 130303). SunLine and other Riverside County transit operators prepare the plans for their respective agency. Once RCTC approves and adopts the SRTP's, the operators are charged with following through with implementation of the plans. Any deviation from the plan must be reported to RCTC (PUC 130057), and if the change is substantive, a plan amendment must be approved by RCTC. The allocation of funds for the upcoming fiscal year is based on approved SRTPs.

Beyond the requirements, the SRTP is an opportunity for SunLine Transit Agency to gather important data in a single document and develop strategic plans for the next three years.

Relationship of the SRTP to Other Plans, Projects, and Actions

The SRTP provides a summary of and direction to other planning documents. It incorporates SunLine's goals and service standards, operating and capital budgets, service plan, and facility plan. At the same time, it is designed to give direction to future service planning activities and capital projects. The SRTP will reflect the FY2018 operating and capital budget adopted by the Board of Directors.

Guiding Framework

As SunLine celebrates 40 years of service, the Board and staff are seeking to make smart transit investments that will help SunLine expand the mobility options offered to the communities it serves. As SunLine looks to grow its ridership and make strategic investments, it must continue to manage its fiscal challenges, while investing in the overarching management of SunLine's bus and paratransit system.

In 2017, SunLine is embarking on a process to rethink and reinvigorate transit services in the Coachella Valley. This process recognizes SunLine's role as a mobility manager for the Coachella Valley and will expand the agency's work to improve performance in the context of its fiscal and organizational health.

Current Trends

Since the last SRTP in 2016, recent trends have continued, specifically in the areas of financial stability, ridership, demographics, and land use.

Financial Stability

The national decreasing ridership trend for fixed route transit continues to impact the Agency's financial stability. The proposed operating and capital budgets for fiscal year 2018 are \$34,880,026 and \$10,406,555, respectively, which represents an operating budget increase of 4.2% over the previous fiscal year. The majority of the costs associated with the increase can be attributed to wages and benefits associated with the Memorandum of Understanding for represented employees. SunLine continues to identify ways to strengthen its overall financial position in order to continue to serve a diverse community of transit users.

Ridership

In Fiscal Year 2015/2016, SunLine Transit Agency served almost 4.4 million fixed route passenger boardings, a decrease of 6.8% from the previous year. In the same year, it operated over 3,884,869 miles and 255,822 hours of revenue service.

Customer growth on SunLine’s Paratransit services continues steadily. Like many transit systems across the country, SunLine faces challenges in providing cost-effective service for disabled customers who are unable to use traditional buses. In FY 2015/2016, SunLine served almost 153,183 trips, a 7% increase from FY 2014/2015.

Demographics

As Riverside County continues to grow, more and more of that growth is expected to be concentrated in the Coachella Valley and eastern county. The Southern California Association of Governments (SCAG) projects there will be 581,300 people in the Coachella Valley in 2020, a 38% increase in population between 2008 and 2020. Seniors will see the highest percentage of growth. Increases in the senior population will continue to add a financial and resource cost for SunLine, due to anticipated increases in Paratransit services. By modernizing and improving the current eligibility process, SunLine seeks to control increasing paratransit costs.

In addition, SunLine experiences a high influx of seasonal residents. Seasonal roadway congestion is serious enough to impact transit-running times, but to date has not been adequately consistent or widespread enough to warrant dedicated transit right-of-way to allow transit to avoid delays.

Land Use

For decades, development patterns in the Coachella Valley have significantly limited the effectiveness of fixed route transit. Projected growth patterns are expected to continue this trend. SunLine continues to partner with cities, CVAG, the County, and social service agencies to encourage the concentration of development near the core transit network.

Operating Plan and Budget

The SRTP’s one-year operating plan includes a number of assumptions that drive proposed initiatives, described below.

Fixed-route Bus

Fixed-route ridership is estimated to decline at a rate of five percent in FY2017/2018. This assumption is based on recent ridership patterns. Operating costs for fixed-route services are expected to increase 4.2 percent in FY2017/2018 over FY2016/2017. The ridership decrease in this SRTP is conservative for the purposes of projecting the operational budget. In contrast, strategic planning initiatives launching in the first half of FY2017/2018 will focus the organization to “move the needle” on key metrics that drive SunLine’s long-term success. This SRTP assumes SunLine’s fare policy will remain the same for the three-year period of the SRTP.

Total passenger fare revenue is expected to reach \$2.98 million in FY18 compared to the \$3.17 million estimated actuals for FY17. The revenue estimates

demonstrate a conservative estimate of a continued decrease in Fixed Route ridership by approximately five percent.

Paratransit

Operating costs for paratransit services are expected to increase 4.3 percent in FY2017/2018 over FY2016/2017. Service levels are expected to coincide with ridership increases, approximately seven percent in FY2017/2018. These assumptions are based on recent ridership patterns. Paratransit fare revenue is projected to follow the increasing trend of paratransit demand.

Capital Improvement Program

The Capital Improvement Program focuses on continuing SunLine's investment in an alternative fuel technology fleet and facilities and saving funds to construct a new operations building. The three-year plan assumes a \$19,683,449 capital program dependent on internal and external funding from federal, state, regional, and local sources.

Key components of the Capital Plan beyond ongoing maintenance needs include:

- Vehicle replacement
- Vehicle expansion
- Facility and systems improvements
- Operational improvements and enhancements
- Information technology

Looking Ahead: Planning Service Changes and New Initiatives

In FY2017/2018, SunLine will focus on strengthening its existing services and piloting new mobility services. SunLine is taking steps in the first half of Fiscal Year 2017/2018, to invest in the development of advanced transit scheduling expertise in-house, to enhance SunLine's ability to create efficient transit schedules to better serve customers without increasing operating costs. Behind the scenes changes, including the increased use of interlining scheduling techniques, may result in significant cost savings for SunLine. SunLine will also focus on improving its most successful trunk routes. Lines 111, 30, and 14 together account for 64% of all daily boardings. Improving these services will increase farebox revenue on the entire network.

The transportation industry is undergoing massive transformation, and SunLine is studying ways to improve and change its service model in order to remain competitive and continue to provide valued service to the community.

In light of declining ridership and reduced funding, SunLine is developing a scope of work for a planning study to evaluate new service models that may enable SunLine to more cost-effectively serve the Coachella Valley. SunLine will study new services to respond to

declining ridership and development patterns, including shared, on-demand mobility services. SunLine will also evaluate existing services for modifications, reductions, and/or discontinuation. The planning study will help SunLine prepare for a range of uncertain funding scenarios and will include community and Board consultation throughout the process.

INTRODUCTION

The Short-Range Transit Plan (SRTP) is a mandatory fiscal, planning and regulatory document for SunLine Transit Agency. The SRTP is intended to serve three purposes:

4. Identifies the transit services and capital improvements required to meet the transit needs of SunLine Transit Agency over a three year period, and the proposed sources of funding to carry out the plan
5. Serves as a management tool to guide activities over the next year
6. Provides justification for operating and capital assistance for grant applications to be submitted to state and federal funding agencies

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Relationship of the SRTP to Other Plans, Projects, and Actions

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SRTP Structure

This SRTP is primarily structured to follow RCTC's Recommended Outline to assure that all required topics are covered.

Chapter 1 is the Overview of SunLine. Chapter 2 describes Existing Service and Route Performance. Chapter 3 presents Planning Service Changes and Implementation. Building on Chapters 2 and 3, Chapter 4 provides Financial and Capital Plans.

CHAPTER 1

SYSTEM OVERVIEW

This chapter outlines major features of SunLine’s system. The chapter opens with a timeline of SunLine’s history, discusses SunLine’s governance structure, describes the geography of the SunLine District, and outlines the bus service SunLine provides. It discusses SunLine’s connections to other rail and bus transit agencies, fare structure, the revenue fleet, and SunLine facilities.

1.1 Timeline of SunLine Transit and Related History

Date	Historical Event
1876	The Southern Pacific Railroad's first steam engine made the run between Los Angeles and Indio on May 29th.
1888	Short-lived narrow-gauge Palmdale railroad "Cabazon" train began operations with passenger cars purchased from the San Francisco Railway Company stocked with wood provided by Valley Indians
1905	The Colorado River flood broke through the head works of an irrigation canal and formed the Salton Sea
1926	U.S. Route 99 opened northward through Coachella and Indio and westward toward Los Angeles more or less along the present route of Interstate 10 helped further open both agriculture, commerce and tourism to the rest of the country.
1930	Indio became the Coachella Valley's first incorporated city.
1930s	State Highway 111 opened in the early 1930s, cutting a diagonal swath through the valley, connecting all of its major settlements.
1963	The Palm Springs Aerial Tramway opened as a way of getting from the floor of the Coachella Valley to near the top of San Jacinto Peak. It was constructed in rugged Chino Canyon and is the largest rotating aerial tramway in the world.
1977	SunLine established and begins operations with 22 buses.
1987	SunLine celebrates 10 year anniversary of providing public transportation to the Coachella Valley.
1988	Voters approved Measure A, Riverside County's half-cent sales tax for transportation, setting in motion a proactive response to growing congestion.
1991	SunLine launches SunDial Paratransit with 10 vans.
1992	SunLine Board of directors passes a resolution to establish a 100% alternative fuel fleet.
1993	SunLine establishes Compressed Natural Gas (CNG) station in Thousand Palms.
1994	SunLine becomes nations first fleet to convert all of its vehicles to 100% Natural Gas.
1995	SunLine completes installation of bus racks on entire SunBus fleet.
1998	SunLine introduces shopper hopper service and Vets Express Service.
1999	SunLine receives Clean Air Award from South Coast Air Quality Management District and Governor's Environmental and Economic Leadership Award.
2001	CNG refueling station opens in Cathedral City.
2002	Measure A extended by Riverside County voters to continue to fund transportation improvements through 2039.
2002	SunLine celebrates its 25th year anniversary.
2003	SunLine Co-hosts DOE National Clean Cities Conference.
2004-2007	SunLine introduces the seven Day Pass. SunLine Celebrates 30 years of service. SunLine officially recognized as a California Hydrogen Highway Network Station. SunLine receives 15 new CNG buses. SunFuels is launched to provide alternative fuels to vehicles in the Coachella Valley.
2008	41 new fleet vehicles unveiled with a fresh new logo. 110 solar powered I-stops and 150 new benches and trash receptacles added.
2009	10 additional 32 foot El Dorado vehicles added to fleet. New farebox collection system installed on all buses. 149 New bus shelters installed throughout the Coachella Valley. Buses receive upgraded and added security cameras on to its fixed route fleet. SunFuels receives a fuel pressure upgrade from 3000 to 3600 Psi system.
2010	6th Generation Hydrogen Fuel Bus joins the Fleet.
2011	AVAIL bus tracking technology is implemented. 7th generation Hydrogen Fuel Cell bus is added to fleet (American Fuel Cell Bus).
2012	SunLine celebrates 35 years of service. SunLine dedicates the newly renovated SunLine Learning Center.
2013	Ground breaking for the new 25,000 Square Foot Administration building.
2014	First annual "Pack the Bus" backpack and school supply drive.
2015	SunLine and the Center of Transportation and the Environment hosts the International Fuel Cell Bus Workshop. Grand Opening of SunLine's new Administration Building.

1.2 Governance

SunLine was established under a Joint Powers Agreement (JPA) on July 1, 1977 between the County of Riverside and the cities of the Coachella Valley, which at the time included the City of Coachella, City of Desert Hot Springs, City of Indio, City of Palm Desert and the City of Palm Springs. The JPA was later amended to include the Cities of Cathedral City, Indian Wells, La Quinta, and Rancho Mirage. The JPA's governing board is comprised of one elected official from each member entity and one county supervisor. SunLine is headquartered in Thousand Palms.

The SunLine Board of Directors is the policy setting body of SunLine Transit Agency. The SunLine CEO/General Manager and staff implement the policy that the Board of Directors set. SunLine's Board of Directors consists of elected officials from each of the nine member cities and Riverside County. The Board meets ten times per year, and if necessary may meet additional times to address pressing operational and budget requirements. SunLine Board members are appointed by the jurisdictions they represent. The current board members are:

- *Russell Betts, City of Desert Hot Springs*
- *Troy Strange, City of Indio*
- *Greg Pettis, City of Cathedral City*
- *Emmanuel Martinez, City of Coachella*
- *Ty Peabody, City of Indian Wells*
- *Robert Radi, City of La Quinta*
- *Kathleen Kelly, City of Palm Desert*
- *Ginny Foat, City of Palm Springs*
- *G. Dana Hobart, City of Rancho Mirage*
- *Supervisor V. Manuel Pérez, Riverside County Board of Supervisors*

1.3 SunLine Organizational Structure

Management and Staff

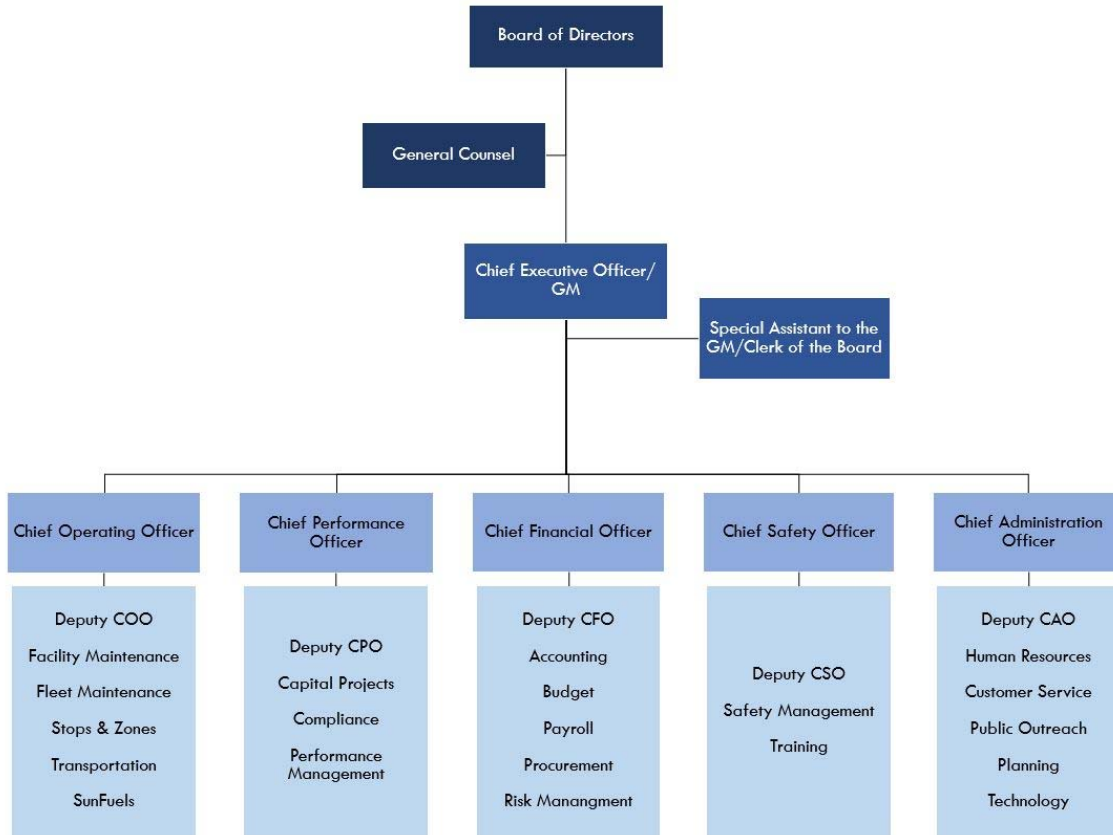
The executive managers of SunLine Transit are as follows:

- | | |
|--|---------------|
| • Chief Executive Officer/General Manager: | Lauren Skiver |
| • Chief Performance Consultant: | Rudy LeFlore |
| • Chief Operating Officer: | Tommy Edwards |
| • Chief Financial Officer: | Al Hillis |
| • Chief Administration Officer: | Vacant |
| • Chief Safety Officer: | Peter Gregor |

SunLine has a budgeted total of 354.75 regular employees, which includes part time and full time employees. The agency is divided into five departments, as shown in the

organizational chart in Figure 1, including Administration, Performance, Finance, Operations, and Safety.

FIGURE 1: AGENCY ORGANIZATION CHART



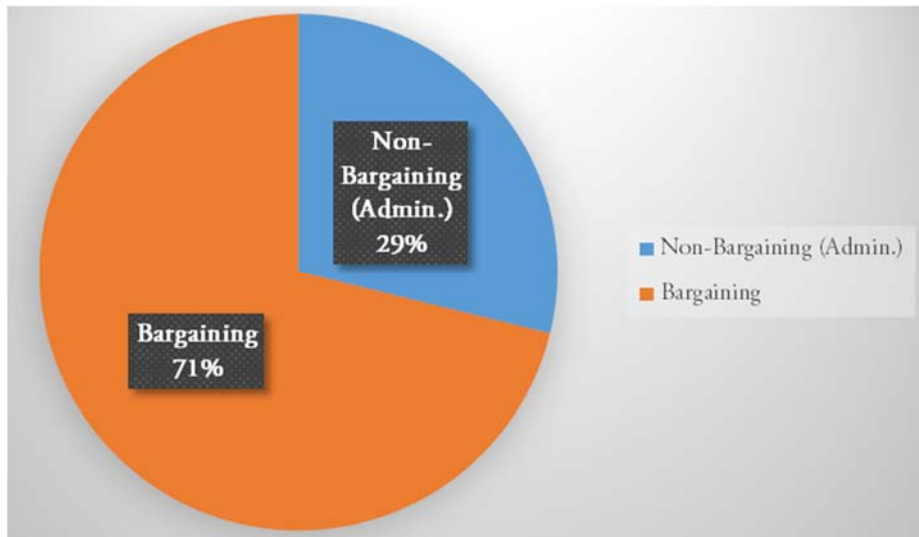
Agency headcount by department is depicted in Figure 2.

FIGURE 2: AGENCY HEADCOUNT BY DEPARTMENT

DEPARTMENT	FY 2017 BASE FTEs
EXECUTIVE	
Executive Office	3.00
PERFORMANCE MANGEMENT OFFICE	
Performance Office	7.00
SAFETY AND SECURITY OFFICE	
Safety and Security	7.00
OPERATIONS OFFICE	
Operations - Fixed Route	177.00
Operations - Paratransit	58.50
Maintenance	42.00
Stops and Zones	8.00
Facilities Maintenance	5.00
SunFuels	2.00
FINANCE OFFICE	
Finance	22.25
ADMINISTRATION OFFICE	
Community & Customer Relations	8.00
Service Planning	7.00
Human Resources	5.00
Information Technology	3.00
Total FTEs	354.75

1.4 Labor Unions

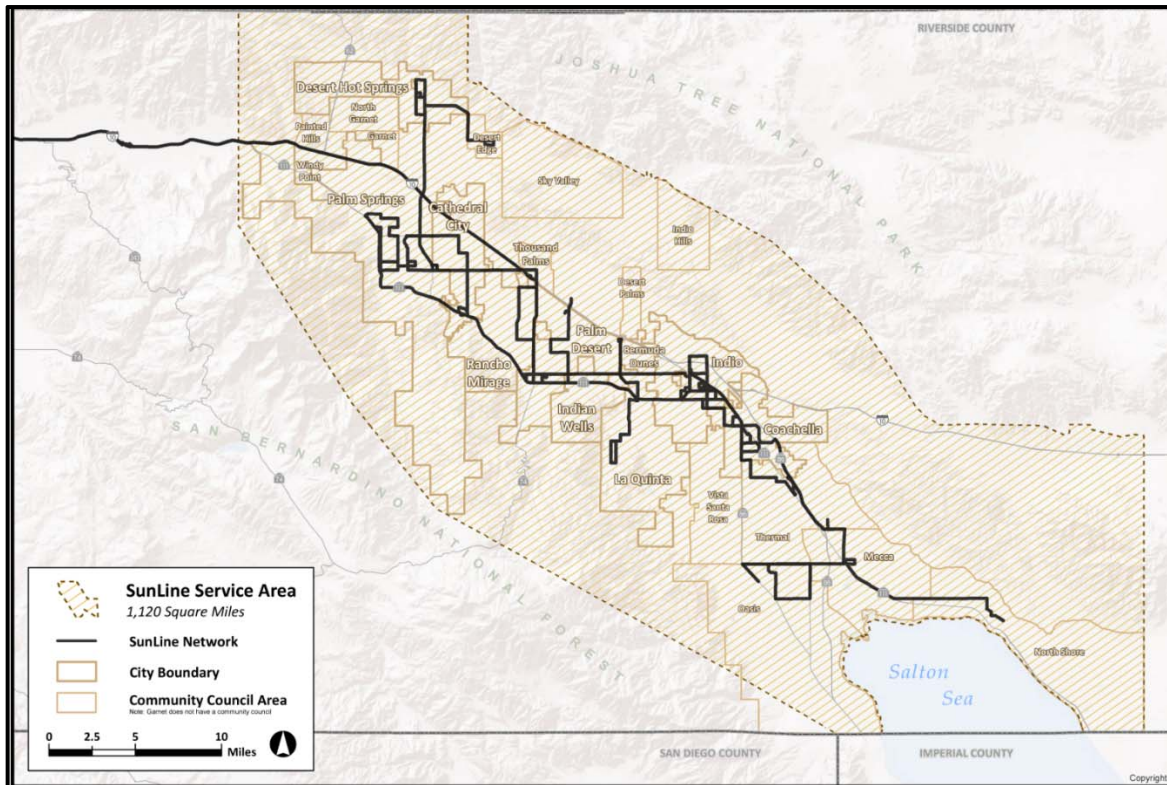
As shown in Figure 3, most employees at SunLine are represented by the Amalgamated Transit Union Division (ATU) Local 1277. The collective bargaining agreements with ATU forms an important part of the operating structure of SunLine. The current contract term is April 1, 2016 through March 31, 2019. Executive management and administration employees are not represented by a union.

FIGURE 3: BARGAINING AND NON-BARGAINING

1.5 Description of SunLine Service Area

SunLine's service area encompasses 1,120 square miles of the Coachella Valley from the San Geronio Pass in the west to the Salton Sea in the southeast. The Agency's service area is located approximately 120 miles east of downtown Los Angeles and 60 miles east of the Inland Empire cities of Riverside and San Bernardino. SunLine's service area is shown in Figure 4. Service is provided to the cities of Desert Hot Springs, Palm Springs, Cathedral City, Rancho Mirage, Palm Desert, Indian Wells, La Quinta, Indio, and Coachella. Service is also provided to the unincorporated Riverside County communities of Desert Edge, Thousand Palms, Bermuda Dunes, Thermal, Mecca, Oasis and North Shore.

FIGURE 4: SUNLINE SERVICE AREA



1.6 POPULATION PROFILE AND DEMOGRAPHIC PROJECTION

The population of the Coachella Valley is 440,559 and, continues to grow at a healthy pace (U.S. Census Bureau, 2011-2015 American Community Survey 5-Year Estimates). A large population of seasonal residents visit the Coachella Valley in the winter season or longer and report a hometown outside of the area.

The Coachella Valley is a high growth area. Riverside County is the tenth largest county in the nation in terms of population. Lower home prices and new job opportunities have fueled migration. A leading cause of the county's growth in the last decade has been migration from elsewhere. Census data shows that approximately 38 percent of the population increase is from people moving to Riverside County.

As Riverside County continues to grow, more and more of that growth is expected to be concentrated in the Coachella Valley and eastern county. Coachella Valley continues to develop to meet the needs of residents with a broad range of amenities, public facilities and programs.

From 2000 to 2014, the Coachella Valley population grew from 309,530 to 443,401, for a net gain of 133,871 people, or 43%, including adjustments based on the Census Bureau's 2013 American Community Survey. The Coachella Valley's 43% increase in population from 2000 to 2014 was much faster than the Inland Empire (34%), the U.S. (12.5%) and California (13%).

The Southern California Association of Governments (SCAG) projects there will be 581,300 people in the Coachella Valley in 2020, a 38% increase in population between 2008 and 2020.

Projected growth rates vary significantly across SunLine's service area, and not all communities are anticipating significant growth. From 2000 to 2014, Indio's growth led the Coachella Valley, followed by La Quinta and Desert Hot Springs. Each of these cities has land to develop. The unincorporated areas of the valley are expected to see half of all the population growth between 2008 and 2035. SCAG anticipates that much of this expansion in unincorporated areas will take place north of Interstate 10 and in the areas south and west of Coachella.

Growth within Palm Springs and Palm Desert is expected to occur at a rate that is less than half that of the Coachella Valley as a whole. Growth generates an increased demand for municipal services, including transit, and development patterns can significantly affect the cost and efficiency of providing those services. In areas where development includes low density or outlying communities, existing services can be impacted to a greater degree than if development occurs within a core service area.

Figure 5 presents growth projections as forecast by SCAG in 2013 for jurisdictions within SunLine's service area. The figure also illustrates the relative share of growth anticipated for each jurisdiction, in comparison to the Coachella Valley as a whole.

Figure 5. Growth Projections for Jurisdictions in the SunLine Service Area

	2008 Population	2020 Population	2035 Population	% Growth in Pop. from 2008 to 2035	% of Total Pop. Growth in Coachella Valley
Cathedral City	50,200	57,000	64,600	29%	3%
Coachella	38,200	70,200	128,700	237%	21%
Desert Hot Springs	25,200	43,500	58,100	131%	8%
Indian Wells	4,800	5,500	5,800	21%	0%
Indio	73,300	91,500	111,800	53%	9%
La Quinta	36,100	41,600	46,300	28%	2%
Palm Desert	47,100	52,100	56,800	21%	2%
Palm Springs	43,400	48,900	56,100	29%	3%
Rancho Mirage	16,900	18,800	22,900	36%	1%
Unincorporated Areas	87,500	152,200	308,600	253%	51%
Total:	422,700	581,300	859,700		100%

SOURCE: SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS 2013

State figures show that Riverside County will lead California in terms of growth rate. Between 2010 and 2060, Riverside County’s population is expected to expand by 92 percent, with the Coachella Valley growing at a higher rate than the rest of the county. Seniors will see the highest percentage of growth. In the Coachella Valley, 25.5 percent of residents are older than 60, while the state shows 17.5 percent.

Older people have different wants and needs than younger ones. For example, an area of retirees typically requires more Paratransit service than fixed route bus service. An increase in the senior population will greatly increase ADA paratransit costs, adding a huge financial and resource cost for SunLine. As shown in Figure 6 to the right, the blue line shows the percentage of the Coachella Valley population in different age brackets, divided into five-year increments, while the orange line shows the measurement for the entire state.

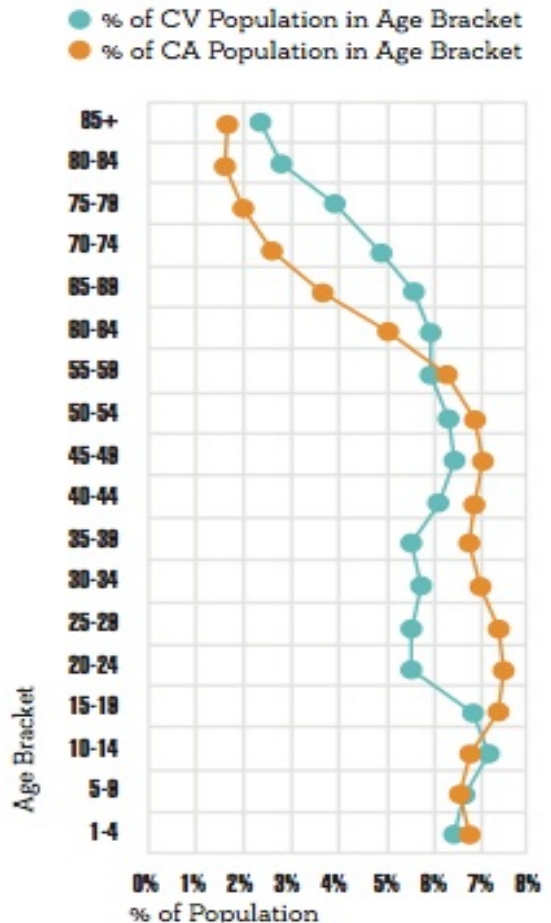
In addition, SunLine experiences a high influx of seasonal residents. Seasonal roadway congestion is serious enough to impact transit-running times, but to date has not been adequately consistent or widespread enough to warrant dedicated transit right-of-way to allow transit to avoid delays. The seasonal flux in population in Coachella Valley complicates the development of effective transit strategies.

1.7 SUNLINE SYSTEM CHARACTERISTICS

SunLine provides public transit service in the cities of Desert Hot Springs, Palm Springs, Cathedral City, Rancho Mirage, Palm Desert, Indian Wells, La Quinta, Indio, and Coachella and in the unincorporated Riverside County communities of Desert Edge, Thousand Palms, Bermuda Dunes, Thermal, Mecca, Oasis and North Shore. SunLine operates local fixed-route, complementary ADA paratransit and commuter services.

FIGURE 6

AGE DISTRIBUTION Coachella Valley vs. All California



Fixed Route Service Overview

SunLine's local fixed route network, SunBus, consists of sixteen (16) routes, including three (3) trunk routes, twelve (12) local routes connecting the Valley from Desert Hot Springs and Palm Springs in the northwest to Mecca, Oasis, and North Shore in the east, and one (1) Regional Commuter Route operating between Palm Desert and Riverside. The SunBus and Commuter Link 220 lines are summarized in Figure 7.

The service is designed to meet an array of travel needs that connect neighborhoods to jobs, schools, shopping and other destinations. The amount of service available is limited by the level of funding available for transit in the local service area.

In Fiscal Year 2015/2016, SunLine Transit Agency served almost 4.4 million fixed route passenger boardings, a decrease of 6.8% from the previous year. In the same year, it operated over 3,884,869 miles and 255,822 hours of revenue service.

SunLine is currently in the process of updating the SunLine Service Standards Policy, with an anticipated adoption date of October 2017. The draft proposed policy classifies each route in the SunLine transit network into three tiers that define the service level and performance expectation for each service.

SunLine's proposed principal service types are trunk routes, local routes, and market-based routes. Service types are defined in part operationally, and in part by the land use characteristics of their corridors. Service effectiveness is evaluated by service type.

Trunk Routes – These are highly traveled corridors serving a variety of trip purposes and connect a variety of regional destinations. Trunk routes comprise the backbone of the network linking major communities. Examples include Line 111 with a 20-minute headway seven days a week, which travels from Palm Springs to Coachella; Line 14 between Desert Hot Springs and Palm Springs; and Line 30 between Cathedral City and Palm Springs. Lines 14 and 30 operate with 20-minute frequencies on weekdays; however, SunLine has a longer term goal of increasing the frequency of these trunk routes to every 15-minute headway on weekdays.

Local Routes – Local routes are secondary routes that connect to the trunk routes and supplement the SunBus network. These connector and feeder routes include Lines 15, 20, 24, 32, 53, 54, 70, 80, 81, 90, 91, and 95. Local routes operate in areas with less density and lower demand. Local routes have consistent service throughout each day, frequencies of 60-minutes or better, and frequent stops for passengers to access as many destinations as possible. An exception to the above frequency is the North Shore Line 95 rural service that operates six round trips weekdays and weekends between Indio, Coachella, Mecca, and North Shore.

Market-Based Services – Tailored to serve specific market segments at specific times of the day, including supplemental service such as school trippers, market-based routes have flexible routing and schedules that may vary throughout the day and week, and are designed to meet specific market targets. Examples are the Commuter Link 220, operating three westbound trips from Palm Desert to Riverside with three return eastbound trips

weekdays. Another type of Market-Based services are Community Flex Routes. Flex routes provide service to an area rather than a delineated route. This service type is not currently used, although it is currently under study for a potential pilot project.

Another potential service under study is Bus Rapid Transit (BRT) or express bus service. Presently Line 111 takes close to an hour and half to travel between Palm Springs and Indio, and close to two hours to travel between Palm Springs to Coachella. A BRT or express service would reduce travel time and operating costs and support increased ridership. SunLine's existing Service Standards Policy also defines minimum service frequencies and spans deemed sustainable in the context of past funding levels. Due to the uncertain funding climate, declining ridership, and the emergence of promising new technologies, SunLine will revisit existing route alignments, including minimum service frequencies and spans, in consultation with the community and Board in the summer and fall of 2017.

Figure 7: Summary of SunLine Fixed Route Transit Services, January 2017

Route	Route Classification	Cities/Communities Served
14	Trunk	Desert Hot Springs and Palm Springs
15	Local	Desert Hot Springs and Desert Edge
20	Local	Desert Hot Springs, Rancho Mirage, Palm Desert
24	Local	Palm Springs
30	Trunk	Palm Springs and Cathedral City
32	Local	Palm Springs, Cathedral City, Rancho Mirage, Palm Desert, Thousand Palms
53	Local	Palm Desert
54	Local	Palm Desert, Indian Wells, La Quinta, Indio, Bermuda Dunes
70	Local	La Quinta, Palm Desert, Indian Wells, Bermuda Dunes
80	Local	Indio
81	Local	Indio
90	Local	Indio and Coachella
91	Local	Indio, Coachella, Thermal, Mecca, Oasis
95	Local	Coachella, Mecca and North Shore
111	Trunk	Palm Springs, Cathedral City, Rancho Mirage, Palm Desert, Indian Wells, La Quinta, Indio
220	Market-Based	Palm Desert, Rancho Mirage, Cabazon Casino, Beaumont, Moreno Valley, Riverside

SunBus Service Frequency and Span

SunLine fixed route bus services operate 363 days a year, with no service provided on Thanksgiving and Christmas. The system operates Monday through Friday from 5:00 a.m. to 11:00 p.m. and weekends from 5:00 a.m. to 10:00 p.m. Weekend service is operated on New Year's Day, Memorial Day, Independence Day, and Labor Day. The Commuter Link 220 service does not operate on weekends or on New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

Buses generally operate every 20 to 90 minutes, depending on the route and day of the week. Line 95 to the rural community of North Shore is an exception, making six inbound and outbound trips per day on weekdays with mirroring service on weekends. Service Span and Frequency Information by line is summarized in the route profiles.

Paratransit Service Overview

SunLine operates SunDial ADA paratransit to provide service to those certified under ADA and who cannot ride fixed route bus service.

Paratransit SunDial services continue to be well utilized for client's day to day activities, such as medical appointments and shopping. In FY 2015/2016, SunLine served 164,025 SunDial passenger boardings, a 7% increase from the previous year. In the same year SunDial operated 1,179,760 miles and 74,124 hours of revenue service. The success of SunDial has led to increased operating costs during a period of declining revenues.

SunDial operates within $\frac{3}{4}$ of a mile on either side of SunBus route network, and is available by advanced reservation only. Reservations may be made based on the service hours of the fixed routes serving passengers' origins and destinations, and may only be used at the same times, days and frequency as local fixed-route service. SunDial service is a curb-to-curb, shared ride transit service for persons who are functionally unable to use the fixed route service either permanently or under certain conditions. Eligibility is not solely based on having a disability.

SunDial service is provided with a fleet of 37 vans seven days a week, 363 days a year during the same hours as the fixed route network. No service is provided on Thanksgiving and Christmas Days. SunDial's Cancellation and No Show Policy was revised on February 24, 2016, and went into effect on May 1, 2016. By implementing the policy revision, SunDial's Late Cancellation and No Show rate decreased from 7.9% to 3.4%, enhancing savings to the agency.

Since SunDial ADA paratransit service is not provided in the community of North Shore, Line 95 operates as a deviated fixed route. Curbside pick-ups and drop-offs are available on a reservation basis in North Shore. Riders may utilize this service with a 24-hour advance notice for both pick-ups and drop-offs. SunDial service can be arranged to meet Line 95 in Coachella at 5th Street and Vine Avenue for qualifying Americans with Disabilities Act (ADA) passengers to reach other qualifying destinations in the Coachella Valley.

As an operator of bus service, SunLine is required under the ADA to ensure that paratransit service is provided to eligible individuals with disabilities. The level of service provided must be comparable, in terms of hours of service and area served, to the service provided by the fixed route bus system.

To be eligible, all persons must complete an application, describing in detail the nature of their mental or physical disability that may prevent the individual from using regular fixed route service. Applicants must obtain an approved health care professional's statement and

signature verifying the disability. Each applicant is notified in writing of their application status within twenty-one days of the submission date.

Riders having the required ADA Certification Identification Card are eligible to use SunDial for their transportation needs, including medical appointments, shopping, and other social activities.

SunDial is currently revising the paratransit eligibility process to implement in-person and telephone interviews to ensure paratransit riders are qualified for the service. Three categories of eligibility will be adopted: Unconditional, Conditional and Temporary.

