



SunLine Transit Agency/
 SunLine Services Group
 June 22, 2022
 12:00 p.m.

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

VIA VIDEOCONFERENCE

Pursuant to California Government Code section 54953(e), the Board of Directors regular meeting will be conducted remotely through Zoom. Please follow the instructions below to join the meeting remotely.

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION

Join Zoom Meeting - from PC, Laptop or Phone

<https://us02web.zoom.us/j/86870942349>

Meeting ID: 868 7094 2349

Teleconference Dial In
 888-475-4499 (Toll Free)
 Conference Number: 868 7094 2349

One tap mobile
 +16699009128,,86870942349#

Phone controls for participants:

The following commands can be used on your phone's dial pad while in Zoom meeting:

- *6 - Toggle mute/unmute
- *9 - Raise hand

For members of the public wishing to submit comment in connection with the Board Meeting: public comment requests may be submitted via email to the Clerk of the Board at clerkoftheboard@sunline.org prior to June 21, 2022 at 5:00 p.m. with your name, telephone number and subject of your public comment (agenda item or non-agenda item). Members of the public may make public comments through their telephone or Zoom connection when recognized by the Chair. Those who have submitted a request to speak by the deadline above will be recognized first, then anyone else who wishes to speak will be provided an opportunity to make public comment. If you send written comments, your comments will be made part of the official record of the proceedings and read into the record if they are received by the deadline above.

ITEM

RECOMMENDATION

In compliance with the Brown Act and Government Code Section 54957.5, agenda materials distributed 72 hours prior to the meeting, which are public records relating to open session agenda items, will be available for inspection by members of the public prior to the meeting at SunLine Transit Agency’s Administration Building, 32505 Harry Oliver Trail, Thousand Palms, CA 92276 and on the Agency’s website, www.sunline.org.

In compliance with the Americans with Disabilities Act, Government Code Section 54954.2, and the Federal Transit Administration Title VI, please contact the Clerk of the Board at (760) 343-3456 if special assistance is needed to participate in a Board meeting, including accessibility and translation services. Notification of at least 48 hours prior to the meeting time will assist staff in assuring reasonable arrangements can be made to provide assistance at the meeting.

ITEM

RECOMMENDATION

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

- a) Capital Projects Update**
(Staff: Rudy Le Flore, Chief Project Consultant)

(PAGE 5-16)

- 5. FINALIZATION OF AGENDA**
- 6. APPROVAL OF MINUTES**

APPROVE

- a) May 25, 2022 Joint Board Meeting**

(PAGE 17-21)

- 7. PUBLIC COMMENTS**

RECEIVE COMMENTS

NON AGENDA ITEMS

Members of the public may address the Board regarding any item within the subject matter jurisdiction of the Board; however, no action may be taken on off-agenda items unless authorized. Comments shall be limited to matters not listed on the agenda. Members of the public may comment on any matter listed on the agenda at the time that the Board considers that matter. Each person’s presentation is limited to a maximum of three (3) minutes.

- 8. BOARD MEMBER COMMENTS**

RECEIVE COMMENTS

- 9. 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.

ITEM

RECOMMENDATION
RECEIVE & FILE

- 9a) Checks \$1,000 and Over Report for April 2022 (PAGE 22-25)
- 9b) Credit Card Statement for April 2022 (PAGE 26-37)
- 9c) Monthly Budget Variance Report for April 2022 (PAGE 38-42)
- 9d) Contracts Signed in Excess of \$25,000 for May 2022 (PAGE 43-44)
- 9e) Union & Non-Union Pension Investment Asset Summary April 2022 (PAGE 45-54)
- 9f) Ridership Report for May 2022 (PAGE 55-58)
- 9g) SunDial Operational Notes for May 2022 (PAGE 59-61)
- 9h) Metrics for May 2022 (PAGE 62-81)
- 9i) Board Member Attendance for May 2022 (PAGE 82-83)
- 9j) SSG/SRA Checks \$1,000 and Over Report for April 2022 (PAGE 84-85)
- 9k) SSG Monthly Budget Variance Report for April 2022 (PAGE 86-88)
- 9l) Taxi Trip Data – May 2022 (PAGE 89-90)

- 9m) Adoption of Resolution to Continue Teleconferencing Meetings (PAGE 91-96)

- 10. ADOPTION OF THE FY23 OPERATING AND CAPITAL BUDGET** (PAGE 97-202)
(Russell Betts, Chair of Finance/Audit Committee;
Staff: Luis Garcia, Controller/Assistant Chief Financial Officer)

- 11. RESOLUTION NO. 0797 TO ADOPT AND AUTHORIZE EXECUTION OF SUNLINE TRANSIT AGENCY RETIREMENT INCOME PLAN FOR TEAMSTERS LOCAL 1932** (PAGE 203-207)
(Russell Betts, Chair of Finance/Audit Committee;
Staff: Luis Garcia, Controller/Assistant Chief Financial Officer)

- 12. ZERO EMISSION TECHNICAL SUPPORT AGREEMENT** (PAGE 208-209)
(Russell Betts, Chair of Finance/Audit Committee;
Staff: Rudy Le Flore, Chief Project Consultant)

- 13. APPROVE GRANT FOR SUNLINE WEST COAST CENTER OF EXCELLENCE IN ZERO EMISSION TECHNOLOGY & RENEWABLE ENERGY** (PAGE 210-211)
(Russell Betts, Chair of Finance/Audit Committee;
Staff: Harman Singh, Deputy Chief Performance Officer)

- | <u>ITEM</u> | <u>RECOMMENDATION</u> |
|---|----------------------------------|
| 14. ADOPT FY23-25 SHORT RANGE TRANSIT PLAN (SRTP)
(Robert Radi, Chair of Strategic Planning & Operational Committee;
Staff: Rohan Kuruppu, Chief Planning Consultant) | APPROVE
(PAGE 212-383) |
| 15. ADOPTION OF SUNLINE REGULATORY ADMINISTRATION FY23 BUDGET
(Charles Townsend, Chair of Taxi Committee;
Staff: Luis Garcia, Controller/Assistant Chief Financial Officer) | APPROVE
(PAGE 384-396) |
| 16. ELECTION OF OFFICERS
(Glenn Miller, Chairperson of the Board) | APPROVE
(PAGE 397-399) |
| 17. MOBILE HYDROGEN FUELING SYSTEM
(Russell Betts, Chair of Finance/Audit Committee;
Staff: Rudy Le Flore, Chief Project Consultant) | INFORMATION
(PAGE 400) |
| 18. GENERAL COUNSEL'S REPORT | |
| 19. CEO/GENERAL MANAGER'S REPORT | |
| 20. CLOSED SESSION | |
| a) <u>CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION</u>
Pursuant to Government Code section 54956.9(d)(1)
Three (3) Matters:

Odeimys Martinez v. SunLine Transit TS2010

Joanna Connolly v. SunLine Transit TS2019

Bellamy v. SunLine Transit TS1928 | |
| b) <u>CONFERENCE WITH LABOR NEGOTIATORS</u>
Pursuant to Government Code section 54957.6
Agency designated representatives: Lauren Skiver, CEO/GM SunLine, Irma Rodriguez Moisa, Special Legal Counsel
Employee organizations: Amalgamated Transit Union Local 1277 | |
| c) <u>PUBLIC EMPLOYEE PERFORMANCE EVALUATION</u>
Pursuant to Government Code section 54957 (b)
Position Title: CEO/General Manager | |
| 21. NEXT MEETING DATE

July 22, 2022 at 12 p.m. | |
| 22. ADJOURN | |



CAPITAL PROJECTS UPDATE

Rudy Le Flore
Chief Project Consultant

June 22, 2022

Total Capital Program

Total Capital Investments
\$62,090,783

20 Active Projects

9 Public Works Projects



Successful Discretionary Grants Awarded: \$22.65M

May 2021 – June 2022

10 CNG Bus Rehab & 4 Hydrogen Fuel Cell Buses

- Bus and Bus Facilities \$8.4M

5 Hydrogen Fuel Cell Buses

- EPA AQMD \$5.4M
- California's Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) Rebate \$1.2M

Liquid Hydrogen Station

- California Energy Commission \$4.9M



Successful Discretionary Grants Awarded: \$22.65M

May 2021 – June 2022 (Continued)

5 Hydrogen Fuel Cell Buses

- VW Mitigation Funds \$2M

WCCoE Training – Pending Contract Execution

- California Energy Commission \$500K

WCCoE Training

- California Air Resources Board \$250K



Major Public Works FY22 Completed Projects



CNG Fueling Facility

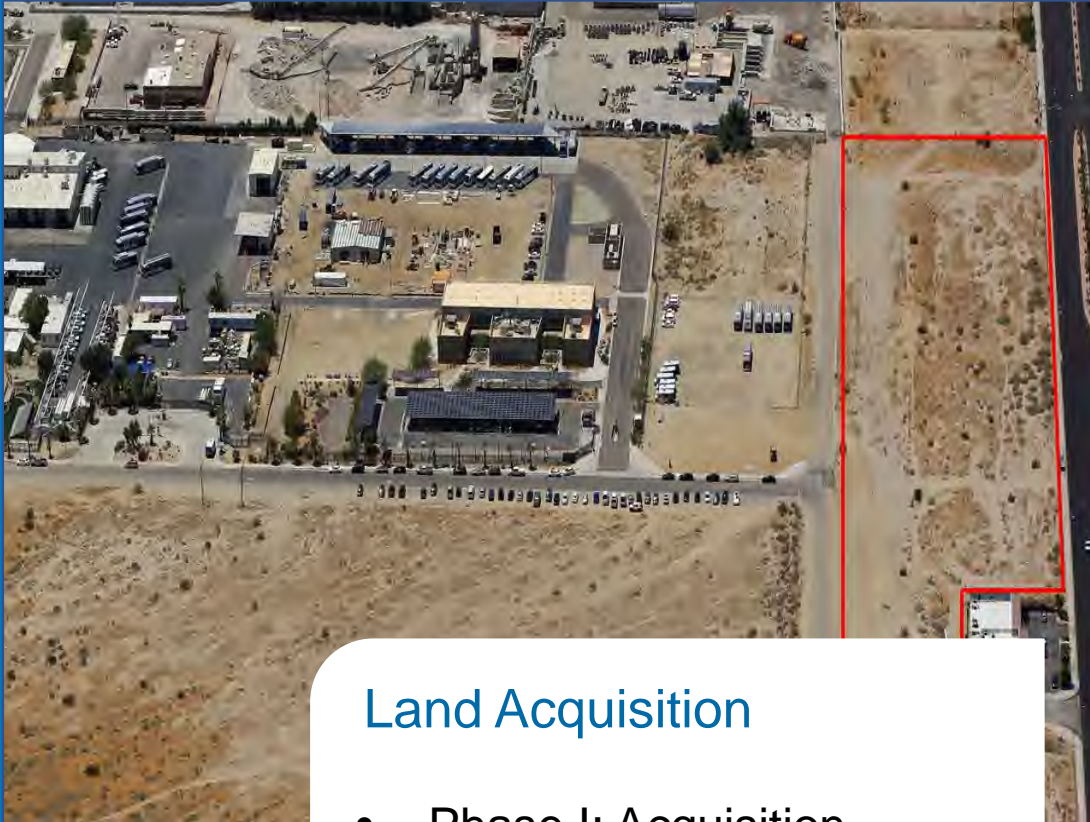
- General Construction Contract \$6.5M
- One Change Order for \$140K (2.15% of contract value)



Operations Facility

- General Construction Contract \$6.4M
- Change Orders \$7K (0.1% of contract value)

Phased Project Approach



Land Acquisition

- Phase I: Acquisition
- Phase II: Solar to Microgrid Infrastructure Improvement



Intelligent Transportation System

- Phase I: Radio Replacement
- Phase II: Automated Passenger Counters, Automated Vehicle Location and Computer Aided Dispatch

Utilization of Technical Support

- 1 Technical Assistance for Zero Emission Projects
- 2 Manage Low Carbon Fueling Standard (LCFS) Credits
- 3 Competitive Grant Writing
- 4 Legislative Services
- 5 Additional Public Works Projects



Grant Application Submissions

2 Low No Grants Submitted

- Electric Buses (6) & Chargers (3)
 - Grant Request: \$7,146,792
- Liquid Hydrogen Station and Fuel Cell Buses (3)
 - Grant Request: \$7,819,257

1 Bus and Bus Facilities Grant Submitted

- Solar Microgrid to Hydrogen Project
 - Grant Request: \$8,495,740





Grant Application Submissions (Continued)

2 Potential Earmarks

- Congressman Ruiz submitted the Public Fueling Station
 - Submitted to House Appropriations Committee: \$2,500,000
- Senator Padilla submitted the Solar Microgrid to Hydrogen Project
 - Submitted to House Appropriations Committee: \$7,915,000

1 CalSTA

- Over the Road Coach
 - Grant Request: \$4,893,200



Thank
you!




Total Capital Program

Projects Update			
Project Title	Brief Description	Funding	
1	Five (5) Hydrogen Buses & On-Site Hydrogen Fueling Station	This project deployed five (5) new 40-foot fuel cell electric buses along with the upgrade of SunLine's existing hydrogen refueling station with a new electrolyzer.	\$ 15,571,561.00
2	Replacement Operations Facility	The new replacement Operations Facility allowed operators to move to a state of the art facility at Division I.	\$ 8,100,000.00
3	CNG Fueling Station	The new CNG station located at Division I replaced the existing station that had exceeded its useful life.	\$ 8,000,778.00
4	Purchase Five (5) New Flyer Fuel Cell Buses (SCAQMD Airshed Project)	This project is for the purchase of five (5) 40-foot fuel cell fixed route buses that will replace CNG buses.	\$ 6,794,635.00
5	Purchase of Five (5) New Flyer Fuel Cell Buses (VW Mitigation)	This project is for the purchase of five (5) 40-foot fuel cell fixed route buses that will replace CNG buses.	\$ 5,995,922.00
6	Liquid Hydrogen Station Project	The new liquid hydrogen station will include liquid storage, compression equipment, gaseous storage and dispensing, providing both additional capacity and resiliency for the existing fueling infrastructure. The new station will be capable of dispensing fuel at 350 and 700 bar.	\$ 5,161,250.00
7	Center of Excellence Facility	This project is for the construction of a facility to serve as a training center and maintenance bay for the zero emission vehicles.	\$ 3,097,654.00
8	Purchase of 15 Paratransit Vehicles	This project is to procure 15 Paratransit vehicles to replace old vehicles that have exceeded their useful life.	\$ 2,375,076.00
9	Land Acquisition	Land acquisition of approximately 5.87 acres, located north of SunLine's Division I in Thousand Palms. This property will position the Agency to provide improved operational choices for its customers and support the Agency's zero emission technology expansion.	\$ 2,100,000.00
10	Coachella Hub	This project is in conjunction with a grant awarded to SunLine as part of the Affordable Housing Sustainability Community Grant. SunLine, along with the City of Coachella, will construct sustainable transportation infrastructure to provide transportation related amenities.	\$ 1,313,500.00
11	Radio Replacement for Fixed Route Buses - Phase I	This project will allow the replacement of the current radio system from analog to cellular services that will improve the day-to-day operational communications of SunLine's Transportation department.	\$ 997,500.00
12	Purchase of MCI Commuter Bus	This project will allow the purchase of one (1) additional MCI bus to meet the needs of the Agency.	\$ 950,000.00
13	SoCalGas/Hydrogen Demonstration Project	SunLine, in partnership with the Southern California Gas Company, will install, test, monitor, and demonstrate a Steam Methane Reformer (SMR) in various operating conditions.	\$ 600,000.00

	Project Title	Brief Description	Funding
14	Operations Facility IT Equipment	The project focuses on the purchase of information technology equipment such as servers, switches and battery backup systems for the new Operations Facility.	\$ 230,291.00
15	Purchase of Driving Simulator	This project allowed the purchase and installation of a bus simulator at the Operations Facility.	\$ 200,000.00
16	Purchase of Five (5) Replacement Zero Emission Relief Cars	This project allowed the purchase of five (5) replacement Chevy Bolt 2021 cars and charging infrastructure.	\$ 196,866.00
17	Purchase Shop Service CNG Vehicles	This project is for the purchase of a shop service vehicle to support the Maintenance and Transportation departments.	\$ 119,750.00
18	Modular Trailer Demolition	This project is for the demolition of trailers, formerly occupied by Transportation department staff, that have exceeded their useful life.	\$ 110,000.00
19	SunRide Microtransit Pilot – Software Application Technology	This project allowed the purchase of a microtransit software application and professional services for the Agency’s SunRide microtransit program.	\$ 77,000.00
20	H2Ride	This project will support the make ready costs for the demonstration of four (4) 22-foot hydrogen fuel cell shuttle buses.	\$ 99,000.00

TOTAL \$ 62,090,783.00

 Public Works Projects: Construction, alteration, demolition, installation, or repair work done under contract and paid in whole or in part out of public funds.

MINUTES

Joint SunLine Transit Agency/SunLine Services Group Board of Directors Meeting May 25, 2022

A joint regular meeting of the SunLine Transit Agency and SunLine Services Group Board of Directors was held at 12:00 p.m. on Wednesday, May 25, 2022 via Zoom videoconference, pursuant to California Government Code section 54953(e).

1. CALL TO ORDER

The meeting was called to order at 12:00 p.m. by Chairperson Glenn Miller.

2. FLAG SALUTE

Board Member Betts led the pledge of allegiance.

3. ROLL CALL

Members Present:

Glenn Miller, Chair, SunLine Agency Board Member, City of Indio
Lisa Middleton, Vice-Chair, SunLine Agency Board Member, City of Palm Springs
Nancy Ross, SunLine Agency Board Member, City of Cathedral City
Denise Delgado, SunLine Agency Board Member, City of Coachella*
Russell Betts, SunLine Agency Board Member, City of Desert Hot Springs
Dana Reed, SunLine Agency Board Member, City of Indian Wells
John Peña, SunLine Agency Board Member Alternate, City of La Quinta
Kathleen Kelly, SunLine Agency Board Member, City of Palm Desert
Charles Townsend, SunLine Agency Board Member, City of Rancho Mirage
Supervisor V. Manuel Perez, SunLine Agency Board Member, County of Riverside*

**Joined the meeting after it was called to order.*

4. PRESENTATIONS

None

5. FINALIZATION OF AGENDA

No changes to the agenda.

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
BOARD OF DIRECTORS MEETING - MINUTES
MAY 25, 2022**

6. APPROVAL OF MINUTES FOR THE JOINT STA/SSG APRIL 22, 2022 BOARD MEETING

Board Member Betts moved to approve the minutes of the April 22, 2022 Joint STA/SSG Board meeting. The motion was seconded by Board Member Radi. The motion was approved by a unanimous vote of 9 yes; 0 no; 0 abstain; 1 absent

**Board Member Delgado joined the meeting at 12:09 pm.*

7. PUBLIC COMMENTS

Four (4) public comments were made by:

- Anthony Garcia
- Arturo Aguilar
- Joey Raeck
- Valerie Diss

8. BOARD MEMBER COMMENTS

Board Member Comments were made by:

- Board Member Middleton

9. CONSENT CALENDAR

Board Member Townsend moved to approve the consent calendar. The motion was seconded by Board Member Alternate Peña. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

10. PURCHASE OF THREE (3) MICROTRANSIT ADA ACCESSIBLE MINI VANS

Finance/Audit Committee Chair Betts reported that this item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Member Betts moved to approve the Purchase of Three (3) Microtransit ADA Accessible Mini Vans. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

11. AWARD OF CONTRACT FOR SECURITY GUARD SERVICES

Finance/Audit Committee Chair Betts reported that that this item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Member Betts moved to approve the Award of Contract for Security Guard Services. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

12. THOUSAND PALMS LAND ACQUISITION

Finance/Audit Committee Chair Betts reported that that this item was brought to the committee and they unanimously approved the item.

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
BOARD OF DIRECTORS MEETING - MINUTES
MAY 25, 2022**

Board Member Comments were made by:

- Board Member Ross, City of Cathedral City

SunLine Transit Agency Board Member Betts moved to approve the Thousand Palms Land Acquisition. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

13. ADOPTION OF RESOLUTION TO CONTINUE TELECONFERENCE MEETINGS

Board Operations Committee Chair Townsend reported that this item was brought to the committee. An oral report was provided by Eric Vail, General Counsel on this action item.

Board Member Comments were made by:

- Board Member Reed, City of Indian Wells
- Board Chair Miller, City of Indio
- Board Member Kelly, City of Palm Desert
- Board Member Alternate Peña, City of La Quinta

SunLine Transit Agency Board Member Townsend moved to approve the Adoption of Resolution to Continue Teleconference Meetings. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

14. UPCOMING ELECTION OF OFFICERS

An oral report was provided by Edith Hernandez, Clerk of the Board/Special Assistant to the CEO on this information item.

**Supervisor V. Manuel Perez joined the meeting at 12:28 pm in lieu of Board Member Alternate Cooper who had joined the meeting until the Supervisor was in attendance.*

15. REVIEW AND DISCUSSION OF SUNLINE FUNDING AND THE DRAFT FY23 OPERATING AND CAPITAL BUDGET

Finance/Audit Committee Chair Betts reported that this discussion item was brought to the committee. An oral report was provided by Luis Garcia, Controller/Assistant Chief Financial Officer on this discussion item.

Board Member comments and questions were made by:

- Board Member Betts, City of Desert Hot Springs
- Board Member Townsend, City of Rancho Mirage
- Board Member Middleton, City of Palm Springs

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
BOARD OF DIRECTORS MEETING - MINUTES
MAY 25, 2022**

16. REVIEW AND DISCUSSION OF THE DRAFT FY23-25 SHORT RANGE TRANSIT PLAN (SRTP)

Strategic Planning & Operational Committee Member Peña reported that this discussion item was brought to the committee.

17. REVIEW AND DISCUSSION OF SUNLINE REGULATORY ADMINISTRATION DRAFT FY23 BUDGET

Taxi Committee Chair Townsend reported that this discussion item was brought to the committee. An oral report was provided by Luis Garcia, Controller/Assistant Chief Financial Officer on this discussion item.

18. GENERAL COUNSEL'S REPORT

General Counsel had no updates to report.

19. CEO/GENERAL MANAGER'S REPORT

CEO/General Manager, Lauren Skiver, provided a brief oral report.

20. CLOSED SESSION

a) **CONFERENCE WITH LABOR NEGOTIATORS**

Pursuant to Government Code section 54957.6

Agency designated representatives: Lauren Skiver, CEO/GM SunLine, Irma Rodriguez Moisa, Special Legal Counsel

Employee organizations: Amalgamated Transit Union Local 1277

- a) General Counsel, Eric Vail reported that the Board received briefing and direction, and other than that there was no reportable action taken.

b) **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to Government Code section

54956.9(d)(2)

One (1) matter

- b) General Counsel, Eric Vail reported that the Board received briefing and direction of this case, other than that there was no reportable action taken.

c) **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Pursuant to Government Code section 54957 (b)

Position Title: CEO/General Manager

- c) General Counsel, Eric Vail reported that the Board requested a notice be sent to the Board Members who have not completed the evaluation and staff provide assistance as needed.

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
BOARD OF DIRECTORS MEETING - MINUTES
MAY 25, 2022**

21. NEXT MEETING DATE

June 22, 2022 at 12 p.m.

22. ADJOURN

The SunLine Services Group and SunLine Transit Agency meeting was concurrently adjourned at 1:45 p.m. in honor of the Uvalde school shooting victims, following a moment of silence led by Board Chair Miller.

Respectfully Submitted,

Edith Hernandez
Clerk of the Board

A recording of the May 25, 2022 Board proceedings is available [here](#).

SunLine Transit Agency**CONSENT CALENDAR**

DATE: June 22, 2022

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Checks \$1,000 and Over Report April 2022

Summary:

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

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

<i>Vendor</i>	<i>Check #</i>	<i>Amount</i>
<i>Cannon Design Builders, Inc.</i>	<i>689187</i>	<i>\$55,343.22</i>

Recommendation:

Receive and file.

**SunLine Transit Agency
Checks \$1,000 and Over
April 2022**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
CALPERS	Group Health Premiums	689254	04/20/2022	364,641.37
PERMA - INSURANCE	General Liability & Workers Comp Premium	689216	04/13/2022	192,809.41
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	689237	04/13/2022	115,253.36
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	689298	04/20/2022	113,207.56
IMPERIAL IRRIGATION DIST	Utilities	689203	04/13/2022	99,220.39
ELEMENT MARKETS RENEWABLE ENERGY, LLC	Utilities	689336	04/28/2022	72,889.51
SO CAL GAS CO.	Utilities	689374	04/28/2022	57,923.66
CANNONDESIGN BUILDERS, INC.	WIP- Operation Facility	689187	04/13/2022	55,343.22
ROBERT HALF	Temporary Help	689222	04/13/2022	33,438.02
MUTUAL OF OMAHA INSURANCE COMPANY	Supplement Benefits LTD/STD/LIFE Ins Prem	689277	04/20/2022	29,986.60
BURKE, WILLIAMS & SORENSEN, LLP	Legal Service	689320	04/28/2022	25,968.66
MICHELIN NORTH AMERICA, INC.	Lease Tires Services	689355	04/28/2022	25,031.13
THE LEFLORE GROUP LLC	Projects Consultant	689369	04/28/2022	21,139.87
WSP USA INC.	TDM & Vanpool Program	689386	04/28/2022	20,222.20
AGREEMENT DYNAMICS, INC.	Legal Service	689178	04/13/2022	19,981.85
C.E. MECHANICAL, INC.	WIP- Fixed Assets-Facility Improvement	689322	04/28/2022	17,920.00
TEC EQUIPMENT, INC.	Inventory Repair Parts	689376	04/28/2022	17,141.28
ROBERT HALF	Temporary Help	689291	04/20/2022	14,941.52
HDR ENGINEERING, INC.	Consulting	689201	04/13/2022	13,720.96
CUMMINS SALES AND SERVICE	Inventory Repair Parts	689329	04/28/2022	13,336.29
IMPERIAL IRRIGATION DIST	Utilities	689156	04/07/2022	12,787.22
UNUM	Group Dental & Vision Premiums	689294	04/20/2022	12,419.32
VERIZON WIRELESS	Wireless Telephone Service	689172	04/07/2022	11,367.32
ATKINSON, ANDELSON, LOYA RUUD AND ROMO	Legal Service	689183	04/13/2022	10,582.00
DYNAMIC BUILDING MAINTENANCE INC	Janitorial Services	689151	04/07/2022	9,240.00
NFI PARTS	Inventory Repair Parts	689308	04/28/2022	8,648.61
MOTOR COACH INDUSTRIES, INC.	Bus lease	689206	04/13/2022	8,081.25
HD INDUSTRIES	Inventory Repair Parts	689269	04/20/2022	8,058.77
ADMIRAL SECURITY SERVICES, INC.	Security Guard Services	689307	04/28/2022	7,808.32
ANDREA CARTER & ASSOCIATES	Marketing & Communication Services	689248	04/20/2022	7,600.00
PRUDENTIAL OVERALL SUPPLY	Uniforms	689163	04/07/2022	7,564.48
CALIFORNIA HYDROGEN BUSINESS COUNCIL	Membership & Subscriptions	689324	04/28/2022	7,500.00
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	689281	04/20/2022	7,089.01
NFI PARTS	Inventory Repair Parts	689177	04/13/2022	7,050.28
FONTANA RADIATOR SERVICE, INC.	Repair Parts-Fuel Cell	689340	04/28/2022	6,731.79
US BANK VOYAGER FLEET SYSTEMS	Unleaded/Diesel Fuel	689171	04/07/2022	6,699.53
DNSFILTER, INC.	Computer/Network Software Agreement	689193	04/13/2022	6,528.00
TRANSIT PRODUCTS & SERVICES	Inventory Repair Parts	689235	04/13/2022	6,480.00
AMALGAMATED TRANSIT UNION	Union Dues	689181	04/13/2022	6,232.92

**SunLine Transit Agency
Checks \$1,000 and Over
April 2022**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
AMALGAMATED TRANSIT UNION	Union Dues	689247	04/20/2022	6,111.84
AVAIL TECHNOLOGIES	Inventory Repair Parts	689250	04/20/2022	6,000.63
BEST BUY BUSINESS ADVANTAGE ACCOUNT	WIP-Operations Facility-IT Equipment	689357	04/28/2022	5,695.15
SC FUELS	Lubricants- Oil	689293	04/20/2022	5,647.28
CREATIVE BUS SALES, INC,	Inventory Repair Parts	689257	04/20/2022	5,491.59
FRANKLIN TRUCK PARTS, INC	Inventory Repair Parts	689198	04/13/2022	5,380.57
GLORIA G. SALAZAR	Consulting	689345	04/28/2022	5,202.92
PREMIER SECURITY INC	WIP- Misc Maintenance Equipment Projects	689162	04/07/2022	5,188.53
TYLER TECHNOLOGIES, INC.	Contracted Services	689380	04/28/2022	5,015.00
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	689225	04/13/2022	4,964.69
ELDORADO NATIONAL (CALIFORNIA), INC.	Inventory Repair Parts	689260	04/20/2022	4,565.74
SO CAL GAS CO.	Utilities	689227	04/13/2022	4,523.94
JESSE FRESCAS JR.	Public Works Technical Support	689159	04/07/2022	4,480.00
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	689362	04/28/2022	4,195.53
TPX COMMUNICATIONS	Communication Service	689377	04/28/2022	4,006.79
BEST BEST & KRIEGER LLP	Legal Services	689318	04/28/2022	3,937.50
DESERT AIR CONDITIONING, INC.	Contract Services	689150	04/07/2022	3,824.00
BROADLUX, INC.	Contract Services	689319	04/28/2022	3,726.00
TIME WARNER CABLE	Utilities	689233	04/13/2022	3,548.65
SPORTWORKS NORTHWEST, INC.	Repair Parts-Fixed Route	689375	04/28/2022	3,510.59
RIDECO US INC	SunRide Ride Share Expenses	689164	04/07/2022	3,401.26
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	689387	04/28/2022	3,328.50
RIDECO US INC	SunRide Ride Share Expenses	689366	04/28/2022	3,215.86
DOUG WALL CONSTRUCTION	WIP-CNG Station	689152	04/07/2022	2,965.59
PRUDENTIAL OVERALL SUPPLY	Uniforms	689286	04/20/2022	2,895.38
IMPERIAL IRRIGATION DIST	Utilities	689347	04/28/2022	2,887.09
ATKINSON, ANDELSON, LOYA RUUD AND ROMO	Legal Services	689145	04/07/2022	2,849.00
SERVEXO	Security Services	689166	04/07/2022	2,847.00
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	689186	04/13/2022	2,732.30
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	689253	04/20/2022	2,732.30
DESERT URGENT CARE	Medical Exams & Testing	689157	04/07/2022	2,670.00
ADMIRAL SECURITY SERVICES, INC.	Security Guard Services	689176	04/13/2022	2,595.29
BUREAU VERITAS NORTH AMERICA	Inventory Repair Parts	689184	04/13/2022	2,503.19
CALIFORNIA DEPARTMENT OF TAX & FEE	Quarterly Used Sale Tax	689323	04/28/2022	2,501.00
B&H PHOTO-VIDEO	Advertising	689316	04/28/2022	2,490.35
VAN DE POL PETROLEUM	Lubricants- Oil	689384	04/28/2022	2,431.80
SOCALGAS	Utilities	689228	04/13/2022	2,276.11
VALLEY OFFICE EQUIPMENT, INC.	Copier Service	689240	04/13/2022	2,240.35
FORENSIC DRUG TESTING SERVICES	Alcohol & Drug Testing	689341	04/28/2022	2,103.00

**SunLine Transit Agency
Checks \$1,000 and Over
April 2022**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
FULTON DISTRIBUTING	Bus Stop Supplies	689333	04/28/2022	2,085.43
YELLOW CAB OF THE DESERT	Taxi Voucher Program	689306	04/20/2022	2,041.20
SC FUELS	Lubricants- Oil	689372	04/28/2022	2,030.66
GILLIG LLC	Inventory Repair Parts	689267	04/20/2022	1,959.80
TRAPEZE SOFTWARE GROUP INC.	WIP- Trapeze Upgrade	689378	04/28/2022	1,939.00
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	689146	04/07/2022	1,750.86
GRAINGER	Inventory Repair Parts	689346	04/28/2022	1,749.53
AIR & LUBE SYSTEMS INC	Contract Services	689310	04/28/2022	1,681.50
ALPHA MEDIA LLC	Advertising	689246	04/20/2022	1,671.00
INLAND EMPIRE COLLISION	Repair Claims	689230	04/13/2022	1,637.48
CARQUEST AUTO PARTS STORES	Inventory Repair Parts	689188	04/13/2022	1,557.09
IMPERIAL IRRIGATION DIST	Utilities	689270	04/20/2022	1,541.02
FRONTIER COMMUNICATIONS	Utilities	689342	04/28/2022	1,525.00
MILE3 WEB DEVELOPMENT	Website Maintenance	689276	04/20/2022	1,470.00
SERVEXO	Security Services	689226	04/13/2022	1,423.50
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	689147	04/07/2022	1,415.65
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	689370	04/28/2022	1,353.44
ROMAINE ELECTRIC CORP.	Inventory Repair Parts	689223	04/13/2022	1,297.00
CREATIVE BUS SALES, INC,	Inventory Repair Parts	689191	04/13/2022	1,220.42
JACKSON LEWIS P.C.	Insurance Loss	689348	04/28/2022	1,209.00
QUICK FIX AUTO GLASS	Repair Parts-Fixed Route	689179	04/13/2022	1,200.00
HOME DEPOT CREDIT SERVICES	Facility Maintenance	689202	04/13/2022	1,191.74
JEFF GUIDRY	Travel-Meeting/Seminars	689158	04/07/2022	1,189.21
ELDORADO NATIONAL (CALIFORNIA), INC.	Inventory Repair Parts	689335	04/28/2022	1,098.56
PLAZA TOWING, INC.	Towing Service	689365	04/28/2022	1,070.00
MSC INDUSTRIAL SUPPLY CO	Shop Supplies Misc	689356	04/28/2022	1,064.14
GILLIG LLC	Inventory Repair Parts	689343	04/28/2022	1,000.85
QUADIENT FINANCE USA, INC.	Postage	689287	04/20/2022	1,000.00
Total Checks Over \$1,000	\$1,670,641.07			
Total Checks Under \$1,000	\$40,178.84			
Total Checks	\$1,710,819.91			

SunLine Transit Agency

CONSENT CALENDAR

DATE: June 22, 2022

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Credit Card Statements for April 2022

Summary:

The attached report summarizes the Agency's credit card expenses for April 2022. Credit card transactions through the CEO/General Manager credit card align with the statement closing dates of May 3, 2022. The report also summarizes transactions for the credit card utilized for Procurement which aligns with the statement closing date of April 30, 2022, for the reporting period.

Recommendation:

Receive and file.

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 5/3/2022

Name on Card: Lauren Skiver

Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1 4/5/2022	4/5/2022	P&O CAB	P&O Cab Fare for the World Hydrogen North American in Houston, TX; Lauren Skiver, CEO/General Manager <i>*Receipt pending*</i>		\$70.00
2 4/12/2022	4/12/2022	CTAA	CTAA Expo Conference May 10-14, 2022 - Registration; Lauren Skiver, CEO/General Manager; Isabel Acosta, Chief Transportation Officer		\$970.00
3 4/14/2022	4/14/2022	Expedia	Expedia Booking Fee for Flight from Palm Springs, CA to Louisville, KY for Travel to CTAA Expo Conference in Kentucky; Isabel Acosta, Chief Transportation Officer		\$12.53
4 4/14/2022	4/14/2022	United Airlines	United Airlines Flight from Louisville, KY to Palm Springs, CA for Travel from CTAA Expo Conference in Kentucky; Isabel Acosta, Chief Transportation Officer		\$628.60
5 4/14/2022	4/14/2022	SurveyMonkey	SurveyMonkey - One (1) Year Subscription Renewal; CEO/General Manager Performance Evaluation		\$384.00
6 4/14/2022	4/14/2022	American Airlines	American Airlines Flight from Palm Springs, CA Louisville, KY for Travel to CTAA Expo Conference in Kentucky; Isabel Acosta, Chief Transportation Officer		\$765.60
7 4/15/2022	4/15/2022	Panera	Panera Catering Order; Lunch budget meeting with Chiefs		\$132.73
8 4/18/2022	4/18/2022	American Airlines	American Airlines Roundtrip Flight from Ontario, CA to Columbus, OH for Travel to APTA Mobility Conference in Ohio; Frank Rytych, Chief Maintenance Officer's Preferred Seating		\$45.23
9 4/18/2022	4/18/2022	American Airlines	American Airlines Roundtrip Flight from Ontario, CA to Columbus, OH for Travel to APTA Mobility Conference in Ohio; Frank Rytych, Chief Maintenance Officer		\$886.19
10 4/19/2022	4/19/2022	Staples	Staples office supplies - Earth Day Farebox Labels		\$47.40
11 4/19/2022	4/19/2022	Marriott	CALACT 2022 Spring Conference & Expo in Newport Beach, CA - Lodging for 3 Nights; Lauren Skiver, CEO/General Manager		\$608.76
12 4/19/2022	4/19/2022	Marriott	CALACT 2022 Spring Conference & Expo in Newport Beach, CA - Lodging for 3 Nights; Vanessa Mora, Chief Safety Officer		\$608.76
13 4/22/2022	4/22/2022	Hyatt Regency	APTA Mobility Conference in Columbus, OH - Lodging for 3 Nights; Frank Rytych, Chief Maintenance Officer		\$1,090.18
14 4/23/2022	4/23/2022	Marriott	CALACT 2022 Spring Conference & Expo in Newport Beach, CA - Lodging for 5 Nights; Tamara Miles, Chief of Human Relations		\$958.10

	Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
15	4/23/2022	4/23/2022	Marriott	CALACT 2022 Spring Conference & Expo in Newport Beach, CA - Lodging for 4 Nights; Frank Rytych, Chief Maintenance Officer		\$766.48
16	4/26/2022	4/26/2022	APTA	APTA Mobility Conference May 1-4, 2022 - Registration; Frank Rytych, Chief of Maintenance		\$1,100.00
17	4/28/2022	4/28/2022	CTAA	CTAA Expo Conference May 10-14, 2022 - Registration; Marina Blackstone, Transportation Services Lead		\$485.00
18	4/28/2022	4/28/2022	Expedia	Expedia Booking Fee for Flight from Palm Springs, CA to Louisville, KY for Travel to CTAA Expo Conference in Kentucky; Marina Blackstone, Transportation Services Lead		\$11.75
19	4/28/2022	4/28/2022	United Airlines	United Airlines Flight from Louisville, KY to Palm Springs, CA for Travel from CTAA Expo Conference in Kentucky; Marina Blackstone, Transportation Services Lead		\$726.60
20	4/28/2022	4/28/2022	United Airlines	United Airlines Roundtrip Flight from Palm Springs, CA to Louisville, KY for Travel to CTAA Expo Conference in Kentucky; Lauren Skiver, CEO/General Manager		\$1,333.19
21	4/28/2022	4/28/2022	Marriott Marquis	World Hydrogen North America in Texas - Lodging for 3 Nights; Lauren Skiver, CEO/General Manager		\$838.89
22	4/28/2022	4/28/2022	American Airlines	American Airlines Flight from Palm Springs, CA to Louisville, KY for Travel to CTAA Expo Conference in Kentucky; Marina Blackstone, Transportation Services Lead		\$583.60
23	4/28/2022	4/28/2022	American Airlines	American Airlines Roundtrip Flight from Palm Springs, CA to Chicago, IL for Travel to Leadership APTA Conference; Brittney Sowell, Chief of Staff <i>*Trip canceled; future credits provided*</i>		\$753.20
Credits and Charges:					\$0.00	\$13,806.79



CONSOLIDATED BILLING CONTROL ACCOUNT STATEMENT

Prepared For	SUNLINE TRANSIT LUIS GARCIA
Account Number	[REDACTED]
Statement Closing Date	05/03/22
Days in Billing Cycle	30
Next Statement Date	06/03/22

For Customer Service Call:
800-231-5511

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

Credit Line	\$40,000
Available Credit	\$26,193

Payments:
Elite Card Payment Center PO Box 77066
Minneapolis, MN 55480-7766

Payment Information

New Balance	\$13,806.79
Current Payment Due (Minimum Payment)	\$691.00
Current Payment Due Date	05/28/22

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		\$10,156.69
Credits	-	\$0.00
Payments	-	\$10,156.69
Purchases & Other Charges	+	\$13,806.79
Cash Advances	+	\$0.00
Finance Charges	+	\$0.00
New Balance	=	\$13,806.79

Wells Fargo Cash Back SM Program Summary

Previous Cash Back Balance		\$152.35
Cash Earned this Month		\$207.10
Trades From Other Company Cards		\$0.00
Bonus/Adjustments		\$0.00
Cash Back Balance	=	\$359.45
Cash Awarded this Period		\$0.00
Year to Date Cash Back Awarded		\$170.85

Cash Back Notice

Your next cash back reward is scheduled for 06/2022. Use your Business Card for all of your business expenses plus everyday purchases and get 1.5% Cash Back.

See reverse side for important information.



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	\$13,806.79
Total Amount Due (Minimum Payment)	\$691.00
Current Payment Due Date	05/28/22



Print address or phone changes:

Work ()

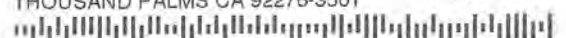
Amount Enclosed:



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

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

71926
S304





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	11.490%	.03147%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	24.240%	.06641%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

Important Information

\$0 - \$13,806.79 WILL BE DEDUCTED FROM YOUR ACCOUNT AND CREDITED AS YOUR AUTOMATIC PAYMENT ON 05/28/22. THE AUTOMATIC PAYMENT AMOUNT WILL BE REDUCED BY ALL PAYMENTS POSTED ON OR BEFORE THIS DATE.

2-2

Summary of Sub Account Usage

Name	Sub Account Number Ending In	Monthly Spending Cap	Spend This Period
LAURA SKIVER	[REDACTED]	40,000	\$13,806.79

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
04/28	04/28	F326800G600CHGDDA	AUTOMATIC PAYMENT - THANK YOU	10,156.69	
			TOTAL [REDACTED] \$10,156.69-		

Transaction Summary For **LAURA SKIVER**
Sub Account Number Ending In [REDACTED]

04/05	04/05	2469216FG2XD4JSFY	SQ *P&O CAB Houston TX		70.00
04/12	04/12	2443565FN8AFFK7LS	COMMUNITY TRANSPORTATION 800-891-0590 DC		970.00
04/14	04/14	2469216FR2XK23VL4	EXPEDIA 72286265490290 EXPEDIA.COM WA		12.53
04/14	04/14	2469216FT2X9VP7GX	UNITED 0167727944669800-932-2732 TX		628.60
		05/15/22	ACOSTA/ISABEL		
		1 UA E	LOUISVILLE DENVER		
		2 UA E	DENVER PALM SPRINGS		
		11617270	EXPEDIA.COM TRAVEL		
04/14	04/14	2490641FR46YMDJA5	SMK*SURVEYMONKEY.COM 971-2311154 CA		364.00
04/14	04/14	2494300FTA16SKJ4T	AMERICAN AIR0017727945665 FORT WORTH TX		765.60
		05/09/22	ACOSTA/ISABEL		
		1 AA L	PALM SPRINGS FORT WORTH		
		2 AA M	FORT WORTH LOUISVILLE		
		11617270	EXPEDIA.COM TRAVEL		
04/15	04/15	2469216FT2XR7EAVX	PANERA BREAD #601771 O 760-895-6948 CA		132.73
04/18	04/18	2494300FWJEENL3J0	AMERICAN AIR0010651935181 FORT WORTH TX		45.23
		05/01/22	RYTYCH/FRANK		
		1 MQ K	ONTARIO PHOENIX		
		2 AA K	PHOENIX COLUMBUS		
		3 AA V	COLUMBUS FORT WORTH		
		001	AAL		
04/18	04/18	2494300FWJEENL3J8	AMERICAN AIR0012421577681 FORT WORTH TX		886.19
		05/01/22	RYTYCH/FRANK		
		1 MQ K	ONTARIO PHOENIX		
		2 AA K	PHOENIX COLUMBUS		
		3 AA V	COLUMBUS FORT WORTH		
		001	AAL		
04/19	04/19	2416407FX31VKAEBR	STAPLES DIRECT 800-3333330 MA		47.40
04/19	04/19	2469216G12XPK7AB2	MARRIOTT NEWPORT BEACH NEWPORT BCH CA		608.76
04/19	04/19	2469216G12XPK79W3	MARRIOTT NEWPORT BEACH NEWPORT BCH CA		608.76
04/22	04/22	2469216G02XW1SAZT	CCI*HOTEL RES 800-468-3578 TX		1,090.18
04/23	04/23	2469216G22XHH2X4F	MARRIOTT NEWPORT BEACH NEWPORT BCH CA		958.10
04/23	04/23	2469216G22XHH2X4N	MARRIOTT NEWPORT BEACH NEWPORT BCH CA		766.48
04/26	04/26	2463923G5S66JD25J	APTA 202-4964800 DC		1,100.00
04/28	04/28	2443565G68AFG5H65	COMMUNITY TRANSPORTATION 800-891-0590 DC		485.00
04/28	04/28	2469216G62XMM0Z0X	EXPEDIA 72294485872003 EXPEDIA.COM WA		11.75
04/28	04/28	2469216G72XK619TD	UNITED 0167812503164800-932-2732 TX		726.60

Transaction Details

Trans	Post	Reference Number	Description	Credits	Charges
		05/15/22	BLACKSTONE/MARINA		
		1 UA M	LOUISVILLE DENVER		
		2 UA M	DENVER PALM SPRINGS		
		11617270	EXPEDIA.COM TRAVEL		
04/28	04/28	2469216G72XK620QW	UNITED 0167812552729800-932-2732 TX		1,333.19
		05/10/22	SKIVER/LAURA LEE		
		1 UA H	PALM SPRINGS DENVER		
		2 UA H	DENVER LOUISVILLE		
		3 UA E	LOUISVILLE DENVER		
		4 AU U	DENVER PALM SPRINGS		
		11617270	EXPEDIA.COM TRAVEL		
04/28	04/28	2469216G72X9WMFQZ	MARRIOTT MARQUISHOUSTO HOUSTON TX		838.89
04/28	04/28	2494300G7A16SMHWY	AMERICAN AIR0017747334232 FORT WORTH TX		583.60
		05/09/22	BLACKSTONE/MARINA		
		1 AA G	PALM SPRINGS FORT WORTH		
		2 AA L	FORT WORTH LOUISVILLE		
		11617270	EXPEDIA.COM TRAVEL		
04/28	04/28	2494300G7WESN2L4W	AMERICAN AIR0012423975337 FORT WORTH TX		753.20
		05/12/22	SOWELL/BRITTNEY		
		1 AA S	PALM SPRINGS PHOENIX		
		2 AA S	PHOENIX CHICAGO		
		3 AA K	CHICAGO PHOENIX		
		4 AA K	PHOENIX PALM SPRINGS		
			TOTAL \$13,806.79		
			LAURA SKIVER / Sub Acct Ending In [REDACTED]		

Wells Fargo News

Take advantage of the features that come with Online Banking:

Messages and alerts: Stay informed about your account with updates sent to your email or mobile phone.

Wells Fargo Card Design Studio® service: Make your card as unique as your business. Customize your card design with this free service.

Automatic Payments: Never miss a payment, avoid late charges and protect your credit rating.

Sunline Transit Agency Visa Credit Card Statement

Closing Date: 4/30/2022

Name on Card: Walter Watcher (Procurement Card)

	Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1	4/1/222	4/4/2022	Facebook	COVID - mask promotion ads		\$ 15.00
2	4/2/2022	4/4/2022	Amazon	Alexa for Business subscription		\$ 6.40
3	4/2/2022	4/4/2022	Amazon	COVID PPE for employees and riders		\$ 987.30
4	4/3/2022	4/4/2022	Amazon	COVID PPE for employees and riders		\$ 447.30
5	4/6/2022	4/6/2022	Facebook	COVID - mask promotion ads		\$ 25.00
6	4/8/2022	4/11/2022	Costco Whse	Bottled water for employees		\$ 74.61
7	4/9/2022	4/11/2022	Freepik	Graphic resources site - stock images		\$ 99.00
8	4/9/2022	4/11/2022	Wells Fargo	Spain currency fee for Freepik		\$ 0.99
9	4/11/2022	4/12/2022	Alliant Insurance Services	Flood insurance renewal - admin building		\$ 1,797.00
10	4/11/2022	4/12/2022	Jackson Racing	Fuel cell repair parts - supercharger oil		\$ 572.54
11	4/11/2022	4/12/2022	Alliant Insurance Services	Flood insurance renewal - transit hub		\$ 962.00
12	4/12/2022	4/13/2022	Facebook	COVID - mask promotion ads		\$ 35.00
13	4/13/2022	4/14/2022	Amazon	Laptop battery		\$ 46.32
14	4/14/2022	4/15/2022	Amazon	Refund for PPE (Transaction number 4)	\$ 77.40	

	Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
15	4/18/2022	4/19/2022	Facebook	COVID - mask promotion ads		\$ 22.95
16	4/21/2022	4/22/2022	Canva	Graphic design software		\$ 119.99
17	4/21/2022	4/22/2022	Jso Wood Products	Furniture repair		\$ 33.55
18	4/21/2022	4/22/2022	Robert Brooke & Associates	Restroom repair		\$ 105.06
19	4/21/2022	4/22/2022	Amazon	Sprinkler system repair - solenoid		\$ 73.92
20	4/22/2022	4/25/2022	EasyKeys.com	Furniture repair file cabinet		\$ 30.31
21	4/23/2022	4/25/2022	Amazon	Vinyl zipper wallet for coin room		\$ 35.19
22	4/25/2022	4/26/2022	Altro USA	Microfiber mop heads (20)		\$ 353.60
Credits and Charges					\$77.40	\$ 5,843.03



Reporting Period : 4/1/2022 - 4/30/2022

Statement Summary

Name	Walter Watcher	Company	Sunline Transit Agency
Reporting Period	4/1/2022 - 4/30/2022	Currency	US Dollar

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 4/1/2022	4/4/2022	Facebk Khs8kckeg2		X			15.00
		Purchase Facebk Khs8kckeg2	General Ledger Code: 5030303260 Fund: 00				
2 4/2/2022	4/4/2022	Amazon Web Services		X			6.40
		Purchase Amazon Web Services	General Ledger Code: 5039903800 Fund: 00				
3 4/2/2022	4/4/2022	Amzn Mktp Us		X			987.30
		Purchase Amzn Mktp Us	General Ledger Code: 5099900002 Fund: 00				
4 4/3/2022	4/4/2022	Amzn Mktp Us		X			447.30
		Purchase Amzn Mktp Us	General Ledger Code: 5099900002 Fund: 00				
5 4/6/2022	4/6/2022	Facebk 5gpmsdbfg2		X			25.00
		Purchase Facebk 5gpmsdbfg2	General Ledger Code: 5030303260 Fund: 00				

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
6 4/8/2022	4/11/2022	Costco Whse #0441		X			74.61
		Purchase Costco Whse #0441	General Ledger Code: 5099900002 Fund: 00				
7 4/9/2022	4/11/2022	Freepik & Flaticon		X			99.00
		Purchase Freepik & Flaticon	General Ledger Code: 5030303260 Fund: 00				
8 4/9/2022	4/11/2022			X			0.99
		Other Debits Currency Conversion Fee	Fund: 00				
9 4/11/2022	4/12/2022	Fema Nfip Flood Insurance		X			1,797.00
		Purchase Fema Nfip Flood Insurance	General Ledger Code: 5099900002 Fund: 00				
10 4/11/2022	4/12/2022	Jacksonracing		X			572.54
		Purchase Jacksonracing	General Ledger Code: 5049900022 Fund: 00				
11 4/11/2022	4/12/2022	Fema Nfip Flood Insurance		X			962.00
		Purchase Fema Nfip Flood Insurance	General Ledger Code: 5099900002 Fund: 00				
12 4/12/2022	4/13/2022	Facebk L9rvtckeg2		X			35.00
		Purchase Facebk L9rvtckeg2	General Ledger Code: 5030303260 Fund: 00				

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
13 4/13/2022	4/14/2022	Amzn Mktp Us		X			46.32
		Purchase Amzn Mktp Us	General Ledger Code: 5099900002 Fund: 00				
14 4/14/2022	4/15/2022	Amzn Mktp Us		X			-77.40
		Credit Voucher Amzn Mktp Us	General Ledger Code: 5099900002 Fund: 00				
15 4/18/2022	4/19/2022	Facebk Ptc3scbeg2		X			22.95
		Purchase Facebk Ptc3scbeg2	General Ledger Code: 5030303260 Fund: 00				
16 4/21/2022	4/22/2022	Canva* I03397-38012416		X			119.99
		Purchase Canva* I03397-38012416	General Ledger Code: 5099900002 Fund: 00				
17 4/21/2022	4/22/2022	Jso Wood Products		X			33.55
		Purchase Jso Wood Products	General Ledger Code: 5099900002 Fund: 00				
18 4/21/2022	4/22/2022	Robert Brooke & Associate		X			105.06
		Purchase Robert Brooke & Associate	General Ledger Code: 5049900010 Fund: 00				

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
19 4/21/2022	4/22/2022	Amzn Mktp Us		X			73.92
		Purchase Amzn Mktp Us	General Ledger Code: 5099900002 Fund: 00				
20 4/22/2022	4/25/2022	Easykeyscom Inc		X			30.31
		Purchase Easykeyscom Inc	General Ledger Code: 5039903800 Fund: 00				
21 4/23/2022	4/25/2022	Amzn Mktp Us		X			35.19
		Purchase Amzn Mktp Us	General Ledger Code: 5099900002 Fund: 00				
22 4/25/2022	4/26/2022	Altro Usa Inc		X			353.60
		Purchase Altro Usa Inc	General Ledger Code: 5099900002 Fund: 00				

Transaction Count: 22

Total: 5,765.63

SunLine Transit Agency**CONSENT CALENDAR**

DATE: June 22, 2022

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Monthly Budget Variance Report for April 2022

Summary:

The budget variance report compares revenues and expenses to the respective line item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values. The budgetary figures are represented as a straight line budget. Accordingly, the current monthly budget values are calculated by taking 1/12th of the annual budget. The FYTD budget values for the month of April 2022 are equal to 10/12^{ths} of the yearly budget.

Year to Date Summary

- As of April 30, 2022, the Agency's FYTD revenues are \$1,893,747 or 74.44% above the FYTD budget due to large amounts of emission credit and CNG fueling revenue.
- As of April 30, 2022, the Agency's FYTD expenditures are \$1,244,096 or 3.64% below the FYTD budget.

Monthly Spotlight

- The category of Other Expenses had a negative variance attributed to consulting expenses and temporary help to assist in delivering the Agency's successful grant awards and projects.

Recommendation:

Receive and file.

SunLine Transit Agency
Budget Variance Report
April 2022

Description	FY22 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY22 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Revenues:								
Passenger Revenue	938,400	149,275	78,200	71,075	1,316,046	782,000	534,046	-40.2%
Other Revenue	2,114,326	77,992	176,194	(98,202)	3,121,640	1,761,938	1,359,702	-47.6%
Total Operating Revenue	3,052,726	227,267	254,394	(27,127)	4,437,686	2,543,938	1,893,747	-45.4%
Operating Expenses:								
Operator & Mechanic Salaries & Wages	9,799,741	713,370	816,645	103,275	7,578,440	8,166,451	588,011	22.7%
Operator & Mechanic Overtime	918,833	82,832	76,569	(6,263)	784,328	765,694	(18,633)	14.6%
Administration Salaries & Wages	6,360,353	550,891	530,029	(20,862)	4,920,281	5,300,294	380,013	22.6%
Administration Overtime	119,516	1,088	9,960	8,872	53,490	99,597	46,106	55.2%
Fringe Benefits	10,475,957	746,613	872,996	126,383	7,809,439	8,729,964	920,525	25.5%
Communications	250,000	20,278	20,833	556	204,278	208,333	4,055	18.3%
Legal Services	575,000	36,654	47,917	11,263	366,151	479,167	113,016	36.3%
Computer/Network Software Agreement	600,000	59,289	50,000	(9,289)	562,717	500,000	(62,717)	6.2%
Uniforms	103,966	6,853	8,664	1,811	57,217	86,638	29,421	45.0%
Contracted Services	654,628	50,166	54,552	4,386	394,783	545,523	150,741	39.7%
Equipment Repairs	8,500	0	708	708	8,286	7,083	(1,203)	2.5%
Security Services	160,000	16,315	13,333	(2,981)	119,960	133,333	13,373	25.0%
Fuel - CNG	1,516,432	138,747	126,369	(12,377)	1,483,400	1,263,693	(219,707)	2.2%
Fuel - Hydrogen	845,934	91,263	70,495	(20,768)	913,113	704,945	(208,168)	-7.9%
Tires	226,183	17,053	18,849	1,796	162,829	188,486	25,657	28.0%
Office Supplies	70,392	5,119	5,866	747	47,579	58,660	11,081	32.4%
Travel/Training	96,680	11,387	8,057	(3,330)	71,284	80,567	9,283	26.3%
Repair Parts	1,436,101	148,173	119,675	(28,498)	1,067,114	1,196,751	129,637	25.7%
Facility Maintenance	41,300	4,079	3,442	(638)	37,725	34,417	(3,309)	8.7%
Electricity - CNG & Hydrogen	1,230,000	99,893	102,500	2,607	981,459	1,025,000	43,541	20.2%
Natural Gas	1,175,000	133,502	97,917	(35,585)	1,442,919	979,167	(463,752)	-22.8%
Water and Gas	10,575	795	881	87	8,985	8,813	(173)	15.0%
Insurance Losses	1,850,000	174,544	154,167	(20,377)	1,426,088	1,541,667	115,579	22.9%
Insurance Premium - Property	50,000	7,343	4,167	(3,176)	66,550	41,667	(24,883)	-33.1%
Repair Claims	200,000	27,912	16,667	(11,245)	67,877	166,667	98,790	66.1%
Fuel Taxes	94,400	4,401	7,867	3,466	73,190	78,667	5,477	22.5%
Other Expenses	4,621,150	468,166	385,096	(83,070)	4,553,370	3,850,958	(702,411)	1.5%
Self Consumed Fuel	(2,487,067)	(230,010)	(207,256)	22,754	(2,337,300)	(2,072,556)	264,745	6.0%
Total Operating Expenses (Before Depreciation)	41,003,574	3,386,716	3,416,965	30,249	32,925,549	34,169,645	1,244,096	19.7%
Operating Expenses in Excess of Operating Revenue		\$ (3,159,449)			\$ (28,487,864)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	7,262,861	604,641	605,238	597	5,451,878	6,052,384	600,506	24.9%
State - LTF, LCTOP	7,135,429	594,032	594,619	587	5,356,221	5,946,191	589,970	24.9%
Federal	23,552,558	1,960,776	1,962,713	1,938	17,679,765	19,627,132	1,947,367	24.9%
Total Subsidies	37,950,848	3,159,449	3,162,571	3,122	28,487,864	31,625,707	3,137,843	24.9%
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -			

*Item identified on monthly spotlight.

SunLine Transit Agency
Budget Variance Report
April 2022

Description	FY22 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY22 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Expenses:								
Wages & Benefits	27,674,400	2,094,795	2,306,200	211,405	21,145,978	23,062,000	1,916,022	23.6%
Services	4,081,926	392,586	340,161	(52,425)	3,480,266	3,401,605	(78,661)	14.7%
Fuels & Lubricants	2,525,519	249,518	210,460	(39,058)	2,541,808	2,104,599	(437,209)	-0.6%
Tires	226,183	17,053	18,849	1,796	162,829	188,486	25,657	28.0%
Materials and Supplies	1,857,038	174,930	154,753	(20,177)	1,427,123	1,547,532	120,409	23.2%
Utilities	2,699,927	255,220	224,994	(30,226)	2,704,336	2,249,939	(454,397)	-0.2%
Casualty & Liability	3,355,200	323,523	279,600	(43,923)	2,704,947	2,796,000	91,053	19.4%
Taxes and Fees	94,400	4,401	7,867	3,466	73,190	78,667	5,477	22.5%
Miscellaneous Expenses	976,048	104,699	81,337	(23,362)	1,022,373	813,373	(209,000)	-4.7%
Self Consumed Fuel	(2,487,067)	(230,010)	(207,256)	22,754	(2,337,300)	(2,072,556)	264,745	6.0%
Total Operating Expenses (Before Depreciation)	41,003,574	3,386,716	3,416,965	30,249	32,925,549	34,169,645	1,244,096	19.7%
Revenues:								
Passenger Revenue	938,400	145,383	78,200	67,183	1,316,046	782,000	534,046	-40.2%
Other Revenue	2,114,326	145,692	176,194	(30,502)	3,121,640	1,761,938	1,359,702	-47.6%
Total Operating Revenue	3,052,726	291,075	254,394	36,681	4,437,686	2,543,938	1,893,747	-45.4%
Net Operating Gain (Loss)		\$ (3,095,641)			\$ (28,487,864)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	7,262,861	592,430	605,238	12,809	5,451,878	6,052,384	600,506	24.9%
State - LTF, LCTOP	7,135,429	582,035	594,619	12,584	5,356,221	5,946,191	589,970	24.9%
Federal - CMAQ,5307,5309,5310,5311,5311(f),5312	23,552,558	1,921,176	1,962,713	41,537	17,679,765	19,627,132	1,947,367	24.9%
Total Subsidies	37,950,848	3,095,641	3,162,571	66,930	28,487,864	31,625,707	3,137,843	24.9%
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -			

Budget Variance Analysis - SunLine Transit Agency

Passenger Revenue

- The positive variance in passenger fares is attributed to conservative budget estimates due to unknown ridership impacts due to COVID-19.
- As of April, ridership was at 7.6% above FY21 FYTD totals.
- Total system ridership was 132,739 trips above FY21 FYTD amounts.

Ridership

	FY21-April	FY22-April	Variance	%Δ
Fixed Route	178,341	196,568	18,227	10.2%
Paratransit	7,060	8,784	1,724	24.4%
SolVan	1,376	1,498	122	8.9%
SunRide	275	383	108	-
System Total	187,052	207,233	20,181	10.8%

Ridership

	FYTD-FY21	FYTD-FY22	Variance	%Δ
Fixed Route	1,683,349	1,785,786	102,437	6.1%
Paratransit	57,207	83,522	26,315	46.0%
SolVan	13,427	13,854	427	3.2%
SunRide	568	4,128	3,560	-
System Total	1,754,551	1,887,290	132,739	7.6%

Other Revenue

- The positive variance is attributed to greater external CNG fuel sales, emissions credits revenue and CNG rebate revenue.

Operator & Mechanic Salaries & Wages

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

Operator & Mechanic Overtime

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

Administration Salaries & Wages

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

Administration Overtime

- The positive variance is attributed to vacant positions across the Agency and less than anticipated overtime expenditures.

Fringe Benefits

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

Communications

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

Legal Services

- The savings in legal services is attributed to a larger FY22 budget in anticipation of expected legal costs associated with union negotiations which have not yet been fully incurred.

Computer/Network Software Agreement

- Software agreement expenditures are dependent on annual renewals of software agreements.

Uniforms

- Savings in uniform expenditures are related to fewer employees utilizing the entire uniform allowance.

Contracted Services

- The positive variance in contracted services is attributed to expenses which have not yet been incurred.

Equipment Repairs

- The unfavorable variance is primarily attributed to unexpected repairs to a bus lift in the month of September.

Security Services

- Savings in security services are attributed to incurring expenses later than anticipated for remote security monitoring services.

Fuel - CNG

- The negative variance is primarily attributed to increased usage of CNG fixed route vehicles over budgeted estimates for FY22.

Fuel - Hydrogen

- The negative variance is attributed to higher cost per kilogram of H2.

Tires

- The lower tire expenditures are attributed to fewer miles related to the postponement of Level 1 service.

Office Supplies

- Savings in office supply expenses are primarily associated with a reduction in costs due to remote work, lower coin counting equipment expense, and vacancies.

Travel/Training

- COVID-19 restrictions have reduced anticipated training related expenses for staff travel.

Repair Parts

- The positive variance is primarily attributed to lower FYTD expenses related to fixed route repairs.

Facility Maintenance

- The negative variance is attributed to the unexpected replacement of two (2) broken coffee machines in July.

Electricity - CNG & Hydrogen

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

Natural Gas

- The negative variance is attributed to increased natural gas usage due to an increase of CNG sold through outside fuel sales.

Water and Gas

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

Insurance Losses

- Insurance loss experience has not exceeded YTD budgeted expectations.

Insurance Premium - Property

- Insurance premiums for property expenditures increased with completion of new facilities around the property.

Repair Claims

- Repair claim expenses have been less than anticipated. Expenses for work on vehicles will be incurred once the work is complete.

Fuel Taxes

- Outside fuel sales are currently \$260,992 above FY21 FYTD amounts.
- For April, sales increased by \$9,024 from the previous month.
- Fuel Tax expenses are within an acceptable range of the budget.

Outside Fueling Revenue

	Revenue	Variance FY21 vs. FY22	Variance Previous Month	%Δ FY21 vs FY22	%Δ Previous Month
April FY21	\$ 53,392				
April FY22	\$ 68,995	\$ 15,603	\$ 9,024	29.22%	15.05%
March FY22	\$ 59,972				
FYTD April FY21	\$ 540,818				
FYTD April FY22	\$ 801,810	\$ 260,992		48.26%	

Other Expenses

- Costs vary from month to month depending on the needs of the Agency or when programs are active. The negative variance is primarily attributed to increased expenses for consulting services.
- The negative variance is also attributed to higher temporary help costs across multiple departments to cover administrative vacancies.

Self-Consumed Fuel

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

SunLine Transit Agency
CONSENT CALENDAR

DATE: June 22, 2022

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Contracts Signed between \$25,000 and \$100,000 for May 2022

Summary:

In accordance with Chapter 2, Section 1.2 of the Procurement Policy, the attached report summarizes SunLine's contracts signed in excess of \$25,000 and less than \$100,000. This ensures the Board is aware of the obligations entered into under the CEO/General Manager's authority.

- For the month of May 2022, there were two (2) agreements executed between \$25,000 and \$100,000:

Vendor	Purpose	Amount
Dean Holm Solutions	Engineering consultant	\$25,000
Cirque Analytics	Specialized legal analytics	\$50,000

Recommendation:

Receive and file.

Contracts Signed Between \$25,000 and \$100,000
May 2022

Vendor	Product/Service	Need	Budgeted	Budgeted Amount	Cost	Type
Dean Holm Solutions	Consulting	Engineering consulting for Agency's capital program	FY22 FY23	\$25,000.00	\$25,000.00	Executed Agreement
Cirque Analytics	Consulting	Human Resources specialized legal analytics	FY22 FY23	\$50,000.00	\$50,000.00	Executed Agreement

SunLine Transit Agency
CONSENT CALENDAR

DATE: June 22, 2022

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Union & Non-Union Pension Investment Asset Summary for April 2022

Summary:

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

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

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

Union

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	34.5%	16% – 56%
	International Equity	16.5%	0% – 39%
	Other	4.2%	0% – 20%
Income Assets			
	Fixed Income	36.4%	25% – 65%
	Other	2.7%	0% – 20%
Real Return Assets		5.0%	0% – 20%
Cash Equivalents		0.7%	0% – 20%

Non-Union

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	34.4%	16% – 56%
	International Equity	16.5%	0% – 39%
	Other	4.2%	0% – 20%
Income Assets			
	Fixed Income	36.3%	25% – 65%
	Other	2.7%	0% – 20%
Real Return Assets		5.0%	0% – 20%
Cash Equivalents		0.9%	0% – 20%

For the month of April, the market value of assets decreased by \$2,161,951 and \$2,143,221 for the union and non-union plans, respectively. The decrease in the value of assets is due to poor market performance for the month of April. Due to the volatility of international situations, expectations are slightly negative for non-U.S. equities. The outlook of U.S. equities are more favorable than non-U.S. equities and are still expected to out perform fixed income. However, concerns over inflation and pressures on corporate profit margins have led to continued market fluctuations.

Month to Month Asset Comparison

Month	Market Value – Union	Market Value – Non-Union
March 2022	\$38,834,457	\$38,871,462
April 2022	\$36,672,506	\$36,728,241
Increase (Decrease)	(\$2,161,951)	(\$2,143,221)

Recommendation:

Receive and file.