SunLine also plans to implement new technology to facilitate on-line scheduling and cancelling of paratransit reservations. The new technology will provide a reminder call the day before to encourage cancelling when plans change and will also provide customers with notification 5 minutes prior to passenger pickup.

SUNLINE FIXED ROUTE CUSTOMER PROFILE

In 2014, SunLine conducted a fixed route passenger profile survey to better understand current SunLine customers. The final report was completed in February 2015 by the Redhill group. The report provides an overview of SunBus passengers, their trip characteristics, and their views on SunLine transit service. The survey found that 84 percent of SunBus passengers are dependent on SunLine's services, with 73 percent of respondents using transit four times a week or more.

Many of SunBus passengers are low-income, with 76 percent of passengers having annual household incomes below \$25,000. Spanish is the primary language spoken in 47 percent of SunBus passengers' homes. SunBus passengers' top three trip purposes are for work (35%), shopping (16%) and school (14%) as illustrated in Figure 8 below.

FIGURE 8: SUMMARY OF SUNBUS CUSTOMER PROFILE SURVEY

SUMMARY OF RIDER CHARACTERISTICS			
Average Age (Years)	35	Customer Destinations	Average Travel Time (Meets) 57%
Bus Fare Categories		School 14%	How Long Using SunLine Services
General	73%	Work 35%	Less Than 6 Months 15%
Passes	15%	Shopping 16%	6 Months-11 Months 7%
Disabled/Senior	6%	Social/Recreational 12%	1 -2 Years 21%
Youth	6%	Personal Business 11%	3-4 Years 18%
Median Household Income		Medical/Social Services 7%	5 Years or More 38%
Under \$10,000	45%	Other 5%	Frequency Of Using SunLine Buses
\$10,00-\$24,999	31%	Ethnicity	Only When No Other Means 5%
\$25,000-\$49,999	18%	Latino/Hispanic 52%	2-3 Days/Month 3%
Over \$50,000	6%	White/Cacasian 41%	Once Per Week 5%
Gender		Black/African American 2%	2-3 Days Per Week 14%
Female	45%	Asian/Pacific Islander 3%	4-5 Days Per Week 25%
Male	55%	Other 1%	Daily 48%
Why Public Transportation?		American Indian 1%	Primary Language
Other	2%	Veteran	English 48%
Choose to use Transit	14%	Currently Active 2%	Spanish 47%
Can't Drive	18%	Neither 92%	Other 5%
No Car	66%		

The top five trip purposes are work, shopping, school, social recreational and personal business. Work trips represent a relatively constant portion of SunLine's ridership for both weekdays and weekend trips which suggests that many riders who use SunBus to travel to and from work are likely employed in either the retail or service sectors which are dependent on an employment base seven days a week.

Figure 9 highlights the shift from school related trips on weekdays to more social/recreational and shopping trips on the weekends.

FIGURE 9. HOME-BASED TRIP PURPOSE WEEKDAY VERSUS WEEKEND

Trip Purpose	Overall	Weekdays	Weekend
Work	35%	35%	36%
Shopping	16%	11%	23%
College/School	14%	22%	2%
Social Recreational	12%	8%	17%
Personal Business	11%	12%	11%
Medical/Dental	7%	9%	4%
Other	5%	4%	6%
Total	100%	101%	99%

Totals may not equal 100% due rounding

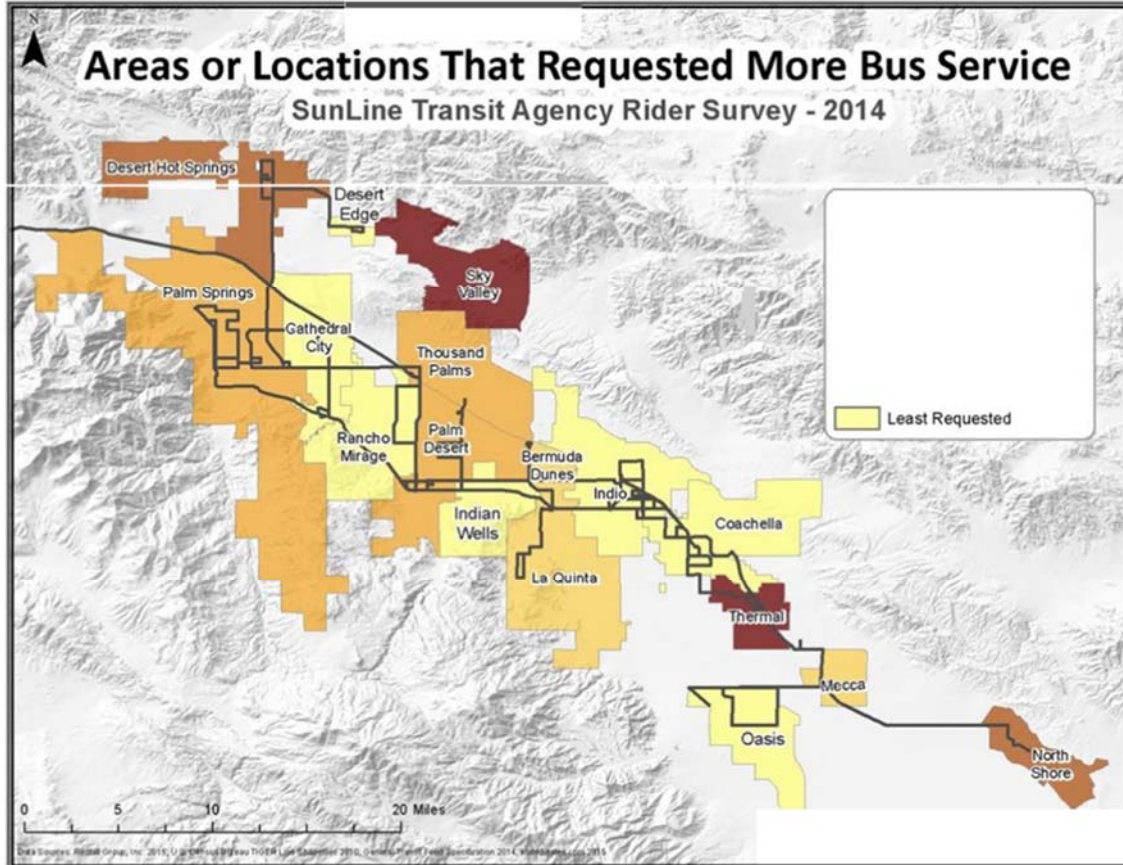
SunLine’s Passenger Profile Survey asked riders to provide input on areas that needed additional bus service. 897 recommendations were received. The responses were grouped into geographic areas. While the “Stated Preference” survey methodology utilized is not an accurate method to determine transit demand, it does represent significant feedback from the community of current SunBus riders.

A comprehensive count of the suggestions by area is provided in Figure 10 below. Figure 11 further illustrates the requests received by passengers by geographical area.

FIGURE 10. AREAS WHERE CUSTOMERS REQUESTED ADDITIONAL BUS SERVICE:

REQUEST FOR ADDITIONAL BUS SERVICE					
RANK	AREA	RESPONSE		POPULATION	N BY POPULATION (1000)
		N	PERCENT		
1	Desert Hot Springs	204	23%	25,938	7.86
2	Palm Springs	122	14%	44,552	2.74
3	Palm Desert	113	13%	48,445	2.33
4	Indio	91	10%	76,036	1.20
5	La Quinta	70	8%	37,467	1.87
6	Cathedral City	56	6%	51,200	1.09
7	Coachella	46	5%	40,704	1.13
8	Thermal	31	3%	2,865	10.82
9	Sky Valley	25	3%	2,406	10.39
10	Rancho Mirage	23	3%	17,218	1.34
11	North Shore	20	2%	3,477	5.75
11	Thousand Palms	20	2%	7,715	2.59
12	Mecca	15	2%	8,577	1.75
13	Bermuda Dunes	14	2%	7,282	1.92
14	Other Areas	47	5%		

FIGURE 11. AREAS THAT REQUESTED MORE BUS SERVICE



SUNLINE TRANSPORTATION DEMAND MANAGEMENT (TDM) SERVICES

SunLine Transportation Demand Management (TDM) services promote and facilitate alternative mode of transportation such as transit, vanpool, carpool, bicycling, and taxi.

VANPOOL

A vanpool is a group of people who are coming to the same workplace or post-secondary education facility (college, trade school, etc.) from the same community, riding together in a van. Vanpools typically carry from six to fifteen passengers, and operate weekdays, traveling between pick-up locations and a place of work.

Vanpools provide small-scale commuter ridership in scenarios where operator costs would otherwise be prohibitively high. Operating costs are very low, because the passengers drive themselves. Ridership per platform hour is healthy; the vanpool doesn't run at all without a minimum of five regular riders. Vanpools are very demand-responsive; once ridership falls below a threshold, the service goes away, and new routes can be added with a minimum of overhead. They can access office parking areas and other locations where scheduled SunLine service cannot reach, making for more convenient passenger drop-offs.

SunLine will provide a subsidy for qualified vans. The driver of the vanpool must be a participant in the vanpool program. Vanpool passengers will be responsible for paying the van lease cost minus the subsidy. They will also share the cost of gas, toll fees, parking fees (if applicable). Passengers will not pay for the maintenance and insurance cost. Vehicles for this type of service will be leased by one of the pre-qualified vendors to one of the commuters in the group, a company, or by a third party representative. The goal of having vans on the road is by summer 2017.

Vanpool programs can be administered in a variety of ways, allowing the employer to be fully involved or simply promote it from the sidelines. Employers can help employees form vanpools through rideshare matching. Rideshare matching helps potential vanpoolers locate others nearby with similar schedules. With technology advancements, on-demand vanpooling may help reduce coordination costs and increase ridership. Traditional vanpool programs often have average ridership per trip at just above the minimum membership required for the vanpool.

As the region develops unevenly, vanpools will be an increasingly effective means to serve trips from low-density places to employment and education centers. With new vanpool programs, SunLine may be able to pull back bus service from low-volume, coverage routes, and focus on more frequent, trunk routes and core services.

SUNTAXI

SunLine has served as the Taxi Regulator for the entire Coachella Valley since 1990 through the SunLine Regulatory Administration (SRA). To improve efficiency, SunLine is exploring a new concept to deploy a subsidized taxi service to serve similar trips that SunDial serves today.

The concept is for the SunTaxi program to use the existing taxi fleet, including ADA accessible vehicles, to operate under contract by one or more qualified regional taxi operators. The taxi operators would be selected in the course of an open bidding process. SunTaxi would increase the ability to provide paratransit services in a cost effective manner to qualified Coachella Valley residents.

1.8 CURRENT FARE STRUCTURE

SunBus Fare Structure is summarized in Figure 12. SunBus passengers pay the adult fare unless eligible for discounted fares, which are available to seniors, people with disabilities, and youth. Children 4 years and under ride free with an adult fare. Fares may be paid using cash or passes.

FIGURE 12: SUNBUS FARE STRUCTURE

TYPE OF FARE	FARE CATEGORY		
	ADULT (18 YRS – 59 YRS)	YOUTH (5 YRS – 17 YRS)	SENIOR 60+/ DISABLED/MEDICAID
Cash/Base Fare	\$1.00	\$0.85	\$0.50
Transfers	\$0.25	\$0.25	\$0.25
Day Pass	\$3.00	\$2.00	\$1.50
10-Ride Pass	\$10.00	\$8.50	\$5.00
31-Day Pass	\$34.00	\$24.00	\$17.00
Coachella Valley Employer Pass	\$24.00	--	--

FIGURE 13. SUNDIAL FARE STRUCTURE

Personal care attendants and service animals may accompany an eligible customer at no additional charge. The client must inform the Reservationist when booking their trip that they will be accompanied by another person to determine if space is available. Clients may travel with up to three companions who will be charged the applicable fare.

TYPE OF FARE (Only for ADA Certified Clients)	FARE CATEGORY	
	SINGLE RIDE	MULTIPLE RIDES
Cash Fare - Same City	\$1.50	--
Cash Fare - City to City	\$2.00	--
10-Ride Pass - Same City	--	\$15.00
10-Ride Pass - City to City	--	\$20.00

FIGURE 14. COMMUTER LINK FARE STRUCTURE

Commuter Express fares are for trips between the Coachella Valley and Western Riverside County on the Riverside Commuter Link 220 Service.

TYPE OF FARE	FARE CATEGORY	
	ADULT (18 YRS – 59 YRS)	SENIOR 60+/ DISABLED/MEDICAID
Commuter Route Fares		
Commuter Express Single Ride	\$6.00	\$4.00
Commuter Express Day Pass	\$14.00	\$10.00
Commuter Express 30-Day Pass	\$150.00	\$100.00
Zone 1 = Riverside - Cabazon		
Zone 2 = Palm Desert - Thousand Palms		

PROPOSED FARE MODIFICATIONS AND PLANS FOR PROMOTING RIDERSHIP

Fares and fare collection will be reviewed in FY 2017/2018 with a goal of sustaining the future level of transit operations in the Coachella Valley while also maximizing ridership.

SunLine is exploring partnerships with local colleges throughout the Coachella Valley to provide an affordable transit pass program.

TAXI VOUCHER PROGRAM

In addition to SunDial and SunTaxi paratransit service, SunLine offers a Taxi Voucher Program providing half price taxi trips for seniors (60+ years) and the disabled. This card is easily obtained by eligible patrons submitting an application to SunLine. Once the application is reviewed and accepted the patron is then mailed an activated payment card. When the patron receives that card they are able to call in and add a balance of up to \$75 per month. SunLine provides matching funds in equal amount up to the \$75. The total balance added for each month can be a maximum of \$150. Patrons are able to check their balance on the SunLine website any time they want, and left over funds from previous months are carried over until utilized. To use the balance, the patrons simply order a cab, and pay their fare with the Taxi Voucher payment card.

This service assists with the economic development of the 3 taxi franchises of the Coachella Valley, and provides some relief to the demands on the Paratransit services. Community members are enjoying the service, and Taxi cab drivers and their franchises appreciate how this service keeps them competitive with other ride share services in the area. The Taxi Voucher program has been funded with Section 5310 Transportation for Elderly Persons and Persons with Disabilities funding.

Pass Outlets

SunLine currently has 17 pass outlet locations within the service area. They sell nine different types: day pass, 31-day pass, 10-ride pass, adult, senior and youth. Figure 15 lists pass outlet locations:

FIGURE 15. PASS OUTLET LOCATIONS

Pass Outlets	City	Routes Served
Canyon Food Mart	Cathedral City	30 & 111
Desert Food Mart	Desert Hot Springs	14 & 15
Desert Market	Desert Hot Springs	14 & 15
COD Bookstore - Indio Campus	Indio	54
Indio City Hall	Indio	80
Los Primos Carniceria	Indio	90
Rancho Fresco Market	Indio	80 & 81
Guerrero's Meat Market	Indio	81 & 111
Jule's Market	La Quinta	70
La Quinta Wellness Center	La Quinta	70
Reyes Market	North Shore	95
Carniceria Atoyac	Palm Desert	53, 111
COD Bookstore	Palm Desert	20, 32, 53, 54 & 111
Instant Cash	Palm Desert	53 & 111
Mizell Senior Center	Palm Desert	14, 24 & 30
Palm Springs Liquor	Palm Desert	24 & 111
SunLine Transit Agency	Thousand Palms	32

1.9 REVENUE FLEET

SunLine currently has an active fleet of 76 fixed route buses. New vehicle purchases are included in the SunLine's fleet and facilities plan as seen in Figure 16.

FIGURE 16. SUNBUS FIXED ROUTE FLEET

Number of Vehicles	Manufacturer	Year	Fuel Type	Size (Fleet)
15	Orion V	2006	CNG	40
20	New Flyer A	2008	CNG	40
17	New Flyer B	2008	CNG	40
10	El Dorado	2009	CNG	32
1	FC 2/New Flyer	2010	Hydrogen	40
1	FC 3/El Dorado	2012	Hydrogen	40
3	BYD Electric	2014	Hydrogen	40
2	FC4 & 5/El Dorado	2014	Hydrogen	40
1	FC6/El Dorado	2015	Hydrogen	40
6	New Flyer Excelsior	2016	CNG	40

All buses meet accessibility requirements of the ADA, and the emission mitigation standards mandated by the Federal Clean Air Act, and the California Air Resources Board (CARB). New vehicle models must proceed through the Federal Transit Administration (FTA) First Article Bus Durability Test Program in order for procurements to qualify for federal funding participation. FTA guidelines establish the useful life expectancy of a large, heavy-duty transit bus as at least 12 years of service, or an accumulation of at least 500,000 miles.

In December 2016, SunLine received six New Flyer Excelsiors (40 foot) fixed route buses.

SunLine was awarded \$9.8M grant funding through SCAG for the purchase of five hydrogen fuel cell buses from the FTA's Low or No Emission Vehicle Deployment Program (Lo-No). SunLine is currently procuring these vehicles to expand our fleet of hydrogen fuel cell buses.

SunLine was also awarded a \$12.5M grant from CARB for five additional fuel cell electric vehicles and a new hydrogen fueling station.

Additionally, SunLine was awarded a \$2.4M CalSTA TIRCP grant through Antelope Valley Air Quality Management District (AVAQMD) to purchase four new BYD electric buses (3 replacement and 1 expansion vehicle). SunLine is currently finalizing the funding agreement and beginning procurement. These buses will support cleaner and more frequent service on SunLine routes serving disadvantaged communities, accelerating SunLine's efforts to transition to an all zero-emission fleet. Buses will be used to serve local routes in disadvantaged communities including Lines 80, 81, 90, 91 and 95, as well as intercity routes that provide access to key employment centers and to Metrolink rail services (route 111, 220).

Paratransit

SunLine's paratransit service presently operates with an active fleet of 37 ADA vehicles. FTA guidelines establish the useful life expectancy of a paratransit vehicle as at least four years, or an accumulation of 100,000 miles as seen in Figure 17.

FIGURE 17. SUNDIAL PARATRANSIT FLEET

Number of Vehicles	Manufacturer	Year	Fuel Type	Size (Fleet)
6	FORD/Aerotech 220	2013	CNG	24
8	El Dorado E-450	2013	CNG	24
8	El Dorado E-450	2015	CNG	24
15	El Dorado E-450	2016	CNG	24

Support Vehicles

SunLine currently utilizes 45 support vehicles including standard passenger cars and trucks as well as facility-specific golf carts and forklifts. The support fleet are used for various activities to support transit services provided throughout the Coachella Valley.

1.10 EXISTING FACILITIES

Administrative and Operating Facilities

Figure 18 presents SunLine’s administrative and operations facilities. SunLine owns all facilities except for Division 3 located on 5th Street at Vine Avenue in downtown Coachella which is leased.

FIGURE 18. SUNLINE FACILITIES

Location Name	Address	City
SunLine Division 1 Facility	32-505 Harry Oliver Trail	Thousand Palms
SunLine Division 2 Facility	83255 Highway 111	Indio
Thousand Palms Transit Facility	72-480 Varner Road	Thousand Palms
SunLine Division 3 Transit Facility	83255 Highway 111	Coachella

Figure 19 presents SunLine’s park and ride facilities. SunLine owns the Thousand Palms facility and leases the Palm Desert facility.

FIGURE 19. SUNLINE PARK-AND-RIDE LOCATIONS

City	Location	Landmark	Parking Spaces	Commuter Route
Palm Desert	Town Center Way and Hahn (behind Mountain View Tire & Auto Service)	Westfield Palm Desert	79	220
Thousand Palms	72-480 Varner Road	SunLine Transit Facility	22	220

STOPS AND FACILITIES

SunLine’s bus system has 657 stops including 357 shelters and 14 inactive shelters, that staff maintains, which are planned for relocation. There are 80 standalone benches and waste containers, and 14 major transfer locations, where riders are able to make transfers connections between routes.

FIGURE 20. WEEKDAY SERVICE: TOP 10 STOPS SERVED

Stop Name	City	Number of Riders per Day
B St/Buddy Rodgers	Cathedral City	1205
Palm Canyon/Baristo	Palm Springs	838
Hwy 111/Flower	Indio	741
Palm Canyon/Steves	Palm Springs	585
Baristo/Farrell (north side of street)	Palm Springs	536
Baristo/Farrell (south side of street)	Palm Springs	447
West/Pierson	Desert Hot Springs	439
Ramon/San Luis Rey	Palm Springs	317
Town Center/Hahn (west side of street)	Palm Desert	431
Town Center/Hahn (east side of street)	Palm Desert	317

FIGURE 21. WEEKEND SERVICE: TOP 10 STOPS SERVED

Stop Name	City	Number of Riders per Day
B St/Buddy Rodgers	Cathedral City	1728
Palm Canyon/Baristo	Palm Springs	1100
Hwy 111/Flower	Indio	1004
Palm Canyon/Steves	Palm Springs	969
Town Center/Hahn (east side of street)	Palm Desert	686
Baristo/Farrell (north side of street)	Palm Springs	495
West/Pierson	Desert Hot Springs	400
Baristo/Farrell (south side of street)	Palm Springs	291
Town Center/Hahn (west side of street)	Palm Desert	383
Hwy 111/Adams	La Quinta	342

1.11 PLANNED FACILITIES

SunLine contracted with HDR, Inc. to examine and understand the Agency's current and planned future transit operations, and the roles and places of its existing transit facilities and vehicle maintenance and storage sites. From this review, SunLine developed an overall long range facilities master plan that identifies the bus storage and maintenance facility requirements, and potential locations for SunLine for the period of 2016 – 2035. This master plan is a guide for SunLine's facilities future uses and associated capital projects.

Operations Facility

SunLine's Operations facility located in Thousand Palms is housed in a combination of five pre-fabricated units of various sizes (approximately 2,000 square feet in total) with the drivers' lockers, lunchroom, lounge and training area housed in two separate double pre-fabricated units (2,800 square feet in total). The operations center houses dispatch, transit control and the paratransit call center as well as the operations supervisors' offices. The

facility is undersized for its purpose and staff levels. Preliminary planning has begun for the design, demolition and removal of the facility, and construction of a new, accessible facility.

Bus Shelters

Twenty-five new bus shelters will be installed in summer 2017 in the following jurisdictions:

FIGURE 22. NEW BUS SHELTERS BY JURISDICTION (2017)

Jurisdictions	Number of Shelters
Cathedral City	2
Coachella	2
Desert Hot Springs	2
Indian Wells	0
Indio	4
La Quinta	2
Palm Desert	4
Palm Springs	4
Rancho Mirage	0
Riverside County	5
Unincorporated Areas	

Future Transit Hubs

SunLine is working with the City of Coachella, Department of Social Services and Affordable Housing on a proposed project to be developed east of Harrison Street south of 4th Street and north of 6th Street in the City of Coachella.

SunLine is also working with the City of Cathedral City on Urban Greening for Downtown Cathedral City including landscaping improvements at B Street and Buddy Rogers Avenue bus stop to encourage people to walk, bike and use transit.

EDUCATION AND TRAINING

SunLine is in process of creating a first in the nation dedicated training center for commercial zero emission technology, the Center of Excellence in Zero Emission Technology. SunLine has been the recognized leader in alternative fuel technologies in the transit industry for some time.

The SunLine Center of Excellence in Zero Emission Technology (CoEZET) is a collaboration between public and private organizations, including transit agencies, colleges, private industry, and government agencies, that ensures the development of excellence in the operations of zero emissions buses. CoEZET will provide a comprehensive workforce

training program in zero emission transportation technologies that support the commercial operation of zero emission buses.

The pressure to adopt zero emission technologies to reduce greenhouse gasses continues to increase. As a result, there are now over 150 zero emission buses in the U.S., with another 200 in orders that will be delivered by 2020. SunLine currently accounts for 10 of these orders. For SunLine these pressures include the ARB Advanced Clean transit regulation, California Cap-and-Trade funding incentives and the continuation of FTA discretionary funds for zero emissions buses.

The specialized technology that zero emissions buses are created with, requires greater coordination with the current workforce of bus technicians, management, and their agencies to make sure they can excellently and effectively operate these buses.

From the 2015 APTA CEO Special Survey: General Mechanic is one of the “hardest-to-fill-positions.” Nationally, 65.2% of transit agencies do not have sufficient plans for workforce enhancements, added to the fact that a high number of the workforce looks to soon retire and advanced technology training is not readily available.

The curriculum will include courses for Advanced Technician Training and Management training. Advanced Technician Training will work side-by-side with experienced SunLine technicians on zero emissions buses maintenance and the supporting infrastructure. Management training will promote an understanding of the regulatory environment, zero emission bus procurement, route planning and financial modeling.

A training facility will be built on the SunLine Thousand Palm campus that will house the first ever maintenance bay built specially for an articulated zero emission bus for a kinesthetic learning experience.

Other deliverables of the CoEZET will include:

- Development of guidelines for industry on the servicing zero emissions vehicles and fueling infrastructure
- Creation of unscheduled maintenance software for fuel cell buses, using reengineered software from NASA shuttle maintenance
- The program overall seeks to reduce transit operating costs, increase self-reliance in agencies, build knowledge across agencies and preserve institutional knowledge.

1.12 EXISTING COORDINATION BETWEEN TRANSIT AGENCIES AND PRIVATE PROVIDERS

As the designated Consolidated Transportation Services Agency (CTSA), SunLine coordinates public transportation services throughout its service area. Staff participates in meetings with social and human service agencies, consumers, and grassroots advocates

through forums such as the RCTC Citizens Advisory Committee/Social Service Transportation Advisory Council (CCAC), SunLine's ACCESS Advisory Committee, San Gorgonio Pass Area - Transportation Now Coalition (T-NOW), and neighboring transit operators.

SunLine remains committed to working with the ACCESS Advisory Committee. Staff hosts regular meetings at the Thousand Palms Administrative Office. SunLine applies input from the Committee to improve relationships with the community to address public transportation issues in the Valley.

Additionally, staff members are actively involved in the regional transportation planning process through participation on RCTC and county committees. These committees include the CAC/Social Service Transportation Advisory Council, the Technical Advisory Committee, Aging & Disability Resource Connection ADRC of Riverside Long Term Services and Supports (LLTS) Coalition, Desert Valley Builders Association (DVBA), Coachella Valley Economic Partnership (CVEP) and related committees to enhance coordination efforts with SunLine.

Coordination with Other Public Transportation Providers

In addition to providing transit service throughout the Coachella Valley, SunLine offers transit connections to a number of adjacent transit operators. SunLine and Riverside Transit Agency (RTA) collaborate to schedule the operation of Commuter Link 220 which connects Palm Desert and Thousand Palms with Morongo Band of Mission Indians, Beaumont, Banning, Moreno Valley, and Riverside Metrolink Station via Interstate 10 and State Route 60. In addition to providing connections to RTA routes, Commuter Link 220 joins rides to Pass Transit services in Beaumont and Metrolink's Riverside and Inland Empire-Orange County Lines.

The City of Palm Springs provides a free downtown shuttle known as the Palm Springs Buzz. The shuttle operates as a loop every 15-minute frequency from 11:00 a.m. to 1:00 a.m. on Thursdays through Sundays, serving 30 stops along the route. The City of Palm Springs and SunLine have an ongoing agreement allowing the shuttle to use SunLine's bus stops along the shuttle's route.

SunLine also hosts Morongo Basin Transit Authority (MBTA) Routes 12 and 15 through a cooperative service agreement at its stops in downtown Palm Springs. The collaboration offers connections to Yucca Valley, Landers, Joshua Tree, and Twentynine Palms.

SunLine is currently with Palo Verde Valley Transit Agency (PVVTA) on their future Rides to Wellness demonstration project known as the Blythe Wellness Express service. This service is planned to operate two to three days weekly and will travel to the Coachella Valley's three hospitals (Desert Regional Medical Center, Eisenhower Medical Center and J.F.K. Hospital) and medical clinics within SunLine's service area.

Amtrak California (operated by Amtrak bus contractors) transports rail passengers traveling between rail hubs at certain Amtrak stations uses SunLine's bus stops in Palm Springs, Palm Desert, and La Quinta, under an additional cooperative service agreement. Amtrak's

“Sunset Limited” inter-city train serves the Palm Springs Station on North Indian Canyon Drive. However, with rail service only serving Palm Springs three times a week in each direction, it is impractical for SunLine to offer transit service to the station at this time.

SunLine has been collaborating with Imperial Valley Transportation Commission (IVTC) in an effort to find a future connection with Imperial Valley Transit (IVT). IVTC oversees the regional transportation services and programs provided by IVT in the southern California areas of Brawley, Calexico, Imperial, West Shores and El Centro.

Private Transportation

Taxi Administration

The SunLine Regulatory Administration (SRA), is responsible for establishing and enforcing ethical standards maintained by the Franchising Board. In addition, SRA is charged with licensing and regulating taxicab franchises and drivers in the Coachella Valley, while also ensuring residents and visitors are charged a fair and reasonable price.

Figure 23. Taxi Franchises

Franchises	Vehicles
American Cab	51
Desert City Cab	43
Yellow Cab of the Desert	56



SunLine coordinates with Greyhound to enable Greyhound bus service to provide pick up and drop off services at the SunLine Thousand Palms Transit Hub located at 72-480 Varner Road. Greyhound serves the hub with three Westbound trips and three Eastbound trips each day.

CHAPTER 2

EXISTING SERVICE AND ROUTE PERFORMANCE

INTRODUCTION

In FY 2015/2016, SunLine served almost 4.4 million fixed route passenger boardings, a decrease of 6.8% from the previous year. In the same year, it operated over 3,884,869 miles and 255,822 hours of revenue service.

SunLine’s ridership decline in fixed route bus service is consistent with national trends. Drivers in the U.S. traveled a record-breaking number of miles last year, for the fifth straight year of increased driving on public roads, according to new federal data from the Federal Highway Administration. Transit ridership has decreased in almost every major city, suburb, and exurban areas.

Paratransit services “SunDial” continue to be well utilized for client’s day to day activities, such as medical appointments, shopping, or work. In FY 2015/2016, SunLine served almost 153,183 trips, a 7% increase from FY 2014/2015. Overall ridership for the demand response and subscription services continues to grow.

2.1 FIXED ROUTE SERVICE – ROUTE BY ROUTE ANALYSIS

Little data exists to corroborate which global causes are impacting SunLine most significantly. There has been much speculation about the effect of low gas prices and ride-hailing services on decreasing fixed route ridership. Nationally gasoline prices are nearly 50% less than in 2014. Another factor that may be impacting SunLine ridership is California Assembly Bill 60. The new state law allows immigrants living in California to obtain a driver’s license. The Department of Motor Vehicles (DMV) issued over 1 million driver’s license. This increase in issuance of driver license among the immigrant population has negatively impacted transit ridership in the Coachella Valley. Services such as Uber and Lyft are also a contributing factor of ridership loss for public transportation.

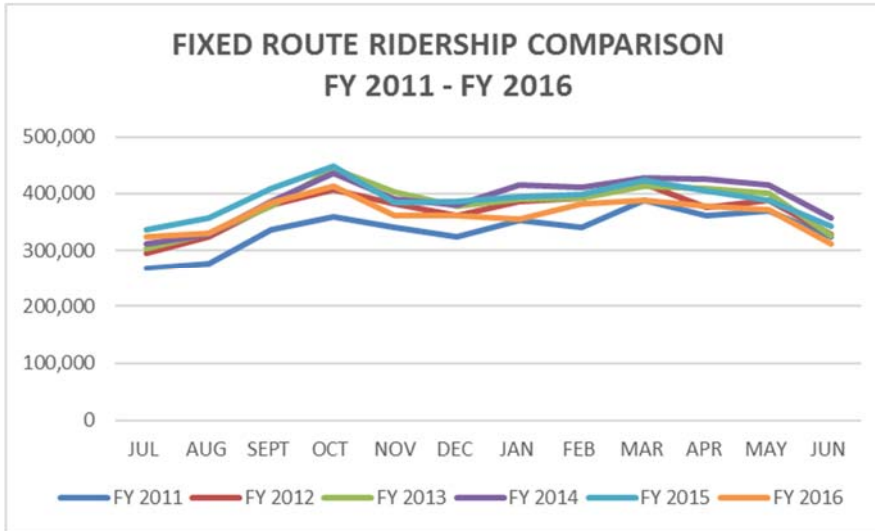
FIGURE 24. ANNUAL COMPARISON OF SUNBUS RIDERSHIP

SERVICE TYPE	FY 2014/15	FY 2015/16	PERCENT CHANGE
SunBus (Fixed Route)	4,674,654	4,358,966	-6.8%

SunLine is analyzing how the decline correlates to the type of services we operate. Is ridership declining in our most dense areas of service and demand or just in far-flung areas? Is it happening on routes that are designed for higher ridership or on those that are designed for coverage purposes. We are looking at the data route by route and stop by stop.

We are also analyzing effects attributable to the quantity and quality of transit services. Ridership may be falling if service is getting slower due to congestion or if there are recurring, on-time performance issues. We also seek to understand why SunLine ridership has declined less steeply than other transit operators.

FIGURE 25. FIXED ROUTE RIDERSHIP



SERVICE EFFICIENCY AND EFFECTIVENESS

To determine the efficiency and effectiveness of all routes, staff reviewed the performance statistics for FY 2015/2016 with data from the transit monitoring software TransTrack.

Figure 26 below summarizes data by line. Data available include passenger boardings, passengers per revenue hour, cost per passenger, passenger revenue per hour, and the farebox recovery ratio.

Figure 26. ANALYSIS OF PERFORMANCE STATISTICS, FY 2015/2016

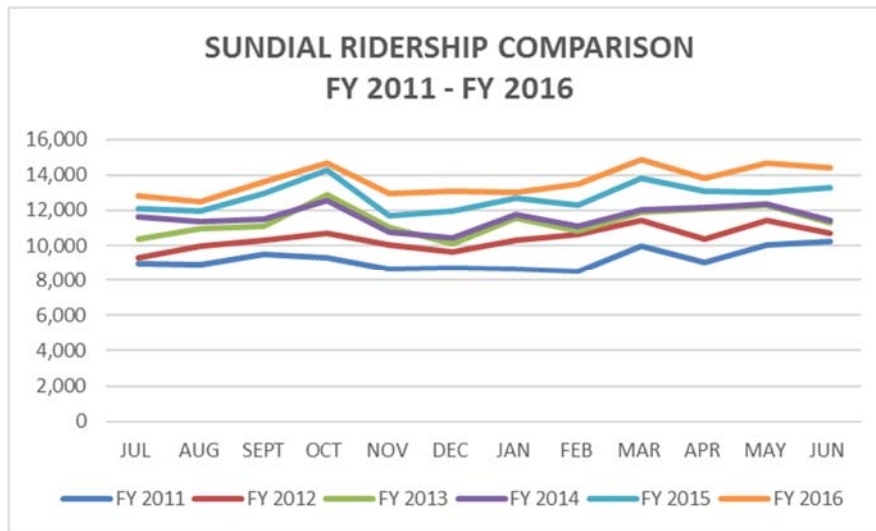
Lines	Passenger Counts	Passengers Per Revenue Hour (PPRH)	Cost Per Passenger	Passenger Revenue Per Hour	Farebox Recovery Ratio
14	649,594	22.1	\$4.57	\$26.65	25.43%
15	105,161	19.2	\$4.96	\$24.34	23.23%
24	9,844	8.7	\$5.46	\$22.30	21.29%
30	163,163	17.4	\$3.66	\$33.33	31.81%
32	723,066	26.0	\$5.98	\$20.50	19.56%
53	270,723	16.1	\$12.62	\$9.75	9.30%
54	55,249	8.0	\$7.54	\$16.97	16.18%
70	89,248	13.1	\$4.75	\$26.16	24.99%
80	187,962	19.6	\$4.14	\$29.39	28.05%
81	149,255	27.4	\$6.33	\$19.17	18.30%
90	86,760	15.7	\$5.51	\$22.39	21.37%
91	189,798	16.0	\$6.87	\$18.13	17.30%
95	198,391	12.6	\$12.45	\$10.01	9.54%
111	36,295	7.0	\$4.16	\$29.45	28.11%
220	1,430,780	21.8	\$20.00	\$6.07	5.76%
SunDial	13,677	4.1	\$32.16	\$8.41	11.65%

2.2 PARATRANSIT SERVICE – SYSTEM PERFORMANCE

Customer growth on SunLine’s Paratransit services continues steadily. Like many transit systems across the country, SunLine faces challenges in providing cost-effective service for disabled customers who are unable to use traditional buses. In FY 2015/2016, SunLine served almost 153,183 trips, a 7% increase from FY 2014/2015. Overall ridership for the demand response and subscription services is expected to continue to grow.