Portfolio Summary and Statistics

For the Month Ending **April 30, 2022**

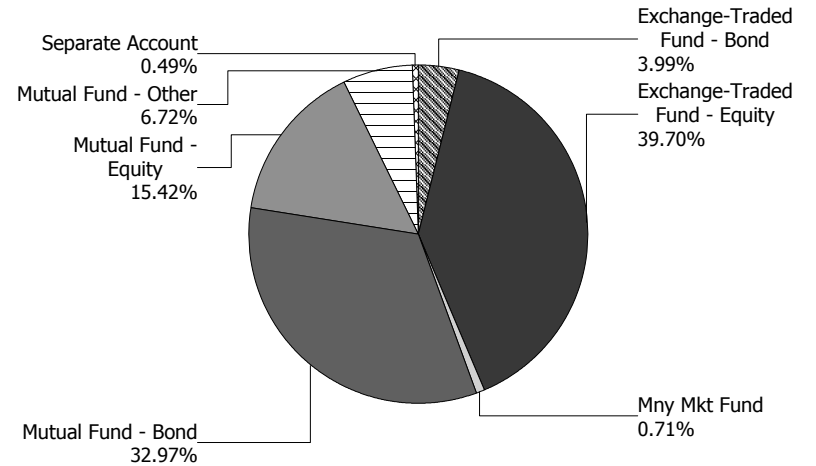
SUNLINE EMPLOYEES RETIREMENT BARGAINING

Account Summary

Description	Par Value	Market Value	Percent
Separate Account	179,293.95	179,293.95	0.49
Mutual Fund - Other	158,211.69	2,465,892.50	6.72
Mutual Fund - Equity	253,883.20	5,654,703.45	15.42
Mutual Fund - Bond	1,176,893.59	12,090,265.64	32.97
Money Market Mutual Fund	261,723.54	261,723.54	0.71
Exchange-Traded Fund - Equity	150,102.00	14,558,213.78	39.70
Exchange-Traded Fund - Bond	36,406.00	1,462,412.82	3.99
Managed Account Sub-Total	2,216,513.97	36,672,505.68	100.00%
Accrued Interest		0.00	
Total Portfolio	2,216,513.97	36,672,505.68	

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

Sector Allocation



Detail of Securities Held & Market Analytics

For the Month Ending **April 30, 2022**

SUNLINE EMPLOYEES RETIREMENT BARGAINING

Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Bond										
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	1,146.00	61.13	70,054.98	52.14	59,752.44	(10,302.54)	0.16
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	633.00	56.99	36,074.67	52.14	33,004.62	(3,070.05)	0.09
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	2,389.00	60.31	144,080.59	52.14	124,562.46	(19,518.13)	0.34
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	965.00	61.01	58,874.65	52.14	50,315.10	(8,559.55)	0.14
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	6,684.00	57.68	385,539.80	52.14	348,503.76	(37,036.04)	0.95
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	631.00	56.69	35,771.39	52.14	32,900.34	(2,871.05)	0.09
ISHARES PREFERRED&INCOME SECURITIES ETF		464288687	PFF	13,884.00	39.22	544,524.93	33.95	471,361.80	(73,163.13)	1.29
ISHARES PREFERRED&INCOME SECURITIES ETF		464288687	PFF	10,074.00	39.10	393,892.39	33.95	342,012.30	(51,880.09)	0.93
Security Type Sub-Total				36,406.00		1,668,813.40	380.74	1,462,412.82	(206,400.58)	3.99
Exchange-Traded Fund - Equity										
INVESCO OPT YIELD DIVERSIFIED COMMODITY		46090F100	PDBC	25,042.00	16.68	417,700.56	18.65	467,033.30	49,332.74	1.27
INVESCO OPT YIELD DIVERSIFIED COMMODITY		46090F100	PDBC	24,046.00	17.14	412,148.44	18.65	448,457.90	36,309.46	1.22
INVESCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	3,263.00	156.88	511,899.11	147.45	481,129.35	(30,769.76)	1.31
INVESCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	2,440.00	155.89	380,371.12	147.45	359,778.00	(20,593.12)	0.98
ISHARES CORE S&P MIDCAP ETF		464287507	IJH	2,656.00	276.40	734,118.40	249.27	662,061.12	(72,057.28)	1.81
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	884.00	106.82	94,428.35	99.42	87,887.28	(6,541.07)	0.24
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,234.00	106.97	132,000.86	99.42	122,684.28	(9,316.58)	0.33
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	3,251.00	117.36	381,537.03	99.42	323,214.42	(58,322.61)	0.88
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,257.00	107.25	134,813.12	99.42	124,970.94	(9,842.18)	0.34
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	5,979.00	49.91	298,408.30	44.77	267,679.83	(30,728.47)	0.73
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	4,354.00	49.33	214,780.21	44.77	194,928.58	(19,851.63)	0.53
VANGUARD TOTAL INTL STOCK		921909768	VXUS	6,979.00	65.37	456,217.23	55.86	389,846.94	(66,370.29)	1.06
VANGUARD TOTAL INTL STOCK		921909768	VXUS	553.00	64.35	35,585.55	55.86	30,890.58	(4,694.97)	0.09
VANGUARD TOTAL INTL STOCK		921909768	VXUS	23,203.00	52.12	1,209,340.36	55.86	1,296,119.58	86,779.22	3.53
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	1,546.00	226.21	349,720.35	206.88	319,836.48	(29,883.87)	0.87

Detail of Securities Held & Market Analytics

For the Month Ending **April 30, 2022**

SUNLINE EMPLOYEES RETIREMENT BARGAINING

Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Equity										
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	433.00	233.92	101,287.36	206.88	89,579.04	(11,708.32)	0.24
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	42,982.00	169.04	7,265,677.28	206.88	8,892,116.16	1,626,438.88	24.25
Security Type Sub-Total				150,102.00		13,130,033.63	1,856.91	14,558,213.78	1,428,180.15	39.68
Money Market Mutual Fund										
FIRST AMERICAN GOVERNMENT OBLIGATION - Z		31846V567	FGZXX	261,723.54	1.00	261,723.54	1.00	261,723.54	0.00	0.71
Security Type Sub-Total				261,723.54		261,723.54	1.00	261,723.54	0.00	0.71
Mutual Fund - Bond										
BAIRD CORE PLUS BOND - INST		057071870	BCOIX	316,739.14	11.65	3,689,335.05	10.46	3,313,091.38	(376,243.67)	9.03
DOUBLELINE CORE FIXED INCOME I		258620301	DBLFX	215,135.27	10.82	2,326,859.31	9.97	2,144,898.66	(181,960.65)	5.85
MAINSTAY MACKAY HIGH YIELD CORP BD R6		56063N881	MHYSX	64,488.65	5.65	364,233.68	5.19	334,696.08	(29,537.60)	0.91
PACIFIC FUNDS FLOATING RATE INCOME FUND		69447T771	PLFRX	85,852.30	9.75	836,695.44	9.62	825,899.16	(10,796.28)	2.25
PRUDENTIAL TOTAL RETRN BND-Q		74440B884	PTROX	254,858.48	14.78	3,767,696.82	12.85	3,274,931.51	(492,765.31)	8.93
VOYA INTERMEDIATE BOND R6		92913L569	IIBZX	239,819.74	10.56	2,532,404.37	9.16	2,196,748.85	(335,655.52)	5.99
Security Type Sub-Total				1,176,893.59		13,517,224.67	57.25	12,090,265.64	(1,426,959.03)	32.96
Mutual Fund - Equity										
ARTISAN INTL SMALL-MID		04314H576	APHJX	18,427.07	19.35	356,568.28	16.66	306,994.96	(49,573.32)	0.84
HARDING LOEVNER INTERNATIONAL EQUITY POR		412295107	HLMIX	53,867.37	25.10	1,352,166.16	24.70	1,330,524.16	(21,642.00)	3.63
HRTFRD SCHR EM MRKT EQ-SDR		41665H789	SEMTX	36,354.69	18.76	682,049.01	16.23	590,036.67	(92,012.34)	1.61
JENSEN QUALITY GROWTH-Y		476313408	JENYX	20,300.74	49.58	1,006,459.83	58.27	1,182,923.87	176,464.04	3.23
JOHCM INTERNATIONAL SELECT I		46653M849	JOHIX	55,800.01	23.09	1,288,280.44	23.24	1,296,792.20	8,511.76	3.54
MFS EMERGING MARKETS DEBT R6		552746364	MEDHX	48,106.03	13.81	664,325.86	12.43	597,957.93	(66,367.93)	1.63
VANGUARD TOT INST ST IDX - ADM		921909818	VTIAX	0.00	33.33	0.03	30.05	0.03	0.00	0.00
VIRTUS KAR INTL SMALL MID CAP R6		92828W551	VRISX	21,027.29	22.02	463,028.24	16.62	349,473.63	(113,554.61)	0.95

Detail of Securities Held & Market Analytics

For the Month Ending **April 30, 2022**

SUNLINE EMPLOYEES RETIREMENT BARGAINING

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Security Type Sub-Total			253,883.20		5,812,877.85	198.20	5,654,703.45	(158,174.40)	15.43
Mutual Fund - Other									
COHEN & STEERS INST REALTY SHARES	19247U106	CSRIX	14,519.65	46.25	671,535.35	53.36	774,768.36	103,233.01	2.11
PIMCO COMMODITY REAL RETURN STRATEGY	722005667	PCRIX	119,419.13	6.65	794,120.33	7.72	921,915.70	127,795.37	2.51
PRINCIPAL RE SECURITIES INST FUND	74253Q580	PIREX	24,272.91	27.53	668,170.10	31.69	769,208.44	101,038.34	2.10
Security Type Sub-Total			158,211.69		2,133,825.78	92.77	2,465,892.50	332,066.72	6.72
Separate Account									
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	22,050.00	1.00	22,050.00	100.00	22,050.00	0.00	0.06
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	34,300.00	1.00	34,300.00	100.00	34,300.00	0.00	0.09
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	23,562.70	1.00	23,562.70	100.00	23,562.70	0.00	0.06
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	30,625.00	1.00	30,625.00	100.00	30,625.00	0.00	0.08
NB SECONDARY OPPORTUNITIES FUND V	NBSOFV007	SA425	68,756.25	1.00	68,756.25	100.00	68,756.25	0.00	0.19
Security Type Sub-Total			179,293.95		179,293.95	500.00	179,293.95	0.00	0.48
Managed Account Sub-Total			2,216,513.97		36,703,792.82	3,086.87	36,672,505.68	(31,287.14)	99.97
Securities Sub-Total			\$2,216,513.97		\$36,703,792.82	\$3,086.87	\$36,672,505.68	(\$31,287.14)	99.97%
Accrued Interest							\$0.00		
Total Investments							\$36,672,505.68		

Portfolio Summary and Statistics

For the Month Ending **April 30, 2022**

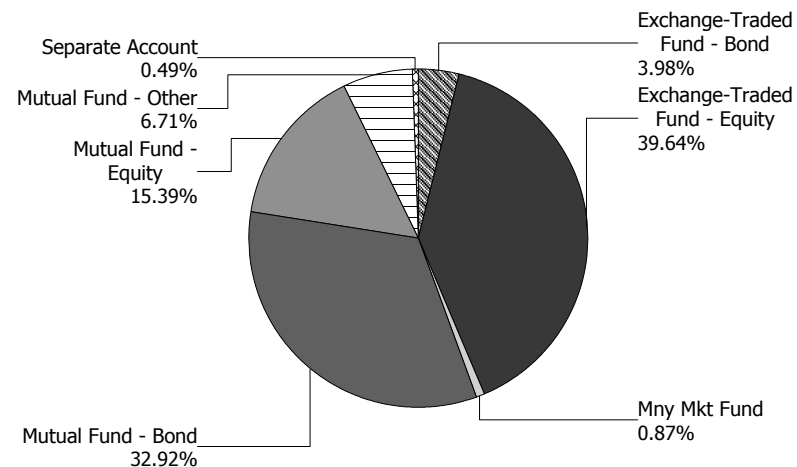
SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN

Account Summary

Description	Par Value	Market Value	Percent
Separate Account	179,293.95	179,293.95	0.49
Mutual Fund - Other	158,213.21	2,465,881.89	6.71
Mutual Fund - Equity	253,871.22	5,654,218.19	15.39
Mutual Fund - Bond	1,176,888.83	12,089,332.09	32.92
Money Market Mutual Fund	320,217.72	320,217.72	0.87
Exchange-Traded Fund - Equity	150,088.00	14,557,091.79	39.64
Exchange-Traded Fund - Bond	36,409.00	1,462,205.44	3.98
Managed Account Sub-Total	2,274,981.94	36,728,241.07	100.00%
Accrued Interest		0.00	
Total Portfolio	2,274,981.94	36,728,241.07	

Unsettled Trades 0.00 0.00

Sector Allocation



Detail of Securities Held & Market Analytics

For the Month Ending **April 30, 2022**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN

Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Bond										
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	6,667.00	57.68	384,559.22	52.14	347,617.38	(36,941.84)	0.95
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	631.00	56.69	35,771.39	52.14	32,900.34	(2,871.05)	0.09
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	2,405.00	60.31	145,045.55	52.14	125,396.70	(19,648.85)	0.34
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	1,113.00	61.13	68,037.69	52.14	58,031.82	(10,005.87)	0.16
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	982.00	61.01	59,911.82	52.14	51,201.48	(8,710.34)	0.14
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	633.00	56.99	36,074.67	52.14	33,004.62	(3,070.05)	0.09
ISHARES PREFERRED&INCOME SECURITIES ETF		464288687	PFF	10,095.00	39.10	394,713.49	33.95	342,725.25	(51,988.24)	0.93
ISHARES PREFERRED&INCOME SECURITIES ETF		464288687	PFF	13,883.00	39.22	544,485.71	33.95	471,327.85	(73,157.86)	1.28
Security Type Sub-Total				36,409.00		1,668,599.54	380.74	1,462,205.44	(206,394.10)	3.98
Exchange-Traded Fund - Equity										
INVESCO OPT YIELD DIVERSIFIED COMMODITY		46090F100	PDBC	24,045.00	17.14	412,131.30	18.65	448,439.25	36,307.95	1.22
INVESCO OPT YIELD DIVERSIFIED COMMODITY		46090F100	PDBC	25,041.00	16.68	417,683.88	18.65	467,014.65	49,330.77	1.27
INVESCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	2,437.00	155.89	379,903.45	147.45	359,335.65	(20,567.80)	0.98
INVESCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	3,264.00	156.88	512,055.99	147.45	481,276.80	(30,779.19)	1.31
ISHARES CORE S&P MIDCAP ETF		464287507	IJH	2,662.00	276.40	735,776.80	249.27	663,556.74	(72,220.06)	1.81
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,233.00	106.97	131,893.89	99.42	122,584.86	(9,309.03)	0.33
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	886.00	106.82	94,641.99	99.42	88,086.12	(6,555.87)	0.24
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,256.00	107.25	134,705.87	99.42	124,871.52	(9,834.35)	0.34
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	3,250.00	117.36	381,419.68	99.42	323,115.00	(58,304.68)	0.88
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	5,980.00	49.91	298,458.21	44.77	267,724.60	(30,733.61)	0.73
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	4,352.00	49.33	214,681.55	44.77	194,839.04	(19,842.51)	0.54
VANGUARD TOTAL INTL STOCK		921909768	VXUS	632.00	64.35	40,669.20	55.86	35,303.52	(5,365.68)	0.10
VANGUARD TOTAL INTL STOCK		921909768	VXUS	23,215.00	52.12	1,209,965.80	55.86	1,296,789.90	86,824.10	3.53
VANGUARD TOTAL INTL STOCK		921909768	VXUS	6,883.00	65.37	449,941.71	55.86	384,484.38	(65,457.33)	1.05
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	1,551.00	226.21	350,851.40	206.88	320,870.88	(29,980.52)	0.87

Detail of Securities Held & Market Analytics

For the Month Ending **April 30, 2022**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN

Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Equity										
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	433.00	233.92	101,287.36	206.88	89,579.04	(11,708.32)	0.24
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	42,968.00	169.04	7,263,310.72	206.88	8,889,219.84	1,625,909.12	24.20
Security Type Sub-Total				150,088.00		13,129,378.80	1,856.91	14,557,091.79	1,427,712.99	39.64
Money Market Mutual Fund										
FIRST AMERICAN GOVERNMENT OBLIGATION - Z		31846V567	FGZXX	320,217.72	1.00	320,217.72	1.00	320,217.72	0.00	0.87
Security Type Sub-Total				320,217.72		320,217.72	1.00	320,217.72	0.00	0.87
Mutual Fund - Bond										
BAIRD CORE PLUS BOND - INST		057071870	BCOIX	316,705.05	11.65	3,690,537.48	10.46	3,312,734.78	(377,802.70)	9.02
DOUBLELINE CORE FIXED INCOME I		258620301	DBLFX	215,073.04	10.82	2,327,026.98	9.97	2,144,278.19	(182,748.79)	5.84
MAINSTAY MACKAY HIGH YIELD CORP BD R6		56063N881	MHYSX	64,656.66	5.65	365,181.96	5.19	335,568.07	(29,613.89)	0.91
PACIFIC FUNDS FLOATING RATE INCOME FUND		69447T771	PLFRX	85,841.82	9.75	836,595.96	9.62	825,798.35	(10,797.61)	2.25
PRUDENTIAL TOTAL RETRN BND-Q		74440B884	PTROX	254,825.03	14.78	3,766,920.93	12.85	3,274,501.63	(492,419.30)	8.92
VOYA INTERMEDIATE BOND R6		92913L569	IIBZX	239,787.23	10.56	2,532,857.84	9.16	2,196,451.07	(336,406.77)	5.98
Security Type Sub-Total				1,176,888.83		13,519,121.15	57.25	12,089,332.09	(1,429,789.06)	32.92
Mutual Fund - Equity										
ARTISAN INTL SMALL-MID		04314H576	APHJX	18,461.23	19.35	357,229.27	16.66	307,564.07	(49,665.20)	0.84
HARDING LOEVNER INTERNATIONAL EQUITY POR		412295107	HLMIX	53,856.78	25.09	1,351,416.59	24.70	1,330,262.39	(21,154.20)	3.62
HRTFRD SCHR EM MRKT EQ-SDR		41665H789	SEMTX	36,351.02	18.76	682,003.74	16.23	589,977.03	(92,026.71)	1.61
JENSEN QUALITY GROWTH-Y		476313408	JENYX	20,296.89	49.58	1,006,384.71	58.27	1,182,699.69	176,314.98	3.22
JOHCM INTERNATIONAL SELECT I		46653M849	JOHIX	55,788.60	23.07	1,287,079.05	23.24	1,296,527.04	9,447.99	3.53
MFS EMERGING MARKETS DEBT R6		552746364	MEDHX	48,098.27	13.81	664,107.94	12.43	597,861.52	(66,246.42)	1.63
VANGUARD TOTAL STOCK MARKET INDEX		922908801	VITSX	0.00	75.00	0.03	100.82	0.04	0.01	0.00
VIRTUS KAR INTL SMALL MID CAP R6		92828W551	VRISX	21,018.44	22.02	462,835.94	16.62	349,326.41	(113,509.53)	0.95

Detail of Securities Held & Market Analytics

For the Month Ending **April 30, 2022**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Security Type Sub-Total			253,871.22		5,811,057.27	268.97	5,654,218.19	(156,839.08)	15.40
Mutual Fund - Other									
COHEN & STEERS INST REALTY SHARES	19247U106	CSRIX	14,519.49	46.24	671,321.18	53.36	774,760.00	103,438.82	2.11
PIMCO COMMODITY REAL RETURN STRATEGY	722005667	PCRIX	119,421.45	6.65	794,092.52	7.72	921,933.60	127,841.08	2.51
PRINCIPAL RE SECURITIES INST FUND	74253Q580	PIREX	24,272.27	27.52	667,930.47	31.69	769,188.29	101,257.82	2.09
Security Type Sub-Total			158,213.21		2,133,344.17	92.77	2,465,881.89	332,537.72	6.71
Separate Account									
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	34,300.00	1.00	34,300.00	100.00	34,300.00	0.00	0.09
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	30,625.00	1.00	30,625.00	100.00	30,625.00	0.00	0.08
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	23,562.70	1.00	23,562.70	100.00	23,562.70	0.00	0.06
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	22,050.00	1.00	22,050.00	100.00	22,050.00	0.00	0.06
NB SECONDARY OPPORTUNITIES FUND V	NBSOFV008	SA426	68,756.25	1.00	68,756.25	100.00	68,756.25	0.00	0.19
Security Type Sub-Total			179,293.95		179,293.95	500.00	179,293.95	0.00	0.48
Managed Account Sub-Total			2,274,981.94		36,761,012.60	3,157.64	36,728,241.07	(32,771.53)	100.00
Securities Sub-Total			\$2,274,981.94		\$36,761,012.60	\$3,157.64	\$36,728,241.07	(\$32,771.53)	100.00%
Accrued Interest							\$0.00		
Total Investments							\$36,728,241.07		

SunLine Transit Agency
CONSENT CALENDAR

DATE: June 22, 2022

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Ridership Report May 2022

Summary:

	Monthly Ridership		Monthly Variance	
	May-22	May-21	Net	Percent
Fixed Route	210,945	164,969	45,977	27.9%
SolVan	1,602	1,330	272	20.5%
SunRide	454	249	205	45.2%
Taxi Voucher*	230	382	-152	-66.1%
SunDial	9,010	6,809	2,201	32.3%
Total	222,241	173,739	48,503	27.9%

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

May 2022 Fiscal Year To Date Ridership	
Fiscal Year 2022	2,112,194
Fiscal Year 2021	1,931,954
Ridership Variance	180,241

Fiscal year to date system ridership is up by 180,241 rides or 9.3% compared to the previous fiscal year. The baseline of the attached COVID-19 Recovery charts is calendar year 2020, this allows a comparison of three (3) years.

Recommendation:

Receive and file.



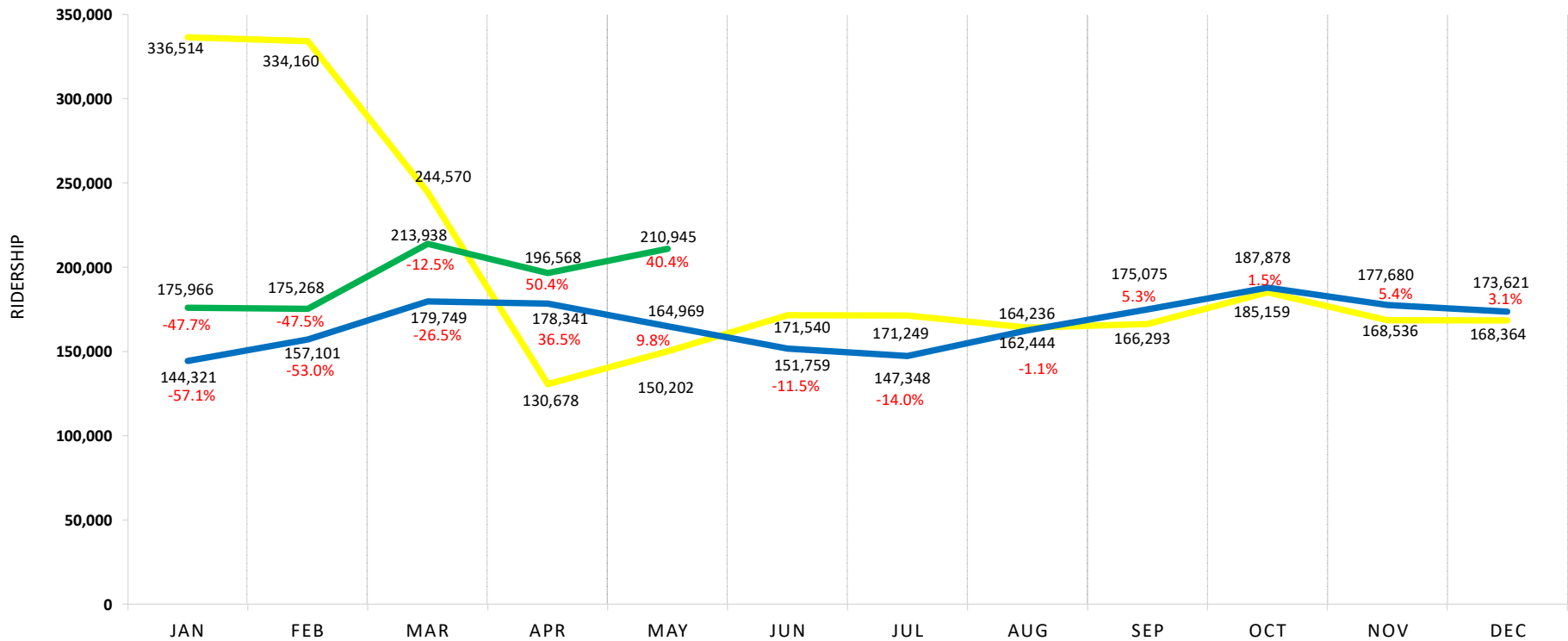
SunLine Transit Agency Monthly Ridership Report May 2022

Fixed Route	Description	May 2022	May 2021	FY 2022	FY 2021	Monthly KPI		Bikes		Wheelchairs	
				YTD	YTD	Passengers/ Rev. Hours	Passengers/ Rev. Miles	Monthly	FYTD	Monthly	FYTD
Route 1	Coachella - Hwy 111 - Palm Springs	85,048	75,024	818,440	387,683	12.9	0.8	3,805	37,488	574	7,019
Route 2	Desert Hot Springs - Palm Springs - Cathedral City	53,513	45,811	534,924	233,767	17.9	1.3	2,038	19,375	472	4,971
Route 3	Desert Hot Springs - Desert Edge	5,731	3,736	54,719	18,889	11.7	0.7	157	1,087	52	599
Route 4	Westfield Palm Desert - Palm Springs	17,401	14,202	172,453	71,376	8.6	0.6	721	6,885	91	1,163
Route 5*	Desert Hot Springs - CSUSB - Palm Desert	1,444	-	11,428	-	5.5	0.2	82	559	2	61
Route 6	Coachella - Fred Waring - Westfield Palm Desert	8,542	5,451	72,428	22,125	5.3	0.4	278	2,349	50	479
Route 7	Bermuda Dunes - Indian Wells - La Quinta	5,681	5,080	59,402	24,821	10.3	0.8	249	3,261	57	569
Route 8	North Indio - Coachella - Thermal/Mecca	14,540	10,087	121,020	47,449	7.4	0.5	386	3,272	53	743
Route 9	North Shore - Mecca - Oasis	8,704	3,399	63,560	15,399	6.1	0.3	54	646	16	440
Route 10*	Indio - CSUSB - San Bernardino - Metrolink	1,974	-	18,999	-	10.4	0.1	29	167	10	49
Route 200 SB*	Palm Springs High School AM Tripper	495	129	3,326	154	33.0	1.5	6	14	-	3
Route 400 SB*	Raymond Cree / Palm Springs HS Tripper	157	30	1,591	46	14.6	0.9	-	3	-	4
Route 401 SB/NB*	Vista Chino / Sunrise PM Tripper	-	-	206	-	8.0	0.6	-	-	-	-
Route 402 NB*	Palm Canyon / Stevens AM Tripper	85	39	510	46	10.0	0.7	1	5	-	-
Route 403 NB*	Vista Chino / Sunrise PM Tripper	232	48	1,346	51	30.5	1.1	1	3	1	2
Route 500 SB*	Westfield Palm Desert PM Tripper	361	111	2,657	159	36.4	2.3	14	115	-	3
Route 501 NB*	Palm Desert High School AM Tripper	-	35	95	61	13.1	0.9	-	27	1	3
Route 700 SB/NB*	Harris / Washington - Calle Madrid / Ave Vallejo AM Tripper	532	134	3,950	259	22.5	1.4	-	65	-	6
Route 701 SB/NB*	Harris / Washington - Calle Madrid / Ave Vallejo PM Tripper	1,051	342	8,881	460	49.7	3.3	9	44	1	8
Route 800 NB*	Shadow Hills High School AM Tripper	650	455	15,650	612	83.0	4.1	3	21	-	4
Route 801 SB*	Jackson / 44th PM Tripper	2,314	735	20,600	923	127.2	7.5	1	2	-	19
Route 802 SB*	Hwy 111 / Golf Center Pkwy PM Tripper	776	15	4,378	59	25.2	1.3	-	1	-	-
Route 803 NB*	Shadow Hills High School AM Tripper	1,714	106	6,168	142	49.9	2.5	-	1	-	1
Fixed Route Total		210,945	164,969	1,996,731	1,848,318	11.5	0.7	7,834	75,391	1,380	16,146
SolVan		1,602	1,330	15,456	14,757						
SunRide		454	249	4,582	817						
Taxi Voucher		230	382	2,893	4,046						
SunDial		9,010	6,809	92,532	64,016	1.9	0.1				
System Total		222,241	173,739	2,112,194	1,931,954	9.1	0.6				
		May-22	May-21								
	Weekdays:	22	21								
	Saturdays:	4	5								
	Sundays:	5	5								
	Total Days:	31	31								

Trippler 501 is no longer active on Level 2 since Route 5 started operations. Trippler 401 is not in service for Level 2.

Fixed Route Ridership COVID-19 Recovery

— 2020
 — 2021
 — 2022
 %VAR. 2020 vs 2021
 %VAR. 2020 vs 2022



Since March 21, 2020, thru September 4, 2021, SunLine operated at a reduced level of service, Level 3, in response to the COVID-19 disease.

January 2021 fixed route ridership was calculated from January 3, 2021, to maintain data integrity of the new Refueled system.

FY 2022 data includes the resumption of the school trippers in March 2021, and the new Route 10 that started on July 12, 2021.

On October 17, 2021, SunLine commenced operations under Level 2.

Variances are in red close to their corresponding ridership number. 2021 and 2022 are referring to the baseline of 2020.

Ridership:

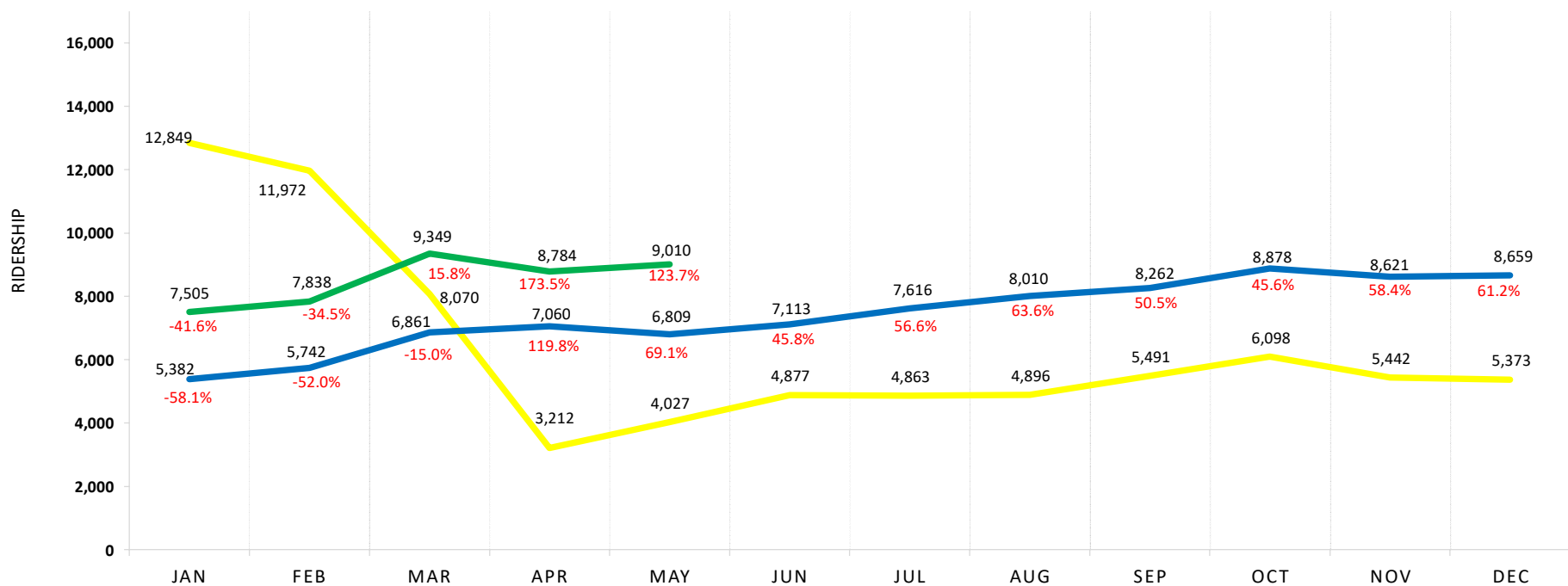
FY 2020 Actual = 3,379,520

FY 2021 Actual = 2,000,077

FY 2022 SRTP Predicted = 1,755,235

Paratransit Ridership COVID-19 Recovery

2020 2021 2022 %VAR. 2020 vs 2021 %VAR. 2020 vs 2022



Beginning January 2022, instead of comparing the ridership to the 2019 pre COVID levels, we will be moving forward with comparing the ridership growth from 2020 and 2021. Variances are in red close to their corresponding ridership number. 2021 and 2022 are referring to the baseline of 2020. January 2020 and February 2020 show pre-pandemic COVID-19 ridership numbers.

SunLine Transit Agency
CONSENT CALENDAR

DATE: June 22, 2022

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: SunDial Operational Notes for May 2022

Summary:

The attached report summarizes SunDial's operation for the month of May 2022. This report identifies that the on-time performance for May did meet the internal service goal at 85%. SunDial has maintained an on-time performance of 88.9% fiscal year to date. We continue to exceed above our internal standard goal of 85%. The total miles for May 2022 decreased by 9,709 compared to May 2021. Mobility device boardings for May 2022 increased by 424 compared to May 2021. Road Supervisors performed 52 onboard inspections and 59 safety evaluations which include pre-trip inspections and trailing evaluations.

Total trips for the month of May were 8,551. When compared to May 2021, this is an increase of 2,231 trips or 35.3%. Total passengers for the month of May were 9,010. When compared to May 2021, this is an increase of 2,206 passengers or 32.4%.

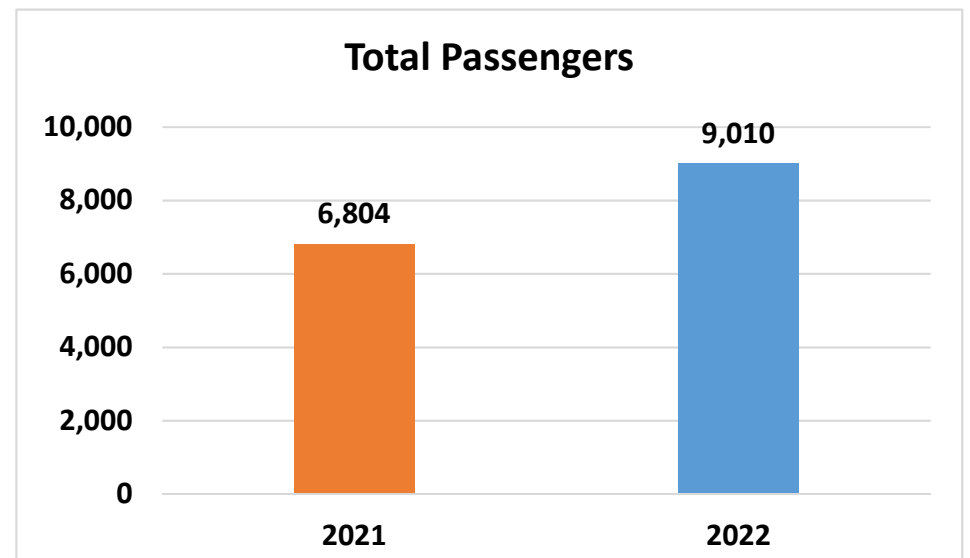
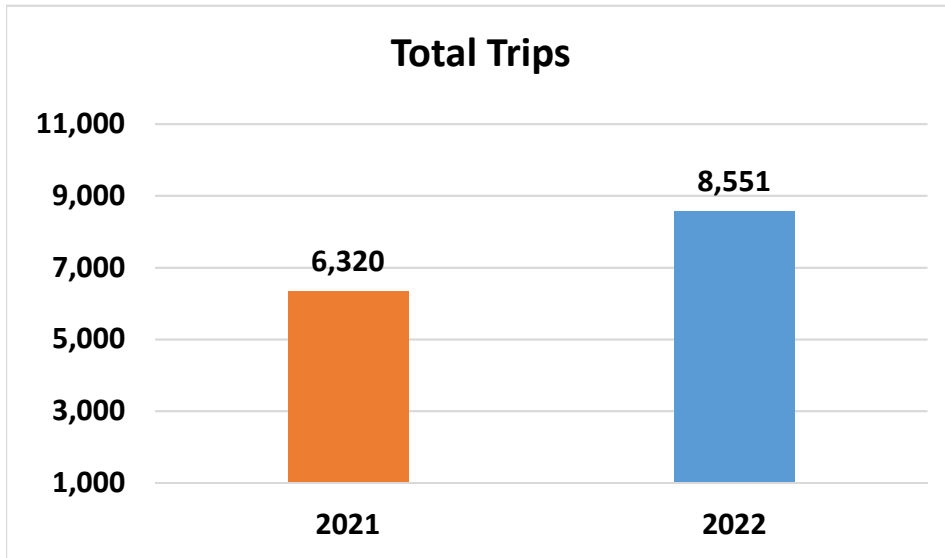
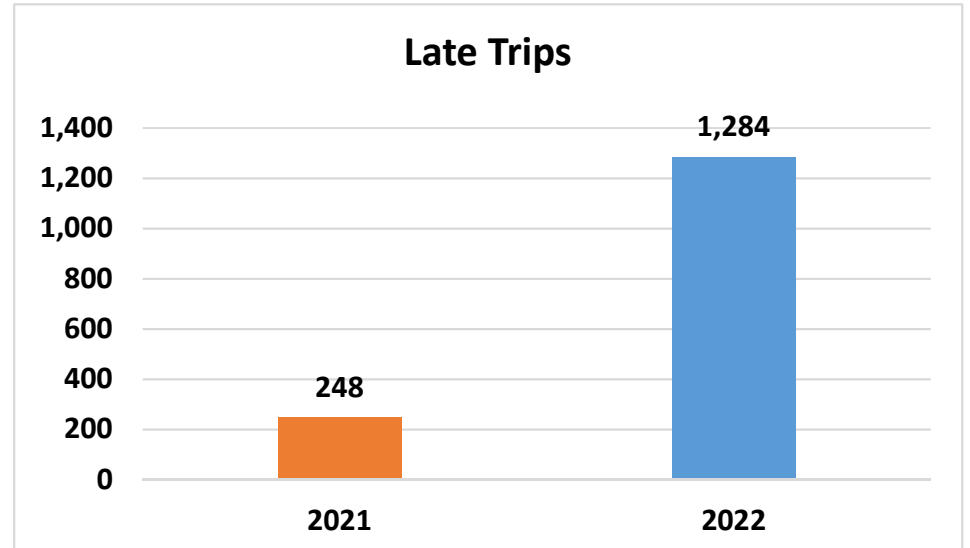
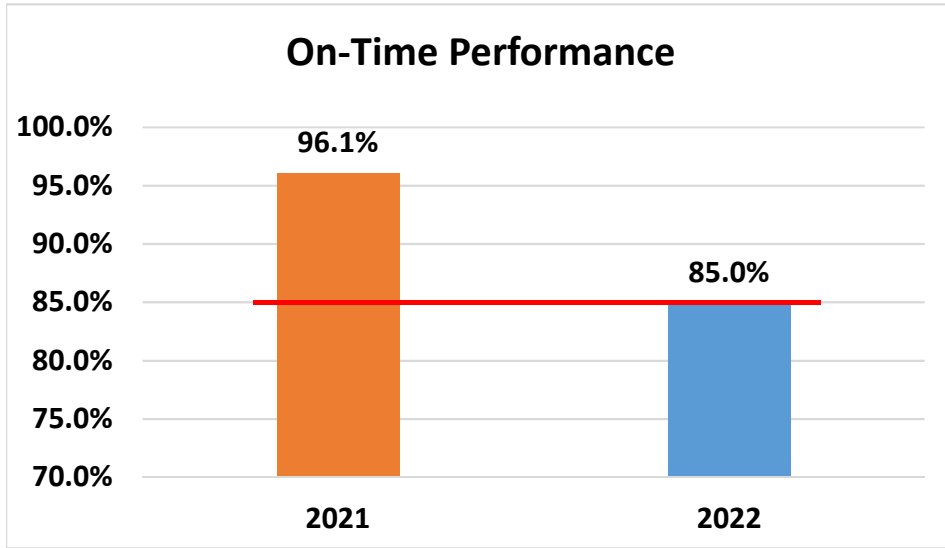
The definition of a late trip is when the vehicle arrives outside of the scheduled 30 minute pick-up window. Total late trips for the month of May were 1,284. When compared to May 2021, this is an increase of 1,036 late trips or 417%.

Recommendation:

Receive and file.

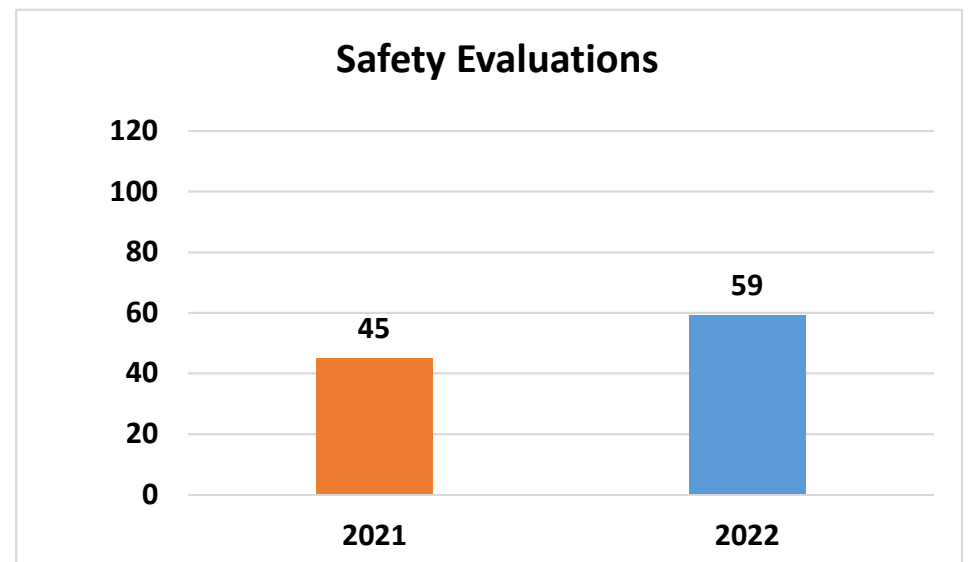
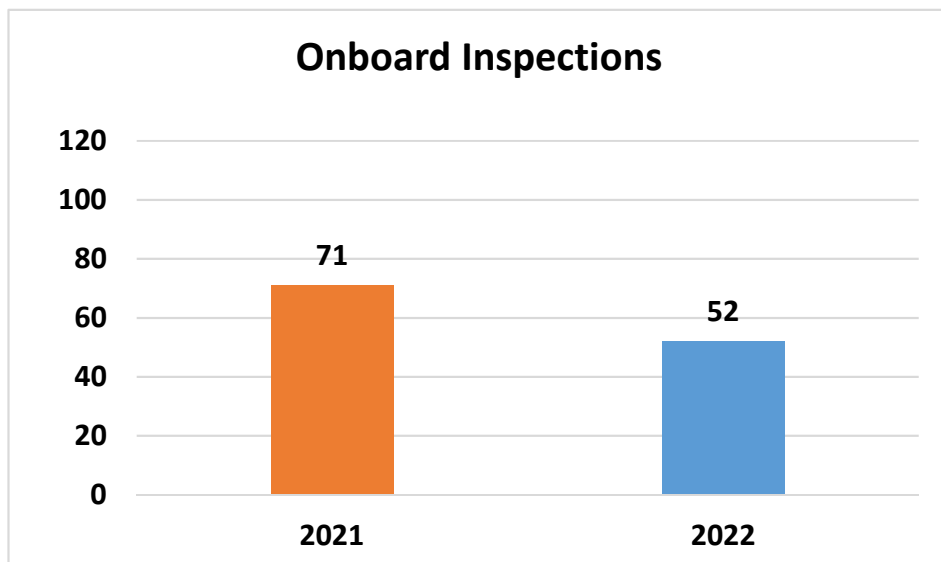
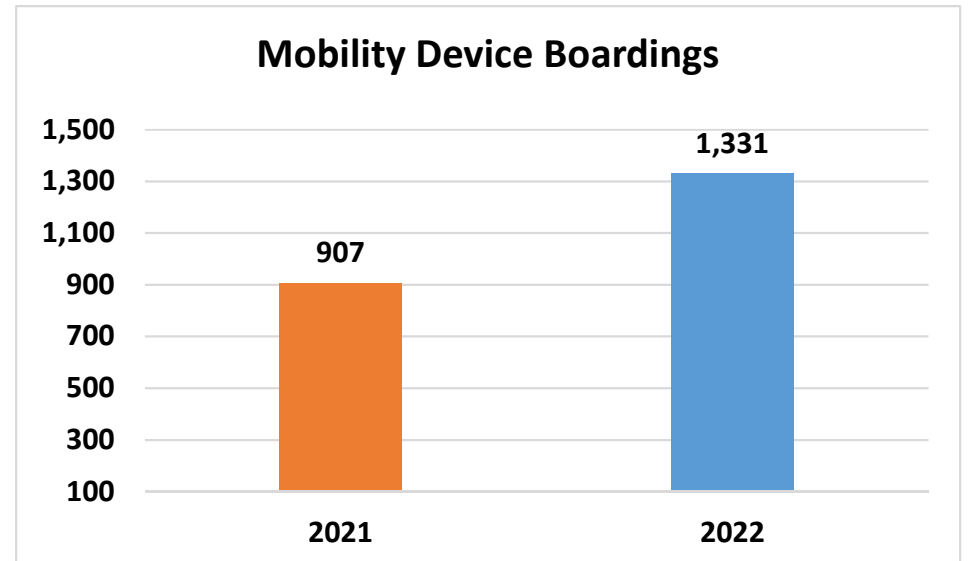
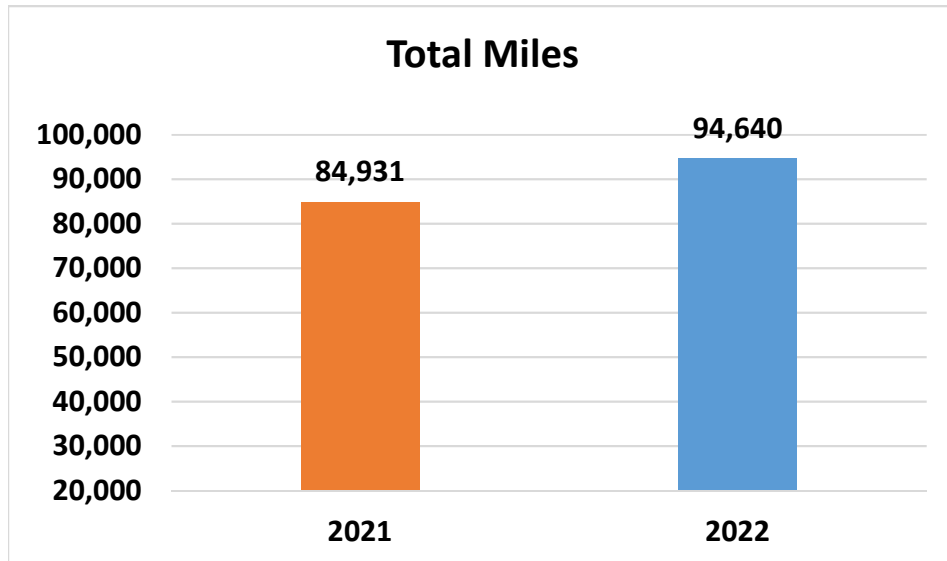
SunDial Operational Charts

May 2021 vs. May 2022



SunDial Operational Charts

May 2021 vs. May 2022



SunLine Transit Agency
CONSENT CALENDAR

DATE: June 22, 2022

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Metrics for May 2022

Summary:

The metrics packet includes data highlighting on-time performance, early departures, late departures, late cancellations, operator absences, fixed route customer complaints, paratransit customer complaints, advertising revenue and system performance. SunRide performance includes system-wide, trip booking method and geo-fence metrics for Desert Hot Springs/Desert Edge, Palm Desert, Coachella and Mecca/North Shore. Included in this packet is ridership data for the mobile ticketing usage of the Token Transit application and the Haul Pass programs with the various High Schools in the Coachella Valley, College of the Desert (COD) and California State University San Bernardino (CSUSB) Palm Desert Campus.

SunRide

- SunRide systemwide ridership is up 73% compared to May 2021.
- Coachella had its best month since the start of the program with 184 rides in May, an increase of 47% over April 2022 and 175% above May 2021.
- SunRide on-time performance exceeded the goal of 85% in four (4) of the four (4) geo-fence zones.
- Customer satisfaction star-rating goals met or exceeded in three (3) of the four (4) geo-fence zones.
- SunRide ridership continues to experience fluctuations as riders get familiarized and adapt to the new app technology.

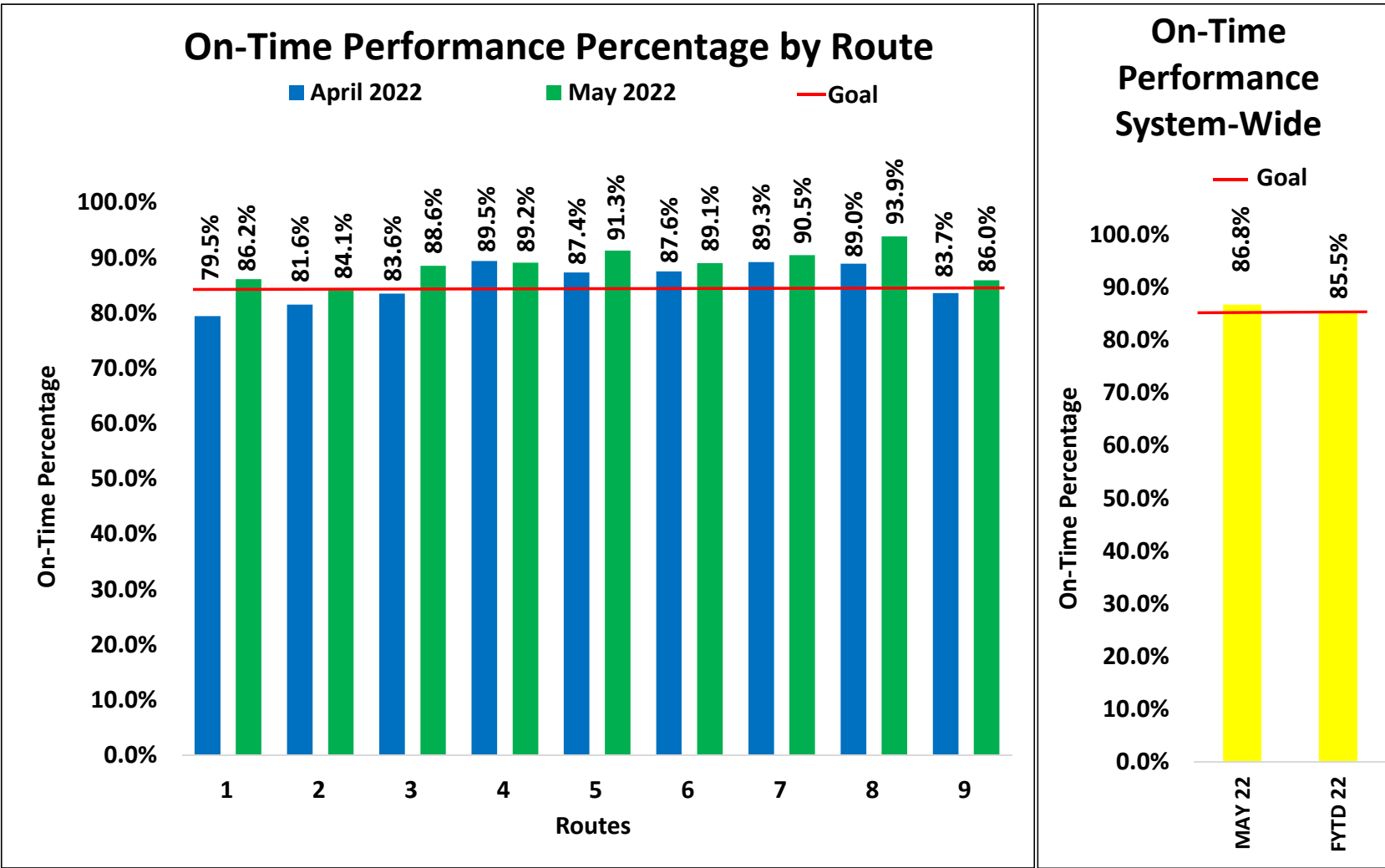
Fixed Route

- Fixed route on-time performance had an increase of 3.6% from April 2022 to May 2022.
- Route 2 on-time performance had an increase of 2.5% for the month of May; however, it did not meet the Agency goal of 85%, due to weather condition detours on Gene Autry Trail.

- Early departures had an increase of 0.2% when compared to the previous month due to the May service change as operators adjust to their new assignments.
- Late departures had a decrease of 3.7% from April 2022 to May 2022.
- CSUSB ridership decline was anticipated due to final exams during the dates of 05/16/2022 - 05/20/2022 and the conclusion of the spring semester.

Recommendation:

Receive and file.



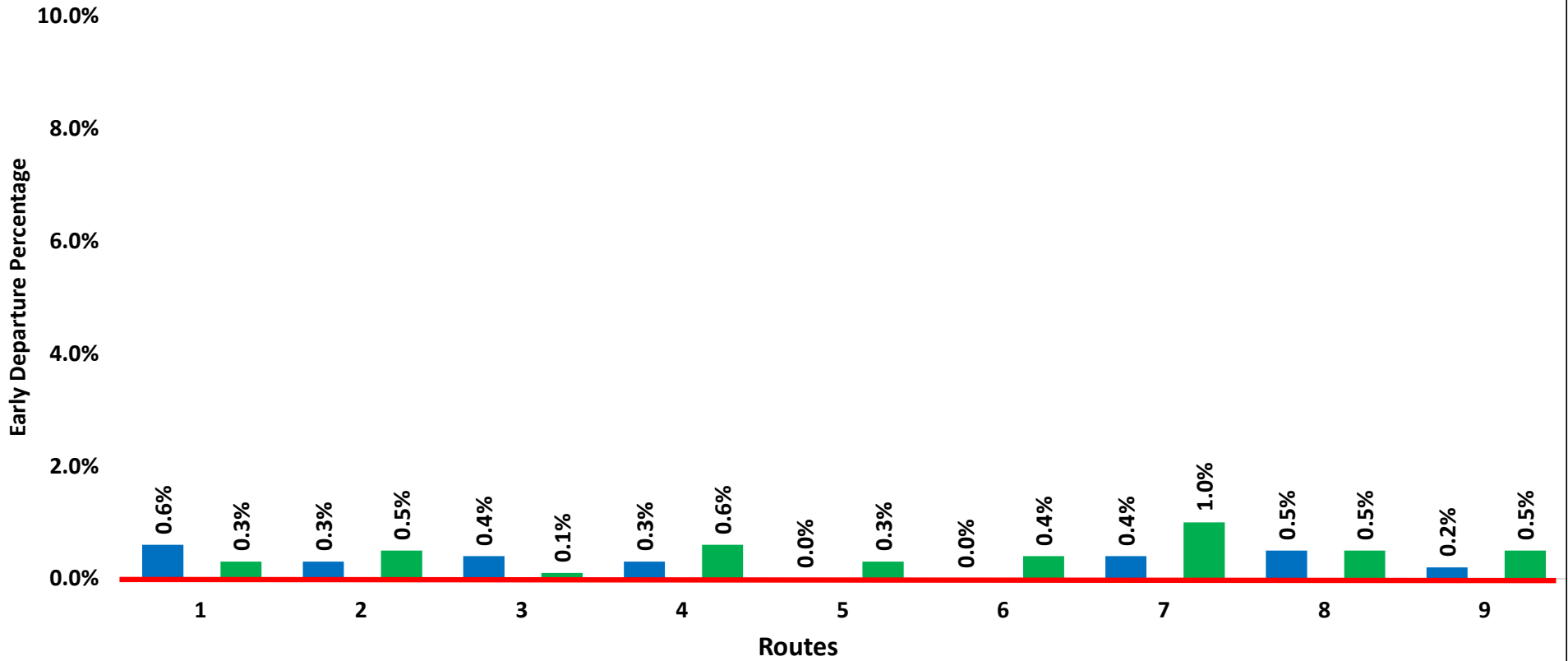
On-Time Definition: When a trip departs a time point within a range of zero (0) minutes early to five (5) minutes late.

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

Note: Late departures were affected due to weather related road closures.

Early Departure Percentage by Route

■ April 2022 ■ May 2022

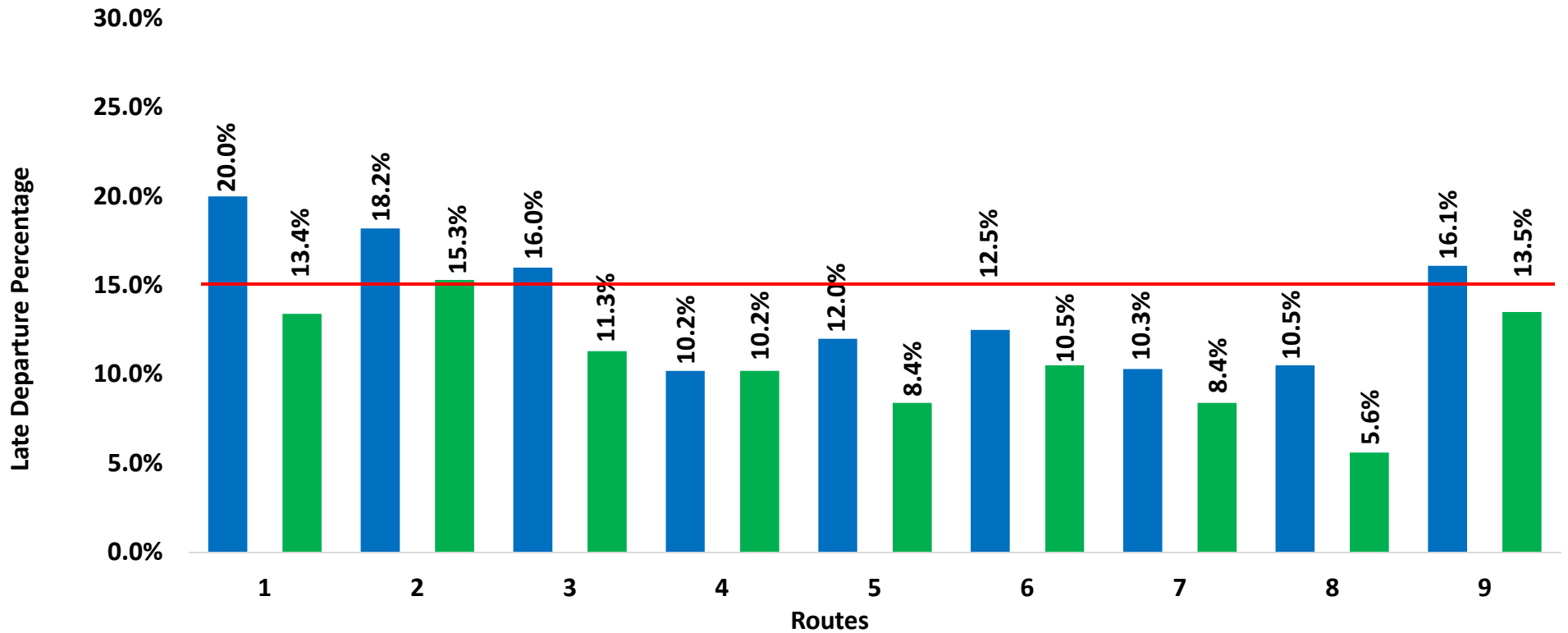


Early Departure Definition: When a bus leaves a time point ahead of the scheduled departure time.

Goal: To reduce early departures to 0%.

Late Departure Percentage by Route

■ April 2022 ■ May 2022 — Goal

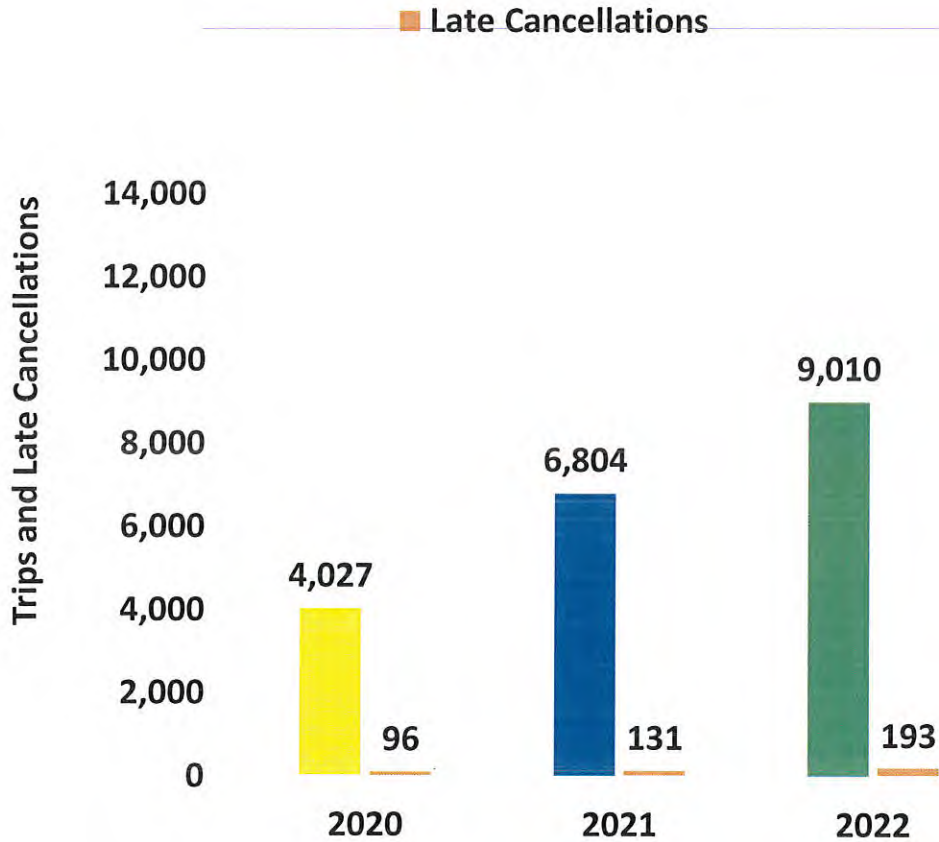


Late Departure Definition: When a bus leaves a time point after the scheduled departure time and the route is running late with a departure greater than five (5) minutes.

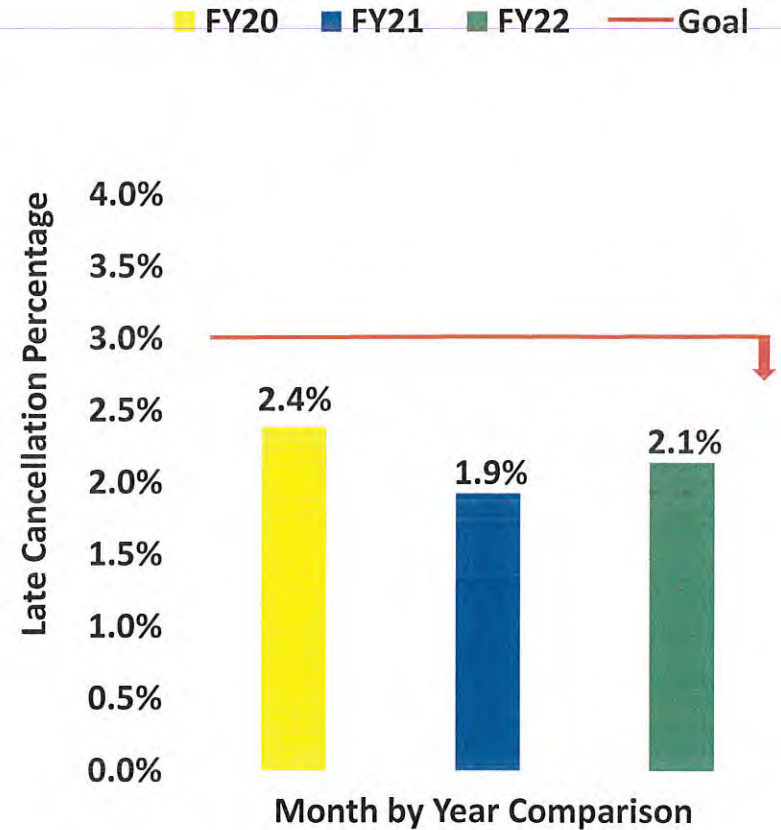
Goal: To ensure late departures remain below 15%.

Note: Late departures were affected due to weather related road closures.

Total Trips vs. Late Cancellations May



Late Cancellation Percentage



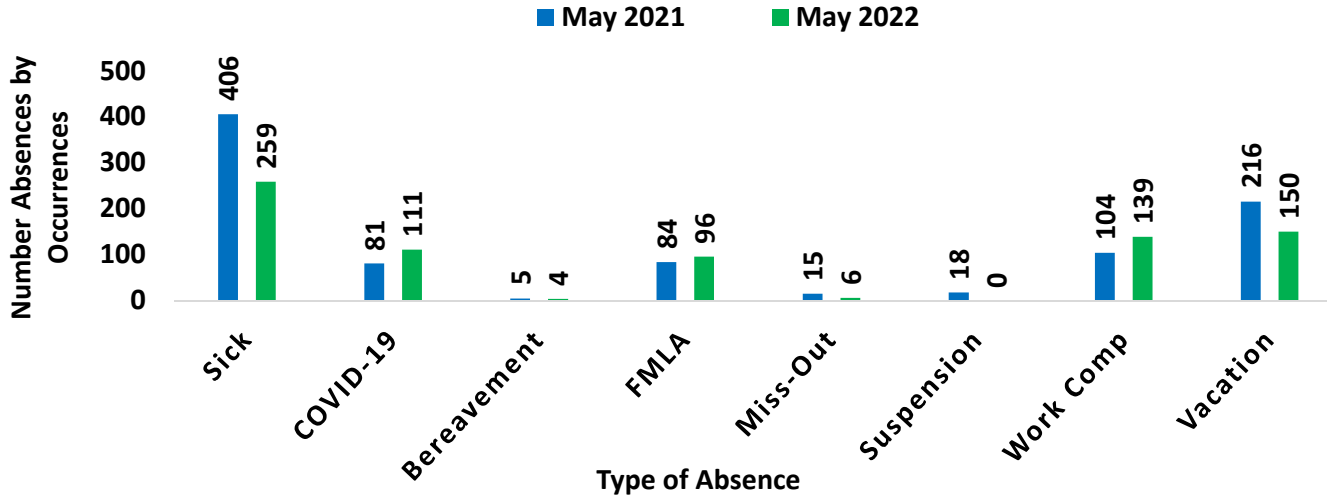
Trip: A one-way trip booked by the rider. A round trip is counted as two (2) trips.

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

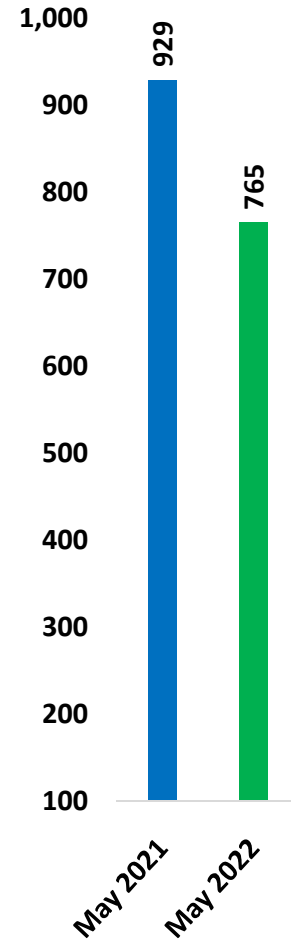
Goal for Late Cancellations: 3% or below.

Total Trips: Total one-way trips completed.

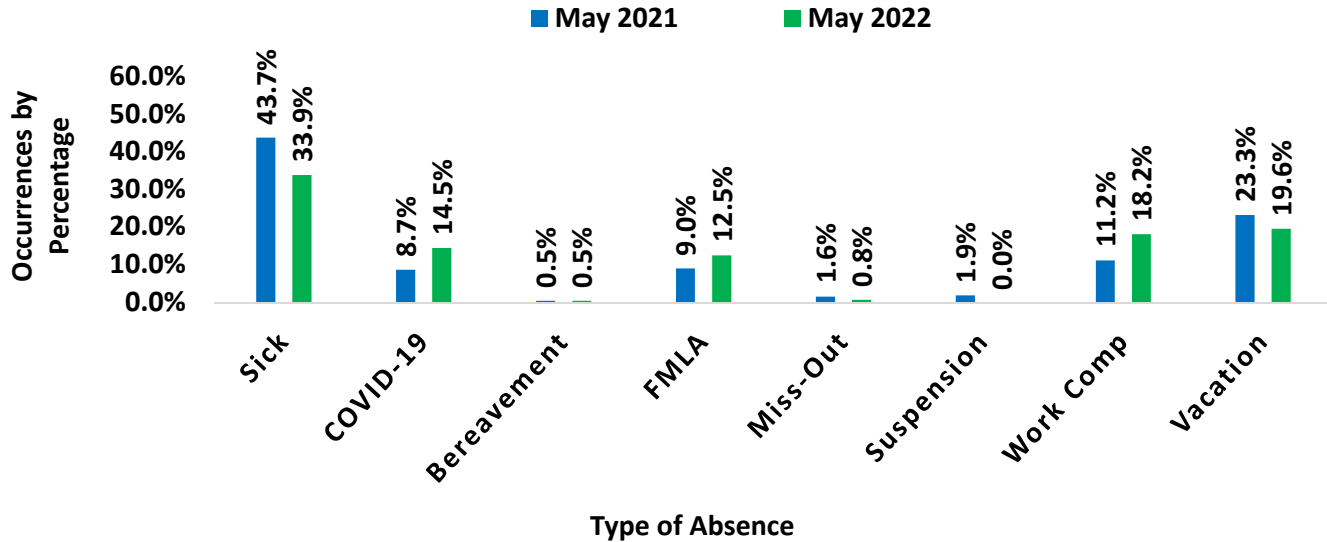
Operator Absence by Type



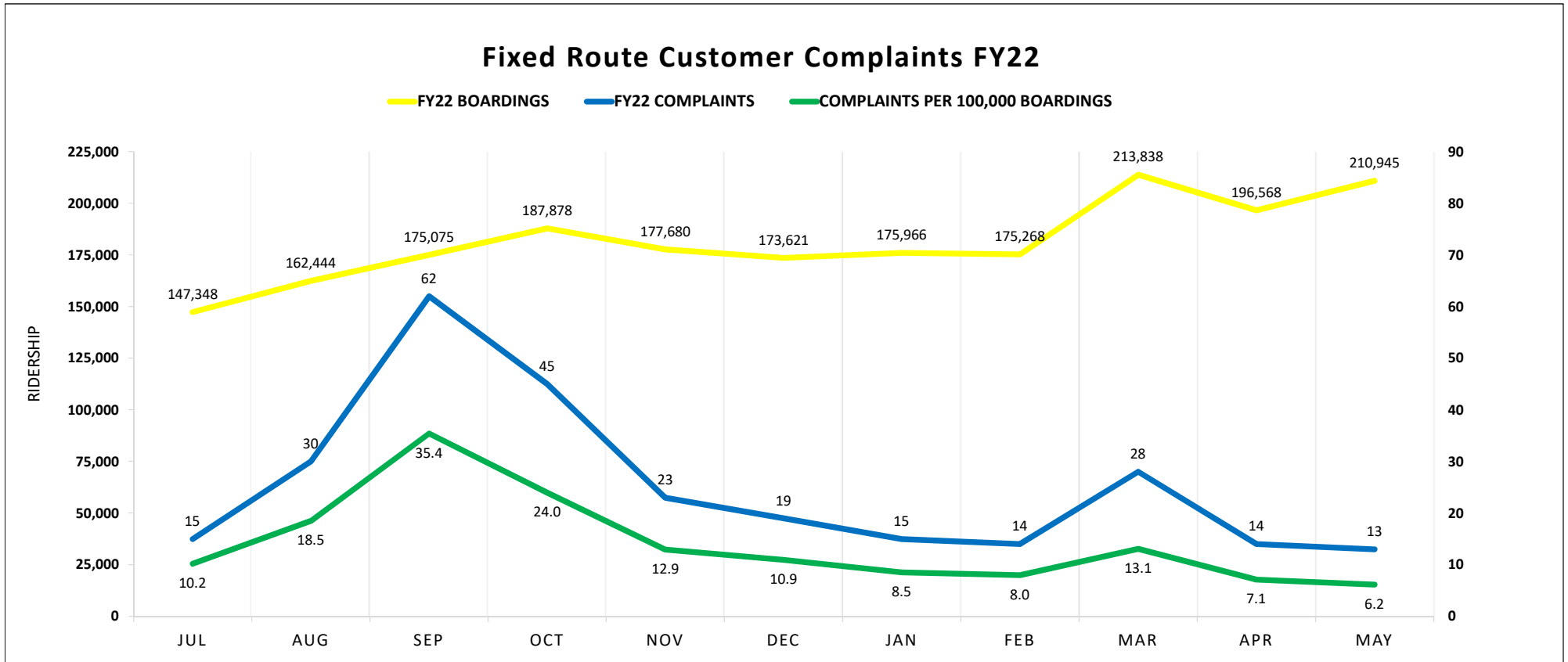
Total Absence Occurrences



Operator Absence Type by Percentage



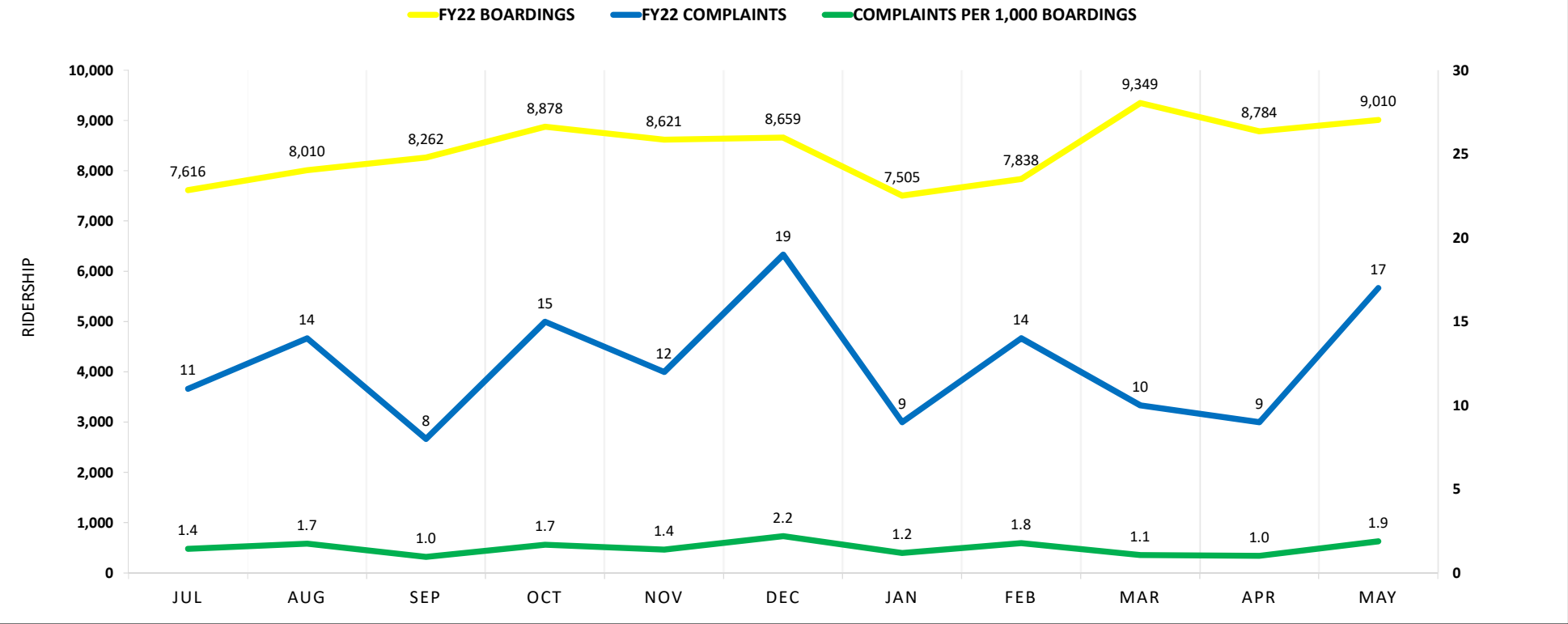
This chart includes unplanned/unscheduled and COVID-19 absences for Fixed Route drivers. SunLine continues to monitor all driver absences and have seen an decrease in workforce absences for May 2022 when compared to May 2021.



This chart represents the number of boardings and total valid complaints as well as the number of valid complaints per 100,000 boardings for the Fixed Route system. In the month of September, we saw an increase in customer complaints. We attribute this to the implementation of Level 1 service, which caused some interruptions in service due to the lack of workforce.

For the month of May, 99.99% of our total rides did not receive a complaint

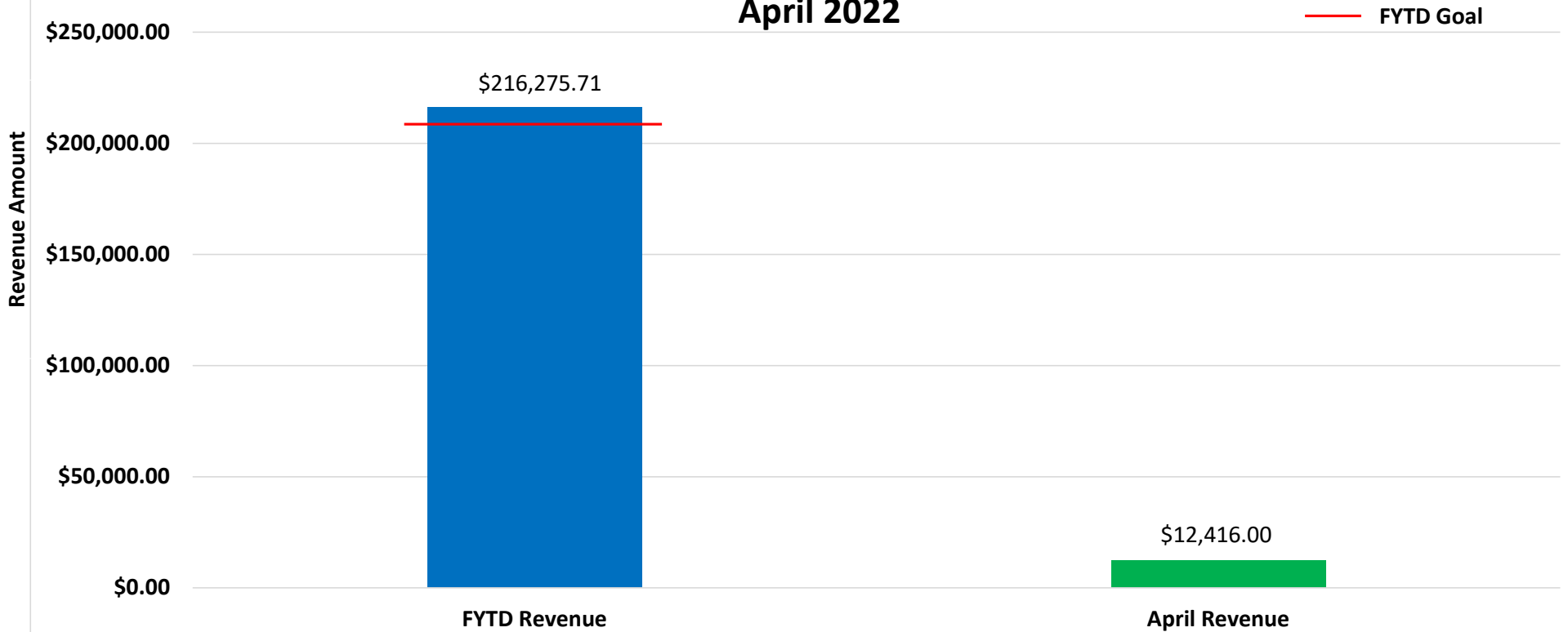
Paratransit Customer Complaints FY22



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

For the month of May, 99.81% of our total rides did not receive a complaint

Advertising Revenue FYTD Budget vs FYTD Agency Revenue April 2022



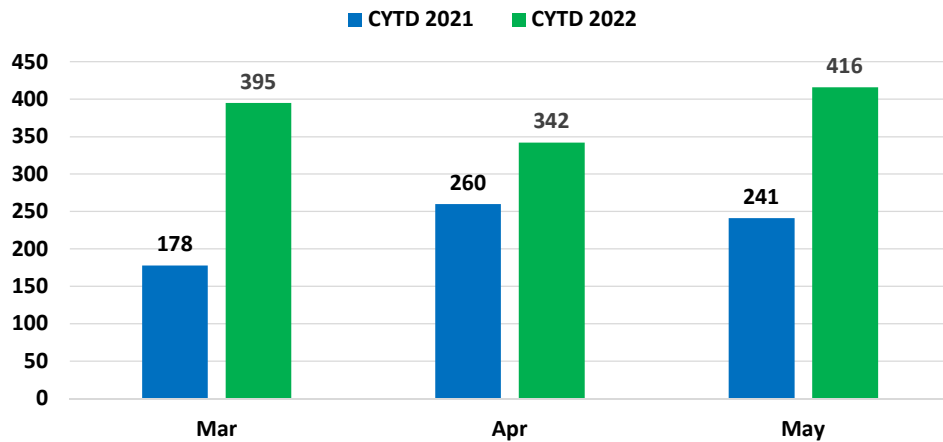
Advertising revenue tracks revenue of invoiced contracts for bus shelter and bus wrap advertising. The graph tracks FYTD revenue accrued with the monthly revenue accrued. The annual budget amount for FY22 is \$250,000. (Advertising revenues follow Finance Department reporting from the previous two (2) months).

SunRide System-Wide Metrics CYTD 2022

Total Completed Trips: 1,764

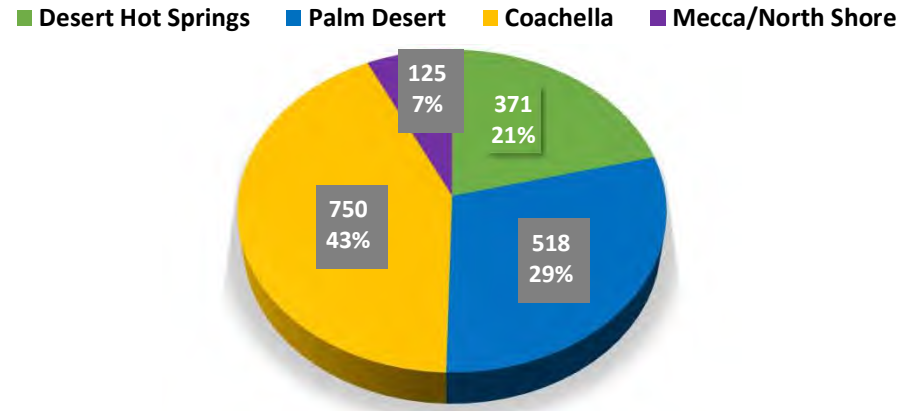
Total Number of Passengers: 1,885

Completed Rides - Three Month Comparison



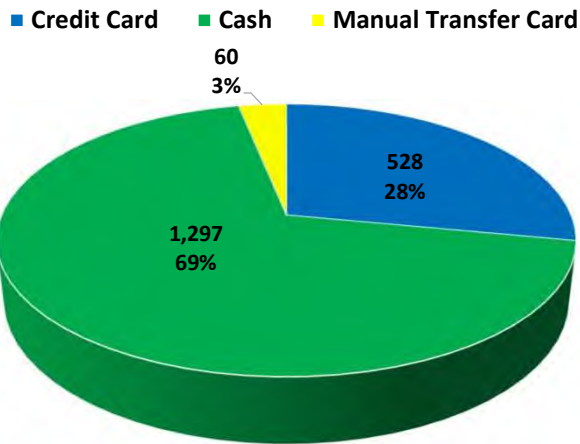
The chart compares completed trips for the current month compared to the previous two (2) months.

**Trips by Zone
CYTD 2022**



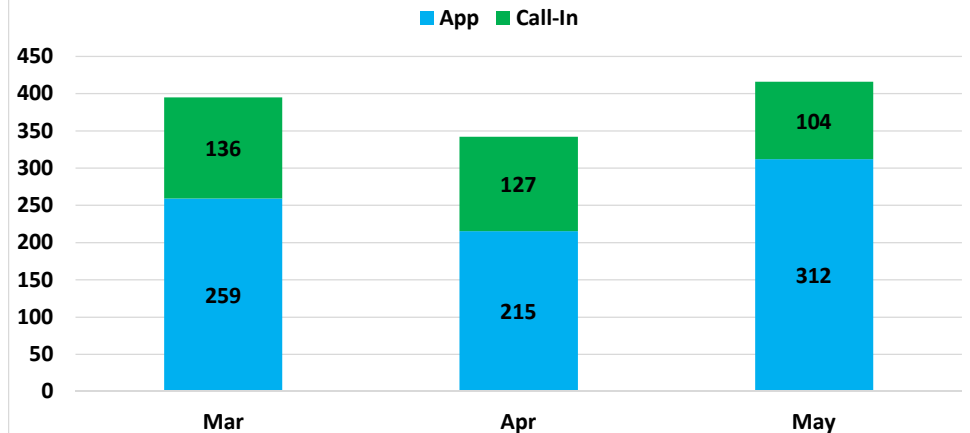
The pie chart illustrates the number and percentage of trips completed by each geo-fence zone for CYTD 2022.

SunRide Payment Method



The pie chart illustrates the chosen method of payment for SunRide passengers by number and percentage of riders for CYTD.

Trip Booking Method

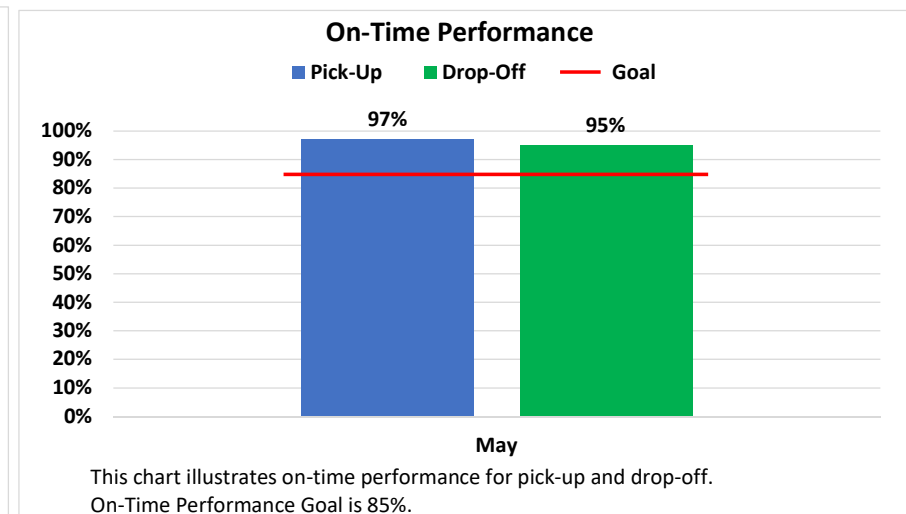
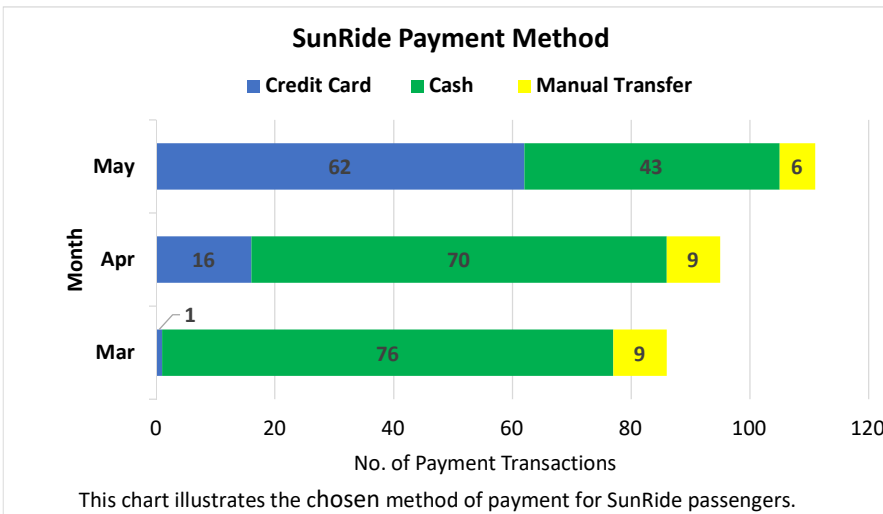
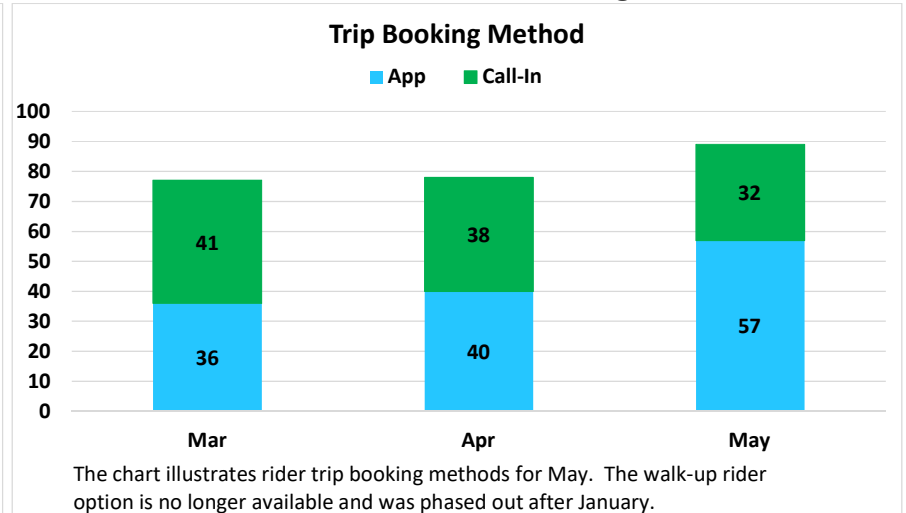
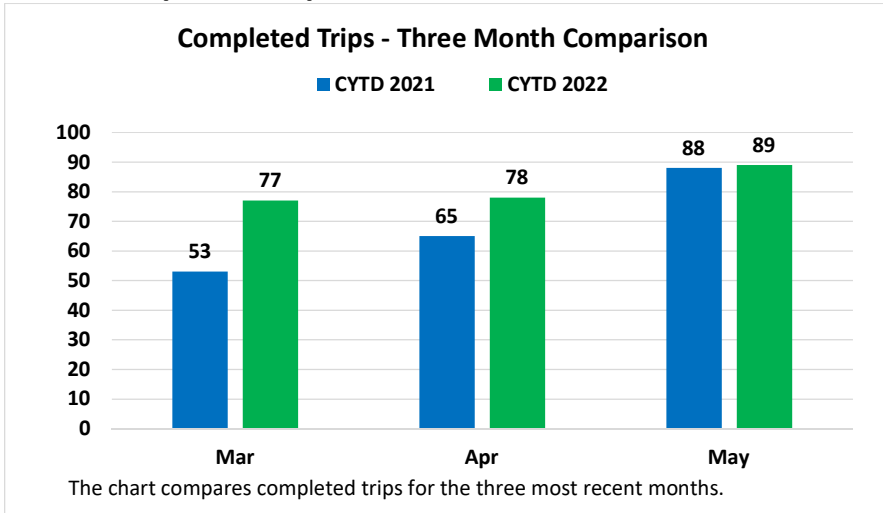


This chart illustrates rider trip booking methods for the three most recent months. The walk-up rider option is no longer available and was phased out in January.

Desert Hot Springs/Desert Edge Geo-Fence Metrics CYTD 2022

Total Completed Trips: 371

Total Number of Passengers: 420



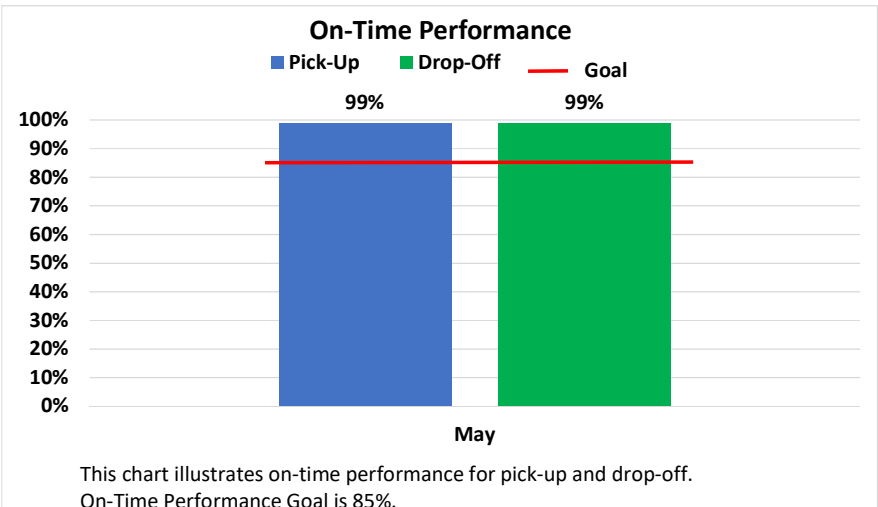
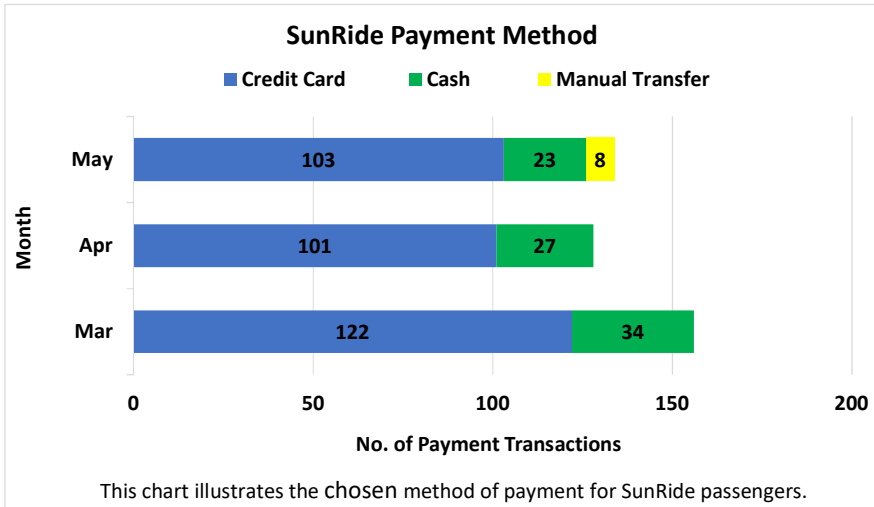
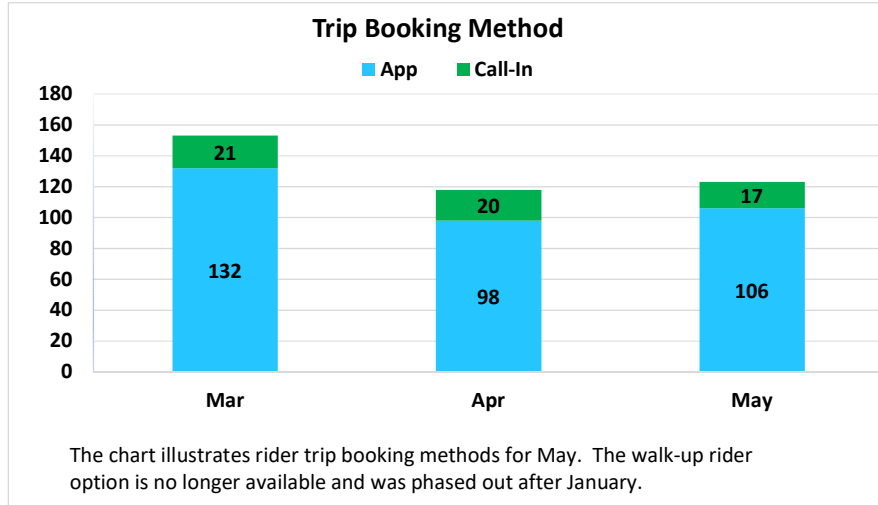
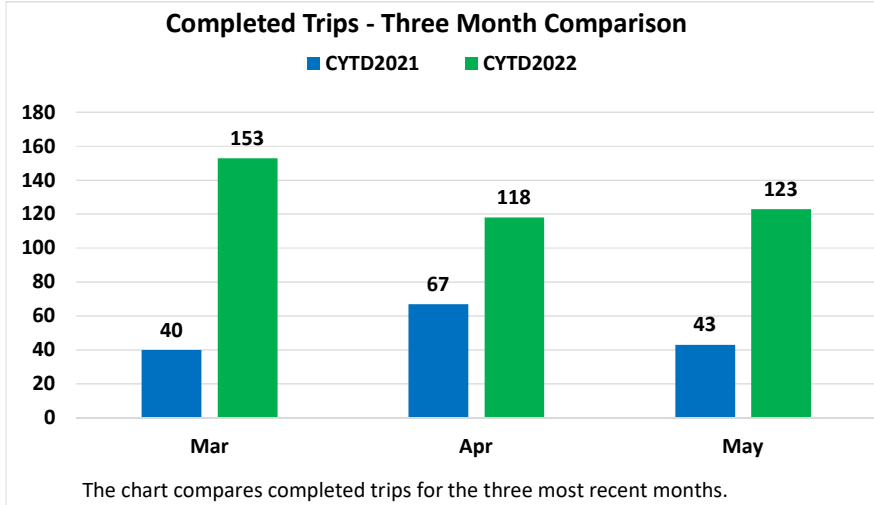
Customer Satisfaction Rating
Avg. rider trip rating 4.5
Goal: 4.5



Palm Desert Geo-Fence Metrics CYTD 2022

Total Completed Trips: 518

Total Number of Passengers: 546



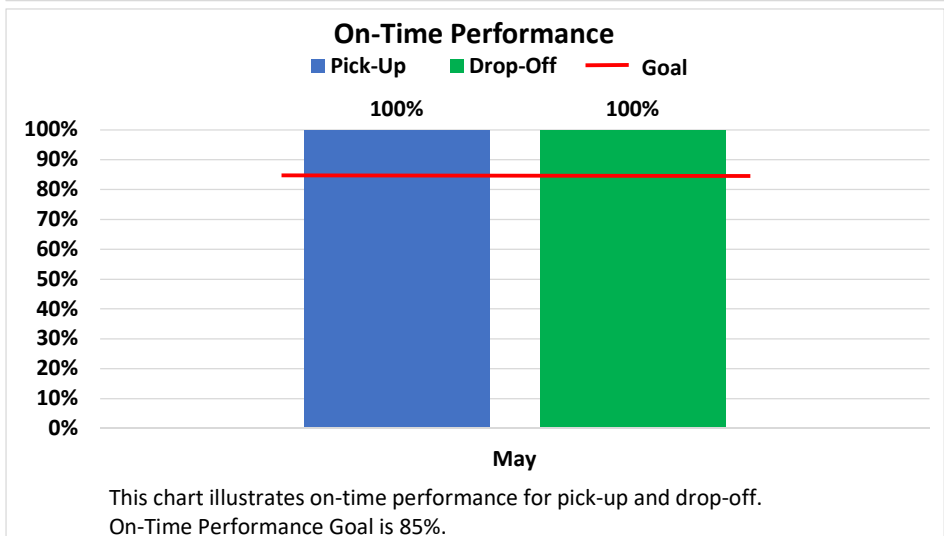
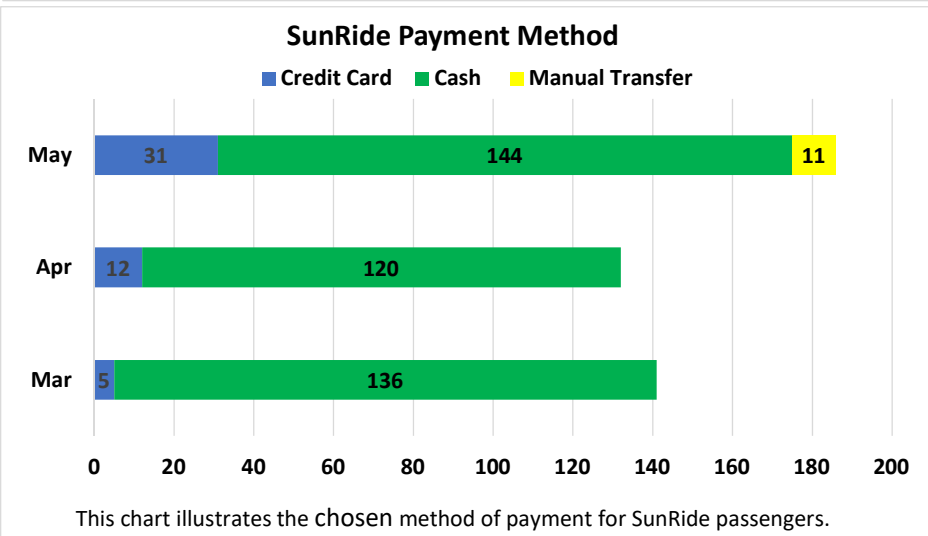
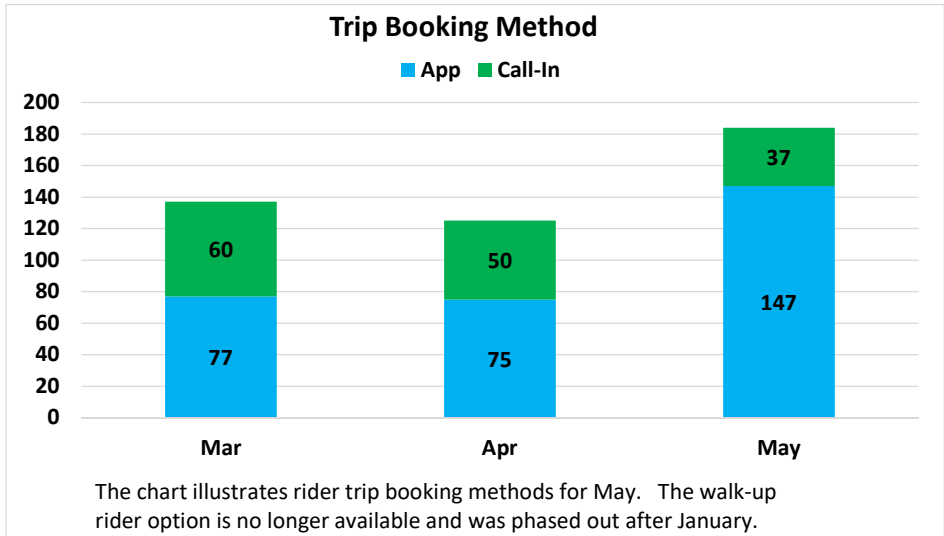
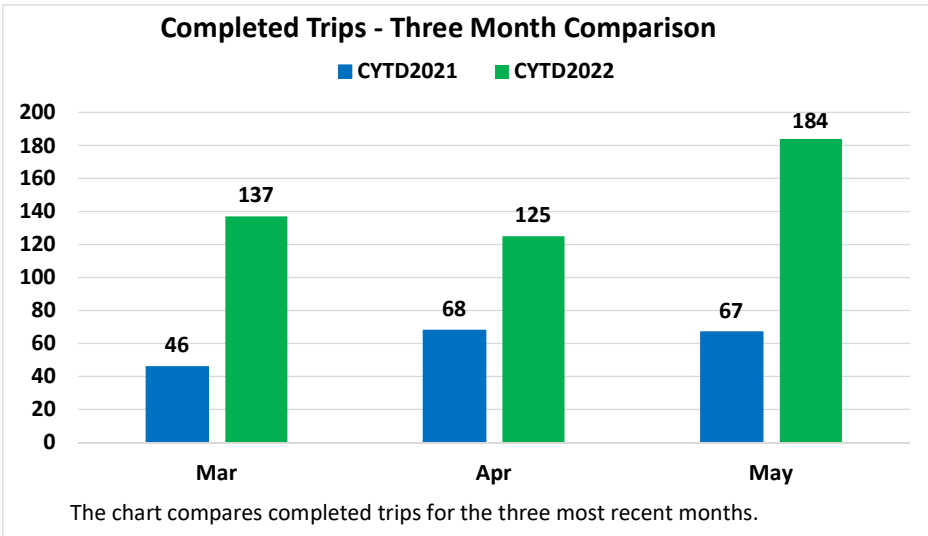
Customer Satisfaction Rating
Avg. rider trip rating: 5.0
Goal: 4.5



Coachella Geo-Fence Metrics CYTD 2022

Total Completed Trips: 750

Total Number of Passengers: 769



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

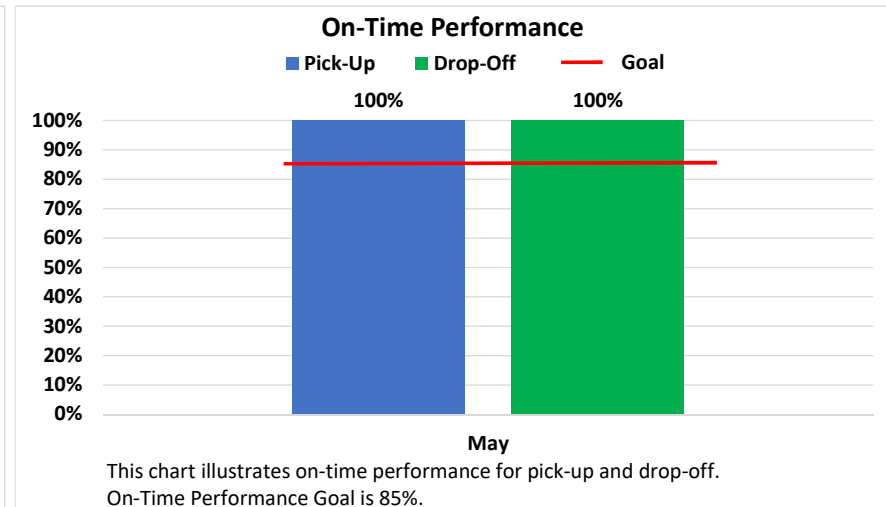
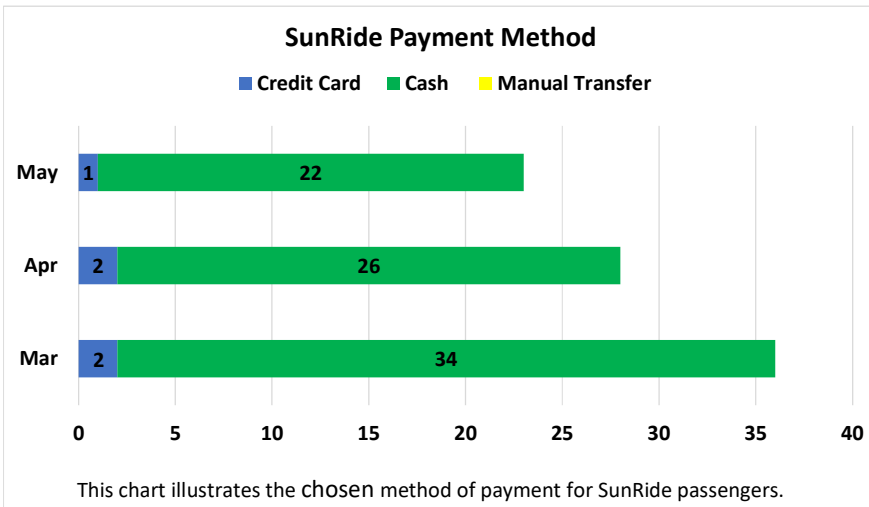
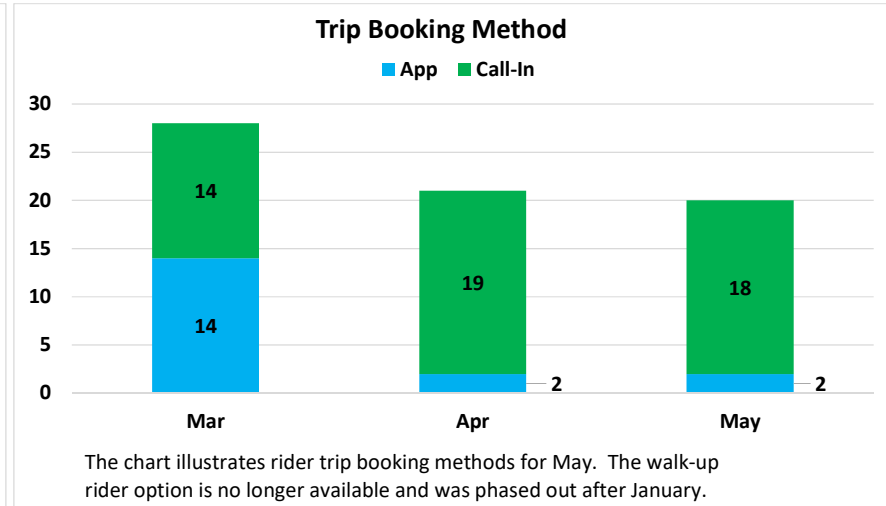
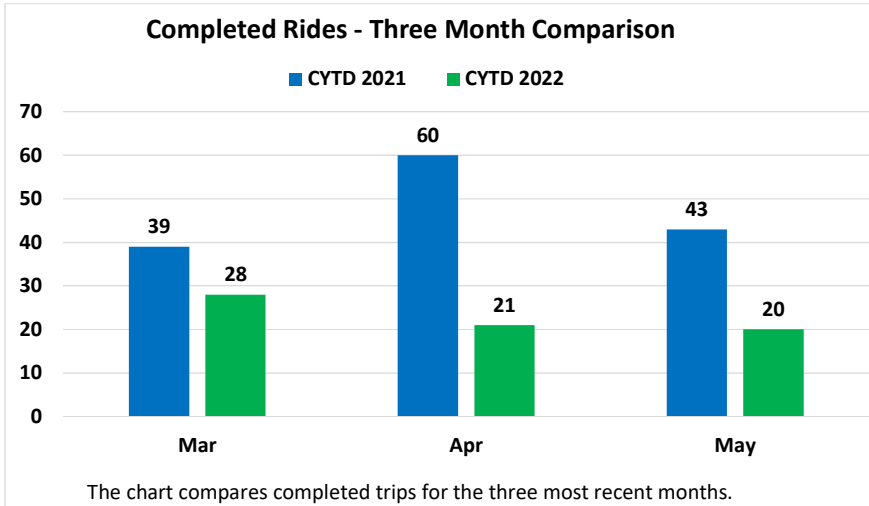


EXCEEDS GOAL!

Mecca/North Shore Geo-Fence Metrics CYTD 2022

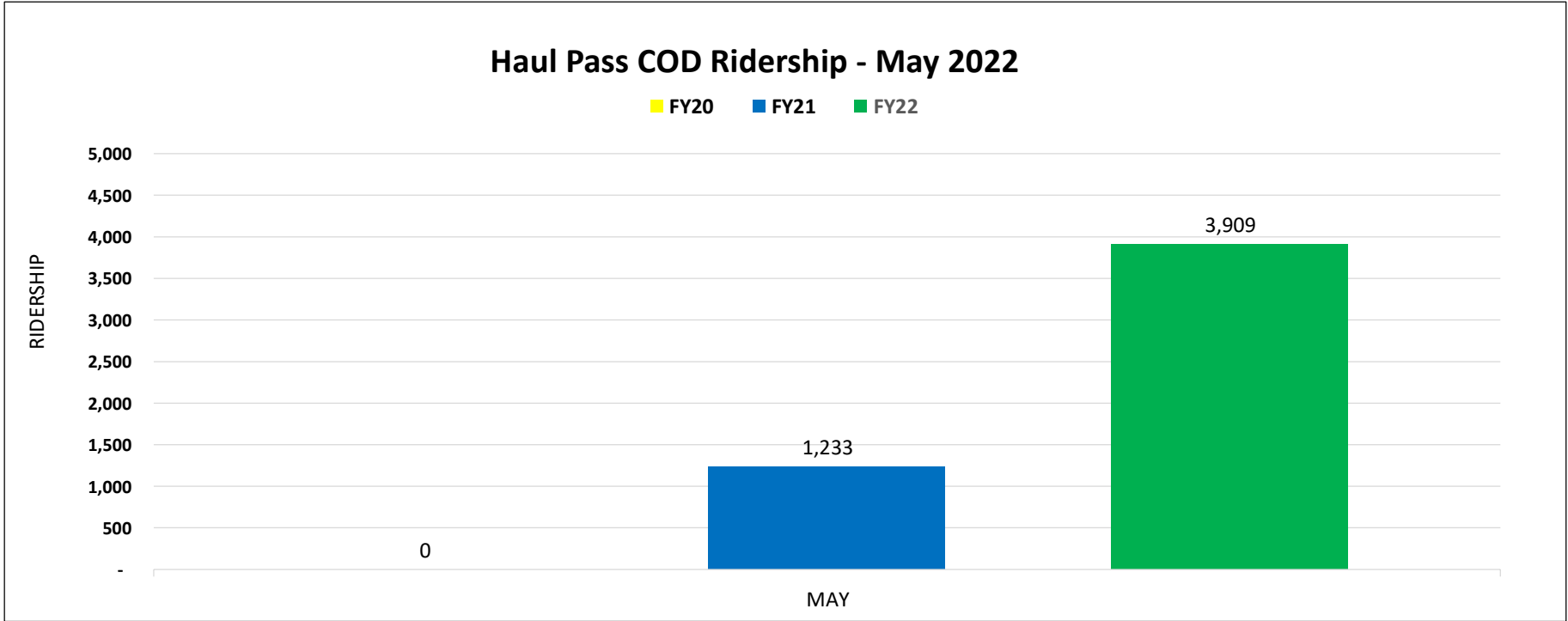
Total Completed Trips: 125

Total Number of Passengers: 150



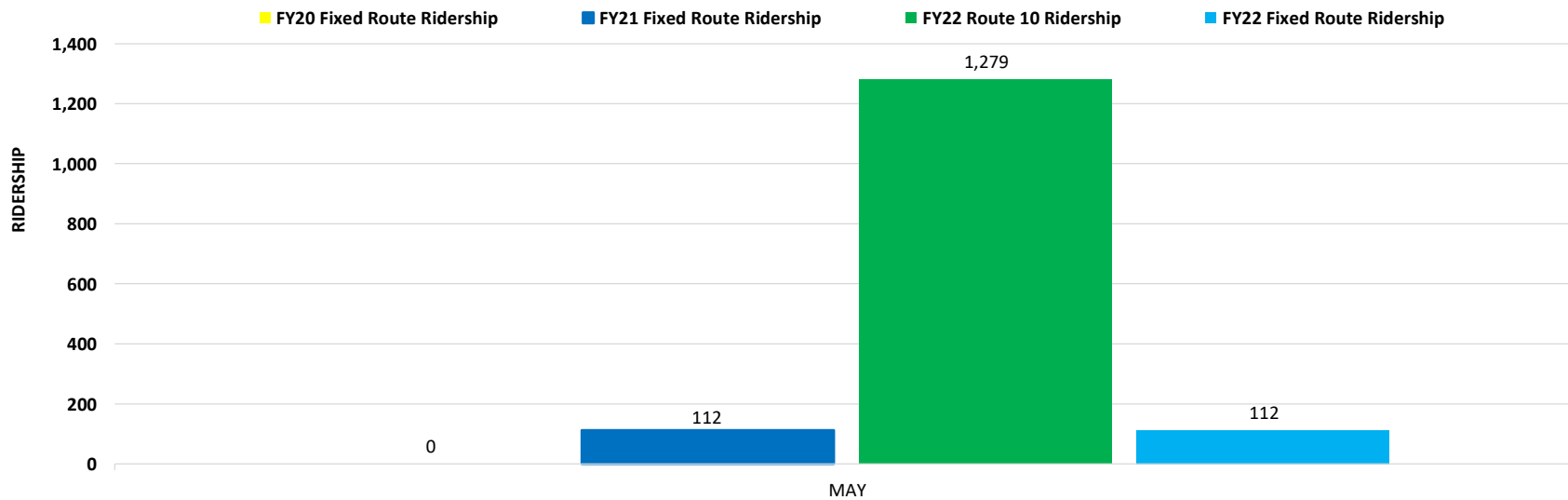
Customer Satisfaction Rating ★★★★★
 Avg. rider trip rating: 3.8*
 Goal: 4.5

*There was a one (1)-star rating that impacted the overall customer satisfaction rating. While the rider, a non-English speaker, had a good overall experience, he may have thought one (1) was the best rating he could give (i.e. you're #1) in the rating system of 1-5 in the United States.



The Haul Pass program was introduced in August 2018.
 This chart represents monthly ridership on the Haul Pass COD.
 Haul Pass COD contributed with 3,909 rides from 222 unique riders.
 In May 2021, SunLine resumed fare collection.
 On October 17, 2021, SunLine commenced operations under Level 2.

Haul Pass CSUSB Ridership - May 2022



The Haul Pass CSUSB program was introduced in September 2019.

This chart represents monthly ridership on the Haul Pass CSUSB.

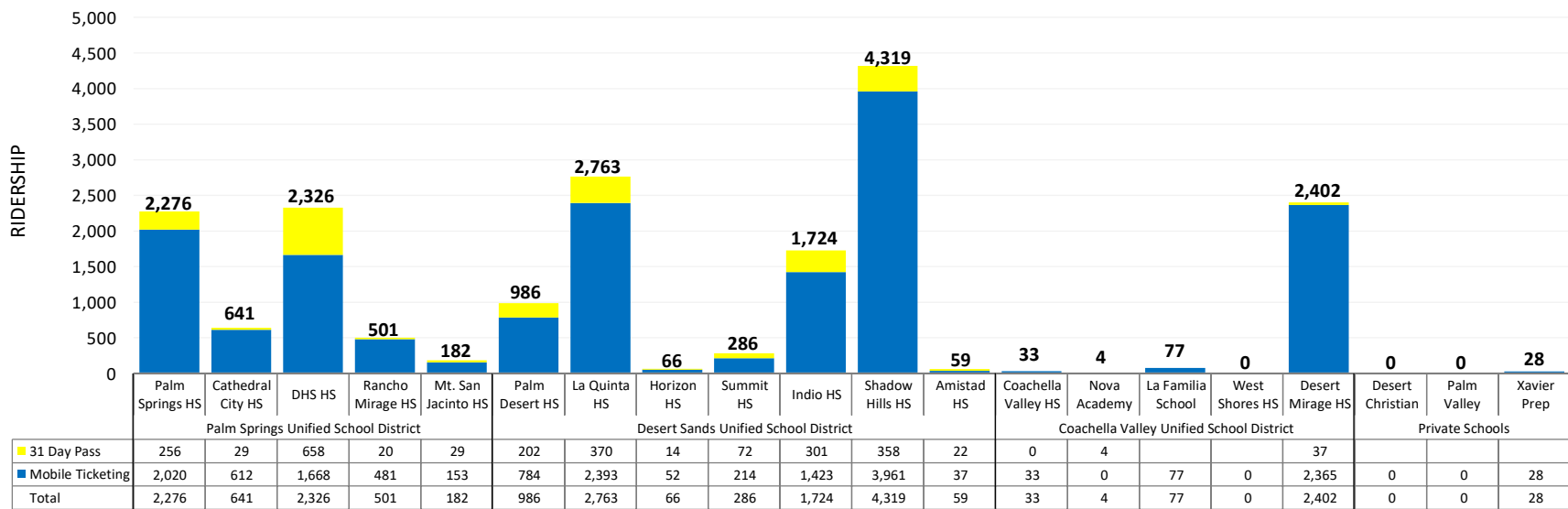
Haul Pass CSUSB contributed with 1,391 rides from 174 unique riders and a total of 1,122 rides from the Route 10.

In May 2021, SunLine resumed fare collection.

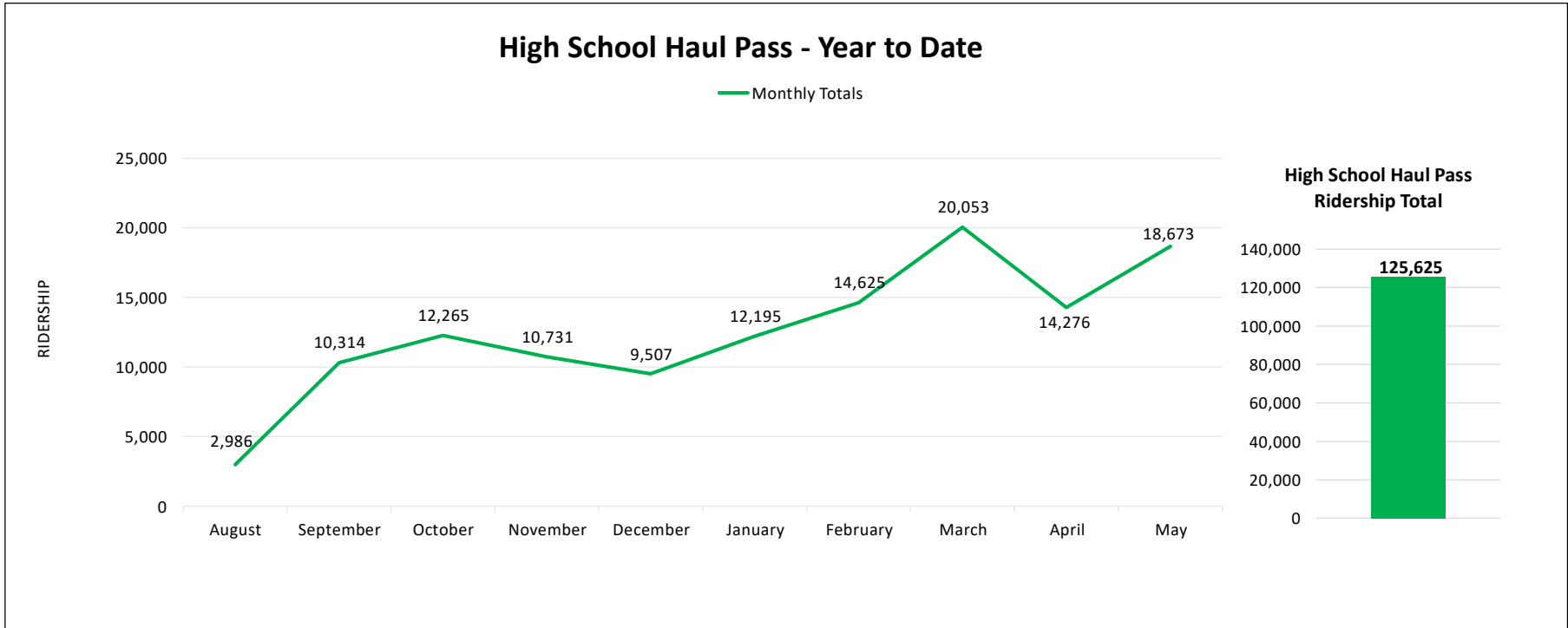
On October 17, 2021, SunLine commenced operations under Level 2.

High School Haul Pass - May 2022

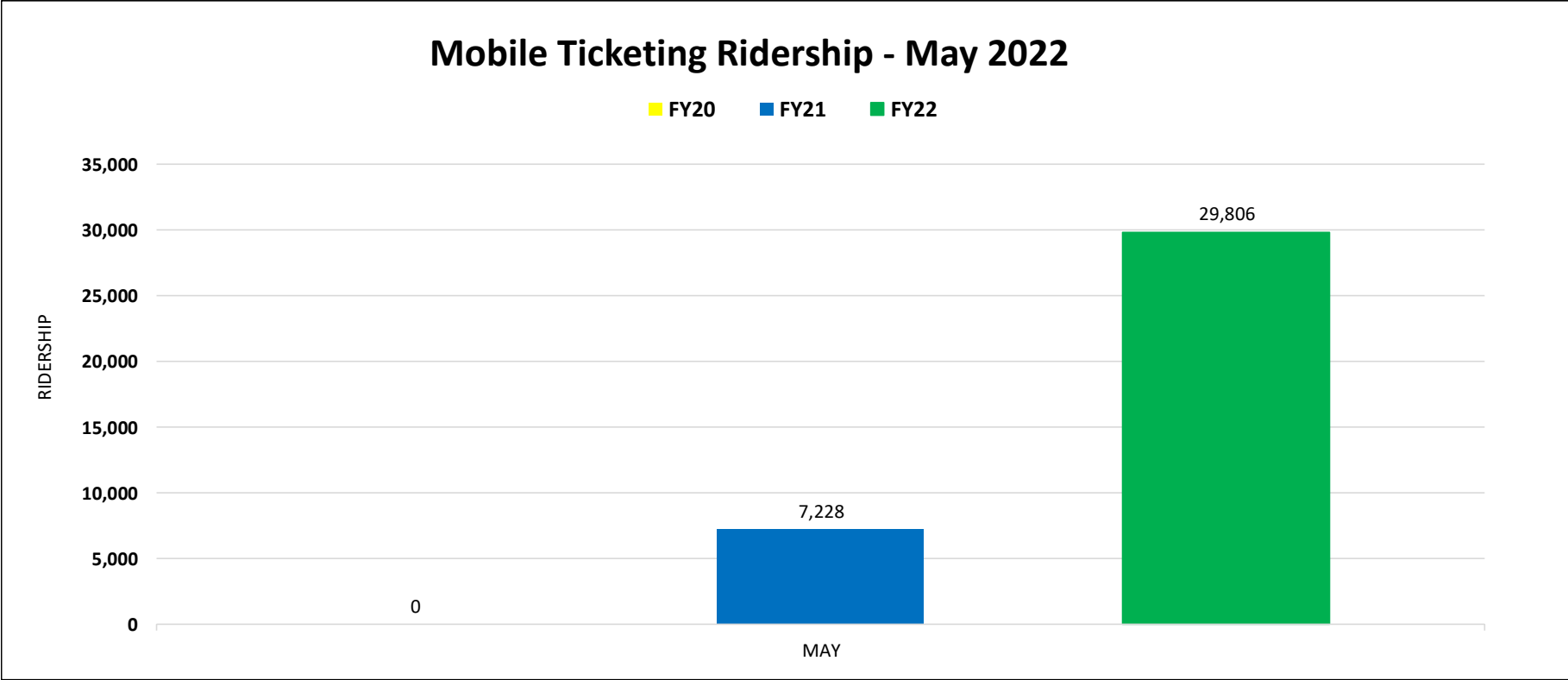
■ Mobile Ticketing ■ 31 Day Pass



The High School Haul Pass program was introduced in August 2021.
 This chart represents monthly ridership by school for the High School Haul Pass.
 The total active users as of May 2022 are 2,426 using the High School Haul Pass.



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



This chart represents all monthly mobile ticketing usage based on the Token Transit app data. The total for May 2022 includes 156 paratransit mobile tickets. A total of 1,709 unique users used mobile ticketing in the month of May. In May 2021, SunLine resumed fare collection. On October 17, 2021, SunLine commenced operations under Level 2.

SunLine Transit Agency

CONSENT CALENDAR

DATE: June 22, 2022

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Board Member Attendance for May 2022

Summary:

The attached report summarizes the Board of Directors' attendance for fiscal year to date May 2022.

Recommendation:

Receive and file.

FY 21/22	Board Member Matrix Attendance													Total Meetings	Total Attended
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun			
Desert Hot Springs	X		X	X		X	X	X	X	X	X		10	9	
Palm Desert	X		X	X		X	X	X	X	X	X		10	9	
Palm Springs	X		X	X		X	X	X	X	X	X		10	9	
Cathedral City	X		X	X		X	X	X	X	X	X		10	9	
Rancho Mirage	X		X	X		X	X	X	X	X	X		10	9	
Indian Wells	X		X			X	X	X	X	X	X		10	8	
La Quinta	X		X	X		X	X	X	X	X	X		10	9	
Indio	X		X	X		X	X	X	X	X	X		10	9	
Coachella	X		X	X		X	X	X	X		X		10	8	
County of Riverside	X		X	X		X	X	X	X	X	X		10	9	

X - ATTENDED (Primary/Alternate)

DARK –

SunLine Services Group

CONSENT CALENDAR

DATE: June 22, 2022

RECEIVE & FILE

TO: Taxi Committee
Board of Directors

RE: Checks \$1,000 and Over Report for April 2022

Summary:

This report lists all of the checks processed at the Agency with a value of over \$1,000 for a given month.

Recommendation:

Receive and file.

**SunLine Regulatory Administration
Checks \$1,000 and Over
April 2022**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
SUNLINE TRANSIT AGENCY	Payroll Liabilities 04/01/2022	91041	04/13/2022	5,218.28
SUNLINE TRANSIT AGENCY	Payroll Liabilities 04/15/2022	91044	04/20/2022	5,218.28
BURKE, WILLIAMS & SORENSEN, LLP	Legal Services	91046	04/28/2022	4,287.50
SUNLINE TRANSIT AGENCY	Overhead Allocations Apr 2022	91039	04/07/2022	2,461.67
ROBERT HALF	Temporary Help	91050	04/28/2022	1,888.95
ROBERT HALF	Temporary Help	91040	04/13/2022	1,359.20
ROBERT HALF	Temporary Help	91038	04/07/2022	1,078.87
NELSON/NYGAARD CONSULTING ASSOCIATES,	Legal Services	91048	04/28/2022	1,020.00
Total Checks Over \$1,000	\$22,532.75			
Total Checks Under \$1,000	\$2,609.06			
Total Checks	\$25,141.81			

SunLine Services Group**CONSENT CALENDAR**

DATE: June 22, 2022

RECEIVE & FILETO: Taxi Committee
Board of Directors

RE: Monthly Budget Variance Report for April 2022

Summary:

The budget variance report compares revenues and expenses to the respective line item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values. The budgetary figures are represented as a straight line budget. Accordingly, the current monthly budget values are calculated by taking 1/12th of the annual budget. The FYTD budget values for the month of April 2022 are equal to 10/12^{ths} of the yearly budget.

Year to Date Summary

- As of April 30, 2022, the organization's revenues are \$26,899 or 18.43% above the FYTD budget.
- As of April 30, 2022, expenditures are \$27,886 or 19.10% below the FYTD budget.
- The net FYTD operating gain (loss) after expenses is \$54,784.

Recommendation:

Receive and file.

SunLine Regulatory Administration
Budget Variance Report
April 2022

Description	FY22 Total Budget	Current Month			Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY22 FYTD Budget	Positive (Negative)	Percentage Remaining
Revenues:								
Revenue Fines	1,500	900	125	775	3,500	1,250	2,250	-133.3%
New Driver Permit Revenue	750	375	63	313	1,050	625	425	-40.0%
Taxi Business Permit	96,000	8,000	8,000	0	80,026	80,000	26	16.6%
Driver Transfer Revenue	250	75	21	54	625	208	417	-150.0%
Driver Renewal Revenue	1,000	150	83	67	1,925	833	1,092	-92.5%
Driver Permit Reinstatement/Replacement	50	-	4	(4)	10	42	(32)	80.0%
Vehicle Permit Revenue	73,620	8,796	6,135	2,661	84,093	61,350	22,743	-14.2%
Other Revenue	500	-	42	(42)	1,645	417	1,228	-229.0%
Operator Application Fee	1,500	-	125	(125)	-	1,250	(1,250)	100.0%
Total Revenue	175,170	18,296	14,598	3,698	172,874	145,975	26,899	1.3%
Expenses:								
Salaries and Wages	54,367	2,410	4,531	2,121	36,125	45,306	9,181	33.6%
Fringe Benefits	46,865	4,792	3,905	(887)	50,896	39,054	(11,842)	-8.6%
Services	52,015	8,267	4,335	(3,932)	17,950	43,346	25,396	65.5%
Supplies and Materials	4,193	298	349	51	2,010	3,494	1,484	52.1%
Utilities	5,416	451	451	-	4,513	4,513	-	16.7%
Casualty and Liability	5,489	457	457	-	4,574	4,574	-	16.7%
Taxes and Fees	100	-	8	8	-	83	83	100.0%
Miscellaneous	6,725	63	560	498	2,021	5,604	3,583	69.9%
Total Expenses	175,170	16,739	14,598	(2,141)	118,090	145,975	27,886	32.6%
Total Operating Surplus (Deficit)	\$ -	\$ 1,557			\$ 54,784			

Budget Variance Analysis - SunLine Regulatory Administration

Revenue

- The positive variance in revenue is primarily attributed to an increase in permitted vehicles.
- As of FYTD22, there is an increase of 44,035 taxi trips compared to FYTD21.

Taxi Trips

	FY21-April	FY22-April	Variance	%Δ
Trips	15,171	15,236	65	0.4%

Taxi Trips

	FYTD-FY21	FYTD-FY22	Variance	%Δ
Trips	92,327	136,362	44,035	47.7%

Salaries and Wages

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

Fringe Benefits

- The unfavorable amount in fringe benefit expenses is attributed to fewer than anticipated expense allocations to SunLine Transit Agency.

Services

- The positive balance in services is primarily attributed to fewer than anticipated legal expenses.

Supplies and Materials

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

Utilities

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

Casualty and Liability

- Casualty and liability expenses are within an acceptable range of the budget.

Taxes and Fees

- The favorable balance is attributed to fuel tax savings related to SRA staff not utilizing vehicle.

Miscellaneous

- The positive variance in miscellaneous expenses are attributed to savings in travel and membership fees which have not yet been incurred.

SunLine Services Group
CONSENT CALENDAR

DATE: June 22, 2022

RECEIVE & FILE

TO: Taxi Committee
Board of Directors

RE: Taxi Trip Data – May 2022

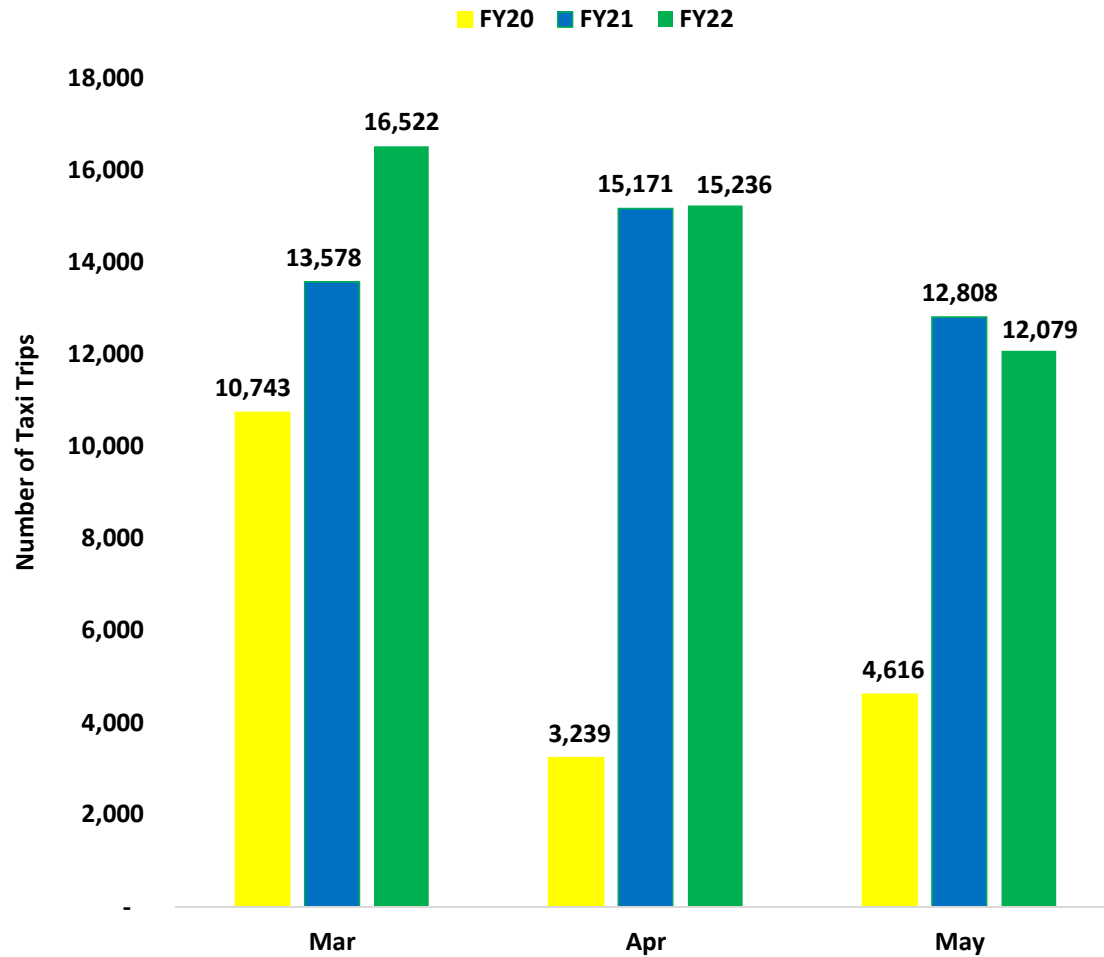
Summary:

The attached charts summarize the total number of taxi trips generated in the Coachella Valley for the previous three (3) month period and total taxi trips for the current fiscal year to date (FYTD) compared to the last two (2) fiscal years. There were 729 fewer taxi trips in May 2022 serviced by 13 more cabs compared to May 2021 (65 cabs in 2022 compared to 52 cabs in 2021). The decrease in trips for May 2022 is mainly attributed to a decrease in demand associated with seasonal fluctuations. There were 33,306 more taxi trips for FYTD22 compared to FYTD21.