FIGURE 27. ANNUAL COMPARISON OF SUNDIAL RIDERSHIP

SERVICE TYPE	FY 2014/15	FY 2015/16	PERCENT CHANGE
SunDial	153,183	164,025	7.2%

FIGURE 28. MONTHLY COMPARISON OF SUNDIAL RIDERSHIP

2.3 KEY PERFORMANCE INDICATORS

To ensure adherence to the Productivity Improvement Program (PIP) established by the Riverside County Transportation Commission (RCTC), SunLine continues to monitor and evaluate routes to guarantee compliance with key performance indicators.

The performance indicators are monitored using TransTrack software implemented by RCTC for all Riverside County transit operators. Over the past six years, SunLine has consistently met the compliance requirements for both mandatory and discretionary performance indicators.

SunLine fails to meet five of the following targets in FY 2017/2018:

- ▶ Operating Cost Per Revenue Hour
- ▶ Farebox Recovery Ratio
- ▶ Subsidy Per Passenger
- ▶ Subsidy Per Passenger Mile
- ▶ Subsidy Per Revenue Mile

2.4 PRODUCTIVITY IMPROVEMENT EFFORTS

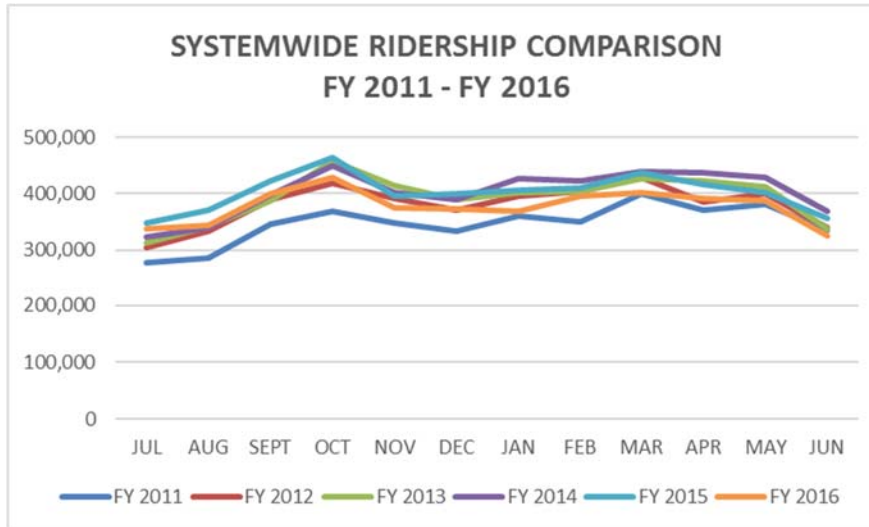
Since the 2015 Update to the Comprehensive Operational Analysis (COA), SunLine has made minor improvements to all fixed routes, including realigning existing routes and improving frequency to enhance ridership.

The following modifications were made in the past Fiscal Year to fixed route bus service:

1. Enhancements to Lines 24 and 30 in City of Palm Springs

- Enhancements to Lines 90, 91, 95 and 111 in the Cities of Indio, Coachella and unincorporated Riverside County communities of Thermal and Mecca to improve connectivity to new shopping and grocery destinations.

FIGURE 29. MONTHLY COMPARISON OF SYSTEM RIDERSHIP



Staff continues to coordinate with local jurisdictions to determine best practices in relation to transit services provided throughout the Coachella Valley.

Staff will continue monitoring existing routes applying service warrants to evaluate route performance. In addition to concentrating on modifying and adjusting existing routes, the review of underperforming routes will continue to determine if segment realignment, trip modifications or discontinuation of service should be considered due to low productivity.

SERVICE STANDARDS AND WARRANTS

The factors listed below are considered when analyzing new service proposals and requests, as well as evaluating existing service.

AREA COVERAGE

While most of the urbanized sections of SunLine's service area are adequately served, there are some areas which are provided with more service than others. When service is proposed, the new line will be evaluated based on its proximity to other lines, and the necessity of its implementation based on area coverage and service productivity standards. Areas that are not currently served, or are underserved, but warrant new or enhanced service will be evaluated to receive new transit service when budget becomes available or through efficiency improvements of the existing transit lines. Growth in the ADA paratransit service area must also be addressed as part of any new service planning. Funding of these types of services must be prioritized along with improvements to existing transit services, based on available funding.

MARKET AREA CHARACTERISTICS

Staff also considers the density and demographic characteristics of a given service area as an important determinant for providing transit success. In tying area coverage standards to population and employment densities, SunLine recognizes the need to provide more service within more highly developed areas, and often considers this factor as part of the service development process.

TRANSIT-DEPENDENT POPULATIONS

SunLine considers the effects of service changes on transit-dependent riders during service planning processes. While SunLine's current network serves most transit-dependent populations and their destinations effectively, the agency continues to examine transit dependency when evaluating new service proposals.

SPECIAL MARKET NEEDS

Staff often receives requests for new service when existing routes do not adequately address unique market opportunities. Some examples include short routes such as shuttles that may better connect two or more high demand destinations, such as a transit center and an employment center, a senior center and a shopping complex, or student housing and a university campus. They may also provide local circulation between destinations in a single community with the service span and frequency tailored to these unique markets.

SERVICE STANDARDS OF EVALUATING NEW SERVICES

Once a route is implemented, performance monitoring begins immediately to determine if the route is reaching its desired potential and performance standards. New service routes not meeting minimum standards are subject to the same remedial actions as existing services requiring evaluation at the one and two year marks, may be truncated or eliminated if line productivity does not improve.

2.5 MAJOR TRIP GENERATORS & PROJECTED GROWTH

Many transit trips within the Coachella Valley are destined for the City of Palm Desert, with 23 percent of all work trips ending there. Data compiled for trip purposes show trip patterns to Palm Desert are mostly from the Cities of Cathedral City, Indio, La Quinta, and Palm Springs. There are also strong trip patterns from La Quinta and Coachella to Indio, and from Desert Hot Springs to Palm Springs.

Most trips in the system occur along Highway 111, with nearly all destinations served directly by Line 111. Line 14 (Desert Hot Springs – Palm Springs) and Line 30 (Cathedral City – Palm Springs) are also key SunLine transit lines.

With respect to school travel, Palm Desert continues to be a key destination as the location of the main campus of the College of the Desert (COD). SunLine also provides public transportation services for middle and high school students for school districts that are

unable to provide transportation. SunLine schedules special school-tripper buses to accommodate the public transportation demand and school bell schedule for school districts including the Palm Springs Unified School District (PSUSD) and Desert Sands Unified School District (DSUSD).

SunLine staff coordinates with local jurisdictions to provide recommendations for adequate transit considerations as new developments and construction projects are proposed. Through this process, SunLine attempts to reshape the community land use development patterns to support cost-effective transit, biking, and walking mobility in concert with both Smart Growth and the SB 375 GHG initiative. As the Coachella Valley flourishes, SunLine staff will continue to assess travel patterns and transit demands. Additionally, to assist commuting students, SunLine will continue to coordinate public transit schedules with school bell times.

2.6 EQUIPMENT, PASSENGER AMENITIES AND FACILITY NEEDS

PASSENGER AMENITIES AND BUS STOP IMPROVEMENT PROGRAM

As of January 2017, SunLine serves 657 bus stops, which are cleaned and maintained on a regular basis. Since completion of the 2005 COA and 2009 COA Update, SunLine has made significant improvements to bus stops in the Coachella Valley as part of its Bus Stop Improvement Program (BSIP). SunLine has successfully completed five phases of the BSIP. Presently, 394 bus stops have shelters. Funding was received in FY 2015/2016 to allow 25 new shelters to be placed at active stop locations as part of Phase 6 of the BSIP. In conjunction with the installation of new shelters, bus stops are also improved to meet guidelines set forth by the Americans with Disabilities Act (ADA). Additional funding has been requested for continual support of the bus stop improvement program in upcoming years.

REAL-TIME SIGNAGE DISPLAYS

SunLine introduced real-time arrival information display at the major transfer point located at Town Center at Hahn in Palm Desert. This new technology data combined with digital signage is creating new ways for SunLine to communicate with its riders. SunLine will be installing two real-time displays at major layovers located at Indian Canyon and Ramon in Palm Springs and Highway 111 at Flower in Indio. SunLine will also be exploring other potential locations for real-time displays.

ON-BOARD PASSENGER AMENITIES

All SunLine buses have electronic destination signs. The signs indicate the route number, route name, and the destination of the bus. All of the buses have display racks for public announcements, notices and timetables. Passengers are able to request a stop without leaving their seats by activating the stop request that is controlled by a plastic strip/pull cord located within each passenger's reach. All buses are ADA compliant. Air conditioning

and heating are provided on the buses for passenger comfort. SunLine also implemented free Wi-Fi on all fixed route buses in October 2016.

BICYCLE FACILITIES

To provide bicyclists an alternate mode for traveling throughout the Coachella Valley, all of SunLine's fixed route buses have mounted exterior bike racks. The combination of bicycling and riding the bus has increased the range of options for riders who utilize other modes of transportation. SunLine will continue to work with the Coachella Valley Association of Governments (CVAG) with the Non-Motorized Transportation Plan update. The plan includes a proposal to install bike racks and/or bike lockers at selected bus stop locations throughout the Coachella Valley.

ON-BOARD SECURITY CAMERAS

Cameras and the associated video recording equipment are installed on all SunLine fixed route buses. Video recording provides an invaluable asset when assessing the cause of collisions, investigating reports of improper behavior by SunLine staff and violations of SunLine rider rules by our passengers. Video from on-board cameras has also proven to be beneficial to law enforcement in the investigation of traffic incidents and criminal activity. Additionally, our paratransit vans are equipped with "SmartDrive" video monitoring. SmartDrive video recordings assist in determining the cause of collisions and helps identify Operator driving habits and tendencies. SmartDrive video is used to coach better driving habits and skills to our paratransit Operators. Streaming live video links were added to vehicles in use on Commuter Link 220, with additional funding anticipated to complete implementation across the rest of the fixed route bus fleet arriving in FY 2016/2017.

INTELLIGENT TRANSPORTATION SYSTEM (ITS)

All buses are equipped with Automatic Passenger Counters, Automatic Voice Annunciators, Automated Vehicle Locators, and Global Positioning Systems. Staff implemented scheduling software for fixed route planning. SunLine service information has been available in Google Transit for trip planning purposes. Additionally, SunLine offers the interactive SunBus Tracker allowing passengers to receive up-to-date bus information. Wi-Fi is also available on all fixed route buses as of October 2016.

In FY 2017/2018, SunLine plans to implement a pilot program on SunDial to improve operator and passenger safety by recognizing potential roadway hazards for collision avoidance. SunLine is partnering with Mobileye, an advanced collision avoidance system that helps prevent collisions by providing drivers with a combination of visual and audible warnings.

Features to be implemented with the Mobileye pilot program include:

- Forward Collision Warning
- Headway Monitoring and Warning

- Pedestrian Detection
- Lane Departure Warning
- Speed Limit Indicator

Mobileye integrates with SmartDrive, SunLine's existing on board video monitoring system.

BUS REPLACEMENT PROGRAM

Approximately every three years, SunLine begins the replacement of ADA paratransit vans as they near 150,000 miles. In FY 2017, 13 replacement and two expansion vehicles were delivered to SunLine. The fixed route bus fleet will begin to be updated in 2017, as fifteen 2005 Orion buses become eligible for replacement under FTA guidelines (12-year lifespan or 500,000 miles). Two new Hydrogen Electric Hybrid fuel cell buses were added to the fleet in FY 2014/2015, along with an additional fuel cell bus delivered to SunLine from CT Transit in Connecticut, an additional battery dominant bus is scheduled to be received from CALSTART under the FTA's Fuel Cell Bus Program in 2017. SunLine is also partnering with the California Energy Commission and Hydrogenics, Inc. to demonstrate a new battery dominant fuel cell bus for one year. In addition, SunLine was awarded in FY 2013, by discretionary grant funding to expand the hydrogen fleet by five buses; the construction of these buses are set to commence in mid-2018. All SunLine vehicles including non-revenue service vehicles are powered with alternative fuels.

FACILITY NEEDS

Facility Master Plan Feasibility Study: This project is completed. The intent of this study is to assess the current existing and future facilities, forecasted future fleet requirements, and future operational requirements in order to guide the development of site and facility concepts.

CNG Station: On January 25, 2017 SunLine board approved additional funding needed to complete this project. Currently SunLine is procuring CNG equipment and General Construction to follow with goal to have this project breaking ground in summer 2017.

Hydrogen Station: In March 2017, SunLine received ARB grant for this project. Currently SunLine team is finalizing contracts with partners. Once the contracts are finalized, a site design and Engineering plan for the Hydrogen infrastructure will begin.

Thousand Palms Administration Building: SunLine will complete its Thousand Palms Administration Building facility project by adding solar panels funded with Proposition 1B PTMISEA Program. SunLine is also making facility improvements in the Thousand Palms and Indio Maintenance Lounge areas.

Coachella Transit Hub: SunLine has collaborated with the City of Coachella to transform an existing property into a multimodal transit center in central Coachella. The center enhances local transit services and improves transit efficiency and effectiveness in the East Valley

which includes the extension of Line 111. Work toward site selection and preliminary facility studies will continue in FY 2016/2017.

CHAPTER 3

PLANNED SERVICE CHANGES & IMPLEMENTATION

3.1 INTRODUCTION

In light of declining ridership and reduced funding, SunLine will spend the first half of FY 2017/2018 engaged in a planning study to evaluate new service models that may enable SunLine to more effectively serve the Coachella Valley. SunLine will also evaluate existing services for modifications, reductions, and/or discontinuation.

The transportation industry is undergoing massive transformation, and SunLine's planning study will also study ways to improve and change its service model in order to remain competitive and continue to provide valued service to the community. The planning study will help SunLine prepare for a range of uncertain funding scenarios and will include community and Board consultation throughout the process.

3.2 RECENT SERVICE CHANGES

To meet the changing transit demands of the of the Coachella Valley, for FY 2016/2017, SunLine was able to implement these service enhancements listed below using existing assets and within budget:

- Lines 14 – adjust schedule and terminus location at Indian Canyon and Ramon.
- Line 24 - reroute to serve Sunrise between Vista Chino and Racquet Club, discontinue fixed scheduled service to Vista Chino/Caballeros and Racquet Club/Caballeros (linked to Line 111 change below), and provide supplemental service in these areas to accommodate school students. Extend line to Ramon/San Luis Rey retail area and replace terminus loop route at south Palm Springs (Palm Springs Airport) (linked to Line 30 change below).
- Line 30 - adjust schedule and terminus location at Indian Canyon and Ramon, as well as realign to serve the Palm Springs Airport at Tahquitz Cyan and El Cielo.
- Line 53 - reroute to serve Monterey/Dinah Shore at the Super Walmart, discontinue service to Joslyn Center, Xavier School, and the segment of service on Highway 111 from San Pablo to Cook Street.
- Lines 90, 91 and 95 - Line 91 will serve current Line 90 alignment in Indio. Implement circular service in Coachella. Line 95 will terminate at 5th/Vine to connect with Line 111, and route will be realigned to service Airport Boulevard east of SR 86 via Buchanan at Mecca/Thermal College of the Desert campus.

- Line 111 – adjust schedule and terminus location at Indian Canyon and Ramon, as well as, realign westbound route alignment at Hwy 111 and Flower.

3.3 PLANNED SERVICE CHANGES AND IMPLEMENTATION

INVEST IN SUCCESS

In FY2017/2018 SunLine will focus on strengthening its existing services and piloting new mobility services.

The strength of SunLine’s network lies its frequent, regional trunk routes. Lines 111, 30, and 14 together account for 64% of all daily boardings. Improving these services will increase farebox revenue on the entire network.

SunLine is taking basic steps in the first half of Fiscal Year 2017/2018, including investing in the development of advanced transit scheduling expertise in house, to enhance SunLine’s ability to create efficient transit schedules to better serve customers without increasing operating costs. Behind the scenes changes, including increased use of Interlining, may result in significant cost savings for SunLine.

NEW SHARED, ON-DEMAND MOBILITY PILOT PROGRAMS

On-demand mobility is thriving and transforming the transportation industry as an alternative to private car ownership. Being able to handle your entire transportation experience through the comfort of your phone is not only appreciated, but is becoming expected.

With rapid growth in utilization of ridesharing apps, SunLine must gain traction to keep up with the increase and start looking at ways to increase ridership and app utilization.

SunLine must also explore how new mobility services can directly benefit low income individuals, who often face longer and more costly commute times. To date, benefits from the emerging sector of shared mobility have not been equally shared. In other communities, usage of new on-demand, shared mobility services remains lower among low-income communities remains lower than usage by the general population.

Many barriers exist that inhibit low-income usage of shared mobility systems. Overall, these barriers exist on two fronts: those that deter users from accessing the systems and those that deter operators from adequately expanding systems into low-income communities. Typically, for other emerging sectors, the government or intermediaries have played roles in overcoming these barriers.

SunLine staff is currently researching the actual transportation needs faced by low income communities, to inform pilot program development. SunLine's pilot program will include components to promote low-income participation through features such as advanced booking systems for those without smart phones. Outreach programs and partnerships with community based organizations, assistance in multiple languages, and promotional materials that speak to the concerns of the target communities will be developed to help overcome existing barriers.

ROUTE MODIFICATION/REALIGNMENT

In September 2017, SunLine is planning to implement these minor service modifications:

- Line 95 – a route alignment is being explored to serve 69th Avenue between Costa Mesa Drive and Vander Veer Road in North Shore.

Currently the Line 95 has excess recovery time of 24 percent, due to the allowance for deviated service. Deviated service demand has been low, and the recommended service extension would not add operating resources.

ADDITIONAL POTENTIAL MODIFICATIONS UNDER STUDY

In some cases where routes have considerable excess recovery time, extending a route to serve a new location is acceptable, if the added running time simply uses excess recovery. In no case should service frequency be compromised for an extension.

SunLine planning staff are evaluating additional modifications and frequency changes for FY 2018/2019, including:

- Line 32 - improve frequencies and reroute selective trips to serve the Thousand Palms Transit Hub to connect with Greyhound Bus Lines.
- Line 53 - reroute to serve Monterey/Dinah Shore at the Super Walmart.
- Line 70 - increase service frequency to 40-minutes weekdays and 60-minutes on weekends, and extend to North of I-10.
- Local circular (Line 92) in the City of Coachella, which would serve shopping, community and senior centers for local riders, with service to the Augustine Casino on Avenue 54 and Van Buren Street.
- Line 111 – realign segment of route to Palm Canyon and Indian Canyon via Racquet Club Road (linked to Line 24 change above), as well as, improving westbound route alignment at Hwy 111 and Flower.

- 111 SunExpress service during peak times along the Highway 111 corridor. Route serving only major time-points and getting riders from Palm Springs to Indio within an hour.
- Frequency improvements from 20-minutes to 15-minutes for Trunk routes which include 14, 30 and 111.
- Pilot On Demand Shared Mobility service using alternative fuel vehicles

3.4 MODIFICATIONS TO PARATRANSIT SERVICE

The provision of ADA services remains a challenge; it is costly both to SunLine and to the passengers who use it. Efforts to mitigate the increasing expenses in demand-responsive service include the forthcoming Senior/Disabled Travel Training Program. The Travel Training Program is expected to launch in FY 2017/2018 and will cover all aspects of public transit from mobility training on how to ride the bus, how to use bus schedules and map, as well as help in overcoming physical and social barriers that may prevent passengers from using a fixed route bus. Participants benefit by developing a greater level of independence and increased mobility; ultimately bringing financial savings to both the customer and SunLine.

3.5 MARKETING PLANS AND PROMOTION

Marketing is an essential element of a cost-effective public transit service. A focused marketing effort using a modest budget is key in ensuring that the substantial public resources used by a transit service are well utilized. SunLine will increase marketing in order to expand ridership through a cost-effective strategy using local media:

- *Improve Transit Survives.* A key precept of marketing is to provide a quality “product”. In the case of public transit, reputation of providing quality service both encourages increased ridership and increases public support for transit; both tax-based funding and fare increases become more acceptable when service quality is high. A key “marketing” effort, therefore, is to begin other measures discussed in this document to improve service quality, including the need for enhanced passenger amenities and replacement of aging vehicles. Subsequently changing the public perception of service quality through a marketing program- is undoubtedly the most important marketing strategy available to SunLine.
- *Targeted Marketing.* Experience in marketing for similar transit systems indicates that the most effective use of media is a moderate level of continuing advertisement exposure in local newspapers, providing information tailored for the paper’s readership. Print media is a particularly important and cost-effective marketing opportunity for local transit services.

Transit User Group Presentations. SunLine staff should continue to make personal presentations to local transit user groups, such as senior centers, disabled groups, schools, and civic groups in these areas. As part of these presentations, members of

these groups should be educated with regard to how to use the service and the destinations available through the service. A slide or video presentation can be an effective part of this program. Preferably, this program would include an actual ride on the service. In addition to increase awareness of SunLine services, this marketing element can effectively reduce or eliminate residents' uncertainties regarding the use of public transit services.

- *Expanded Pass Outlets.* Monthly passes, ten-ride passes and day passes are currently available at local community markets (see Figure 15). SunLine is considering to expand the number of outlets to ease the ability of users to purchase monthly passes. At a minimum, SunLine will approach more area supermarkets and large employers to expand the number of outlets. As the use of monthly passes speeds the boarding's process (in comparison to cash fares and the need to issue transfers), this effort could improve on-time performance of the system.
- *Implement Strategic Marketing Plan.* SunLine proposes to develop a marketing plan with long-range marketing goals and implementation strategies to assist a brand with retaining and attracting customers. The plan will enhance SunLine's image, increase and expand ridership, contain agencies positioning, goals and strategies, market opportunities, target market defined demographic and geographic groups.

The core values behind the SunLine strategic marketing plan include:

- ▶ Increase and expand ridership
- ▶ Retain existing ridership
- ▶ Generate high level of public support and awareness

SunLine will continue to provide an Internet webpage that includes rider information, links to other cities, current schedules and routes, and bus stop locations. This marketing tool is updated as changes to the system are implemented. In addition, SunLine is exploring the option of the potential of selling monthly passes over the Internet.

SunLine continues to follow its robust marketing and outreach campaign. Throughout FY 2017/2018 the Marketing and Planning teams will join community service events, seminars and conventions to spread the positive impact local transit service has in the Valley environmentally and time wise.

The Marketing efforts shall be conducted to ensure that all service area residents are aware of SunLine services. Targeted marketing efforts shall be conducted for high potential groups, including elderly, disabled, and low-income residents.

3.6 BUDGET IMPACTS ON PROPOSED CHANGES

Due to funding shortfalls and current economic conditions in the state of California and at the federal level, staff is currently scoping a planning study to evaluate service efficiencies and modifications to be implemented in January 2018.

Existing funded projects are listed in Chapter 1, System Overview. Proposed service improvements without identified funding may be implemented as new funding opportunities become available.

CHAPTER 4 FINANCIAL AND CAPITAL PLANS

4.1 OPERATING AND CAPITAL BUDGET

In FY 2017/2018, SunLine plans to have an operating budget of \$34,880,026 and a capital project budget of \$10,406,555. The operating budget will absorb cost increases in wages and benefits, some new operating and administrative staff positions, as well as other direct costs increases associated with operating service.

SunLine utilizes funding from various sources to operate its fixed route and paratransit services. Additional revenue opportunities are pursued in order to reduce subsidy levels. These additional revenue sources include SunLine's bus and shelter advertising, sales of emission credits, outside CNG fuel sales revenue, Taxi Voucher sales and funding from two jurisdictions for bus shelter maintenance.

4.2 FUNDING PLANS TO SUPPORT PROPOSED OPERATING AND CAPITAL PROGRAM

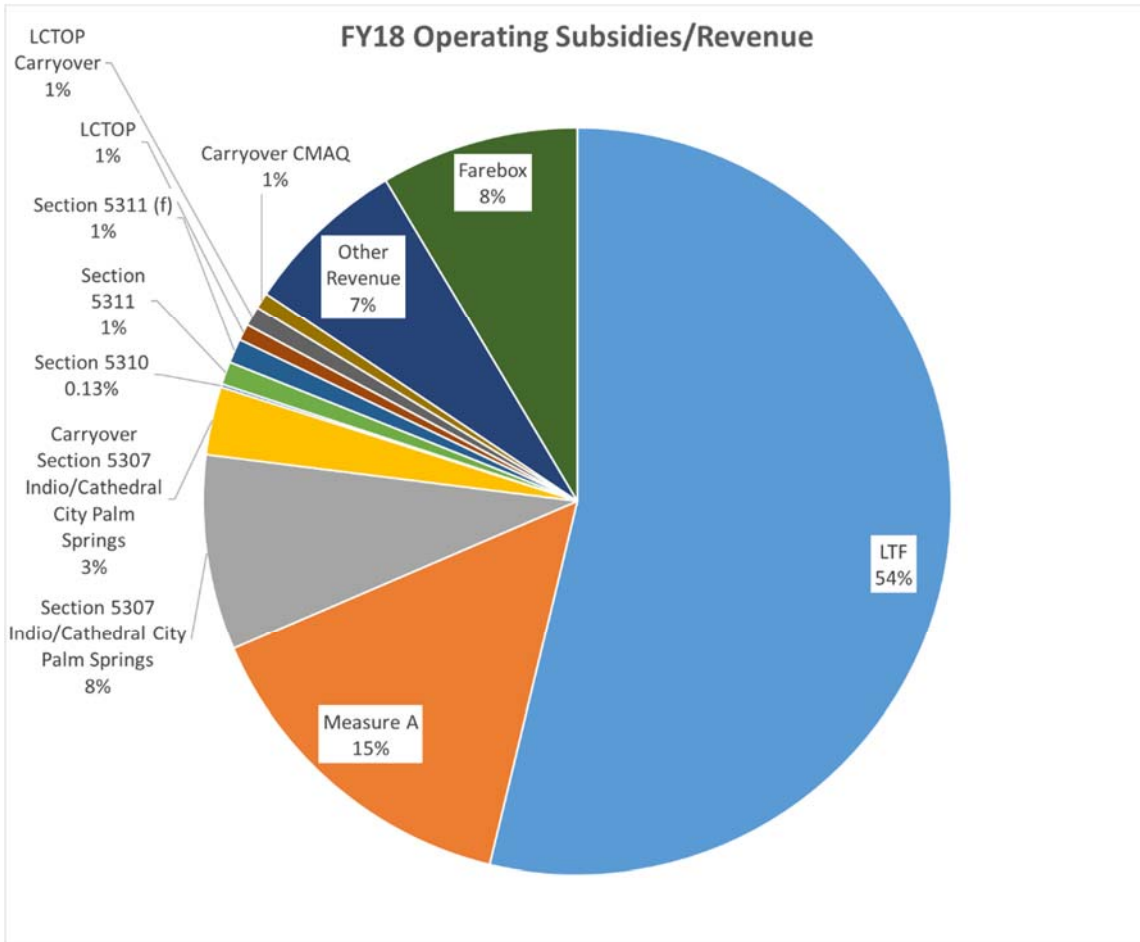
For FY 2017/2018, funding plans for the proposed operating and capital programs are as follows:

Funding sources for the proposed operating budget includes FTA Section 5307 (Urban), 5311 (Rural), 5310 (Elderly and Disabled), Congestion Mitigation and Air Quality (CMAQ), and Low Carbon Operating Program (LCTOP) funds apportioned by the California Department of Transportation (Caltrans), State Local Transportation Funds (LTF), Local Measure A funding, farebox revenue and other revenue for operating assistance.

Funding sources for capital projects include funds from FTA's competitive grant for Low or No Emission projects (LoNo) as well as Section 5307 and 5339. SunLine's new capital projects are also funded by the State with Proposition 1B: Transit Safety and Security and State Transit Assistance (STA).

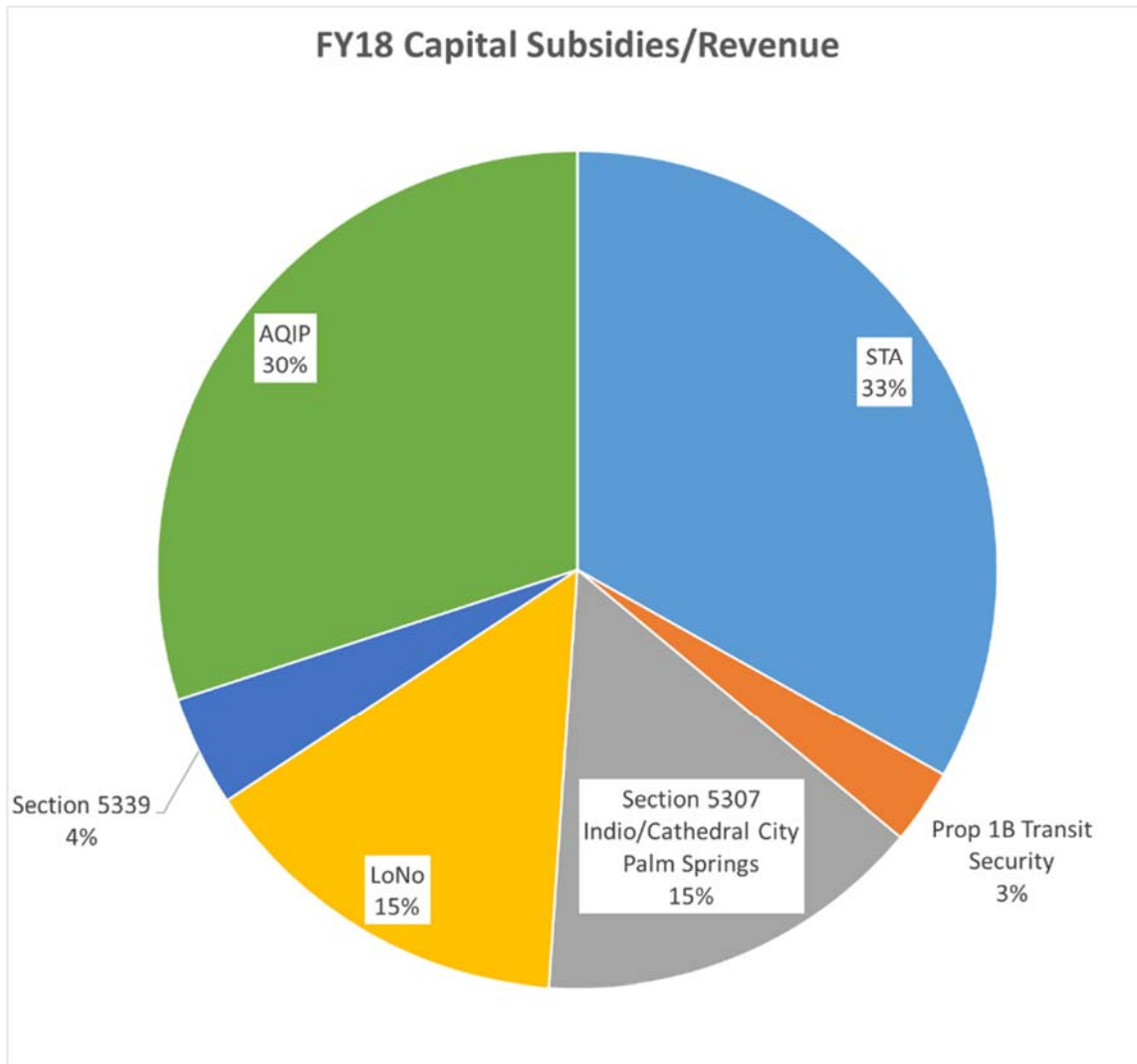
4.2 A OPERATING BUDGET

The estimated FY 2017/2018 operating budget of \$34,880,026 outlined in Table 4, is funded by:



4.2 B CAPITAL IMPROVEMENT PROGRAM BUDGET

The estimated FY 2017/2018 capital improvement program is a budget of \$10,406,555, including:



4.3 REGULATORY AND COMPLIANCE REQUIREMENTS

AMERICANS WITH DISABILITY ACT

SunLine complies with the guidelines set forth the Americans with Disability Act (ADA) by providing a 100% accessible revenue service fleet for fixed route transit services and ADA paratransit service vans. Supervisor vans are also equipped with wheelchair lifts. As funding becomes available, the agency continues to provide bus stop improvements to ensure accessibility. Staff also coordinates with developers and contractors regarding construction projects to include bus stop improvements when the opportunity exists.

DISADVANTAGED BUSINESS ENTERPRISE

SunLine's most recent Disadvantaged Business Enterprise (DBE) program and goal was revised and submitted to FTA in July 2015. The DBE semiannual reports are kept current, with the most recent DBE report submitted in December 2016. The next DBE report will be submitted in June 2017.

EQUAL EMPLOYMENT OPPORTUNITY

SunLine complies with federal regulations pertaining to employment and submits its Equal Employment Opportunity (EEO)-1 report annually to the U.S. Equal Employment Opportunity Commission (EEOC) as well as its EEO/Affirmative Action Program every four years or as major changes occur in the workforce or employment conditions to the FTA. The most recent EEO-1 report was submitted to the EEOC and certified in September 2016. The most recent EEO/Affirmative Action Program was revised and submitted to the FTA in FY 2015/2016.

TITLE VI

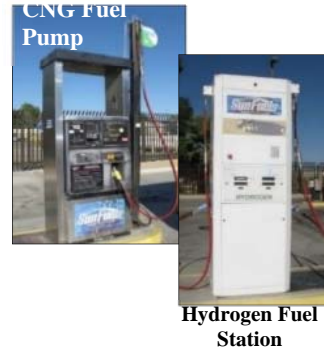
Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color, and national origin in programs and activities receiving federal financial assistance. SunLine's Title VI Report was updated in FY 2016/2017 for use in the FY 2017/2018 to FY 2019/2020 period. The report is scheduled for update, submission and approval by October 1, 2019.

TRANSPORTATION DEVELOPMENT ACT

Transportation Development Act (TDA) provides two major sources of funding for public transportation: The Local Transportation Fund (LTF) and the State Transit Assistance fund (STA). RCTC commissioned Pacific Management Consulting to conduct the Triennial Performance Audit as required by Transportation Development Act (TDA) and SunLine's findings are referenced in Table 6.

FEDERAL TRANSIT ADMINISTRATION TRIENNIAL AUDIT

In accordance with regulations, SunLine Transit Agency completed a Federal Transit Administration Triennial Audit site visit in March 2016. The Triennial Review focused on SunLine's compliance in 17 areas. No deficiencies were found with the FTA requirements in fourteen (14) areas. Deficiencies were found in three (3) areas; Technical Capacity, Maintenance and Procurement. SunLine had no repeat deficiencies from the 2013 Triennial Review.



NATIONAL TRANSIT DATABASE

To keep track of the industry and provide public information and statistics as it continues to grow, FTA's National Transit Database (NTD) records the financial, operating and asset condition of transit systems. Staff are currently in its FY 2016/2017 NTD Section sampling. SunLine continues to perform parallel sampling using manual samples and Automatic Passenger Counter (APC) data in order to verify and gain approval to use APC data in future reporting.

ALTERNATIVE FUEL VEHICLES

SunLine conforms to RCTC's Alternative Fuel Policy with all vehicles in the fleet using CNG, Electric or hydrogen fuel. The current active fleet consists of fifty-eight 40-foot CNG buses, five 40-foot Hydrogen Fuel Cell buses, ten 32-foot CNG buses, three 40-foot Electric buses, thirty-seven 22-foot paratransit vans, and 45 total non-revenue CNG and electric vehicles, including general support cars and trucks as well as facility-specific golf carts and forklifts.