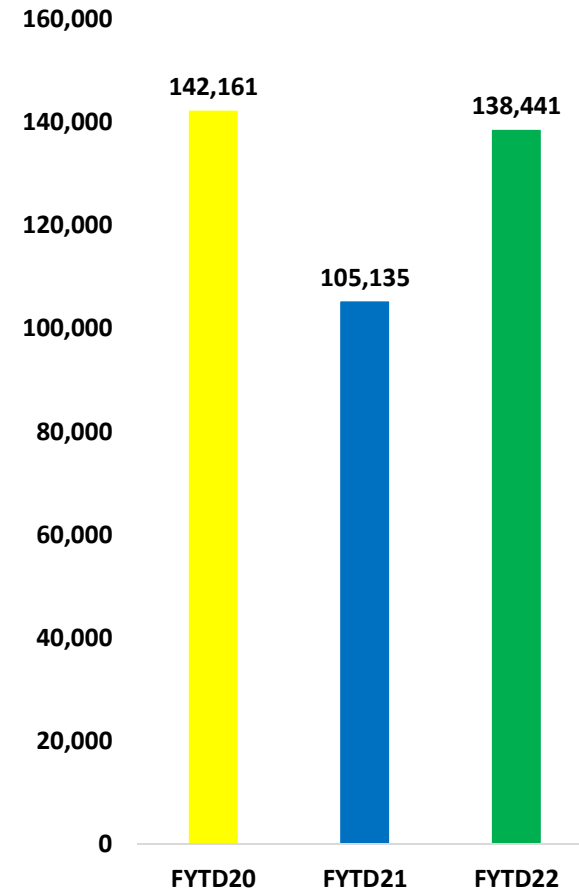
Recommendation:

Receive and file.

Taxi Trip Three (3) Month Comparison as of May 2022



FYTD No. of Taxi Trips



The chart compares the three (3) most recent months and measures the total number of taxi trips taken year to date for FY20, FY21 and FY22.

**SunLine Transit Agency
SunLine Services Group**

CONSENT CALENDAR

DATE:	June 22, 2022	ACTION
TO:	Board of Directors	
FROM:	Eric Vail, General Counsel Lauren Skiver, CEO/General Manager	
RE:	Adoption of Resolution to Continue Teleconference Meetings	

Recommendation:

Recommend that the Board of Directors reconsider the circumstances of the COVID-19 state of emergency, and either adopt a resolution finding that the state of emergency continues to directly impact the ability of the Board to meet safely in person or direct that Board meetings return to in person.

Background:

At the March 25, 2020 Board of Directors meeting, in response to the COVID-19 health emergency that federal, state and local governments are all addressing, SunLine Transit Agency and SunLine Services Group proclaimed an emergency situation as outlined in Resolution No. 0775. Over the last two (2) years, the Board has continuously evaluated the resolution and made decisions regarding the need to extend the declaration.

SunLine's Board and Committee meetings have been conducted pursuant to the Governor's Executive Orders N-29-20 and N-08-21 suspending certain provisions of the Brown Act and permitting the use of teleconferencing for members of the body and the public. Those Executive Orders expired on September 30, 2021. In their place, the Governor signed AB 361, which went into effect on October 1, 2021. AB 361 amended the Brown Act to permit members of a legislative body to teleconference into a meeting during a state of emergency proclaimed by the Governor. Teleconferencing by members of the body under AB 361 can be done without having to comply with the requirement that the agenda list the location where members will be teleconferencing from, posting an agenda at that location, and allowing members of the public to attend the meeting from the teleconference location.

To teleconference under AB 361, the legislative body must make findings that either:

- a) State or local officials are imposing or recommending measures to promote social distancing, or
- b) “As a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.”

If a teleconference meeting is held under AB 361, the body must reconsider the circumstances every 30 days and make new findings to support the need to continue to teleconference under AB 361.

The Board adopted Resolution No. 0787 authorizing Board and Committee meetings to be held via teleconference under AB 361 at its October 27, 2021 meeting. AB 361 requires the Board to reconsider the circumstances of the state of emergency every 30 days and determine that either i) The state of emergency continues to directly impact the ability of the members to meet safely in person; or (ii) State or local officials continue to impose or recommend measures to promote social distancing. The Board has reconsidered the circumstances of the state of emergency at each Board meeting since then and adopted resolutions authorizing the continued use of teleconferencing to conduct meetings.

Financial Impact:

As SunLine is already implementing teleconferencing for Board and Committee meetings, there is no anticipated additional cost associated with continuing to teleconference.

Attachment:

- [Item 9Ma](#) – Resolution No. 0796

RESOLUTION NO. 0796

A JOINT RESOLUTION OF THE BOARD OF DIRECTORS OF SUNLINE TRANSIT AGENCY AND SUNLINE SERVICES GROUP AUTHORIZING THE BOARD OF DIRECTORS AND ITS COMMITTEES TO CONTINUE TO IMPLEMENT TELECONFERENCING FOR CONDUCTING PUBLIC MEETINGS PURSUANT TO AB 361

WHEREAS, on March 4, 2020, the Governor of California proclaimed a State of Emergency to exist in California as a result of the threat of novel coronavirus disease 2019 (COVID-19); and

WHEREAS, on March 12, 2020, the Governor of California executed Executive Order N-25-20 which suspended and modified specified provisions in the Ralph M. Brown Act (Government Code Section § 54950 *et seq.*) and authorized local legislative bodies to hold public meetings via teleconferencing and to make public meeting accessible telephonically or otherwise electronically to all members of the public seeking to observe and address the local legislative body; and

WHEREAS, on March 17, 2020, the Governor of California executed Executive Order N-29-20 which superseded and replaced the provisions of Executive Order N-25-20 related to the Brown Act and teleconferencing; and

WHEREAS, on June 11, 2021, the Governor of California executed Executive Order N-08-21 which extended the provisions of Executive Order N-29-20 concerning teleconference accommodations for public meetings through September 30, 2021; and

WHEREAS, on September 16, 2021, the Governor of California signed into law Assembly Bill 361 amending Government Code § 54953 and permitting members of a legislative body to teleconference into a meeting without having to comply with the requirements of subdivision (b)(3) Government Code § 54953 during a proclaimed state of emergency if a) State or local officials are imposing or recommending measures to promote social distancing, or b) the body finds that “as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees;” and

WHEREAS, AB 361 imposes requirements to ensure members of the public are able to attend and participate in public meetings of a legislative body conducted via teleconference, including:

- Notice of the means by which members of the public may access the meeting and offer public comment, including an opportunity for all persons to attend via a call-in option or an internet-based service option;
- The legislative body shall take no further action on agenda items when there is a disruption which prevents the public agency from broadcasting the meeting, or in the event of a disruption within the local agency’s control which prevents members of the public from offering public comments, until public access is restored;
- Prohibits the legislative body from requiring public comments to be submitted in advance of the meeting and specifies that the legislative body must provide an opportunity for members of the public to address the legislative body and offer comments in real time;

- Prohibits the legislative body from closing the public comment period until the public comment period has elapsed or until a reasonable amount of time has elapsed; and

WHEREAS, the Board of Directors adopted Resolution No. 0787 at its October 27, 2021 meeting making the findings required by AB 361 and authorizing Board of Director and Committee meetings to be held via teleconference; and

WHEREAS, pursuant to Government Code § 54953(e)(3), a legislative body that holds a meeting via teleconference pursuant to AB 361 must reconsider the circumstances of the state of emergency and make findings every 30 days to continue to meet via teleconference.

THEREFORE, BE IT RESOLVED by the Board of Directors of SunLine Transit Agency and SunLine Services Group, as follows (collectively “Board of Directors”):

SECTION 1. The Board of Directors hereby declares that the recitals set forth above are true and correct, and incorporated into this resolution as findings of the Board of Directors.

SECTION 2. The SunLine Transit Agency continues to follow safety measures in response to COVID-19 as ordered or recommended by the Centers for Disease Control and Prevention (CDC), California Department of Public Health (CDPH), and/or County of Riverside, as applicable. Based upon that guidance, in person attendance indoors at public meetings continues to present an imminent risk to the health and safety of attendees and those attendees have close contact with after attending a meeting in person. The Board of Directors desire to ensure that all persons desiring to attend public meetings may do so in a manner that protects the health and safety of the attendees, their families and other close contacts. While COVID-19 cases have dropped significantly since teleconferencing was implemented in October 2021 during the omicron surge, cases have been on the rise since the post-surge low in March 2022 of approximately 5 cases per 100,000 in population. As of May 29, 2022 (the most recent data available as of the drafting of this resolution) the statewide case rate was 34.7 cases per 100,000 in population. Furthermore, there are still members of the community to whom COVID-19 presents significant health risks, including the immunocompromised, the elderly, and those with underlying medical concerns. Teleconferencing will provide increased meaningful participation options for both members of the legislative body and members of the public in a manner that protects the health and safety of the attendees, their families and other close contacts.

SECTION 3. The Board of Directors hereby declare that, pursuant to the findings in Sections 1 and 2, the Board of Directors has reconsidered the circumstances of the state of emergency determined that it continues to directly impact the ability of the members to meet safely in person. The Board of Directors hereby authorizes the Board and its Committees to continue to meet via teleconference under AB 361 through December 2022, subject to the requirement that the required findings be made every 30 days.

SECTION 4. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Resolution is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Resolution. The Board of Directors hereby declares that it would have adopted this Resolution and each and every section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared unconstitutional.

SECTION 5. This Resolution shall become effective immediately upon adoption.

PASSED, APPROVED AND ADOPTED, at a meeting of the Board of Directors of SunLine Transit Agency and SunLine Services Group on this 22nd day of June, 2022.

Glenn Miller
Chairperson of the Board

ATTEST:

Edith Hernandez
Clerk of the Board

APPROVED AS TO FORM:

Eric S. Vail
General Counsel

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) ss.
SUNLINE TRANSIT AGENCY)

I, Edith Hernandez, Clerk of the Board of SunLine Transit Agency and SunLine Services Group, hereby certify that Resolution No _____ was adopted by the Board of Directors of the SunLine Transit Agency and SunLine Services Group at a regular meeting held on the 22nd day of June, 2022, and that the same was adopted by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

EDITH HERNANDEZ
CLERK OF THE BOARD

SunLine Transit Agency

DATE:	June 22, 2022	ACTION
TO:	Finance/Audit Committee Board of Directors	
FROM:	Luis Garcia, Controller/Assistant Chief Financial Officer	
RE:	Adoption of the FY23 Operating and Capital Budget	

Recommendation

Recommend that the Board of Directors adopt the proposed FY23 operating and capital budgets.

Background

SunLine's Budget Policy No. B-020704 requires that the budget be submitted to the Finance/Audit Committee for discussion. Upon the recommendation of the Finance/Audit Committee, the budget is then presented to the Board of Directors for approval and adoption. A draft budget was presented to the Finance/Audit Committee and Board of Directors on May 25, 2022. During the May meetings, staff answered questions and provided the opportunity for additional special meetings.

There have been no changes to the proposed draft budget presented at the May meeting. The proposed operating and capital budgets for the Fiscal Year 2023 are \$46,085,647 and \$25,477,005, respectively. The proposed operating budget for FY23 represents a sustainable 12.4% increase over the FY22 budget or 7.94% increase after recognition of \$1,824,582 in funded projects. The proposed FY23 budget includes cost increases to improve service and account for industry-wide challenges such as recruitment and retention of employees, ridership recovery, and inflation.

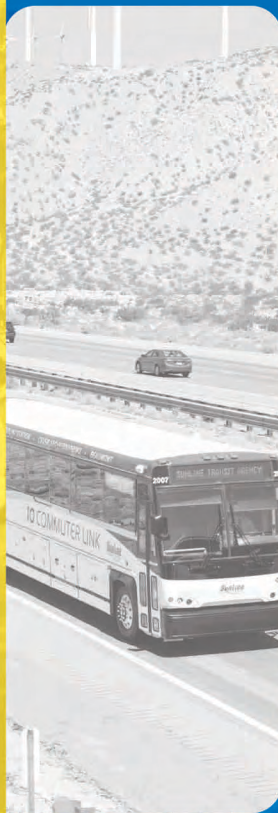
Staff believes that this budget reflects a concentrated effort of fiscal responsibility while continuing the operating and capital requirements necessary to move the Agency forward. Additionally, the budgets would allow the agency to meet its mission of providing safe and environmentally conscious public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

Financial Impact

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

Attachment:

- [Item 10a](#) – FY23 Budget Book



Emme Hanson
8th Grade
Palm Valley School

ANNUAL BUDGET

FY2023

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June 22, 2022

Dear SunLine Board of Directors,

In Fiscal Year 2022, SunLine Transit Agency remained dedicated to making a difference in the Coachella Valley community and the transit industry. Our SunLine Refueled initiative continued to roll out new services and the Agency successfully launched the 10 Commuter Link regional route, providing access from the eastern Coachella Valley to San Bernardino in partnership with the California State University, San Bernardino. We grew our microtransit service, SunRide, by offering an enhanced app user experience and expanding upon the pilot zones. As a result, systemwide ridership increased by 7.2% as of fiscal year-to-date compared to the same period last year.

While navigating the ongoing pandemic, our team planned community outreach programs to the fullest extent possible, and was able to bring back our Pack the Bus Backpack and School Supplies Drive and Fill the Bus Holiday Food Drive in 2021. SunLine was also recognized with top honors from the Caltrans Excellence in Transportation Awards and Urban Transportation System of the Year Award from the Community Transit Agency Association. We were very proud to have been selected for our accomplishments, which was a collective effort of all SunLine team members.

In addition, SunLine reached many milestones in other areas during the fiscal year. The new Operations Facility completed construction and all staff were moved from trailers more than three (3) decades old into the new state-of-the-art building. The Agency led a successful demonstration of a mobile hydrogen fueling system at our Indio division for the first time in SunLine's history. The Agency also received a \$8.4M grant from the Federal Transit Administration's Bus and Bus Facilities program for four (4) fuel cell electric buses and the rehabilitation of 10 CNG buses.

The proposed operating and capital budgets for Fiscal Year 2023 are \$46,085,646 and \$25,477,005, respectively. In the operating budget, \$1,824,582 is attributed to grant funded projects. The net increase of 7.94% in the operating budget is less the grant-funded services. The majority of the costs associated with the increase can be attributed to wages and benefits related to recruitment and retention. The Fiscal Year 2023 operating and capital budgets were derived through a collaborative effort among staff with a unified goal of good organizational management, growth, and development.

As a national leader, SunLine continues to make every effort to improve the customer experience and integration of innovative alternative fuel technologies for Coachella Valley residents and visitors. We are pleased to present to you the details for the Fiscal Year 2023 budget outlined in the following document.

Sincerely,



Lauren Skiver
CEO/General Manager

SUNLINE TRANSIT AGENCY THOUSAND PALMS, CA

ANNUAL BUDGET FISCAL YEAR 2023

BOARD OF DIRECTORS

Indio: Glenn Miller, Chair
Palm Springs: Lisa Middleton, Vice Chair
Cathedral City: Nancy Ross
Coachella: Denise Delgado
Desert Hot Springs: Russell Betts
Indian Wells: Dana Reed
La Quinta: Robert Radi
Palm Desert: Kathleen Kelly
Rancho Mirage: Charles Townsend
Riverside County: V. Manuel Perez

CHIEF EXECUTIVE OFFICER/GENERAL MANAGER
Lauren Skiver

EXECUTIVE SUMMARY

In 2022, SunLine completed one (1) full year of its Refueled initiative. The plan focused on key ridership drivers such as minimizing transfers, reducing travel times, providing SunRide as a microtransit solution, and realigning routes to growing, more productive areas. SunLine plans on resuming normal level one (1) service in FY23 along with new services such as the Route 1X and expanded zones for microtransit. The move to full service will be primarily dependent on acquiring and training the necessary operators.

SERVICE & RIDERSHIP

SunLine has experienced an increase in ridership for FY22. SunLine anticipates that ridership will continue to grow with the implementation of full service. Ridership has experienced slow growth nationwide and SunLine has experienced similar issues.

REVENUES & SUBSIDIES

Traditionally, SunLine is required to meet a performance standard known as a farebox recovery ratio in order to avoid funding issues with state funding. However, due to COVID-19, the farebox recovery ratio requirement has not been enforced due to the decrease in ridership and revenues. Nevertheless, SunLine's budget is still compliant with the farebox requirement.

The proposed revenues for FY23 consist of a mix of passenger fares, federal, state, local funding and other revenues, with the main assumptions being as follows:

- The utilization of Local Transportation Funding (LTF) has an increased for FY23 due to the fact that SunLine has expended the vast majority of emergency federal funding.
- Measure A funding increased for FY23 over the last fiscal year due to increased allocations from the Riverside County Transportation Commission (RCTC) which are based on projected tax revenues. RCTC's original conservative estimates for Measure A and LTF were revised at the January 2022 commission meeting. The COVID-19 pandemic had a large impact to initial projected tax revenues but economic stimuli throughout 2020 and early 2021 alleviated a large negative impact on sales tax.
- In FY23, SunLine will use various forms of federal funding including FTA Section 5307, CARES, ARPA, 5311, and Congestion Mitigation and Air Quality Improvement (CMAQ) Program.
- Following a significant downturn in ridership in March 2020 related to the COVID-19 pandemic, SunLine significantly reduced its passenger fare revenue projections

for FY21. The Agency has experienced an increase in revenue which aligns with projected ridership increases.

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

CAPITAL PROJECTS

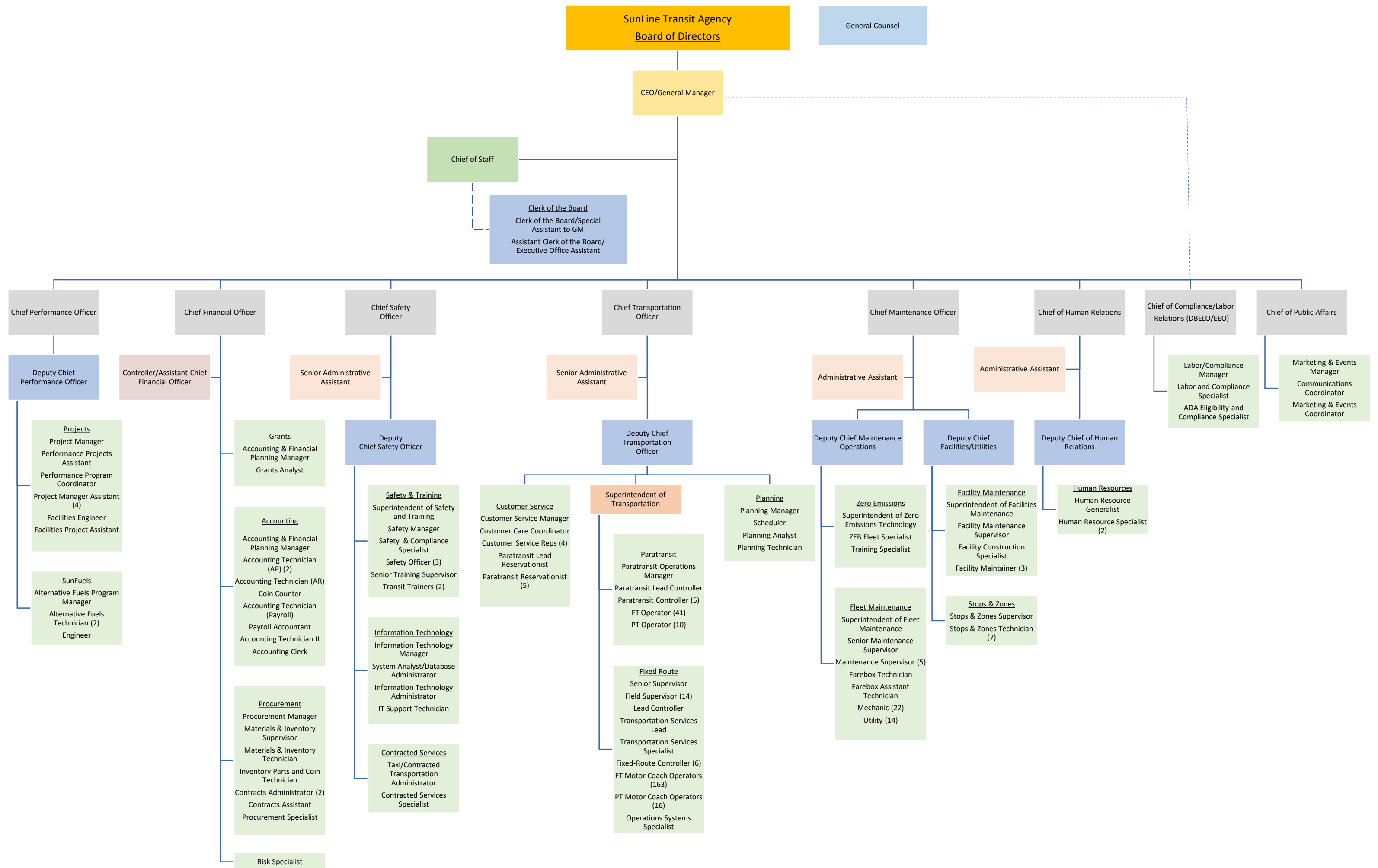
The capital budget incorporates key projects to help further advance the Agency's Capital Improvement Program (CIP). The CIP for FY23 focuses on the riders, employee equipment and facilities and continuing SunLine's investment in alternative fuel technology for vehicles and infrastructures.

New Projects

There are 12 new capital projects programmed in FY23. The FY23 capital budget reflects over \$13.2 million in competitive funds that the Agency was awarded. The new projects represent an emphasis on innovation while aligning with the Agency's Board approved Innovative Clean Transit (ICT) plan. The requests in FY23 will be in addition to the existing CIP. The new projects cover necessities in fleet and facilities. They support replacement and rehabilitation of existing assets as well as continue the advancement of alternative fuel technology:

- Fleet:
 - Over the Road Hydrogen Fuel Cell Coach
 - CNG Bus Rehab (10) and Hydrogen Bus (4) Purchase

- Facilities, IT and Equipment:
 - Indio CNG Station Phase II
 - Facility Improvement Projects
 - Liquid Hydrogen Trailer Project
 - Microgrid to Hydrogen Phase IV
 - IT Projects
 - Bus Stops and Amenities
 - Real Time Surveillance System
 - Radio Replacement Phase II & Upgrade to ITS
 - Maintenance Equipment
 - Software Expansion



AGENCY PERSONNEL SUMMARY

Department	FY22 Base FTE's	Changes to Base	Proposed New Positions	FY23 Proposed Base FTE's	Variance
EXECUTIVE OFFICE					
Marketing (31)	4.00	-	-	4.00	-
Executive Office (40)	8.00	-	-	8.00	-
HUMAN RESOURCES OFFICE					
Human Resources (32)	6.00	-	-	6.00	-
PERFORMANCE MANAGEMENT OFFICE					
SunFuels (10)	3.00	-	1.00	4.00	1.00
Performance Office (44)	14.00	(5.00)	2.00	11.00	(3.00)
SAFETY AND SECURITY OFFICE					
Safety and Security (15)	11.75	(1.75)	3.75	13.75	2.00
Information Technology (42)	4.00	-	-	4.00	-
TRANSPORTATION OFFICE					
Operations - Fixed Route (11,12)	195.00	-	9.00	204.00	9.00
Operations - Paratransit (13, 14)	56.00	(0.50)	-	55.50	(0.50)
Customer Service (45)	11.00	1.00	-	12.00	1.00
Service Planning (49)	5.00	(1.00)	-	4.00	(1.00)
FINANCE OFFICE					
Finance (41)	22.75	-	0.25	23.00	0.25
MAINTENANCE OFFICE					
Maintenance (21, 22)	48.00	4.00	-	52.00	4.00
Facilities Maintenance (23, 24)	6.00	1.00	1.00	8.00	2.00
Stops & Zones (25)	8.00	-	-	8.00	-
Total FTEs	402.50	(2.25)	17.00	417.25	14.75

Notes:

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

Performance Office

- The Performance Office is requesting total of three (3) new FTEs for FY23. After transfers to the Maintenance Office, the net impact is a decrease of two (2) FTEs.

Transportation

- Nine (9) additional FTEs are proposed in Fixed Route to accommodate the move to level 1 service.
- One half (0.5) of an FTE is being removed as a result of a reconciliation of PT paratransit employees.
- There is one (1) transfer of a position from Planning to Customer Service.

Finance

- One (1) part time employee was converted into full time resulting in an increase of 0.25 FTEs.

AGENCY PERSONNEL SUMMARY

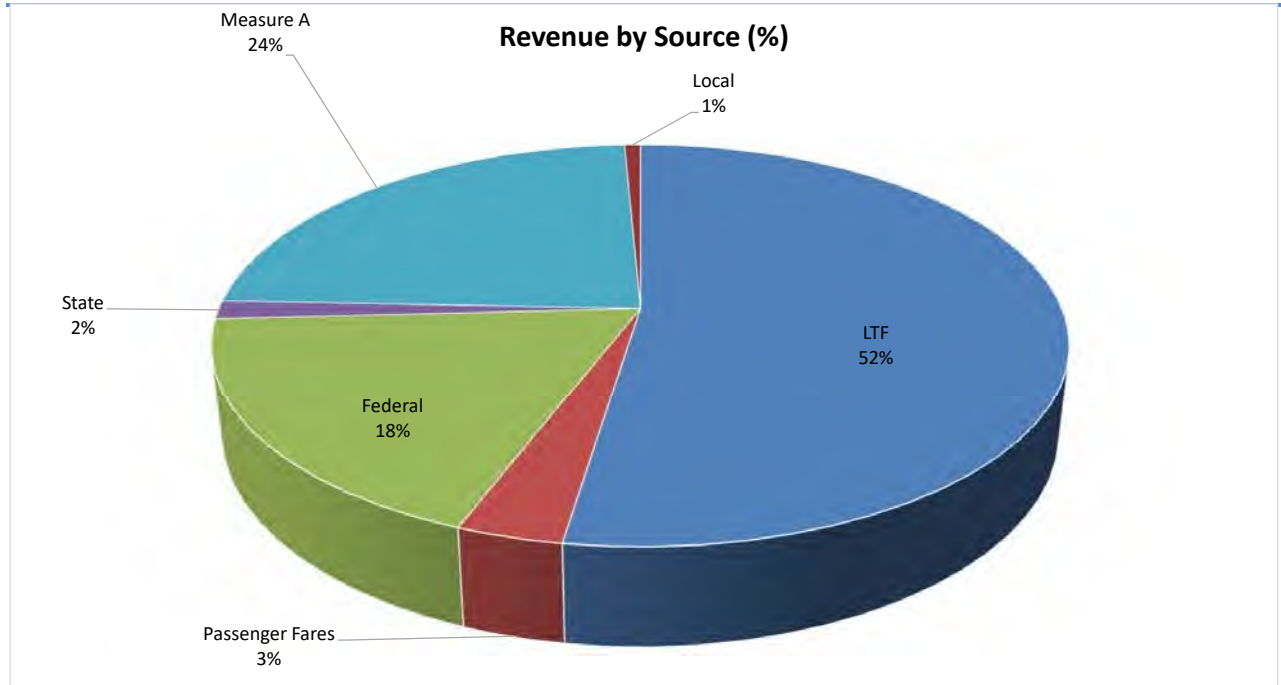
Maintenance Office

- Five (5) FTEs were transferred from the Performance Office into the Maintenance Office.
- One (1) FTE is being added to assist with the maintaining of the Agency's facilities.

Safety and Security

- Two (2) FTEs are being added in Safety to facilitate the training of new operators and manage the growing services such as microtransit.

REVENUE SUMMARY



Sources of Funding (Operating)	FY22 Approved Budget	FY22 Estimates	FY22 Variance	FY23 Proposed Budget	FY23 Variance	Type
Advertising Revenue	250,000	271,813	21,813	-	(250,000)	Local
Bus Stop Maintenance Fees	122,482	121,839	(643)	-	(122,482)	Local
CARES Act FTA Section 5307	846,920	846,920	-	-	(846,920)	Federal
CARES Act FTA Section 5311	-	-	-	832,331	832,331	Federal
CARES Act FTA Section 5311(f)	241,264	303,219	61,955	-	(241,264)	Federal
CRRSAA FTA Section 5307	5,011,454	5,011,454	-	-	(5,011,454)	Federal
ARPA FTA Section 5307	16,579,343	16,579,343	-	200,000	(16,379,343)	Federal
CMAQ	836,257	492,000	(344,257)	893,098	56,841	Federal
Clean Cities	-	-	-	35,000	35,000	State
California Energy Commission	-	-	-	250,000	250,000	State
Haul Pass & Commuterlink	262,861	262,861	-	331,000	68,139	Local
Emissions Credits (Sales of State Fuel Credits)	972,444	1,243,566	271,122	-	(972,444)	Sales
Farebox - Fixed Route	861,474	1,334,923	473,449	1,303,543	442,069	Sales
Farebox - Paratransit	74,911	211,249	136,338	210,816	135,905	Sales
SunRide Revenue	2,016	14,712	12,696	14,642	12,626	Sales
FTA Section 5307	-	-	-	5,869,769	5,869,769	Federal
California Air Resource Board	-	-	-	200,000	200,000	State
FTA Section 5311	-	-	-	409,279	409,279	Federal
FTA Section 5311(f)	-	-	-	248,985	248,985	Federal
FTA Section 5312	37,320	37,320	-	-	(37,320)	Federal
Interest and Other Income	27,114	28,561	1,447	-	(27,114)	Local
Local Transportation Funds (LTF)	6,862,866	5,705,844	(1,157,022)	24,157,511	17,294,645	State
Low-Carbon Transit Operations Program	272,563	272,563	-	192,172	(80,391)	State
Measure A	7,000,000	7,000,000	-	10,900,000	3,900,000	Local
SRA Overhead Fee Revenue	27,396	27,396	-	-	(27,396)	Allocation
SunFuels - Outside Sales	676,002	898,820	222,818	-	(676,002)	Sales
Taxi Voucher (Passenger Sales)	38,887	339,171	300,284	37,500	(1,387)	Sales
Total Operating Revenue	41,003,574	41,003,574	\$ -	46,085,646	5,082,072	

Notes:

- The majority of the emergency federal funding has been utilized in FY20, FY21 and FY22.
- The FY22 variance reflects the difference between FY22 estimates and FY22 approved budget. The FY23 variance indicates the difference between FY23 proposed budget and FY22 approved budget.

REVENUE & FUNDING SOURCES

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

CARES ACT FTA SECTION 5311

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

HAUL PASS

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

CONGESTION MITIGATION & AIR QUALITY (CMAQ)

CMAQ funds are used to support the SunRide, Route 1X and Vanpool programs.

EMISSIONS CREDITS (SALES OF FUEL CREDITS)

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

FAREBOX

Farebox revenues are generated from the collection of passenger fares and ticket sales. This revenue is

FTA SECTION 5307

Section 5307 is a Federal Urbanized Area Formula Fund authorized under MAP 21 legislation which apportions federal funding on factors such as urbanized area population and ridership.

CALIFORNIA ENERGY COMMISSION AND CALIFORNIA AIR RESOURCES BOARD

The California Energy Commission (CEC) and California Air Resources Board (CARB) are two State agencies that focus on reducing green house gas emissions. Funding for FY23 will be utilized for training and curriculum for the Center of Excellence.

REVENUE & FUNDING SOURCES

FTA SECTION 5311/5311(f)

Section 5311 is a Federal Rural Area Formula Fund authorized under MAP 21 legislation which apportions federal funding in support of transportation services in rural areas (< 50,000 population). Section 5311(f) is funding allocated for intercity bus operations.

CLEAN CITIES

In 2021, SunLine became a member of the Clean Cities Program. Under this Program, SunLine was designated as Clean Cities Coordinator for the Coachella Valley. The Program was formed in 1993 by the U.S. Department of Energy in coordination with the Environmental Protection Agency. SunLine has leveraged its designation as Coordinator to receive funding to support various data tracking and reporting activities related to our existing use, and production of alternative fuels.

LOCAL TRANSPORTATION FUND (LTF)

This funding is derived from a 1/4 cent of the general sales tax collected statewide.

LOW-CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)

LCTOP funding was created from the Transit, Affordable Housing, and Sustainable Communities Program in 2014. The program provides operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility with a priority on disadvantaged communities.

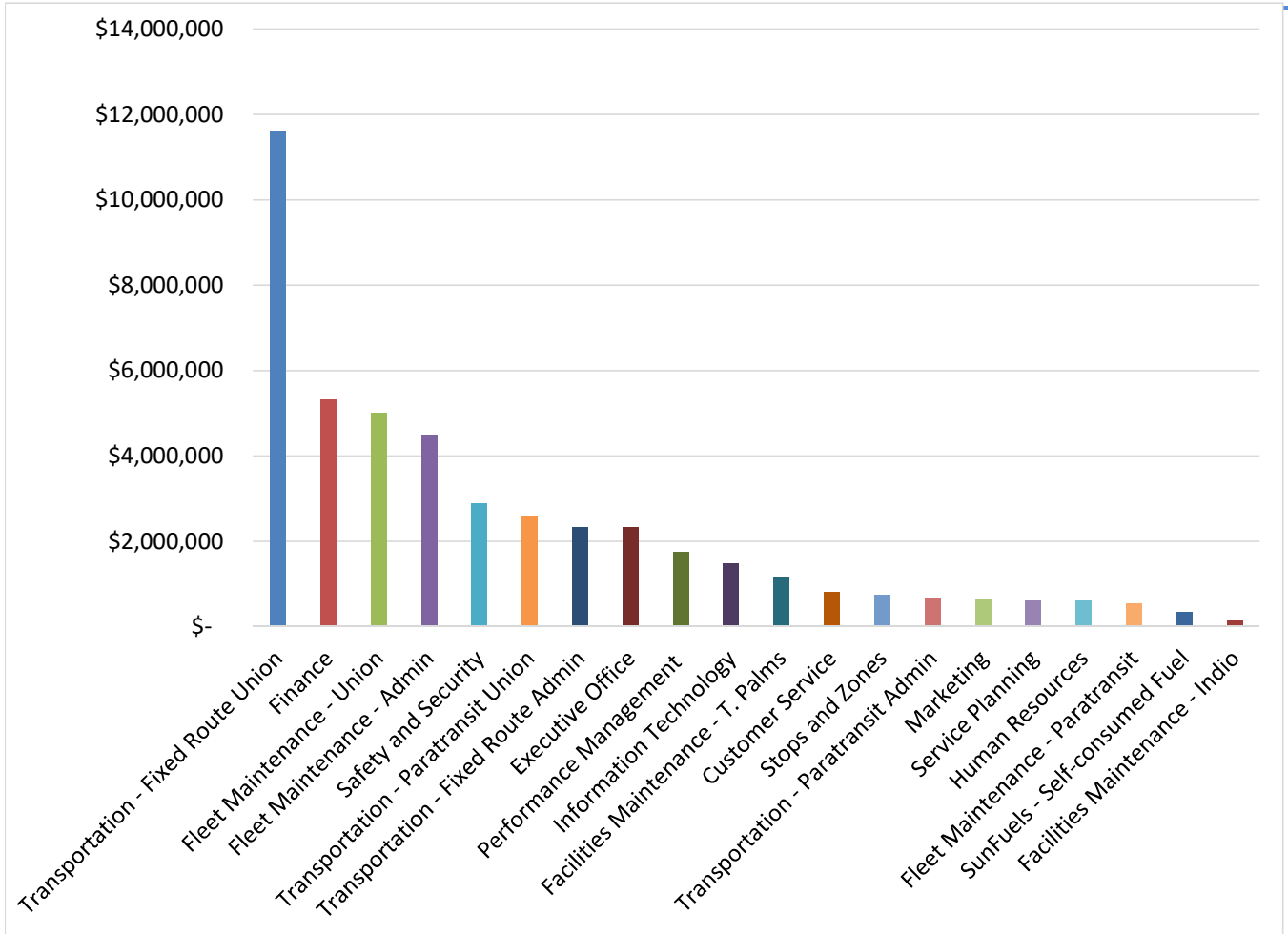
MEASURE A

Measure A is local funding for specialized transportation projects approved by voters in 1988. This funding is a half-cent sales tax for Riverside County and was re-approved by voters in 2002. This funding will continue until 2039.

TAXI VOUCHER PROGRAM (Passenger Sales)

This revenue is generated from customers purchasing taxi vouchers from SunLine as part of our Taxi Voucher Program. The customer receives a match from SunLine and the FTA for the amount paid (\$1 for \$1). Customers are limited to a programmed limit per month and can reload their cards during a specific time frame.

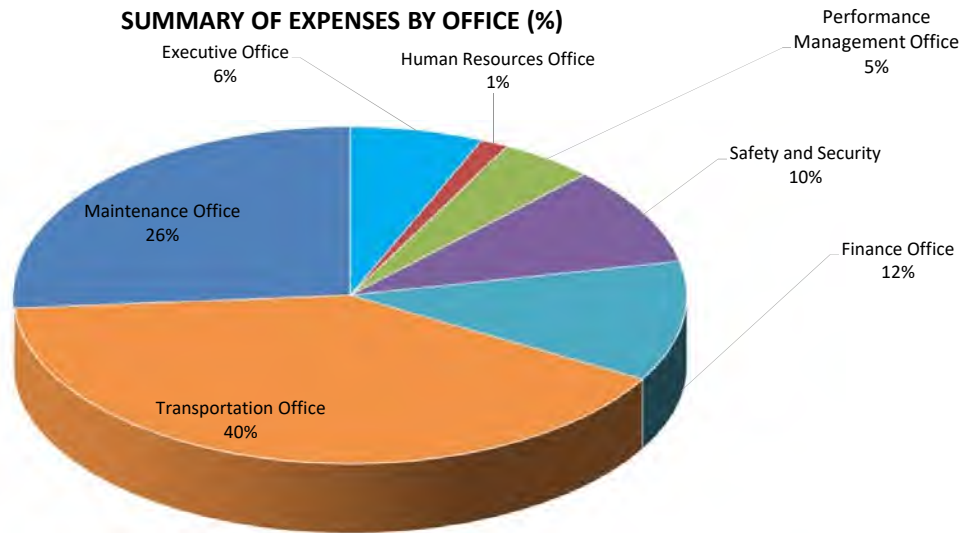
EXPENSE SUMMARY



EXPENSE SUMMARY

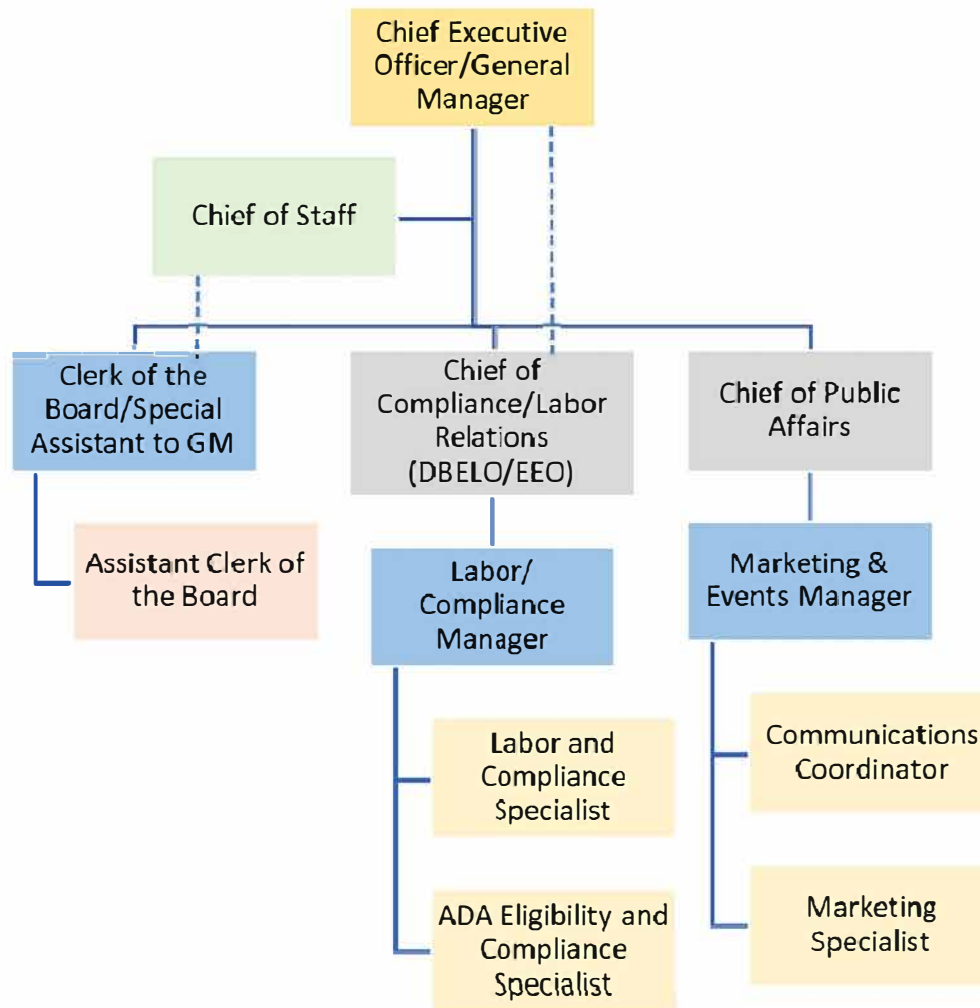
Division	Division Name	FY22 Approved Budget	FY23 Proposed Budget	Variance
EXECUTIVE OFFICE				
31	Marketing	631,513	626,863	(4,650)
40	Executive Office	1,807,960	2,318,897	510,937
HUMAN RESOURCES OFFICE				
32	Human Resources	565,038	614,956	49,918
PERFORMANCE MANAGEMENT OFFICE				
10	SunFuels - Self-consumed Fuel	491,391	341,971	(149,420)
44	Performance Management	1,612,992	1,750,624	137,632
SAFETY AND SECURITY OFFICE				
15	Safety and Security	1,786,453	2,900,373	1,113,920
42	Information Technology	1,193,652	1,481,102	287,450
FINANCE OFFICE				
41	Finance	5,088,086	5,313,340	225,254
TRANSPORTATION OFFICE				
11	Transportation - Fixed Route Admin	2,212,112	2,320,777	108,665
12	Transportation - Fixed Route Union	10,754,960	11,620,299	865,339
13	Transportation - Paratransit Admin	623,072	679,454	56,382
14	Transportation - Paratransit Union	2,680,846	2,604,014	(76,832)
45	Customer Service	654,058	807,716	153,658
49	Service Planning	650,260	618,766	(31,494)
MAINTENANCE OFFICE				
13	Fleet Maintenance - Paratransit	446,081	532,699	86,618
21	Fleet Maintenance - Admin	3,657,303	4,504,054	846,751
22	Fleet Maintenance - Union	4,440,167	5,001,656	561,489
23	Facilities Maintenance - T. Palms	919,218	1,164,344	245,126
24	Facilities Maintenance - Indio	109,803	130,479	20,676
25	Stops and Zones	678,608	753,263	74,655
Total		41,003,574	46,085,646	5,082,072

EXPENSE SUMMARY BY OFFICE



Office	FY22 Approved Budget	FY23 Proposed Budget	% of Budget
EXECUTIVE OFFICE			
Marketing	631,513	626,863	1%
Executive Office	1,807,960	2,318,897	5%
Executive Office	2,439,473	2,945,759	6%
HUMAN RESOURCES OFFICE			
Human Resources	565,038	614,956	1%
Human Resources Office	565,038	614,956	1%
PERFORMANCE MANAGEMENT OFFICE			
SunFuels	491,391	341,971	1%
Performance Management	1,612,992	1,750,624	4%
Performance Office	2,104,383	2,092,595	5%
SAFETY AND SECURITY OFFICE			
Safety and Security	1,786,453	2,900,373	6%
Information Technology	1,193,652	1,481,102	3%
Safety and Security Office	2,980,105	4,381,475	10%
FINANCE OFFICE			
Finance	5,088,086	5,313,340	12%
Finance Office	5,088,086	5,313,340	12%
TRANSPORTATION OFFICE			
Transportation - Fixed Route Admin	2,212,112	2,320,777	5%
Transportation - Fixed Route Operators	10,754,960	11,620,299	25%
Transportation - Paratransit Admin	623,072	679,454	1%
Transportation - Paratransit Operators	2,680,846	2,604,014	6%
Customer Service	654,058	807,716	2%
Service Planning	650,260	618,766	1%
Transportation Office	17,575,308	18,651,026	40%
MAINTENANCE OFFICE			
Fleet Maintenance - Paratransit	446,081	532,699	1%
Fleet Maintenance - Admin	3,657,303	4,504,054	10%
Fleet Maintenance - Mechanics	4,440,167	5,001,656	11%
Facilities Maintenance - T. Palms	919,218	1,164,344	3%
Facilities Maintenance - Indio	109,803	130,479	0.3%
Stops & Zones	678,608	753,263	2%
Maintenance Office	10,251,180	12,086,494	26%
Total Expenses	41,003,574	46,085,646	100%

EXECUTIVE OFFICE



EXECUTIVE OFFICE

Division 31

FUNCTIONS & RESPONSIBILITIES

SunLine's Marketing Department implements community outreach programs, organizes events, coordinates internal volunteers, writes and releases publicity material such as press releases, and develops public relations strategies that promote the Agency's mission.

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY - MARKETING (DIV 31)

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimates	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	-	161,131	156,469	172,325	134,376	(37,949)
5010201610 ADMIN SALARIES-OT	-	753	1,471	2,500	3,000	500
5029999999 TOTAL FRINGE BENEFITS	-	104,685	109,528	121,888	94,337	(27,551)
5030303240 CONTRACTED SERVICES	-	114,120	106,020	120,000	234,000	114,000
5030303260 ADVERTISING	-	70,337	93,987	101,150	91,150	(10,000)
5030303270 SUNLINE EVENTS EXPENSE	-	4,384	24,592	21,000	21,000	-
5030303273 ANTI-HUMAN TRAFFICKING CAMPAIGN	-	300	38,925	46,650	-	(46,650)
5030400000 TEMPORARY HELP SERVICES	-	12,571	15,448	10,000	10,000	-
5039900003 PRINTING EXPENSE	-	20,025	20,940	22,000	25,000	3,000
5049900001 OFFICE SUPPLIES	-	2,774	1,789	5,000	5,000	-
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	-	1,930	1,457	3,000	3,000	-
5090200000 TRAVEL MEETINGS/TRAINING	-	3,465	5,680	6,000	6,000	-
Total Expenses	-	496,475	576,307	631,513	626,863	(4,650)

- In FY21, the marketing staff were separated from the Community and Customer Relations department. Accordingly, the marketing costs FY20 are included in the Community and Customer Relations department.

PERSONNEL SUMMARY

FY23 Physical Count	Classification	FY22 Base FTE's	FY23 Proposed Base FTE's	Variance
1	Chief of Public Affairs	1.00	1.00	0.00
1	Marketing & Events Manager	1.00	1.00	0.00
1	Communications Coordinator	1.00	1.00	0.00
1	Marketing Specialist	1.00	1.00	0.00
4	Total FTE's	4.00	4.00	0.00

EXECUTIVE OFFICE - MARKETING

Division 31

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	172,325	134,376	(37,949)
5010201610 ADMIN SALARIES-OT	2,500	3,000	500
5029999999 TOTAL FRINGE BENEFITS	121,888	94,337	(27,551)
Sub-total	296,713	231,713	(65,000)
5030303240 CONTRACTED SERVICES			
Annual report	3,500	4,000	500
Public relations firm	86,500	195,000	108,500
Website hosting and support	30,000	35,000	5,000
Sub-total	120,000	234,000	114,000
5030303260 ADVERTISING			
Mass printing costs	1,140	1,140	-
Print, TV, radio & social media	89,756	79,756	(10,000)
Production costs associated with exterior bus and shelter advertisements	3,944	3,944	-
Promotional items	6,310	6,310	-
Sub-total	101,150	91,150	(10,000)
5030303270 SUNLINE EVENTS EXPENSE			
Costs associated with events throughout the year	21,000	21,000	-
Sub-total	21,000	21,000	-
5030303273 Anti-Human Trafficking Campaign			
Costs associated with PSA for campaign	46,650	-	(46,650)
Sub-total	46,650	-	(46,650)
5030400000 TEMPORARY HELP SERVICES			
Temporary assistance with projects and programs as they arise	10,000	10,000	-
Sub-total	10,000	10,000	-

EXECUTIVE OFFICE - MARKETING

Division 31

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5039900003 PRINTING EXPENSE			
Rider's Guides	22,000	25,000	3,000
Sub-total	22,000	25,000	3,000
5049900001 OFFICE SUPPLIES			
Office Supplies	5,000	5,000	-
Sub-total	5,000	5,000	-
5090100000 MEMBERSHIPS & SUBSCRIPTIONS			
City Chamber Memberships	1,000	1,000	-
Stock Art and Digital Media	300	300	-
Palm Springs CVB	1,200	1,200	-
Rotary	500	500	-
Sub-total	3,000	3,000	-
5090200000 TRAVEL MEETINGS/TRAINING			
Costs associated with employee training	6,000	6,000	-
Sub-total	6,000	6,000	-
Total Expenses	631,513	626,863	(4,650)

EXECUTIVE OFFICE

Division 40

FUNCTIONS & RESPONSIBILITIES

The Executive Office is responsible for the overall administration and operation of the Agency. The Executive Office provides support to the Agency Board of Directors and maintains all records of the Agency's business.

FY23 GOALS & OBJECTIVES

- Strategically support the Agency's recovery efforts for both employee and riders following the COVID-19 pandemic.
- Support the development of the microgrid project to produce renewable Hydrogen, reduce operating costs, generate new sources of revenue through energy sales and to create an emergency clean energy hub for the Coachella Valley.
- Support legislative advocacy efforts to further SunLine's mission and help the Agency be recognized for competitive funding opportunities.
- Continue to develop the West Coast Center of Excellence as a national training center for alternative fuel technologies.

EXPENSE BUDGET SUMMARY - EXECUTIVE OFFICE (DIV 40)

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimated Actuals	FY22	FY23	Variance
				Approved Budget	Proposed Budget	
5010200500 ADMIN SALARIES	411,791	386,456	503,782	581,824	586,107	4,282
5010201610 ADMIN SALARIES-OT	-	31	17	800	-	(800)
5010700000 ALLOCATED SALARIES	(3,120)	(2,876)	(3,814)	(3,000)	4,303	7,303
5029999999 TOTAL FRINGE BENEFITS	258,164	247,103	349,269	393,836	432,992	39,156
5030200000 PUBLIC NOTICES	385	128	204	1,500	1,500	-
5030300002 LEGAL SERVICES - LABOR COUNSEL	95,357	162,804	342,875	400,000	200,000	(200,000)
5030300005 LEGAL SVCS- GENERAL	94,157	71,667	96,454	175,000	198,485	23,485
5030300006 LEGAL SVCS-SPECIAL	-	-	-	-	30,000	30,000
5030400000 TEMPORARY HELP SERVICES	-	13,321	-	-	-	-
5049900000 PRINTING ADMINISTRATION	4,206	2,167	3,888	4,000	4,000	-
5049900001 OFFICE SUPPLIES-GENERAL	2,006	1,496	1,909	3,000	2,200	(800)
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	67,678	59,827	64,081	84,000	91,810	7,810
5090200000 TRAVEL-MEETINGS/TRAINING	21,930	7,912	27,651	10,000	28,000	18,000
5090200001 TRAINING/ WORKSHOP	12,712	-	10,000	15,000	18,000	3,000
5090200002 BOARD MEETING EXPENSES	1,938	2,406	4,039	5,000	5,000	-
5090200003 BOARD MEMBER COMPENSATION	6,000	8,200	8,367	12,000	12,000	-
5090200004 EMPLOYEE DEVELOPMENT PROGRAM	12,658	-	-	-	3,000	3,000
5099900002 MISCELLANEOUS EXPENSE	-	92	-	-	1,500	1,500
5099900004 CONSULTING-GENERAL	247,027	11,537	338,370	125,000	700,000	575,000
Total Expenses	1,232,889	972,271	1,747,090	1,807,960	2,318,897	510,937

PERSONNEL SUMMARY

FY23 Physical Count	Classification	FY22	FY23	Variance
		Authorized FTEs	Requested FTEs	
1	Chief Executive Officer/General Manager	1.00	1.00	0.00
1	Chief of Staff	1.00	1.00	0.00
1	Clerk of the Board/Special Assistant to CEO/GM	1.00	1.00	0.00
1	Assistant Clerk of the Board	1.00	1.00	0.00
1	Chief of Compliance/Labor Relations (DBELO/EEO)	1.00	1.00	0.00
1	Labor/Compliance Manager	1.00	1.00	0.00
1	Labor and Compliance Specialist	1.00	1.00	0.00
1	ADA Eligibility and Compliance Specialist	1.00	1.00	0.00
8	Total FTEs	8.00	8.00	0.00

EXECUTIVE OFFICE DETAIL

Division 40

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	581,824	586,107	4,282
5010201610 ADMIN SALARIES-OT	800	-	(800)
5010700000 ALLOCATED SALARIES	(3,000)	4,303	7,303
5029999999 TOTAL FRINGE BENEFITS	393,836	432,992	39,156
Sub-total	973,460	1,023,402	49,941
5030200000 PUBLIC NOTICES			
Notices relating to DBE, EEO, and ADA information.	1,500	1,500	-
Sub-total	1,500	1,500	-
5030300002 LEGAL SERVICES - LABOR COUNSEL			
Attorney fees for employee related issues & labor negotiations	400,000	200,000	(200,000)
Sub-total	400,000	200,000	(200,000)
5030300005 LEGAL SVCS- GENERAL			
Costs associated with general legal counsel	175,000	198,485	23,485
Sub-total	175,000	198,485	23,485
5030300006 LEGAL SVCS-SPECIAL			
Specialized legal services	-	30,000	30,000
Sub-total	-	30,000	30,000
5049900000 PRINTING ADMINISTRATION			
General printing costs	4,000	4,000	-
Sub-total	4,000	4,000	-
5049900001 OFFICE SUPPLIES-GENERAL			
Office supplies	3,000	2,200	(800)
Sub-total	3,000	2,200	(800)

EXECUTIVE OFFICE DETAIL

Division 40

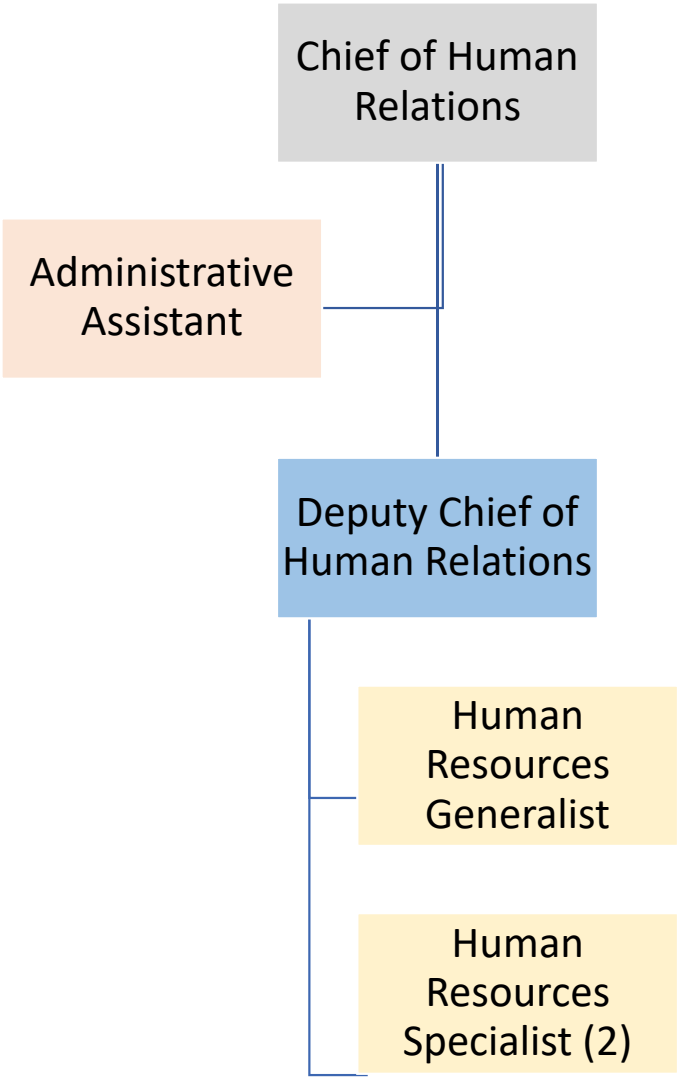
General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5090100000 MEMBERSHIPS & SUBSCRIPTIONS			
APTA	40,800	40,800	-
Form 700 submittal subscription	-	1,500	1,500
SHRM	-	500	500
Compliance training subscription	-	2,000	2,000
Cal Act	1,120	1,219	99
CAL Hydrogen Bus Council	11,200	12,188	988
Cal Start	2,800	3,047	247
California Transit Association	14,400	15,670	1,270
Carreon Foundation Scholarship	2,800	3,047	247
Clean Cities Coachella	1,120	1,219	99
CTAA	4,000	4,353	353
CSUSB Advancement Board	2,240	2,438	198
ZEBRA	3,520	3,830	310
Sub-Total	84,000	91,810	7,810
5090200000 TRAVEL-MEETINGS/TRAINING			
Annual APTA CEO Seminar	983	2,459	1,477
APTA Board Conference	1,346	3,369	2,023
APTA Committee Meetings	620	1,551	931
CalAct Autumn Conference	569	1,424	855
CalStart Conference - Heavy Duty	434	1,086	652
CTA Annual Conference	434	1,086	652
CTE Board Meeting	434	1,086	652
EEO, DBE, ADA Seminars	1,892	4,736	2,844
Fees for general administration expenses related to city & community events	1,211	3,031	1,820
Training for Clerk of the Board & Compliance staff	1,352	6,351	5,000
ZEBS Meetings	727	1,819	1,092
Sub-Total	10,000	28,000	18,000

EXECUTIVE OFFICE DETAIL

Division 40

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5090200001 TRAINING/ WORKSHOP			
Annual APTA Conference	2,737	2,737	-
APTA Bus & Paratransit Conference	2,130	2,130	-
APTA Leadership	2,031	2,031	-
APTA Legislative Conference	2,433	2,433	-
California Hydrogen Business Council Board	1,217	1,217	-
CARB Subcommittee for ZEBS	1,217	1,217	-
CTA Legislative Conference	1,217	1,217	-
Training for Clerk of the Board & Compliance staff	-	3,000	3,000
West Coast Center of Excellence	2,018	2,018	-
Sub-Total	15,000	18,000	3,000
5090200002 BOARD MEETING EXPENSES			
General board meeting costs	5,000	5,000	-
Sub-total	5,000	5,000	-
5090200003 BOARD MEMBER COMPENSATION			
Compensation based on meetings attended	12,000	12,000	-
Sub-total	12,000	12,000	-
5090200004 EMPLOYEE DEVELOPMENT PROGRAM			
Employee recognition	-	3,000	3,000
Sub-total	-	3,000	3,000
5099900002 MISCELLANEOUS EXPENSE			
Employee recognition	-	1,500	1,500
Sub-total	-	1,500	1,500
5099900004 CONSULTING-GENERAL			
General assessments	125,000	650,000	525,000
Leadership Consulting	-	50,000	50,000
Sub-total	125,000	700,000	575,000
Total Expenses	1,807,960	2,318,897	510,937

HUMAN RESOURCES OFFICE



Human Resources Office

Division 32

FUNCTIONS & RESPONSIBILITIES

The Human Resources department handles a range of different functions within the organization. The department is responsible for hiring, recruiting, employee benefits and employee relations. The department works diligently behind the scenes to ensure the organization runs efficiently.

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY - HUMAN RESOURCES (DIV 32)

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimates	FY22	FY23	Variance
				Approved Budget	Proposed Budget	
5010200500 ADMIN SALARIES	109,743	226,950	251,533	260,469	284,093	23,624
510201610 ADMIN SALARIES-OT	1,747	1,060	1,469	3,000	3,000	-
5010700000 ALLOCATED SALARIES	(845)	(1,696)	(1,917)	(1,700)	(2,238)	(538)
5029999999 TOTAL FRINGE BENEFITS	111,355	142,932	153,745	164,875	190,719	25,844
5030300001 BENEFIT MANAGEMENT EXPENSE	14,652	15,515	21,746	23,150	25,396	2,246
5030300003 MEDICAL-EXAMS AND TESTING	31,258	23,605	31,992	35,000	35,000	-
5030400000 TEMPORARY HELP SERVICES	26,286	6,318	74,119	5,000	5,000	-
5039900003 PRINTING EXPENSE	3,375	-	235	3,868	3,868	-
5049900000 HR TRAINING	679	348	968	1,500	1,500	-
5049900001 OFFICE SUPPLIES	3,079	1,891	3,588	3,000	3,000	-
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	5,008	5,400	7,251	7,346	7,857	511
5090200000 TRAVEL MEETINGS/TRAINING	1,743	1,245	213	5,280	5,280	-
5090201000 EMPLOYEE EVENT EXPENSE	7,934	167	3,713	9,100	7,000	(2,100)
5090201001 EMPLOYEE WELLNESS PLAN EXPENSE	1,027	1,546	892	1,500	1,500	-
5090800000 RECRUITING EMPLOYEES	76,574	23,232	31,125	31,650	31,981	331
5090800100 EMPLOYEE RECOGNITION	6,038	11,679	4,316	5,000	5,000	-
5090800125 TUITION REIMBURSEMENT	554	2,240	5,200	7,000	7,000	-
5099900004 CONSULTING-HR	114,118	3,090	-	-	-	-
Total Expenses	514,324	465,523	590,186	565,038	614,956	49,918

Human Resources Office

Division 32

PERSONNEL SUMMARY

FY23 Physical Count	Classification	FY22 Base FTE's	FY23 Proposed Base FTE's	Variance
1	Chief of Human Relations	1.00	1.00	0.00
1	Administrative Assistant	1.00	1.00	0.00
2	Human Resource Specialist	2.00	2.00	0.00
1	Human Resource Generalist	1.00	1.00	0.00
1	Deputy Chief of Human Relations	0.00	1.00	1.00
0	Human Resource Manager	1.00	0.00	(1.00)
6	Total FTE's	6.00	6.00	0.00

Notes:

- Human Resource Manager upgraded to Deputy Chief of Human Relations.

HUMAN RESOURCES OFFICE - HUMAN RESOURCES DETAIL

Division 32

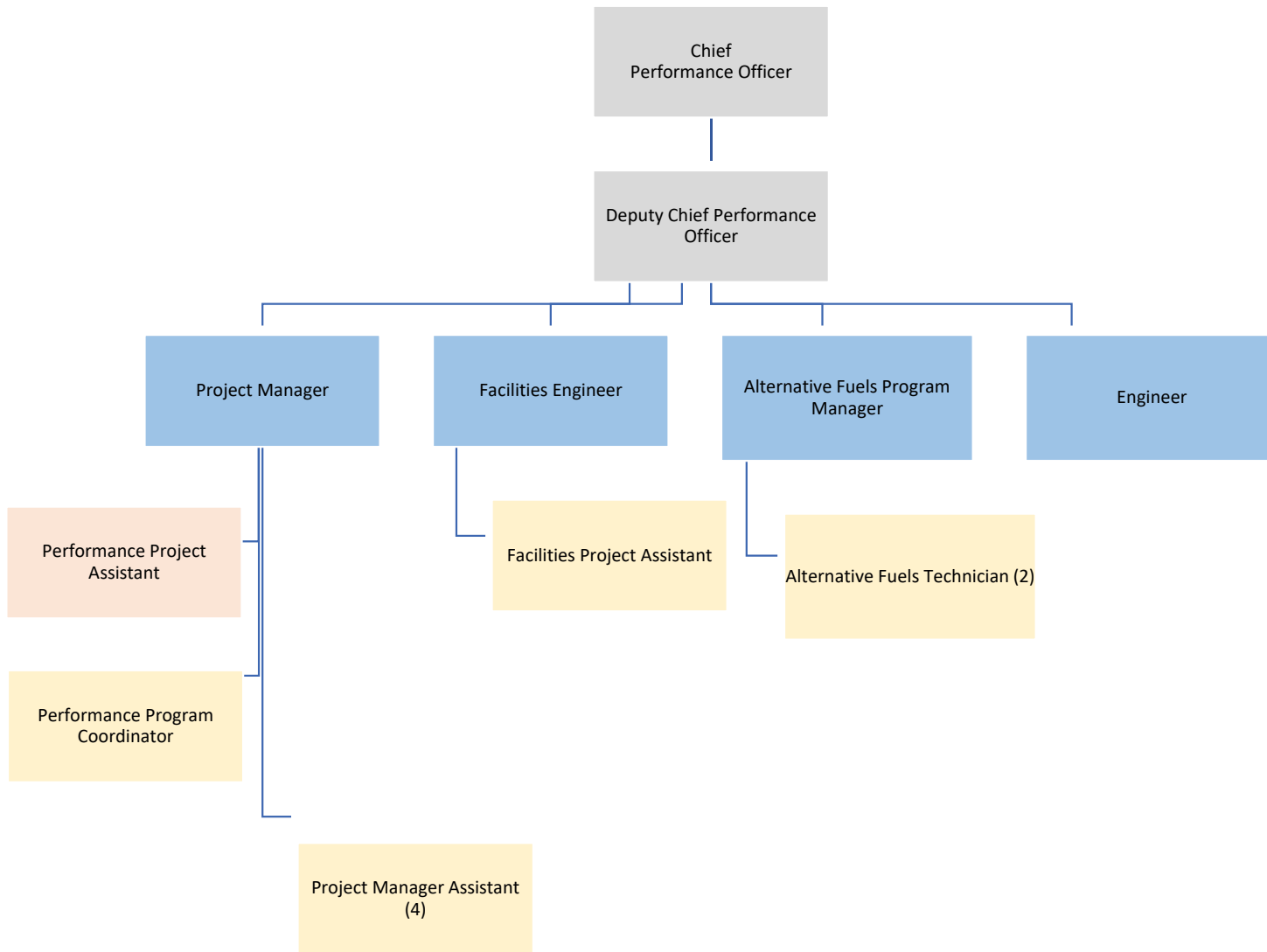
General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	260,469	284,093	23,624
510201610 ADMIN SALARIES-OT	3,000	3,000	-
5010700000 ALLOCATED SALARIES	(1,700)	(2,238)	(538)
5029999999 TOTAL FRINGE BENEFITS	164,875	190,719	25,844
Sub-total	426,644	475,574	48,930
5030300001 BENEFIT MANAGEMENT EXPENSE			
ACA Filing	3,000	4,000	1,000
CALPERS Admin Fees	14,000	13,806	(194)
Sterling	1,950	1,950	-
OPTUM	4,200	5,640	1,440
Sub-total	23,150	25,396	2,246
5030300003 MEDICAL-EXAMS AND TESTING			
Physician services	20,000	20,000	-
VTT and licenses	15,000	15,000	-
Sub-total	35,000	35,000	-
5030400000 TEMPORARY HELP SERVICES			
Temporary assistance with projects and programs as they arise	5,000	5,000	-
Sub-total	5,000	5,000	-
5039900003 PRINTING EXPENSE			
Federal & State Regulation Posters	563	563	-
Employee Handbooks	1,325	1,325	-
Promotional materials	1,980	1,980	-
Sub-total	3,868	3,868	-
5049900000 HR TRAINING			
Employee orientation related expenses	1,500	1,500	-
Sub-total	1,500	1,500	-
5049900001 OFFICE SUPPLIES			
Office supplies to organize EE Files	3,000	3,000	-
Sub-total	3,000	3,000	-
5090100000 MEMBERSHIPS & SUBSCRIPTIONS			
DCEAC Membership	40	40	-
Cal Chamber HR California	1,598	1,598	-

HUMAN RESOURCES OFFICE - HUMAN RESOURCES DETAIL

Division 32

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
Review Snap	5,051	5,562	511
SHRM	657	657	-
Sub-total	7,346	7,857	511
509020000 TRAVEL MEETINGS/TRAINING			
Costs associated with employee training	5,280	5,280	-
Sub-total	5,280	5,280	-
5090201000 EMPLOYEE EVENT EXPENSE			
Year End Breakfast	2,900	1,800	
Employee spring event	1,000	-	(1,000)
Health and Benefits fair	1,000	1,000	-
Holiday party	4,200	4,200	-
Sub-total	9,100	7,000	(2,100)
5090201001 EMPLOYEE WELLNESS PLAN EXPENSE			
Promotional materials related to SunLine's health programs	1,500	1,500	-
Sub-total	1,500	1,500	-
5090800000 RECRUITING EMPLOYEES			
Background checks	6,000	6,000	-
Executive Officer recruiting	5,000	5,000	-
NEOGOV	20,650	20,981	331
Sub-total	31,650	31,981	331
5090800100 EMPLOYEE RECOGNITION			
Employee of the Month	700	700	
Candygrams	1,800	1,800	
Years of service awards for employees	2,000	2,000	-
Employee Referral Program	500	500	-
Sub-total	5,000	5,000	-
5090800125 TUITION REIMBURSEMENT			
Bachelor degrees	2,000	2,000	-
Graduate level courses	5,000	5,000	-
Sub-total	7,000	7,000	-
Total Expenses	565,038	614,956	49,918

PERFORMANCE MANAGEMENT OFFICE



PERFORMANCE MANAGEMENT OFFICE - SUNFUELS

Division 10

FUNCTIONS & RESPONSIBILITIES

SunFuels is responsible for the operation and maintenance of SunLine Transit Agency's CNG and hydrogen fuel infrastructure.