FY 2017/2018 SRTP TABLES

TABLE 1 FLEET INVENTORY

Table 1 - Fleet Inventory
FY 2017/18 Short Range Transit Plan
SunLine Transit Agency

Bus (Motorbus) / Directly Operated													
Year Built	Mfg. Code	Model Code	Seating Capacity	Lift and Ramp Equipped	Vehicle Length	Fuel Type Code	# of Active Vehicles FY 2016/17	# of Contingency Vehicles FY 2016/17	Life to Date Vehicle Miles Prior Year End FY 2015/16	Life to Date Vehicle Miles through March FY 2016/17	Average Lifetime Miles Per Active Vehicle As Of Year-To-Date (e.g., March) FY 2016/17		
2014	BYD	K9	35	2	40	EB	2	0	124,614	91,928	45,964		
2015	BYD	K9	35	1	40	EB	1	0	40,684	36,271	36,271		
2012	EDN	AXCESS	37	1	40	OR	1	0	116,987	127,347	127,347		
2014	EDN	AXCESS	37	3	40	OR	3	0	165,298	205,393	68,464		
2009	EDN	EZRider32'	29	10	32	CN	10	0	2,422,480	2,688,321	268,832		
2008	NFA	LF-40'	39	1	40	OR	1	0	92,785	92,785	92,785		
2008	NFA	LF-40'	39	20	40	CN	16	4	8,464,061	9,391,018	586,938		
2008	NFA	LF-40'	39	21	40	CN	21	0	8,715,007	9,694,800	461,657		
2016	NFA	LF-40'	39	6	40	CN	6	0		106,731	17,788		
2005	OBI	ORION V40'	44	15	40	CN	15	0	6,116,441	6,624,778	441,651		
Totals:							373	80	76	4	26,258,357	29,059,372	382,360

Table 1 - Fleet Inventory
FY 2017/18 Short Range Transit Plan
SunLine Transit Agency

Demand Response / Directly Operated													
Year Built	Mfg. Code	Model Code	Seating Capacity	Lift and Ramp Equipped	Vehicle Length	Fuel Type Code	# of Active Vehicles FY 2016/17	# of Contingency Vehicles FY 2016/17	Life to Date Vehicle Miles Prior Year End FY 2015/16	Life to Date Vehicle Miles through March FY 2016/17	Average Lifetime Miles Per Active Vehicle As Of Year-To-Date (e.g., March) FY 2016/17		
2010	EDN	AEROTECH	12	1	22	CN	1	0	183,205	197,271	197,271		
2012	EDN	AEROTECH	12	5	22	CN	3	2	2,111,417	2,499,575	833,191		
2013	EDN	AEROTECH	12	14	22	CN	14	0	1,852,539	2,308,177	164,869		
2015	EDN	AEROTECH	12	8	22	CN	8	0	203,658	607,995	75,999		
2016	EDN	AEROTECH	12	10	22	CN	10	0	97,666	89,531	8,953		
Totals:							60	38	36	2	4,448,485	5,702,549	158,404

**TABLE 2
SRTP SERVICE SUMMARY – Routes: All Routes (System Totals)**

**Table 2 -- SunLine Transit Agency -- SRTP Service Summary
FY 2017/18 Short Range Transit Plan
All Routes**



	FY 2014/15 Audited	FY 2015/16 Audited	FY 2016/17 Plan	FY 2016/17 3rd Qtr Actual	FY 2017/18 Plan
Fleet Characteristics					
Peak-Hour Fleet			93		92
Financial Data					
Total Operating Expenses	\$27,639,138	\$31,617,862	\$33,474,111	\$24,101,550	\$34,880,025
Total Passenger Fare Revenue	\$6,040,405	\$7,129,667	\$6,101,611	\$5,435,216	\$6,088,898
Net Operating Expenses (Subsidies)	\$21,598,733	\$24,488,195	\$27,372,500	\$18,666,334	\$28,791,127
Operating Characteristics					
Unlinked Passenger Trips	4,827,837	4,522,990	4,621,406	3,273,453	4,178,161
Passenger Miles	35,101,121	33,051,673	33,942,769	23,086,322	29,247,333
Total Actual Vehicle Revenue Hours (a)	284,957.6	295,706.0	312,089.0	229,199.5	314,272.0
Total Actual Vehicle Revenue Miles (b)	4,161,846.5	4,362,448.6	4,515,761.0	3,367,666.8	4,501,382.0
Total Actual Vehicle Miles	4,618,585.5	4,824,009.7	4,993,747.0	3,831,779.8	5,120,834.0
Performance Characteristics					
Operating Cost per Revenue Hour	\$96.99	\$106.92	\$107.26	\$105.16	\$110.99
Farebox Recovery Ratio	21.85%	22.55%	18.22%	22.55%	17.45%
Subsidy per Passenger	\$4.47	\$5.41	\$5.92	\$5.70	\$6.89
Subsidy per Passenger Mile	\$0.62	\$0.74	\$0.81	\$0.81	\$0.98
Subsidy per Revenue Hour (a)	\$75.80	\$82.81	\$87.71	\$81.44	\$91.61
Subsidy per Revenue Mile (b)	\$5.19	\$5.61	\$6.06	\$5.54	\$6.40
Passenger per Revenue Hour (a)	16.9	15.3	14.8	14.3	13.3
Passenger per Revenue Mile (b)	1.16	1.04	1.02	0.97	0.93

(a) Train Hours for Rail Modes. (b) Car Miles for Rail Modes.

**TABLE 2
SRTP SERVICE SUMMARY – Routes: Non-Excluded Routes**

**Table 2 -- SunLine Transit Agency -- SRTP Service Summary
FY 2017/18 Short Range Transit Plan
Non-Excluded Routes**



	FY 2014/15 Audited	FY 2015/16 Audited	FY 2016/17 Plan	FY 2016/17 3rd Qtr Actual	FY 2017/18 Plan
Fleet Characteristics					
Peak-Hour Fleet			84		90
Financial Data					
Total Operating Expenses	\$26,265,683	\$30,082,006	\$29,829,987	\$22,138,799	\$34,230,707
Total Passenger Fare Revenue	\$5,871,566	\$6,927,037	\$5,474,890	\$5,187,336	\$5,977,481
Net Operating Expenses (Subsidies)	\$20,393,717	\$23,154,968	\$24,355,097	\$16,951,462	\$28,253,226
Operating Characteristics					
Unlinked Passenger Trips	4,687,079	4,387,603	4,295,548	3,101,578	4,152,461
Passenger Miles	34,138,236	32,119,783	31,596,591	21,883,645	29,072,830
Total Actual Vehicle Revenue Hours (a)	271,871.9	282,603.1	282,913.0	211,609.3	311,848.0
Total Actual Vehicle Revenue Miles (b)	3,896,959.5	4,116,326.3	4,074,271.0	3,024,339.5	4,436,305.0
Total Actual Vehicle Miles	4,331,128.3	4,557,720.5	4,493,194.0	3,456,159.2	5,033,433.0
Performance Characteristics					
Operating Cost per Revenue Hour	\$96.61	\$106.45	\$105.44	\$104.62	\$109.77
Farebox Recovery Ratio	22.36%	23.03%	18.35%	23.43%	17.46%
Subsidy per Passenger	\$4.35	\$5.28	\$5.67	\$5.47	\$6.80
Subsidy per Passenger Mile	\$0.60	\$0.72	\$0.77	\$0.77	\$0.97
Subsidy per Revenue Hour (a)	\$75.01	\$81.93	\$86.09	\$80.11	\$90.60
Subsidy per Revenue Mile (b)	\$5.23	\$5.63	\$5.98	\$5.61	\$6.37
Passenger per Revenue Hour (a)	17.2	15.5	15.2	14.7	13.3
Passenger per Revenue Mile (b)	1.20	1.07	1.05	1.03	0.94

(a) Train Hours for Rail Modes. (b) Car Miles for Rail Modes.

**TABLE 2
SRTP SERVICE SUMMARY – Routes: Excluded**

Table 2 -- SunLine Transit Agency -- SRTP Service Summary
FY 2017/18 Short Range Transit Plan
Excluded Routes



	FY 2014/15 Audited	FY 2015/16 Audited	FY 2016/17 Plan	FY 2016/17 3rd Qtr Actual	FY 2017/18 Plan
Fleet Characteristics					
Peak-Hour Fleet			9		2
Financial Data					
Total Operating Expenses	\$1,373,455	\$1,535,856	\$3,644,124	\$1,962,751	\$649,318
Total Passenger Fare Revenue	\$168,438	\$202,630	\$626,720	\$247,879	\$111,417
Net Operating Expenses (Subsidies)	\$1,205,016	\$1,333,227	\$3,017,404	\$1,714,872	\$537,901
Operating Characteristics					
Unlinked Passenger Trips	140,758	135,387	325,858	171,875	25,700
Passenger Miles	962,785	931,890	2,346,178	1,202,677	174,503
Total Actual Vehicle Revenue Hours (a)	13,085.7	13,102.9	29,176.0	17,590.2	2,424.0
Total Actual Vehicle Revenue Miles (b)	264,887.0	246,122.3	441,490.0	343,327.3	65,077.0
Total Actual Vehicle Miles	287,457.2	266,289.2	500,553.0	375,620.6	87,401.0
Performance Characteristics					
Operating Cost per Revenue Hour	\$104.96	\$117.22	\$124.90	\$111.58	\$267.87
Farebox Recovery Ratio	12.26%	13.19%	17.19%	12.63%	17.15%
Subsidy per Passenger	\$8.56	\$9.85	\$9.26	\$9.98	\$20.93
Subsidy per Passenger Mile	\$1.25	\$1.43	\$1.29	\$1.43	\$3.08
Subsidy per Revenue Hour (a)	\$92.09	\$101.75	\$103.42	\$97.49	\$221.91
Subsidy per Revenue Mile (b)	\$4.55	\$5.42	\$6.83	\$4.99	\$8.27
Passenger per Revenue Hour (a)	10.8	10.3	11.2	9.8	10.6
Passenger per Revenue Mile (b)	0.53	0.55	0.74	0.50	0.39

(a) Train Hours for Rail Modes. (b) Car Miles for Rail Modes.

**TABLE 2
SUMMARY OF ROUTES – Program: BUS (Fixed Route)**

**Table 2 -- SunLine-BUS -- SRTP Service Summary
FY 2017/18 Short Range Transit Plan
All Routes**



	FY 2014/15 Audited	FY 2015/16 Audited	FY 2016/17 Plan	FY 2016/17 3rd Qtr Actual	FY 2017/18 Plan
Fleet Characteristics					
Peak-Hour Fleet			62		61
Financial Data					
Total Operating Expenses	\$22,712,173	\$26,054,758	\$27,700,756	\$19,865,658	\$28,856,538
Total Passenger Fare Revenue	\$5,466,541	\$6,424,017	\$5,113,092	\$4,882,187	\$5,057,552
Net Operating Expenses (Subsidies)	\$17,245,632	\$19,630,741	\$22,587,664	\$14,983,471	\$23,798,986
Operating Characteristics					
Unlinked Passenger Trips	4,674,654	4,358,966	4,458,322	3,149,756	4,003,336
Passenger Miles	33,371,743	31,092,789	32,099,919	21,628,460	27,182,650
Total Actual Vehicle Revenue Hours (a)	216,740.2	226,019.3	243,105.0	177,548.0	245,403.0
Total Actual Vehicle Revenue Miles (b)	3,084,149.9	3,274,829.6	3,417,756.0	2,587,934.4	3,451,011.0
Total Actual Vehicle Miles	3,446,488.1	3,644,249.7	3,804,946.0	2,912,352.6	3,884,203.0
Performance Characteristics					
Operating Cost per Revenue Hour	\$104.79	\$115.28	\$113.95	\$111.89	\$117.59
Farebox Recovery Ratio	24.07%	24.66%	18.45%	24.58%	17.52%
Subsidy per Passenger	\$3.69	\$4.50	\$5.07	\$4.76	\$5.94
Subsidy per Passenger Mile	\$0.52	\$0.63	\$0.70	\$0.69	\$0.88
Subsidy per Revenue Hour (a)	\$79.57	\$86.85	\$92.91	\$84.39	\$96.98
Subsidy per Revenue Mile (b)	\$5.59	\$5.99	\$6.61	\$5.79	\$6.90
Passenger per Revenue Hour (a)	21.6	19.3	18.3	17.7	16.3
Passenger per Revenue Mile (b)	1.52	1.33	1.30	1.22	1.16

(a) Train Hours for Rail Modes. (b) Car Miles for Rail Modes.

**TABLE 2
SUMMARY OF ROUTES – Program: DAR (Demand Response)**

**Table 2 -- SunLine-DAR -- SRTP Service Summary
FY 2017/18 Short Range Transit Plan
All Routes**



	FY 2014/15 Audited	FY 2015/16 Audited	FY 2016/17 Plan	FY 2016/17 3rd Qtr Actual	FY 2017/18 Plan
Fleet Characteristics					
Peak-Hour Fleet			31		31
Financial Data					
Total Operating Expenses	\$4,926,965	\$5,563,104	\$5,773,355	\$4,235,892	\$6,023,487
Total Passenger Fare Revenue	\$573,864	\$705,650	\$988,518	\$553,028	\$1,031,346
Net Operating Expenses (Subsidies)	\$4,353,101	\$4,857,454	\$4,784,837	\$3,682,864	\$4,992,141
Operating Characteristics					
Unlinked Passenger Trips	153,183	164,024	163,084	123,697	174,825
Passenger Miles	1,729,378	1,958,885	1,842,850	1,457,862	2,064,683
Total Actual Vehicle Revenue Hours (a)	68,217.4	69,686.7	68,984.0	51,651.5	68,869.0
Total Actual Vehicle Revenue Miles (b)	1,077,696.6	1,087,619.0	1,098,005.0	779,732.4	1,050,371.0
Total Actual Vehicle Miles	1,172,097.4	1,179,760.0	1,188,801.0	919,427.2	1,236,631.0
Performance Characteristics					
Operating Cost per Revenue Hour	\$72.22	\$79.83	\$83.69	\$82.01	\$87.46
Farebox Recovery Ratio	11.65%	12.68%	17.12%	13.06%	17.12%
Subsidy per Passenger	\$28.42	\$29.61	\$29.34	\$29.77	\$28.56
Subsidy per Passenger Mile	\$2.52	\$2.48	\$2.60	\$2.53	\$2.42
Subsidy per Revenue Hour (a)	\$63.81	\$69.70	\$69.36	\$71.30	\$72.49
Subsidy per Revenue Mile (b)	\$4.04	\$4.47	\$4.36	\$4.72	\$4.75
Passenger per Revenue Hour (a)	2.2	2.4	2.4	2.4	2.5
Passenger per Revenue Mile (b)	0.14	0.15	0.15	0.16	0.17

(a) Train Hours for Rail Modes. (b) Car Miles for Rail Modes.

TABLE 2A
SRTP SUMMARY OF ROUTES TO BE EXCLUDED IN FY 17/18

Route	Mode	Service Type	Route Description	Date of Implementation	Route Exemption End Date
Line 20	Fixed Route	Directly Operated	Desert Hot Springs – Palm Desert	January 2016	June 2018

TABLE 3 SRTP ROUTE STATISTICS – DATA ELEMENTS

Table 3 - SRTP Route Statistics
SunLine Transit Agency -- 8
FY 2017/18
All Routes



Data Elements

Route #	Day Type	Peak Vehicles	Passengers	Passenger Miles	Revenue Hours	Total Hours	Revenue Miles	Total Miles	Operating Cost	Passenger Revenue	Net Subsidy
SUN-111	All Days	12	1,341,309	9,107,488	71,046.0	76,274.0	1,016,442.0	1,163,155.0	\$8,641,322	\$1,705,163	\$6,936,159
SUN-14	All Days	7	602,738	4,093,591	29,393.0	31,288.0	439,304.0	503,217.0	\$3,738,500	\$592,305	\$3,146,195
SUN-15	All Days	1	99,428	675,116	5,454.0	5,780.0	87,901.0	97,838.0	\$726,857	\$116,060	\$610,797
SUN-20	All Days	2	25,700	174,503	2,424.0	3,210.0	65,077.0	87,401.0	\$649,318	\$111,417	\$537,901
SUN-220	All Days	2	12,572	85,364	4,046.0	4,599.0	115,639.0	127,456.0	\$946,751	\$152,833	\$793,918
SUN-24	All Days	4	155,908	1,058,615	10,022.0	11,686.0	133,891.0	168,833.0	\$1,254,296	\$250,859	\$1,003,437
SUN-30	All Days	9	664,336	4,510,841	28,031.0	30,019.0	259,474.0	302,023.0	\$2,243,794	\$448,759	\$1,795,035
SUN-32	All Days	3	238,555	1,619,788	16,827.0	17,995.0	279,385.0	305,274.0	\$2,267,941	\$318,162	\$1,949,779
SUN-53	All Days	2	47,491	322,464	6,939.0	7,402.0	84,056.0	94,788.0	\$704,199	\$140,452	\$563,747
SUN-54	All Days	2	74,382	505,054	6,772.0	6,823.0	114,115.0	114,544.0	\$850,969	\$169,131	\$681,838
SUN-70	All Days	3	173,057	1,175,057	9,884.0	10,465.0	131,051.0	146,404.0	\$1,087,662	\$217,366	\$870,296
SUN-80	All Days	4	144,908	983,925	8,327.0	8,643.0	63,030.0	69,047.0	\$512,567	\$102,593	\$410,374
SUN-81	All Days	4	88,336	599,801	5,882.0	6,145.0	53,101.0	60,435.0	\$448,982	\$89,796	\$359,186
SUN-90	All Days	2	139,400	946,526	17,752.0	18,089.0	149,191.0	155,678.0	\$1,156,562	\$210,046	\$946,516
SUN-91	All Days	3	166,997	1,133,910	16,419.0	17,161.0	339,962.0	364,270.0	\$2,706,237	\$326,849	\$2,379,388
SUN-95	All Days	1	28,219	191,607	6,173.0	6,289.0	120,392.0	123,860.0	\$920,181	\$105,761	\$814,420
SUN-DAR	All Days	31	174,825	2,064,683	68,869.0	78,849.0	1,050,371.0	1,236,631.0	\$6,023,487	\$1,031,346	\$4,992,141
Service Provider Totals		92	4,178,161	29,247,333	314,272.0	340,697.0	4,501,382.0	5,120,834.0	\$34,880,025	\$6,088,898	\$28,791,127

**TABLE 3
SRTP ROUTE STATISTICS - PERFORMANCE INDICATORS**

Table 3 - SRTP Route Statistics
SunLine Transit Agency -- 8
FY 2017/18
All Routes



Performance Indicators

Route #	Day Type	Operating		Operating Cost Per Revenue Mile	Cost Per Passenger	Farebox Recovery Ratio	Subsidy Per Passenger	Subsidy Per Passenger Mile	Subsidy Per Revenue Hour	Subsidy Per Revenue Mile	Passengers Per Hour	Passengers Per Mile
		Cost Per Revenue Hour	Revenue Mile									
SUN-11	All Days	\$121.63	\$8.50	\$6.44	19.73%	\$5.17	\$0.76	\$97.63	\$6.82	18.9	1.32	
SUN-14	All Days	\$127.19	\$8.51	\$6.20	15.84%	\$5.22	\$0.77	\$107.04	\$7.16	20.5	1.37	
SUN-15	All Days	\$133.27	\$8.27	\$7.31	15.96%	\$6.14	\$0.90	\$111.99	\$6.95	18.2	1.13	
SUN-20	All Days	\$267.87	\$9.98	\$25.27	17.15%	\$20.93	\$3.08	\$221.91	\$8.27	10.6	0.39	
SUN-220	All Days	\$233.88	\$8.19	\$75.31	16.14%	\$63.15	\$9.30	\$196.13	\$6.87	3.1	0.11	
SUN-24	All Days	\$125.15	\$9.37	\$8.05	19.99%	\$6.44	\$0.95	\$100.12	\$7.49	15.6	1.16	
SUN-30	All Days	\$80.05	\$8.68	\$3.38	20.00%	\$2.70	\$0.40	\$64.04	\$6.94	23.7	2.57	
SUN-32	All Days	\$134.78	\$8.12	\$9.51	14.02%	\$8.17	\$1.20	\$115.87	\$6.98	14.2	0.85	
SUN-53	All Days	\$101.48	\$8.38	\$14.83	19.94%	\$11.87	\$1.75	\$81.24	\$6.71	6.8	0.56	
SUN-54	All Days	\$125.66	\$7.46	\$11.44	19.87%	\$9.17	\$1.35	\$100.68	\$5.98	11.0	0.65	
SUN-70	All Days	\$110.04	\$8.30	\$6.28	19.98%	\$5.03	\$0.74	\$88.05	\$6.64	17.5	1.32	
SUN-80	All Days	\$61.60	\$8.14	\$3.54	19.99%	\$2.83	\$0.42	\$48.28	\$6.51	17.4	2.30	
SUN-81	All Days	\$76.20	\$8.46	\$5.08	19.99%	\$4.07	\$0.60	\$60.96	\$6.76	15.0	1.66	
SUN-90	All Days	\$65.15	\$7.75	\$8.30	18.16%	\$6.79	\$1.00	\$53.32	\$6.34	7.9	0.93	
SUN-91	All Days	\$164.82	\$7.96	\$16.21	12.07%	\$14.25	\$2.10	\$144.92	\$7.00	10.2	0.49	
SUN-95	All Days	\$149.07	\$7.64	\$22.61	11.49%	\$28.86	\$4.25	\$131.93	\$6.76	4.6	0.23	
SUN-ORR	All Days	\$87.46	\$5.73	\$34.45	17.12%	\$28.56	\$2.42	\$72.49	\$4.75	2.5	0.17	
Service Provider Totals		\$110.99	\$7.75	\$8.35	17.45%	\$6.89	\$0.98	\$91.61	\$6.40	13.3	0.93	

TABLE 3A INDIVIDUAL ROUTE DESCRIPTION

TABLE 3A - INDIVIDUAL ROUTE DESCRIPTIONS

Route	Route Classification	Major Destinations	Cities/Communities Served	Connections
14	Trunk	Shopping, Schools, DMV, Employment Center, Library, Senior Center	Desert Hot Springs and Palm Springs	15, 20, 24, 30 & 111
15	Local	Shopping Centers, Senior Center, Library, Community Center, City Hall, Medical, and Schools	Desert Hot Springs and Desert Edge	14
20	Local	Shopping, Senior Center, Library, Community Center, Schools	Desert Hot Springs, Rancho Mirage, Palm Desert	14, 15, 32, 53, 54, 111, Link 220 & Amtrak
24	Local	Shopping, Medical, Library, Social Services, Theaters	Palm Springs	14, 30, 32, 111 & MBTA
30	Trunk	Shopping, Schools, Medical, Library, Senior Center, Airport, Court House, Social Security, Theaters, and Public Social Services	Palm Springs and Cathedral City	14, 24, 32, 111 & MBTA
32	Local	Shopping, School, College, Medical, Theaters, Mall and Hospital	Palm Springs, Cathedral City, Rancho Mirage, Palm Desert, Thousand Palms	20, 24, 30, 53, 54, 111, Link 220 & Amtrak
53	Local	Shopping, Library, College, School, Community Center, Theater, Senior Center and University	Palm Desert	20, 32, 54, 111, Link 220 & Amtrak
54	Local	Shopping, School, Tennis Gardens, Work Force Development, and College	Palm Desert, Indian Wells, La Quinta, Indio, Bermuda Dunes	20, 32, 53, 111, Link 220 & Amtrak
70	Local	Shopping, Schools, Theaters and Medical	La Quinta, Palm Desert, Indian Wells, Bermuda Dunes	111 & Amtrak
80	Local	Shopping, School, Workforce Development, Social Services, Senior Center, DMV, Hospital	Indio	54, 81, 90, 91 & 111
81	Local	Shopping, Schools, Medical, Community Center, College, DMV, Hospital, Work Force Development, Social Services and Employment Center	Indio	54, 80, 90, 91, 111 & Greyhound
90	Local	Shopping, Library, City Hall, Senior Center, Community Center, Social Services and Medical	Indio and Coachella	54, 80, 81, 91 & 111
91	Local	Shopping, College, Schools, Community Center, and Medical	Indio, Coachella, Thermal, Mecca, Oasis	54, 80, 81, 90 & 111
95	Local	Shopping, College, Community Center, Medical and Schools	Coachella, Mecca and North Shore	90, 91 & 111
111	Trunk	Hospital, Medical, Shopping, College, Mall and Schools	Palm Springs, Cathedral City, Rancho Mirage, Palm Desert, Indian Wells, La Quinta, Indio	14, 24, 20, 30, 32, 53, 54, 70, 80, 81, 90 & 91, 111, Amtrak & MBTA
220	Market-Based	Mall, College, Shopping and University	Palm Desert, Rancho Mirage, Cabazon Casino, Beaumont, Moreno Valley, Riverside	20, 32, 53, 54, 111, Metrolink, Pass Transit, RTA & Greyhound

TABLE 4 SUMMARY OF FUNDS FOR FY 2017/2018



SunLine Transit Agency
FY 2017/18
Summary of Funds
Requested
Short Range Transit Plan

TABLE 4

Table 4 - Summary of Funding Request for FY 2017/18

Project Description	Total Amount of Funds	Total Carryover Amount	LTF	STA	Prop IB Transit Security Measure A	Section 5307 Indio/Cathedral City Palm Springs	Section 5310	Section 5311	Section 5311 (f)	LoNo	Section 5339	LCTOP Carryover	LCTOP Carryover	AQIP	Carryover CMAQ	Other Revenue	Farebox	16-May-17				
																		\$34,880,028	\$1,568,810			
OPERATING																						
Operating Assistance	\$33,237,664	\$1,025,530	\$18,753,800	\$0	\$5,153,400	\$2,943,412	\$1,025,530	\$344,995				\$249,672	\$300,000					\$2,422,464	\$2,884,372			
Line 80, 81	\$949,672	\$300,000	\$0									\$46,667						\$46,667				
Taxi Voucher Program	\$201,467	\$0	\$108,133																			
Vanpool Program	\$132,796	\$13,200	\$119,516															\$13,200				
Line 20	\$254,427	\$20,000	\$208,427															\$20,000				
Commuter Link 220	\$500,000	\$0	\$344,233						\$365,787													
Sub-total Operating	\$34,880,028	\$1,568,810	\$18,753,800	\$0	\$5,153,400	\$2,943,412	\$1,025,530	\$344,995				\$249,672	\$300,000		\$0	\$243,286		\$2,469,131	\$2,884,372			
CAPITAL																						
Operations Facility Replacement Phase 2	\$2,116,000	\$0	\$2,116,000																			
Replacement Fixed Route Buses (3)	\$2,040,000	\$0	\$852,518		\$298,909	\$734,588												\$446,894				
Transit Enhancement	\$295,909	\$0	\$0		\$298,909	\$390,000																
Information Technology (IT) Projects	\$50,000	\$0	\$50,000			\$200,000																
Fixed Route Bus Rehabilitation	\$250,000	\$0	\$0			\$60,000																
Facility Improvements	\$100,000	\$0	\$46,000			\$192,000																
Replacement Non-Revenue Support Vehicle (2 Supervisor, 2 Safety)	\$240,000	\$0	\$163,200																			
Maintenance Facility for Zero Emission Vehicles (ZEV)	\$1,668,055	\$0	\$1,000,000																			
Capital Bus Lease	\$100,000	\$0	\$0																			
Hydrogen Electric Hybrid FCB & Hydrogen Station	\$3,723,991	\$0	\$0																			
Sub-total Capital	\$10,408,555	\$0	\$3,450,718	\$298,909	\$0	\$1,566,588	\$0	\$0	\$0	\$1,519,855	\$446,894	\$0	\$0	\$3,123,591	\$0	\$0	\$0	\$0	\$0			
Total Operating & Capital	\$45,288,583	\$1,568,810	\$22,204,518	\$298,909	\$5,153,400	\$4,510,000	\$1,025,530	\$344,995	\$365,787	\$1,519,855	\$446,894	\$0	\$300,000	\$3,123,591	\$0	\$243,286	\$0	\$2,469,131	\$2,884,372			
Project Funding Details																						
Target Budget	\$34,880,028	Based on estimated FY18 budget																				
Projected FY17/18 LTF	\$18,753,800	Based on FY18 unallocated carryover funds																				
Projected FY17/18 Measure A	\$5,153,400	Based on revised RCTC Revenue Est. dated 4-14-17																				
Projected FY17/18 Section 5307 Operating Funds	\$2,943,412	FY18 based on unknown status of future Federal funding																				
Projected FY17/18 Section 5310 Operating Funds	\$1,025,530	Based on carryover from FY16 operating appropriation																				
Projected FY17/18 Section 5311 Operating Funds	\$46,667	Based on FY18 application to CalTrans. Estimated \$140,000 3 year project with toll credit match																				
Projected FY17/18 LCTOP Funds	\$710,766	Based on 5311 applications for regional and intercity appropriations per Oppomba 4/12/17																				
Projected FY17/18 CMAQ Carryover	\$43,280	Based on estimated expenses from RCTC Revenue Est. Dated 2-21-17 & FY17 est. carryover																				
Projected FY17/18 Other Revenues	\$2,469,131	Advertising revenue (\$22K), shelter maintenance revenue (\$12K), SPA overhead fee (\$29K), fueling revenue (\$1.2M), emission credits (\$750K), insurance recoveries (\$80K) & interest and other revenue (\$31.5K)																				
Projected FY17/18 Farebox Revenue	\$2,984,372	Based on continued decrease of 5% ridership for Fixed Route and 5% increase in Paratransit																				
Total Estimated Operating Funding Request	\$34,880,028																					
Projected FY17/18 STA Capital	\$3,450,718	FY17/18 plus unallocated carryover																				
Projected FY17/18 Prop. IB Safety and Security	\$298,909	Based on CalOES appropriations																				
Projected FY17/18 5307 Capital	\$1,566,588	Based on estimated FY17																				
LoNo	\$1,519,855	Award for SunLine's Center of Excellence from FTAs competitive LoNo program																				
Section 5339	\$446,894	Based on RCTC Revenue Est. dated 2-21-17																				
AQIP	\$3,123,591	Competitive award for SunLine's Hydrogen Bus and Hydrogen Station project. Remaining \$3.1M for SL-16-11 reflects remaining grant funding awarded in FY17. Total AQIP project award = \$12M.																				
Total Estimated Capital Funding Request	\$10,408,555																					
Total Funding Request	\$45,288,583																					

TABLE 4A CAPITAL PROJECT JUSTIFICATION FOR FY 2017/2018

TABLE 4A – CAPITAL PROJECT JUSTIFICATION [SL-18-01]

PROJECT NUMBER	SRTP Project No:	SL-18-01	
	FTIP No:		
PROJECT NAME	Operations Facility Replacement, Phase 2		
PROJECT DESCRIPTION	The operations facility replacement project will allow SunLine to complete demolition, removal, and rebuild a functional operations building at the Thousand Palms site.		
PROJECT JUSTIFICATION	The project will improve employee safety and energy efficiency.		
PROJECT SCHEDULE	Start Date	Completion Date	
	July 2017	June 2020	
PROJECT FUNDING SOURCES	Fund Type	Fiscal Year	Amount
	STA	2018	\$2,116,000
Total			\$2,116,000
FTA Grant #	RCTC Grant #	Description	Unexpended balance
	SL-17-04	Operations Facility Replacement Phase 1	2,700,000 (STA + 5339)

TABLE 4A – CAPITAL PROJECT JUSTIFICATION [SL-18-02]

PROJECT NUMBER	SRTP Project No:	SL-18-02	
	FTIP No:		
PROJECT NAME	Replacement of Fixed Route Buses (3)		
PROJECT DESCRIPTION	Purchase of three (3) fixed route buses to replace existing CNG bus fleets that will have their useful life as outlined by FTA guidelines.		
PROJECT JUSTIFICATION	The purchase of three (3) fixed route buses will ensure SunLine replaces older fleet vehicles to maintain services reliability and reduce maintenance costs.		
PROJECT SCHEDULE	Start Date	Completion Date	
	July 2017	June 2020	
PROJECT FUNDING SOURCES	Fund Type	Fiscal Year	Amount
	STA	2018	\$858,518
	Section 5307	2018	\$734,588
	Section 5339	2018	\$446,894
			\$2,040,000
FTA Grant #	RCTC Grant #	Description	Unexpended balance

TABLE 4A – CAPITAL PROJECT JUSTIFICATION [SL-18-03]

PROJECT NUMBER	SRTP Project No:	SL-18-03	
	FTIP No:		
PROJECT NAME	Transit Enhancements		
PROJECT DESCRIPTION	The enhancement of the bus stop system to improve access for persons with disabilities and the general public through modernization of bus shelters, benches, kiosks, signage and lighting to enhance security and safety of all SunLine customers.		
PROJECT JUSTIFICATION	The enhancement of transit facilities promotes safety and security among people throughout the Coachella Valley.		
PROJECT SCHEDULE	Start Date	Completion Date	
	July 2017	June 2020	
PROJECT FUNDING SOURCES	Fund Type	Fiscal Year	Amount
	Prop 1B	2018	\$298,909
Total			\$298,909
FTA Grant #	RCTC Grant #	Description	Unexpended balance

TABLE 4A – CAPITAL PROJECT JUSTIFICATION [SL-18-04]

PROJECT NUMBER	SRTP Project No: SL-18-04		
	FTIP No:		
PROJECT NAME	Information Technology (IT) Projects		
PROJECT DESCRIPTION	The projects supports the purchase of a variety of IT equipment, software, and hardware.		
PROJECT JUSTIFICATION	The use of IT equipment is critical to the daily function and efficiency in providing safe, reliable and efficient transit services.		
PROJECT SCHEDULE	Start Date	Completion Date	
	July 2017	June 2020	
PROJECT FUNDING SOURCES	Fund Type	Fiscal Year	Amount
	STA	2018	\$90,000
	Section 5307	2018	\$360,000
Total			\$450,000
FTA Grant #	RCTC Grant #	Description	Unexpended balance
		SL-17-03 IT Projects	\$62,400

TABLE 4A – CAPITAL PROJECT JUSTIFICATION [SL-18-05]

PROJECT NUMBER	SRTP Project No: SL-18-05		
	FTIP No:		
PROJECT NAME	Fixed Route Bus Rehabilitation		
PROJECT DESCRIPTION	Funding would enable SunLine to rehabilitate old buses in its fleet.		
PROJECT JUSTIFICATION	Funding request will enable SunLine to rehabilitate fixed route buses. These buses are due for an overhaul to ensure they operate reliably to their minimum 12-year or 500,000-mile life.		
PROJECT SCHEDULE	Start Date	Completion Date	
	July 2017	June 2020	
PROJECT FUNDING SOURCES	Fund Type	Fiscal Year	Amount
	STA	2018	\$50,000
	Section 5307	2018	200,000
Total			\$250,000
FTA Grant #	RCTC Grant #	Description	Unexpended balance

TABLE 4A – CAPITAL PROJECT JUSTIFICATION [SL-18-06]

PROJECT NUMBER	SRTP Project No: SL-18-06		
	FTIP No:		
PROJECT NAME	Facility Improvements		
PROJECT DESCRIPTION	Funds requested in this fiscal year will enable SunLine to improve existing facilities in Thousand Palms and Indio.		
PROJECT JUSTIFICATION	Project is necessary for facility and ground improvements in Thousand Palms and Indio.		
PROJECT SCHEDULE	Start Date	Completion Date	
	July 2017	June 2020	
PROJECT FUNDING SOURCES	Fund Type	Fiscal Year	Amount
	STA	2018	\$20,000
	Section 5307	2018	\$80,000
Total			\$100,000
FTA Grant #	RCTC Grant #	Description	Unexpended balance

TABLE 4A – CAPITAL PROJECT JUSTIFICATION [SL-18-07]

PROJECT NUMBER	SRTP Project No: SL-18-07		
	FTIP No:		
PROJECT NAME	Replacement Non-Revenue Support Vehicles (4)		
PROJECT DESCRIPTION	Support vehicles are used primarily as relief vehicles for drivers beginning or ending their shifts in mid-route. SunLine's support vehicles comply with FTA regulations and uses alternative fueled vehicles (CNG). SunLine plans to purchase regular cars and/or pick-ups manufactured by either the Ford Motor, Honda or Toyota Companies based on the scope of services developed to acquire the vehicles.		
PROJECT JUSTIFICATION	The expansion support vehicles are needed for use by Operation Supervisors for road supervision, as well as for use by Administration staff.		
PROJECT SCHEDULE	Start Date	Completion Date	
	July 2017	June 2020	
PROJECT FUNDING SOURCES	Fund Type	Fiscal Year	Amount
	STA	2018	\$48,000
	Section 5307	2018	\$192,000
Total			\$240,000
FTA Grant #	RCTC Grant #	Description	Unexpended balance

TABLE 4A – CAPITAL PROJECT JUSTIFICATION [SL-18-08]