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY - SUNFUELS (DIV 10)

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimates	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	108,012	113,019	116,354	138,675	230,993	92,318
5010201610 ADMIN SALARIES-OT	2,053	1,445	1,753	3,000	-	(3,000)
5010700000 ALLOCATED SALARIES	16,841	17,403	18,750	20,000	26,376	6,376
5010700001 GRANT ALLOCATED SALARIES	(1,192)	-	-	-	-	-
5029999999 TOTAL FRINGE BENEFITS	85,479	90,438	103,328	110,663	174,008	63,345
5030500010 CONTRACT SVC-GENERAL	28,711	18,429	31,824	25,000	32,000	7,000
5030500011 CONTRACT SVC-H2	27,690	3,375	267	107,500	7,500	(100,000)
5030500012 UNIFORMS	1,700	1,541	1,541	2,000	2,000	-
5030600900 ANSWERING SERVICES	359	359	359	420	420	-
5039900005 SHIPPING/FREIGHT	70	15	1,007	400	1,000	600
5039900007 INVENTORY-SALES TAX	2,849	178	3,490	2,000	2,000	-
5039900008 INVENTORY-FREIGHT CHARGES	1,082	54	722	1,000	1,000	-
5049900001 OFFICE SUPPLIES	157	164	95	300	300	-
5049900010 MAT/SUPPLIES--CNG TPALMS	1,944	1,005	913	2,500	3,000	500
5049900011 MAT/SUPPLIES--HYDROGEN	2,588	115	795	1,500	1,500	-
5049900012 MAT/SUPPLIES--CNG INDIO	1,090	1,276	710	2,000	1,500	(500)
5049900300 REPAIR PARTS-HYDROGEN	19,277	2,736	5,858	5,000	20,000	15,000
5049900400 REPAIR PARTS-CNG - TPALMS	25,482	8,517	25,589	12,000	16,000	4,000
5049900450 REPAIR PARTS-CNG - INDIO	4,523	10,011	9,065	15,000	10,000	(5,000)
5050200001 ELECTRICITY-CNG THOUSAND PALMS	70,842	99,184	125,486	95,000	150,000	55,000
5050200002 ELECTRICITY-CNG INDIO	51,002	30,771	49,417	35,000	45,000	10,000
5050200003 ELECTRICITY-HYDROGEN	427,346	1,023,169	1,000,519	1,100,000	1,150,000	50,000
5050200004 UTILITIES WATER/SEWER	1,332	5,251	5,937	6,000	6,500	500
5050200020 NATURAL GAS - THOUSAND PALMS	914,234	1,048,314	1,554,018	1,000,000	1,100,000	100,000
5050200021 NATURAL GAS - INDIO	156,000	67,822	191,689	125,000	175,000	50,000
5050200022 NATURAL GAS - HYDROGEN	35,074	180	183	50,000	50,000	-
5070500000 FUEL TAXES	84,759	73,403	80,882	80,000	56,598	(23,402)
5090200000 TRAVEL MEETINGS/TRAINING	-	-	-	3,000	3,000	-
5090801000 BANK ADJUSTMENTS/FEES	13,564	14,355	15,794	14,000	14,000	-
5099900004 PERMITS & LICENSES	327	327	868	500	600	100
5099909000 ALLOCATED INDIRECT EXPENSES	17,946	19,445	24,174	21,000	28,838	7,838
5100200000 SELF CONSUMED FUEL	(1,799,578)	(2,333,650)	(2,809,349)	(2,487,067)	(2,967,162)	(480,095)
Total Expenses	301,562	318,653	562,042	491,391	341,971	(149,420)

PERFORMANCE MANAGEMENT OFFICE - SUNFUELS

Division 10

PERSONNEL SUMMARY

FY23 Physical Count	Classification	FY22 Base FTE's	FY23 Proposed Base FTE's	Variance
1	Alternative Fuels Program Manager	1.00	1.00	0.00
1	Engineer	0.00	1.00	1.00
2	Alternative Fuels Technician	2.00	2.00	0.00
4	Total FTEs	3.00	4.00	1.00

Notes

- One (1) new position request to assist with increased production of alternative fuels.

PERFORMANCE MANAGEMENT OFFICE - SUNFUELS

Division 10

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	138,675	230,993	92,318
5010201610 ADMIN-OT	3,000	-	(3,000)
5010700000 ALLOCATED SALARIES	20,000	26,376	6,376
5010700001 GRANT ALLOCATED SALARIES	-	-	
5029999999 TOTAL FRINGE BENEFITS	110,663	174,008	63,345
Sub-total	272,338	431,377	159,039
5030500010 CONTRACT SVC-GENERAL			
Haz mat disposal	2,000	2,560	560
POS monitor & equipment repairs	17,000	21,760	4,760
PRD safety valve repairs and certs	6,000	7,680	1,680
Sub-total	25,000	32,000	7,000
5030500011 CONTRACT SVC-H2			
Reformer maintenance & monitoring	7,500	7,500	-
Operating and maintenance agreement for H2 electrolyzer	100,000	-	(100,000)
Sub-total	107,500	7,500	(100,000)
5030500012 UNIFORMS			
Uniform services	2,000	2,000	-
Sub-total	2,000	2,000	-
5030600900 ANSWERING SERVICES			
Customer 24 hr service /emergency	420	420	-
Sub-total	420	420	-
5039900005 SHIPPING/FREIGHT			
Costs associated with shipping parts out for repairs	400	1,000	600
Sub-total	400	1,000	600
5039900007 INVENTORY-SALES TAX			
Sales tax for inventory items	2,000	2,000	-
Sub-total	2,000	2,000	-
5039900008 INVENTORY-FREIGHT CHARGES			
Freight costs for inventory items	1,000	1,000	-
Sub-total	1,000	1,000	-
5049900001 OFFICE SUPPLIES			
Office supplies	300	300	-
Sub-total	300	300	-

PERFORMANCE MANAGEMENT OFFICE - SUNFUELS

Division 10

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5049900010 MAT/SUPPLIES--CNG TPALMS			
Compressor supplies	500	600	100
Electrical hardware	500	600	100
Hardware	500	600	100
Industrial supplies	100	120	20
Oil for compressor	600	720	120
Pipes, tubing & fittings	300	360	60
Sub-total	2,500	3,000	500
5049900011 MAT/SUPPLIES--HYDROGEN			
Hardware	500	500	-
Hoses & nozzles	700	700	-
Stainless steel fittings	300	300	-
Sub-total	1,500	1,500	-
5049900012 MAT/SUPPLIES--CNG INDIO			
Compressor oil	900	675	(225)
Hardware	550	413	(138)
Stainless steel fittings & valves	550	413	(138)
Sub-total	2,000	1,500	(500)
5049900300 REPAIR PARTS-HYDROGEN			
Parts for compressor	5,000	20,000	15,000
Sub-total	5,000	20,000	15,000
5049900400 REPAIR PARTS-CNG - TPALMS			
Parts for dispenser	3,472	4,629	1,157
Parts for hoses & nozzles	5,128	6,837	1,709
Valve repair parts	3,400	4,533	1,133
Sub-total	12,000	16,000	4,000
5049900450 REPAIR PARTS-CNG - INDIO			
Compressor parts	9,772	6,515	(3,257)
Parts for dispenser	1,300	867	(433)
Parts for hoses & nozzles	3,928	2,619	(1,309)
Sub-total	15,000	10,000	(5,000)
5050200001 ELECTRICITY-CNG THOUSAND PALMS			
Electricity used to generate CNG	95,000	150,000	55,000
Sub-total	95,000	150,000	55,000

PERFORMANCE MANAGEMENT OFFICE - SUNFUELS

Division 10

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5050200002 ELECTRICITY-CNG INDIO			
Electricity used to generate CNG	35,000	45,000	10,000
Sub-total	35,000	45,000	10,000
5050200003 ELECTRICITY-HYDROGEN			
Electricity used to generate hydrogen	1,100,000	1,150,000	50,000
Sub-total	1,100,000	1,150,000	50,000
5050200004 UTILITIES WATER/SEWER			
	6,000	6,500	500
Sub-total	6,000	6,500	500
5050200020 NATURAL GAS - THOUSAND PALMS			
Natural gas used to produce CNG	1,000,000	1,100,000	100,000
Sub-total	1,000,000	1,100,000	100,000
5050200021 NATURAL GAS - INDIO			
Natural gas used to produce CNG	125,000	175,000	50,000
Sub-total	125,000	175,000	50,000
5050200022 NATURAL GAS - HYDROGEN			
Natural gas used to generate hydrogen	50,000	50,000	-
Sub-total	50,000	50,000	-
5070500000 FUEL TAXES			
Taxes paid on the sale of CNG to the public	80,000	56,598	(23,402)
Sub-total	80,000	56,598	(23,402)
5090200000 TRAVEL MEETINGS/TRAINING			
Ariel Compressor	1,500	1,500	-
APTA, ACT, CalCTA	1,500	1,500	-
Sub-total	3,000	3,000	-
5090801000 BANK ADJUSTMENTS/FEES			
Merchant transaction fees	14,000	14,000	-
Sub-total	14,000	14,000	-
5099900004 PERMITS & LICENSES			
Fees paid to the county	500	600	100
Sub-total	500	600	100
5099909000 ALLOCATED INDIRECT EXPENSES			
Allocated indirect expenses to account for overhead costs associated with CNG production.	21,000	28,838	7,838
Sub-total	21,000	28,838	7,838
5100200000 SELF CONSUMED FUEL			
Allocated costs to account for CNG fuel expenses	(2,487,067)	(2,967,162)	(480,095)
Sub-total	(2,487,067)	(2,967,162)	(480,095)
Total Expenses	491,391	341,971	(149,420)

PERFORMANCE MANAGEMENT OFFICE

Division 44

FUNCTIONS & RESPONSIBILITIES

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

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY - PERFORMANCE OFFICE (DIV 44)

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimates	FY22	FY23	Variance
				Approved Budget	Proposed Budget	
5010200500 ADMIN SALARIES	446,487	454,689	524,599	594,840	456,020	(138,820)
5010201610 ADMIN SALARIES-OT	498	-	-	1,200	-	(1,200)
5010700000 ALLOCATED SALARIES	(3,283)	(3,394)	(3,974)	(3,400)	(4,344)	(944)
5010700001 GRANT ALLOCATION	(13,642)	-	-	(15,000)	-	15,000
5029999999 TOTAL FRINGE BENEFITS	283,015	310,900	368,302	433,752	359,104	(74,648)
5030400000 TEMPORARY HELP	-	-	-	-	-	-
5039900012 VAN POOL EXPENSES	312,922	197,976	239,269	215,000	-	(215,000)
5039900013 CENTER OF EXCELLENCE	88,065	-	-	-	482,500	482,500
5039900014 SUNRIDE RIDE SHARE EXPENSES	27,706	-	-	-	-	-
5049900000 PRINTING ADMINISTRATION	108	83	506	500	750	250
5049900001 OFFICE SUPPLIES-GENERAL	390	615	285	700	700	-
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	2,016	2,016	2,016	2,500	3,000	500
5090200000 TRAVEL-MEETINGS/TRAINING	18,398	666	12,245	10,000	15,000	5,000
5090200001 TRAINING/ WORKSHOP	1,677	1,257	1,332	7,200	7,200	-
5090200004 EMPLOYEE DEVELOPMENT PROGRAM	15,422	7,976	14,770	25,000	30,000	5,000
5090201000 EMPLOYEE EXPENSES	250	-	643	700	700	-
5099900004 CONSULTING-GENERAL	355,640	276,476	343,526	340,000	399,994	59,994
Total Expenses	1,535,668	1,249,260	1,503,519	1,612,992	1,750,624	137,632

PERSONNEL SUMMARY

FY23 Physical Count	Classification	FY22	FY23	Variance
		Authorized FTEs	Requested FTEs	
1	Chief Performance Officer	1.00	1.00	0.00
0	Deputy Chief Zero Emission Technology Officer	1.00	0.00	(1.00)
1	Deputy Chief Performance Officer	1.00	1.00	0.00
0	Superintendent of Zero Emission Technology	1.00	0.00	(1.00)
0	Advanced Technology Training Specialist	1.00	0.00	(1.00)
1	Facilities Engineer	1.00	1.00	0.00
0	Zero Emission Fleet Specialist	2.00	0.00	(2.00)
1	Performance Projects Assistant	1.00	1.00	0.00
1	Project Manager	1.00	1.00	0.00
4	Project Manager Assistant	3.00	4.00	1.00
1	Facilities Project Assistant	1.00	1.00	0.00
1	Performance Program Coordinator	0.00	1.00	1.00
11	Total FTEs	14.00	11.00	(3.00)

Notes

- One (1) new position requested to assist with growing capital projects and one (1) funded position related to the Center of Excellence.
- Deputy Chief of Zero Emissions Technology Officer, Superintendent of Zero Emission Technology, Advanced Technology Training Specialist, and two (2) Zero Emission Fleet Specialists were moved to the Maintenance Office.

PERFORMANCE MANAGEMENT OFFICE DETAIL

Division 44

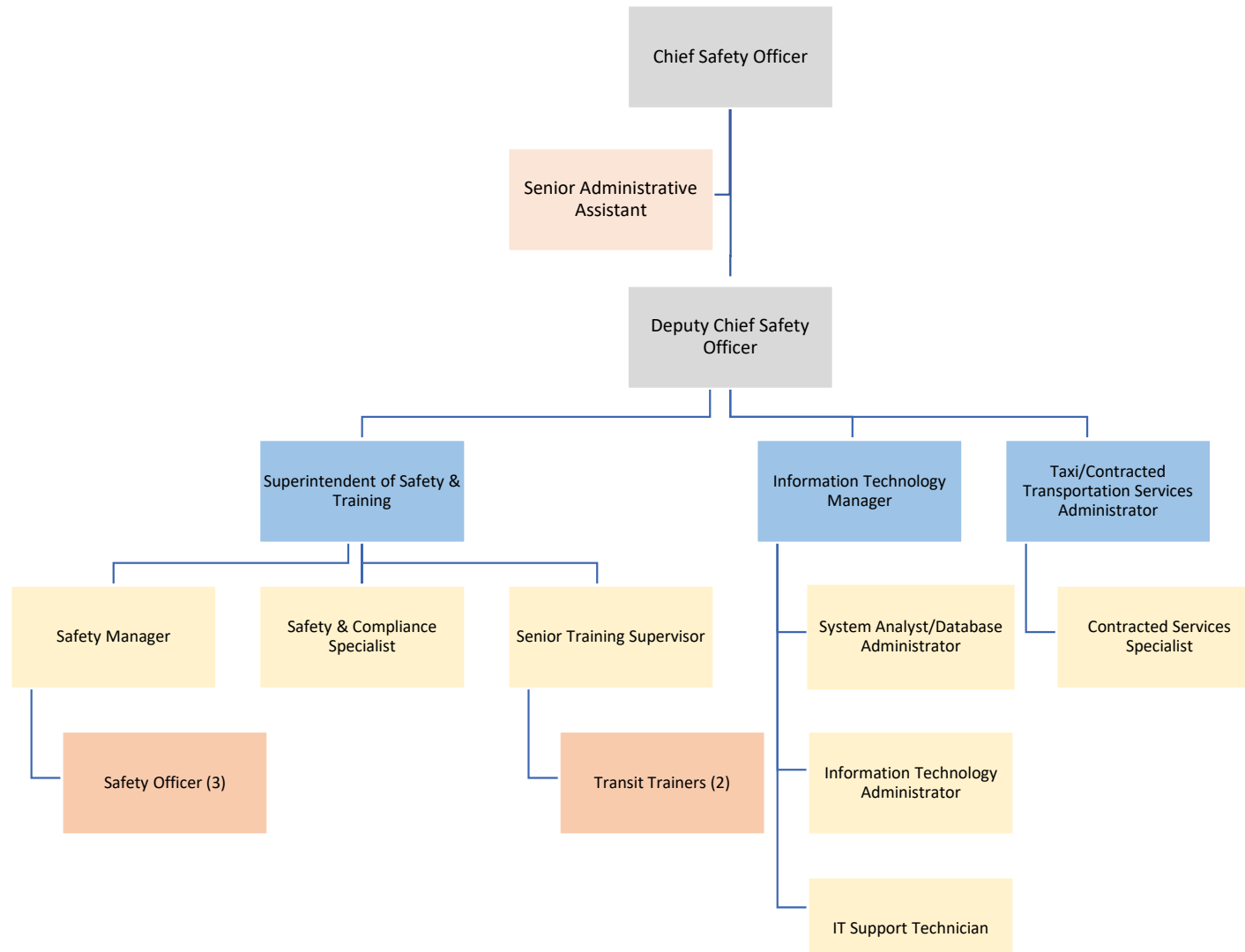
General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	594,840	456,020	(138,820)
5010201610 ADMIN SALARIES-OT	1,200	-	(1,200)
5010700000 ALLOCATED SALARIES	(3,400)	(4,344)	(944)
5010700001 GRANT ALLOCATION	(15,000)	-	15,000
5029999999 TOTAL FRINGE BENEFITS	433,752	359,104	(74,648)
Sub-total	1,011,392	810,780	(200,612)
5030300012 VAN POOL EXPENSES			
Payment of CMAQ funding and local match for planned Van Pool program expenses (pass through grants funds)	215,000	-	(215,000)
Sub-total	215,000	-	(215,000)
5039900013 CENTER OF EXCELLENCE			
Training expenses related to the Center of Excellence	-	482,500	482,500
Sub-total	-	482,500	482,500
5049900000 PRINTING ADMINISTRATION			
Printing of performance and project materials	500	750	250
Sub-total	500	750	250
5049900001 OFFICE SUPPLIES-GENERAL			
Office supplies	700	700	-
Sub-total	700	700	-
5090100000 MEMBERSHIPS & SUBSCRIPTIONS			
Online file hosting services (Dropbox), Construction Management Association of America membership	2,500	3,000	500
Sub-total	2,500	3,000	500
5090200000 TRAVEL-MEETINGS/TRAINING			
Cal Act seminar	3,000	4,500	1,500
CTA seminars	3,000	4,500	1,500
FTA sponsored technology events	2,500	3,750	1,250
Public Project Training	1,500	2,250	750
Sub-total	10,000	15,000	5,000
5090200001 TRAINING/ WORKSHOP			
Workshop/seminars for Performance staff development	7,200	7,200	-
Sub-total	7,200	7,200	-

PERFORMANCE MANAGEMENT OFFICE DETAIL

Division 44

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5090200004 EMPLOYEE DEVELOPMENT PROGRAM			
SunLine University (Agency wide staff development courses)	25,000	30,000	5,000
Sub-total	25,000	30,000	5,000
5090201000 EMPLOYEE EXPENSES			
Mileage reimbursement and misc. expenses	700	700	-
Sub-total	700	700	-
5099900004 CONSULTING-GENERAL			
Department consultants to aid with project management	340,000	399,994	59,994
Sub-total	340,000	399,994	59,994
Total Expenses	1,612,992	1,750,624	137,632

SAFETY AND SECURITY OFFICE



SAFETY AND SECURITY OFFICE

Division 15

FUNCTIONS & RESPONSIBILITIES

The Safety department is responsible for designing, delivering and administering programs and services designed to meet the Agency’s legal requirements for safety conscious operators and staff. The Safety department is also responsible for providing a safe work environment that is free of safety environmental hazards. It is the responsibility of the Safety department to implement the Agency’s Safety and Security programs, Operator safety training programs, and evaluating Operator safety performance. In addition, the Safety department is responsible for updating the Public Transportation Safety Program to be in compliance with the new Bipartisan Infrastructure Law requirements.

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY - Safety and Security (DIV 15)

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimates	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	478,015	519,663	495,514	549,845	694,987	145,142
5010201610 ADMIN SALARIES-OT	622	848	723	1,800	6,000	4,200
5010700000 ALLOCATED SALARIES	-	-	46,753	37,745	-	(37,745)
5029999999 TOTAL FRINGE BENEFITS	329,921	370,276	393,762	422,463	543,626	121,163
5030300001 ID BADGE SUPPLIES	2,728	-	2,442	2,000	3,000	1,000
5030300003 MEDICAL-EXAMS AND TESTING	24,930	154,119	27,729	30,000	32,000	2,000
5030300013 UNIFORMS	2,575	2,651	2,479	3,500	3,160	(340)
5030300050 EMPLOYEE INCENTIVE SERVICES	17,543	3,182	2,544	15,000	15,000	-
5030700000 SECURITY SERVICES	90,691	130,536	138,195	160,000	200,000	40,000
5030700005 CAMERA MAINTENANCE AGREEMENT	3,442	4,670	7,159	7,500	15,000	7,500
5039900012 VANPOOL EXPENSES	-	-	-	-	251,000	251,000
5039900014 SUNRIDE RIDE SHARE EXPENSES	-	190,047	376,090	250,000	774,000	524,000
5049900001 OFFICE SUPPLIES	1,906	1,600	2,524	2,500	3,000	500
5049900009 MATERIALS & SUPPLIES	13,520	11,567	15,803	20,000	20,000	-
5049900010 TRAINING SUPPLIES	-	-	-	-	10,000	10,000
5049901000 EMERGENCY PREPAREDNESS SUPPLIES	87,877	107,274	102,040	60,000	100,000	40,000
5060300100 REPAIR CLAIMS	5,563	74,253	53,286	200,000	200,000	-
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	863	395	527	2,000	2,000	-
5090200000 TRAVEL MEETINGS/TRAINING	10,219	9,153	9,855	10,000	15,000	5,000
5090201000 EMPLOYEE EXPENSES	-	-	-	100	100	-
5090800000 RECRUITING EMPLOYEES	4,339	2,768	4,741	7,000	7,000	-
5099900002 MISCELLANEOUS EXPENSE	-	-	-	-	500	500
5099900004 CONSULTING-GENERAL	15,507	14,634	-	5,000	5,000	-
Total Expenses	1,090,262	1,597,636	1,682,166	1,786,453	2,900,373	1,113,920

SAFETY AND SECURITY OFFICE

Division 15

PERSONNEL SUMMARY

FY23 Physical Count	Classification	FY22	FY23	Variance
		Base FTE's	Proposed Base FTE's	
1	Chief Safety Officer	1.00	1.00	0.00
1	Deputy Chief Safety Officer	1.00	1.00	0.00
3	Safety Officer	4.75	3.00	(1.75)
1	Senior Administrative Assistant	0.00	1.00	1.00
1	Taxi/Contracted Transportation Services Administrator	0.00	1.00	1.00
1	Contracted Services Specialist	0.00	0.75	0.75
1	Safety Manager	1.00	1.00	0.00
1	Senior Training Supervisor	0.00	1.00	1.00
1	Safety and Compliance Specialist	0.00	1.00	1.00
2	Transit Trainer	2.00	2.00	0.00
0	Safety Specialist	1.00	0.00	(1.00)
1	Superintendent of Safety and Training	1.00	1.00	0.00
14	Total FTEs	11.75	13.75	2.00

Notes:

- One (1) Safety Specialist upgraded to Safety and Compliance Specialist position.
- 1.75 Safety Officer FTEs were utilized to accommodate new positions due to an increase in microtransit service and an increased need for training supervision.

SAFETY AND SECURITY OFFICE

Division 15

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	549,845	694,987	145,142
5010201610 ADMIN SALARIES-OT	1,800	6,000	4,200
5010700000 ALLOCATED SALARIES	37,745	-	(37,745)
5029999999 TOTAL FRINGE BENEFITS	422,463	543,626	121,163
Sub-total	1,011,853	1,244,613	232,760
5030300001 ID BADGE SUPPLIES			
Access Cards	2,000	3,000	1,000
Sub-total	2,000	3,000	1,000
5030300003 MEDICAL-EXAMS AND TESTING			
Drug and Alcohol Program	30,000	32,000	2,000
Sub-total	30,000	32,000	2,000
5030300013 UNIFORMS			
Uniform rental	3,500	3,160	(340)
Sub-total	3,500	3,160	(340)
5030300050 EMPLOYEE INCENTIVE SERVICES			
Health and safety incentive program items	7,500	7,500	-
Safety Incentive program	7,500	7,500	-
Sub-total	15,000	15,000	-
5030700000 SECURITY SERVICES			
Remote security system monitoring	30,000	30,000	-
Guard services at Divisions 1 & 2	130,000	170,000	40,000
Sub-total	160,000	200,000	40,000
5030700005 CAMERA MAINTENANCE AGREEMENT			
Camera maintenance	7,500	15,000	7,500
Sub-total	7,500	15,000	7,500
5039900012 VANPOOL EXPENSES			
Vanpool Expenses	-	251,000	251,000
Sub-total	-	251,000	251,000
5039900014 SUNRIDE RIDE SHARE EXPENSES			
Microtransit Expenses	250,000	774,000	524,000
Sub-total	250,000	774,000	524,000

SAFETY AND SECURITY OFFICE

Division 15

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5049900001 OFFICE SUPPLIES			
Office supplies	2,500	3,000	500
Sub-total	2,500	3,000	500
5049900009 MATERIALS & SUPPLIES			
First aid kit supplies	3,000	3,000	-
National Safety Week recognition	1,000	1,000	-
Reflective safety vest replacements	4,000	4,000	-
Training Supplies	2,000	2,000	-
Driver Training Material	5,000	5,000	-
PPE Supplies	5,000	5,000	-
Sub-total	20,000	20,000	-
5049900010 TRAINING SUPPLIES			
DMV/FMCSA/FTA Training Materials	-	10,000	10,000
Sub-total	-	10,000	10,000
5049901000 EMERGENCY PREPARDNESS SUPPLIES			
Emergency equipment	60,000	100,000	40,000
Sub-total	60,000	100,000	40,000
			-
5060300100 REPAIR CLAIMS			-
Repair Claims	200,000	200,000	-
Sub-total	200,000	200,000	-
5090100000 MEMBERSHIPS & SUBSCRIPTIONS			
911 Mass Contact System	1,000	1,000	-
National Safety Council	1,000	1,000	-
Sub-total	2,000	2,000	-
5090200000 TRAVEL MEETINGS/TRAINING			
TSI Training	5,000	7,500	2,500
Smith System Training	5,000	7,500	2,500
Sub-total	10,000	15,000	5,000

SAFETY AND SECURITY OFFICE

Division 15

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5090201000 EMPLOYEE EXPENSES			
Mileage Reimbursements	100	100	-
Sub-total	100	100	-
5090800000 RECRUITING EMPLOYEES			
Background Check for all new hires	7,000	7,000	-
Sub-total	7,000	7,000	-
5099900002 MISCELLANEOUS EXPENSE			
Replacement of Agency keys	-	500	500
Sub-total	-	500	500
5099900004 CONSULTING-GENERAL			
Consulting Services	5,000	5,000	-
Sub-total	5,000	5,000	-
Total Expenses	1,786,453	2,900,373	1,113,920

SAFETY AND SECURITY OFFICE - INFORMATION TECHNOLOGY

Division 42

FUNCTIONS & RESPONSIBILITIES

The Information Technology (IT) department is responsible for the management of the network, computer systems and electronic data. IT provides support for users and applications, communication systems and facilitates user training for various systems. Additionally, IT interfaces with vendors for application improvements and issue resolution. IT is also responsible for data integrity management and planning for the future needs of the Agency.

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY - INFORMATION TECHNOLOGY (DIV 42)

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimates	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	114,094	59,257	109,662	130,966	195,587	64,621
5010201610 ADMIN SALARIES-OT	75	1,180	185	2,000	2,000	-
5010700000 ALLOCATED SALARIES	(865)	(562)	(832)	(600)	(1,709)	(1,109)
5029999999 TOTAL FRINGE BENEFITS	69,422	40,637	66,481	80,605	117,838	37,233
5030200006 COMMUNICATIONS	229,263	221,574	245,697	250,000	277,879	27,879
5030300009 CONTRACTED SERVICES	8,600	38,441	19,311	50,000	50,000	-
5030300011 COMPUTER/NETWORK SOFTWARE AGMT	575,349	522,461	659,063	600,000	750,000	150,000
5030400000 TEMPORARY HELP SERVICES	27,734	66,771	-	10,000	10,000	-
5030500000 OFFICE EQUIPMENT MAINTENANCE	29,622	25,348	27,700	44,681	44,659	(22)
5049900001 OFFICE SUPPLIES	9,497	4,977	5,452	9,000	10,000	1,000
5049900010 COMPUTER SUPPLIES	17,752	17,337	23,160	15,000	19,848	4,848
5090200000 TRAVEL MEETINGS/TRAINING	854	545	958	2,000	5,000	3,000
5090200005 HAUL PASS PROGRAM EXPENSES	240	-	-	-	-	-
Total Expenses	1,081,638	997,964	1,156,836	1,193,652	1,481,102	287,450

PERSONNEL SUMMARY

FY23 Physical Count	Classification	FY22 Base FTE's	FY23 Proposed Base FTE's	Variance
0	Assistant Information Technology Administrator	1.00	0.00	(1.00)
1	Information Technology Manager	0.00	1.00	1.00
1	IT Support Technician	1.00	1.00	0.00
1	Information Technology Administrator	1.00	1.00	0.00
1	System Analyst/ Database Administrator	1.00	1.00	0.00
4	Total FTEs	4.00	4.00	0.00

Notes:

- One (1) Assistant IT Administrator upgraded to IT Administrator and one (1) position was retitled to IT Manager.

SAFETY AND SECURITY OFFICE - INFORMATION TECHNOLOGY

Division 42

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	130,966	195,587	64,621
510201610 ADMIN SALARIES-OT	2,000	2,000	-
5010700000 ALLOCATED SALARIES	(600)	(1,709)	(1,109)
5029999999 TOTAL FRINGE BENEFITS	80,605	117,838	37,233
Sub Total	212,971	313,716	100,745
5030200006 COMMUNICATIONS			
Cellular services	120,000	147,879	27,879
Internet & cable	66,000	66,000	-
Phone services	64,000	64,000	-
Sub-total	250,000	277,879	27,879
5030300009 CONTRACTED SERVICES			
Third-party IT support services	50,000	50,000	-
Sub-total	50,000	50,000	-

SAFETY AND SECURITY OFFICE - INFORMATION TECHNOLOGY

Division 42

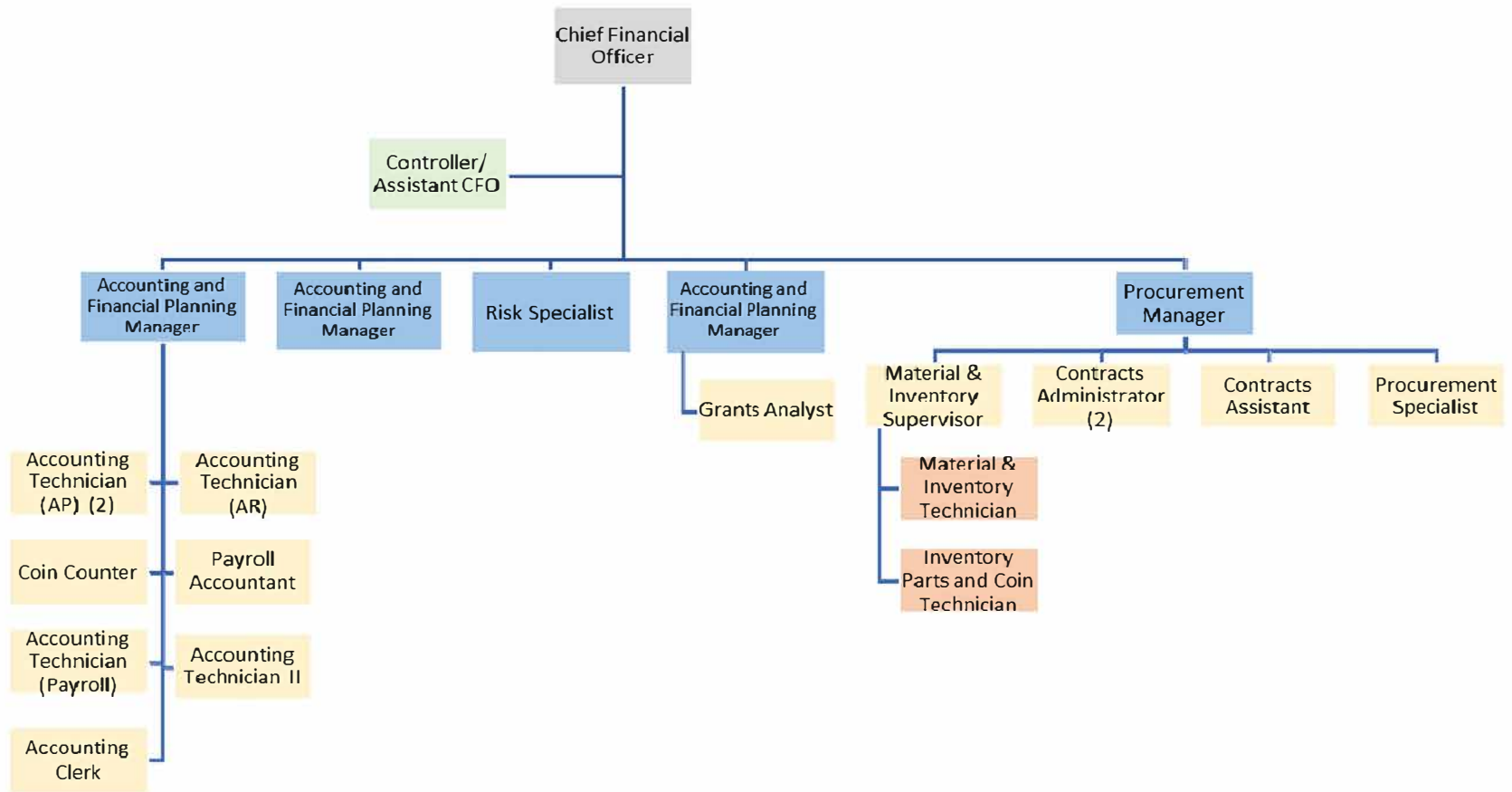
General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5030300011 COMPUTER/NETWORK SOFTWARE AGMT			
Adobe Acrobat	2,500	3,000	500
AVAIL	125,000	150,000	25,000
Barracuda Email Filter	3,000	3,600	600
Barracuda Web Filter	2,203	2,644	441
Cisco Device Support	11,000	13,200	2,200
Cloud Backup	20,000	24,000	4,000
CradlePoint Router Support Buses	26,500	31,800	5,300
Cummins	3,200	3,840	640
DocuSign	900	1,080	180
Fleet-Net	5,347	6,416	1,069
HP 3PAR Warranty	10,000	12,000	2,000
KnowB4	2,800	3,360	560
Lansweeper	1,600	1,920	320
Microsoft EA	88,000	105,600	17,600
Mitel Licenses	3,000	3,600	600
New software	12,000	44,400	32,400
Remix	27,500	33,000	5,500
ShoreTel system support	12,600	15,120	2,520
Software - Additional	19,500	23,400	3,900
SourceFire	4,600	5,520	920
Syslog Watcher	400	480	80
Trackit Software	7,000	8,400	1,400
Trapeze	120,000	144,000	24,000
Tyler	55,000	66,000	11,000
Tyler DR	10,000	12,000	2,000
Veeam	16,000	19,200	3,200
Web filtering buses	9,000	10,800	1,800
ZOOM	1,350	1,620	270
Sub-total	600,000	750,000	150,000
5030400000 TEMPORARY HELP SERVICES			
Temporary assistance with projects and programs as they arise	10,000	10,000	-
Sub-total	10,000	10,000	-
5030500000 OFFICE EQUIPMENT MAINTENANCE			
Service & support for Agency's multi-function printers	44,681	44,659	(22)
Sub-total	44,681	44,659	(22)

SAFETY AND SECURITY OFFICE - INFORMATION TECHNOLOGY

Division 42

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5049900001 OFFICE SUPPLIES			
Copy paper	7,600	8,200	600
General office supplies	1,400	1,800	400
Sub-total	9,000	10,000	1,000
5049900010 COMPUTER SUPPLIES			
Computer supplies	15,000	19,848	4,848
Sub-total	15,000	19,848	4,848
5090200000 TRAVEL MEETINGS/TRAINING			
Travel Expenses to conferences (i.e. CTA, APTA & Trapeze User Group).	2,000	5,000	3,000
Sub-total	2,000	5,000	3,000
Total Expenses	1,193,652	1,481,102	287,450

FINANCE OFFICE



FINANCE OFFICE

Division 41

FUNCTIONS & RESPONSIBILITIES

The Finance department is responsible for the budget, grant administration, accounting, sales, contracts/procurement, materials management and inventory control, cash management, investment portfolio and payroll for the Agency. The Finance department is also responsible for the development of all financial statements, coordination of financial audits and development of documents and specialized reports for SunFuels.

FY23 Goals and Objectives

- Support the Agency's goals and objectives by researching and applying for competitive grants.
- Increase strict budget reporting across departments.
- Analyze revenue streams and diversify revenue sources for the Agency.

EXPENSE BUDGET SUMMARY - FINANCE (DIV 41)

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimates	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	897,899	937,635	816,316	1,000,030	981,388	(18,642)
5010201610 ADMIN SALARIES-OT	5,288	2,308	2,475	3,500	4,365	865
5010700000 ALLOCATED SALARIES	(6,838)	(7,009)	(6,271)	(7,500)	(9,937)	(2,437)
5029999999 TOTAL FRINGE BENEFITS	575,860	634,384	573,645	682,882	668,190	(14,692)
5030200000 PUBLIC NOTICES	5,498	5,313	2,495	6,000	6,000	-
5030300009 CONTRACTED SERVICES	1,405	1,358	2,259	3,000	10,000	7,000
5030300010 ORGANIZATIONAL SERVICES	-	3,237	-	-	-	-
5030300015 AUDIT SERVICES	47,077	67,708	33,805	80,000	65,000	(15,000)
5030303240 MANAGEMENT CONSULTING	-	-	-	-	50,000	50,000
5030400000 TEMPORARY HELP SERVICES	81,935	189,344	400,079	10,000	10,000	-
5039900004 TAXI VOUCHER - NEW FREEDOM PROGRAM	144,718	74,013	67,602	77,774	75,000	(2,774)
5049900001 OFFICE SUPPLIES	10,924	9,461	8,358	12,000	12,000	-
5060100000 INSURANCE - AUTO PHYSICAL DAMAGE	255,072	274,430	392,925	460,200	496,212	36,012
5060100100 INSURANCE PREMIUM - PROPERTY	20,647	35,536	78,943	50,000	79,394	29,394
5060300000 INSURANCE - GENERAL LIABILITY	412,874	588,722	791,289	620,000	913,033	293,033
5060400000 INSURANCE LOSSES	659,474	2,315,889	1,305,902	1,475,000	1,250,000	(225,000)
5060401000 INSURANCE PREMIUM - WC	349,780	351,599	392,253	375,000	400,000	25,000
5060800000 INSURANCE-ADMIN	141,403	165,650	191,248	175,000	223,295	48,295
5079900000 PROPERTY & OTHER TAXES	123	131	174	400	400	-
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	-	-	690	800	5,000	4,200
5090200000 TRAVEL MEETINGS/TRAINING	5,088	5,273	2,820	10,000	15,000	5,000
5090200002 MILEAGE REIMBURSEMENT	-	-	-	500	500	-
5090201000 EMPLOYEE EXPENSES	1,379	1,245	990	2,000	5,000	3,000
5090801000 BANK SERVICE FEES	14,708	49,740	10,668	15,000	20,000	5,000
5090801040 PASS OUTLET COMMISSION	14,345	2,492	4,784	15,000	10,000	(5,000)
5090801050 MOBILE TICKETING COMMISSION	8,086	1,857	13,666	15,000	17,000	2,000
5090801060 BAD DEBT EXPENSE	4,513	6,510	309	5,000	5,000	-
5110101050 INTEREST EXPENSE	2,685	911	-	1,500	1,500	-
Total Expenses	3,653,944	5,717,738	5,087,423	5,088,086	5,313,340	225,254

FINANCE OFFICE

Division 41

PERSONNEL SUMMARY

FY23 Physical Count		Classification	FY22 Base FTE's	FY23 Proposed Base FTE's	Variance
1		Accounting Clerk	1.00	1.00	0.00
0		Accounting Manager	1.00	0.00	(1.00)
3		Accounting and Financial Planning Manager	0.00	3.00	3.00
1		Controller/Asst. Chief Financial Officer	0.00	1.00	1.00
4		Accounting Technician	4.00	4.00	0.00
1		Accounting Technician II	1.00	1.00	0.00
0		Budget Manager/Financial Analyst	1.00	0.00	(1.00)
1		Chief Financial Officer	1.00	1.00	0.00
1		Coin Counter	0.75	1.00	0.25
1		Inventory Parts & Coin Technician	1.00	1.00	0.00
2		Contracts Administrator	1.00	2.00	1.00
1		Contracts Assistant	1.00	1.00	0.00
0		Deputy Chief Financial Officer	1.00	0.00	(1.00)
0		Financial Operations Compliance Officer	1.00	0.00	(1.00)
1		Grants Analyst	1.00	1.00	0.00
1		Materials & Inventory Supervisor	1.00	1.00	0.00
1		Materials & Inventory Technician	1.00	1.00	0.00
1		Payroll Accountant	1.00	1.00	0.00
1		Procurement Manager	1.00	1.00	0.00
1		Procurement Specialist	1.00	1.00	0.00
1		Risk Specialist	1.00	1.00	0.00
0		Senior Accountant	1.00	0.00	(1.00)
23		Total FTEs	22.75	23.00	0.25

Notes:

- One (1) part time Coin Counter position converted to full time.
- Accounting Manager, Budget Manager/Financial Analyst, and Senior Accountant positions consolidated into new Accounting and Financial Planning Manager position.
- Deputy CFO retitled to Controller/Asst. CFO.
- Financial Operations Compliance Officer FTE used for Contracts Administrator.

FINANCE OFFICE DETAIL

Division 41

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	1,000,030	981,388	(18,642)
5010201610 ADMIN SALARIES-OT	3,500	4,365	865
5010700000 ALLOCATED SALARIES	(7,500)	(9,937)	(2,437)
5029999999 TOTAL FRINGE BENEFITS	682,882	668,190	(14,692)
Sub-total	1,678,912	1,644,006	(34,906)
5030200000 PUBLIC NOTICES			
Advertisements for procurement solicitations	6,000	6,000	-
Sub-total	6,000	6,000	-
5030300009 CONTRACTED SERVICES			
Maintenance of coin room equipment	3,000	10,000	7,000
Sub-total	3,000	10,000	7,000
5030300015 AUDIT SERVICES			
Financial Statement & Single Audit	80,000	65,000	(15,000)
Sub-total	80,000	65,000	(15,000)
5030303240 MANAGEMENT CONSULTING			
Financial consultant expenses	-	50,000	50,000
Sub-total	-	50,000	50,000
5030400000 TEMPORARY HELP SERVICES			
Financial Statement & Single Audit	10,000	10,000	-
Sub-total	10,000	10,000	-
5039900004 TAXI VOUCHER - NEW FREEDOM PROGRAM			
These funds pay taxi companies for the full cost of taxi trips provided under the taxi voucher program.	77,774	75,000	(2,774)
Sub-total	77,774	75,000	(2,774)
5049900001 OFFICE SUPPLIES			
Office supplies	12,000	12,000	-
Sub-total	12,000	12,000	-
5060100000 INSURANCE - AUTO PHYSICAL DAMAGE			
Insurance costs related to vehicle coverage	460,200	496,212	36,012
Sub-total	460,200	496,212	36,012
5060100100 INSURANCE PREMIUM - PROPERTY			
Insurance costs related to property coverage	50,000	79,394	29,394
Sub-total	50,000	79,394	29,394

FINANCE OFFICE DETAIL

Division 41

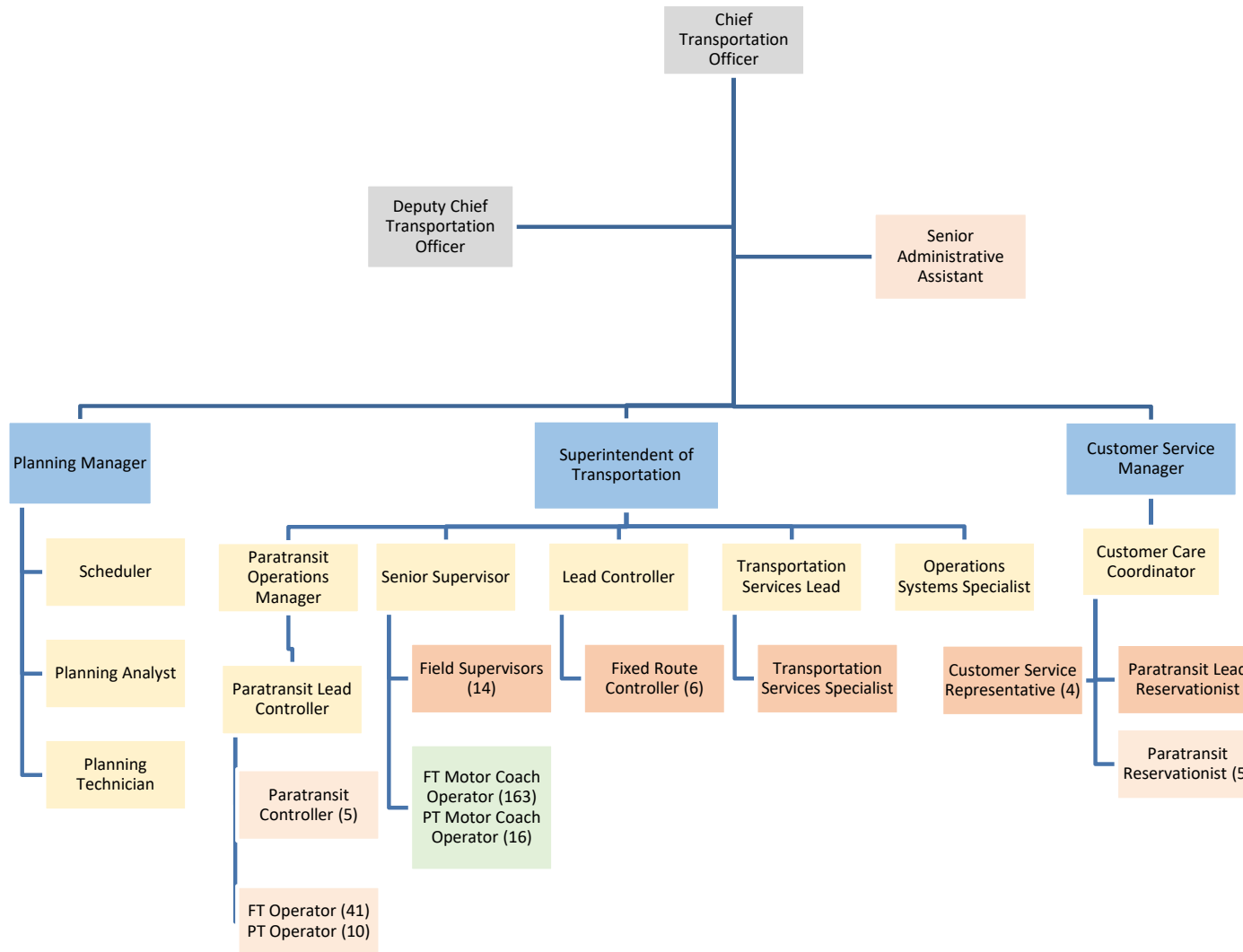
General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5060300000 INSURANCE - GENERAL LIABILITY			
Defense and indemnity coverage against claims and suits arising from covered occurrences	620,000	913,033	293,033
Sub-total	620,000	913,033	293,033
5060400000 INSURANCE LOSSES			
Costs associated with losses resulting from insurance claims	1,475,000	1,250,000	(225,000)
Sub-total	1,475,000	1,250,000	(225,000)
5060401000 INSURANCE PREMIUM - WC			
Workers compensation premium costs	375,000	400,000	25,000
Sub-total	375,000	400,000	25,000
5060800000 INSURANCE-ADMIN			
Crime, cyber liability & employment practices liability (ERMA) coverage costs	175,000	223,295	48,295
Sub-total	175,000	223,295	48,295
5079900000 PROPERTY & OTHER TAXES			
Property fees and taxes	400	400	-
Sub-total	400	400	-
5090100000 MEMBERSHIPS & SUBSCRIPTIONS			
Costs related to memberships and subscriptions	800	5,000	4,200
Sub-total	800	5,000	4,200
5090200000 TRAVEL MEETINGS/TRAINING			
Costs associated with employee travel and training	6,550	9,825	3,275
Government Finance Officers Association Conference	3,450	5,175	1,725
Sub-total	10,000	15,000	5,000
5090200002 MILEAGE REIMBURSEMENT			
Mileage reimbursement for all agency employees	500	500	-
Sub-total	500	500	-
5090201000 EMPLOYEE EXPENSES			
Coin room uniforms and other employee expenses	2,000	5,000	3,000
Sub-total	2,000	5,000	3,000
5090801000 BANK SERVICE FEES			
Armored truck service	3,500	4,250	750
Merchant and bank Fees	11,500	15,750	4,250
Sub-total	15,000	20,000	5,000

FINANCE OFFICE DETAIL

Division 41

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5090801040 PASS OUTLET COMMISSION			
Costs related to commission earned by pass outlets	15,000	10,000	(5,000)
Sub-total	15,000	10,000	(5,000)
5090801050 MOBILE TICKETING COMMISSION			
Mobile ticketing surcharge	15,000	17,000	2,000
Sub-total	15,000	17,000	2,000
5090801060 BAD DEBT EXPENSE			
Costs incurred as a result of receivables that are deemed uncollectible	5,000	5,000	-
Sub-total	5,000	5,000	-
5110101050 INTEREST EXPENSE			
Costs incurred as a result of making monthly insurance payments as opposed to a lump sum	1,500	1,500	-
Sub-total	1,500	1,500	-
Total Expenses	5,088,086	5,313,340	225,254

TRANSPORTATION OFFICE



TRANSPORTATION OFFICE

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

FUNCTIONS & RESPONSIBILITIES

The Transportation Office is responsible for the daily transit services provided to the public by SunBus and SunDial services. The daily service for both fixed route and paratransit encompasses over 1,120 square miles.

SunDial is a Coachella Valley curb-to-curb paratransit service designed to meet the requirements of the Americans with Disability Act (ADA). Reservations can be scheduled up to 14 days in advance. SunDial service mirrors SunBus hours of operations and is available within 3/4 of a mile on either side of a local SunBus route.

FY23 GOALS & OBJECTIVES

- Maintain full staffing to budgeted FTEs and increase extra board to 35% of full-time employees to control overtime and adjust to Refueled needs.
- Continue to find opportunities to reduce or eliminate part-time operator positions to enhance recruitment.
- Expand cross training program for staff to mirror another team member to "learn" department processes and eliminate departmental silos.
- Increase utilization and update of enterprise systems agency-wide to designed single point connectivity capabilities in order to enhance productivity and efficiency.

EXPENSE BUDGET SUMMARY - FIXED ROUTE ADMIN (DIV 11)

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimates	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	1,204,889	1,110,172	1,035,821	1,096,581	1,276,146	179,565
5010201610 ADMIN SALARIES-OT	45,791	39,181	37,187	70,860	50,000	(20,860)
5029999999 TOTAL FRINGE BENEFITS	883,941	808,062	750,478	849,741	903,776	54,035
5030300013 UNIFORMS	39,183	36,719	34,866	55,000	76,344	21,344
5030400000 TEMPORARY HELP SERVICES	-	7,895	30,416	36,719	-	(36,719)
5039900003 PRINTING EXPENSE	5,994	3,595	2,942	2,500	2,500	-
5049900001 OFFICE SUPPLIES	1,242	1,277	1,006	1,260	1,260	-
5049900011 MATERIALS & SUPPLIES	1,296	600	1,716	1,251	1,251	-
5090200000 TRAVEL MEETINGS/TRAINING	9,660	7,910	3,892	6,700	8,000	1,300
5090201000 EMPLOYEE EXPENSE	533	777	1,235	1,500	1,500	-
5099900004 BUS RODEO EXPENDITURES	2,340	67	-	-	-	-
5140001000 VEHICLE OPERATING LEASES	22,000	-	96,975	90,000	-	(90,000)
Total Expenses	2,216,869	2,016,256	1,996,534	2,212,112	2,320,777	108,665

EXPENSE BUDGET SUMMARY - FIXED ROUTE UNION (DIV 12)

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimates	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010101010 OPERATOR WAGES - FT	6,222,270	6,174,812	5,962,406	6,351,982	6,940,232	588,250
5010101020 OPERATOR WAGES OVERTIME - FT	763,563	362,333	621,062	500,000	700,000	200,000
5029999999 TOTAL FRINGE BENEFITS	3,441,295	3,671,151	3,507,505	3,902,978	3,980,067	77,089
Total Expenses	10,427,129	10,208,296	10,090,973	10,754,960	11,620,299	865,339

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

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimates	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	335,509	333,368	346,452	338,246	367,200	28,954
5010201610 ADMIN SALARIES-OT	-	2,508	17,914	18,156	21,000	2,844
5029999999 TOTAL FRINGE BENEFITS	249,351	250,823	260,569	246,720	271,254	24,534
5030300013 PARATRANSIT UNIFORMS	5,946	5,055	2,517	18,000	20,000	2,000
5049900001 OFFICE SUPPLIES	1,168	736	386	1,200	-	(1,200)
5049900011 PARATRANSIT SUPPLIES	435	520	917	750	-	(750)
Total Expenses	592,408	593,011	628,755	623,072	679,454	56,382

TRANSPORTATION OFFICE

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

EXPENSE BUDGET SUMMARY - PARATRANSIT UNION (DIV 14)

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimates	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010101010 PARATRANSIT OPERATOR WAGES	1,655,439	1,537,455	1,370,251	1,531,986	1,575,730	43,744
5010101020 PARATRANSIT OPER WAGES OT	176,693	107,380	213,147	193,266	220,000	26,734
5029999999 TOTAL FRINGE BENEFITS	844,995	908,000	763,103	955,594	808,284	(147,310)
Total Expenses	2,677,127	2,552,835	2,346,501	2,680,846	2,604,014	(76,832)

PERSONNEL SUMMARY

FY23 Physical Count	Classification	FY22 Approved Budget	FY23 Proposed Base FTE's	Variance
	Fixed Route			
1	Chief Transportation Officer	1.00	1.00	0.00
1	Deputy Chief Transportation Officer	1.00	1.00	0.00
14	Field Supervisor	14.00	14.00	0.00
6	Fixed Route Controller	6.00	6.00	0.00
1	Transportation Services Specialist	0.00	1.00	1.00
1	Lead Controller	1.00	1.00	0.00
163	Motor Coach Operator - Full Time	154.00	163.00	9.00
16	Motor Coach Operator - Part Time (.75)	12.00	12.00	0.00
1	Operations System Specialist	1.00	1.00	0.00
0	On-Board Technology Technician	1.00	0.00	(1.00)
1	Senior Administrative Assistant	1.00	1.00	0.00
1	Senior Supervisor	1.00	1.00	0.00
1	Superintendent of Transportation	1.00	1.00	0.00
1	Transportation Services Lead	1.00	1.00	0.00
208	Sub-Total	195.00	204.00	9.00
	Paratransit			
5	Paratransit Controller	5.00	5.00	0.00
1	Paratransit Lead Controller	1.00	1.00	0.00
1	Paratransit Operations Manager	1.00	1.00	0.00
41	Paratransit Operators - Full Time	41.00	41.00	0.00
10	Paratransit Operators - Part Time (.75)	8.00	7.50	(0.50)
58	Sub-Total	56.00	55.50	(0.50)
266	Total FTEs	251.00	259.50	8.50

Notes:

- On-Board Technology Technician retitled to Transportation Services Specialist.

TRANSPORTATION OFFICE - TRANSPORTATION DETAIL

Division 11

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	1,096,581	1,276,146	179,565
5010201610 ADMIN SALARIES-OT	70,860	50,000	(20,860)
5029999999 TOTAL FRINGE BENEFITS	849,741	903,776	54,035
Sub-total	2,017,182	2,229,922	212,740
5030300013 UNIFORMS			
Employee uniforms	40,829	56,674	15,845
Uniform rental	14,171	19,670	5,499
Sub-total	55,000	76,344	21,344
5030400000 TEMPORARY HELP SERVICES			
Printing expense	36,719	-	(36,719)
Sub-total	36,719	-	(36,719)
5039900003 PRINTING EXPENSE			
Printing expense	2,500	2,500	-
Sub-total	2,500	2,500	-
5049900001 OFFICE SUPPLIES			
Office supplies	1,260	1,260	-
Sub-total	1,260	1,260	-
5049900011 MATERIALS & SUPPLIES			
Replenishment of supervisor van supplies	1,251	1,251	-
Sub-total	1,251	1,251	-
5090200000 TRAVEL MEETINGS/TRAINING			
CTA	1,000	1,000	-
NTI Training	-	1,300	1,300
Para and Transit Certification	4,600	4,600	-
Trapeze Group user conference	1,100	1,100	-
Sub-total	6,700	8,000	1,300

TRANSPORTATION OFFICE - TRANSPORTATION DETAIL

Division 11

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5090201000 EMPLOYEE EXPENSE			
Trophies for employee recognition	1,500	1,500	-
Sub-total	1,500	1,500	-
5140001000 VEHICLE OPERATING LEASES			
MCI Bus Lease	90,000		(90,000)
Sub-total	90,000	-	(90,000)
Total Expenses	2,212,112	2,320,777	108,665

TRANSPORTATION OFFICE -TRANSPORTATION DETAIL

Division 13 (Paratransit - Ops Only Portion)

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	338,246	367,200	28,954
5010201610 ADMIN SALARIES-OT	18,156	21,000	2,844
5029999999 TOTAL FRINGE BENEFITS...	246,720	271,254	24,534
Sub-total	603,122	659,454	56,332
5030300013 PARATRANSIT UNIFORMS			
Uniforms for Paratransit Operators	18,000	20,000	2,000
Sub-total	18,000	20,000	2,000
5049900001 OFFICE SUPPLIES			
General office supplies	1,200	-	(1,200)
Sub-total	1,200	-	(1,200)
5049900011 PARATRANSIT SUPPLIES			
General Paratransit supplies	750	-	(750)
Sub-total	750	-	(750)
Total Expenses	623,072	679,454	56,382

TRANSPORTATION OFFICE

Division 45

FUNCTIONS & RESPONSIBILITIES

The Community and Customer relations department is responsible for greeting and checking-in all customers that come to SunLine. They also process personalized transit requests, distribute transit information material throughout the Agency's service area and take, record and answer customers suggestions, requests, and complaints. Additionally, the department is also responsible for directing calls to appropriate departments within the Agency and follow up to confirm resolution.

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY - COMMUNITY AND CUSTOMER RELATIONS (45)

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimates	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	464,382	331,361	326,847	334,906	405,244	70,338
5010201610 ADMIN SALARIES-OT	8,865	3,640	5,515	8,500	11,000	2,500
5029999999 TOTAL FRINGE BENEFITS	315,423	233,456	231,935	231,696	312,772	81,076
5030303240 CONTRACTED SERVICES	77,363	-	-	2,500	2,500	-
5030303260 ADVERTISING	44,142	-	-	-	-	-
5030303270 SUNLINE EVENTS EXPENSE	3,072	-	-	-	-	-
5030303271 MUSIC FESTIVAL	8,991	-	-	-	-	(256)
5030400000 TEMPORARY HELP SERVICES	18,920	-	7,885	5,256	5,000	(256)
5039900003 PRINTING EXPENSE	47,183	7,427	23,147	40,000	40,000	-
5049900001 OFFICE SUPPLIES	5,985	2,720	1,070	4,000	4,000	-
5049900002 OFFICE SUPPLIES-POSTAGE	14,790	14,498	25,330	25,000	25,000	-
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	2,559	-	-	-	-	-
5090200000 TRAVEL MEETINGS/TRAINING	3,472	-	-	1,300	1,300	-
5090800100 EMPLOYEE RECOGNITION	-	438	425	900	900	-
Total Expenses	1,015,147	593,542	622,155	654,058	807,716	153,658

Notes:

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

PERSONNEL SUMMARY

FY23 Physical Count	Classification	FY22 Approved Budget	FY23 Proposed Base FTE's	Variance
1	Customer Service Manager	1.00	1.00	0.00
1	Customer Care Coordinator	0.00	1.00	1.00
4	Customer Service Representative	4.00	4.00	0.00
1	Paratransit Lead Reservationist	1.00	1.00	0.00
5	Paratransit Reservationist	5.00	5.00	0.00
12	Total FTEs	11.00	12.00	1.00

Notes:

- One (1) Planning Technician was moved from the Planning department and reclassified as a Customer Care Coordinator.

TRANSPORTATION OFFICE - CUTOMER SERVICE

Division 45

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	334,906	405,244	70,338
5010201610 ADMIN SALARIES-OT	8,500	11,000	2,500
5029999999 TOTAL FRINGE BENEFITS	231,696	312,772	81,076
Sub-total	575,102	729,016	153,914
5030303240 CONTRACTED SERVICES			
Customer live chat for website	2,500	2,500	-
Sub-total	2,500	2,500	-
5030400000 TEMPORARY HELP SERVICES			
Temporary assistance with projects and programs as they arise	5,256	5,000	(256)
Sub-total	5,256	5,000	(256)
5039900003 PRINTING EXPENSE			
GFI	40,000	40,000	-
Sub-total	40,000	40,000	-
5049900001 OFFICE SUPPLIES			
Office Supplies	4,000	4,000	-
Sub-total	4,000	4,000	-
5049900002 OFFICE SUPPLIES-POSTAGE			
Agency costs for postage & other mailing expenses	25,000	25,000	-
Sub-total	25,000	25,000	-
5090200000 TRAVEL MEETINGS/TRAINING			
Costs associated with employee training	1,300	1,300	-
Sub-total	1,300	1,300	-
5090800100 EMPLOYEE RECOGNITION	900	900	-
Sub-total	900	900	-
Total Expenses	654,058	807,716	153,658

TRANSPORTATION OFFICE

Division 49

FUNCTIONS & RESPONSIBILITIES

The Planning department is responsible for developing short and long range plans, programs, policies, managing detours, administering the bus stop improvements program, fulfilling reporting requirements, planning and scheduling fixed route bus service to support operations, funding/grants, land use and regional mobility planning in coordination with member agencies and various public and private entities to accomplish Sunline's mission and vision.

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY -PLANNING (49)

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimates	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	173,801	180,946	167,755	181,160	175,455	(5,705)
5010201610 ADMIN SALARIES-OT	5,133	1,664	2,301	3,000	3,084	84
5029999999 TOTAL FRINGE BENEFITS	98,091	113,832	90,952	113,517	113,027	(490)
5030200010 CONSULTING	356,899	230,531	161,892	330,000	291,000	(39,000)
5030400000 TEMPORARY HELP SERVICES	31,129	19,270	11,383	11,383	25,000	13,617
5049900001 OFFICE SUPPLIES	1,848	751	686	1,200	1,200	-
5090200000 TRAVEL MEETINGS/SEMINARS	-	-	-	10,000	10,000	-
5090200001 TRAVEL TRAINING	1,194	3,813	-	-	-	-
Total Expenses	668,095	550,807	434,969	650,260	618,766	(31,494)

PERSONNEL SUMMARY

FY23 Physical Count	Classification	FY22 Approved Budget	FY23 Proposed Base FTE's	Variance
1	Scheduler	0.00	1.00	1.00
1	Planning Analyst	0.00	1.00	1.00
1	Planning Manager	0.00	1.00	1.00
1	Planning Technician	0.00	1.00	1.00
0	Transit Infrastructure Technician	2.00	0.00	(2.00)
0	Transit Planning Analyst	1.00	0.00	(1.00)
0	Transit Planning Manager	1.00	0.00	(1.00)
0	Transit Planning Research Data Analyst	1.00	0.00	(1.00)
4	Total FTEs	5.00	4.00	(1.00)

Notes:

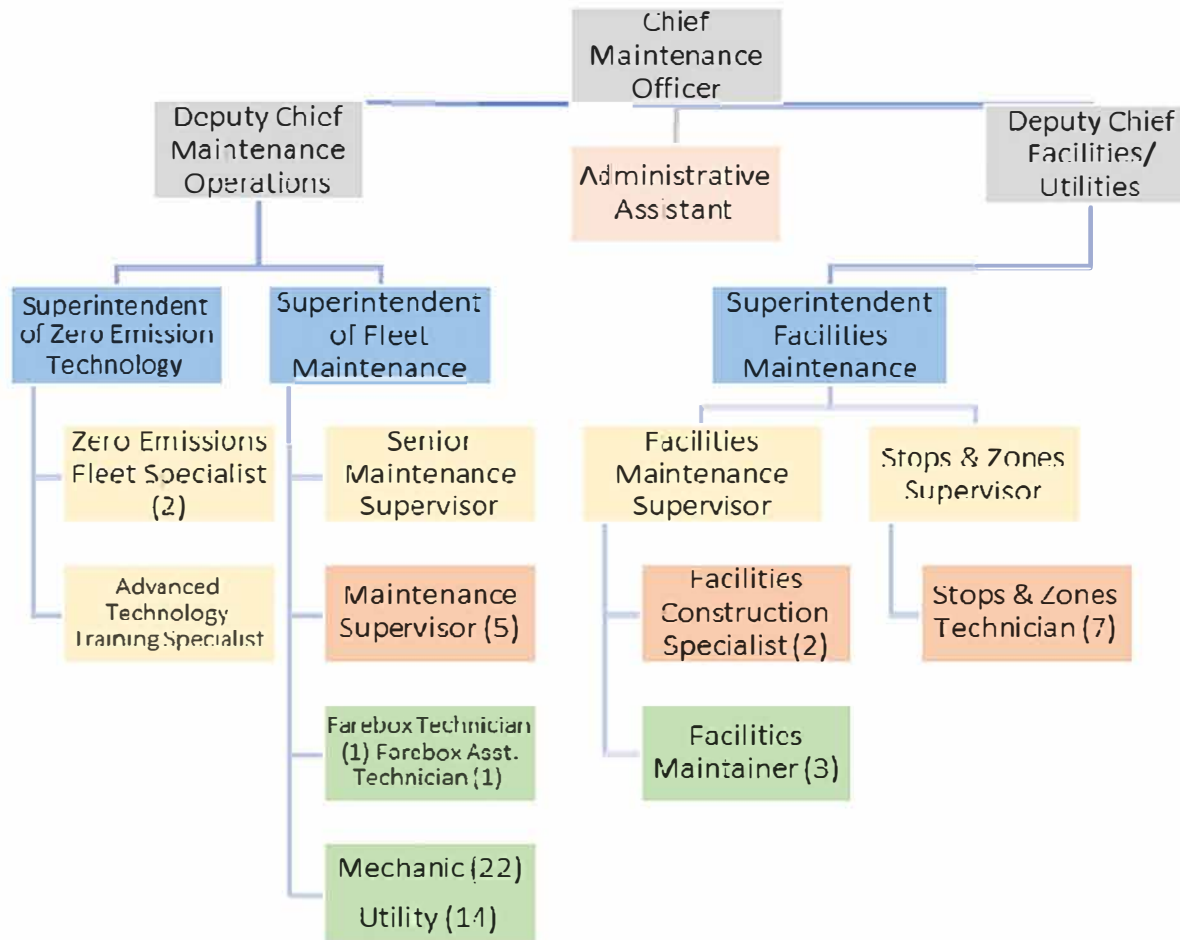
- One (1) Planning Technician was reclassified and moved to the Community and Customer Relations department.
- The four (4) remaining employees were retitled in order to more closely align with industry standard titles.

TRANSPORTATION OFFICE - SERVICE PLANNING DETAIL

Division 49

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	181,160	175,455	(5,705)
5010201610 ADMIN SALARIES-OT	3,000	3,084	84
5029999999 TOTAL FRINGE BENEFITS	113,517	113,027	(490)
Sub-total	297,677	291,566	(6,111)
5030200010 CONSULTING			
Transit planning consulting services	330,000	291,000	(39,000)
Sub-total	330,000	291,000	(39,000)
5030400000 TEMPORARY HELP SERVICES			
Temporary Help Services	11,383	25,000	13,617
Sub-total	11,383	25,000	13,617
5049900001 OFFICE SUPPLIES			
Office supplies	1,200	1,200	-
Sub-total	1,200	1,200	-
5090200000 TRAVEL MEETINGS/SEMINARS			
Costs associated with travel such as meals & parking fees	10,000	10,000	-
Sub-total	10,000	10,000	-
Total Expenses	650,260	618,766	(31,494)

MAINTENANCE OFFICE



MAINTENANCE OFFICE - FLEET MAINTENANCE

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

FUNCTIONS & RESPONSIBILITIES

Fleet Maintenance is responsible for performing vehicle maintenance, inspections, mid-life overhauls and rehabilitation of all vehicles within the fixed route and paratransit fleet. Fleet Maintenance also ensures that safe and reliable vehicles are available to support the daily transit services provided to the public by SunBus and SunDial services.

FY23 GOALS & OBJECTIVES

- Procure asset management software.
- Establish quarterly supervisory meetings.
- Engage Deputy CMO and Superintendent in NTI leadership training.
- Maintain MDBF (road call) to FY21 rate for fixed route.

EXPENSE BUDGET SUMMARY - FLEET MAINTENANCE ADMIN (DIV 21)

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimates	FY22	FY23	Variance
				Approved Budget	Proposed Budget	
5010200500 ADMIN SALARIES	568,957	691,693	588,779	653,269	831,036	177,767
5010201610 ADMIN SALARIES-OT	76	279	359	800	2,000	1,200
5029999999 TOTAL FRINGE BENEFITS	358,014	456,547	354,861	411,120	587,239	176,119
5030400000 TEMPORARY HELP SERVICES	-	-	19,209	-	1,500	1,500
5039900006 OUTSIDE REPAIR-FIXED ROUTE	9,346	16,972	63,629	68,000	74,000	6,000
5039900007 OUTSIDE REPAIR-SUPPORT VEHICLE	2,273	2,586	6,218	3,416	8,000	4,584
5040100101 LUBRICANTS-OIL	110,312	72,900	76,632	72,892	91,115	18,223
5040100102 FREON & COOLANT	28,825	24,593	36,618	30,529	60,000	29,471
5040101000 FUEL-CNG SUPPORT VEHICLES	23,554	27,155	38,390	18,333	33,687	15,354
5040101001 FUEL-CNG FIXED ROUTE	1,060,965	1,063,515	1,569,028	1,298,099	1,299,300	1,201
5040102000 FUEL-UNLEADED	4,406	3,686	10,143	9,600	26,000	16,400
5040102100 FUEL-DIESEL	20,856	25	39,697	48,000	35,000	(13,000)
5040102200 FUEL-HYDROGEN	583,763	1,037,212	1,100,143	845,934	1,250,000	404,066
5040200001 TIRES-FIXED ROUTE	152,940	148,320	149,859	175,000	178,950	3,950
5040200002 TIRES-SUPPORT VEHICLES	5,663	6,117	3,783	8,000	6,000	(2,000)
5040200003 TIRES-TOOLS & SERVICE SUPPLIES	54	-	-	183	205	22
5049900001 OFFICE SUPPLIES	1,922	1,852	1,461	2,107	3,000	893
5049900025 GLASS REPLACEMENT-SUPPORT VEH.	420	341	128	1,250	1,250	-
5090200000 TRAVEL MEETINGS/TRAINING	1,614	13,520	4,457	10,000	15,000	5,000
5090200001 TRAINING	-	-	-	-	-	-
5090201000 EMPLOYEE EXPENSES	26	533	269	772	772	-
5090400100 DISCOUNTS TAKEN	(194)	(189)	-	-	-	-
Total Expenses	2,933,793	3,567,659	4,063,661	3,657,303	4,504,054	846,751

MAINTENANCE OFFICE - FLEET MAINTENANCE

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

EXPENSE BUDGET SUMMARY - FLEET MAINTENANCE UNION (DIV 22)

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimates	FY22	FY23	Variance
				Approved Budget	Proposed Budget	
5010201200 MECHANIC WAGES	1,596,780	1,607,457	1,479,964	1,690,425	1,747,656	57,231
5010201210 MECHANIC OVERTIME	106,771	94,218	89,232	112,500	130,000	17,500
5029999999 TOTAL FRINGE BENEFITS	796,660	914,656	862,363	958,583	1,028,793	70,210
5030300014 UNIFORMS	17,127	17,936	17,408	18,000	23,500	5,500
5030500001 FIRE EXTINGUISHERS	602	648	933	950	2,728	1,778
5030500002 RADIO MAINTENANCE	1,986	3,837	456	4,331	4,331	-
5030500003 EQUIPT REPAIRS-SHOP EQUIPMENT	4,007	7,471	12,136	6,500	30,000	23,500
5030500004 EQUIPT REPAIRS-VAULT & FAREBOX	1,039	10	-	2,000	4,000	2,000
5039900004 CONTRACT SVC-MAINT	91,925	97,310	101,100	101,100	126,275	25,175
5039900005 CONTRACT SVC-FREIGHT	4,574	3,595	1,819	8,594	8,594	-
5039900006 CONTRACT SVC - TOWING	32,800	24,775	40,939	44,000	35,000	(9,000)
5039900007 INVENTORY-SALES TAX	114,583	113,213	85,829	110,000	132,000	22,000
5039900008 INVENTORY-FREIGHT CHARGES	14,788	19,392	12,415	16,718	20,897	4,179
5049900015 COSMETIC MAINTENANCE EXTERIOR	2,919	3,717	630	3,971	4,771	800
5049900016 CLEANING SUPPLIES-VEHICLES	17,082	9,590	15,871	15,000	19,000	4,000
5049900017 SHOP SUPPLIES MISC	35,899	31,705	48,651	35,000	43,750	8,750
5049900018 MECHANIC TOOLS/SHOES	21,580	28,019	31,054	35,200	50,000	14,800
5049900019 SMALL TOOLS & EQUIPMENT	14,334	11,166	18,769	16,000	64,000	48,000
5049900020 DECALS-FIXED ROUTE	2,291	837	2,144	5,665	50,000	44,335
5049900021 REPAIR PARTS- FIXED ROUTE	1,175,283	1,160,423	947,414	1,166,019	1,357,500	191,481
5049900022 REPAIR PARTS-SUPPORT VEHICLES	106,435	48,324	33,580	45,000	56,250	11,250
5049900023 VANDALISM/SEAT REPAIRS	-	-	-	611	611	-
5049900024 REPAIR PARTS-FUEL CELL	113,827	61,562	11,035	17,000	35,000	18,000
5070500000 FUEL TAXES	13,122	11,082	10,803	14,000	14,000	-
5099900004 PERMITS & LICENSES	10,714	10,064	15,778	13,000	13,000	-
Total Expenses	4,297,128	4,281,005	3,840,322	4,440,167	5,001,656	561,489

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

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimates	FY22	FY23	Variance
				Approved Budget	Proposed Budget	
5039900001 PARATRANSIT CONTRACT SVC-TOWING	-	2,530	3,270	4,000	4,000	-
5039900002 PARATRANSIT OUTSIDE VEHICLE REPAIR	148	2,425	462	2,500	2,500	-
5039900003 GENERAL SERVICES	18,960	18,160	16,560	20,160	24,560	4,400
5040101001 PARATRANSIT FUEL-CNG	206,783	205,788	331,792	200,000	266,340	66,340
5040200005 PARATRANSIT TIRES	31,260	41,877	41,264	43,000	52,010	9,010
5049900006 PARATRANSIT REPAIR PARTS	152,478	181,644	120,687	175,471	176,339	868
5049900007 PARATRANSIT GLASS REPLACEMENT	975	945	608	950	950	-
5049900200 DECALS	-	-	-	-	6,000	6,000
Total Expenses	410,605	453,370	514,643	446,081	532,699	86,618

MAINTENANCE OFFICE - FLEET MAINTENANCE

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

PERSONNEL SUMMARY

FY23 Physical Count	Classification	FY22 Base FTE's	FY23 Proposed Base FTE's	Variance
1	Administrative Assistant	1.00	1.00	0.00
1	Assistant Farebox Technician	1.00	1.00	0.00
0	Body Mechanic A	1.00	0.00	(1.00)
1	Chief Maintenance officer	1.00	1.00	0.00
1	Deputy Chief Maintenance Officer	1.00	1.00	0.00
1	Superintendent of Zero Emission Technology	0.00	1.00	1.00
2	Zero Emission Fleet Specialist	0.00	2.00	2.00
1	Advanced Technology Training Specialist	0.00	1.00	1.00
1	Farebox Technician	1.00	1.00	0.00
0	Lead Utility	2.00	0.00	(2.00)
0	Maintenance Advanced Tech Supervisor	0.00	0.00	0.00
5	Maintenance Supervisor	5.00	5.00	0.00
22	Mechanic	21.00	22.00	1.00
1	Senior Maintenance Supervisor	1.00	1.00	0.00
1	Superintendent of Maintenance	1.00	1.00	0.00
14	Utility	12.00	14.00	2.00
52	Total FTEs	48.00	52.00	4.00

Notes:

- Mechanic and Utility positions consolidated into one Mechanic and Utility classification.
- Superintendent of Zero Emission Technology, Advanced Technology Training Specialist, and two (2) Zero Emission Fleet Specialists were transferred from the Performance Office.

MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL

DIVISION 21 (Administration)

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	653,269	831,036	177,767
5010201610 ADMIN SALARIES-OT	800	2,000	1,200
5029999999 TOTAL FRINGE BENEFITS	411,120	587,239	176,119
Sub-total	1,065,189	1,420,275	355,086
5030400000 TEMPORARY HELP SERVICES			
Temporary administrative assistance	-	1,500	1,500
Sub-total	-	1,500	1,500
5039900006 OUTSIDE REPAIR-FIXED ROUTE			
Repairs to fixed route fleet not performed by SunLine employees	68,000	74,000	6,000
Sub-total	68,000	74,000	6,000
5039900007 OUTSIDE REPAIR-SUPPORT VEHICLE			
Repairs to support fleet not performed by SunLine employees	3,416	8,000	4,584
Sub-total	3,416	8,000	4,584
5040100101 LUBRICANTS-OIL			
All lubes and oils used by the fleet	72,892	91,115	18,223
Sub-total	72,892	91,115	18,223
5040100102 FREON & COOLANT			
Freon & coolant costs for fleet	30,529	60,000	29,471
Sub-total	30,529	60,000	29,471
5040101000 FUEL-CNG SUPPORT VEHICLES			
Fuel for CNG support vehicles	18,333	33,687	15,354
Sub-total	18,333	33,687	15,354
5040101001 FUEL-CNG FIXED ROUTE			
Fuel for CNG fixed route vehicles	1,298,099	1,299,300	1,201
Sub-total	1,298,099	1,299,300	1,201
5040102000 FUEL-UNLEADED			
Unleaded fuel used for landscaping equipment and in two support vehicles that run on unleaded	9,600	26,000	16,400
Sub-total	9,600	26,000	16,400
5040102100 FUEL-DIESEL			
Fuel for leased MCI	48,000	35,000	(13,000)
Sub-total	48,000	35,000	(13,000)

MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL

DIVISION 21 (Administration)

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5040102200 FUEL-HYDROGEN			
Hydrogen fuel	845,934	1,250,000	404,066
Sub-total	845,934	1,250,000	404,066
5040200001 TIRES-FIXED ROUTE			
Tire lease program	175,000	178,950	3,950
Sub-total	175,000	178,950	3,950
5040200002 TIRES-SUPPORT VEHICLES			
Purchased tires & lease tires	8,000	6,000	(2,000)
Sub-total	8,000	6,000	(2,000)
5040200003 TIRES-TOOLS & SERVICE SUPPLIES			
Small tools for tire service	183	205	22
Sub-total	183	205	22
5049900001 OFFICE SUPPLIES			
Office supplies for maintenance offices	2,107	3,000	893
Sub-total	2,107	3,000	893
5049900025 GLASS REPLACEMENT-SUPPORT VEH.			
Replacement of damaged vehicle glass	1,250	1,250	-
Sub-total	1,250	1,250	-
5090200000 TRAVEL MEETINGS/TRAINING			
Costs related to staff training and workshops	10,000	15,000	5,000
Sub-total	10,000	15,000	5,000
5090201000 EMPLOYEE EXPENSES			
Small employee morale related expenses such as trophies & plaques	772	772	-
Sub-total	772	772	-
Total Expenses	3,657,303	4,504,054	846,751

MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL

DIVISION 22 (Mechanics)

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010201200 MECHANIC WAGES	1,690,425	1,747,656	57,231
5010201210 MECHANIC OVERTIME	112,500	130,000	17,500
5029999999 TOTAL FRINGE BENEFITS	958,583	1,028,793	70,210
Sub-total	2,761,508	2,906,449	144,941
5030300014 UNIFORMS			
Maintenance employee uniforms	18,000	23,500	5,500
Sub-total	18,000	23,500	5,500
5030500001 FIRE EXTINGUISHERS			
Vehicle fire extinguishers needing service	950	2,728	1,778
Sub-total	950	2,728	1,778
5030500002 RADIO MAINTENANCE			
Parts and hardware needed to keep radios in vehicles and hilltops operational	4,331	4,331	-
Sub-total	4,331	4,331	-
5030500003 EQUIPT REPAIRS-SHOP EQUIPMENT			
Minor parts to repair shop equipment	6,500	30,000	23,500
Sub-total	6,500	30,000	23,500
5030500004 EQUIPT REPAIRS-VAULT & FAREBOX			
Parts to repair vaults and fareboxes	2,000	4,000	2,000
Sub-total	2,000	4,000	2,000
5039900004 CONTRACT SVC-MAINT			
Lease tire maintainer on property	101,100	126,275	25,175
Sub-total	101,100	126,275	25,175
5039900005 CONTRACT SVC-FREIGHT			
Freight expenses for shipping and receiving materials	8,594	8,594	-
Sub-total	8,594	8,594	-
5039900006 CONTRACT SVC - TOWING			
Towing of fixed route and support vehicles when needed	44,000	35,000	(9,000)
Sub-total	44,000	35,000	(9,000)

MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL

DIVISION 22 (Mechanics)

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5039900007 INVENTORY-SALES TAX			
Sales tax on inventory parts	110,000	132,000	22,000
Sub-total	110,000	132,000	22,000
5039900008 INVENTORY-FREIGHT CHARGES			
Freight charges on inventory parts	16,718	20,897	4,179
Sub-total	16,718	20,897	4,179
5049900015 COSMETIC MAINTENANCE EXTERIOR			
Minor cosmetic repairs of vehicle interiors and exteriors	3,971	4,771	800
Sub-total	3,971	4,771	800
5049900016 CLEANING SUPPLIES-VEHICLES			
Chemicals, rags used in the cleaning of vehicles	15,000	19,000	4,000
Sub-total	15,000	19,000	4,000
5049900017 SHOP SUPPLIES MISC			
Nuts, bolts, chemicals, and welding supplies used in general repair of vehicles	35,000	43,750	8,750
Sub-total	35,000	43,750	8,750
5049900018 MECHANIC TOOLS/SHOES			
Mechanics tool and shoe allowance	35,200	50,000	14,800
Sub-total	35,200	50,000	14,800
5049900019 SMALL TOOLS & EQUIPMENT			
Small tools & equipment used in the repair of vehicles, facilities and equipment	16,000	64,000	48,000
Sub-total	16,000	64,000	48,000
5049900020 DECALS-FIXED ROUTE			
Minor decal replacements on FR vehicles	5,665	50,000	44,335
Sub-total	5,665	50,000	44,335
5049900021 REPAIR PARTS- FIXED ROUTE			
All parts needed to maintain FR buses	1,166,019	1,357,500	191,481
Sub-total	1,166,019	1,357,500	191,481

MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL

DIVISION 22 (Mechanics)

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5049900022 REPAIR PARTS-SUPPORT VEHICLES			
All parts needed to maintain support vehicles	45,000	56,250	11,250
Sub-total	45,000	56,250	11,250
5049900023 VANDALISM/SEAT REPAIRS			
Minor repairs to seats damaged by vandalism	611	611	-
Sub-total	611	611	-
5049900024 REPAIR PARTS-FUEL CELL			
All parts to maintain fuel cell on buses	17,000	35,000	18,000
Sub-total	17,000	35,000	18,000
5070500000 FUEL TAXES			
Fuel taxes	14,000	14,000	-
Sub-total	14,000	14,000	-
5099900004 PERMITS & LICENSES			
Various permits and licenses including DMV and Air Quality	13,000	13,000	-
Sub-total	13,000	13,000	-
Total Expenses	4,440,167	5,001,656	561,489

MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL

Division 13 (Paratransit - Maintenance Portion Only)

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5039900001 PARATRANSIT CONTRACT SVC-TOWING			
Towing services for paratransit vehicles	4,000	4,000	-
Sub-total	4,000	4,000	-
5039900002 PARATRANSIT OUTSIDE VEHICLE REPAIR			
Repairs to paratransit fleet not performed by SunLine employees	2,500	2,500	-
Sub-total	2,500	2,500	-
5039900003 GENERAL SERVICES			
Monthly maintenance for SmartDrive	20,160	24,560	4,400
Sub-total	20,160	24,560	4,400
5040101001 PARATRANSIT FUEL-CNG			
Fuel for paratransit vehicles	200,000	266,340	66,340
Sub-total	200,000	266,340	66,340
5040200005 PARATRANSIT TIRES			
Tire lease	43,000	52,010	9,010
Sub-total	43,000	52,010	9,010
5049900006 PARATRANSIT REPAIR PARTS			
Repair parts for paratransit vehicles	175,471	176,339	868
Sub-total	175,471	176,339	868
5049900007 PARATRANSIT GLASS REPLACEMENT			
Glass replacement for paratransit vehicles	950	950	-
Sub-total	950	950	-
5049900200 DECALS			
Decal replacements	-	6,000	6,000
Sub-total	-	6,000	6,000
Total Expenses	446,081	532,699	86,618

MAINTENANCE OFFICE - FACILITY MAINTENANCE

Division 23 & 24

FUNCTIONS & RESPONSIBILITIES

Facility Maintenance is responsible for maintenance, inspections, repairs and rehabilitation of facilities and buildings for administration and operations located in Thousand Palms, Indio, and Coachella. Facility Maintenance ensures facilities are safe and sanitary for employees and customers.

FY23 GOALS & OBJECTIVES

- Continuously assess and adjust facilities requirements in the short and long term to meet Agency needs.
- Increase operational effectiveness and efficiency of campus buildings and infrastructure.
- Development and implementation of a comprehensive facilities master plan.

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

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimates	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	112,182	106,013	94,857	109,691	166,055	56,364
5010201210 GROUNDSKEEPER WAGES	140,009	141,104	134,480	134,402	141,454	7,052
5010201610 ADMIN SALARIES-OT	287	295	-	400	-	(400)
5010201710 GROUNDSKEEPER OVERTIME	2,216	3,434	5,465	5,400	8,000	2,600
5010700000 ALLOCATED SALARIES	(1,890)	(1,866)	(1,779)	(1,800)	(3,845)	(2,045)
5010700001 GRANT ALLOCATION	(3,895)	-	-	-	-	-
5029999999 TOTAL FRINGE BENEFITS	153,310	161,622	185,171	179,002	284,789	105,787
5030500005 CONTRACT SVC-HAZ WASTE REMOVE	18,446	19,267	16,149	20,857	24,811	3,954
5030500010 CONTRACT SVC-GENERAL	39,411	33,659	20,319	39,116	38,820	(296)
5030600000 CONTRACT SVC-CUSTODIAL	54,741	63,190	67,944	72,000	71,455	(545)
5030600100 AIR CONDITIONING EXPENDITURES	9,568	8,009	11,180	9,476	20,000	10,524
5030600200 UNIFORMS SERVICE EXPENDITURES	1,614	1,596	1,623	2,160	2,300	140
5030600300 RENTAL EQUIPMENT EXPENSES	4,988	1,331	2,069	8,000	8,000	-
5030600500 PEST CONTROL SERVICE	2,144	1,550	1,812	3,775	3,746	(29)
5030600600 CONTRACT SERVICES-A/C	9,245	7,754	2,849	14,063	13,956	(107)
5030600700 FIRE EXTINGUISHERS	688	802	1,031	824	1,191	367
5030600800 FLOOR MAT RENTAL	7,670	7,034	6,538	9,500	9,500	-
5030600975 RADIO REPEATER HILLTOP RENTAL	14,460	14,468	14,472	14,500	14,500	-
5040300100 PLUMBING RELATED EXPENDITURES	4,265	5,682	1,787	8,487	8,932	445
5040300200 ELECTRICAL RELATED EXPENDITURE	6,607	4,804	13,139	9,500	9,924	424
5040300600 SHOE ALLOWANCE	426	756	522	1,200	3,000	1,800
5049900001 OFFICE SUPPLIES	-	-	-	-	300	300
5049900002 BOARD ROOM AND ZWEIG SUPPLIES	4,819	2,544	4,345	6,375	6,375	-
5049900026 FACILITY MAINTENANCE-MAIN FAC	30,437	24,375	33,025	30,000	38,000	8,000
5049900030 CLEANING SUPPLIES-MAIN FAC	1,941	770	2,468	2,300	2,300	-
5050200001 UTILITIES MAIN FACILITY	209,560	208,134	276,543	221,450	267,954	46,504
5050200003 TRASH PICKUP- MAIN FACILITY	23,881	19,613	20,647	18,540	22,826	4,286
Total Expenses	847,130	835,939	916,656	919,218	1,164,344	245,126

MAINTENANCE OFFICE - FACILITY MAINTENANCE

Division 23 & 24

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

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimates	FY22 Approved Budget	FY23 Proposed Budget	Variance
5030500010 CONTRACT SVC-GENERAL	1,457	705	961	2,318	2,318	-
5030600000 CONTRACT SVC-CUSTODIAL	31,692	36,503	37,234	40,000	43,000	3,000
5030600100 AIR CONDITIONING EXPENDITURES	640	-	294	1,932	1,932	(0)
5030600500 PEST CONTROL SERVICE	858	802	996	1,595	1,595	-
5030600600 CONTRACT SERVICES-AC	-	-	-	580	580	-
5030600700 FIRE EXTINGUISHERS	-	273	-	386	386	-
5030600800 FLOOR MAT RENTAL	2,535	317	367	2,318	2,318	-
5040300100 PLUMBING RELATED EXP	612	85	321	1,050	2,050	1,000
5040300200 ELECTRICAL RELATED EXPENDITURE	2,242	76	99	1,500	5,000	3,500
5049900027 FACILITY MAINT-INDIO/COACHELLA FAC	8,627	7,150	10,571	9,000	9,000	-
5049900031 CLEANING SUPPLIES-INDIO/COACHELLA FAC.	-	-	173	188	300	112
5050200002 UTILITIES INDIO/COACHELLA FACILITY	28,668	20,859	27,102	28,448	37,000	8,552
5050200004 TRASH PICKUP-INDIO/COACHELLA FACILIT	15,179	16,375	16,129	15,914	18,000	2,087
5050202000 UTILITIES GAS & WATER	5,920	3,412	4,947	4,575	7,001	2,426
Total Expenses	98,431	86,558	99,194	109,803	130,479	20,676

PERSONNEL SUMMARY

FY23 Physical Count	Classification	FY22 Base FTE's	FY23 Proposed Base FTE's	Variance
2	Facility Construction Specialist	1.00	2.00	1.00
1	Facility Maintenance Supervisor	1.00	1.00	0.00
3	Facility Maintainer	3.00	3.00	0.00
1	Deputy Chief of Facilities	0.00	1.00	1.00
1	Superintendent of Facilities	1.00	1.00	0.00
8	Total FTEs	6.00	8.00	2.00

Notes:

- One (1) Facility Construction Specialist was added.
- The Deputy Chief of Zero Emission Technology was moved from the Performance Office and retitled to the Deputy Chief of Facilities.

MAINTENANCE OFFICE - FACILITY MAINTENANCE DETAIL

Division 23 - THOUSAND PALMS

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	109,691	166,055	56,364
5010201210 GROUNDSKEEPER WAGES	134,402	141,454	7,052
5010201610 ADMIN SALARIES-OT	400	-	
5010201710 GROUNDSKEEPER OVERTIME	5,400	8,000	2,600
5010700000 ALLOCATED SALARIES	(1,800)	(3,845)	(2,045)
5029999999 TOTAL FRINGE BENEFITS	179,002	284,789	105,787
Sub-total	427,095	596,454	169,359
5030500005 CONTRACT SVC-HAZ WASTE REMOVE			
Removal of hazardous chemicals	3,570	4,247	677
Bio Hazard material removal	17,287	20,564	3,277
Sub-total	20,857	24,811	3,954
5030500010 CONTRACT SVC-GENERAL			
Backup Generator Service	5,807	5,763	(44)
Bus wash monthly PMI	7,087	7,033	(54)
Elevator service	3,622	3,594	(27)
Environmental monitoring Div. 1	6,725	6,674	(51)
Lease for parts storage containers	6,646	6,596	(50)
Shop vehicle lift service	3,622	3,594	(27)
Archive Storage	3,021	2,998	(23)
Water softener service for bus wash	2,586	2,567	(20)
Sub-total	39,116	38,820	(296)
5030600000 CONTRACT SVC-CUSTODIAL			
Contract janitorial service for offices	72,000	71,455	(545)
Sub-total	72,000	71,455	(545)
5030600100 AIR CONDITIONING EXPENDITURES			
Materials for maintenance of all building HVACs	9,476	20,000	10,524
Sub-total	9,476	20,000	10,524
5030600200 UNIFORMS SERVICE EXPENDITURES			
Uniforms for Facility Main Techs	2,160	2,300	140
Sub-total	2,160	2,300	140
5030600300 RENTAL EQUIPMENT EXPENSES			
Rented equipment for maintenance of facilities	8,000	8,000	-
Sub-total	8,000	8,000	-

MAINTENANCE OFFICE - FACILITY MAINTENANCE DETAIL

Division 23 - THOUSAND PALMS

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5030600500 PEST CONTROL SERVICE			
Monthly pest control maintenance	3,775	3,746	(29)
Sub-total	3,775	3,746	(29)
5030600600 CONTRACT SERVICES-A/C			
Bi-annual HVAC service all facilities	14,063	13,956	(107)
Sub-total	14,063	13,956	(107)
5030600700 FIRE EXTINGUISHERS			
Annual fire extinguisher inspections	824	1,191	367
Sub-total	824	1,191	367
5030600800 FLOOR MAT RENTAL			
Monthly rental of floor mats	9,500	9,500	-
Sub-total	9,500	9,500	-
5030600975 RADIO REPEATER HILLTOP RENTAL			
Rental of tower space for two way radios	14,500	14,500	-
Sub-total	14,500	14,500	-
5040300100 PLUMBING RELATED EXPENDITURES			
Materials for plumbing repairs	8,487	8,932	445
Sub-total	8,487	8,932	445
5040300200 ELECTRICAL RELATED EXPENDITURE			
Materials for electrical repairs	9,500	9,924	424
Sub-total	9,500	9,924	424
5040300600 SHOE ALLOWANCE			
Shoe allowance for facility maintenance employees	1,200	3,000	1,800
Sub-total	1,200	3,000	1,800
5049900001 OFFICE SUPPLIES			
Office supplies	-	300	300
Sub-total	-	300	300
5049900002 BOARD ROOM AND ZWEIG SUPPLIES			
Supplies for meetings	6,375	6,375	-
Sub-total	6,375	6,375	-

MAINTENANCE OFFICE - FACILITY MAINTENANCE DETAIL

Division 23 - THOUSAND PALMS

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5049900026 FACILITY MAINTENANCE-MAIN FAC			
Materials needed to maintain facilities other than plumbing and electrical	30,000	38,000	8,000
Sub-total	30,000	38,000	8,000
5049900030 CLEANING SUPPLIES-MAIN FAC			
Cleaning supplies to maintain all facilities	2,300	2,300	-
Sub-total	2,300	2,300	-
5050200001 UTILITIES MAIN FACILITY			
Cable	1,500	1,815	315
Electricity	199,950	241,939	41,989
Gas	9,000	10,890	1,890
Water	11,000	13,310	2,310
Sub-total	221,450	267,954	46,504
5050200003 TRASH PICKUP- MAIN FACILITY			
Monthly trash pickup service	18,540	22,826	4,286
Sub-total	18,540	22,826	4,286
Total Expenses	919,218	1,164,344	245,126

MAINTENANCE OFFICE - FACILITY MAINTENANCE DETAIL

Division 24 - INDIO/COACHELLA

General Ledger Code	FY22	FY23	Variance
	Approved Budget	Proposed Budget	
5030500010 CONTRACT SVC-GENERAL			
Filtered drinking water dispenser lease	734	734	-
Storm water monitoring and testing contract	1,583	1,583	-
Sub-total	2,318	2,318	-
5030600000 CONTRACT SVC-CUSTODIAL			
Monthly office janitorial contract Indio and Coachella	40,000	43,000	3,000
Sub-total	40,000	43,000	3,000
5030600100 AIR CONDITIONING EXPENDITURES			
Materials for all facility HVAC maintenance	1,932	1,932	(0)
Sub-total	1,932	1,932	(0)
5030600500 PEST CONTROL SERVICE			
General pest control for buildings	1,595	1,595	-
Sub-total	1,595	1,595	-
5030600600 CONTRACT SERVICES-AC			
Bi annual HVAC service for all buildings	580	580	-
Sub-total	580	580	-
5030600700 FIRE EXTINGUISHERS			
Annual fire extinguisher service	386	386	-
Sub-total	386	386	-
5030600800 FLOOR MAT RENTAL			
Floor mat rental for office areas and walkways	2,318	2,318	-
Sub-total	2,318	2,318	-
5040300100 PLUMBING RELATED EXP			
Materials for plumbing repairs	1,050	2,050	1,000
Sub-total	1,050	2,050	1,000
5040300200 ELECTRICAL RELATED EXPENDITURE			
Materials for electrical repairs	1,500	5,000	3,500
Sub-total	1,500	5,000	3,500
5049900027 FACILITY MAINT-INDIO/COACHELLA FACILITY			
Materials for general repair of facilities	9,000	9,000	-
Sub-total	9,000	9,000	-

MAINTENANCE OFFICE - FACILITY MAINTENANCE DETAIL

Division 24 - INDIO/COACHELLA

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5049900031 CLEANING SUPPLIES-INDIO/COACHELLA FACILITY			
Minor cleaning supplies required for maint.	188	300	112
Sub-total	188	300	112
5050200002 UTILITIES INDIO/COACHELLA FACILITY			
Electricity cost for Indio facility	28,448	37,000	8,552
Sub-total	28,448	37,000	8,552
5050200004 TRASH PICKUP-INDIO/COACHELLA FACILITY			
Monthly trash pickup service	15,914	18,000	2,087
Sub-total	15,914	18,000	2,087
5050202000 UTILITIES GAS & WATER			
Gas, water and sewage expenses	4,575	7,001	2,426
Sub-total	4,575	7,001	2,426
Total Expenses	109,803	130,479	20,676

MAINTENANCE OFFICE - STOPS & ZONES

Division 25

FUNCTIONS & RESPONSIBILITIES

Stops & Zones is responsible for maintaining clean, safe, and sanitary bus stop facilities. Stops & Zones also coordinates with the Planning department for the relocation, installation and removal of bus stops.

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY - STOPS & ZONES (DIV 25)

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimates	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	51,218	49,640	54,684	46,000	59,651	13,651
5010201500 BARGAINING SALARIES	312,924	313,294	286,189	330,015	338,021	8,006
5010201510 BARGAINING OVERTIME	6,884	3,440	5,241	3,000	9,000	6,000
5029999999 TOTAL FRINGE BENEFITS	203,870	226,456	230,939	228,421	253,935	25,514
5030600200 UNIFORMS	4,950	4,227	3,776	5,306	5,306	-
5030600250 EQUIPMENT RENTAL	3,999	2,755	952	4,500	4,500	-
5040102000 UNLEADED GASOLINE	1,748	1,915	2,100	1,957	3,000	1,043
5040102001 DIESEL FUEL	22	33	-	175	175	-
5040300600 SHOE ALLOWANCE	1,011	1,638	554	2,100	4,200	2,100
5049900001 OFFICE SUPPLIES	1,833	99	160	125	125	-
5049900029 BUS STOP SUPPLIES	36,102	46,143	59,141	56,809	75,000	18,191
5090201000 EMPLOYEE EXPENSES	191	-	218	200	350	150
Total Expenses	624,754	649,641	643,955	678,608	753,263	74,655

PERSONNEL SUMMARY

FY23 Physical Count	Classification	FY22 Base FTE's	FY23 Proposed Base FTE's	Variance
1	Stops & Zones Supervisor	1.00	1.00	0.00
7	Stops & Zones Technician	7.00	7.00	0.00
8	Total FTEs	8.00	8.00	0.00

MAINTENANCE OFFICE: STOPS & ZONES DETAILS

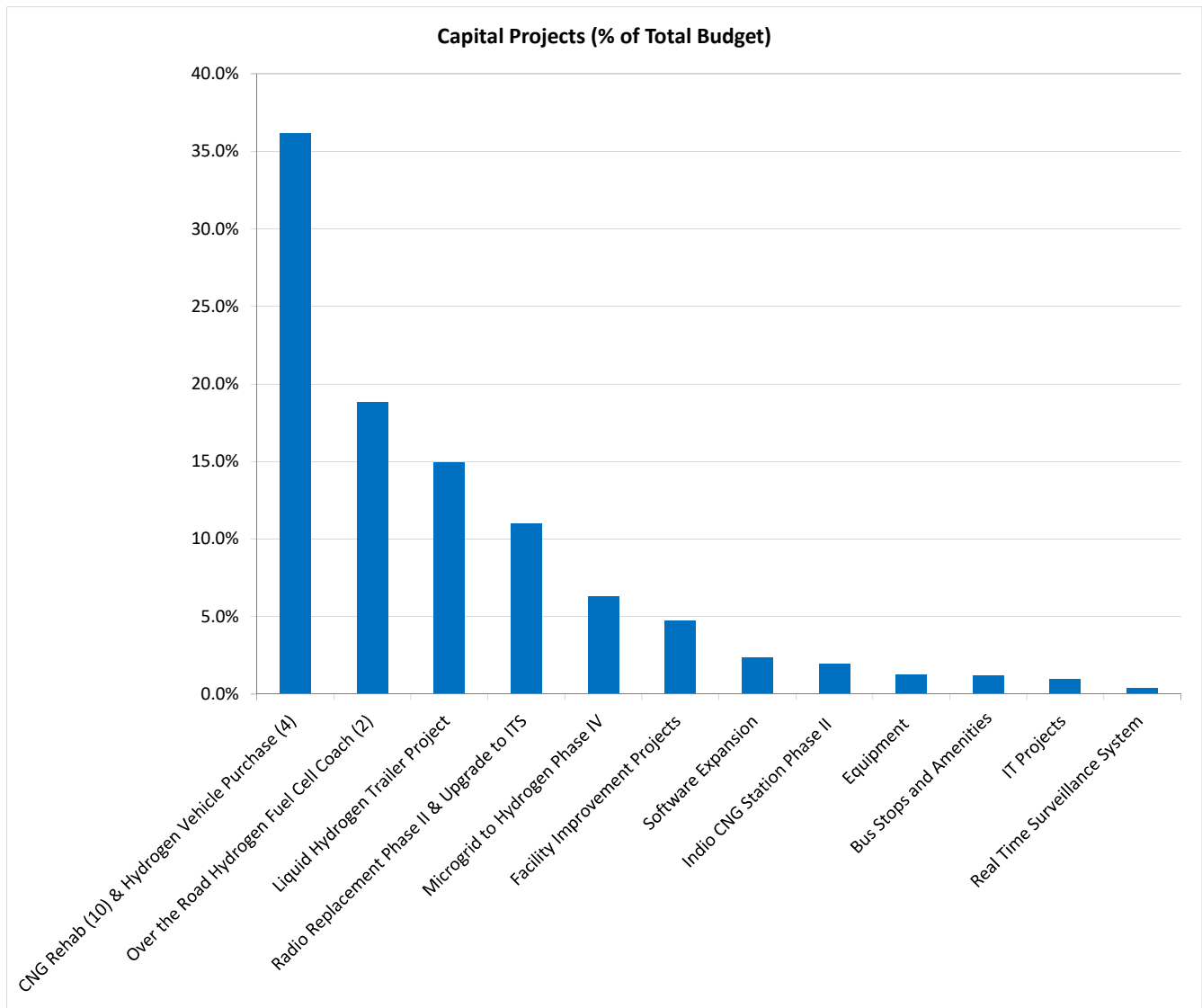
Division 25

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	46,000	59,651	13,651
5010201500 BARGAINING SALARIES	330,015	338,021	8,006
5010201510 BARGAINING OVERTIME	3,000	9,000	6,000
5029999999 TOTAL FRINGE BENEFITS	228,421	253,935	25,514
Sub-total	607,436	660,607	53,171
5030600200 UNIFORMS			
Uniform rental for Stops & Zones employees	5,306	5,306	-
Sub-total	5,306	5,306	-
5030600250 EQUIPMENT RENTAL			
Special equipment rental to move shelters	4,500	4,500	-
Sub-total	4,500	4,500	-
5040102000 UNLEADED GASOLINE			
Gasoline used in cleaning equipment	1,957	3,000	1,043
Sub-total	1,957	3,000	1,043
5040102001 DIESEL FUEL			
Portable steam equipment	175	175	-
Sub-total	175	175	-
5040300600 SHOE ALLOWANCE			
Shoe allowance for Stops & Zones employees	2,100	4,200	2,100
Sub-total	2,100	4,200	2,100
5049900001 OFFICE SUPPLIES			
General office supplies Stops & Zones office	125	125	-
Sub-total	125	125	-
5049900029 BUS STOP SUPPLIES			
Supplies used to maintain all bus stops and	56,509	74,604	18,095
Traffic Control	300	396	96
Sub-total	56,809	75,000	18,191
5099999999 EMPLOYEE EXPENSES			
General employee expenses while conducting Agency business	200	350	150
Sub-total	200	350	150
Total Expenses	678,608	753,263	74,655

CAPITAL BUDGET

SUMMARY OF CAPITAL PROJECTS

The capital budget incorporates key projects to help further advance the Agency's Capital Improvement Program. There are 12 new capital projects requested in FY23 at a total value of \$25,477,005. The most significant projects regarding cost include the CNG rehab and purchase of fuel cell buses, over the road hydrogen coach and the liquid hydrogen trailer project.



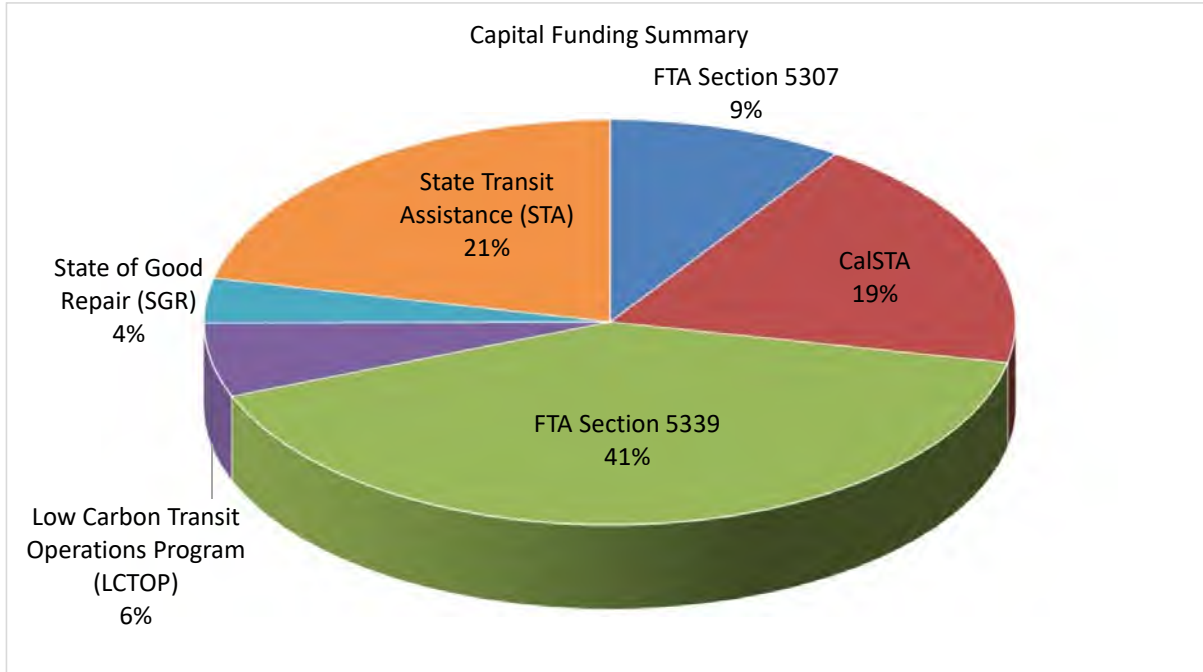
SUMMARY OF CAPITAL PROJECTS

CAPITAL BUDGET SUMMARY

Item Description	FY 23 Proposed Budget
Indio CNG Station Phase II	500,000
Facility Improvement Projects	1,200,000
Liquid Hydrogen Trailer Project	3,800,000
Over the Road Hydrogen Fuel Cell Coach (2)	4,800,000
Microgrid to Hydrogen Phase IV	1,607,935
IT Projects	250,000
	9,209,070
CNG Rehab (10) & Hydrogen Vehicle Purchase (4)	
Real Time Surveillance System	90,000
Radio Replacement Phase II & Upgrade to ITS	2,798,000
Equipment	322,000
Software Expansion	600,000
Bus Stops and Amenities	300,000
TOTAL	25,477,005

FUNDING SUMMARY

SunLine Transit Agency has seven (7) sources of funding for the FY22 capital budget, including various federal, state and local funding sources. These sources will fund the 12 capital projects included in the FY22 capital budget.



Funding Source	FY 22 Approved Budget	FY 23 Proposed Budget	Variance
FTA Section 5307	1,500,000	2,391,259	891,259
Affordable House & Sustainable Communities (AHSC)	1,313,500	-	(1,313,500)
CalSTA	-	4,800,000	-
FTA Section 5339	1,833,600	10,393,811	8,560,211
Low Carbon Transit Operations Program (LCTOP)	675,000	1,500,000	825,000
State of Good Repair (SGR)	918,150	907,935	(10,215)
State Transit Assistance (STA)	3,848,400	5,484,000	1,635,600
California Energy Commission (CEC)	4,986,250	-	(4,986,250)
Total Funds Requested by Fiscal Year	15,074,900	25,477,005	10,402,105

FY23 PROJECTS BY FUNDING SOURCE

FY23 Projects	STA	SGR	FTA Section 5307	FTA Section 5339	LCTOP	CalSTA	FY23 Proposed Budget
Facility Improvement Projects	240,000		960,000				1,200,000
Over the Road Hydrogen Fuel Cell Coach (2)						4,800,000	4,800,000
Liquid Hydrogen Trailer Project	3,800,000						3,800,000
CNG Rehab (10) & Hydrogen Vehicle Purchase (4)		800,000		8,409,070			9,209,070
Radio Replacement Phase II & Upgrade to ITS	559,600		253,659	1,984,741			2,798,000
Microgrid to Hydrogen Phase IV		107,935			1,500,000		1,607,935
Indio CNG Station Phase II	500,000						500,000
IT Projects	50,000		200,000				250,000
Bus Stops and Amenities	60,000		240,000				300,000
Real Time Surveillance System	90,000						90,000
Equipment	64,400		257,600				322,000
Software Expansion	120,000		480,000				600,000
Total	5,484,000	907,935	2,391,259	10,393,811	1,500,000	4,800,000	25,477,005
Total FY23 Proposed Budget							\$ 25,477,005

CAPITAL PROJECTS

Facility Improvement Projects

Project will include demolition and repaving of current bus yard at Division I. Repair Division I maintenance roof and replace swamp coolers.

PROJECT TYPE:

Project Budget	Total Project Budget
Facility Improvement Projects	1,200,000
Total	1,200,000

Funding Sources	Type	Estimated Expenses
Section 5307	Federal	960,000
STA	State	240,000
Total Funds		1,200,000

Over the Road Hydrogen Fuel Cell Coach (2)

Design, assembly, and delivery of two (2) fuel cell electric over the road coaches. Project will include extended coach testing – operation of the two coach buses in revenue service on the Route 10 Commuter Link for one (1) year.

PROJECT TYPE:

Project Budget	Total Project Budget
Over the Road Hydrogen Fuel Cell Coach (2)	4,800,000
Total	4,800,000

Funding Sources	Type	Estimated Expenses
CalSTA	State	4,800,000
Total Funds		4,800,000

CAPITAL PROJECTS

Liquid Hydrogen Trailer Project

New liquid hydrogen station to serve as fueling resiliency for the expanding fuel cell bus fleet.

PROJECT TYPE:

Project Budget	Total Project Budget
Liquid Hydrogen Trailer Project	3,800,000
Total	3,800,000

Funding Sources	Type	Estimated Expenses
STA	State	3,800,000
Total Funds		3,800,000

CNG Rehab (10) & Hydrogen Vehicle Purchase (4)

Rehab 10 CNG and replace four (4) Hydrogen Fuel Cell fixed route vehicles.

PROJECT TYPE:

Project Budget	Total Project Budget
CNG Rehab (10) & Hydrogen Vehicle Purchase (4)	9,209,070
Total	9,209,070

Funding Sources	Type	Estimated Expenses
SGR	State	800,000
Section 5339	Federal	8,409,070
Total Funds		9,209,070

CAPITAL PROJECTS

Radio Replacement Phase II & Upgrade to ITS

Replace radio & ITS for all vehicles which are becoming obsolete. New VOIP communication system will replace the exiting radio technology.

PROJECT TYPE:

Project Budget	Total Project Budget
Radio Replacement Phase II & Upgrade to ITS	2,798,000
Total	2,798,000

Funding Sources	Type	Estimated Expenses
Section 5307	Federal	253,659.00
Section 5339	Federal	1,984,741.00
STA	State	559,600.00
	Total Funds	2,798,000

Microgrid to Hydrogen Phase IV

Additional LCTOP funding relating to microgrid project which includes the purchase of land, solar panels, and battery storage. The project will reduce electricity expenses and cost of hydrogen production, lowers the Agency's carbon intensity level, and provides resiliency in hydrogen production and electrical storage.

PROJECT TYPE:

Project Budget	Total Project Budget
Microgrid to Hydrogen Phase IV	1,607,935
Total	1,607,935

CAPITAL PROJECTS

Funding Sources		Type	Estimated Expenses
LCTOP		State	1,500,000
SGR PUC99313		State	107,935
		Total Funds	1,607,935

Indio CNG Station Phase II

Improve Indio CNG station at Indio location. CNG station at Indio requires upgrades to improve efficiency and increase its useful life .

PROJECT TYPE:

Project Budget	Total Project Budget
Indio CNG Station Phase II	500,000
Total	500,000

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

CAPITAL PROJECTS

IT Projects

This project supports the purchases of the Agency's need for software, network infrastructure, computing resources, and business analytics.

PROJECT TYPE:

Project Budget	Total Project Budget
IT Projects	250,000
Total	250,000

Funding Sources	Type	Estimated Expenses
Section 5307	Federal	200,000
STA	State	50,000
	Total Funds	250,000

Bus Stops and Amenities

On-going bus stops and amenities improvement program will replace outdated bus stop shelters and amenities, add new bus shelters and amenities according to policy and address nonemergency safety and accessibility improvements.

PROJECT TYPE:

Project Budget	Total Project Budget
Bus Stops and Amenities	300,000
Total	300,000

CAPITAL PROJECTS

Funding Sources		Type	Estimated Expenses
Section 5307		Federal	240,000
STA		State	60,000
Total Funds			300,000

Real Time Surveillance System

This project is to add real time video surveillance to all agency support vehicles in order to improve safety on all Agency vehicles.

PROJECT TYPE:

Project Budget	Total Project Budget
Real Time Surveillance System	90,000
Total	90,000

Funding Sources		Type	Estimated Expenses
STA		State	90,000
Total Funds			90,000

CAPITAL PROJECTS

Equipment

Purchase vehicle lift, repair existing lifts, and procure new coolant and drain carts.

PROJECT TYPE:

Project Budget	Total Project Budget
Equipment	322,000
Total	322,000

Funding Sources	Type	Estimated Expenses
STA	State	64,400
Section 5307	Federal	257,600
	Total Funds	322,000

Software Expansion

Expand modules of existing Trapeze software and procure new business intelligence system to automate reporting a facilitate the presentation and transfer of information.

PROJECT TYPE:

Project Budget	Total Project Budget
Software Expansion	600,000
Total	600,000

Funding Sources	Type	Estimated Expenses
STA	State	120,000
Section 5307	Federal	480,000
	Total Funds	600,000



SunLine

TRANSIT AGENCY

32505 Harry Oliver Trail | Thousand Palms, CA 92276

Serving the Coachella Valley

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

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SunLine Transit Agency

DATE: June 22, 2022 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: Luis Garcia, Controller/ Assistant Chief Financial Officer

RE: Resolution No. 0797 to Adopt and Authorize Execution of SunLine Transit Agency Retirement Income Plan For Teamsters Local 1932

Recommendation

Recommend that the Board of Directors approve Resolution No. 0797, which adopts and authorizes the execution of the SunLine Transit Agency Retirement Income Plan for Teamsters Local 1932 (Teamsters Plan), and appoints a member of the management team to serve as the plan administrator of the new plan.

Background

SunLine, pursuant to the terms of its Memorandum of Understanding with the Amalgamated Transit Union (ATU), currently provides a defined benefit pension plan to eligible members of the ATU.

Pursuant to the terms of a Memorandum of Understanding between SunLine Transit Agency and Teamsters Local 1932, effective March 24, 2022, which the Board of Directors previously approved on March 23, 2022, SunLine agreed to provide new Teamsters members hired on or after March 1, 2022, with participation in either the ATU Plan or a separate defined benefit pension plan with the same benefit formulas as the ATU Plan.

Following consultation with SunLine's employee benefits special counsel at Best Best & Krieger, and with input from its labor and employment special counsel, SunLine's management is recommending the establishment of a separate defined benefit pension plan and trust for eligible Teamsters, effective July 1, 2022, which contains the same benefit formulas as the ATU plan. In order to simplify and facilitate the administration and management of the Teamsters plan, management directed Special Counsel, with the assistance and input of the pension consultants and actuaries currently advising SunLine with respect to the ATU plan, to prepare a new plan and trust document. The new documents are similar to the ATU plan, but contain a more streamlined administrative structure and which reserves the right to SunLine of making any necessary and appropriate amendments.

Finally, management recommends the appointment of SunLine's Chief Financial Officer or, in the absence of a Chief Financial Officer, its Controller/Assistant Chief Financial Officer to serve as the designated Plan Administrator of the new Teamsters plan.

Financial Impact

The financial impact is estimated at \$242,777 in annual employer contributions, with eligible employees required to contribute 3% of their salaries as a mandatory contribution.

Attachment:

- [Item 11a](#) – Resolution No. 0797

SUNLINE TRANSIT AGENCY

RESOLUTION NO. 0797

RESOLUTION TO ADOPT AND AUTHORIZE EXECUTION OF SUNLINE TRANSIT AGENCY RETIREMENT INCOME PLAN FOR TEAMSTERS LOCAL 1932

WHEREAS, SunLine Transit Agency recently approved a new Memorandum of Understanding (MOU) with Teamsters Local 1932, which requires SunLine to provide new Teamsters members hired on or after March 1, 2022, with participation in either the existing defined benefit pension plan maintained for members of the Amalgamated Transit Union (ATU Plan) or a separate defined benefit pension plan with the same benefit formulas as the ATU Plan; and

WHEREAS, following consultation with SunLine's employee benefits special counsel at Best Best & Krieger (Special Counsel), and with input from its labor and employment special counsel, SunLine's management is recommending the establishment of a separate defined benefit pension plan and trust for eligible Teamsters, effective July 1, 2022, which contains the same benefit formulas as the ATU Plan; and

WHEREAS, management has directed Special Counsel, with the assistance and input of the pension consultants and actuaries currently advising SunLine with respect to the ATU Plan, to prepare a new plan and trust document (collectively the Teamsters Plan) that is similar to the ATU Plan, but contains a more streamlined administrative structure and which reserves the right to SunLine of making any necessary and appropriate amendments, which may be required to comply with the Pension Reform Act of 2013 (PEPRA); and

WHEREAS, management recommends the appointment of SunLine's Chief Financial Officer or, in the absence of a Chief Financial Officer, its Controller/Assistant Chief Financial Officer to serve as the designated Plan Administrator of the Teamsters Plan; and

WHEREAS, SunLine Transit Agency wishes to adopt the Teamsters Plan and to delegate authorization to execute these documents and any required amendments thereto to the CEO/General Manager;

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of SunLine Transit Agency that the Teamsters Plan, as prepared at the direction and under the supervision of management by Special Counsel is hereby approved and adopted.

NOW THEREFORE, BE IT FURTHER RESOLVED that the CEO/General Manager be authorized to execute the Teamsters Plan, any related trust agreement, and all documents reasonably necessary to implement the plan and to maintain its compliance with the Internal Revenue Code and PEPRA (to the extent applicable).

NOW THEREFORE, BE IT FURTHER RESOLVED by the Board of Directors of SunLine Transit Agency that it hereby designates SunLine's Chief Financial Officer or, in the absence of a Chief Financial Officer, its Controller/Assistant Chief Financial Officer to serve as the designated Plan Administrator of the Teamsters Plan

NOW THEREFORE, BE IT FURTHER RESOLVED that the CEO/General Manager and its Controller/Assistant Chief Financial Officer be authorized to take any and all actions reasonable and necessary to implement the Teamsters Plan in accordance with the MOU and applicable law.

ADOPTED THIS ____ DAY OF June, 2022

ATTEST:

Edith F. Hernandez
Clerk of the Board
SunLine Transit Agency

Glenn Miller
Chair of the Board
SunLine Transit Agency

APPROVED AS TO FORM:

General Counsel
Eric Vail

STATE OF CALIFORNIA)
) ss.
COUNTY OF RIVERSIDE)

I, EDITH F. HERNANDEZ, Clerk of the Board of Directors of SunLine Transit Agency, do hereby certify that Resolution No. _____ was adopted at a regular meeting of the Board of Directors held on the _____ day of _____, 20____, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of _____, 20____.

Edith F. Hernandez
Clerk of the Board
SunLine Transit Agency

SunLine Transit Agency

DATE: June 22, 2022 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: Rudy Le Flore, Chief Project Consultant

RE: Zero Emission Technical Support Agreement

Recommendation

Recommend that the Board of Directors authorize the CEO/General Manager to negotiate and execute a technical support agreement with Zen and the Art of Clean Energy Solutions Inc. (Zen) in an amount not to exceed \$200,000 for a term of approximately 18 months subject to review and approval by SunLine's General Counsel.

Background

SunLine is under a mandate by the California Air Resources Board (CARB) to transition its fleet to zero emission by 2040. Zen drafted the Agency's Zero-Emission Bus Rollout Plan that was approved by the Board of Directors on June 24, 2020, and subsequently approved by CARB. SunLine's investments towards zero emission infrastructure improvement projects requires the technical support of qualified individuals to successfully deliver projects. The Agency also requires support in improving the quality and effectiveness of its current and future zero emission equipment and technology. The partnership with Zen has also been successful in generating revenue for SunLine by assisting with the preparation and implementation of zero emission infrastructure and rolling stock grants.

Technical support is needed in the areas of project oversight, performance modeling, technical evaluations and grant support. Zen's principal, Jeff Grant, has worked with SunLine in its hydrogen fueling program over the past 12 years. Jeff Grant has been involved with SunLine's purchase of fuel cell vehicles and the implementation of the hydrogen electrolyzer. Brendan Shaffer, an associate with Zen, is an engineer with experience in hydrogen and hydrogen fuel systems. Zen's understanding of SunLine's products and processes make them uniquely qualified to provide technical support to the Agency.

Financial Impact

The \$200,000 for this contract will be funded from a combination of Board approved capital and operating funds.

SunLine Transit Agency

DATE: June 22, 2022 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: Harman Singh, Deputy Chief Performance Officer

RE: Approve Grant for SunLine West Coast Center of Excellence in Zero Emission Technology & Renewable Energy

Recommendation

Recommend that the Board of Directors authorize the CEO/General Manager to negotiate and execute an agreement with the California Energy Commission (CEC) to receive \$500,000 for the development and implementation of training for the SunLine West Coast Center of Excellence in Zero Emission Technology & Renewable Energy (WCCoE).

Background

In October 2021, CEC released a competitive grant solicitation and application package entitled "IDEAL ZEV Workforce Pilot" under the Clean Transportation Program. This grant solicitation focused on funding projects that would provide workforce training and development that supports zero emission vehicles (ZEV), ZEV infrastructure and ZEV commercial technologies in California.

Over the years, transit agencies demonstrated a need for training in zero emission technologies. With this in mind, SunLine applied to receive funding for the WCCoE to develop training focused on the deployment of zero emission technologies. SunLine's employees will benefit from these trainings as we transition to a zero emission fleet. The WCCoE training program was originally funded in 2016 by the Federal Transit Administration. SunLine was also awarded discretionary funding from the California Air Resource Board to further its training program.

The CEC funds will be utilized to provide a series of training workshops for transit and school bus fleet operators that will be offered throughout California. The program is designed to ensure that current and future generations of transit professionals are prepared to successfully procure, deploy, operate and maintain ZEVs. SunLine will also develop a new course to interest high school students in zero emission transportation technologies and the future of public transportation.

This training has proven necessary to reduce the overall costs of operating and maintaining zero emission technologies. SunLine has since established a certifying Original Equipment Manufacturer Advisory Board to standardize the training.

Financial Impact

These funds will be programmed for use in the FY23 operating budget.

SunLine Transit Agency

DATE: June 22, 2022 **ACTION**

TO: Strategic Planning & Operational Committee
Board of Directors

FROM: Rohan Anthony Kuruppu, Chief Planning Consultant

RE: Adopt FY23-25 Short Range Transit Plan (SRTP)

Recommendation

Recommend that the Board of Directors adopt the FY23-25 Short Range Transit Plan (SRTP).

Background

The focus of the attached FY23-25 SRTP is to fully implement approved service improvements that were delayed due to the COVID-19 pandemic and support the inclusive national and regional economic recovery strategies. The SRTP, updated annually, describes SunLine's operating and capital plans and funding sources. The SRTP is prepared according to the Riverside County Transportation Commission (RCTC) requirements and guidelines, the California Public Utilities Code, and California Transportation Development Act. The highlights of the SRTP are:

- 1) Increase all route frequencies gradually to regular service level (pre-COVID-19 level) as new coach operators are hired and trained
- 2) Launch Route 1X express service between Indio and Palm Springs along Highway 111 in fall 2022 to test the effectiveness and desirability of the limited-stop service contingent on the ability to hire and train coach operators
- 3) Hire and train over forty coach operators to implement all approved service improvements
- 4) Launch new SunRide geo-fence zones in Cathedral City and Indio on September 5, 2022, and explore the feasibility of further expanding SunRide service
- 5) Develop a service strategy for the new Acrisure Arena opening in January 2023 in Palm Desert
- 6) Update bus stop signs, schedule holders and install new bus shelters across the service area according to policy to enhance customer service, optimize trip planning technologies, and improve communication with passengers
- 7) Continue to implement the Innovative Clean Transit (ICT) plan, Transition to zero emissions by 2035 – five years ahead of the deadline set in the ICT Regulation (2040)

The service plan and the capital plan recommended in the SRTP are within the confines of the FY23 budget, which will be presented to the Board of Directors for consideration as a separate item, a critical linkage to the SRTP.

This item was presented to the Strategic Planning & Operational Committee and the Board of Directors during the May meeting. Additionally, RCTC staff reviewed the first and second drafts of the SRTP in April and May respectively. In the absence of substantive comments or changes, staff recommend adopting the FY23-25 SRTP.

Financial Impact

The operating and capital costs have been budgeted for in the FY22 budget.

Attachments:

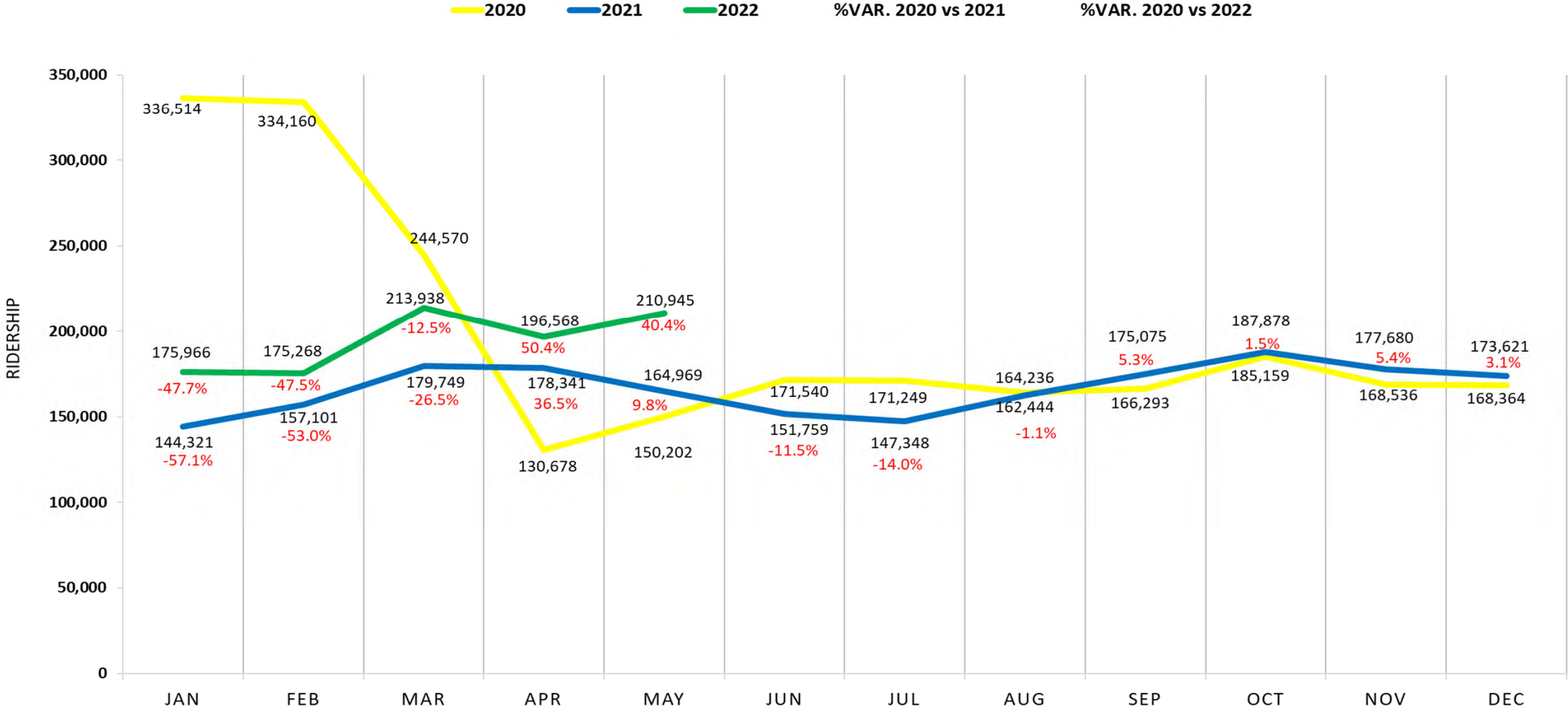
- [Item 14a](#) – SRTP Ridership Recovery Presentation
- [Item 14b](#) – FY23-25 SRTP

SunLine
Re*fueled*
DRIVING THE FUTURE OF TRANSIT

**FIXED ROUTE
RIDERSHIP TREND**

JUNE 22, 2022

Fixed Route Ridership COVID-19 Recovery



Thank You

SunLine
Refueled
DRIVING THE FUTURE OF TRANSIT

Questions?





SHORT RANGE TRANSIT PLAN

FY2023-2025

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Glossary of Common Acronyms

5304	Discretionary grants for statewide and non-metropolitan transportation planning
5307	Formula grants for urbanized areas
5309	Discretionary grants for fixed guideway capital investments
5310	Discretionary grants for enhanced mobility of seniors and individuals with disabilities
5311	Formula grants for rural areas
5337	State of good repair grants
5339	Formula grants for buses and bus facilities
ADA	Americans with Disabilities Act
A&E	Architectural and Engineering
AHSC	Affordable Housing and Sustainable Communities Program
APTA	American Public Transportation Association
ARPA	American Rescue Plan Act
ATIS	Advanced Traveler Information System
BEB	Battery Electric Bus
BRT	Bus Rapid Transit
CARB	California Air Resources Board
CARES	Coronavirus Aid, Relief, and Economic Stimulus Act
CDC	Centers for Disease Control and Prevention
CIC	Customer Information Center
CMAQ	Congestion Mitigation and Air Quality Improvement Program
CNG	Compressed Natural Gas
COA	Comprehensive Operational Analysis
COVID-19	Coronavirus
CRRSAA	Coronavirus Response and Relief Supplemental Appropriations Act
CTSA	Consolidated Transportation Services Agency
CVAG	Coachella Valley Association of Governments
DBE	Disadvantaged Business Enterprise
EEO	Equal Employment Opportunity
EV	Electric Vehicle
FCEB	Fuel Cell Electric Bus

FTA	Federal Transit Administration
FTIP	Federal Transportation Improvement Program
FY	Fiscal Year
JPA	Joint Powers Agreement
ICT	Innovative Clean Transit
IT	Information Technology
IVT	Imperial Valley Transit
IVTC	Imperial Valley Transportation Commission
KPI	Key Performance Indicator
LCFS	Low-Carbon Fuel Standard
LCTOP	Low Carbon Transit Operations Program
LEP	Limited English Proficiency
LTF	Local Transportation Fund
MBTA	Morongo Basin Transit Authority
MPO	Metropolitan Planning Organization
NTD	National Transit Database
OCTA	Orange County Transportation Authority
OPEB	Other post-employment benefits
PPP	Public-private partnership
PTMISEA	Public Transportation Modernization, Improvement, and Service Enhancement Account
RCTC	Riverside County Transportation Commission
RFP	Request for Proposals
RINs	Renewable Identification Numbers
RTA	Riverside Transit Agency
RTPA	Regional Transportation Planning Agency
RPU	Riverside Public Utilities
§	Section
SB1	Senate Bill 1
SBTC	San Bernardino Transit Center
SCAG	Southern California Association of Governments
SGR	State of Good Repair
SR	State Route

SRA	SunLine Regulatory Administration
SRTP	Short Range Transit Plan
STA	State Transit Assistance
TAP	Transit Ambassador Program
TDA	Transportation Development Act
TIRCP	Transit and Intercity Rail Capital Program
TMD	Transportation Management & Design
TNC	Transportation Network Company
TNOW	Transportation NOW
TSP	Transit Signal Priority
TTS	Timed Transfer System
TUMF	Transportation Uniform Mitigation Fee
U-Pass	University Pass
UZA	Urbanized area, as defined by the U.S. Census Bureau
WRCOG	Western Riverside Council of Governments
ZEB	Zero-Emission Bus

Definitions

Financially Constrained Plan	Funded service improvements
Financially Unconstrained Plan	Unfunded service improvements
Microtransit	A form of demand response transit that offers flexible routing and/or flexible scheduling of minibus vehicles

Board of Directors

SunLine was established under a Joint Powers Agreement (JPA) on July 1, 1977, between Riverside County and the communities of the Coachella Valley, which at the time included the Cities of Coachella, Desert Hot Springs, Indio, Palm Desert, and 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 consists of one elected official from each member entity and one county supervisor. SunLine is headquartered in Thousand Palms, California.

Cathedral City:	Nancy Ross
Coachella:	Denise Delgado
Desert Hot Springs:	Russell Betts
Indian Wells:	Dana Reed
Indio:	Glenn Miller, Chair
La Quinta:	Robert Radi
Palm Desert:	Kathleen Kelly
Palm Springs:	Lisa Middleton, Vice Chair
Rancho Mirage:	Charles Townsend
Riverside County:	V. Manuel Perez



Skiver



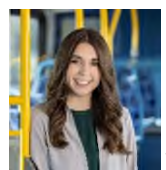
Mora



Miles



Acosta



Sowell



Rytych



Hamel

SunLine Organizational Structure

Lauren Skiver	Chief Executive Officer/General Manager
Vacant	Chief Financial Officer
Vanessa Mora	Chief Safety Officer
Tamara Miles	Chief Human Relations Officer
Isabel Acosta	Chief Transportation Officer
Brittney B. Sowell	Chief of Staff
Frank Rytych	Chief Maintenance Officer
Vacant	Chief of Public Affairs
Tina Hamel	Chief of Compliance/Labor Relations

Chapter 1. System Overview and Service Profile

In 2019, SunLine Transit Agency completed a bold plan to recast its transit system. This plan to minimize transfers, reduce travel times, and realign routes to serve growing and more productive areas—SunLine Refueled—was prepared with guidance provided by the Board of Directors, input from transit riders, and a robust data analysis. As shown in Figure 1.1, SunLine rolled out the first two pillars of the Refueled initiative in January 2021: the Consolidated Fixed Route Network and SunRide. The start of the other two pillars was postponed because of the coronavirus (COVID-19) pandemic. New 10 Commuter Link service was implemented in July 2021, while the introduction of Route 1X was postponed again and is now planned for implementation in fall 2022 contingent on availability of coach operators.