PROJECT NUMBER	SRTP Project No: SL-18-08		
	FTIP No:		
PROJECT NAME	Maintenance Facility for Zero Emission Vehicles (ZEV)		
PROJECT DESCRIPTION	The maintenance bay training facility will provide a comprehensive workforce training programs in Zero emissions transportation technologies that support commercial operation of zero emission buses. The facility will serve two purposes: (1) Maintain SunLine’s zero emission buses, (2) provide interactive learning center for Zero Emission Buses (ZEB) maintenance.		
PROJECT JUSTIFICATION	Funding requested will enable SunLine to implement a zero emissions transportation technologies training facility to support commercial operation of zero emission buses.		
PROJECT SCHEDULE	Start Date	Completion Date	
	July 2017	June 2020	
PROJECT FUNDING SOURCES	Fund Type	Fiscal Year	Amount
	STA	2018	\$168,200
	LoNo	2018	\$1,519,855
Total			\$1,688,055
FTA Grant #	RCTC Grant #	Description	Unexpended balance

TABLE 4A – CAPITAL PROJECT JUSTIFICATION [SL-18-09]

PROJECT NUMBER	SRTP Project No: SL-18-09		
	FTIP No:		
PROJECT NAME	Capital Bus Lease (3 BYD Electric Buses)		
PROJECT DESCRIPTION	These funds will allow SunLine to continue to operate express service using electric buses.		
PROJECT JUSTIFICATION	Funds requested to lease three (3) leased buses will be used on Line 20 that provide enhanced connections and express service between the City of Desert Hot Springs and the City of Palm Desert and the surrounding communities.		
PROJECT SCHEDULE	Start Date	Completion Date	
	July 2017	June 2018	
PROJECT FUNDING SOURCES	Fund Type	Fiscal Year	Amount
	STA	2018	\$100,000
Total			\$100,000
FTA Grant #	RCTC Grant #	Description	Unexpended balance

TABLE 4A – CAPITAL PROJECT JUSTIFICATION [SL-18-10]

PROJECT NUMBER	SRTP Project No: SL-18-10		
	FTIP No:		
PROJECT NAME	Hydrogen Electric Hybrid FCB and Hydrogen Station		
PROJECT DESCRIPTION	The AQIP Zero-Emission Truck and bus Pilot Commercial Deployment Projects funding solicitation to deploy 5 unites of fuel cell electric buses and a electrolysis-based hydrogen onsite generation refueling station. The proposed water electrolyzer is capable of producing 300 kilograms per day of hydrogen, which is efficient to fuel the 5 hydrogen fuel cell buses, public use and to accommodate future fuel cell fleet expansion.		
PROJECT JUSTIFICATION	Funding requested will enable SunLine to purchase 5 fuel cell electric buses and also an electrolysis-based hydrogen onsite generation refueling station.		
PROJECT SCHEDULE	Start Date	Completion Date	
	July 2017	June 2020	
PROJECT FUNDING SOURCES	Fund Type	Fiscal Year	Amount
	AQIP	2018	\$3,123,591
Total			\$3,123,591
FTA Grant #	RCTC Grant #	Description	Unexpended balance

**TABLE 5.1
SUMMARY OF FUNDS REQUESTED FOR FY 2018/2019**



**FY 2018/19
Summary of Funds Requested
Short Range Transit Plan**

TABLE 5.1

Table 5.1 - Summary of Funding Request for FY 2018/19

10-May-17

Project Description	Total Amount of Funds	Total Carryover Amount	Carryover LTF	Carryover LTF	Carryover STA	Carryover STA	Measure A	Section 5307 Indio/Cathedral at City Palm Springs	Section 5310	Section 5311	Section 5311 (f)	Section 5339	LCTOP	CMAQ Carryover	Other Revenue	Farebox
OPERATING																
Operating Assistance	\$34,509,771	\$4,283,248	\$16,520,028	\$4,283,248			\$5,300,002	\$3,000,000		\$34,572			\$249,672	\$478,062	\$1,951,370	\$2,945,879
Vanpool Program	\$571,396		\$23,334						\$23,334						\$46,667	
Commuter Link 220	\$138,325		\$27,665								\$110,660					
Sub-total Operating	\$35,309,492	\$4,283,248	\$16,571,027	\$4,283,248	\$0	\$0	\$5,300,002	\$3,000,000	\$23,334	\$34,572	\$110,660	\$0	\$249,672	\$478,062	\$1,998,037	\$2,945,879

Capital Project Number	Total Amount of Funds With Carryover	Total Carryover Amount	Carryover LTF	Carryover LTF	Carryover STA	Carryover STA	Measure A	Section 5307 Indio/Cathedral at City Palm Springs	Section 5310	Section 5311	Section 5311 (f)	Section 5339	LCTOP	CMAQ Carryover	Other Revenue	Farebox
CAPITAL																
Operations Facility Replacement Phase 3	\$2,116,000	\$0			\$1,030,588			\$1,085,412								
Replacement Fixed Route Buses (3)	\$2,070,894	\$0			\$769,412			\$954,588			\$446,894					
Sub-total Capital	\$4,186,894	\$0	\$0	\$0	\$1,800,000	\$0	\$0	\$1,940,000	\$0	\$0	\$0	\$446,894	\$0	\$0	\$0	\$0
Total Operating & Capital	\$39,496,386	\$4,283,248	\$16,571,027	\$4,283,248	\$1,800,000	\$0	\$5,300,002	\$4,940,000	\$23,334	\$34,572	\$110,660	\$446,894	\$249,672	\$478,062	\$1,998,037	\$2,945,879

TABLE 5.1A CAPITAL PROJECT JUSTIFICATIONS FOR FY 2018/2019

TABLE 5.1A – CAPITAL PROJECT JUSTIFICATION [SL-19-01]

PROJECT NUMBER	SRTP Project No:	SL-19-01	
	FTIP No:		
PROJECT NAME	Operations Facility Replacement, Phase 3		
PROJECT DESCRIPTION	The operations facility replacement project will allow SunLine to complete demolition, removal, and rebuild a functional operations building at the Thousand Palms site.		
PROJECT JUSTIFICATION	The project will improve employee safety and energy efficiency.		
PROJECT SCHEDULE	Start Date	Completion Date	
	July 2018	June 2021	
PROJECT FUNDING SOURCES	Fund Type	Fiscal Year	Amount
	STA	2019	\$1,030,588
	Section 5307	2019	\$1,085,412
Total			\$2,116,000
FTA Grant #	RCTC Grant #	Description	Unexpended balance

TABLE 5.1A – CAPITAL PROJECT JUSTIFICATION [SL-19-02]

PROJECT NUMBER	SRTP Project No:	SL-19-02	
	FTIP No:		
PROJECT NAME	Replacement of Fixed Route Buses (3)		
PROJECT DESCRIPTION	Purchase of three fixed route buses to replace existing CNG bus fleets that will have their useful life as outlined by FTA guidelines.		
PROJECT JUSTIFICATION	The purchase of three (3) fixed route buses will ensure SunLine replaces older fleet vehicles to maintain services reliability and reduce maintenance costs.		
PROJECT SCHEDULE	Start Date	Completion Date	
	July 2018	June 2021	
PROJECT FUNDING SOURCES	Fund Type	Fiscal Year	Amount
	STA	2019	\$769,412
	Section 5307	2019	\$854,588
	Section 5339	2019	\$446,894
Total			\$2,070,894
FTA Grant #	RCTC Grant #	Description	Unexpended balance

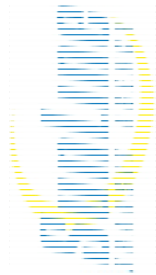
TABLE 5.2 SUMMARY OF FUNDS REQUESTED FOR FY 2019/2020

SunLine Transit Agency
FY 2019/20
Summary of Fund Requested
Short Range Transit Plan

TABLE 5.2

Table 5.2 - Summary of Funding Request for FY 2019/20

10-May-17



Project Description	Total Amount of Funds	LTF	STA	Measure A	Section 5307 Indio/Cathedral City/Palm Springs	Section 5310	Section 5311	Section 5311 (f)	Section 5339	LC/TP	CMAQ Carryover	Other Revenue	Farebox
OPERATING													
Operating Assistance	\$35,587,031	\$18,994,089		\$5,600,000	\$3,000,000		\$34,1572			\$500,000		\$3,951,370	\$3,200,000
Vanpool Program	\$571,396	\$23,334				\$23,334					\$478,062	\$46,667	
Line 20	\$190,508										\$190,508		
Commuter Link 220	\$138,325	\$27,665					\$110,660						
Sub-total Operating	\$36,487,260	\$19,045,088	\$0	\$5,600,000	\$3,000,000	\$23,334	\$34,1572	\$0	\$500,000	\$688,570	\$3,998,037	\$3,200,000	
CAPITAL													
Capital Project Number	Total Amount of Funds With Carryover	LTF	STA	Measure A	Section 5307 Indio/Cathedral City/Palm Springs	Section 5310	Section 5311	Section 5311 (f)	Section 5339	LC/TP	CMAQ Carryover	Other Revenue	Farebox
Replacement Fixed Route Buses (6)	\$4,200,000		\$1,900,000		\$1,800,000				\$500,000				
Information Technology (IT) Projects	\$350,000		\$70,000		\$260,000								
Replacement Paratransit Buses (4)	\$540,000		\$108,000		\$432,000								
Sub-total Capital	\$5,090,000	\$0	\$2,078,000	\$0	\$2,512,000	\$0	\$0	\$0	\$500,000	\$0	\$0	\$0	\$0
Total Operating & Capital	\$41,577,260	\$19,045,088	\$2,078,000	\$5,600,000	\$5,512,000	\$23,334	\$34,1572	\$110,660	\$500,000	\$500,000	\$688,570	\$3,998,037	\$3,200,000

TABLE 5.2A CAPITAL PROJECT JUSTIFICATION FOR FY 2019/20

TABLE 5.2A – CAPITAL PROJECT JUSTIFICATION [SL-20-01]

PROJECT NUMBER	SRTP Project No: SL-20-01		
	FTIP No:		
PROJECT NAME	Replacement of Fixed Route Buses (6)		
PROJECT DESCRIPTION	Purchase of six fixed route buses to replace existing CNG bus fleets that will have their useful life as outlined by FTA guidelines.		
PROJECT JUSTIFICATION	The purchase of six (6) fixed route buses will ensure SunLine replaces older fleet vehicles to maintain services reliability and reduce maintenance costs.		
PROJECT SCHEDULE	Start Date	Completion Date	
	July 2019	June 2022	
PROJECT FUNDING SOURCES	Fund Type	Fiscal Year	Amount
	STA	2020	\$1,900,000
	Section 5307	2020	\$1,800,000
	Section 5339	2020	500,000
	Total		
FTA Grant #	RCTC Grant #	Description	Unexpended balance

TABLE 5.2A – CAPITAL PROJECT JUSTIFICATION [SL-20-02]

PROJECT NUMBER	SRTP Project No: SL-20-02		
	FTIP No:		
PROJECT NAME	Information Technology (IT) Projects		
PROJECT DESCRIPTION	The projects supports the purchase of a variety of IT equipment, software, and hardware.		
PROJECT JUSTIFICATION	The use of IT equipment is critical to the daily function and efficiency in providing safe, reliable and efficient transit services.		
PROJECT SCHEDULE	Start Date	Completion Date	
	July 2019	June 2022	
PROJECT FUNDING SOURCES	Fund Type	Fiscal Year	Amount
	STA	2020	\$70,000
	Section 5307	2020	\$280,000
Total			\$350,000
FTA Grant #	RCTC Grant #	Description	Unexpended balance

TABLE 5.2A – CAPITAL PROJECT JUSTIFICATION [SL-20-03]

PROJECT NUMBER	SRTP Project No: SL-20-03		
	FTIP No:		
PROJECT NAME	Replacement of Paratransit Vans (4)		
PROJECT DESCRIPTION	Purchase four (4) replacement compressed nature gas (CNG) vans to replace existing SunDial paratransit vans that were delivered in 2013 and will have met their useful life of 150,000 miles or five (5) years in 2019.		
PROJECT JUSTIFICATION	This continues SunLine’s goal of replacing SunDial paratransit fleet as they reach their 150,000 miles of operation or five (5) years of service. After reaching this milestone, vehicles tend to be less reliable and have significantly higher maintenance costs.		
PROJECT SCHEDULE	Start Date	Completion Date	
	July 2019	June 2022	
PROJECT FUNDING SOURCES	Fund Type	Fiscal Year	Amount
	STA	2020	\$108,000
	Section 5307	2020	\$432,000
Total			\$540,000
FTA Grant #	RCTC Grant #	Description	Unexpended balance

TABLE 6

PROGRESS TO IMPLEMENT TRIENNIAL PERFORMANCE AUDIT

4.4 AUDITS

SunLine successfully completed a Triennial Development ACT (TDA) State Triennial Audit for FY 2012/2013 through 2014/2015 performed by Michael Baker International. The following summarizes the major findings obtained from this Triennial Audit covering fiscal years 2013 through 2015. A set of recommendations is then provided in Table 6 below.

SunLine also successfully completed a Federal Triennial Audit for FY 2013/2014 through 2015/2016 in early 2016. There were three findings out of 17 review areas, regarding the agency's Technical Capacity to provide more required information in the progress reports and improve office procedures, Maintenance to improve to at least 80 percent of its facility preventive maintenance data, and Procurement to improve re-award and/or post-delivery audit, advised by FTA.

Table 6 – Progress to Implement Triennial Performance Audit

Performance Audit Recommendation	Action(s) Taken And Results
1.) Prepare and submit separate State Controller Transit Operators Financial Transactions Report for general public transit and specialized service. (High Priority)	This recommendation has been addressed. The FY 2015/16 report has been submitted and this process has been added to the procedures.
2.) Continue to pursue a fare revenue sharing agreement with College of the Desert. (High Priority)	SunLine is collaborating with the College of the Desert, University of California Riverside, and California State University, San Bernardino Palm Desert Campus on a future U-Pass.
3.) Engage in long term planning. (Medium Priority)	SunLine will be pursuing funds to implement a long range transit plan with a strategic marketing plan in FY 2017/18.

TABLE 7
SERVICE PROVIDER PERFORMANCE TARGETS

Table 7 -- Service Provider Performance Targets Report
FY 2016/17 Short Range Transit Plan Review
SunLine Transit Agency



Data Elements	FY 2016/17 Plan	FY 2016/17 Target	FY 2016/17 Year to Date Through 3rd Quarter	Year to Date Performance Scorecard
Unlinked Passenger Trips	4,621,406			
Passenger Miles	33,942,769			
Total Actual Vehicle Revenue Hours	312,089.0			
Total Actual Vehicle Revenue Miles	4,515,761.0			
Total Actual Vehicle Miles	4,993,747.0			
Total Operating Expenses	\$33,474,111			
Total Passenger Fare Revenue	\$6,101,611			
Net Operating Expenses	\$27,372,500			
Performance Indicators				
Mandatory:				
1. Farebox Recovery Ratio	18.22%	>= 18.24%	22.55%	Meets Target
Discretionary:				
1. Operating Cost Per Revenue Hour	\$107.26	<= \$96.05	\$105.16	Fails to Meet Target
2. Subsidy Per Passenger	\$5.92	>= \$4.30 and <= \$5.82	\$5.70	Meets Target
3. Subsidy Per Passenger Mile	\$0.81	>= \$0.63 and <= \$0.85	\$0.81	Meets Target
4. Subsidy Per Hour	\$87.71	>= \$65.35 and <= \$88.41	\$81.44	Meets Target
5. Subsidy Per Mile	\$6.06	>= \$4.50 and <= \$6.08	\$5.54	Meets Target
6. Passengers Per Revenue Hour	14.80	>= 12.92 and <= 17.48	14.30	Meets Target
7. Passengers Per Revenue Mile	1.02	>= 0.89 and <= 1.21	0.97	Meets Target

Note: Must meet at least 4 out of 7 Discretionary Performance Indicators

Productivity Performance Summary:

Service Provider Comments:

TABLE 8
FY 2017/2018 SRTP PERFORMANCE REOPORT

FY 2017/18 - Table 8 -- SRTP Performance Report
Service Provider: SunLine Transit Agency
All Routes



Performance Indicators	FY 2015/16 End of Year Actual	FY 2016/17 3rd Quarter Year-to-Date	FY 2017/18 Plan	FY 2017/18 Target	Plan Performance Scorecard (a)
Passengers	4,522,990	3,273,453	4,178,161	None	
Passenger Miles	33,051,673	23,086,322	29,247,333	None	
Revenue Hours	295,706.0	229,199.5	314,272.0	None	
Total Hours	313,864.3	248,831.5	340,697.0	None	
Revenue Miles	4,362,448.6	3,367,666.8	4,501,382.0	None	
Total Miles	4,824,009.7	3,831,779.8	5,120,834.0	None	
Operating Costs	\$31,617,862	\$24,101,550	\$34,880,025	None	
Passenger Revenue	\$7,129,667	\$5,435,216	\$6,088,898	None	
Operating Subsidy	\$24,488,195	\$18,666,334	\$28,791,127	None	
Operating Costs Per Revenue Hour	\$106.92	\$105.16	\$110.99	<= \$106.94	Fails to Meet Target
Operating Cost Per Revenue Mile	\$7.25	\$7.16	\$7.75	None	
Operating Costs Per Passenger	\$6.99	\$7.36	\$8.35	None	
Farebox Recovery Ratio	22.55%	22.55%	17.45%	>= 17.5%	Fails to Meet Target
Subsidy Per Passenger	\$5.41	\$5.70	\$6.89	>= \$4.78 and <= \$6.46	Fails to Meet Target
Subsidy Per Passenger Mile	\$0.74	\$0.81	\$0.98	>= \$0.68 and <= \$0.92	Fails to Meet Target
Subsidy Per Revenue Hour	\$82.81	\$81.44	\$91.61	>= \$68.21 and <= \$92.29	Meets Target
Subsidy Per Revenue Mile	\$5.61	\$5.54	\$6.40	>= \$4.64 and <= \$6.28	Fails to Meet Target
Passengers Per Revenue Hour	15.30	14.30	13.30	>= 12.16 and <= 16.45	Meets Target
Passengers Per Revenue Mile	1.04	0.97	0.93	>= 0.82 and <= 1.12	Meets Target

a) The Plan Performance Scorecard column is the result of comparing the FY 2017/18 Plan to the FY 2017/18 Primary Target.

TABLE 9 HIGHLIGHTS OF FY 2017/2018 SHORT RANGE TRANSIT PLAN

TABLE 9 – HIGHLIGHTS OF FY 2017/2018 SRTP

- SunLine continues planned improvements to its operations facility which is under going replacement.
- Purchase three (3) replacement CNG fixed route buses and replacement non-revenue support vehicles (2 supervisor and 2 safety).
- Continue to work with the jurisdictions to improve bus stops with in the service area using Prop 1B Safety and Security funds.
- Purchase and implement use of software system network infrastructure upgrade, enterprise software implementation to improve efficiency of agency operations.
- Increase revenue through the advertising program.
- Conduct a planning study to determine the transit needs of the Coachella Valley.

TABLE 9A. OPERATING AND FINANCIAL DATA

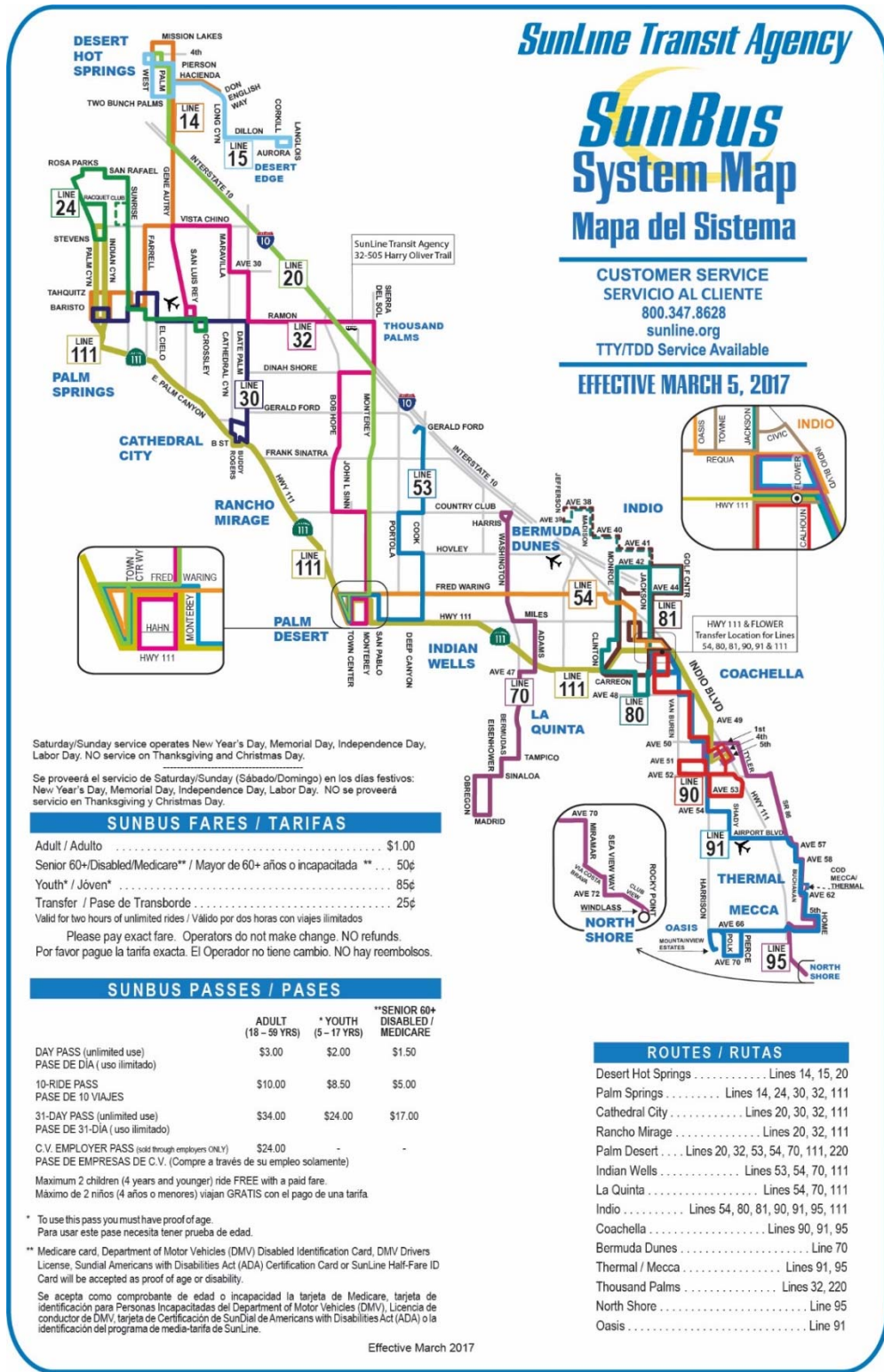
Operating & Financial Data	FY 2013/14 Audited	FY 2014/15 Audited	FY 2015/16 Audited	FY 2016/17 Estimated	FY 2017/18 Planned
Fixed Route Ridership	4,684,278	4,674,654	4,358,966	4,203,003	4,003,336
SunDial Ridership	139,042	153,183	164,025	164,929	174,825
System-wide Ridership	4,823,320	4,827,837	4,827,627	4,190,436	4,178,161
Operating Cost Per Revenue Hour	\$94.41	\$96.99	\$106.92	\$107.26	\$110.99

TABLE 9B FAREBOX CALCULATION

TABLE 9B. FAREBOX CALCULATION

Table 9B - Farebox Calculation (consistent with Commission Farebox Recovery Policy)				
	Revenue Sources included in Farebox Calculation	Actual Amount from FY 2015/16 Audit	FY 16/17 (Estimate)	FY 17/18 (Plan)
1	Passenger Fares	\$3,200,301.00	\$3,333,722.91	\$2,984,372.00
2	Interest	\$2,477.49	\$1,900.00	\$1,900.00
3	General Fund Supplement	-	-	-
4	Measure A	-	-	-
5	Advertising Revenue	\$156,565.00	\$127,364.00	\$220,000.00
6	Gain on Sale of Fixed Assets	-	-	-
7	CNG Revenue/Emission Credit	\$1,334,622.64	\$660,550.00	\$750,000.00
8	Lease/Other Revenue	-	-	-
9	Federal Excise Tax Refund	-	-	-
10	Investment Income	-	-	-
11	CalPers CERBT	-	-	-
12	Fare Revenues from Exempt Routes	-	-	-
13	Other Revenues	\$3,438,182.06	\$2,092,285.64	2,132,626.00
	Total Revenue for Farebox Calculation (1-13)	\$8,132,148.19	\$6,215,822.55	\$6,088,898.00
	Total Operating Expenses for Farebox Calculation	\$31,617,862.00	\$33,474,111.00	\$34,880,025.00
	Farebox Recovery Ratio	29.70%	18.57%	17.46%

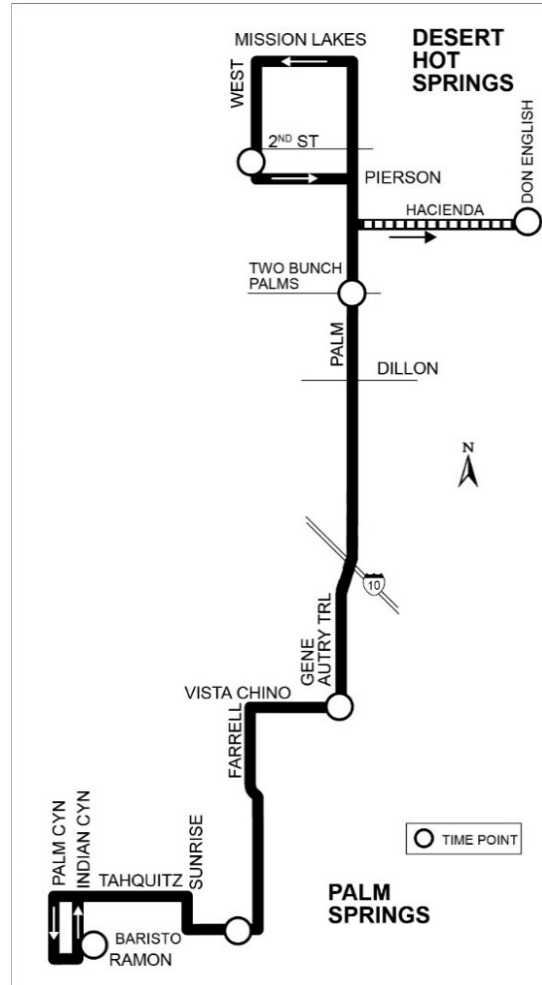
FIGURE 30. SUNBUS SYSTEM MAP, 2017



LINE 14—DESERT HOT SPRINGS – PALM SPRINGS

Line 14 is an Trunk route linking the cities of Desert Hot Springs and Palm Springs. This route connects to Lines 15, 20, 24, 30, and 111 and links riders with local shopping centers, schools, the Palm Springs Convention Center, Department of Motor Vehicles, the Employment Development Department, libraries, senior center, theaters, and other services within the communities of Desert Hot Springs and Palm Springs.

The Line 14 operates with 20-minute frequency during weekday peak periods, 30-minute frequency weekday evenings. The last Line 14 trip serves Hacienda Avenue in Desert Hot Springs to meet passenger demand in this area. Additionally, one morning and one afternoon trip are scheduled to accommodate the volume of school students.

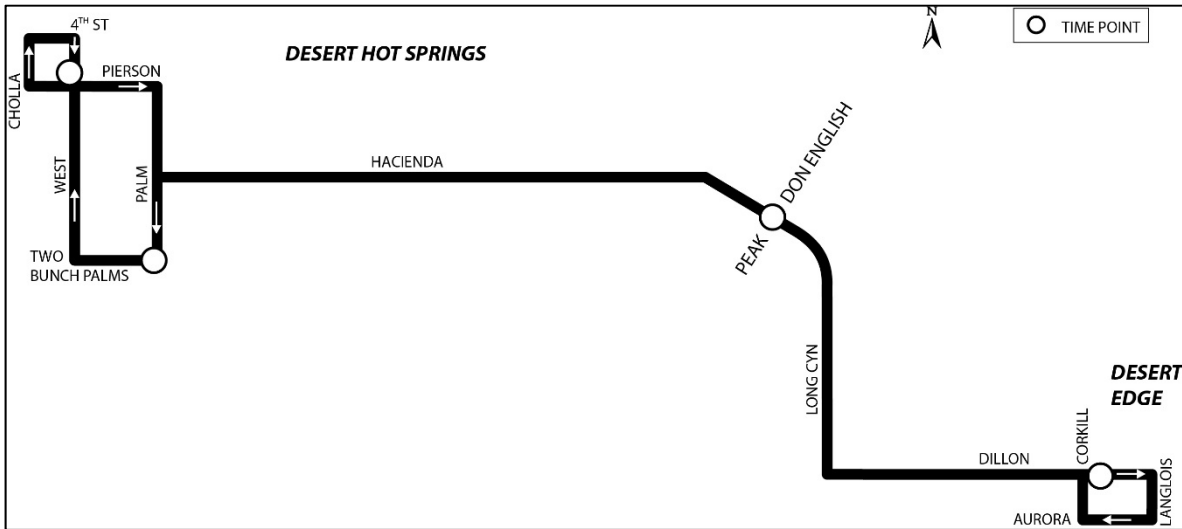


Hours of Operation:		Service Span	Financial	
5:00 AM	11:30 PM	Weekdays	Annual Route Cost	\$3,738,500
6:00 AM	11:00 PM	Weekends	Annual Farebox Route Revenue	\$592,305
Frequency:			Cost per Rider	\$6.20
20/30 MIN		Weekdays (Peak/Off-Peak)	Subsidy per Rider	\$5.22
40 MIN		Weekends	Ridership	
Average Speed:		Peak Vehicles	Average Daily Passengers Weekday	2,075
	14.7 mph	7	Average Daily Passengers Weekends	1,078
On Time Performance:			Annual Passengers	649,594
		86.4%	Passengers per Hour	22.1
Route Total Bidirectional Length (Miles):			Passengers per Mile	1.5
		35.2	Annual Wheelchair Boardings	5,316
Annual Revenue Miles:			Annual Bicycle Boardings	20,901
		433,723	Population within .5 mi of stop	31,971
Annual Revenue Hours:			Jobs within .5 mi of stop	14,162
		29,406		

LINE 15—DESERT HOT SPRINGS – DESERT EDGE

Line 15 serves the community of Desert Hot Springs and Desert Edge, a Riverside County unincorporated community located southeast of Desert Hot Springs. With easy connections to the Lines 14 and 20. The Line 15 links riders with local shopping centers, a neighborhood community center, boys and girls club, schools, and other services provided within the City of Desert Hot Springs

Bi-directional service is being explored on Mission Lakes Boulevard and Two Bunch Palms Trail for this route, as well as, service at Little Morongo Road west of West Drive and west of Dillon Road and Long Canyon Road.

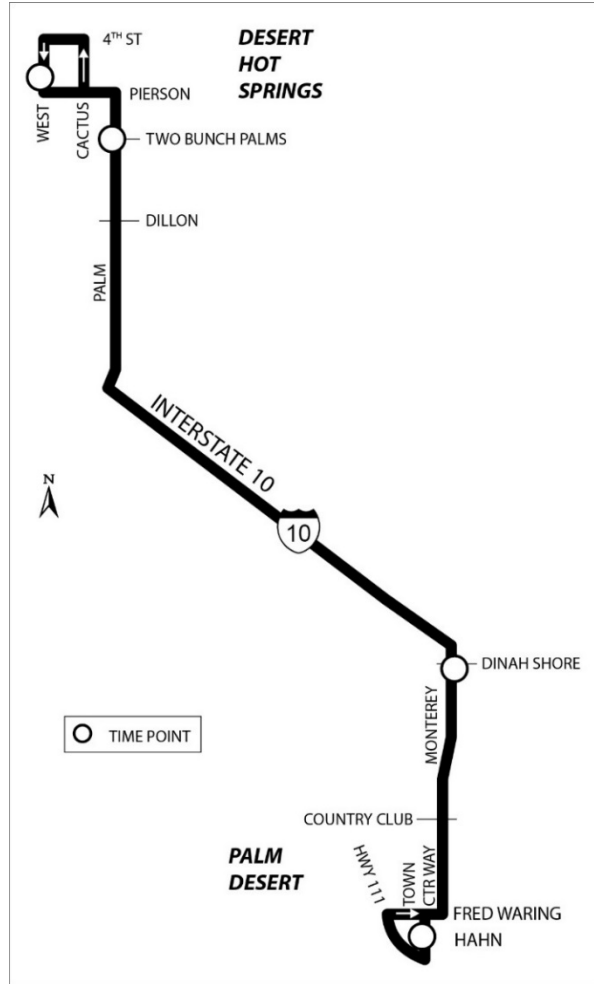


Hours of Operation:		Service Span		Financial	
5:00	AM	9:00	PM	Weekdays	Annual Route Cost \$726,857
7:00	AM	8:00	PM	Weekends	Annual Farebox Route Revenue \$116,060
Frequency:					Cost per Rider \$7.31
60	MIN			Weekdays	Subsidy per Rider \$6.14
60	MIN			Weekends	
Average Speed:		Peak Vehicles		Ridership	
16 mph		1		Average Daily Passengers Weekday	340
On Time Performance:				Average Daily Passengers Weekends	164
91.6%				Annual Passengers	105,161
Route Total Bidirectional Length (Miles):				Passengers per Hour	19.2
16.0				Passengers per Mile	1.2
Annual Revenue Miles:				Annual Wheelchair Boardings	511
87,389				Annual Bicycle Boardings	3,173
Annual Revenue Hours:				Population within .5 mi of stop	17,194
5,474				Jobs within .5 mi of stop	2,116

LINE 20—DESERT HOT SPRINGS – THOUSAND PALMS – PALM DESERT

Line 20 is SunLine’s newest service, as of January 2016, providing limited stop connections between the City of Desert Hot Springs and the City of Palm Desert. The Line 20 provides the residents of Desert Hot Springs and surrounding communities improved access to resources and employment opportunities concentrated toward the center of the Coachella Valley, including the College of the Desert. Line 20 connects with Lines 14, 15, 32, 53, 54, 111 and Commuter Link 220 at Westfield Palm Desert Mall.

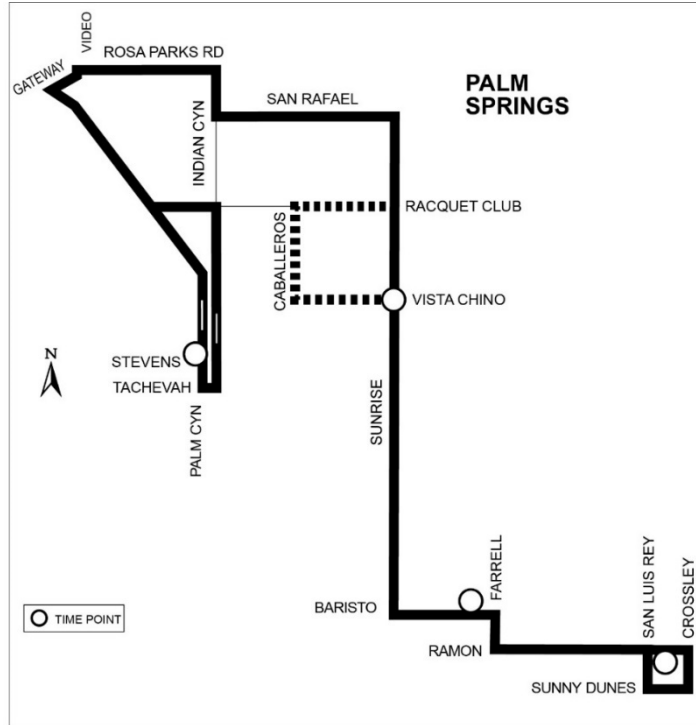
Currently, Line 20 serves limited stops along the route. Plans are to have the Line 20 service more stops along the route in an effort to increase ridership. There are also recommendations to realign the route to serve the Thousand Palms Transit Hub to connect with Commuter Link 220. For those who may live in Desert Hot Springs wishing to travel to downtown Riverside.



Hours of Operation:		Service Span		Financial	
7:00 AM	7:00 PM	Weekdays		Annual Route Cost	\$649,318
		No Weekend Service		Annual Farebox Route Revenue	\$111,417
Frequency:				Cost per Rider	\$25.27
45 MIN		Weekdays		Subsidy per Rider	\$20.93
		No Weekend Service		Ridership	
Average Speed:		Peak Vehicles		Average Daily Passengers Weekday	38.0
	28.8 mph		2	Average Daily Passengers Weekends	N/A
On Time Performance:				Annual Passengers	9,844
	81.6%			Passengers per Hour	8.67
Route Total Bidirectional Length (Miles):				Passengers per Mile	0.30
			42.4	Annual Wheelchair Boardings	16
Annual Revenue Miles:				Annual Bicycle Boardings	346
			32,554	Population within .5 mi of stop	11,229
Annual Revenue Hours:				Jobs within .5 mi of stop	8,180
			1135		

LINE 24—PALM SPRINGS

In March 2017, Line 24 service was expanded to service Ramon/San Luis Rey retail area. Line 24 offers service in Palm Springs with connections to Lines 14, 30, 32, and 111. The Line 24 links riders to destinations such as the Desert Regional Hospital, Desert Highland Community Center, Social Security Administration, schools, medical facilities, theaters, and shopping outlets.

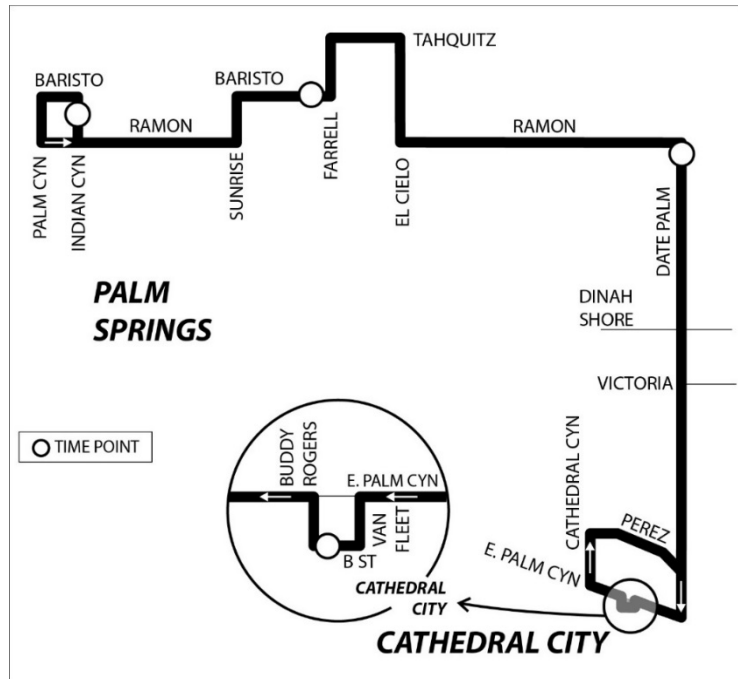


Hours of Operation:		Service Span		Financial	
6:30 AM	8:30 PM	Weekdays		Annual Route Cost	\$1,254,296
6:30 AM	8:00 PM	Weekends		Annual Farebox Route Revenue	\$250,859
Frequency:				Cost per Rider	
40 MIN		Weekdays		Subsidy per Rider	
60 MIN		Weekends		Ridership	
Average Speed:		Peak Vehicles		Average Daily Passengers Weekday	
13.9 mph		4		546	
On Time Performance:				Average Daily Passengers Weekends	
81.9%				212	
Route Total Bidirectional Length (Miles):				Annual Passengers	
24.3				163,163	
Annual Revenue Miles:				Passengers per Hour	
130,663				17.4	
Annual Revenue Hours:				Passengers per Mile	
9,374				1.25	
				Annual Wheelchair Boardings	
				2,026	
				Annual Bicycle Boardings	
				4,288	
				Population within .5 mi of stop	
				22,374	
				Jobs within .5 mi of stop	
				10,955	

LINE 30—CATHEDRAL CITY – PALM SPRINGS

In March 2017, Line 30 was realigned to serve Tahquitz Canyon Drive at El Cielo to provide riders with more frequency in this area. Line 30 is a Trunk line providing service between the cities of Cathedral City and Palm Springs. Riding the Line 30 provides customers access to the Palm Springs International Airport, Palm Springs City Hall, Social Security Administration, public libraries, city halls, senior centers, schools, shopping centers and various industrial parks. It connects to Lines 14, 24, 32, and 111. Operating with 20-minute frequency during weekday peak periods. The Line 30 also offers three afternoon supplementary trips to accommodate the high volume of student ridership.

Fifteen-minute frequency is planned for this route. The frequency improvements are proposed and are subject to available funding and Board approval.

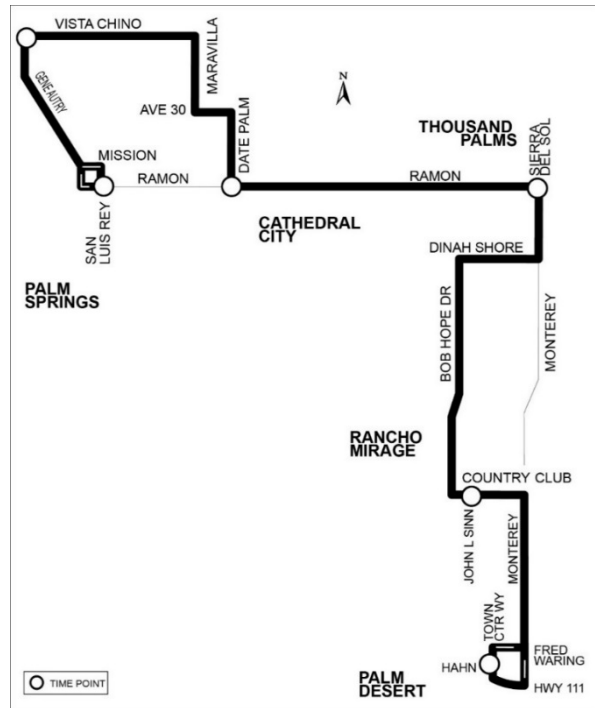


Hours of Operation:		Service Span		Financial	
5:30 AM	11:00 PM	Weekdays		Annual Route Cost	\$2,243,794
6:30 AM	10:00 PM	Weekends		Annual Farebox Route Revenue	\$448,759
Frequency:				Cost per Rider	\$3.38
20 MIN		Weekdays		Subsidy per Rider	\$2.70
40 MIN		Weekends		Ridership	
Average Speed:		Peak Vehicles		Average Daily Passengers Weekday	2,294
	9.2 mph		9	Average Daily Passengers Weekends	1,236
On Time Performance:				Annual Passengers	723,066
	93.0%			Passengers per Hour	26.0
Route Total Bidirectional Length (Miles):				Passengers per Mile	2.81
			23.1	Annual Wheelchair Boardings	4,758
Annual Revenue Miles:				Annual Bicycle Boardings	23,054
			257,002	Population within .5 mi of stop	34,329
Annual Revenue Hours:				Jobs within .5 mi of stop	16,652
			27,800		

LINE 32—PALM SPRINGS – CATHEDRAL CITY – THOUSAND PALMS – RANCHO MIRAGE – PALM DESERT

Line 32 links the cities of Palm Springs, Cathedral City, and the unincorporated community Thousand Palms, Rancho Mirage and Palm Desert. The route connects with Lines 14, 20, 24, 30, 53, 54, 111, and Commuter Link 220. Riders can effortlessly access schools and various retail centers along Ramon Road in the City of Cathedral City. Routing through the I-10 Interchange provides access to Costco, Home Depot, and the Regal Cinemas 16 theater complex, as well as service to the Agua Caliente Casino on Ramon Road at Bob Hope Drive. This route also provides service to the Eisenhower Medical Center, College of the Desert, and Westfield Palm Desert Mall.

Weekday frequency improvement of 30-minutes is being explored to every 40-minutes to meet the capacity demands due to increased ridership. Service frequency improvements and a route realignment to serve Thousand Palms Transit Hub are proposed. The implementation of proposed changes are subject to future available funding and Board approval.

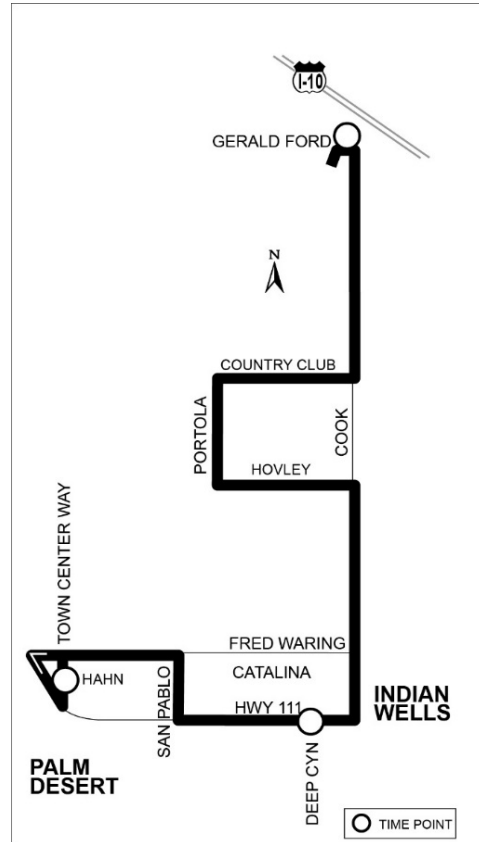


Hours of Operation:		Service Span		Financial	
5:00 AM	11:00 PM	Weekdays		Annual Route Cost	\$2,267,941
7:00 AM	11:00 PM	Weekends		Annual Farebox Route Revenue	\$318,162
Frequency:				Cost per Rider	\$9.51
50 MIN		Weekdays		Subsidy per Rider	\$8.17
60 MIN		Weekends		Ridership	
Average Speed:		Peak Vehicles		Average Daily Passengers Weekday	861
	16.6 mph		3	Average Daily Passengers Weekends	458
On Time Performance:				Annual Passengers	270,723
	82.8%			Passengers per Hour	16.1
Route Total Bidirectional Length (Miles):				Passengers per Mile	1.0
			40.4	Annual Wheelchair Boardings	1,519
Annual Revenue Miles:				Annual Bicycle Boardings	10,720
			281,223	Population within .5 mi of stop	37,261
Annual Revenue Hours:				Jobs within .5 mi of stop	21,864
			16,833		

LINE 53—PALM DESERT

Line 53 provides service within the City of Palm Desert, enabling riders to access the College of the Desert, the McCallum Theater, Palm Desert City Hall, Kaiser Permanente, satellite campuses of California State University San Bernardino, the University of California Riverside, Palm Desert High School, Palm Desert Library, and major shopping centers. Line 53 connects with Lines 20, 32, 54, 111 and Commuter Link 220 at Westfield Palm Desert Mall.

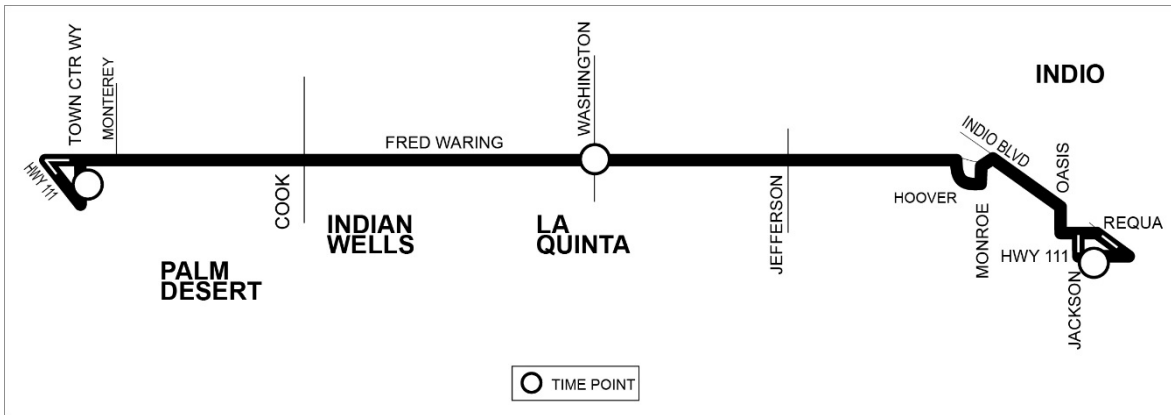
A route realignment is proposed to serve North Palm Desert at Walmart, 99 Cent and Sam’s Club on Monterey at Dinah Shore shopping areas. The implementation of proposed changes are subject to available funding and Board approval.



Hours of Operation:		Service Span		Financial	
6:00 AM	7:00 PM	Weekdays		Annual Route Cost	\$704,199
9:00 AM	6:30 PM	Weekends		Annual Farebox Route Revenue	\$140,452
Frequency:				Cost per Rider	\$14.83
60 MIN		Weekdays		Subsidy per Rider	\$11.87
80 MIN		Weekends		Ridership	
Average Speed:		Peak Vehicles		Average Daily Passengers Weekday	193
	12.3 mph		2	Average Daily Passengers Weekends	53
On Time Performance:				Annual Passengers	55,249
	83.5%			Passengers per Hour	8
Route Total Bidirectional Length (Miles):				Passengers per Mile	0.6
			20.0	Annual Wheelchair Boardings	231
Annual Revenue Miles:				Annual Bicycle Boardings	1,796
			89,248	Population within .5 mi of stop	20,157
Annual Revenue Hours:				Jobs within .5 mi of stop	18,379
			6,930		

LINE 54—PALM DESERT – INDIAN WELLS – LA QUINTA – BERMUDA DUNES – INDIO

Line 54 operates between Palm Desert and Indio serving the cities of Indian Wells and La Quinta as well as the unincorporated community of Bermuda Dunes via Fred Waring Drive. This route was designed to provide quicker service between Palm Desert and Indio, in addition to serving the length of Fred Waring Drive. Service is provided to the Indio Workforce Development, College of the Desert (Indio and Palm Desert), McCullum Theater, Civic Center along with close proximity to Indian Wells Tennis Gardens. Line 54 connects with Lines 20, 32, 53, 70, 80, 81, 90, 91, 95, 111, and Commuter Link 220 at Westfield Palm Desert Mall and Hwy 111 at Flower.

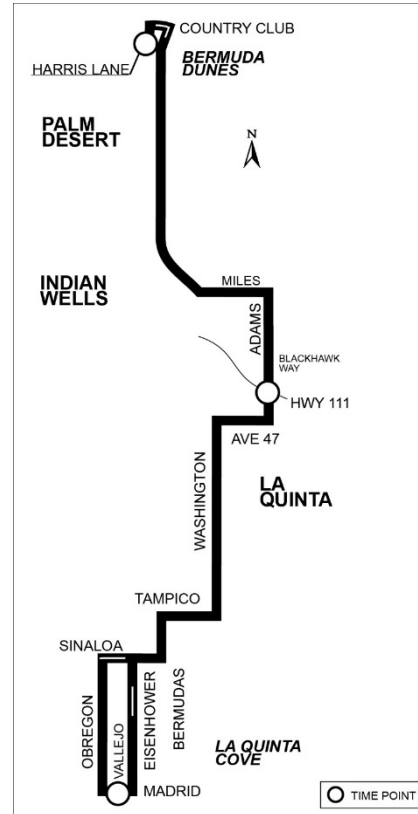


Hours of Operation:		Service Span		Financial	
5:30 AM	8:00 PM	Weekdays		Annual Route Cost	\$850,969
N/A		Weekends		Annual Farebox Route Revenue	\$169,131
Frequency:				Cost per Rider	\$11.44
54 MIN		Weekdays		Subsidy per Rider	\$9.17
N/A		Weekends		Ridership	
Average Speed:		Peak Vehicles		Average Daily Passengers Weekday	347
	16.9 mph		2	Average Daily Passengers Weekends	N/A
On Time Performance:				Annual Passengers	89,248
	81.4%			Passengers per Hour	13.1
Route Total Bidirectional Length (Miles):				Passengers per Mile	0.8
			24.8	Annual Wheelchair Boardings	470
Annual Revenue Miles:				Annual Bicycle Boardings	2,965
			114,985	Population within .5 mi of stop	37,729
Annual Revenue Hours:				Jobs within .5 mi of stop	13,900
			6,803		

LINE 70—LA QUINTA – PALM DESERT – INDIAN WELLS – BERMUDA DUNES

Line 70 offers bus service to the City of La Quinta and the edge of the Cities of Palm Desert, Indian Wells, and the unincorporated community of Bermuda Dunes. Riders are able to access the Indian Wells Tennis Gardens on Washington Street at Fred Waring Drive, City Hall, the La Quinta senior center, schools, and various shopping centers along Adams Street, Avenue 47, and Washington Street. Transfers from the Line 70 to the Line 111 can be made on Highway 111 at Adams Street.

Increased service frequency on this route to 40-minutes on weekdays and 60-minutes on weekends is recommended. It is also proposed to extend service North of I-10 freeway to accommodate passenger demand. The implementation of proposed changes are subject to available funding and Board approval.



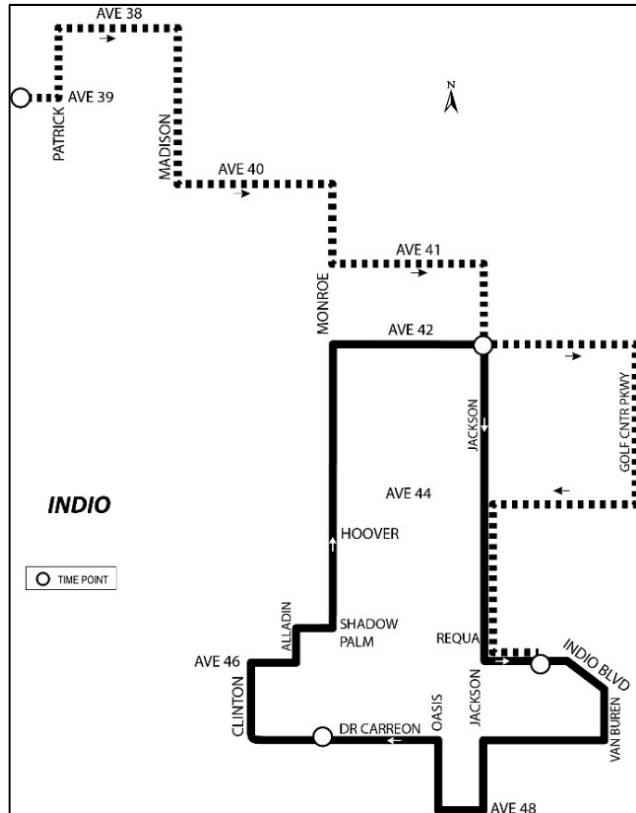
Hours of Operation:		Service Span		Financial	
5:30	AM	9:30	PM	Weekdays	Annual Route Cost \$1,087,662
5:30	AM	9:30	PM	Weekends	Annual Farebox Route Revenue \$217,366
Frequency:					Cost per Rider \$6.28
45	MIN			Weekdays	Subsidy per Rider \$5.03
90	MIN			Weekends	
Average Speed:		Peak Vehicles		Ridership	
	13.3 mph		4	Average Daily Passengers Weekday	631
On Time Performance:				Average Daily Passengers Weekends	239
	87.4%			Annual Passengers	187,962
Route Total Bidirectional Length (Miles):				Passengers per Hour	19.6
			19.6	Passengers per Mile	1.5
Annual Revenue Miles:				Annual Wheelchair Boardings	745
			127,577	Annual Bicycle Boardings	5,442
Annual Revenue Hours:				Population within .5 mi of stop	27,982
			9,587	Jobs within .5 mi of stop	9,943

LINE 80 —INDIO

Line 80 is a loop route operating clockwise and provides transit service to residents of the City of Indio, enabling passengers access to John F. Kennedy Memorial Hospital, Riverside County Fair and National Date Festival, Employment Development Department, U.S. Social Security Administration, Indio Senior Center, Boys and Girls Club, Riverside County Social Services Offices, Department of Motor Vehicles, Martha's Village & Kitchen, community centers, schools, and a shopping centers. To accommodate commuting students, service to Shadow Hills High School on Jefferson Street at Avenue 39 to afternoon trips are provided.

Line 80 connects to Lines 54, 81, 90, 91, and 111 at the transfer location on Highway 111 at Flower Street.

Increasing service to 30-minute frequency on weekdays is proposed to support the proposed enhancements. SunLine is pursuing Caltrans Low-Carbon Transit Operations Program (LCTOP) grant funding to implement these frequency improvements. Which is subject to Board approval.



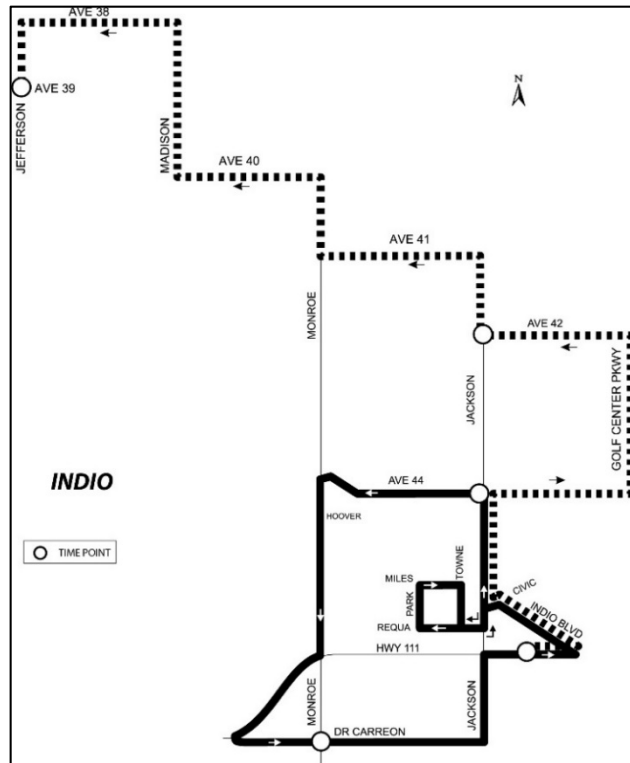
Hours of Operation:		Service Span		Financial		
6:00	AM	9:00	PM	Weekdays	Annual Route Cost	\$512,967
6:00	AM	9:00	PM	Weekends	Annual Farebox Route Revenue	\$102,593
Frequency:				Cost per Rider		
60	MIN	Weekdays		Subsidy per Rider		
60	MIN	Weekends		Ridership		
Average Speed:		Peak Vehicles		Average Daily Passengers Weekday		
11.2 mph		3		479.0		
On Time Performance:				Average Daily Passengers Weekends		
87.3%				242.0		
Route Total Bidirectional Length (Miles):				Annual Passengers		
19.29				149255		
Annual Revenue Miles:				Passengers per Hour		
60771.0				27.4		
Annual Revenue Hours:				Passengers per Mile		
5,449				2.5		
				Annual Wheelchair Boardings		
				982		
				Annual Bicycle Boardings		
				2679		
				Population within .5 mi of stop		
				39,132		
				Jobs within .5 mi of stop		
				7,554		

LINE 81—INDIO

Line 81 is a loop route that operates in a counter-clockwise and provides transit service to residents of the City of Indio, enabling passengers access to John F. Kennedy Memorial Hospital, Riverside County Fair and National Date Festival, Employment Development Department, U.S. Social Security Administration, East Valley College of the Desert campus, Riverside County social services offices, Department of Motor Vehicles, Coachella Valley Cultural Museum, the Indio transportation center, community centers, library, schools, and a shopping centers. Two morning trips are provided to accommodate commuting students, service to Shadow Hills High School on Jefferson Street at Avenue 39 was implemented.

Line 81 connects to Lines 54, 80, 90, 91 and 111 at the transfer location on Highway 111 at Flower Street.

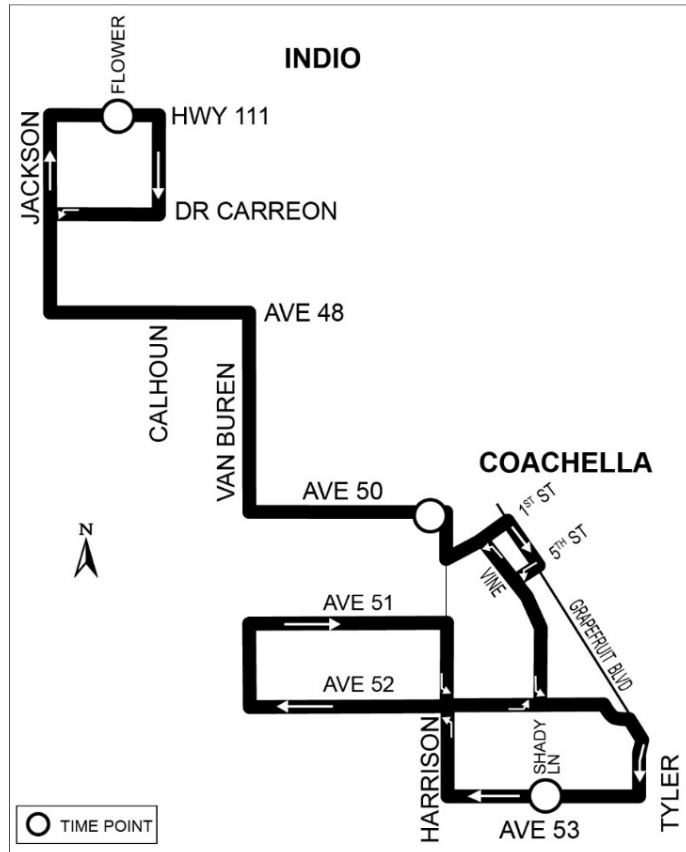
Increasing service to 30-minute frequency on weekdays for both routes is proposed to support the proposed enhancements. SunLine is pursuing Caltrans Low-Carbon Transit Operations Program (LCTOP) grant funding to implement these changes. Which is subject to Board approval.



Hours of Operation:		Service Span		Financial	
5:30 AM	8:30 PM	Weekdays		Annual Route Cost	\$448,982
5:30 AM	8:30 PM	Weekends		Annual Farebox Route Revenue	\$89,796
Frequency:				Cost per Rider	\$5.08
60 MIN		Weekdays		Subsidy per Rider	\$4.07
60 MIN		Weekends		Ridership	
Average Speed:		Peak Vehicles		Average Daily Passengers Weekday	276.0
	9.1 mph		3	Average Daily Passengers Weekends	146.0
On Time Performance:				Annual Passengers	86760
	82.5%			Passengers per Hour	15.7
Route Total Bidirectional Length (Miles):				Passengers per Mile	1.7
			17.19	Annual Wheelchair Boardings	1294
Annual Revenue Miles:				Annual Bicycle Boardings	1220
			49705.8	Population within .5 mi of stop	32,477
Annual Revenue Hours:				Jobs within .5 mi of stop	7,631
			5,509		

LINE 90—INDIO – COACHELLA

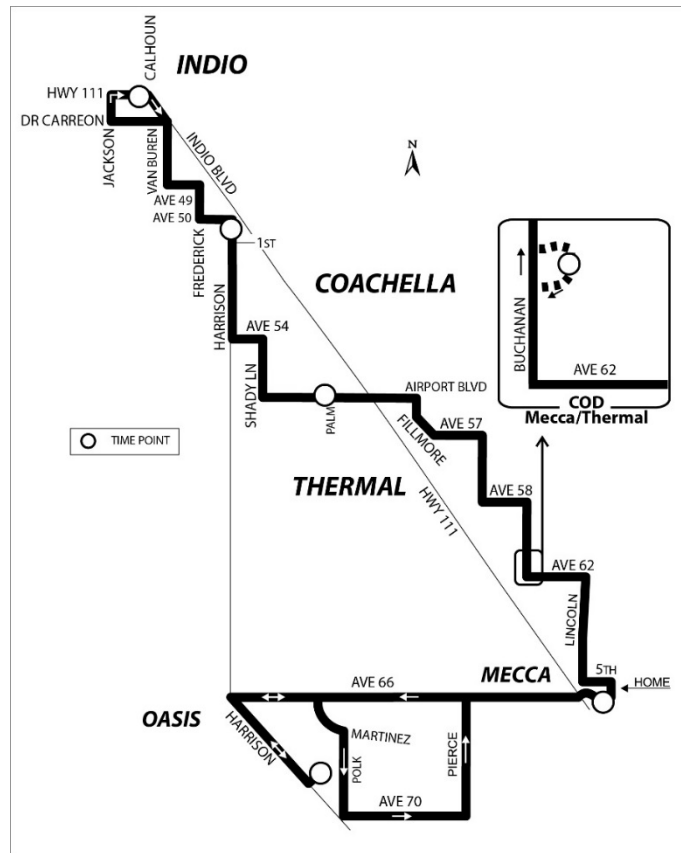
Line 90 serves the Cities of Coachella and Indio allowing passengers to access the Employment Development Department, Coachella City Hall, library, senior center, Boys & Girls Club, local schools, and shopping centers. Connections to Lines 54, 80, 81, 91, 95 and 111 occur at the transfer location on Highway 111 at Flower Street in the City of Indio.



Hours of Operation:		Service Span		Financial	
5:00 AM	9:00 PM	Weekdays		Annual Route Cost	\$1,156,562
5:00 AM	9:00 PM	Weekends		Annual Farebox Route Revenue	\$210,046
Frequency:				Cost per Rider	
40 MIN		Weekdays		Subsidy per Rider	\$6.79
40 MIN		Weekends		Ridership	
Average Speed:		Peak Vehicles		Average Daily Passengers Weekday	577.0
	12.9 mph		2	Average Daily Passengers Weekends	384.0
On Time Performance:				Annual Passengers	189798
	82.7%			Passengers per Hour	16.0
Route Total Bidirectional Length (Miles):				Passengers per Mile	1.2
			18.11	Annual Wheelchair Boardings	1389
Annual Revenue Miles:				Annual Bicycle Boardings	4555
			153294.1	Population within .5 mi of stop	44,655
Annual Revenue Hours:				Jobs within .5 mi of stop	7,051
			11,895		

LINE 91—INDIO – COACHELLA – THERMAL – MECCA – OASIS

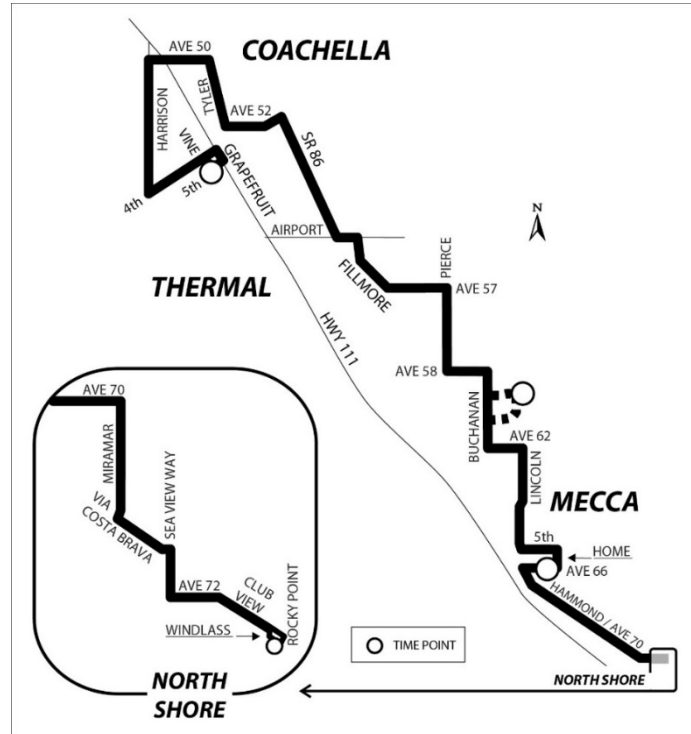
Line 91 links the Cities of Indio and Coachella with the unincorporated communities of Thermal, Mecca, and Oasis. Riders on Line 91 are able to connect to Lines 54, 80, 81, 90, 95 and 111 at the transfer location on Highway 111 and Flower Street in Indio. Passengers have access to employment sites, medical, and shopping facilities. Line 91 also provides direct service to the East Valley Campus of the College of the Desert in Mecca.



Hours of Operation:		Service Span		Financial	
5:00 AM	10:00 PM	Weekdays		Annual Route Cost	\$2,706,237
5:30 AM	10:00 PM	Weekends		Annual Farebox Route Revenue	\$326,849
Frequency:				Cost per Rider	\$16.21
60 MIN		Weekdays		Subsidy per Rider	\$14.25
60 MIN		Weekends		Ridership	
Average Speed:		Peak Vehicles		Average Daily Passengers Weekday	618.0
	21.6 mph		3	Average Daily Passengers Weekends	367.0
On Time Performance:				Annual Passengers	198391
	81.3%			Passengers per Hour	12.60
Route Total Bidirectional Length (Miles):				Passengers per Mile	0.6
			61.6	Annual Wheelchair Boardings	492
Annual Revenue Miles:				Annual Bicycle Boardings	5030
			344341.1	Population within .5 mi of stop	41,181
Annual Revenue Hours:				Jobs within .5 mi of stop	8,996
			15,779		

LINE 95— COACHELLA – MECCA – NORTH SHORE

Line 95 serves the Cities of Coachella and the unincorporated communities of Mecca and North Shore. The Line 95 serves the East Valley College of the Desert Campus in Thermal/Mecca. Passengers on Line 95 are able to connect to Lines 90, 91 and 111 at the transfer location on 5th and Vine Avenue in Coachella. Service allows passengers to access employment sites, medical, and shopping facilities.



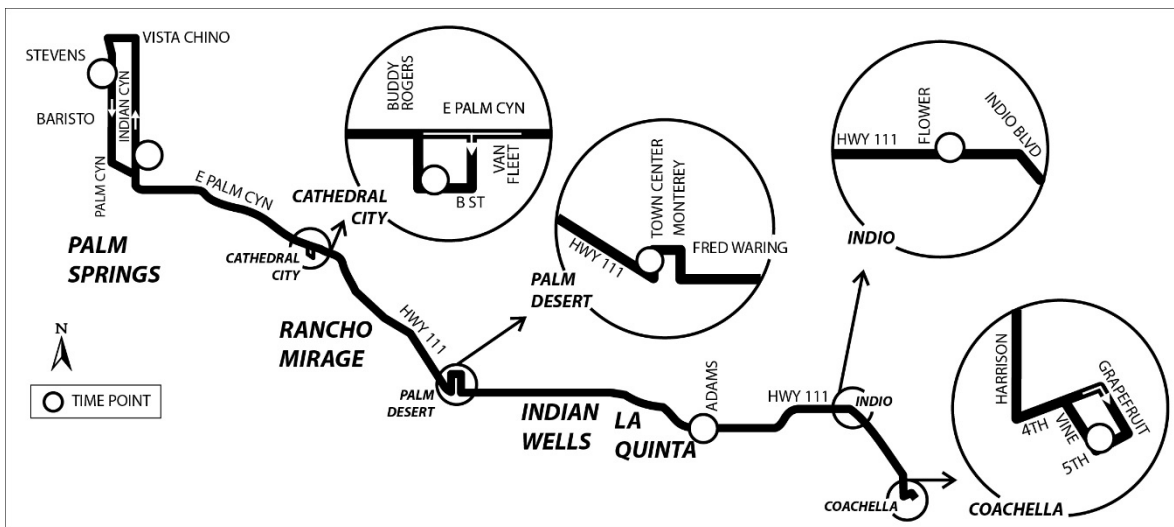
Hours of Operation:		Service Span		Financial	
4:00 AM	10:00 PM	Weekdays		Annual Route Cost	\$920,181
4:00 AM	10:00 PM	Weekends		Annual Farebox Route Revenue	\$105,761
Frequency:				Cost per Rider	\$32.61
180 MIN		Weekdays		Subsidy per Rider	\$28.86
180 MIN		Weekends		Ridership	
Average Speed:		Peak Vehicles		Average Daily Passengers Weekday	127
	19.1 mph		1	Average Daily Passengers Weekends	35
On Time Performance:				Annual Passengers	649,594
	83.6%			Passengers per Hour	7.0
Route Total Bidirectional Length (Miles):				Passengers per Mile	6.6
			53.03	Annual Wheelchair Boardings	5,316
Annual Revenue Miles:				Annual Bicycle Boardings	20,901
			98583.4	Population within .5 mi of stop	19,050
Annual Revenue Hours:				Jobs within .5 mi of stop	6,710
			5,165		

LINE 111—PALM SPRINGS – CATHEDRAL CITY – RANCHO MIRAGE – PALM DESERT – INDIAN WELLS – LA QUINTA - INDIO

Line 111 provides service along Highway 111 from Palm Springs to Coachella, linking with the Cities of Cathedral City, Rancho Mirage, Palm Desert, Indian Wells, La Quinta and Indio. Line 111 enables riders to travel to destinations along the Highway 111 corridor. The route links passengers with major retail and commercial centers, recreational attractions, museums, educational and medical institutions, municipal services, and county services. Connecting routes include Lines 14, 20, 24, 30, 32, 53, 54, 70, 80, 81, 90, 91, 95 and Commuter Link 220 at major transfer locations at Westfield Palm Desert Mall.