Figure 1.1 SunLine Refueled Timeline



Additionally, SunLine had to reduce service during much of the pandemic. Service was restored to normal levels in September 2021 but had to be reduced again the following month. The agency is experiencing a shortage of coach operators that prevents restoration of regular service levels.

An ambitious plan was implemented to maximize safety for both customers and employees by enforcing face coverings and social distancing requirements, operating ghost buses to minimize overcrowding, and enhancing the cleaning and sanitizing of buses and office spaces. Fare collection was suspended from March 2020 to minimize contact and facilitate rear-door boarding but was reinstated in May 2021.

This first chapter of the fiscal year (FY) 2023–2025 Short Range Transit Plan (S RTP) provides an introduction to SunLine. It outlines the baseline service conditions and includes a description of the service area, a rider profile, and a summary of current public transit service.

1.1 Description of Service Area

The SunLine service area covers 1,120 square miles of the Coachella Valley (Figure 1.2). It extends from San Geronio Pass in the west to the Salton Sea in the southeast. Located 120 miles east of downtown



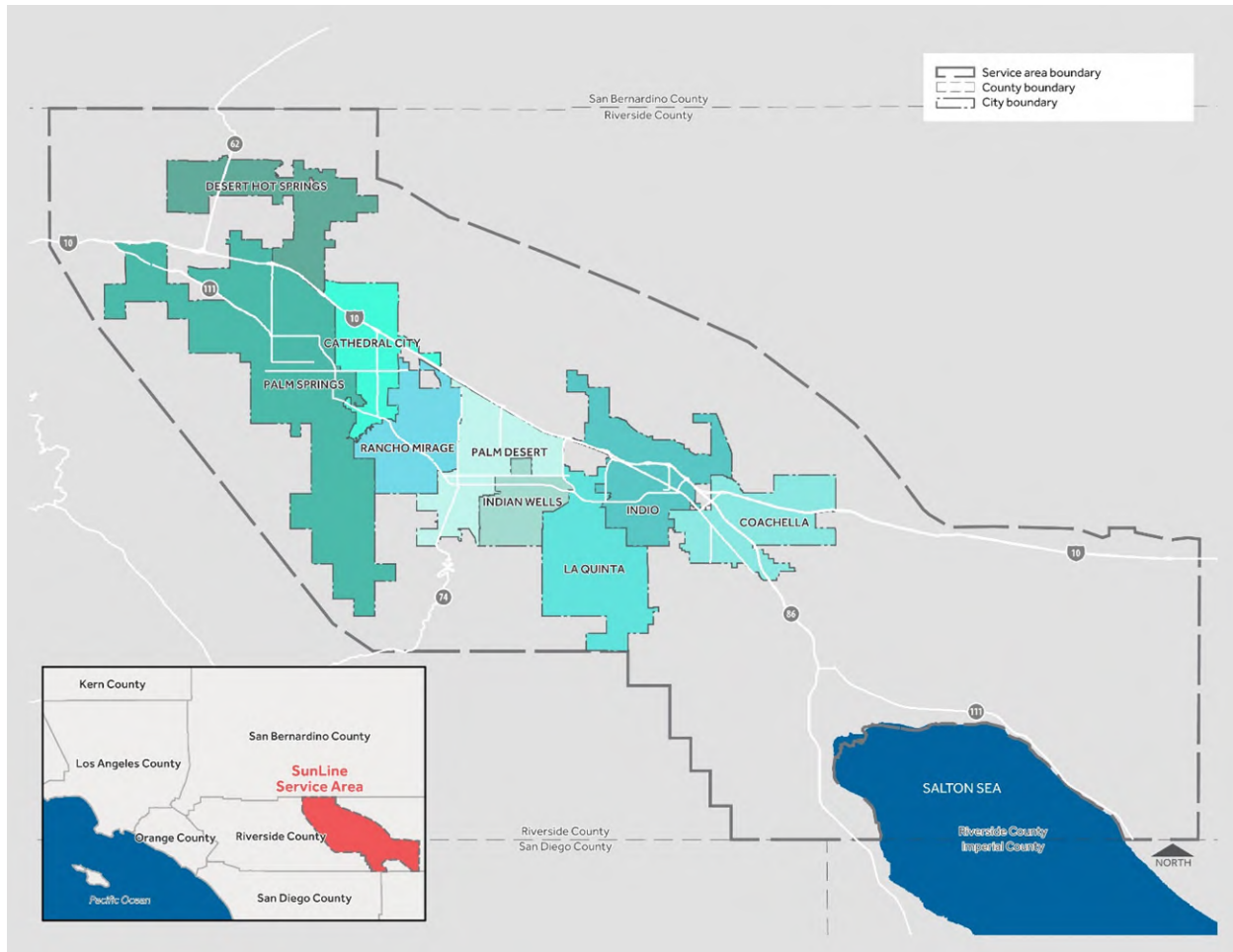
Los Angeles and 60 miles east of Riverside and San Bernardino, SunLine’s service area is in the Riverside County Supervisorial District 4. SunLine also provides commuter express service outside its service area connecting Coachella Valley to San Bernardino.

SunLine provides service to the following cities:

- Cathedral City
- Coachella
- Desert Hot Springs
- Indian Wells
- Indio
- La Quinta
- Palm Desert
- Palm Springs
- Rancho Mirage

Service is also provided to the Riverside County unincorporated communities of Bermuda Dunes, Desert Edge, Mecca, North Shore, One Hundred Palms, Oasis, Thermal, and Thousand Palms. Within the Coachella Valley region, SunLine provides 150 square miles of fixed-route service coverage and 200 square miles of paratransit service coverage.

Figure 1.2 SunLine Service Area



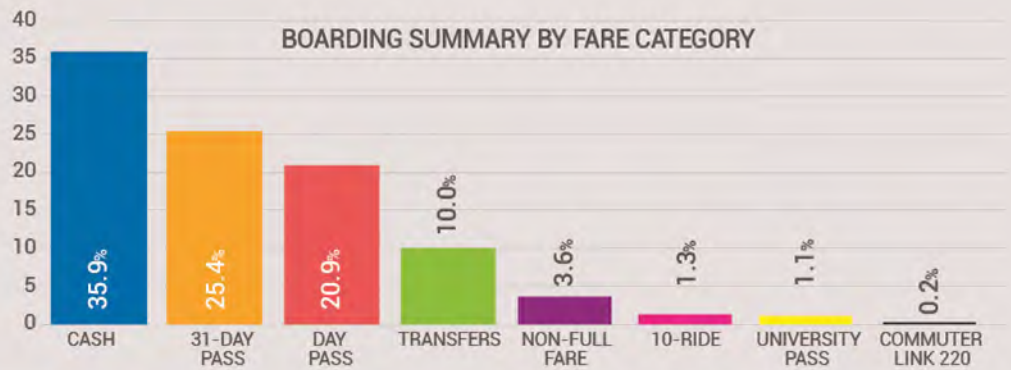
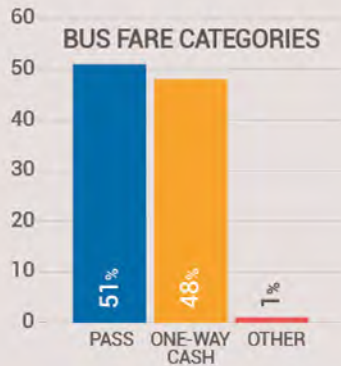
1.2 Population Profile and Demographics

The 2019 SunLine Transit Rider Survey was an important source of information for the plan. It gave SunLine staff a pre-COVID ridership profile and described how riders used the transit system. The infographic on the next page shows the demographic characteristics of SunLine’s riders before the pandemic. SunLine is preparing a new rider survey to assess changes resulting from the pandemic and the success of the Refueled Initiative.

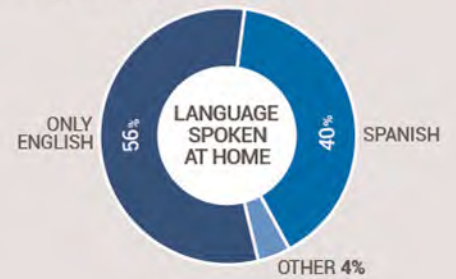
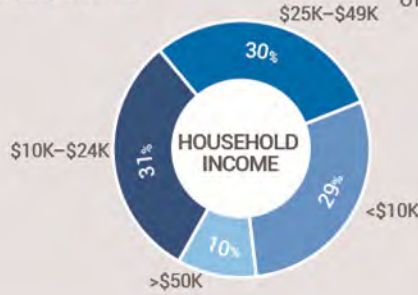
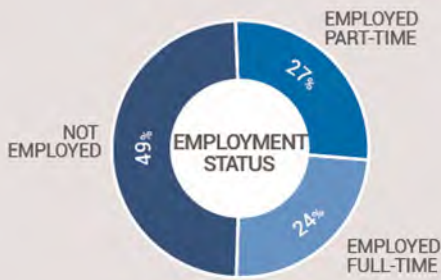
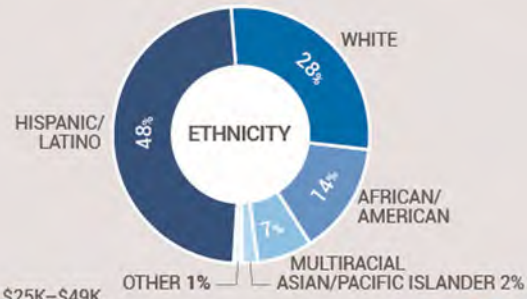
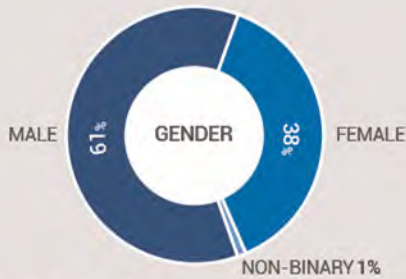
POPULATION PROFILE and RIDER CHARACTERISTICS

The SunLine Transit Rider Survey provided a snapshot of passenger characteristics, as summarized here.

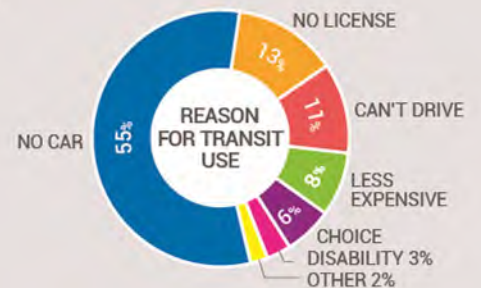
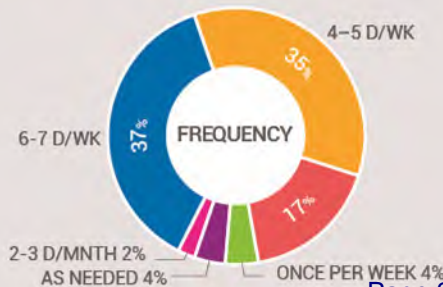
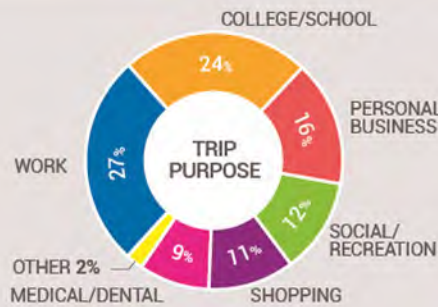
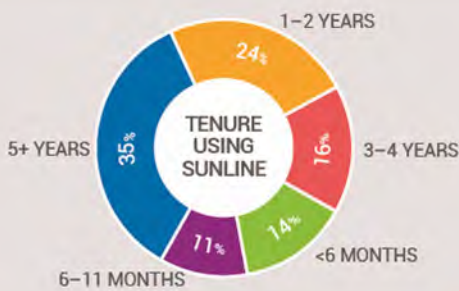
BOARDING FARE



DEMOGRAPHICS



TRANSIT USE



1.2.1 Demographic Projections

Despite the recent ridership downturn related to the COVID-19 pandemic, population growth in Riverside County and the Coachella Valley will continue to drive demand for public transit services. The Refueled Initiative is aimed at connecting its residents with health care, jobs, schools, and a spectrum of other destinations. With straighter, more direct routes, the redesigned system will provide more permanent transit corridors to transit-supportive land uses, charting an ambitious and strategic path to push the agency in a new direction to attract choice riders, boost ridership, and create a brighter future.

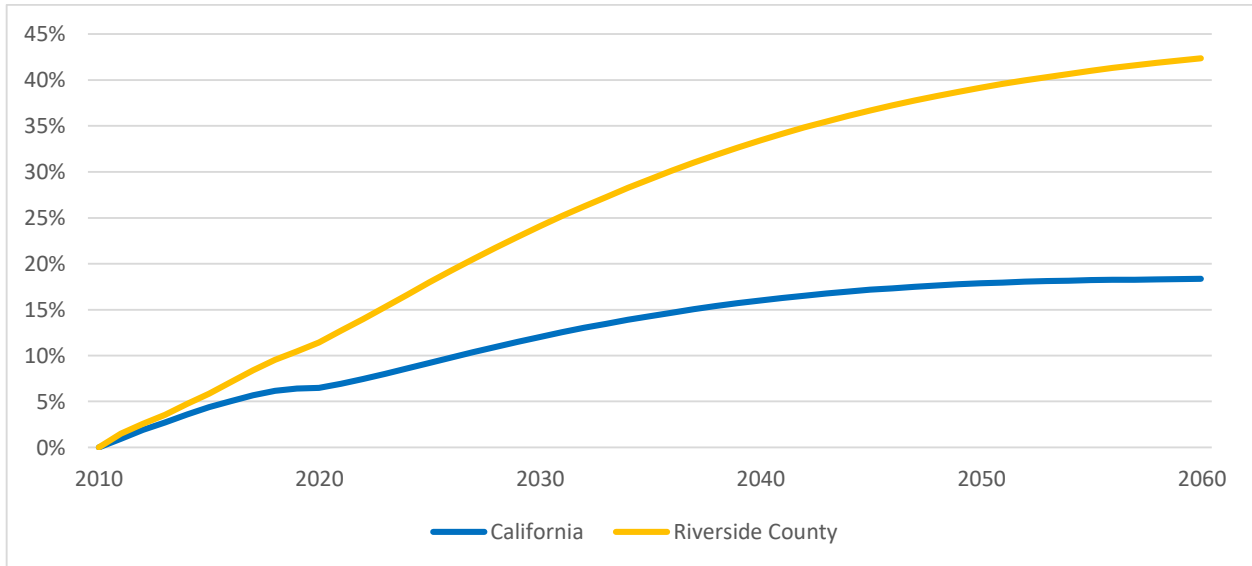
Like other transit agencies nationwide, SunLine is faced with the challenge of maintaining core service, extending service to new developments, and addressing the financial challenges resulting from the COVID-19 pandemic. Additionally, a key objective of this restructuring is to streamline bus routes to address the request of residents to provide more direct and frequent bus service. With the massive amount of growth we are experiencing and limited funding, SunLine would be unable to provide direct service from every trip origin to every destination. However, with careful planning and more direct and streamlined bus routes, SunLine has established a system that incorporates easier transfers, connectivity, and reasonable walks to and from nearby bus stops to meet these sometimes-competing objectives.

The extensive growth has prompted SunLine to work with the community to develop a new system that gives customers fewer transfers, better connectivity, and enhanced efficiency for years to come. Failure to restructure and make the transit system more efficient would deprive many residents of transit service.

The California Department of Finance estimates that the nine cities of the Coachella Valley had a population of just over 390,600 in January 2021. Riverside County has been growing faster than the state's population, and the Department of Finance projects this will continue through 2060, as shown in Figure 1.3. Within Riverside county, Southern California Association of Governments (SCAG) projects that the nine cities of the Coachella Valley will grow faster than the county between 2016 and 2045, as shown in Figure 1.4.

Projections prepared by the SCAG show that the Riverside County population is expected to grow by 37.6 percent from 2016 to 2045. This means an increase from 2.36 million people in 2016 to 3.25 million people in 2045. In contrast, the population in Coachella Valley cities is projected to grow even faster, increasing 58.9 percent over the same 29-year period, from 378,200 in 2016 to 600,900 in 2045, as shown in Figure 1.5. This percentage growth is 21.3 percentage points (56.6 percent) faster than for the county. Growth percentages within the Coachella Valley vary by city. In particular, Coachella and Desert Hot Springs are among the cities projected to grow the fastest within the SCAG region, ranking first and third, respectively, among all SCAG cities by percentage growth over the next three decades.

Figure 1.3 Riverside County and California Population Growth Projections (Percent)



Source: California Department of Finance, 2021. <https://www.dof.ca.gov/forecasting/demographics/projections/>

Figure 1.4 Riverside County and Coachella Valley Population Projections (Total Population)

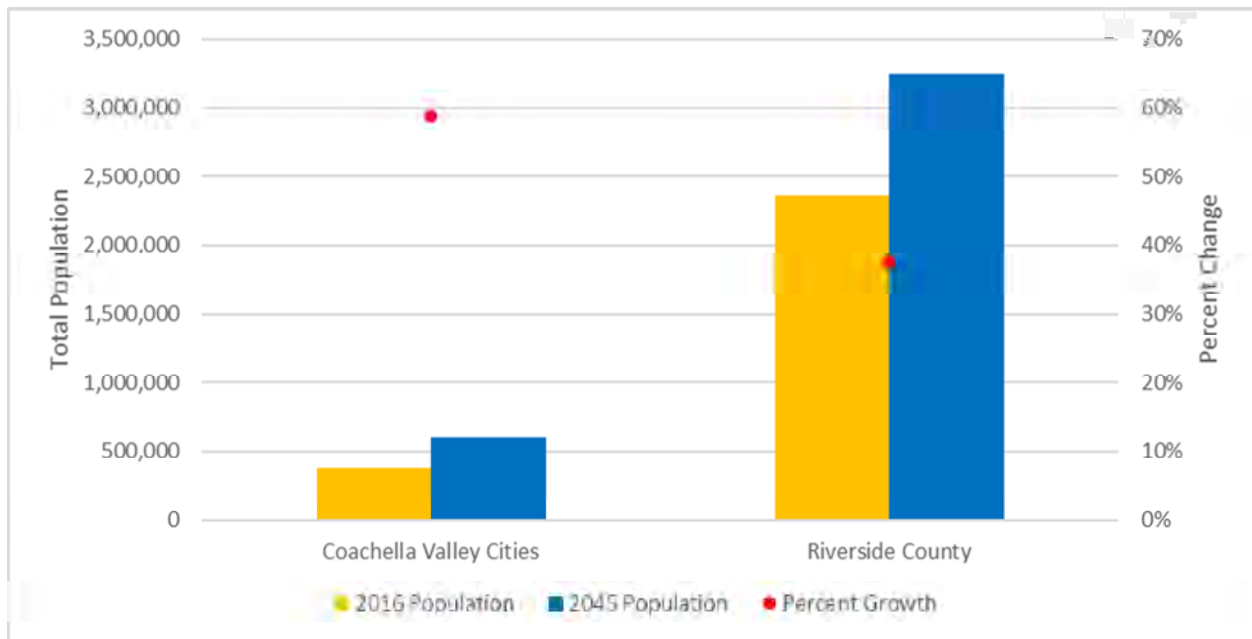


Figure 1.5 Population Growth Projections for Jurisdictions in the SunLine Service Area

Jurisdiction	2016 Population	2045 Population	Difference	Percent Difference (%)
Cathedral City	54,300	76,300	22,000	41
Coachella	45,300	129,300	84,000	185
Desert Hot Springs	29,000	61,000	32,000	110
Indian Wells	5,400	6,400	1,000	19
Indio	88,100	129,300	41,200	47
La Quinta	40,400	47,700	7,300	18
Palm Desert	50,400	64,100	13,700	27
Palm Springs	47,100	61,600	14,500	31
Rancho Mirage	18,200	25,200	7,000	38
Total	378,200	600,900	222,700	59

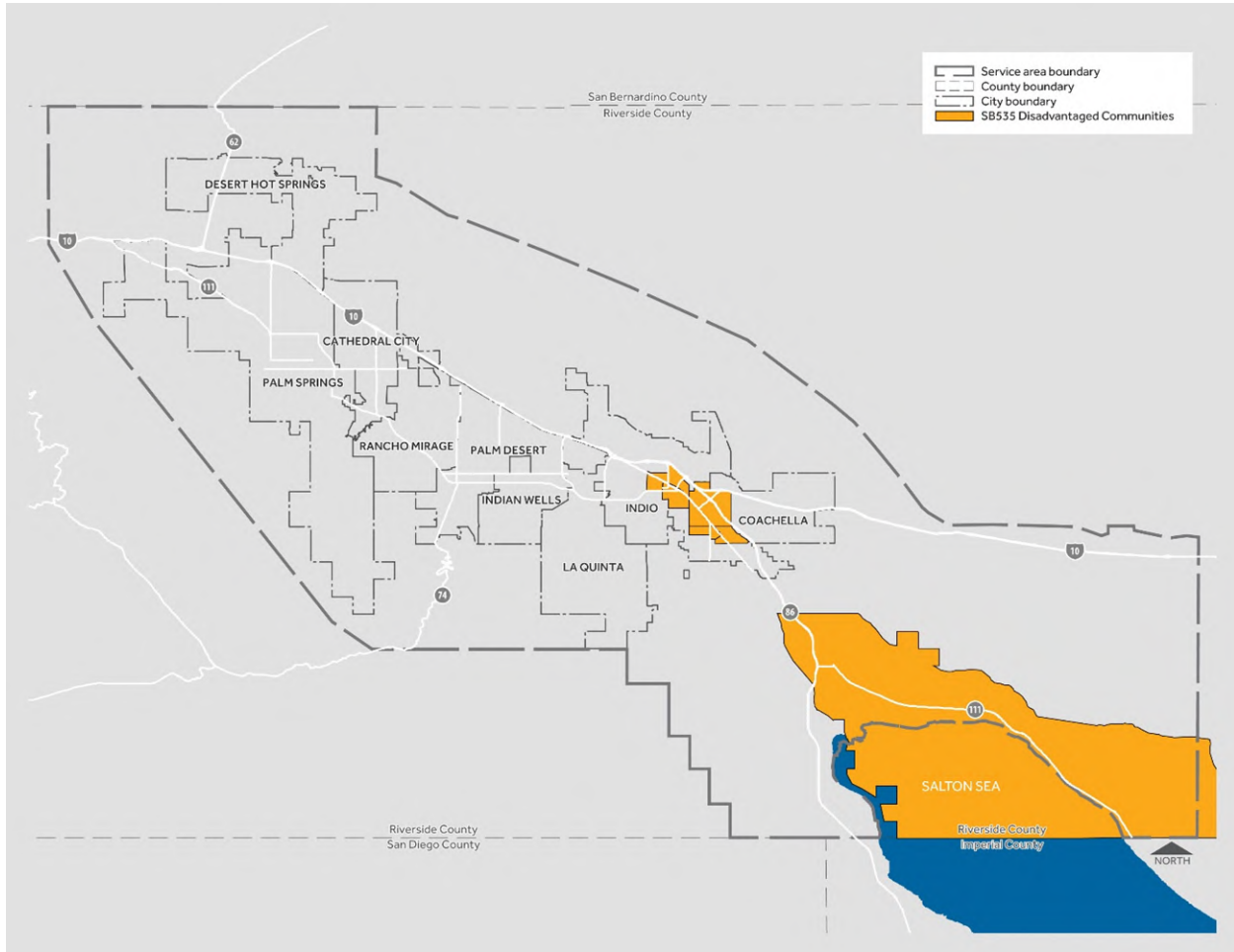
Source: Southern California Association of Governments, 2020.

https://scag.ca.gov/sites/main/files/file-attachments/0903fconnectsocal_demographics-and-growth-forecast.pdf

Disadvantaged communities in California are specifically targeted for investment of proceeds from the state’s cap-and-trade program. Senate Bill 535 mandates that 25 percent of the proceeds from the Greenhouse Gas Reduction Fund go to projects that benefit disadvantaged communities. These investments are primarily aimed at improving public health, quality of life, and economic opportunity in the state’s most burdened communities while also reducing pollution.

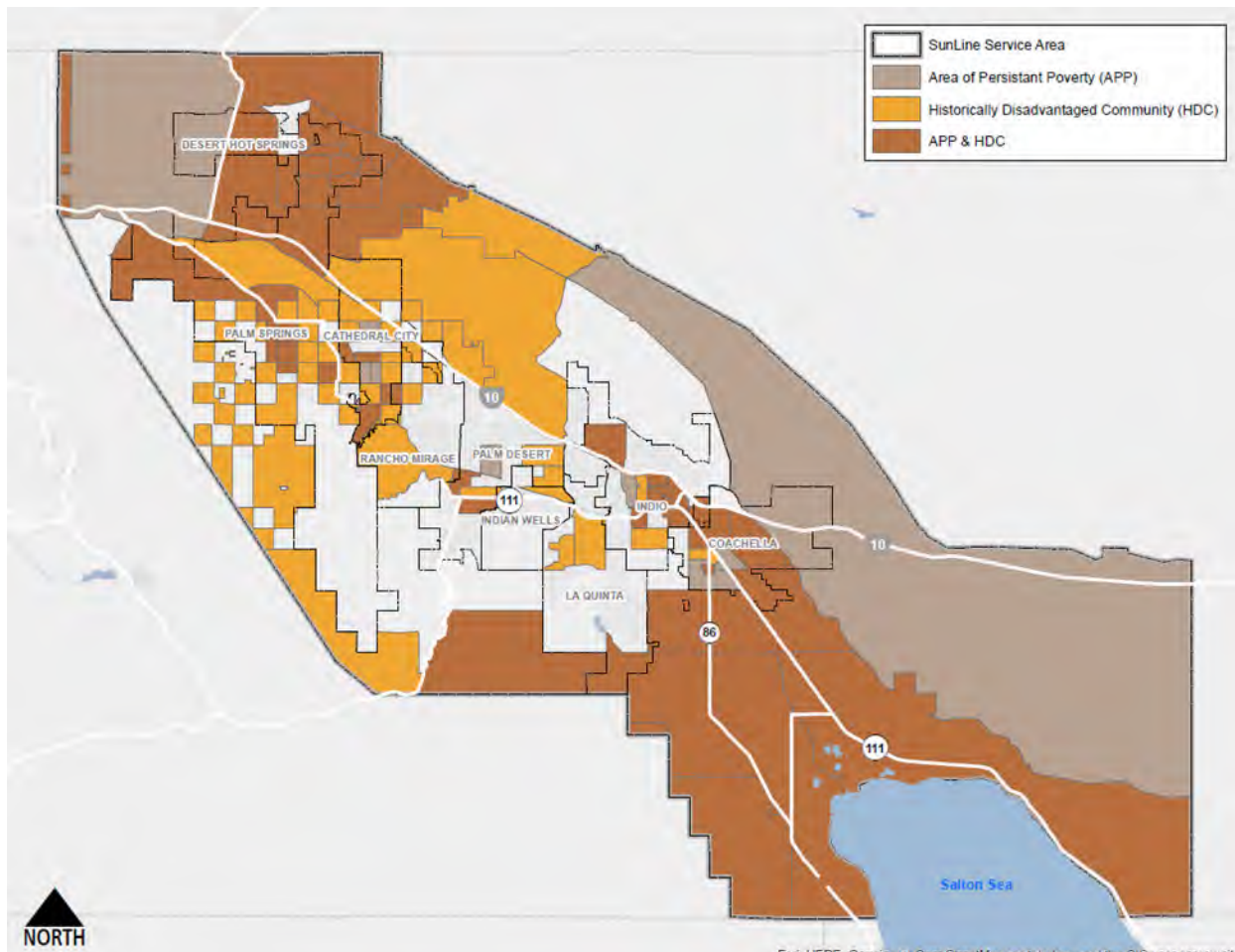
Disadvantaged communities are defined as the top 25 percent scoring census tracts from the California Environmental Health Screening Tool (CalEnviroScreen). The Senate Bill 535 disadvantaged communities within the SunLine service area are illustrated in Figure 1.6.

Figure 1.6 Senate Bill 535 Disadvantaged Communities



Several federal funding programs specifically target investment towards areas designated as Areas of Persistent Poverty or Historically Disadvantaged Communities. Areas of Persistent Poverty include census tracts with poverty rates of 20 percent or higher based on the 2014-2018 5-year American Community Survey are designated as, with counties that have had poverty rates of 20 percent or higher in 1900 and 2000 Decennial Censuses and the 2020 Small Area Income Poverty Estimates, and territories or possessions of the United States. Historically Disadvantaged Communities include census tracts identified based on six factors of socioeconomic disadvantage, Tribal lands, and territories or possessions of the United States. Areas with these designations within the SunLine service area are shown in Figure 1.7.

Figure 1.7 Areas of Persistent Poverty



1.3 Description of Services

SunLine’s existing transit service includes SunBus (local bus), Commuter Link (regional commuter), SunRide (microtransit), and SunDial (paratransit). Additionally, SunLine’s taxi voucher, SolVan (vanpool), and rideshare programs provide additional transportation options to residents throughout the Coachella Valley. Each of these service types is described briefly in the following sections.

1.3.1 SunBus – Local Bus

SunLine currently operates nine local routes in its service area. The local bus network is broken down into trunk routes and connector or feeder routes. Trunk routes serve highly traveled corridors with more frequent headways and include Routes 1 and 2. Connector/feeder routes operate in less dense areas and connect to trunk routes. These routes generally operate at less frequent headways and include Routes 3 through 9. SRTP Table 1.0 (see Tables Section of the SRTP) shows a list of the routes and the

areas they serve. Figure 1.8 illustrates fixed-route ridership trends over the last few years, including the impact of COVID-19 pandemic service reductions and the subsequent recovery. Figure 1.9 shows the SunLine system map. Appendix A shows existing route profiles.

Figure 1.8 Fixed Route Ridership

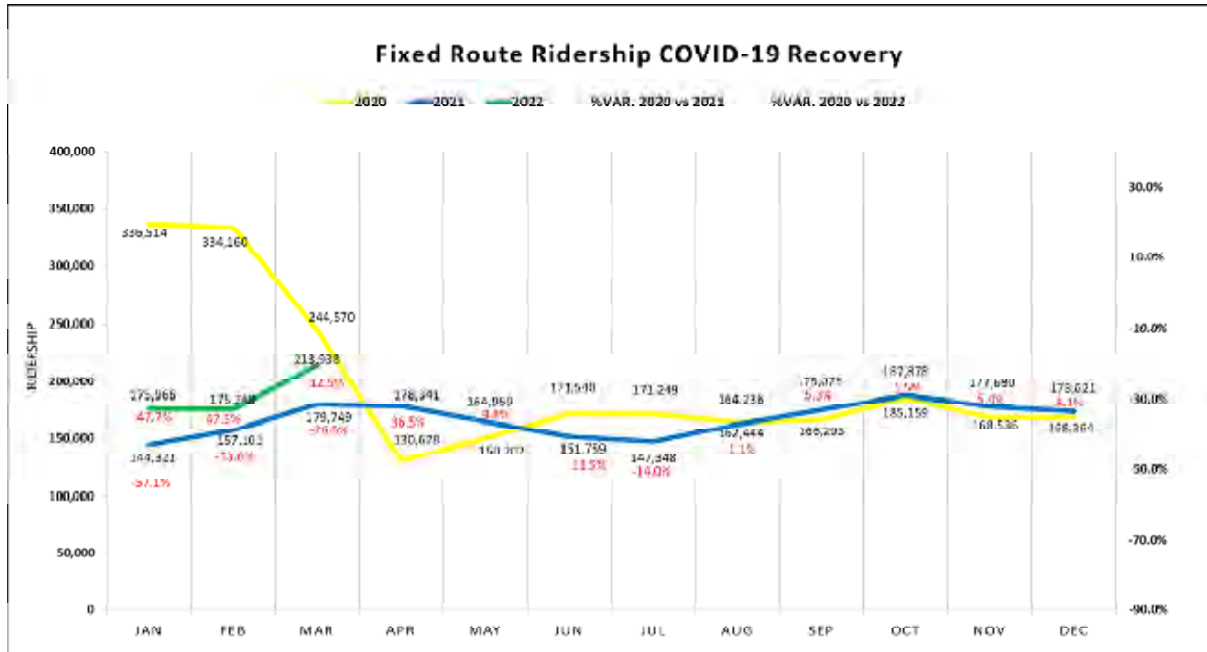
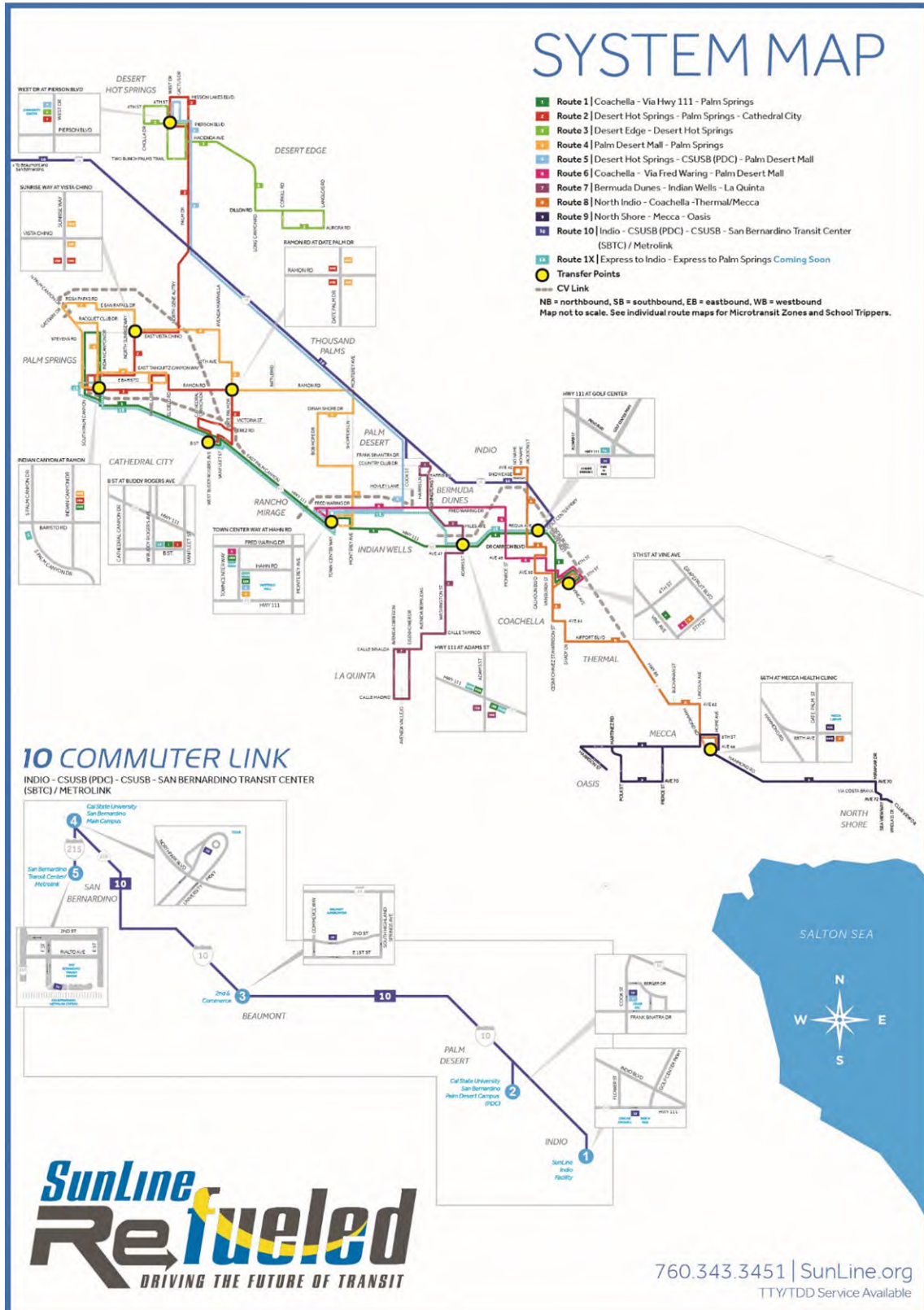


Figure 1.9 Fixed Route System Map



1.3.2 Commuter Link – Regional Commuter

The Route 10 Commuter Link is designed to improve regional service between the Coachella Valley and the Inland Empire. For students, the 10 Commuter Link provides a direct connection between the California State University San Bernardino’s campuses in Palm Desert and San Bernardino. It also provides service to the San Bernardino Transit Center for connections with Metrolink trains and routes served by Riverside Transit Agency, Omnitrans, Victor Valley Transit Authority, and Mountain Transit. Although system-wide ridership declines and school closures related to the COVID-19 pandemic delayed its implementation, the Route 10 Commuter Link began revenue operations on July 12, 2021.

1.3.3 SunRide – Microtransit

Microtransit is an emerging transit mode that offers flexible and dynamic demand-driven transportation solutions to areas with limited transit access or where traditional fixed route service is simply not feasible. Microtransit is a shared-ride service that typically operates a fleet of smaller vehicles (for example, cutaway buses or vans—see Figure 1.10) in defined zones, with dynamic routing based on real-time demand. Similar to Transportation Network Companies (TNCs) such as Uber and Lyft, users in designated areas specify the details of their trips on a mobile application, and a vehicle is dispatched to deliver them to their destination. Operating specifics such as service hours and coverage are tailored to meet the needs and/or resources of the agency (fleet availability, operating budget, etc.).

Figure 1.10 Example of SunRide Vehicle



SunRide Operations

SunLine identified four Coachella Valley communities that would benefit most from this on-demand service. The new microtransit service, known as SunRide, is available in Desert Hot Springs (including the community of Desert Edge), Palm Desert, Coachella, and Mecca-North Shore (Figure 1.11 to Figure 1.14). This service bridges the gap between riders and the fixed route network or designated points of interest. Riders typically use the SunRide smartphone app to book their ride, which dispatches a SunRide vehicle to pick them up and drop them off at locations indicated within the designated geo-fenced zones. Riders that do not have access to a smartphone may also book a trip through the SunRide web portal at book.sunride.rideco.com or by calling the SunRide dispatch center. The service is available Monday through Friday between 5:30 a.m. and 6:30 p.m.

The SunRide fare is \$3 per person, which includes a free transfer to/from the intersecting fixed bus routes. SunRide's on-demand service allows a rider to book a trip within 15 minutes or to schedule a trip up to 7 days in advance. Riders may opt for contactless payment by choosing to pay using their credit or debit card. The app allows riders to store their credit or debit card information within the app for convenience when booking future rides. Riders may also choose to pay for their ride in cash by purchasing a \$3 "SunRide Transfer Pass" on the fixed route bus when the rider boards the bus as the first leg of the trip, or by paying the SunRide driver directly when SunRide is the first leg of the trip.

Figure 1.11 SunRide Pilot Service Areas – Desert Hot Springs – Desert Edge (formerly Desert Edge)

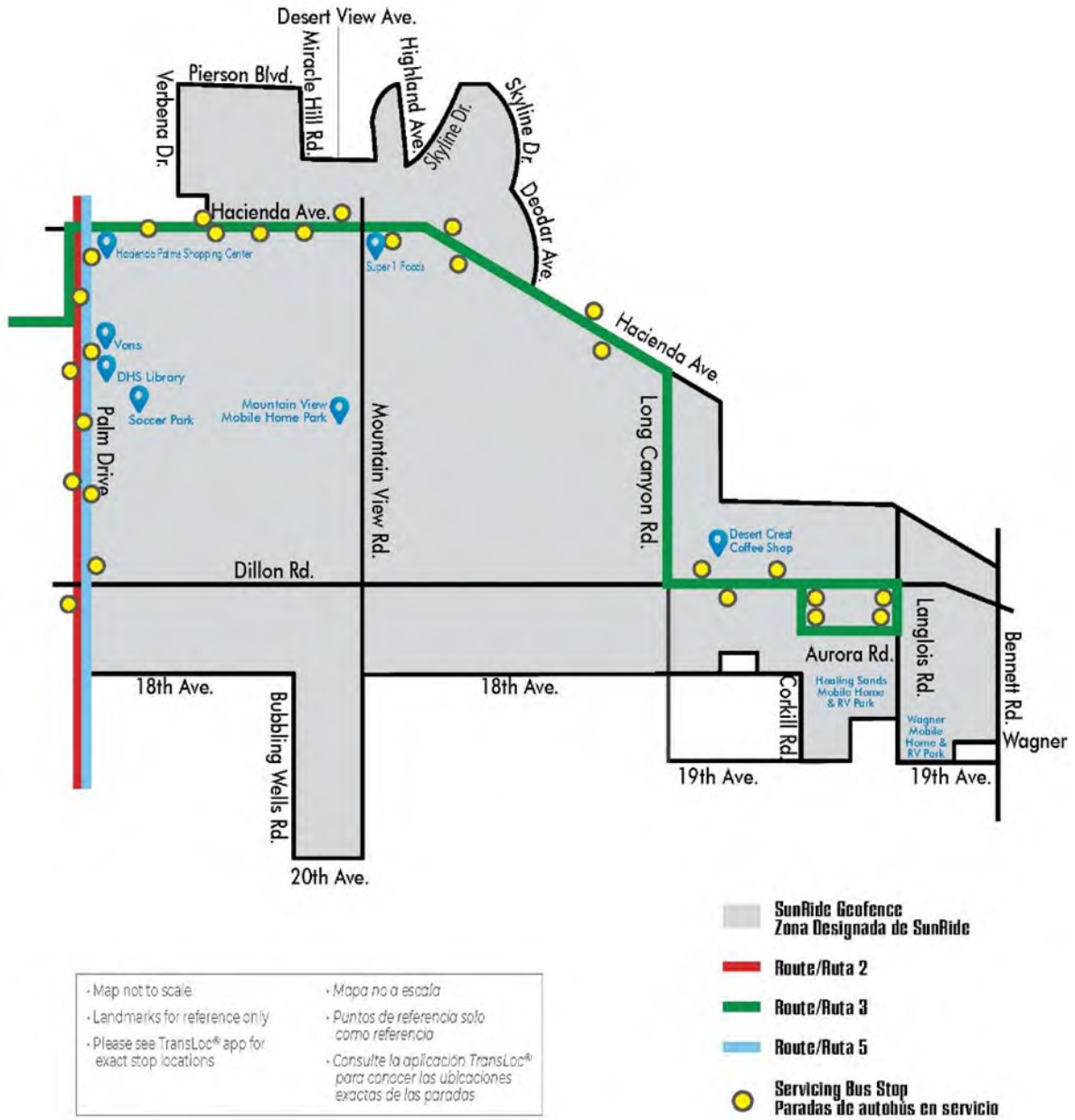


Figure 1.12 SunRide Pilot Service Areas – Coachella

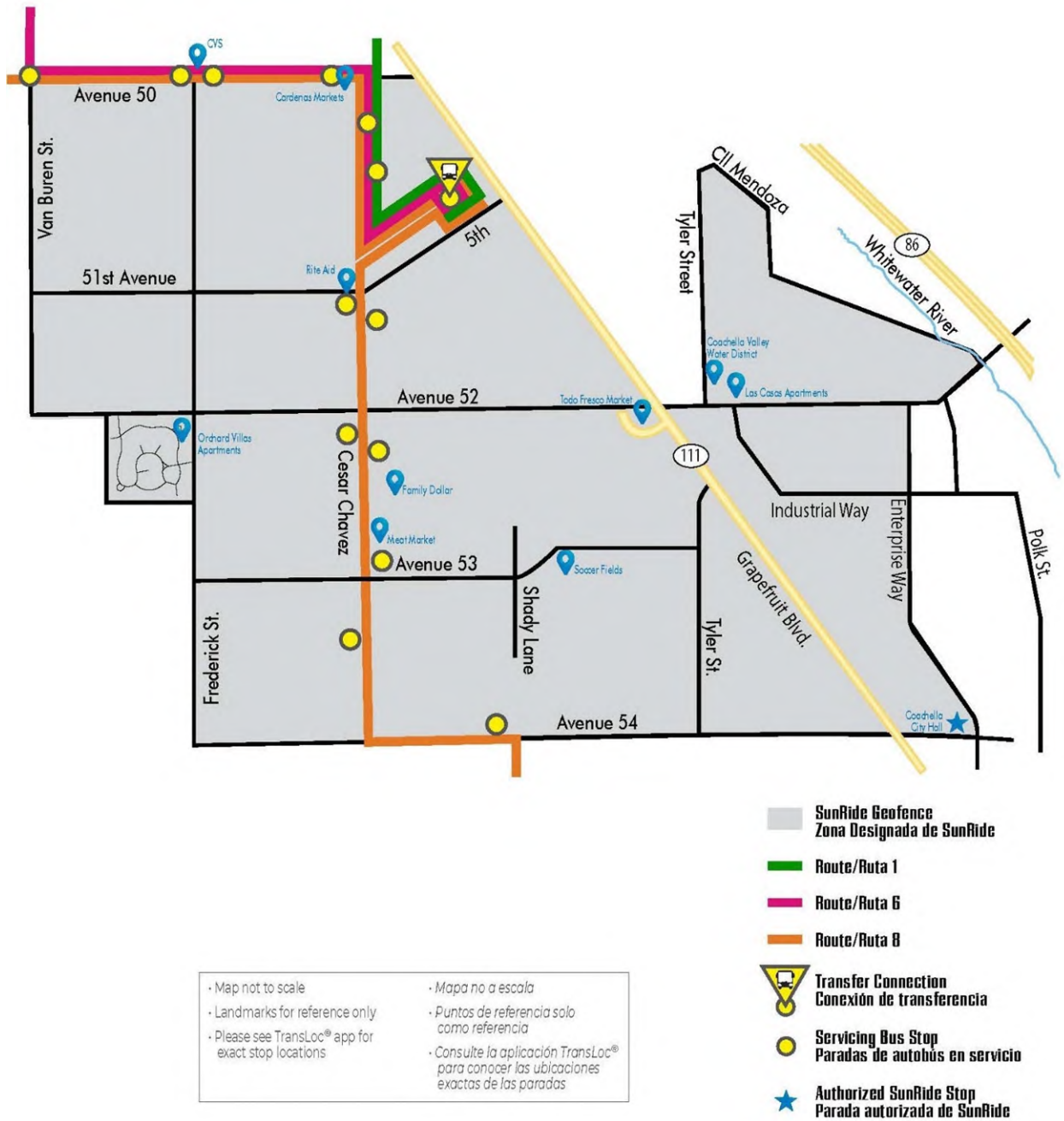
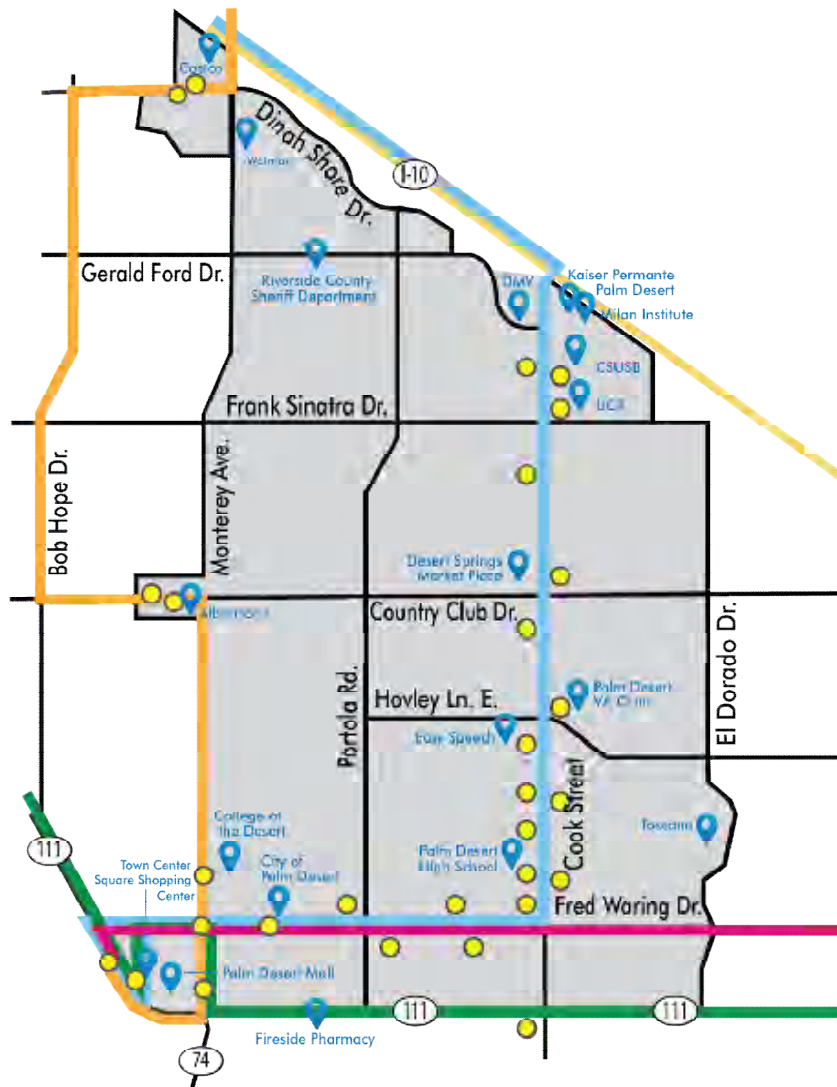


Figure 1.13 SunRide Pilot Service Areas – Mecca North Shore



Figure 1.14 SunRide Pilot Service Areas – Palm Desert (formerly Cook St Corridor)



· Map not to scale
 · Landmarks for reference only
 · Please see TransLoc® app for exact stop locations
 · Mapa no a escala
 · Puntos de referencia solo como referencia
 · Consulte la aplicación TransLoc® para conocer las ubicaciones exactas de las paradas

- SunRide Geofence
Zona Designada de SunRide
- Route/Ruta 1
- Route/Ruta 4
- Route/Ruta 5
- Route/Ruta 6
- Servicing Bus Stop
Paradas de autobús en servicio

COVID-19 Safety

In response to the COVID-19 pandemic, SunRide vehicles are fogged with disinfectant nightly and frequently touched surfaces are wiped down between rides. Vinyl vehicle partitions have also been installed in SunRide vehicles to help reduce virus spread. Passenger seating is limited to the vehicle’s rear seating capacity and masks must be worn by the driver and riders at all times.

SunRide Technology Platform

SunLine launched Phase III of the pilot program on January 10, 2022. Phase III introduced a new SunRide branded mobile application (Figure 1.15) developed by RideCo that offers additional features and functionality to enhance the user experience. Some of the new features and functionality include improved connections to the fixed route network, projected trip arrival times, and a 5-star rider rating system. Putting ourselves in the shoes of our riders, SunLine has also added new stops at common points of interest within each respective geo-fence zone that serve as ride generators, providing new touchpoints for a choice rider experience. These points of interest include stops within a short walking distance of education, shopping, and medical facilities, implementing further service flexibility and more mobility options that are inclusive of a larger demographic. An advanced back-end software platform features a robust reporting suite to assist in evaluating the program’s performance metrics.

Figure 1.15 SunRide Mobile App



SunRide Service Performance

Figure 1.16 to Figure 1.18 show key performance metrics for SunRide during calendar year 2021.

Figure 1.16 SunRide System-wide Metrics

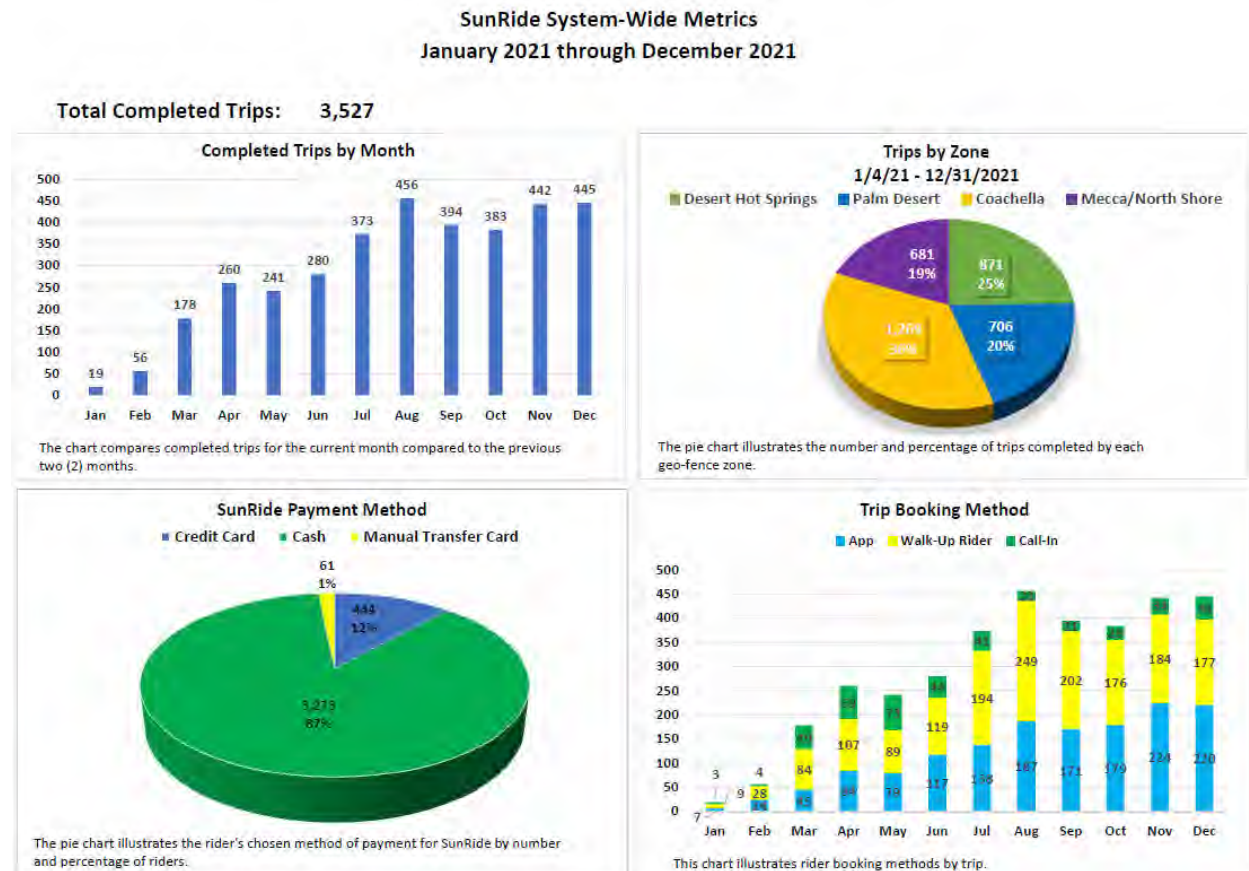
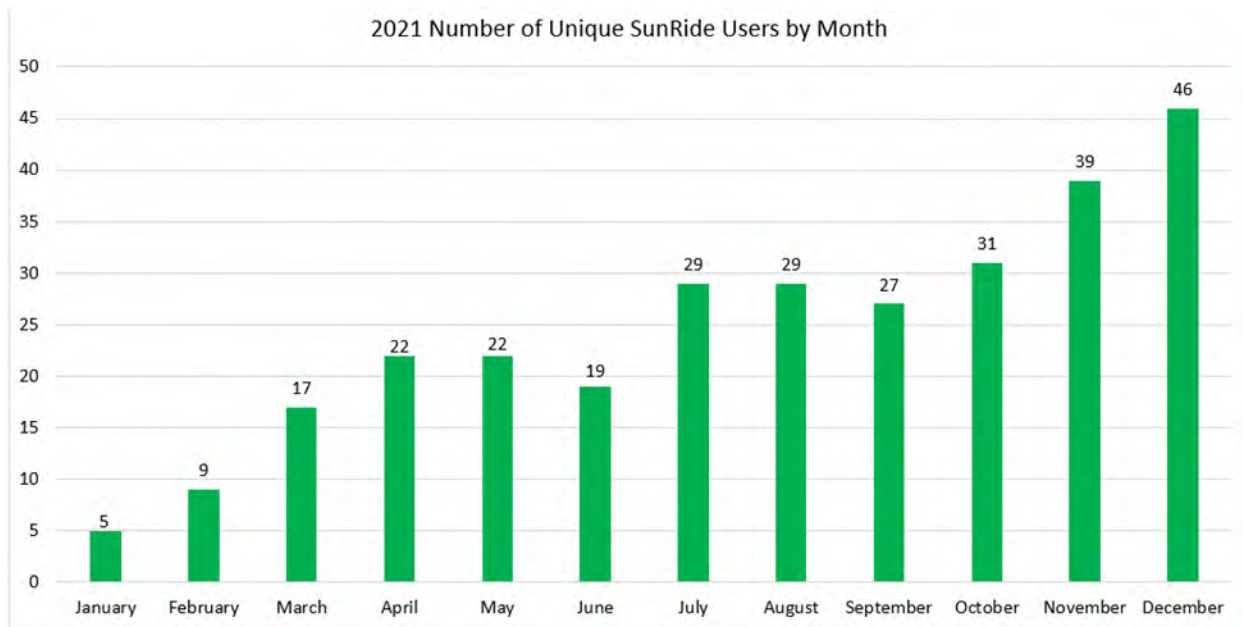
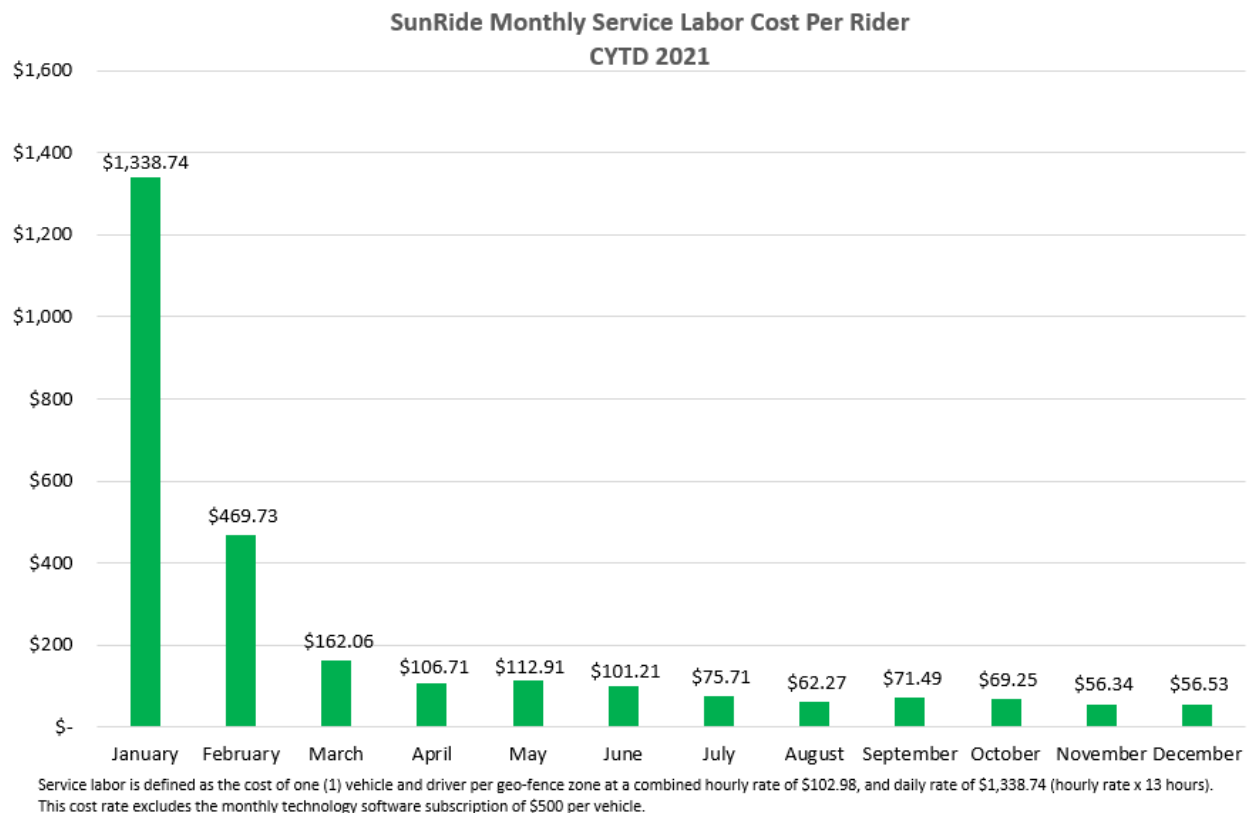


Figure 1.17 SunRide Unique Users



This chart reflects the number of unique riders that booked their trip through the smartphone app or by phone. Walk-up riders are excluded from this count as there is no rider information when using that feature.

Figure 1.18 SunRide Monthly Service Labor Cost Per Rider



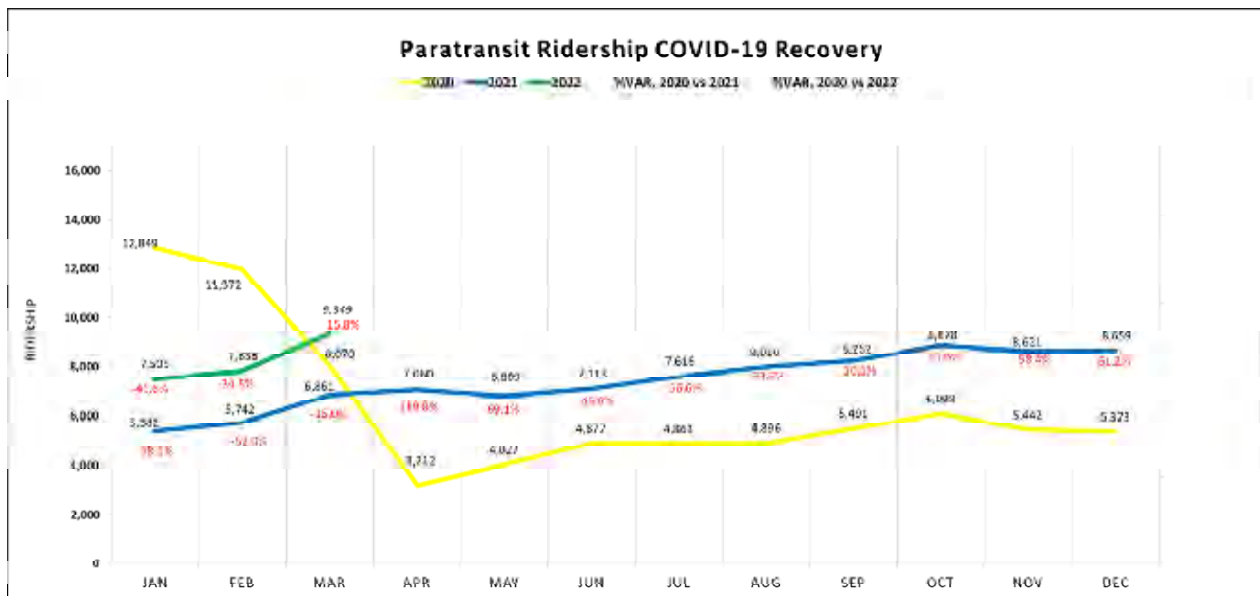
1.3.4 SunDial – Paratransit

SunLine operates SunDial Americans with Disabilities Act (ADA) paratransit to provide service to those certified under the ADA, who cannot ride fixed route bus service. SunDial operates within three-quarters of a mile on either side of the 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 be used only at the same times, days, and frequency as local fixed-route service. SunDial service is an origin-to-destination, shared-ride transit service for persons who are functionally unable to use the fully accessible 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 39 vans 7 days a week during the same hours and days as the fixed route network. Service is not provided on Thanksgiving and Christmas days. 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 and days 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. Applicants are notified in writing of their application status within 21 days from receipt of a completed application. Riders who have the required ADA Certification Identification Card are eligible to use SunDial for their transportation needs, including medical appointments, shopping, and other social activities. Figure 1.19 shows the SunDial ridership trend for 2020 through early 2022.

Figure 1.19 SunDial Ridership Trend



1.3.5 SolVan – Vanpool

A vanpool is a group of people who are commuting to the same workplace or post-secondary education facility (college, trade school, etc.) regularly from the same community, riding together in a van or SUV provided by a vendor to share expenses. Vanpools typically carry 5 to 15 passengers and operate long distances, traveling between pick-up locations and a place of work/school.

Vanpools provide small-scale commuter ridership in scenarios where operator costs would otherwise be prohibitively high. Operating costs are lower than fixed route bus service because the passengers drive themselves. Ridership per platform hour is healthy. Vanpools are very demand-responsive; they can be quickly organized based on demand on a monthly basis. Once ridership falls below a threshold, a vanpool can end, but new routes can be added easily based on need with a minimum of overhead. They can access office parking areas and other locations where traditional SunLine fixed route buses cannot reach, making for more convenient passenger drop-offs.

Vanpool programs can be administered in a variety of ways, allowing the employer to be fully involved or simply promote it. Employers can help employees form vanpools through rideshare matching. Rideshare matching helps potential vanpoolers locate others nearby with similar commutes. With technology advancements, on-demand vanpooling may help reduce coordination costs and increase ridership. As the region develops unevenly, vanpools will be an increasingly effective means to serve trips from low-density places to employment and education centers.

SunLine's Vanpool Program, SolVan, is operated through a third-party lease arrangement, known as "purchased transportation" by the Federal Transit Administration (FTA), where SunLine contracts with a consulting firm to competitively procure for leasing vendors, who then provide a leased vehicle to vanpool groups. SolVan provides a subsidy of \$400 monthly (or \$500 if a zero-emission vehicle) for qualified vans that agree to report about daily riders, miles, hours, and expenses. A SolVan reporting system has been created to track each rider on each vanpool. The volunteer driver of the vanpool must be a participant in the vanpool program. Vanpool passengers will be responsible for paying the van's monthly lease cost minus the SolVan subsidy. Leases include insurance and maintenance. They also share the cost of gas, parking, and toll fees (if applicable). Vehicles for this type of service will be leased by one of the prequalified vendors to one of the commuters in the group, a company, or a third-party representative. SolVan has increased the number of approved vendors to a total of four vendors to increase vehicle type and lease cost choices.

SolVan materials and guides are posted on the SolVan.org website, and include program guidelines, vanpool brochure, participation agreement, passenger manifest forms, quick facts, Frequently Asked Questions, Steps/Instructions to Apply, Steps/Instructions for monthly reporting, change form, and intake form. These materials help explain the SolVan program, detail how to apply for a vanpool subsidy, how to ultimately have vanpools approved for SolVan subsidy, and report commute details to receive the monthly subsidy.

Performance/Service Area/Demographics

During the past year, agricultural-related vanpools served farm workers living and working in the eastern Coachella Valley, including Thermal, Mecca, Coachella, and Indio. Around 20 vehicles have been provided during each key harvesting month. Non-farm, more traditional vanpools serve worksites all over eastern Riverside County. The number of vehicles serving these traditional worksites has varied from six to seven per month during the past year, with seven at present. The origin of these vanpools during this past year has been vanpoolers living primarily in Indio, Beaumont, and La Quinta. The destination of these vanpoolers has primarily been to worksites in Blythe, Palm Springs, and Indio. Major employers served by most of the traditional vanpools are the Transportation Security Administration at Palm Springs Airport, U.S. Border Patrol sites, and state prisons.

Fares

The cost for vanpoolers to ride varies wildly because fares are determined by many factors, including type and year of vehicle chosen, commute mileage, and number of riders who are splitting the monthly fare. The average number of vanpoolers in a vehicle is nine. The current vanpool monthly total lease cost ranges between \$1,050 and \$1,800 for traditional, non-farm destined vanpools. Gas cost is calculated and added to this cost.

The number of vanpool vendors under contract has doubled from two companies to four currently. With additional vendors providing more vehicle choices (such as hybrid or electric vehicles) and providing more competitive lease rates, it is possible that passenger out-of-pocket costs may decrease. Although SunLine procures for third-party leasing vendors through its contractor, the procurement is to ensure there is consistency and standard vehicle offerings among vendors—not to control vehicle pricing or fares. SunLine has no control over the passengers' out-of-pocket fares, only the amount of subsidy provided. In addition, after the lease costs the next highest out-of-pocket vanpool expense is fuel. Should electric or hybrid vehicles be introduced into the vehicle offerings, although the lease cost may be higher, many employers offer free electricity while charging at work and the at-home electric charging costs can be quite low (depending on electric provider and low rates to charge off peak). This may also result in lower fares for certain vanpool groups. Volatile gas prices in recent years will continue to have unpredictable impact on fares for vanpool groups.