SunLine is proposing to extend service to accommodate passenger requests for service north of Palm Springs at Palm Canyon and Indian Canyon via Racquet Club, as part of this proposed change, the terminus location would be established at Indian Canyon and Ramon.

Fifteen-minute frequency is planned for this route. The frequency improvements and a route realignments are proposed and subject to available funding and Board approval.

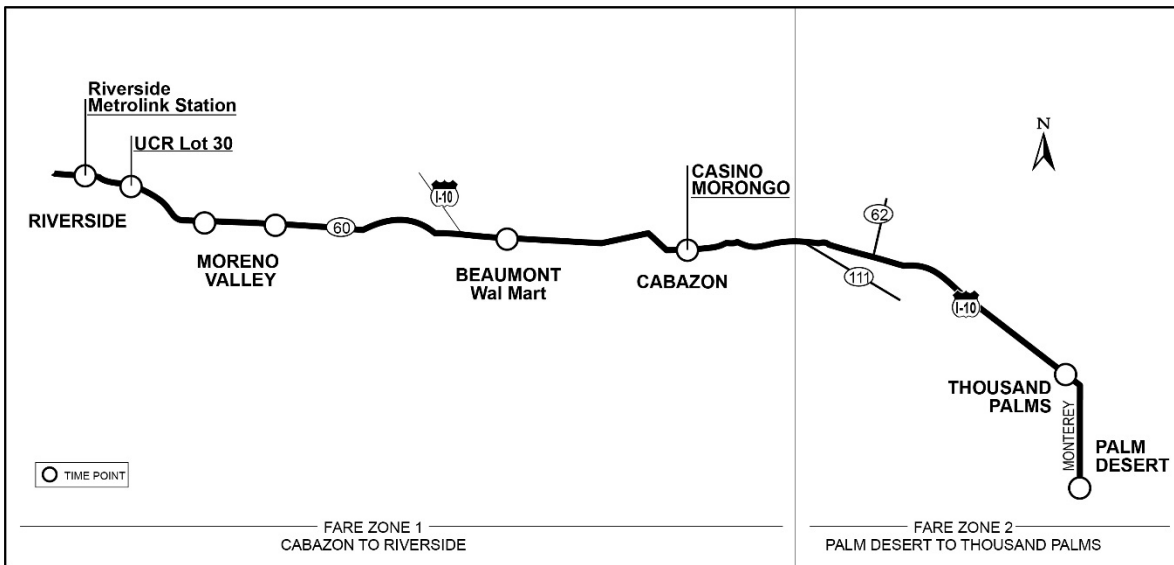


Hours of Operation:		Service Span		Financial	
4:30 AM	11:00 PM	Weekdays		Annual Route Cost	\$8,641,322
5:30 AM	11:00 PM	Weekends		Annual Farebox Route Revenue	\$1,705,163
Frequency:				Cost per Rider	\$6.44
20 MIN	Weekdays (Peak/Off-Peak)			Subsidy per Rider	\$5.17
20 MIN	Weekends			Ridership	
Average Speed:		Peak Vehicles		Average Daily Passengers Weekday	4,340
	14.1 mph		13	Average Daily Passengers Weekends	2,920
On Time Performance:				Annual Passengers	1,430,780
	85.0%			Passengers per Hour	21.8
Route Total Bidirectional Length (Miles):				Passengers per Mile	1.6
			63.3	Annual Wheelchair Boardings	10,557
Annual Revenue Miles:				Annual Bicycle Boardings	52,028
			916,752	Population within .5 mi of stop	78,704
Annual Revenue Hours:				Jobs within .5 mi of stop	48,948
			65,555		

COMMUTER LINK 220 PALM DESERT – THOUSAND PALMS – CABAZON – BEAUMONT – MORENO VALLEY – RIVERSIDE

Commuter Link 220 provides service between the Coachella Valley and Western Riverside County. The route is 77 miles long, with two stops in the Coachella Valley, located at Westfield Palm Desert Mall and Thousand Palms Transit Hub located adjacent to SunLine’s Division 1 facility off Varner Road in Thousand Palms. There are also stops along Interstate 10 and State Route 60 serving the Casino Morongo, City of Beaumont at the Walmart Shopping Center, Moreno Valley at the Moreno Valley Mall, the University of California Riverside, and commencing at Metrolink’s Riverside Station.

Connections are available to SunLine’s Lines 20, 32, 53, 54, and 111, Pass Transit in Beaumont and Banning, Metrolink, RTA, and Omnitrans services in Riverside. SunLine also serves a bus stop at Morongo Band of Mission Indians Casino.



Hours of Operation:		Service Span		Financial	
4:30 AM	10:00 PM	Weekdays		Annual Route Cost	\$946,751
N/A		Weekends		Annual Farebox Route Revenue	\$152,833
Frequency:				Cost per Rider	\$75.31
4 TRIPS		Weekdays		Subsidy per Rider	\$63.15
N/A		Weekends		Ridership	
Average Speed:		Peak Vehicles		Average Daily Passengers Weekday	53.0
29.3 mph		2		Average Daily Passengers Weekends	N/A
On Time Performance:				Annual Passengers	13677
66.0%				Passengers per Hour	4.1
Route Total Bidirectional Length (Miles):				Passengers per Mile	0.1
148.79				Annual Wheelchair Boardings	127
Annual Revenue Miles:				Annual Bicycle Boardings	330
97019.4				Population within .5 mi of stop	19,890
Annual Revenue Hours:				Jobs within .5 mi of stop	38,841
3,325					

MINUTES
SunLine Transit Agency
Board of Directors Meeting
April 26, 2017

A regular meeting of the SunLine Transit Agency Board of Directors was held at 12:05 pm on Wednesday, April 26, 2017 in the Board Room at SunLine Transit Agency, 32-505 Harry Oliver Trail, Thousand Palms, CA 92276.

1. Call to Order

The meeting was called to order at 12:05 p.m. by Chairperson Russell Betts.

2. Flag Salute

SunLine Agency Board Member Hobart led all in a salute to our flag.

3. Roll Call

Completed.

Members Present

Russell Betts, Chair, SunLine Agency Board Member, City of Desert Hot Springs
Troy Strange, Vice Chair, SunLine Agency Board Member, City of Indio
Ginny Foat, SunLine Agency Board Member City of Palm Springs
Greg Pettis, SunLine Agency Board Member, City of Cathedral City
Dana Hobart, SunLine Agency Board Member, City of Rancho Mirage
Kathleen Kelly, SunLine Agency Board Member, City of Palm Desert
Ty Peabody, SunLine Agency Board Member, City of Indian Wells
Robert Radi, SunLine Agency Board Member, City of La Quinta
Emmanuel Martinez, SunLine Agency Board Member, City of Coachella
Pat Cooper, SunLine Agency Board Member (Sup. Benoit Alternate), County of Riverside

Members Absent

4. Presentations

Plaque Presentation - Captain Combs – Palm Springs Police Department

Lauren Skiver, CEO/General Manager addressed the board and reminded them that SunLine provided bus services to the memorial for fallen officers in Palm Springs. She introduced Captain Combs who is here today to present a plaque. Lauren Skiver, CEO/General and SunLine Agency Board Member Chair Betts went to the podium to receive the plaque.

Captain Combs spoke on behalf of the men and women of the Palm Springs Police Department and thanked SunLine for their generous support and assistance for the memorial service for Officer Lesley Zerebny and Officer Gil Vega. It was deeply appreciated and it will always be remembered by the family of the fallen officers and by the members of the Palm Springs Police Department. From his heart he would like



to say that he has been in the valley for twenty seven years and we have always had a great relationship with SunLine bus services. He went on to say that SunLine was called on a Sunday and everyone was very responsive and they really appreciated that. He stated that they know that it is from the leadership of this organization that the call was answered for them even though they called on a Sunday. On behalf of Chief Reyes and the Palm Springs Police Department we thank you.

SunLine Agency Board Member Foat stated that she would also like to add that it was one of the most moving things to see the families in that bus. They were able to see every overpass with fire trucks and police vehicles that were behind the roads and citizens that were on the overpass from Palm Springs to the coroner's office. She stated it is something none of us will forget.

SunLine Agency Board Member Betts stated that all of that is a testament to a very well run organization.

5. Finalization of Agenda

SunLine Agency Board Member Pettis stated that the Board Operations Committee is asking to remove Item 12 Resolution to Amend the Bylaws to next month's meeting.

SunLine Agency Board Member Foat moved to approve the amendment to the agenda. The motion was seconded by SunLine Agency Board Member Kelly. The amended agenda was approved by a vote of 10 yes; 0 no;

6. Public Comments

7. Board Member 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.

- a) Checks over \$1,000 report for February 2017
- b) Credit Card Statement for February 2017
- c) Monthly Budget Variance Report for February 2017
- d) Contracts Signed in Excess of \$25,000 February 2017
- e) Ridership Report for February 2017
- f) SunDial Operational Notes for February 2017
- g) Metrics (On time Performance, Early Departures, Late Departures, Late Cancellations, Driver Absence, Advertising Revenue, Fixed Route Customer Comments, Paratransit Customer Comments)
- h) Board Member Attendance



SunLine Agency Board Member Strange moved to approve the consent calendar. The motion was seconded by SunLine Agency Board Member Radi. The consent calendar was approved by a vote of 10 yes; 0 no;

9. **Approval of Minutes**

SunLine Agency Board Member Peabody moved to approve the minutes of the March 22, 2017 Board meeting and the March 30, 2017 Special Meeting. The motion was seconded by SunLine Agency Board Member Strange. The motion was approved by a vote of 9 yes; 0 no; 1 abstain

10. **Policy Revisions Accounts Receivable-Cash Receipts and Advertising Policy**

**(Greg Pettis, Chair of Board Operations Committee;
(Staff: Ramon Aguiar)**

SunLine Agency Board Member Pettis stated that the Board Operations Committee reviewed this item and unanimously approved it and he moved to approve. The motion was seconded by SunLine Agency Board Member Hobart. The motion carried by a unanimous vote of 10 yes; 0 no;

11. **Safety Management System Policy #B190117**

**Greg Pettis, Chair of Board Operations Committee;
(Staff: Pete Gregor)**

Pete Gregor stated that the Federal Transit Administration requires all public transportation systems to implement a safety policy that is based on principles of Safety Management Systems. The first pillar of that policy is to have a Safety Management System Policy with its commitment to safety and with this policy we will be in compliance with that.

SunLine Agency Board Member Pettis stated that the Board Operations Committee reviewed this item and unanimously approved it and he moved to approve. The motion was seconded by SunLine Agency Board Member Hobart. The motion carried by a unanimous vote of 10 yes; 0 no;

12. **Resolution to Amend Section 3.1 of the Board Bylaws**

**Greg Pettis, Chair of Board Operations Committee;
(Russell Betts, Chair of the Board)**

SunLine Agency Board Member Pettis stated that the Board Operations Committee requested to continue this item to the next Board Meeting and it was unanimously agreed to do that under Item #5.

13. **Resolution No. 0763 to Obtain Grant Funding**

**Greg Pettis, Chair of Finance Committee;
(Staff: Eric Taylor)**

SunLine Agency Board Member Pettis stated that the Finance/Audit Committee reviewed this item and unanimously approved it and he moved to approve. The motion was seconded by SunLine Agency Board Member Hobart. The motion carried by a unanimous vote of 10 yes; 0 no;



14. Purchase of Battery Electric Vehicles

**Greg Pettis, Chair of Finance Committee;
(Staff: Rudy Le Flore)**

SunLine Agency Board Member Pettis stated that the Finance/Audit Committee reviewed this item and unanimously approved it and he moved to approve. The motion was seconded by SunLine Agency Board Member Radi. The motion carried by a unanimous vote of 10 yes; 0 no;

15. Construction Management Services Contract

**Greg Pettis, Chair of Finance Committee;
(Staff: Tommy Edwards)**

SunLine Agency Board Member Pettis stated that the Finance/Audit Committee reviewed this item and unanimously approved it and he moved to approve. The motion was seconded by SunLine Agency Board Member Peabody. The motion carried by a unanimous vote of 10 yes; 0 no;

16. Advanced Web Offset, Inc. (Option Year Two)

**Greg Pettis, Chair of Finance Committee;
(Staff: Norma Stevens)**

SunLine Agency Board Member Pettis stated that the Finance/Audit Committee reviewed this item and unanimously approved it and he moved to approve. The motion was seconded by SunLine Agency Board Member Foat. The motion carried by a unanimous vote of 10 yes; 0 no;

SunLine Agency Board Member Chair Betts wanted to make a comment stating that we recently concluded an Earth Day Event here at SunLine and he thought it was extremely well run. He stated that was the comment he heard from a number of people who attended and he wanted to thank our CEO/General Manager and staff. Lauren Skiver, CEO/General Manager mentioned the staff in the room who were really instrumental in getting that done. She extended the thanks to those who planned and executed that event.

17. CEO/General Manager's Report

CEO/General Manager, Lauren Skiver addressed the Board and she wanted to make one correction on Item 15 to ensure that the board understood that is the CNG Facility.

Lauren Skiver, CEO/General Manager stated that SunLine has received two very important invitations. One is to participate in a United States European Union Symposium in Washington, DC and it will be about zero emission and fueling. The travel is covered by the Federal Transit Administration and we are the only transit agency to be invited to this meeting and it is pretty prestigious to be asked to join this group of leaders in the world who are all working on climate change and zero emission technologies and platforms for heavy duty. The second is an invitation we received to participate in the Global Transportation Summit and it is also an international event geared to zero emission. Our recent award and the work we are doing with the electrolyzer and the largest electrolyzer in the U.S. really



caught the attention of the world and so these are events we are really pleased about being asked to be the experts in the room when it comes to public transit and how we are moving the needle on zero emission and air quality here in the Coachella Valley. It brings good notoriety to the valley and to SunLine. She stated that we will make sure that we bring you back information about that participation and she wanted the board to know that travel expenses have been covered for both of those.

Lauren Skiver, CEO/General Manager mentioned that the board had received an invitation to the SunLine Employee Picnic and if they haven't been to a SunLine Picnic they really need to come. There is a softball game, sack races, tug-of-war events that are all highly competitive. She strongly encouraged everyone to come this Saturday and it will be held at the park in Thousand Palms. Ms. Skiver stated that this is a busy time of year with different events that are going on such as APTA International Roadeo. Last year our driver came in fourth and we are highly competitive in this International Roadeo where all transit properties across the country and Canada come and the operators drive in an obstacle course. We have a team going on May 3rd and we will be bringing you back the results of that and the trophy...we hope. She stated there is lots of transit work going on too and we will be talking to you about our recommendations for the coming year and services that we think will be very relatable to our customers here at SunLine.

That concludes my report.

18. Closed Session

Concluded discussion and there was no reportable action.

19. Next Regular Board Meeting Date

May 24, 2017
12:00 p.m., Board Room
32-505 Harry Oliver Trail
Thousand Palms, CA 92276

20. Adjourn

Meeting was adjourned at 12:29 p.m.

Respectfully Submitted,

Diane Beebe
Clerk of the Board



SunLine Transit Agency

DATE: May 24, 2017 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: IT Administrator

RE: Award of Contract for Planning Software

Recommendation

Recommend that the Board of Directors delegate authority to the CEO/General Manager to execute a 3-year contract with Remix Software, Inc. for service planning software in the amount of \$70,500.

Background

SunLine has been using Remix software for 1-year and has found it to be a valuable tool for route planning. Remix provides the ability to model route and route changes that provide the Planning team with cost and demographic data. The demographic data provided in the Remix software includes home values, access to cars, incomes, businesses, ages, and racial makeup for areas the SunLine service reaches. By using Remix, the Planning team can design systems the best fit the needs of customers in the Coachella Valley.

Reason for Selection of Procurement Process

Remix has a unique product that combines information for system planning into one Software as a service platform. Therefore, SunLine will utilize Remix as a single source of supply for the software.

Reason for Selection of Contract Type

A Firm Fixed Price type contract was selected because it places upon the Contractor maximum risk and full responsibility for all costs and resulting profit or loss. It provides maximum incentive for the Contractor to control costs and perform effectively and imposes a minimum administrative burden upon SunLine Transit Agency.

Reason for Selection of the Contractor

Remix was found to be the only product in the market that combines demographic data along with the ability to model routes within very short time frames (10 to 30 minutes).



How Price was Determined Fair and Reasonable

Remix Software, Inc.'s prices were determined to be fair and reasonable based on a [price analysis](#).

Financial Impact

The yearly cost of \$23,500 will be budgeted in the FY18 Operating Budget and will be included in future operating budgets.

Joseph L Friend



	Remix SunLine 2017	Remix SunLine 2016	Remix Current List Price
Remix License	\$ 23,500.00	\$ 24,500.00	\$ 24,800.00

Difference between SunLine 2017 and SunLine 2016	\$ (1,000.00)
Delta	4.08%
Difference between SunLine 2017 and Current List Price	\$ (1,300.00)
Delta	5.24%

Since this is a Single Source Procurement, SunLine compared the price proposed by Remix to the price SunLine paid for in 2016 and Remix's Current List Price.

Based on the findings, the price proposed to SunLine for the Remix License is 4.08% lower than the price SunLine for paid in 2016, and 5.24% lower than Remix's Current List Price.

Therefore, it is determined that the price submitted by Remix is considered fair and reasonable.

Prepared by:



Jennifer Tran, Contracts Administrator

SunLine Transit Agency

DATE: May 24, 2017 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: Chief Safety Officer

RE: Award of Contract for Security Guard Services

Recommendation

Recommend that the Board of Directors delegate authority to the CEO/General Manager to execute a 2-year Security Guard Services contract, with three 1-year option years, with Admiral Security Services, Inc. in an amount not to exceed \$550,000, upon review as to form by Legal Counsel.

Background

SunLine Transit Agency contracts with an outside provider for its Security Guard Services. In May of 2012, SunLine Board of Directors approved a contract with Allied Barton/Universal, Inc. for Security Guard Services. The contract will conclude on June 30, 2017.

Reason for Selection of Procurement Process

The Request for Proposal solicitation was selected as the procurement method in order to award the contract based on established criteria: experience and past performance, key personnel and price. This provided competition on quality and cost.

Reason for Selection of Contract Type

A Firm Fixed Price type contract was selected because it places upon the Contractor maximum risk and full responsibility for all costs and resulting profit or loss. It provides maximum incentive for the Contractor to control costs and perform effectively and imposes a minimum administrative burden upon SunLine Transit Agency.

Reason for Selection of Contractor

On March 20, 2017, thirty-four (34) companies were solicited to provide Security Guard Services. The solicitation was advertised in the local newspaper and on SunLine's website. On April 20, 2017, [six \(6\) proposals were received.](#)

A three-member evaluation committee comprised of SunLine's Chief Safety Officer, Deputy Chief Safety Officer and Superintendent of Facility Maintenance independently reviewed all submitted proposals received utilizing the evaluation



criteria found in the RFP. According to the evaluations, Admiral Security Services, Inc. was determined as the contractor representing the best value to SunLine.

How Price was Determined Fair and Reasonable

Admiral Security Services, Inc.'s prices were determined to be fair and reasonable based on a [price analysis](#) and adequate price competition.

Financial Impact

The estimated contract cost over five years is \$550,000. These expenditures are currently budgeted and will be included in future operating budgets.

Peter Gregor



Allied Universal

41945 Boardwalk, Ste T
Palm Desert, CA 92211
(760) 200-2865
Mark Strand
Mark.strand@aus.com

American Guard Services, Inc.

1299 E. Artesia Blvd.
Carson, CA 90746
(310) 645-6200
Nagah Abdelshahid
NAbdelshahid@americanguardservices.com

Andrade Protective Services, Inc.

PO Box 5627
La Quinta, CA 92248
Steve Andrade
Apsvcs.ca@netzero.com

Israeli Protection Services

42335 Washington St., Ste F203
Palm Desert, CA 92211
(760) 779-9224
info@israeliprotectionservices.com

Nationwide Guard Services, Inc.

9327 Fairway View Pl., Suite 200
Rancho Cucamonga, CA 91730
(909) 608-1112
Mari Bennett
mbennett@nwguards.com

O'Linn Security, Inc.

1027 S. Palm Canyon Dr.
Palm Springs, CA 92264
(760) 320-5303
jason@olinnsecurityinc.com

Real Protection Private Security Corp.

2272 Colorado Blvd. #1185
Eagle Rock, CA 90041
(323) 273-3256
Anthony L. Feeny
Real_Protection@yahoo.com

Trident Security Group

Pedro De La Cruz
(323) 800-1919
pedro@tridentsg.com

US Security Associates, Inc.

41-921 Beacon Hill
Palm Desert, CA 92211
(323) 706-9469
Kimberly Burnett
kburnett@ussecurityassociates.com

VT Security Services

6840 65th Street Suite 150
Sacramento, CA 95828
(800) 956-8461
Vu Truong
admin@vtsecurityservices.com

DBE**Academy World Protection**

896 N. Redding Way #B
Upland, CA 91786
(808) 360-2392
Vincent De Paul Diallo
info@academyworldprotectioninc.com

Admiral Security Services, Inc.

2151 Salvio St., Suite 260
Concord, CA 94520
(888) 471-1128
Mohamed S. Ahmed
sales@admiralss.com

Alpha Mega Security, Inc.

71 N. San Gabriel Blvd.
Pasadena, CA 91107
(323) 728-8818
Infree Chen Lu
ichen@alphamegasecurity.com

Always Protective Services, LLC

15068 Rosecrans Ave. #164
La Mirada, CA 90638
(714) 253-6544
Heather Magill
hmagill@alwaysprotectiveservices.com



Askari Security Services, Inc.
5150 Candlewood St., #16H
Lakewood, CA 90712
(562) 606-0053
office@askari.org

City National Security
9841 Airport Blvd. Suite 806
Los Angeles, CA 90045
(310) 641-6666
Chiraz Zouaqui
Chiraz.z@citynationalsecurity.com

Comprehensive Securiry Services, Inc.
10535 East Stockton Blvd, Suite A
Elk Grove, CA 95624
(916) 683-3605
Bashir Choudry
bashircss@aol.com

Emergency Security Protection
25875 Horado Ln.
Moreno Valley, CA 92551
(951) 322-9350
Legette Mitchell
sifulm@yahoo.com

Intercept Security
5657 1/2 Stockton Boulevard
Sacramento, CA 95824
(916) 685-9221
Margarita Holman
margarita@interceptsecurity.us

Knight Shield Security, LLC
PO Box 13163
Sacramento, CA 95813
(800) 779-8481
Howard Story Jr.
info@kssguards.com

National Eagle Security, Inc.
3200 Wilshire Blvd. #1208
Los Angeles, CA 90010
(213) 637-0200
Jean Akre
nesbestone@yahoo.com

Nextline Protection Services
16045 Sherman Way #363
Van Nuys, CA 91406
(323) 248-7481
John Anosike
Anosike.john.u@gmail.com

North American Security & Investigations, Inc.
550 E. Carson Plaza Dr. #222
Carson, CA 90746
(323) 634-1911
Arthur Lopez
kim@nasi-pi.com

Nu-Way Security & Investigative Services, Inc.
16899 B Street
Victorville, CA 92394
(760) 243-7577
Willie Patton
info@nuwaysecurity.com

Prime International Security, Inc.
110 S. La Brea #480
Inglewood, CA 90301
(310) 670-4919
Akubuo Okorie
primesec@aol.com

Prudent Security
111 N. La Brea Blvd.
Suite 616 Inglewood, CA 90301
(310) 968-9131
Michael Prudent
prudentsecurityinc@gmail.com

Security Now
5362 W. Olympic Blvd. #9
Los Angeles, CA 90036
(323) 252-5821
Dawud Abdul-Baaqee
dawud@securitynow911.com

Servexo Protective Services
879 W. 190th St. #400
Gardena, CA 90248
(323) 527-9994
John Palmer
jpalmerservexousa.com



SLS Private Security

409 S. Commonwealth Avenue #1
Los Angeles, CA 90020
(213) 255-1162
Jeffrey Asante
msene@slspro.com

Supreme Security Services, Inc.

3517 Cameo Drive #84
Oceanside, CA 92056
(760) 415-7399
Lorenzo Middlebrook
supremesecurity@cox.net

Triumph, Inc.

6920 La Tijera Blvd, Ste 208B
Los Angeles, CA 90045
(310) 780-0432
Parfait Voundi
pnvoundi@ugsca.com

Ultimate Security Services, Inc.

5250 W. Centry Blvd, Suite 502
Los Angeles, CA 90045
(310) 649-4400
Bertin Gnabe
admin@ultimatesecurityservice.com

Warren Security Services

591 Stahlman Drive
Bull City, AZ 86442
(760) 686-9488
Barbara Wiedenhoft
warrenonlythebestwilldo@yahoo.com

West Shield Investigations

1611 Bolsa Chica Road #A
Huntington Beach, CA 92649
(877) 899-8585
Allen Cardoza
allen@transportingteens.com



PRICE ANALYSIS

Hourly Rate	Admiral Security Services, Inc.	Allied Universal	Servexo
Year 1 (July 2017- June 2018)	\$ 20.04	\$ 24.72	\$ 17.36
Year 2 (July 2018-June 2019)	\$ 20.65	\$ 25.21	\$ 17.36
Average of Year 1 & 2	\$ 20.35	\$ 24.97	\$ 17.36

Average of Years 1 & 2

Hourly difference between Admiral and Allied	\$ (4.62)
Delta	18.51%
Hourly difference between Admiral and Servexo	\$ 2.99
Delta	14.67%

There was adequate price competition since 6 proposers independently contended for the contract that is to be awarded and were all responsive to the requirements of the solicitation. The top three evaluated proposers were asked to submit a Best and Final Offer (BAFO). Above is a break down of the first two years and the average price of Years 1 and 2 from the submitted BAFOs.

Based on the findings, the average hourly rates of Years 1 and 2 submitted by Admiral Security Services, Inc., the highest evaluated proposer, are 18.51 % lower than Allied Universal's and 14.67% higher than Servexo.

Based on the results, it is reasonable to assume that Admiral Security Services, Inc. understood the Scope of Work and/or the level of effort to complete the required services. Therefore, it is determined that the prices submitted by Admiral Security Services, Inc. are considered fair and reasonable.



Jennifer Tran, Contracts Administrator

SunLine Transit Agency

DATE: May 24, 2017 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: Chief Performance Consultant

RE: Award Contracts Authorized Under CARB Grant

Recommendation

Recommend that the Board of Directors delegate authority to the CEO/General Manager to negotiate and execute agreements with:

- a) New Flyer of America for 5 fuel cell electric vehicles in an amount Not to Exceed \$6,998,400; and
- b) Hydrogenics for a hydrogen electrolyzer in an amount Not to Exceed \$8,338,391

These contracts will be subject to review and approval as to form by SunLine Counsel.

Background

SunLine competed and won a grant with the California Air Resources Board (CARB) for a hydrogen electrolyzer and 5 fuel cell electric vehicles in the amount of \$12,586,791. SunLine will be one of only a few Transit Agencies in the nation utilizing this new fuel cell bus platform and hydrogen producing technology.

These capital investments will replace much needed infrastructure and rolling stock needs for the agency for years to come.

Since this is a highly competitive discretionary grant, SunLine chose technology partners that would give SunLine the best chance at success. Based on this decision, SunLine was awarded these capital funds to improve its capital infrastructure and operational needs.

Reason for Selection of Procurement Process

SunLine submitted a proposal that was evaluated based on the strength of the partners chosen which were New Flyer of America and Hydrogenics. Therefore the expectation of the funder is that contracts will be put in place with the team designated in the grant.



Reason for Selection of Contract Type

A fixed price contract is contemplated as this contract type places the maximum risk of performance on the contractor.

Reason for Selection of the Contractor

These firms were identified as program partners in the competitive grant and therefore will be utilized to satisfy the grant requirements.

How Price was Determined Fair and Reasonable

Prices negotiated will be compared to market prices and determined fair and reasonable by staff.

Financial Impact

Funds for this effort will be from the Grant provided by the California Air Resource Board in the amount of \$12,586,791 and matching funds from FTA 5307 in the amount of \$2,750,000.

Rudy Le Flore



SunLine Transit Agency

DATE: May 24, 2017 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: Chief Performance Consultant

RE: Fund Haul-PASS Program

Recommendation

Recommend that the Board of Directors authorize the CEO/General Manager to solicit support from the SunLine member agency city councils an amount of \$15,000 - \$20,000 for a one year pilot program to offer free bus service for high school and college students in SunLine's service area.

Background

SunLine Transit Agency is looking to provide free rides to high school and college students in its geographic area. This is an effort to generate increased ridership on SunLine's public transportation system.

There is a solid link between transportation alternatives and educational achievement. SunLine has explored this potential in several ways and now looks to increase the economic vitality of its customers as well as increasing ridership on its services.

These funds will support the program until the student bodies of the various institutions are requested to continue to fund this program. SunLine will also look for grant funding to support a continuation of this program.

SunLine would help write the items being presented at the various city council's and present the recommendations.

Financial Impact

The estimated cost to SunLine will be some loss in farebox revenue from riders in this demographic. These losses will be offset by donations, grants, and funding from foundations such as the COD foundation that currently provides \$50,000 annually to support student ridership.

Rudy LeFlore



SunLine Transit Agency

DATE: May 24, 2017 **ACTION**

TO: Board Operations Committee
Board of Directors

FROM: Financial Services & Support Manager

RE: First Reading of [Ordinance #17-1](#)

Recommendation

Recommend that the Board of Directors approve the first reading of Ordinance No. 17-1 to establish the informal bidding procedure needed to allow the Agency additional flexibility for public works contracting as authorized by the Uniform Public Construction Cost Accounting Act ("Act").

Background

In general local agencies must competitively bid all public projects (as defined by California Public Contract Code Section 20162) in excess of \$5,000 in accordance with the requirements set forth in the Public Contract Code, commencing with Section 20160. In 1983, the California Legislature adopted Assembly Bill 1666 which added Chapter 2 to Part 3 of Division 2 of the Public Contract Code, which provides for a uniform cost accounting standard for construction work performed or contracted by local agencies and further provides for an alternative method for bidding public projects. In order to implement these alternative bidding procedures, SunLine must (1) adopt a resolution explaining the Board of Director's decision to become subject to the Act, (2) adopt an ordinance stabling an informal bidding procedure, and (3) inform the State Controller of the Board of Director's decision.

Provisions of the Public Contracting Code require very specific competitive bidding procedures which are intended to ensure that entities obtain good values while ensuring equality among contractors. Unfortunately, for some smaller projects, these very specific competitive bidding procedures can be overly cumbersome and end up draining entity resources. The Act provides a set of procedures which are more closely tailored to smaller projects and still allow for equality among contractors throughout the bidding process.

The Uniform Public Construction Cost Accounting Act allows for the following:

- (1) For projects valued at up to \$45,000, the Agency can use its own employees or serve as its own general contractor; and



(2) For projects valued at up to \$175,000, the Agency can use informal bidding procedures which require the Agency to maintain a list of contractors by category of work and send notices to contractors on the list, listed trade journals, or both; and

(3) For projects valued at above \$175,000, the Agency must use the very specific formal bidding procedures which require publication in a newspaper of general circulation and trade journals.

To take advantage of these higher bidding floor amounts and the resulting streamlining of the bidding process and cost savings associated with that streamlining, the Agency will have to comply with the uniform cost accounting procedures promulgated by the State. This will require a bit more work by the Agency's finance staff, particularly in learning the new procedures and beginning the compliance process. But it is the conclusion of SunLine Staff that the savings that will be realized over the long term by adoption of the ordinance and compliance with the uniform cost accounting procedures will outweigh any short-term burdens.

The Ordinance identifies the process for bidding construction projects under the Act, the adoption of which is required by the Act.

Financial Impact

Implementation of uniform public cost accounting procedures will save the Agency time and money. Avoiding complex bidding procedures on small projects will save staff time. It will also allow SunLine additional flexibility in awarding smaller public works contracts to those bidders who most closely meet the Agency's needs. There will be short-term costs associated with ensuring that the Agency's finance staff is set to comply with the uniform cost accounting procedures.

Eric Taylor



ORDINANCE NO. 17-1

**AN ORDINANCE OF THE BOARD OF DIRECTORS
OF SUNLINE TRANSIT AGENCY ADOPTING
PUBLIC WORKS BIDDING PROCEDURES**

**THE SUNLINE TRANSIT AGENCY ("Agency") BOARD OF DIRECTORS
ORDAINS AS FOLLOWS:**

SECTION 1. Purpose

This ordinance is enacted for the purpose of implementing the Uniform Public Construction Cost Accounting Act ("Act") (Public Contract Code section 22000 and following) and the policies and procedures of the California Uniform Construction Cost Accounting Commission ("Commission").

SECTION 2. Public project bidding requirements.

The cost limitations and circumstances for determining whether a public project (as defined in the Act) may be performed by force account, negotiated contract, purchase order, informal bidding, or formal bidding are those set forth in Act.

SECTION 3. Informal bidding procedures.

Public projects subject to informal bid procedures may be let to contract as follows:

- A. Contractors List. The Agency will develop and maintain a list of contractors in accordance with the Act and the criteria established by the Commission.
- B. Notice to Contractors. The Agency will solicit bids by written request to contractors licensed and experienced for the type of public work to be performed from the Agency's list of qualified contractors established pursuant to this section. Qualified contractors on the list for the category of work to be performed and all construction trade journals specified by the Commission will be mailed a notice inviting informal bids unless the product or service is proprietary.
- C. Form of Notice. The notice inviting informal bids must describe (1) the project in general terms, (2) how to obtain more detailed information concerning the project, and (3) state the time and place for the submission of bids.
- D. The mailing of notices to such qualified contractors and construction trade journals will be done in accordance with the procedures specified in the Act.
- E. Award of Contract. The award of contract may be made to the lowest responsible bidder.

F. Rejection or Absence of Bids. The Agency reserves the right to reject any and all bids presented. If no bids are received, the public project may be performed by Agency employees by force account or by negotiated contract.

G. If all bids received are in excess of the maximum dollar amount for contracts let through informal bidding under the Act, the governing body of the public agency may, by adoption of a resolution by a four-fifths vote, award the contract, at an amount no more than the amount stated in Section 22034(d) of the Act, to the lowest responsible bidder, if it determines the cost estimate of the public agency was reasonable.

SECTION 4. Formal bidding procedures.

Public projects that exceed the maximum permitted amount under the Act for informal bidding and are not otherwise exempt must be let to contract by formal bidding procedures in accordance with the Act and other applicable provisions of the Public Contracts Code.

SECTION 5. Delegation of authority to award contracts.

The CEO/General Manager is authorized to award informal contracts pursuant to this Ordinance.

SECTION 6. Federal Requirements

The procedures authorized by this Ordinance shall be followed to the extent that they are consistent with federal procurement and contracting laws and regulations applicable to the subject public project. If there are any inconsistencies between the procedures herein and any federal requirements, the federal requirements shall control.

SECTION 7. Environmental Findings.

The Board of Directors exercises its independent judgment and finds that the enactment of this Ordinance is exempt from the California Environmental Quality Act ("CEQA") under the CEQA Guidelines (Chapter 3 of Title 14 of the California Code of Regulations beginning at Section 15000), specifically, Section 15061(b)(3), because the adoption of this Ordinance will implement a regulatory process that will not foreseeably result in construction or other physical activities, either directly or indirectly, and that therefore the enactment of this Ordinance does not have the potential to result in any significant effects on the environment.

SECTION 8. Publication The Clerk of the Board of Directors is directed to cause this ordinance to be published in the manner required by law.

PASSED, APPROVED AND ADOPTED by the Board of Directors of SunLine Transit Agency on this 28th day of June, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Diane Beebe,
Clerk of the Board
SunLine Transit Agency

Russell Betts,
Chairperson of the Board
SunLine Transit Agency

APPROVED AS TO FORM

Eric Vail,
General Counsel
SunLine Transit Agency

SunLine Transit Agency

DATE: May 24, 2017 **ACTION**

TO: Board Operations Committee
Board of Directors

FROM: Deputy Chief Financial Officer

RE: Investment Policy Revision [B-090298\(a\)](#) & [B-090298\(b\)](#)

Recommendation

Recommend that the Board of Directors approve the attached revised investment policies for the Bargaining and Non-Bargaining retirement plans.

Background

In March 2017, the pension committees unanimously approved PFM Asset Management as the new investment manager for the Bargaining and Non-Bargaining pension plans. The outcome was subsequently presented to the Board in April 2017. In conjunction with the new investment manager, it was determined that the investment policy required an update.

The [current investment policy](#) was last reviewed and approved by the Board in January 2006. The revised investment policies reflect a more comprehensive policy statement while updating guidelines regarding asset allocation. Key assumptions such as the time horizon, return objective and target asset weightings remain the same. Although the target asset weighting remains at a 60/40/0 percentage for equities/fixed income/cash, the range of the assets have been updated to maximize returns within the approved guidelines.

Financial Impact

None.

Luis Garcia



SunLine Transit Agency
Investment Policy, Pension Funds for
Non-Bargaining Unit Employees
Policy No: B-090298(a)

Adopted: 1/25/06
Revised: 5/24/17

INVESTMENT POLICY STATEMENT

FOR

SUNLINE TRANSIT AGENCY
NON-BARGAINING UNIT EMPLOYEE PENSION PLAN

May 24, 2017

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The Sunline Transit Agency Retirement Committee (the “Committee”) has established the Non-Bargaining Unit Employee Pension Plan (the “Plan”). This Plan is intended to provide funding for the retirement benefits to the non-bargaining employees of Sunline Transit Agency on the most cost-efficient basis. The Committee hereby adopts this Investment Policy Statement (“Policy Statement”) for the following purposes.

Purpose

The main investment objective of the Plan is to achieve long-term growth of Plan assets by maximizing long-term rate of return on investments and minimizing risk of loss to fulfill the Committee’s stated objectives for the Plan.

The purpose of this Policy Statement is to achieve the following:

1. Document investment objectives, performance expectations and investment guidelines for Plan assets.
2. Establish an appropriate investment strategy for managing all Plan assets, including an investment time horizon, risk tolerance ranges and asset allocation to provide sufficient diversification and overall return over the long-term time horizon of the Plan.
3. Establish investment guidelines to control overall risk and liquidity.
4. Establish periodic performance reporting requirements to monitor investment results and confirm that the investment policy is being followed.
5. Comply with fiduciary, prudence, due diligence and legal requirements for Plan assets.

Investment Authority

The Sunline Transit Agency (“Agency”) has established the Retirement Committee (“Committee”) to oversee certain policies and procedures related to the operation and administration of the Plan. The Committee will have authority to implement the investment policy and guidelines in the best interest of the Agency to best satisfy the purposes of the Plan. In implementing this Policy Statement, the Committee believes it may delegate certain functions to:

1. An investment advisor (“Advisor”) to assist the Committee in the investment process and to maintain compliance with this Policy Statement. The Advisor may assist the Committee in establishing investment policy objectives and guidelines and may also select investments with discretion to purchase, sell, or hold specific securities that will be used to meet the Plan’s investment objectives. The Advisor will: a) adjust asset allocation for the Plan subject to the guidelines and limitations set forth in this Policy Statement; b) select investment managers (“Managers”) and strategies consistent with its role as a fiduciary; c)

monitor and review Managers and measure and evaluate their performance against their peers based upon the performance of the total funds under their direct management; and d) execute other tasks as deemed appropriate in its role as Advisor for Plan assets. The investment vehicles allowed may include mutual funds, commingled trusts, separate accounts, limited partnerships and other investment vehicles deemed to be appropriate by the Advisor. The Advisor shall never take possession of securities, cash or other assets of the Plan, all of which shall be held by the custodian. The Advisor must be registered with the Securities and Exchange Commission.

2. A custodian selected by the Committee to maintain possession of physical securities and records of street name securities owned by the Plan, collect dividend and interest payments, redeem maturing securities, and effect receipt and delivery following purchases and sales. The custodian may also perform regular accounting of all assets owned, purchased, or sold, as well as movement of assets into and out of the Plan.
3. A trustee appointed by the Committee, such as a bank trust department, if the Committee does not have its own Trustees, to assume fiduciary responsibility for the administration of Plan assets; provided, however, that if the Committee shall have appointed an investment advisor, then any trustee appointed under this paragraph shall have no authority with respect to selection of investments.
4. Specialists such as attorneys, auditors, actuaries and, retirement plan consultants to assist the Committee in meeting its responsibilities and obligations to administer Plan assets prudently.

Statement of Investment Objectives

The investment objectives of the Plan are as follows:

1. To invest assets of the Plan in a manner consistent with the following fiduciary standards: (a) all transactions undertaken must be for the sole interest of Plan beneficiaries, and (b) assets are to be diversified in order to minimize the impact of large losses from individual investments.
2. To provide for funding and anticipated withdrawals on a continuing basis for payment of benefits and reasonable expenses of operation of the Plan.
3. To enhance the value of Plan assets in real terms over the long-term through asset appreciation and income generation, while maintaining a reasonable investment risk profile.
4. Subject to performance expectations over the long-term, to minimize principal fluctuations over the Time Horizon (as defined below).
5. To achieve a long-term level of return commensurate with contemporary economic conditions and equal to or exceeding the investment objective set forth in this Policy Statement under the section labeled "Performance Expectations".

Investment Guidelines

Within this section of the Policy Statement, several terms will be used to articulate various investment concepts. The descriptions are meant to be general and may share investments otherwise considered to be in the same asset class. They are:

"Growth Assets" - a collection of investments and/or asset classes whose primary risk and return characteristics are focused on capital appreciation. Investments within the Growth Assets category can include income and risk mitigating characteristics, so long as the predominant investment risk and return characteristic is capital appreciation. Examples of such investments or asset classes are: domestic and international equities or equity funds, certain real estate investments, and hedge funds focused on equity risk mitigation or equity-like returns.

"Income Assets" - a collection of investments and/or asset classes whose primary risk and return characteristics are focused on income generation. Investments within the Income Assets category can include capital appreciation and risk mitigating characteristics, so long as the primary investment risk and return characteristic is income generation. Examples of such investments or asset classes are: fixed income securities, guaranteed investment contracts, certain real estate investments, and hedge funds focused on interest rate risk mitigation or income investment-like returns.

"Real Return Assets" - a collection of investments and/or asset classes whose primary risk and return characteristics are focused on real returns after inflation. Investments within the Real Return category can include inflation protected securities, certain real estate investments and hedge funds.

Time Horizon

The Plan's investment objectives are based on a long-term investment horizon ("Time Horizon") of five years or longer. Interim fluctuations should be viewed with appropriate perspective. The Committee has adopted a long-term investment horizon such that the risks and duration of investment losses are carefully weighed against the long-term potential for appreciation of assets.

Liquidity and Diversification

In general, the Plan may hold some cash, cash equivalent, and/or money market funds for near-term Plan benefits and expenses. Remaining assets will be invested in longer-term investments and shall be diversified with the intent to minimize the risk of long-term investment losses. Consequently, the total portfolio will be constructed and maintained to provide diversification with regard to the concentration of holdings in individual issues, issuers, countries, governments or industries.

Asset Allocation

The Committee believes that to achieve the greatest likelihood of meeting the Plan's investment objectives and the best balance between risk and return for optimal diversification, assets will be invested in accordance with the targets for each asset class as follows to achieve an average total

annual rate of return that is equal to or greater than the Plan’s target rate of return over the long-term, as described in the section titled “Performance Expectations”.

<u>Asset Classes</u>	<u>Asset Weightings</u>	
	<u>Range</u>	<u>Target</u>
Growth Assets		
Domestic Equity	19% - 59%	39%
International Equity	1% - 41%	21%
Other	0% - 20%	0%
Income Assets		
Fixed Income	20% - 60%	40%
Other	0% - 20%	0%
Real Return Assets	0% - 20%	0%
Cash Equivalents	0% - 20%	0%

The Advisor and each Manager will be evaluated against their peers on the performance of the total funds under their direct management.

Rebalancing Philosophy

The asset allocation range established by this Policy Statement represents a long-term perspective. As such, rapid unanticipated market shifts or changes in economic conditions may cause the asset mix to fall outside Policy Statement ranges. When allocations breach the specified ranges, the Advisor will rebalance the assets within the specified ranges. The Advisor may also rebalance based on market conditions.

Risk Tolerance

Subject to investment objectives and performance expectations, the Plan will be managed in a style that seeks to minimize principal fluctuations over the established Time Horizon.

Performance Expectations

Over the long-term, five years or longer, the performance objective for the Plan will be to achieve an average total annual rate of return that is equal to or greater than the Plan’s stated total return objective of 7%. Additionally, it is expected that the annual rate of return on Plan assets will be commensurate with the then prevailing investment environment. Measurement of this return expectation will be judged by reviewing returns in the context of industry standard benchmarks, peer universe

comparisons for individual Plan investments and blended benchmark comparisons for the Plan in its entirety.

Selection of Investment Managers

The Advisor shall prudently select appropriate Managers to invest the assets of the Plan. Managers must meet the following criteria:

- The Manager must provide historical quarterly performance data compliant with Global Investment Performance Standards (GIPS[®]), Securities & Exchange Commission (“SEC”), Financial Industry Regulatory Agency (“FINRA”) or industry recognized standards, as appropriate.
- The Manager must provide detailed information on the history of the firm, key personnel, support personnel, key clients, and fee schedule (including most-favored-nation clauses). This information can be a copy of a recent Request for Proposal (“RFP”) completed by the Manager or regulatory disclosure.
- The Manager must clearly articulate the investment strategy that will be followed and document that the strategy has been successfully adhered to over time.
- The investment professionals making the investment decisions must have a minimum of three (3) years of experience managing similar strategies either at their current firm or at previous firms.
- Where other than common funds such as mutual funds or commingled trusts are utilized, the Manager must confirm receipt, understanding and adherence to this Policy Statement and any investment specific policies by signing a consent form provided to the Manager prior to investment of Trust assets.

Guidelines for Portfolio Holdings

Direct Investments by Advisor

Every effort shall be made, to the extent practical, prudent and appropriate, to select investments that have investment objectives and policies that are consistent with this Policy Statement (as outlined in the following sub-sections of the “Guidelines for Portfolio Holdings”). However, given the nature of the investments, it is recognized that there may be deviations between this Policy Statement and the objectives of these investments.

Limitations on Managers’ Portfolios

EQUITIES

No more than the greater of 5% or weighting in the relevant index (Russell 3000 Index for U.S. issues and MSCI ACWI ex-U.S. for non-U.S. issues) of the total equity portfolio valued at market may be

invested in the common equity of any one corporation; ownership of the shares of one company shall not exceed 5% of those outstanding; and not more than 40% of equity valued at market may be held in any one sector, as defined by the Global Industry Classification Standard (GICS).

Domestic Equities. Other than the above constraints, there are no quantitative guidelines as to issues, industry or individual security diversification. However, prudent diversification standards should be developed and maintained by the Manager.

International Equities. The overall non-U.S. equity allocation should include a diverse global mix that is comprised of the equity of companies from multiple countries, regions and sectors.

FIXED INCOME

Fixed income securities of any one issuer shall not exceed 5% of the total bond portfolio at time of purchase. The 5% limitation does not apply to issues of the U.S. Treasury or other Federal Agencies. The overall rating of the fixed income assets as calculated by the Advisor shall be investment grade or better, based on the rating of one Nationally Recognized Statistical Rating Organization (“NRSRO”).

OTHER ASSETS (ALTERNATIVES)

Alternatives may consist of non-traditional asset classes such as real estate and investments designed to hedge inflation, when deemed appropriate. The total allocation to other assets may not exceed 20% of the overall portfolio. Prior to adding an allocation to any of the following asset classes, with the exception of publicly-traded mutual fund vehicles, the Advisor shall receive approval from the Agency.

Real Estate: Consists of publicly traded Real Estate Investment Trust (“REIT”) securities and/or non-publicly traded private real estate and shall be diversified across a broad array of property types and geographic locations. Investments of this type are designed to provide a stable level of income combined with potential for price appreciation, particularly in periods of unexpected inflation. For private real estate, the illiquid, long-term nature should be considered. For purposes of asset allocation targets and limitations, publicly traded REITs will be categorized as “Other” under the Growth Assets category. Depending on the investment characteristics of a private real estate fund, the fund will be categorized as “Other” under either the Income Assets category, for example, a core real estate fund, or under the Growth Assets category, for example, an opportunistic real estate fund where capital gains are expected to make up a significant portion of the total return.

Inflation Hedge: Shall consist of pooled vehicles holding among other assets: Treasury Inflation Protected Securities (“TIPS”), commodities or commodity-linked contracts, index-linked derivative contracts, certain real estate or real property funds and the equity of companies in businesses thought to hedge inflation. Inflation hedge assets will be reported in the Real Return Assets category.

CASH EQUIVALENTS

Cash equivalents shall be held in funds complying with Rule 2(a)-7 of the Investment Company Act of 1940.

Portfolio Risk Hedging

Portfolio investments designed to hedge various risks including volatility risk, interest rate risk, etc. are allowed to the extent that the investments are not used for the sole purpose of leveraging Plan assets. One example of a hedge vehicle is an exchange traded fund (“ETF”) which takes short positions.

Prohibited Investments

Except for purchase within authorized investments, securities having the following characteristics are not authorized and shall not be purchased: letter stock and other unregistered securities, warrants, direct commodities or commodity contracts, or private placements (with the exception of Rule 144A securities). Further, derivatives, options, short sales or futures for the sole purpose of direct portfolio leveraging are prohibited. Direct ownership of real estate, natural resource properties such as oil, gas or timber and the purchase of collectibles is also prohibited.

Safekeeping

All assets of the Plan shall be held by a custodian approved by the Committee for safekeeping of Plan assets. The custodian shall produce statements on a monthly basis, listing the name and value of all assets held, and the dates and nature of all transactions in accordance with the terms in the Plan Agreement. Investments of the Plan not held as liquidity or investment reserves shall, at all times, be invested in interest-bearing accounts. Investments and portfolio securities may not be loaned.

Control Procedures

Review of Investment Objectives

The Advisor shall review annually and report to the Committee the appropriateness of this Policy Statement for achieving the Plan's stated objectives. It is not expected that this Policy Statement will change frequently. In particular, short-term changes in the financial markets should not require an adjustment in this Policy Statement.

Review of Investment Performance

The Advisor shall report on a quarterly basis to the Committee to review the investment performance of the Plan. In addition, the Advisor will be responsible for keeping the Committee advised of any material change in investment strategy, Managers, and other pertinent information potentially affecting performance of the Plan.

The Advisor shall compare the investment results on a quarterly basis to appropriate peer universe benchmarks, as well as market indices in both equity and fixed income markets. Examples of benchmarks and indexes that will be used include the Russell 3000 Index for broad U.S. equity strategies; S&P 500 Index for large cap U.S. equities, Russell 2000 Index for small cap U.S. equities, MSCI ACWI ex-U.S. Index for broad based non-U.S. equity strategies; MSCI Europe, Australasia, and Far East (EAFE) Index for developed markets international equities, Barclays Capital Aggregate Bond Index for fixed income securities, and the U.S. 91 Day T-bill for cash equivalents. The Russell 3000 Index will be used to benchmark the U.S. equities portfolio; the MSCI ACWI ex-U.S. Index will be used to benchmark the non-U.S. equities portfolio; the Barclays U.S. Aggregate Bond Index will be used to benchmark the fixed income portfolio. The categories "Other" will be benchmarked against appropriate indices depending on the specific characteristics of the strategies and funds used.

Voting of Proxies

The Committee recognizes that proxies are a significant and valuable tool in corporate governance. The voting rights of individual stocks held in separate accounts or collective, common, or pooled funds will be exercised by the investment managers in accordance with their own proxy voting policies. The voting rights of funds will be exercised by the Advisor.

Adoption of Investment Policy Statement

Any changes and exceptions to this Policy Statement will be made in writing and adopted by the Committee. Once adopted, changes and exceptions will be delivered to each Manager, as appropriate, by the Advisor.

Approved by the Sunline Transit Agency Non-Bargaining Retirement Committee:

Chair

Secretary

Date

Date



SunLine Transit Agency
Investment Policy, Pension Funds for
Bargaining Unit Employees
Policy No: B-090298(b)

Adopted: 1/25/06
Revised: 5/24/17

INVESTMENT POLICY STATEMENT

FOR

SUNLINE TRANSIT AGENCY
BARGAINING UNIT EMPLOYEE PENSION PLAN

May 24, 2017

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The Sunline Transit Agency Retirement Committee (the “Committee”) has established the Bargaining Unit Employee Pension Plan (the “Plan”). This Plan is intended to provide funding for the retirement benefits to the bargaining employees of Sunline Transit Agency on the most cost-efficient basis. The Committee hereby adopts this Investment Policy Statement (“Policy Statement”) for the following purposes.

Purpose

The main investment objective of the Plan is to achieve long-term growth of Plan assets by maximizing long-term rate of return on investments and minimizing risk of loss to fulfill the Committee’s stated objectives for the Plan.

The purpose of this Policy Statement is to achieve the following:

1. Document investment objectives, performance expectations and investment guidelines for Plan assets.
2. Establish an appropriate investment strategy for managing all Plan assets, including an investment time horizon, risk tolerance ranges and asset allocation to provide sufficient diversification and overall return over the long-term time horizon of the Plan.
3. Establish investment guidelines to control overall risk and liquidity.
4. Establish periodic performance reporting requirements to monitor investment results and confirm that the investment policy is being followed.
5. Comply with fiduciary, prudence, due diligence and legal requirements for Plan assets.

Investment Authority

The Sunline Transit Agency (“Agency”) has established the Retirement Committee (“Committee”) to oversee certain policies and procedures related to the operation and administration of the Plan. The Committee will have authority to implement the investment policy and guidelines in the best interest of the Agency to best satisfy the purposes of the Plan. In implementing this Policy Statement, the Committee believes it may delegate certain functions to:

1. An investment advisor (“Advisor”) to assist the Committee in the investment process and to maintain compliance with this Policy Statement. The Advisor may assist the Committee in establishing investment policy objectives and guidelines and may also select investments with discretion to purchase, sell, or hold specific securities that will be used to meet the Plan’s investment objectives. The Advisor will: a) adjust asset allocation for the Plan subject to the guidelines and limitations set forth in this Policy Statement; b) select investment managers (“Managers”) and strategies consistent with its role as a fiduciary; c)

monitor and review Managers and measure and evaluate their performance against their peers based upon the performance of the total funds under their direct management; and d) execute other tasks as deemed appropriate in its role as Advisor for Plan assets. The investment vehicles allowed may include mutual funds, commingled trusts, separate accounts, limited partnerships and other investment vehicles deemed to be appropriate by the Advisor. The Advisor shall never take possession of securities, cash or other assets of the Plan, all of which shall be held by the custodian. The Advisor must be registered with the Securities and Exchange Commission.

2. A custodian selected by the Committee to maintain possession of physical securities and records of street name securities owned by the Plan, collect dividend and interest payments, redeem maturing securities, and effect receipt and delivery following purchases and sales. The custodian may also perform regular accounting of all assets owned, purchased, or sold, as well as movement of assets into and out of the Plan.
3. A trustee appointed by the Committee, such as a bank trust department, if the Committee does not have its own Trustees, to assume fiduciary responsibility for the administration of Plan assets; provided, however, that if the Committee shall have appointed an investment advisor, then any trustee appointed under this paragraph shall have no authority with respect to selection of investments.
4. Specialists such as attorneys, auditors, actuaries and, retirement plan consultants to assist the Committee in meeting its responsibilities and obligations to administer Plan assets prudently.

Statement of Investment Objectives

The investment objectives of the Plan are as follows:

1. To invest assets of the Plan in a manner consistent with the following fiduciary standards: (a) all transactions undertaken must be for the sole interest of Plan beneficiaries, and (b) assets are to be diversified in order to minimize the impact of large losses from individual investments.
2. To provide for funding and anticipated withdrawals on a continuing basis for payment of benefits and reasonable expenses of operation of the Plan.
3. To enhance the value of Plan assets in real terms over the long-term through asset appreciation and income generation, while maintaining a reasonable investment risk profile.
4. Subject to performance expectations over the long-term, to minimize principal fluctuations over the Time Horizon (as defined below).
5. To achieve a long-term level of return commensurate with contemporary economic conditions and equal to or exceeding the investment objective set forth in this Policy Statement under the section labeled "Performance Expectations".

Investment Guidelines

Within this section of the Policy Statement, several terms will be used to articulate various investment concepts. The descriptions are meant to be general and may share investments otherwise considered to be in the same asset class. They are:

"Growth Assets" - a collection of investments and/or asset classes whose primary risk and return characteristics are focused on capital appreciation. Investments within the Growth Assets category can include income and risk mitigating characteristics, so long as the predominant investment risk and return characteristic is capital appreciation. Examples of such investments or asset classes are: domestic and international equities or equity funds, certain real estate investments, and hedge funds focused on equity risk mitigation or equity-like returns.

"Income Assets" - a collection of investments and/or asset classes whose primary risk and return characteristics are focused on income generation. Investments within the Income Assets category can include capital appreciation and risk mitigating characteristics, so long as the primary investment risk and return characteristic is income generation. Examples of such investments or asset classes are: fixed income securities, guaranteed investment contracts, certain real estate investments, and hedge funds focused on interest rate risk mitigation or income investment-like returns.

"Real Return Assets" - a collection of investments and/or asset classes whose primary risk and return characteristics are focused on real returns after inflation. Investments within the Real Return category can include inflation protected securities, certain real estate investments and hedge funds.

Time Horizon

The Plan's investment objectives are based on a long-term investment horizon ("Time Horizon") of five years or longer. Interim fluctuations should be viewed with appropriate perspective. The Committee has adopted a long-term investment horizon such that the risks and duration of investment losses are carefully weighed against the long-term potential for appreciation of assets.

Liquidity and Diversification

In general, the Plan may hold some cash, cash equivalent, and/or money market funds for near-term Plan benefits and expenses. Remaining assets will be invested in longer-term investments and shall be diversified with the intent to minimize the risk of long-term investment losses. Consequently, the total portfolio will be constructed and maintained to provide diversification with regard to the concentration of holdings in individual issues, issuers, countries, governments or industries.

Asset Allocation

The Committee believes that to achieve the greatest likelihood of meeting the Plan's investment objectives and the best balance between risk and return for optimal diversification, assets will be invested in accordance with the targets for each asset class as follows to achieve an average total annual rate of return that is equal to or greater than the Plan's target rate of return over the long-term, as described in the section titled "Performance Expectations".

<u>Asset Classes</u>	<u>Asset Weightings</u>	
	<u>Range</u>	<u>Target</u>
Growth Assets		
Domestic Equity	19% - 59%	39%
International Equity	1% - 41%	21%
Other	0% - 20%	0%
Income Assets		
Fixed Income	20% - 60%	40%
Other	0% - 20%	0%
Real Return Assets	0% - 20%	0%
Cash Equivalents	0% - 20%	0%

The Advisor and each Manager will be evaluated against their peers on the performance of the total funds under their direct management.

Rebalancing Philosophy

The asset allocation range established by this Policy Statement represents a long-term perspective. As such, rapid unanticipated market shifts or changes in economic conditions may cause the asset mix to fall outside Policy Statement ranges. When allocations breach the specified ranges, the Advisor will rebalance the assets within the specified ranges. The Advisor may also rebalance based on market conditions.

Risk Tolerance

Subject to investment objectives and performance expectations, the Plan will be managed in a style that seeks to minimize principal fluctuations over the established Time Horizon.

Performance Expectations

Over the long-term, five years or longer, the performance objective for the Plan will be to achieve an average total annual rate of return that is equal to or greater than the Plan's stated total return objective of 7%. Additionally, it is expected that the annual rate of return on Plan assets will be commensurate with the then prevailing investment environment. Measurement of this return expectation will be judged by reviewing returns in the context of industry standard benchmarks, peer universe comparisons for individual Plan investments and blended benchmark comparisons for the Plan in its entirety.

Selection of Investment Managers

The Advisor shall prudently select appropriate Managers to invest the assets of the Plan. Managers must meet the following criteria:

- The Manager must provide historical quarterly performance data compliant with Global Investment Performance Standards (GIPS[®]), Securities & Exchange Commission (“SEC”), Financial Industry Regulatory Agency (“FINRA”) or industry recognized standards, as appropriate.
- The Manager must provide detailed information on the history of the firm, key personnel, support personnel, key clients, and fee schedule (including most-favored-nation clauses). This information can be a copy of a recent Request for Proposal (“RFP”) completed by the Manager or regulatory disclosure.
- The Manager must clearly articulate the investment strategy that will be followed and document that the strategy has been successfully adhered to over time.
- The investment professionals making the investment decisions must have a minimum of three (3) years of experience managing similar strategies either at their current firm or at previous firms.
- Where other than common funds such as mutual funds or commingled trusts are utilized, the Manager must confirm receipt, understanding and adherence to this Policy Statement and any investment specific policies by signing a consent form provided to the Manager prior to investment of Trust assets.

Guidelines for Portfolio Holdings

Direct Investments by Advisor

Every effort shall be made, to the extent practical, prudent and appropriate, to select investments that have investment objectives and policies that are consistent with this Policy Statement (as outlined in the following sub-sections of the “Guidelines for Portfolio Holdings”). However, given the nature of the investments, it is recognized that there may be deviations between this Policy Statement and the objectives of these investments.

Limitations on Managers’ Portfolios

EQUITIES

No more than the greater of 5% or weighting in the relevant index (Russell 3000 Index for U.S. issues and MSCI ACWI ex-U.S. for non-U.S. issues) of the total equity portfolio valued at market may be invested in the common equity of any one corporation; ownership of the shares of one company shall

not exceed 5% of those outstanding; and not more than 40% of equity valued at market may be held in any one sector, as defined by the Global Industry Classification Standard (GICS).

Domestic Equities. Other than the above constraints, there are no quantitative guidelines as to issues, industry or individual security diversification. However, prudent diversification standards should be developed and maintained by the Manager.

International Equities. The overall non-U.S. equity allocation should include a diverse global mix that is comprised of the equity of companies from multiple countries, regions and sectors.

FIXED INCOME

Fixed income securities of any one issuer shall not exceed 5% of the total bond portfolio at time of purchase. The 5% limitation does not apply to issues of the U.S. Treasury or other Federal Agencies. The overall rating of the fixed income assets as calculated by the Advisor shall be investment grade or better, based on the rating of one Nationally Recognized Statistical Rating Organization (“NRSRO”).

OTHER ASSETS (ALTERNATIVES)

Alternatives may consist of non-traditional asset classes such as real estate and investments designed to hedge inflation, when deemed appropriate. The total allocation to other assets may not exceed 20% of the overall portfolio. Prior to adding an allocation to any of the following asset classes, with the exception of publicly-traded mutual fund vehicles, the Advisor shall receive approval from the Agency.

Real Estate: Consists of publicly traded Real Estate Investment Trust (“REIT”) securities and/or non-publicly traded private real estate and shall be diversified across a broad array of property types and geographic locations. Investments of this type are designed to provide a stable level of income combined with potential for price appreciation, particularly in periods of unexpected inflation. For private real estate, the illiquid, long-term nature should be considered. For purposes of asset allocation targets and limitations, publicly traded REITs will be categorized as “Other” under the Growth Assets category. Depending on the investment characteristics of a private real estate fund, the fund will be categorized as “Other” under either the Income Assets category, for example, a core real estate fund, or under the Growth Assets category, for example, an opportunistic real estate fund where capital gains are expected to make up a significant portion of the total return.

Inflation Hedge: Shall consist of pooled vehicles holding among other assets: Treasury Inflation Protected Securities (“TIPS”), commodities or commodity-linked contracts, index-linked derivative contracts, certain real estate or real property funds and the equity of companies in businesses thought to hedge inflation. Inflation hedge assets will be reported in the Real Return Assets category.

CASH EQUIVALENTS

Cash equivalents shall be held in funds complying with Rule 2(a)-7 of the Investment Company Act of 1940.

Portfolio Risk Hedging

Portfolio investments designed to hedge various risks including volatility risk, interest rate risk, etc. are allowed to the extent that the investments are not used for the sole purpose of leveraging Plan assets. One example of a hedge vehicle is an exchange traded fund (“ETF”) which takes short positions.

Prohibited Investments

Except for purchase within authorized investments, securities having the following characteristics are not authorized and shall not be purchased: letter stock and other unregistered securities, warrants, direct commodities or commodity contracts, or private placements (with the exception of Rule 144A securities). Further, derivatives, options, short sales, or futures for the sole purpose of direct portfolio leveraging are prohibited. Direct ownership of real estate, natural resource properties such as oil, gas or timber and the purchase of collectibles is also prohibited.

Safekeeping

All assets of the Plan shall be held by a custodian approved by the Committee for safekeeping of Plan assets. The custodian shall produce statements on a monthly basis, listing the name and value of all assets held, and the dates and nature of all transactions in accordance with the terms in the Plan Agreement. Investments of the Plan not held as liquidity or investment reserves shall, at all times, be invested in interest-bearing accounts. Investments and portfolio securities may not be loaned.

Control Procedures

Review of Investment Objectives

The Advisor shall review annually and report to the Committee the appropriateness of this Policy Statement for achieving the Plan's stated objectives. It is not expected that this Policy Statement will change frequently. In particular, short-term changes in the financial markets should not require an adjustment in this Policy Statement.

Review of Investment Performance

The Advisor shall report on a quarterly basis to the Committee to review the investment performance of the Plan. In addition, the Advisor will be responsible for keeping the Committee advised of any material change in investment strategy, Managers, and other pertinent information potentially affecting performance of the Plan.

The Advisor shall compare the investment results on a quarterly basis to appropriate peer universe benchmarks, as well as market indices in both equity and fixed income markets. Examples of benchmarks and indexes that will be used include the Russell 3000 Index for broad U.S. equity strategies; S&P 500 Index for large cap U.S. equities, Russell 2000 Index for small cap U.S. equities, MSCI ACWI ex-U.S. Index for broad based non-U.S. equity strategies; MSCI Europe, Australasia, and Far East (EAFE) Index for developed markets international equities, Barclays Capital Aggregate Bond Index for fixed income securities, and the U.S. 91 Day T-bill for cash equivalents. The Russell 3000 Index will be used to benchmark the U.S. equities portfolio; the MSCI ACWI ex-U.S. Index will be used to benchmark the non-U.S. equities portfolio; the Barclays U.S. Aggregate Bond Index will be used to benchmark the fixed income portfolio. The categories "Other" will be benchmarked against appropriate indices depending on the specific characteristics of the strategies and funds used.

Voting of Proxies

The Committee recognizes that proxies are a significant and valuable tool in corporate governance. The voting rights of individual stocks held in separate accounts or collective, common, or pooled funds will be exercised by the investment managers in accordance with their own proxy voting policies. The voting rights of funds will be exercised by the Advisor.

Adoption of Investment Policy Statement

Any changes and exceptions to this Policy Statement will be made in writing and adopted by the Committee. Once adopted, changes and exceptions will be delivered to each Manager, as appropriate, by the Advisor.

Approved by the Sunline Transit Agency Retirement Committee - Bargaining:

Chair

Secretary

Date

Date

SunLine Transit Agency

**Investment Policy, Pension Funds
for Non-Bargaining Unit Employees**

Approved by Board of Directors on January 25, 2006

Policy # B-090298(a)

INVESTMENT POLICY STATEMENT

SUNLINE EMPLOYEES RETIREMENT SYSTEM (non-bargaining unit employees)

DATED: February 1, 2006

The following statement is provided by the Retirement Committee of the Plan named above as a means of setting forth the investments of the Plan which includes the asset allocation target, investment objectives and procedures for monitoring the adherence to the directives contained in this Policy Statement.

GENERAL INFORMATION

The Plan listed above exists to provide funding of benefits provided by the Plan. The assets of the Plan are to be invested for the exclusive benefit of participants and their beneficiaries in accordance with the Plan documents and all applicable federal and state law.

The Retirement Committee, with approval of the Board of Directors, may choose a custodian, trustee and/or investment counsel to assist them in performing their obligations to the Plan.

The Retirement Committee shall be guided by general investment principles which shall be reviewed at least annually.

INVESTMENT POLICIES

The financial goal for the Plan is to provide funding for the benefits on the most cost efficient basis to SunLine Transit Agency.

OBJECTIVE: Preservation of principal is the primary objective, followed by assurance of liquidity to meet the cash needs of the plan, and obtaining the maximum investment yield consistent with those objectives.

The Retirement Committee is required to receive approval from the SunLine Board of Directors for this Policy Statement, including any future changes. This requirement shall remain in full force and effect until such time as it is altered by the Board of Directors.

The specific return objective of the Plan is:

To achieve, at a minimum, the Plan's current actuarial rate of return assumption of 7% net of expenses, over a three to five year time horizon.

Any investment manager who, in the future, may be retained by the Retirement Committee, will be afforded discretionary authority under the prudent man rule concept and shall invest assets in accordance with federal and state resolutions affecting the Plan's assets.

The portfolio will be reviewed by the Retirement Committee on a quarterly basis to ensure compliance with the guidelines.

The Retirement Committee has determined that investment of Plan assets will not be permitted in the following:

Warrants, commodities or options, other than U. S. Treasury bonds, notes and futures,

Margin purchases or short sales,

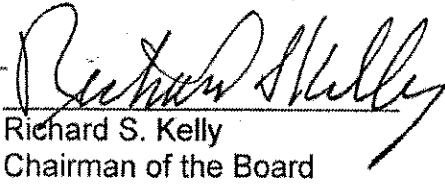
Such other assets as may be specified by the Retirement Committee from time to time.

ASSET ALLOCATION

The Plan's asset allocation target and ranges are as follows:

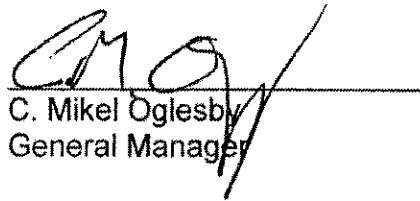
	<u>Target</u>	<u>Range</u>
Equities	60%	35-75%
Fixed Income	40%	25-65%
Cash & Equivalent	0%	0-10%

The Retirement Committee will re-balance the above allocation as necessary when considering the liability of Plan benefits.


Richard S. Kelly
Chairman of the Board

Date: 1-25-06

ATTEST:


C. Mikel Oglesby
General Manager

Date: 1-25-06

SunLine Transit Agency

**Investment Policy, Pension Funds
for Bargaining Unit Employees**

Approved by Board of Directors on January 25, 2006

Policy # B-090298(b)

INVESTMENT POLICY STATEMENT

SUNLINE TRANSIT RETIREMENT INCOME PLAN FOR BARGAINING UNIT PERSONNEL

DATED: February 1, 2006

The following statement is provided by the Retirement Committee of the Plan named above as a means of setting forth the investments of the Plan which includes the asset allocation target, investment objectives and procedures for monitoring the adherence to the directives contained in this Policy Statement.

GENERAL INFORMATION

The Plan listed above exists to provide funding of benefits provided by the Plan. The assets of the Plan are to be invested for the exclusive benefit of participants and their beneficiaries in accordance with the Plan documents and all applicable federal and state law.

The Retirement Committee, with approval of the Board of Directors, may choose a custodian, trustee and/or investment counsel to assist them in performing their obligations to the Plan.

The Retirement Committee shall be guided by general investment principles which shall be reviewed at least annually.

INVESTMENT POLICIES

The financial goal for the Plan is to provide funding for the benefits on the most cost efficient basis to SunLine Transit Agency.

OBJECTIVE: Preservation of principal is the primary objective, followed by assurance of liquidity to meet the cash needs of the plan, and obtaining the maximum investment yield consistent with those objectives.

The Retirement Committee is required to receive approval from the SunLine Board of Directors for this Policy Statement, including any future changes. This requirement shall remain in full force and effect until such time as it is altered by the Board of Directors.

The specific return objective of the Plan is:

To achieve, at a minimum, the Plan's current actuarial rate of return assumption of 7% net of expenses, over a three to five year time horizon.

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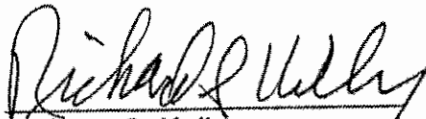
Such other assets as may be specified by the Retirement Committee from time to time.

ASSET ALLOCATION

The Plan's asset allocation target and ranges are as follows:

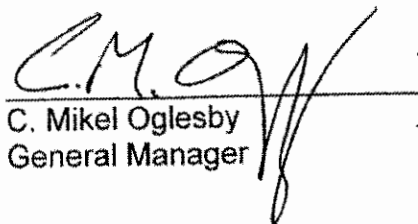
	Target	Range
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Fixed Income	40%	25-65%
Cash & Equivalent	0%	0-10%

The Retirement Committee will re-balance the above allocation as necessary when considering the liability of Plan benefits.


Richard S. Kelly
Chairman of the Board

1-25-06
Date

ATTEST:


C. Mikel Oglesby
General Manager

1-25-06
Date