The other strategy for lowering fares is to assist vanpool groups in increasing occupancy. The more passengers that share the cost of the vanpools, the lower the fares per passenger. Although SolVan requires that vanpools maintain a minimum of 50 percent occupancy (ratio of passengers to the vanpool seats), SolVan works directly with vanpool groups that lose riders, struggle with occupancy, or are looking for part-time riders to increase occupancy and decrease passenger fares. SolVan staff assist with finding additional riders and filling seats in vanpools. Ultimately, SunLine cannot predict or determine whether vanpool fares will increase or decrease in the future; however, additional vendors and actions may result in lower fares and an even more cost-effective vanpool service.

Goals

During the past year, SunLine's goal was to expand traditional vanpooling by at least three vehicles. Two new traditional vanpools were added that still operate today. One traditional vanpool disbanded during the year on account of work shift changes. The goal for agricultural vanpools was to maintain the high level of farm vanpools, which was achieved.

SolVan Guidelines

To receive a vanpool subsidy, the vanpool must meet the following criteria: either originate or travel to a worksite within a ZIP Code in eastern Riverside County, commute at least 25 miles round-trip, commute a minimum of 12 or more days per month, and have at least five riders. Vehicles must also be at least seven-seat vehicles, and can seat up to fifteen. Occupancy must be at least 70 percent to start

and remain at least 50 percent. However, this occupancy requirement has been relaxed during the pandemic for existing vanpools. Guidelines also require that the vanpool lease a vehicle with one of the four SolVan-approved vendors and permit SunLine to advertise the vanpool and the route to the general public and accept additional riders to fill empty seats. SunLine contracts with WSP, which has entered agreements with four approved vendors to provide specific vehicles, lease pricing, and certain insurance coverage, among other requirements.

To be approved for SolVan subsidy, the vanpool group must visit the [SolVan.org](https://www.solvan.org) website and submit an application. SolVan staff then reviews the application to ensure it qualifies and meets all program guidelines—if so, the application is approved. The vanpool group is then directed to provide all details about the vanpool, including rider names, pick-up locations for each, drop-off locations for each, mileage and hours for each rider, work shift, commute days during the week, contact info for each rider, driver detail, start date, lease cost, copy of lease agreement, employer detail for each rider, participation agreement signatures, and manifest passenger form. Once approved, the vanpools are required to submit any changes, such as rider changes, work shift change, vehicle changes, etc. SolVan then confirms details with the vendor regarding lease, vehicle detail, and lease cost. If a vanpool begins after the first day of a calendar month, the subsidy is prorated based on the commute days during that first month.

SolVan Reporting Procedure

SolVan has a very detailed reporting procedure for each vanpool on a monthly basis. By the seventh of the next month deadline, vanpools are required to report actual daily activity on that specific vanpool during that prior month, which includes who rides each way; any change to regular miles traveled or extra time due to detour, etc.; all costs such as gas, parking, and tolls; and the end of month odometer reading. Also, it is identified if a loaner temporary vanpool vehicle is used during any day that month. TransTrack is the reporting system used by each vanpool driver, who is given a log-in name and password to report into the system. SolVan staff then reviews the daily detail for accuracy and approves subsidy when accurate and complete. Enterprise then submits a monthly invoice detailing each vanpool in operation, vehicle detail, and lease cost to get reimbursed for subsidy, which lowers the lease cost paid by the vanpool group. SolVan staff then runs reports from TransTrack to reveal month ridership, miles, hours, and vehicles, and creates formulas to double-check all data are complete and accurate to meet FTA National Transit Database (NTD) requirements. SunLine staff is then sent this monthly reporting detail and source materials for review before entry into the NTD system.

Farm vanpools operating with CalVans report differently. CalVans provides the farm-related vanpools, and most of those vehicles have not asked for SolVan subsidy, but many operate in our territory. As a result, any FTA funding generated from the CalVans Eastern Riverside vanpool activity is entered into the NTD by CalVans directly as a joint powers authority, and funds are provided directly to SunLine. Public transit agencies that provide ongoing subsidies to third-party leased vanpools for the purpose of reducing the lease/capital costs of the vehicle may report their transportation data to the NTD. The

benefit to reporting into the NTD is that public agencies realize a minimum of \$2 in additional FTA Section 5307 funding for every \$1 invested/expended toward the ongoing subsidy program, 2 years after the reporting year. Some programs nationwide have claimed up to a 3:1 return in funding.

Status during Pandemic

The pandemic has continued to create many challenges and disruptions for transit and shared ride mobility options. Employers can be very effective to help create vanpools because riders have the commonality of work destination and employers can modify work shifts to accommodate transportation arrangements. There is also a regional air quality regulation affecting larger employers who employ 250 or more employees meant to improve air quality by promoting telework and sharing the ride to reduce solo commuting, among other air quality strategies. However, another challenge of the pandemic is that it has affected employment numbers where many of the regulated sites are no longer regulated, which may affect their willingness to voluntarily promote alternative modes of transportation. Many employers have allowed employees to telework from home, laid off or furloughed employees, reduced work shifts, or launched hybrid work shifts. Some employers have gone out of business. These situations affected those regularly commuting, including those vanpooling. Fortunately, most SolVan vanpools have continued during the pandemic, both at farms and traditional work sites. However, some ridership reductions resulted from reduced work shifts. SolVan subsidy guidelines have continued to be relaxed to still support vanpools with less ridership. The main reason SolVan ridership was not drastically affected is because most of the vanpoolers work in essential-type businesses and their type of work requires them to commute regularly to these long-distance worksites. Vanpoolers also felt comfortable riding with the same known commuters and following many pandemic safety protocols, including wearing masks, leaving seats vacant by lowering or staggering by day the number of riders, allowing for more empty seats for social distancing, cleaning regularly, using plastic barriers and proper ventilation, and not sharing items (such as newspapers), among other best practices.

SolVan Target Audiences:

1. Agriculture workers (primarily Spanish-speaking) in eastern Riverside County for the winter farming/harvest season
2. Farmers, growers, and contractors that employ or provide agricultural workers to agricultural work sites
3. Stakeholders, such as elected officials both regionally and locally, agency champions, board members, nonprofit agencies, human resources networks, community and business associations, and regional influencers
4. Adult students travelling to educational institutions in the region
5. Professional employment centers, such as government, hospitality, education, manufacturing, and medical

6. Employees that commute though or work within eastern Riverside County (Coachella Valley & Blythe)—examples include professional employment centers, government agencies, healthcare facilities, hospitality venues, higher education institutions, and industry/manufacturing sectors
7. Employers identified in Dunn and Bradstreet data (see employers below)

Figure 1.20 to Figure 1.22 show the locations of employers with 250 to 500, 500 to 999, and 1,000 or more employees, respectively.

Figure 1.20 Employers with 250 to 500 Employees

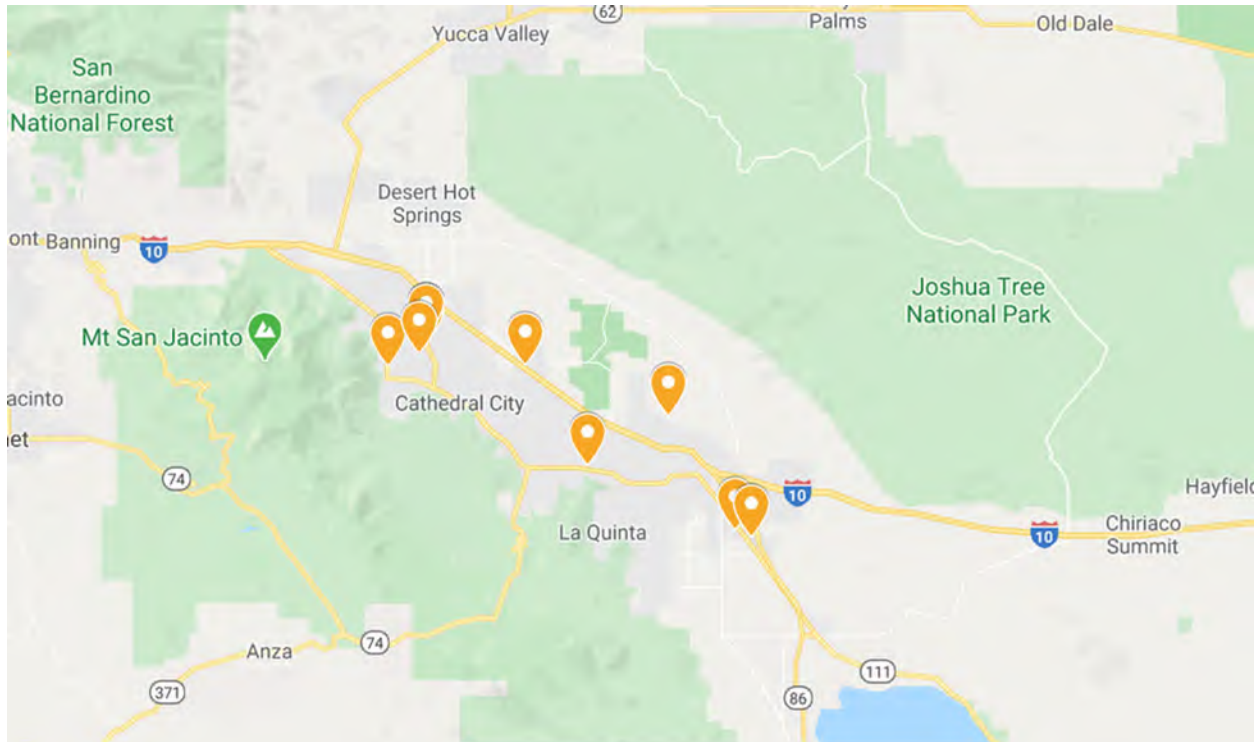


Figure 1.21 Employers with 500 to 999 Employees

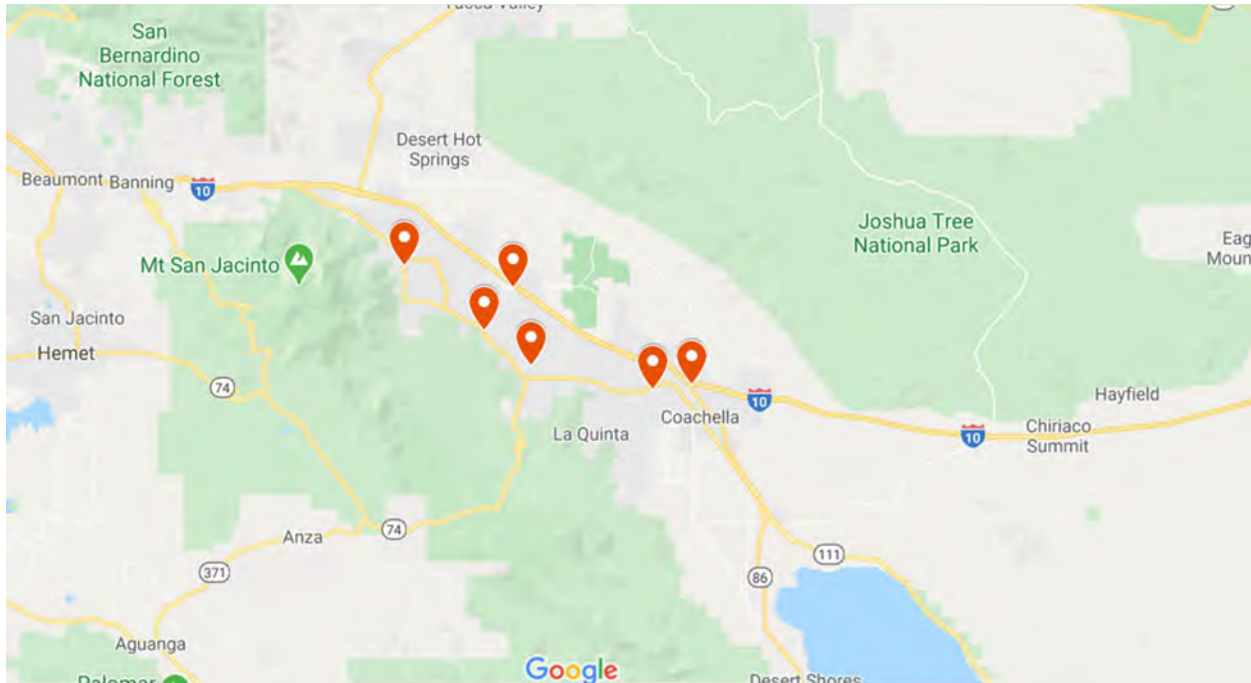
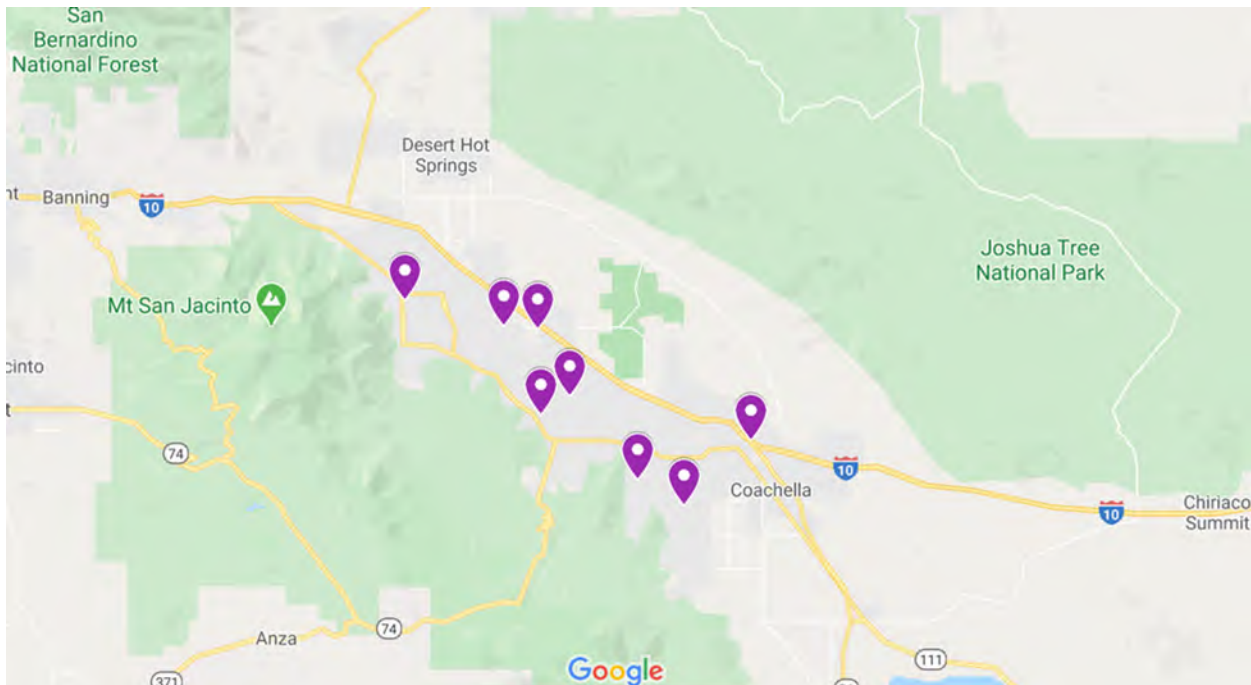


Figure 1.22 Employers with 1,000 or More Employees



Marketing Initiatives to Date:

- Communication in the preferred language based on the demographics of eastern Riverside County
- Hotline phone number (877-4SOLVAN) and website (SolVan.org)
- Program materials, printed and electronic, including a brochure, employer packets, fact sheets, guidelines, steps, etc.
- Creation and placement of SolVan vehicle decals to identify and promote the program
- Expanded van vendor selection to provide more competitive van lease pricing, vehicle options, and services
- Novelty items, such as pens, note pads, bags, commuter mugs, sunscreen, lunch bags, etc.
- Logo wear to be worn by SunLine/SolVan staff when attending employer and community events to further promote and build the brand
- Vanpool launch event and press release

1.3.6 Taxi Administration

The SunLine Regulatory Administration (SRA) is charged with licensing and regulating taxicab businesses and drivers in the Coachella Valley.

1.4 Current Fare Structure

In 2002, SunLine raised its base cash fare from 75 cents to \$1. In 2011, a SunLine fare study recommended both eliminating the 25-cent transfer fare and incrementally raising the base cash fare to \$1.50. These recommendations were not implemented. The SunLine Board of Directors has given direction to staff to explore fare-free operations.

Figure 1.23 shows the existing SunLine fare structure. This fare structure differentiates fares for specific transit customers and trip types, which shows how SunLine is targeting specific market segments with discounts to increase the system's ridership and revenue. For example, SunLine provides a discounted 31-day youth pass for students using transit.

1.4.1 Cash Fares

In addition to the \$1 fare for adult riders, SunLine enforces a 25-cent fee for transfers. The transfer pass is good for unlimited rides within 2 hours of purchase and is valid only on the day issued. Transfers are issued only upon boarding.

The base cash fare for seniors, which SunLine defines as individuals 60 years of age or older, is 50 cents on all fixed route services. Individuals who qualify for the ADA also pay a 50-cent base cash fare on all fixed route services. The fare complies with FTA's Half Fare rule, which requires agencies receiving

federal funds to offer fares to persons 65 or over and disabled travelers at a level no more than half the base cash fare. Medicare cards, Department of Motor Vehicles driver’s license or senior ID cards, ADA certification cards, or SunLine Half Fare ID cards are accepted as proof of age or disability.

A discounted youth fare of 85 cents is also available for children between the ages of 5 and 17. Children 4 years of age and younger ride free with a paid adult cash fare (maximum of two children). SunLine’s fixed route fare structure is summarized below.

Figure 1.23 Fare Structure

SunBus FARES & PASSES					SunRide FARE	
	Single Ride Fare	Day Pass	10-Ride Pass	31-Day Pass	STANDARD FARE	\$3.00 ONE-WAY PER PERSON INCLUDES ONE TRANSFER
ADULT	\$1.00	\$3.00	\$10.00	\$34.00		
YOUTH	\$0.85	\$2.00	\$8.50	\$24.00		
60+ YEARS/DISABLED	\$0.50	\$1.50	\$5.00	\$17.00		
TRANSFERS	\$0.25	INCLUDED	\$0.25	INCLUDED		

10 COMMUTER LINK FARE				SunDial FARE	
	Single Ride	Day Pass	30-Day Pass	MUST MEET SUNDIAL ELIGIBILITY CRITERIA	
ADULT/YOUTH	\$6.00	\$14.00	\$150.00	TRAVEL WITHIN SAME CITY	\$1.50 ONE-WAY PER PERSON
60+ YEARS/DISABLED	\$4.00	\$10.00	\$100.00	TRAVEL WITHIN MULTIPLE CITIES	\$2.00 ONE-WAY PER PERSON
CSUSB STUDENTS, STAFF & FACULTY	Free w/ valid CSUSB ID				

1.4.2 Fare Passes

SunLine currently issues three types of fare passes: the Day Pass, the 31-day Pass, and 10-ride Pass. Daily and monthly passes are available for the 10 Commuter Link service as well but are priced and sold separately from the general fixed route passes. SunLine also partners with employers and schools to offer passes to employees and students, respectively.

Day Pass

The SunLine Day Pass is available for \$3 and allows for unlimited rides on all fixed routes for the duration of 1 calendar day. In adherence to FTA’s Half Fare rule, the Day Pass for seniors and disabled riders is available for \$1.50. The Day Pass for youth riders is \$2. The Day Pass for the 10 Commuter Link is \$14 for adults and \$10 for seniors.

31-day Pass

SunLine sells a pass valid for a rolling 31-day period from the date of first use. The 31-day Pass is available for \$34 for general adult riders, \$17 for seniors and disabled riders, and \$24 for youths. The

monthly pass for the 10 Commuter Link is a 30-day pass available for \$150 (10 Commuter Link operates Monday through Friday only).

Multiple Ride (10-ride)

A 10-ride pass is available for \$10 for general adult riders, \$5 for seniors and disabled riders, and \$8.50 for youths (ages 5 to 17). There is no discount from the base cash fare for this pass.

Employer Passes

SunLine offers a 31-day Pass to businesses in the Coachella Valley that have five or more employees interested in using transit. The pass can be used for unlimited rides on any of SunLine’s fixed route services and is priced at \$24 a month. The pass is \$10 less than the 31-day adult pass and is designed to encourage greater use of alternative modes of transportation.

Haul Pass

In August 2018, SunLine launched its Haul Pass Program to improve student access to Coachella Valley’s colleges and university. Both the College of the Desert and the California State University San Bernardino Palm Desert Campus are partners. To ride SunLine, students at these schools can simply swipe their active student ID card through the SunBus card reader when they board. The program began after receiving a grant from California’s Low Carbon Transit Operations Program (LCTOP) program. On August 1, 2021, the program expanded to provide free local service to all high school students in grades 9 to 12. High school students interested in the High School Haul Pass must submit an application form. Additional information is provided on the Haul Pass program page (<https://www.sunline.org/fares-passes/haul-pass>)

Token Transit

SunLine riders also have the option to download the Token Transit application to their smartphone and use it to pay SunLine fares. It requires a credit, debit card, Google Pay, Apple Pay and other forms of digital payment to set up an account and purchase bus passes but includes the benefit of being compatible with other transit agencies across the country.

1.5 Revenue Fleet

SunLine’s fleet includes fixed route buses, paratransit vehicles, and support vehicles. SRTP Table 1.1 (see SRTP Tables) shows the characteristics of SunLine’s fixed route and paratransit fleet. Figure 1.24 summarizes SunLine’s fleet of support vehicles.

Figure 1.24 SunLine Support Vehicle Summary

Number of vehicles	Type of vehicle	Fuel type
15	Electric light vehicles	Electric

12	Compressed natural gas (CNG) light vehicles	CNG
15	CNG light-duty trucks	CNG
2	Hybrid/Gasoline light-duty vehicles	Hybrid
Total: 44		

1.6 Existing Transit Facilities and Bus Stop Amenities

SunLine operates administrative and bus operations facilities at two locations. Administrative headquarters and main bus operations are located at 32-505 Harry Oliver Trail in Thousand Palms. SunLine also operates a maintenance and fueling facility at 83-255 Highway 111 in Indio. Park-and-ride facilities are located at 78-420 Varner Road in Thousand Palms and at 83-255 Highway 111 in Indio.

SunLine’s bus system has 577 stops with 372 shelters. In addition, there are 81 stops with stand-alone benches and 270 stops with waste containers.

Figure 1.25 shows the top 10 stops served for weekday service and Figure 1.26 shows the top 10 weekend stops.

Figure 1.25 Top 10 Stops

Stop name	City	Average riders per day
B St/Buddy Rogers	Cathedral City	314
5th/Vine	Coachella	217
Indian Canyon/Ramon	Palm Springs	155
Town Center/Han East Side	Palm Desert	140
Palm Canyon/Stevens	Palm Springs	139
West/Pierson	Desert Hot Springs	128
66th/Mecca Family HC	Mecca	110
Town Center/Han West Side	Palm Desert	101
Ramon/Date Palm	Cathedral City	65
Ramon/Indian Canyon	Palm Springs	62

Source: APC Data March 1, 2021–February 31, 2022

Figure 1.26 Top 10 Weekend Stops

Stop name	City	Average riders per day
B St/Buddy Rogers	Cathedral City	262
5th/Vine	Coachella	202
Indian Canyon/Ramon	Palm Springs	130
Town Center/Han East Side	Palm Desert	123
Palm Canyon/Stevens	Palm Springs	113
66th/Mecca Family HC	Mecca	97
Town Center/Han West Side	Palm Desert	97
West/Pierson	Desert Hot Springs	91
Ramon/Date Palm	Cathedral City	57
Ramon/San Luis Rey	Cathedral City	50

Source: APC Data March 1, 2021– February 31, 2022

1.7 Existing Coordination between Transit Agencies and Private Providers

As the designated Consolidated Transportation Services Agency, 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 Riverside County Transportation Commission (RCTC) Citizens and Specialized Transit Advisory Committee (CSTAC),

SunLine’s ACCESS Advisory Committee, San Gorgonio Pass Area – Transportation Now Coalition, and neighboring transit operators.

SunLine facilitates the ACCESS Advisory Committee. Staff hosts regular meetings at the Thousand Palms administrative office. SunLine uses 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 Specialized Transit Advisory Committee, the Technical Advisory Committee, Aging & Disability Resource Connection of Riverside Long-term Services and Supports Coalition, Desert Valley Builders Association, and related committees to enhance coordination efforts with SunLine.

1.7.1 Coordination with Other Public Transportation Providers

In addition to providing transit service throughout the Coachella Valley, SunLine offers transit connections to several adjacent transit operators. SunLine maintains interagency agreements between Riverside Transit Agency, Omnitrans, Metrolink, and California State University to coordinate the operation of 10 Commuter Link service, which connects Indio/Palm Desert to the California State University San Bernardino campus and the San Bernardino Transit Center (SBTC)/Metrolink Station with an intermediate bus stop in Beaumont.

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 collaborating with the Palo Verde Valley Transit Agency on its Rides to Wellness demonstration project, known as the Blythe Wellness Express service. This service, launched in July 2017, operates 3 days per week and travels to the Coachella Valley’s three hospitals (Desert Regional Medical Center, Eisenhower Medical Center, and John F. Kennedy Memorial Hospital) within SunLine’s service area.

Amtrak Thruway (operated by Amtrak bus contractors) transports rail passengers traveling between rail hubs at certain Amtrak stations and SunLine’s bus stops in Palm Springs, Palm Desert, and La Quinta under an additional cooperative service agreement. Amtrak’s Sunset Limited intercity 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 and arriving in the middle of the night, it is currently impractical for SunLine to offer transit service to the station.

SunLine collaborates with the 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.

In 2019, FlixBus initiated regional bus service at Palm Springs, and Indio that connects to Los Angeles in the west and Phoenix, Arizona, in the east. SunLine maintains an interagency operating agreement with FlixBus.

1.8 Review of Previous Studies and Plans

In 2019, SunLine completed its Transit Redesign and Network Analysis Study. Prepared by HDR, this study took a comprehensive look at fixed route transit operations to make recommendations to optimize SunLine's service. SunLine also completed an on-board transit rider survey in 2019. This survey provided insight into rider preferences and needs to help guide the transit redesign. SunLine has retained HDR to conduct a Before and After Study, which will include a new rider survey, to assess the impact of the network redesign and how the needs of riders have changed through the pandemic. While the study is ongoing, initial results have informed the development of this SRTP.

Other reports reviewed for the preparation of this SRTP include:

- Bus Rider Survey Study (February 2015)
- SunLine Transit Feasibility Study Hydrogen Station Expansion (January 2016)
- SunLine Transit Facilities Master Plan (November 2016)
- SunLine Transit Agency Transit Asset Management (September 2018)
- Network Study Report SunLine Transit Redesign & Network Analysis (February 2019)
- Innovative Clean Transit (ICT) Plan to SunLine Board of Directors (May 2020)

Chapter 2. Existing Service and Route Performance

SunLine developed its Refueled plan through a holistic process that reflected guidance from the Board of Directors and input received from customers and that used a data-driven process drawing from existing transit market information such as stop- and route-level boarding data and origin-destination survey data.

The Refueled plan has been launched in phases, beginning in January 2021 with the new Consolidated Fixed Route Network, which streamlined and simplified routes and route numbers, and with the SunRide microtransit service, which serves parts of Desert Hot Springs, Palm Desert, Coachella, and Mecca North Shore. In July 2021, SunLine kicked off the 10 Commuter Link, an express service that connects Indio with San Bernardino via Interstate 10. Route 1X, which is proposed to begin in September 2022, will operate along Highway 111 between Palm Springs and Indio.

In June 2019, the Board of Directors approved the revised SunLine Service Standards Policy to provide the agency staff direction regarding the planning, operation, and management of transit service in the Coachella Valley. The Service Standards Policy and metrics are intended to:

- promote continuous improvement of transit service
- provide regular updates on service performance
- meet federal requirements for monitoring Title VI of the Civil Rights Act
- avoid uninformed decision-making regarding the provision of service

The Refueled FY21-23 SRTP included updated key performance indicators (KPIs) that further support these quantitative, community-based planning methods. As we emerge from the pandemic, it will be more important than ever for SunLine to grow ridership while making necessary adjustments based on ridership trends.

2.1 Service Standards

2.1.1 Service Design Standards

Service frequency and span of service can be revised where sustainable (that is, where demand warrants increased frequency, where performance measures can still be met, and when funding can sustain the frequency and span of service).

New routes may be implemented based on a weekday-only service, typically between the hours of 6:00 A.M. and 7:00 P.M., usually when there is a peak demand. During the implementation of new service, a trial period is allocated from 12 to 18 months as an opportunity to provide for service adjustments before deciding to retain, expand, or eliminate the service. Figure 2.1 lists the minimum service frequencies and spans.

Figure 2.1 Service Frequency Standards

Frequency and Span by Service Type	Frequency of Service		Span of Service	
	Weekday	Weekend	Weekday	Weekend
Trunk bus routes	20 minutes peak 30 minutes off-peak	30 minutes	5:00 A.M. – 11:00 P.M.	5:00 A.M. – 11:00 P.M.
Local bus routes	30 minutes peak 60 minutes off-peak	60 minutes	5:00 A.M. – 7:00 P.M.	9:00 A.M. – 6:00 P.M.
Market-based services	Based on demand	Based on demand	Based on demand	Based on demand

Network Role

New services should be evaluated for their place in the overall transit network. Each new route in the network will have a unique role, whether it is facilitating transfers with existing services, introducing service coverage to a recent development, or providing connections between current routes and major destinations. While successful new routes connect with existing services, they should not duplicate existing service or compete for passengers.

Market Opportunities

There is a strong correlation between service performance, surrounding population, and employment densities. In other words, the more people with access to a route, the higher the route’s potential ridership. Population-dense areas tend to coincide with mixed-use neighborhoods, walkable environments, and higher populations of transit-friendly constituencies such as students, seniors, zero-vehicle households, and low-income populations. The minimum population and employment density for the introduction of new all-day fixed route transit service is an average of 10 people/jobs per acre within a half mile of the proposed route.

A minimum threshold is considered supportive of fixed route service and should not be subjected to further analysis. Areas in this category that have unmet needs may be served by alternative options to fixed route service.

Unmet Mobility Needs

SunLine will strongly consider the mobility needs of transit-dependent populations when evaluating where to operate service. In assessing the area’s demand for transit service, it is important to examine the presence of these demographic groups and identify any present unmet needs.

Productivity vs. Coverage Target

The SunLine Board of Directors’ goal is to capture choice riders and new riders and to expand transit market share. The Board is committed to investing in new operating plans that improve productivity and, when necessary, improve coverage. This is consistent with the Transportation Development Act of

1971 that established fiscal performance requirements of 20 percent of farebox recovery in urbanized areas and 10 percent in rural areas. To comply with this state mandate, and to improve effectiveness and efficiency, SunLine recommends the following policy for service deployment:

- Seventy percent of fixed-route service should be deployed in areas with higher population and employment densities where transit is able to meet productivity standards.
- Thirty percent of fixed-route service should be deployed to maintain coverage in areas where lower population and employment densities limit transit service productivity.

Key Destinations

Key destinations likely to generate higher demand for transit service include major area schools, colleges, universities, hospitals, retail/commercial/entertainment centers with more than 10 people/jobs per acre, open residential communities, and those with relatively lower income and vehicle ownership levels.

2.1.2 Service Productivity Standards

Passengers Per Revenue Hour (PPRH) and Passengers Per Revenue Trip (PPRT) are KPIs that measure service effectiveness, or productivity, based on ridership (passenger boardings) generated for each hour of revenue service for local and trunk routes and boardings per trip for market-based services operated (see Figure 2.2).

Figure 2.2 Passengers Per Revenue Hour/Revenue Trip Standards

Refueled Routes 1/3/2021 to 6/30/2021		
Service Tiers	Routes in Service Type	PPRH Standard
Trunk routes	Routes 1, 2	20
Local routes	Routes 3, 4, 5, 6, 7, 8, 9	10
Market-based services	10 Commuter Link	10*

* Boardings per trip – is the productivity measure for market based routes

2.1.3 Service Quality Standards

Service quality standards contribute to the reliability and consistency of service delivery. Customers may first be attracted to transit service based on headway and span. Choice riders may continue to use services because they know they can get to their destinations on time—unreliable service usually results in decreased ridership. Service quality standards are proposed to be measured using the following operational and passenger experience metrics:

- service scheduled speed (service quality)
- on-time performance (service reliability)
- runtime variance (service reliability)

- percent service completed (service reliability)
- miles between service interruption (service reliability)
- load standards (service comfort)
- average fleet age (service comfort)
- bus deployment standards

Each suggested metric is discussed in more detail below.

Service Scheduled Speed: Measures the route’s scheduled service speed. The measure is calculated by dividing revenue miles by revenue hours for each route. This KPI monitors services needed to maintain reasonable speed to retain and grow ridership.

The target performance scheduled speed is 12.5 miles per hour (mph) for SunLine’s transit system, as shown in Figure 2.3.

Figure 2.3 Service Scheduled Speed Standard

Service Mode	Service Speed - Weekdays	Service Speed - Weekends
Fixed Route Bus	12.5 MPH	12.5 MPH

On-time Performance: This KPI measures service reliability as defined by adherence to the published service schedule. “On-time” is when a trip departs a time point within a range of 0 minutes early to 5 minutes late. For SunLine to achieve targeted on-time performance, service running times need to be calibrated regularly based on existing conditions. SunLine has a relatively uncongested operating environment, which helps support a high KPI for on-time performance. Some challenges to on-time performance are related to construction, heavy traffic, and passenger problems.

On-time performance standards for fixed routes are at a target of 85 percent (Figure 2.4).

Figure 2.4 On-Time Performance Standard

Service Mode	On-Time Performance Standards
Fixed Route Bus	85% (Excepting Major Detours)

Runtime Variance: Runtime is the time allotted in a transit schedule for a route to travel from one time point to another time point, or from beginning to end. Calibrating the runtime for the day of the week and hour of the day (for example, peak vs. non-peak) helps routes and the overall system adhere

to or surpass the adopted on-time performance. It is important to review runtime variance regularly because roadway traffic conditions are ever-changing.

Percent Service Completed: Percentage of service completed is a metric established as of September 2017. The initial intention was to report percentage of trips completed; however, because of limitations in our Avail ITS system, we are reporting percentage of revenue mileage completed

This KPI measures service reliability as defined by the percentage of miles completed daily. Three components are necessary to successfully complete scheduled service:

- daily availability of operators to meet service demands
- daily availability of fleet vehicles to meet service demands
- miles between service interruptions

The set standard for service completed is 99 percent by service mode, as seen in Figure 2.5. The percentage of service completed for FY21 was 99.4 percent of our approved Level 3 service, exceeding our minimum service standard.

Figure 2.5 Service Completed Standard

Percentage of Service Completed Service Mode	Service Completed Minimum Standard
Fixed route bus	99%

Miles between Service Interruptions: This KPI measures service reliability as defined by revenue miles between service interruptions, regardless of the cause. To meet this target, both avoidance of service interruptions through early identification (for example, planning for detours, proper fleet maintenance) and timely response to service interruptions that do occur are necessary. The set minimum target between service interruptions (road calls) is 5,000 miles, as seen in Figure 2.6.

Figure 2.6 Miles Between Service Interruptions Standard

Miles between Service Interruptions Service Mode	Target Minimum Miles between Service Interruptions (Road Calls)
Fixed route bus	5,000

Load Standards: This service quality KPI establishes load standards for various vehicle types and is measured for each trip operated. While it may be acceptable for some riders to stand for short distances or time periods (for example, under 2 miles or 10 minutes) during peak periods, it is expected that seating should be available for all riders during normal off-peak conditions (Figure 2.7).

Figure 2.7 Load Standards

Load Standards Service Period	Maximum Consistent Load Factor
Peak	Average over 133% of seated load = 50 passengers
Off Peak	Average over 100% of seated load = 38 passengers

Average Fleet Age: The age of the vehicle fleet affects the performance and reliability of transit services and the attraction of customers. Adhering to the average fleet age requirement will ensure a consistently safe, reliable, and comfortable passenger experience (Figure 2.8).

Figure 2.8 Average Fleet Age Standard

Vehicle Average Age	Average Fleet Age
Standard Transit Bus	No greater than 10 years

Bus Deployment Policy: This policy specifies the kind of vehicle that should be used to operate individual routes. The type of vehicle deployed on a route depends primarily on ridership demand and trip loads (Figure 2.9). Using incorrectly sized vehicles on routes can unnecessarily add operating cost to a route or result in overcrowding.

Figure 2.9 Bus Deployment Standard

Bus Deployment	Vehicle Type
Trunk Bus Routes	40' Buses
Local Bus Routes	32' or 40' Buses - Based on ridership demand
Market-Based Services	MCI Coach

SunLine will review the Bus Deployment Policy every 2 years, beginning in 2018, and make necessary adjustments as the fleet is updated to ensure compliance with the Title VI requirements.

2.1.4 Service Warrants

The Warrants Standards provide guidelines for the introduction of new services. They are a tool for judging when new service or service extensions are appropriate. A new fixed route or route extension could be introduced when the ridership forecasts based on population, school enrollment, or job density

are sufficient to achieve minimum passengers per revenue hour standards by service type. To ensure the agency's financial sustainability, SunLine will introduce only those new services that operate above the lower-performing route quartile or with productivity that is within 15 percent of the system average.

Planning new services around these guidelines will help ensure the successful performance of new routes. Providing a set of guidelines for which areas warrant all-day fixed route service will help SunLine respond to future community requests for new service.

Evaluating New Services

New routes should be monitored to determine whether they are reaching the desired performance standards. The route should first be evaluated after 6 months to determine whether it meets more than two-thirds of its performance standards. New services not meeting the minimum standards at the end of an 18- to 24-month trial period are subject to corrective action or discontinuation.

In some cases, trial periods for new services may vary based on the requirements of grant funding. For example, if a grant provided 3 years of funding for a route that did not meet standards, this route may still be operated for the full 3-year period.

2.1.5 Paratransit Service Standards (SunDial)

Eligibility

- Any person with a disability who is unable to board, ride, or disembark from an accessible vehicle without the assistance of another person is eligible.
- Any person with a disability who has a specific impairment-related condition that prevents the person from traveling to or from a boarding/disembarking location is eligible.
- Certification is based on individual's functional ability to ride the fixed route system.
- Visitors qualified elsewhere in the United States may use the SunDial ADA service for up to 21 days per year and must then qualify locally.
- A maximum 21-day response period for the application and an appeals process exists.
- There is no limit to the number of trips a person can make. Reservations can be made up to 7 days in advance.
- A no-show policy exists for passengers who do not appear for their rides, with possible exclusion from SunDial service for a period of time in extreme cases.

SunLine's Eligibility Department processed 100 percent of completed applications within the 21-day target.

Access

- The agency must serve any origin and destination requests that are both within 0.75 miles of a fixed route corridor (excluding Commuter bus service) at the times and days of service when the fixed route is operating. Next-day service by reservation during regular business hours must be provided.
- The reservations call center accepts client reservations 7 days per week between 8:00 A.M. and 5:00 P.M. for next-day service.

Travel Time

- Trip pick-up time must be scheduled within 1 hour before or after the requested pick-up time. Trip length should be comparable to the time it would take to make the same trip by the fixed route service.

On-time Performance

- Trip pick up should consistently occur within a 30-minute window from the scheduled pick-up time.
- On-time performance is in accordance with FTA Circular 4710.1 to perform equivalent to SunLine's fixed route service. Paratransit continues to meet and exceed this goal.

Capacity

- Subscription service is provided as a proportion of our total complementary paratransit service as long as it does not interfere with our capacity for demand trips.
- No more than 50 percent of the number of trips can be subscription. Going above this level could cause capacity constraints to serve our non-subscription riders.
- Staff ensures subscription trips are balanced with non-subscription trips to ensure adequate levels of service are provided on a daily basis.

Fares

- Fares charged may not exceed twice the non-discounted fare for the fixed-route network at the time of the trip.
- No fare is to be charged to personal care attendants where they are required.
- Companions pay the same ADA fare.
- SunDial fares are based on travel within one city or multiple cities. Within one city the fare is \$1.50 per trip; travel within multiple cities is \$2.00 per trip.

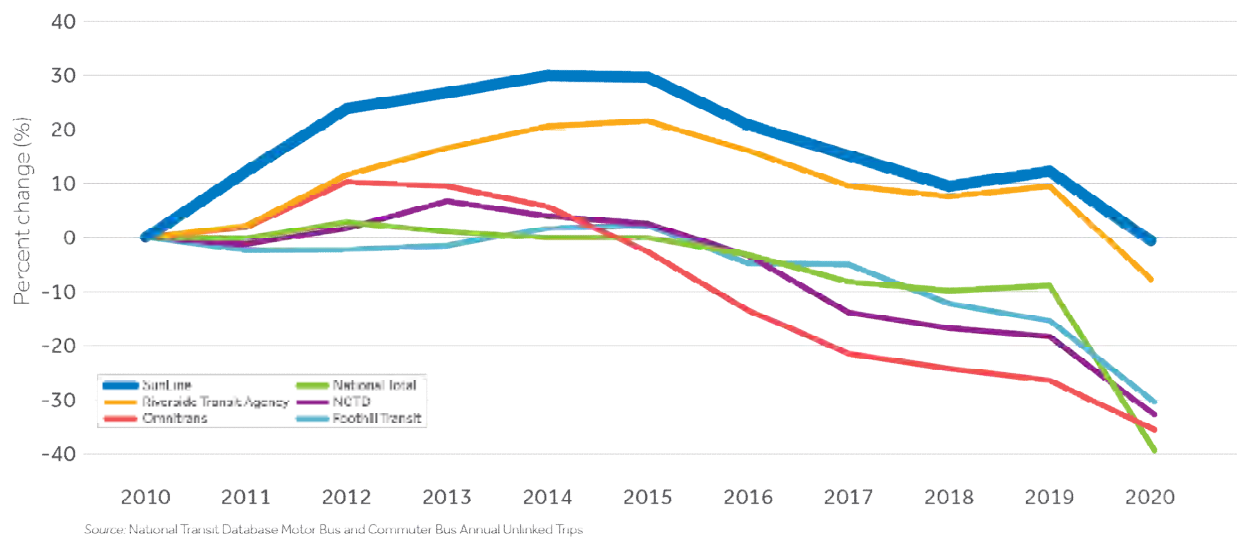
2.2 Service Performance

2.2.1 Overall System Performance

Performance has been affected by the pandemic and we are working hard to generate new ridership thanks to programs like the Haul Pass, which gives students free rides on SunLine buses. Before the COVID-19 pandemic, SunLine had been enjoying an increase in transit use above that of its peers, both locally and nationally.

Figure 2.10 shows total SunLine fixed route ridership relative to 2010 and its peers.

Figure 2.10 Percentage Change in SunLine Fixed Route Ridership Relative to 2010 and Peers



Service Design

Beginning with Refueled on January 3, 2021, SunLine operated eight fixed routes on Level 3 service, with Route 5 not in operation. The transit routes and the cities or communities they serve are listed in



Figure 2.11. Figure 2.12 and Figure 2.13 show the frequency and service spans, respectively, for each route. As discussed further in Chapter 3, SunLine is currently operating a modified level of service in response to the COVID-19 pandemic.

Figure 2.11 Summary of Fixed Route Transit Services

Route	Cities/Communities Served
1	Palm Springs, Cathedral City, Rancho Mirage, Palm Desert, Indian Wells, La Quinta, Indio, and Coachella
2	Desert Hot Springs, Palm Springs, and Cathedral City
3	Desert Hot Springs and Desert Edge
4	Palm Springs, Cathedral City, Rancho Mirage, Thousand Palms, and Palm Desert
5	Desert Hot Springs and Palm Desert
6	Palm Desert, Indian Wells, La Quinta, Indio, and Coachella
7	La Quinta, Palm Desert, Indian Wells, and Bermuda Dunes
8	Indio, Coachella, Thermal, and Mecca
9	Mecca and North Shore
10	Indio, Palm Desert, Beaumont, and California State University, San Bernardino

Figure 2.12 Service Frequencies in Minutes for

Routes			
Route	Weekday Frequency		Weekend Frequency
	Peak	All Day	All Day
1	20	20	20
2	40	40	40
3	60	60	60
4	60	60	60
5	60	60	—
6	60	60	60
7	90	90	90
8	60	60	60
9	60	60	60
10	Select trips	Select trips	—

Figure 2.13 Service Spans

Routes				
Route	Weekday Span		Weekend Span	
	Start	Finish	Start	Finish
1	5:00 A.M.	11:12 P.M.	5:00 A.M.	11:12 P.M.
2	5:00 A.M.	11:23 P.M.	5:00 A.M.	10:54 P.M.
3	5:00 A.M.	8:46 P.M.	6:45 A.M.	8:40 P.M.
4	5:00 A.M.	11:13 P.M.	6:10 A.M.	9:50 P.M.
5	6:10 A.M.	6:51 P.M.	—	—
6	5:50 A.M.	8:45 P.M.	6:00 A.M.	9:18 P.M.
7	5:15 A.M.	8:51 P.M.	5:10 A.M.	9:20 P.M.
8	5:30 A.M.	10:42 P.M.	5:35 A.M.	10:59 P.M.
9	5:45 A.M.	10:34 P.M.	5:40 A.M.	10:29 P.M.
10	5:20 A.M.	8:00 P.M.	—	—

Ridership

Ridership system-wide in FY21 for SunBus, SunDial, and SolVan was a total of 2,088,316 boardings, a decrease of 40.6 percent compared with FY20:

- SunBus ridership totaled 2,000,077, a decrease of 1,379,443 rides (-40.8 percent), in comparison with FY20.
- SunDial ridership totaled 71,129, a decrease of 50,997 rides (-41.8 percent), in comparison with FY20.
- SolVan ridership totaled 16,028, an increase of 405 rides (+2.6 percent), in comparison with FY20.
- SunRide ridership totaled 1,082 in the first 6 months of the program.

The effects of the COVID-19 pandemic were initially seen in March 2020, with a drop in ridership of 35.5 percent compared with 2019 and peaking in April 2020 with a 62.9 percent drop in ridership compared to the same time the previous year (Figure 2.14). Fixed route ridership was consistent throughout this fiscal year, finishing with a 50.5 percent drop in ridership compared with the pre-COVID FY19.

SunLine is taking action to continue to increase ridership. SunLine’s Refueled initiative was launched in January 2021 with a consolidation of our fixed route system and SunRide microtransit zones. The Route 10 Commuter Link began in July 2021 and Route 1X is pending for future implementation.

The Haul Pass program was implemented in August 2018. It offers free rides to College of the Desert and California State University, San Bernardino students and is subsidized by the colleges. However, with COVID-19 and the implementation of online learning and free fares from March 2020 to May 2021, ridership increases attributable to Haul Pass were not expected this fiscal year. Coming in FY22, Haul Pass will be expanded to local high school students.

Figure 2.14 5-year Fixed Route Ridership Comparison

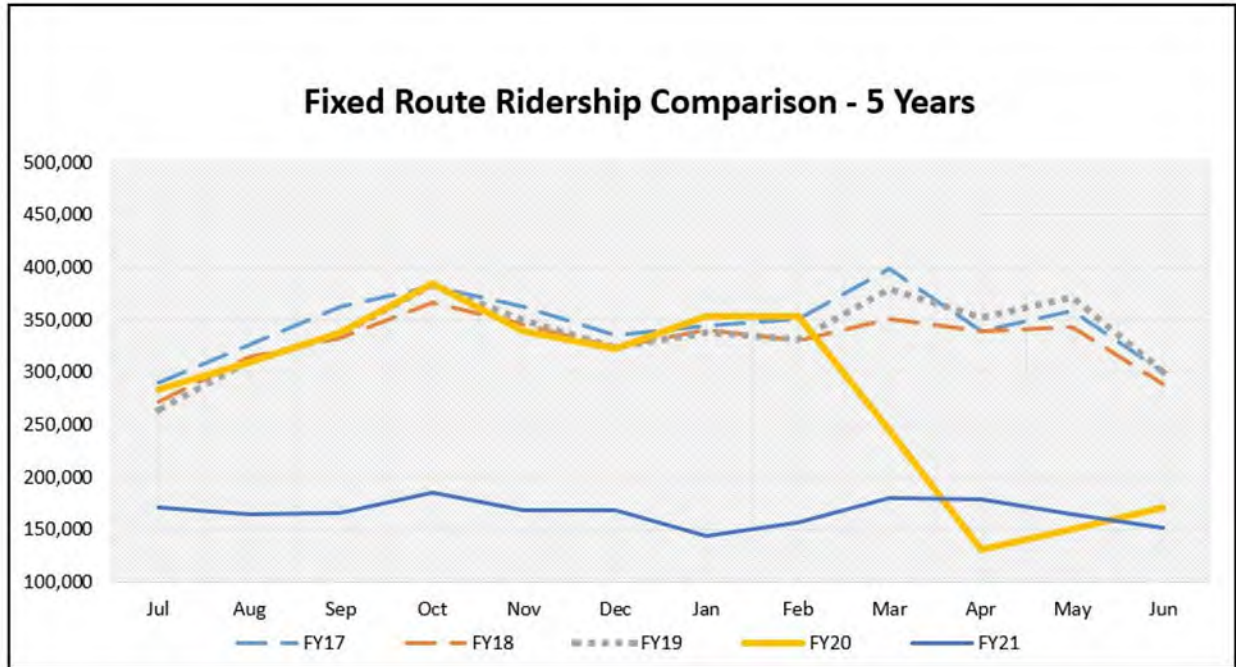
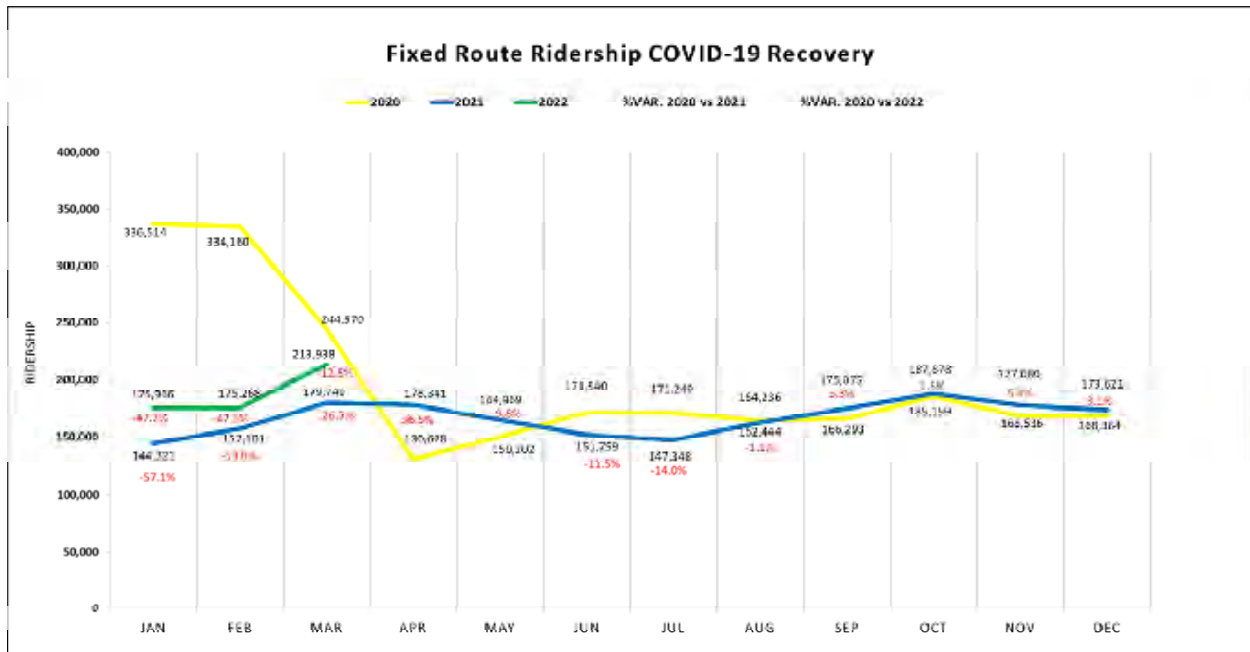


Figure 2.15 shows our COVID-19 recovery chart, showing detailed changes in ridership for the last three calendar years.

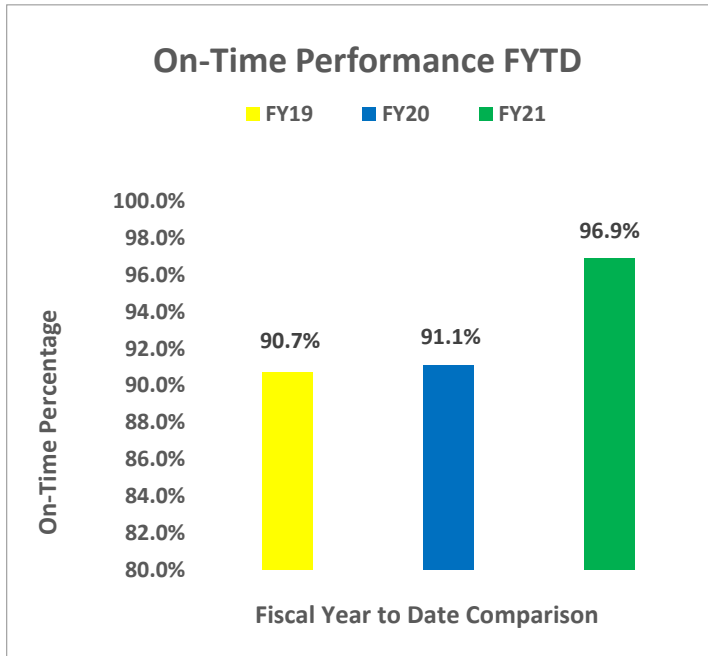
Figure 2.15 COVID-19 Impact on Fixed Route Ridership



Paratransit Performance

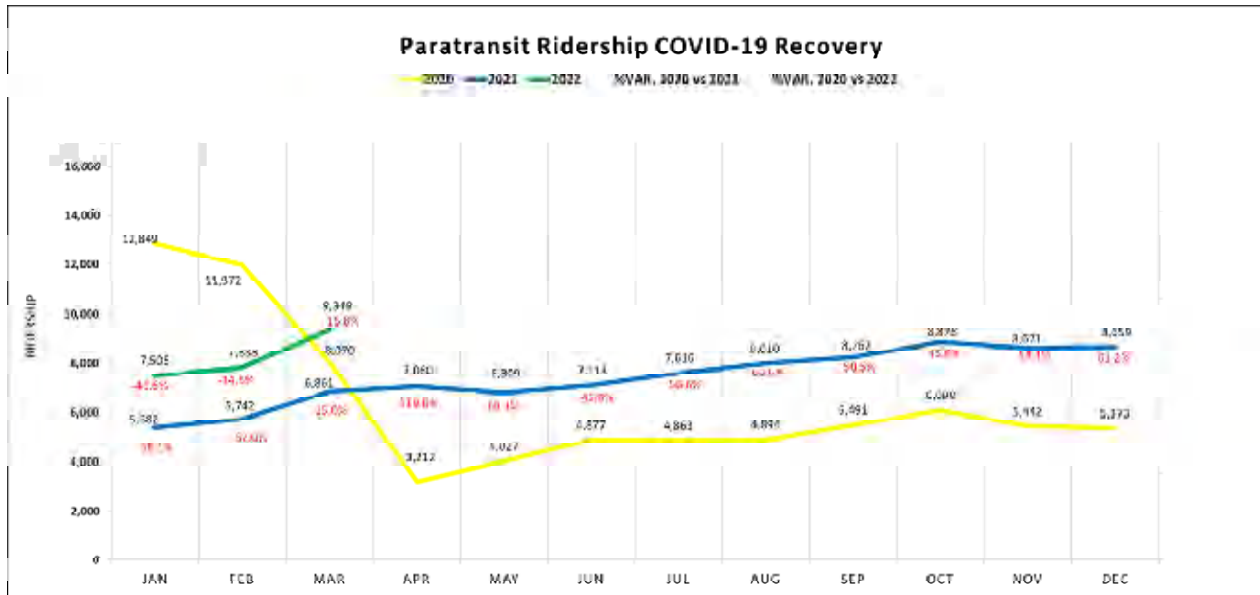
Figure 2.16 shows the SunDial on-time performance for FY19 to FY21.

Figure 2.16 SunDial On-Time Performance for FY19 to FY21



The effects of the COVID-19 pandemic were initially seen in March 2020 with a drop in ridership of 39.1 percent compared with 2019 and peaking in April with a 74.9 percent drop in ridership compared to the same time in 2019. Since then, a steady increase in ridership has occurred through FY21 (Figure 2.17).

Figure 2.17 Paratransit Ridership COVID-19 Impact



Taxi Administration

The SRA is charged with licensing and regulating taxicab businesses and drivers in the Coachella Valley. Figure 2.18 presents the current operating taxi businesses in the Coachella Valley, along with the number of vehicles operated by each company.

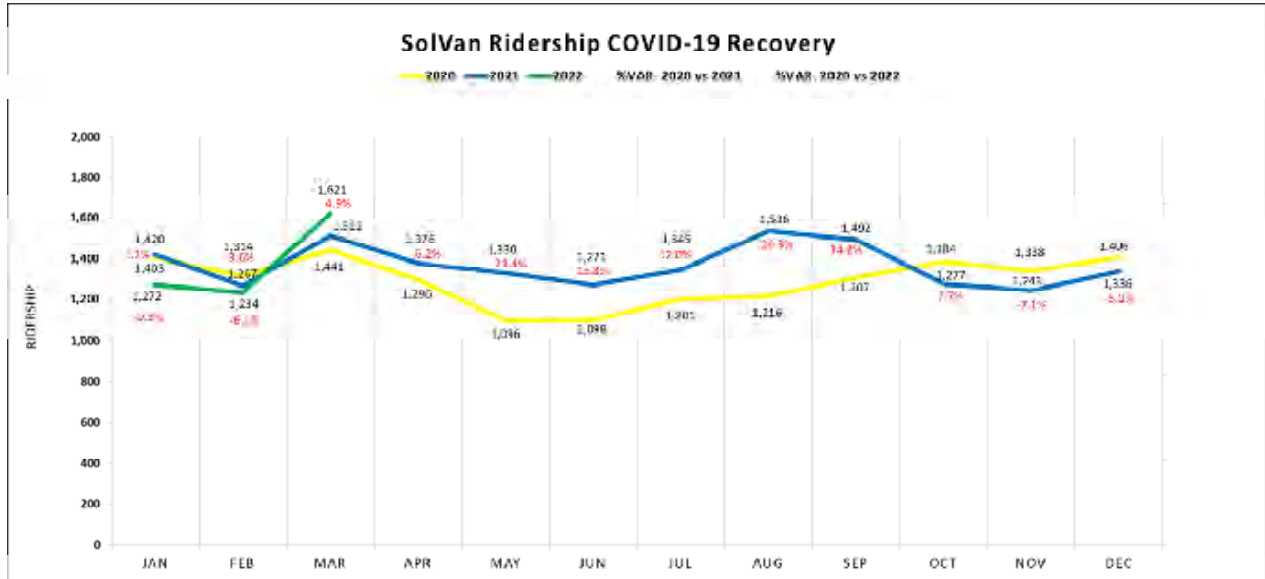
Figure 2.18 Taxi Businesses

Businesses	Vehicles
Coachella Valley Taxi	22
Desert City Cab	22
Yellow Cab of the Desert	35

SolVan – 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. Figure 2.19 shows the ridership trend of SolVan.

Figure 2.19 SolVan Ridership Trend



Major Trip Generators

The 2019 SunLine Transit Agency Rider Survey identified the main transit trip generators in the Coachella Valley. The top destinations for home-based work trips are Palm Springs, Palm Desert, and La Quinta. The College of the Desert and Palm Springs High School are top destinations for home-based other trips that include shopping, recreation, and education. SunLine service design should focus on serving major trip generators and creating convenient, direct linkages between origins and destinations.

2.2.2 Route-level Performance

Productivity

Figure 2.20 indicates that neither of the two Refueled trunk routes (Routes 1 and 2) met their performance standards.

Figure 2.20 Refueled Trunk Routes Average

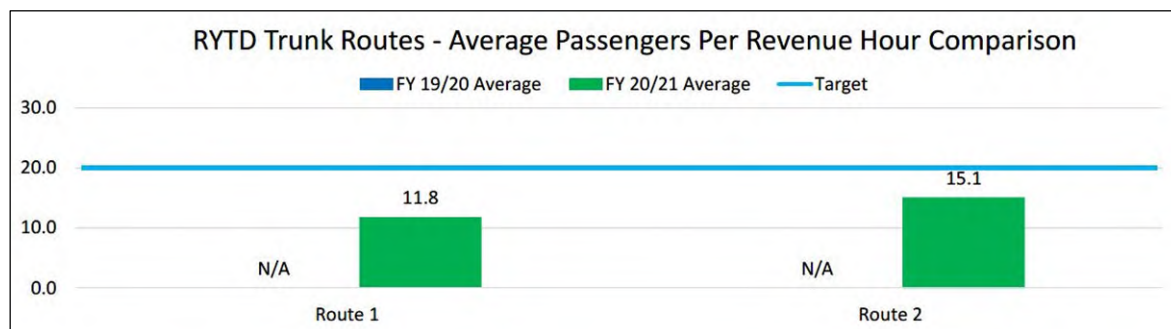
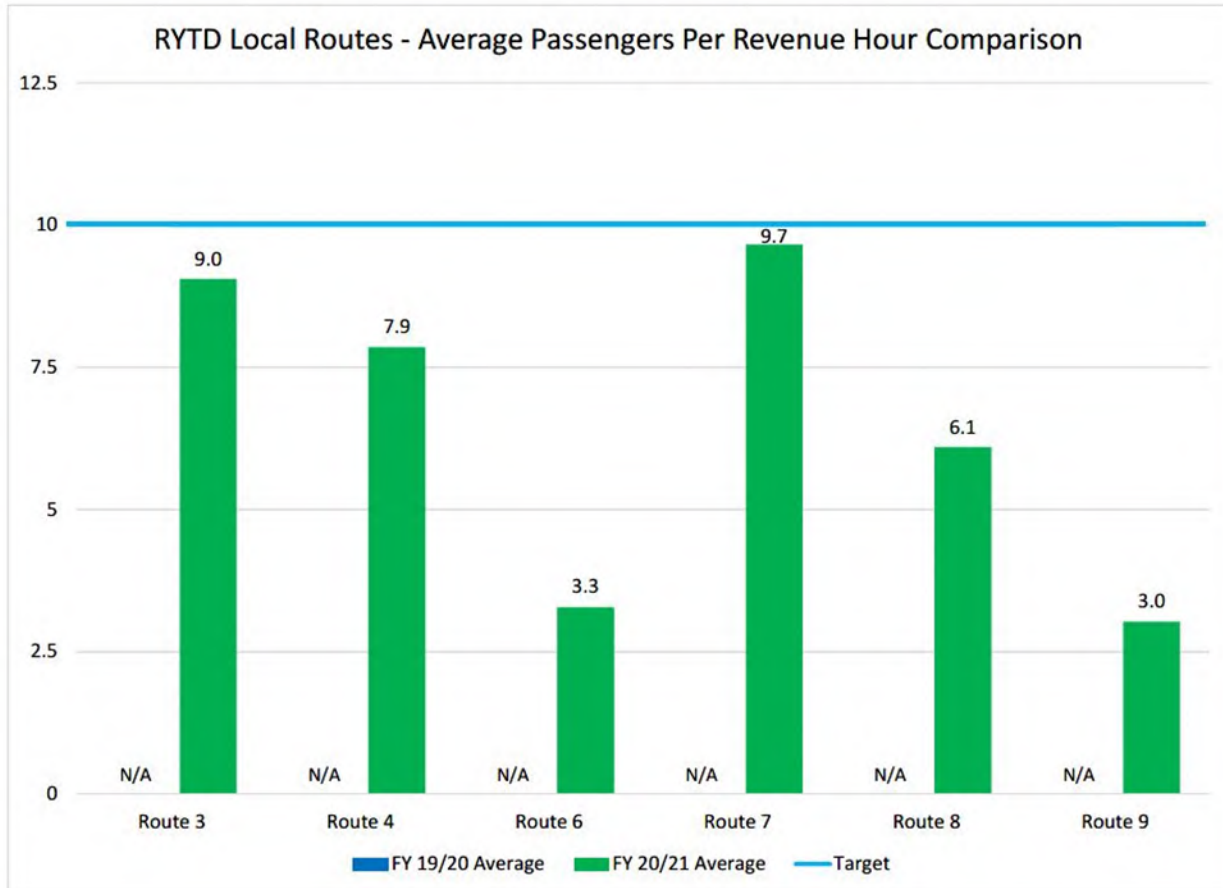


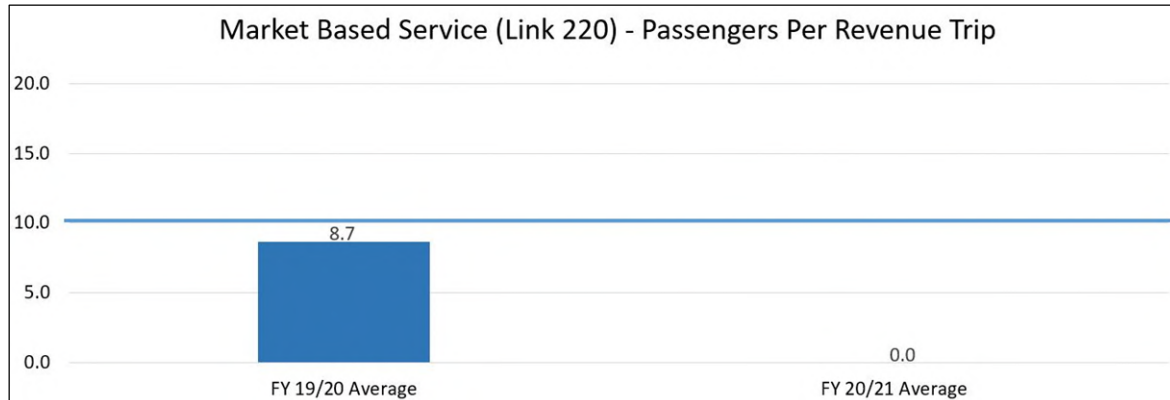
Figure 2.21 indicates that none of the six Refueled local routes (Routes 3 to 9) met their performance standards goal. Note that Route 5 did not operate this fiscal year.

Figure 2.21 Refueled Local Routes Average



Route 10 Commuter Link service started revenue service in July 2022 and it is currently performing at 8.7 PPRT (Figure 2.22).

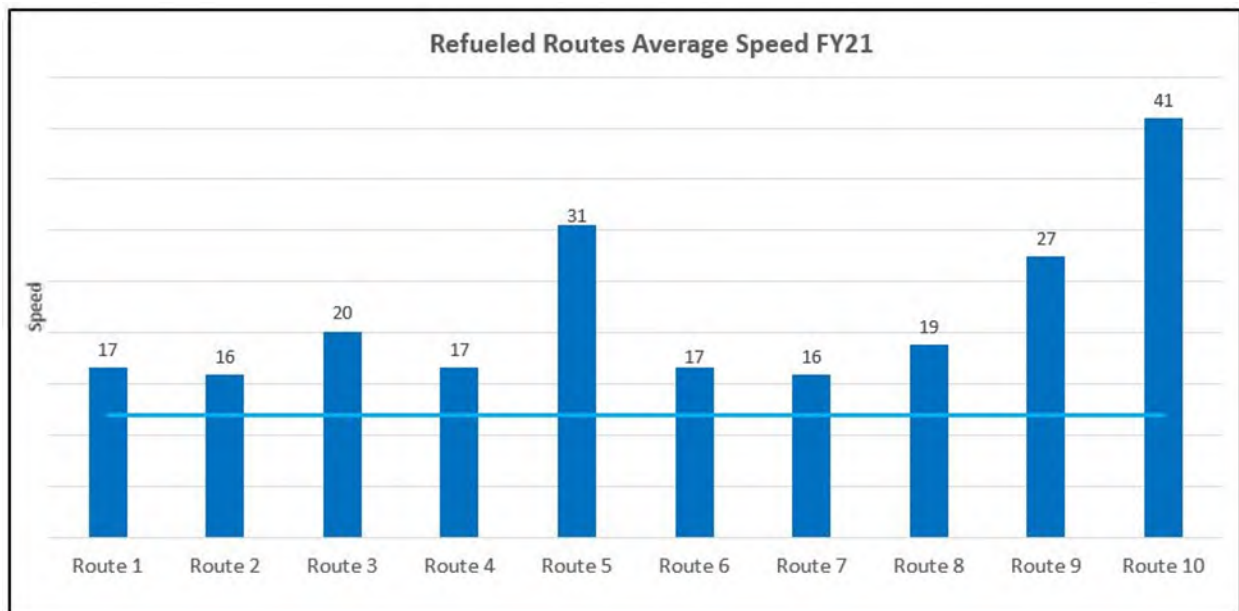
Figure 2.22 Market Based Service Average



Service Quality

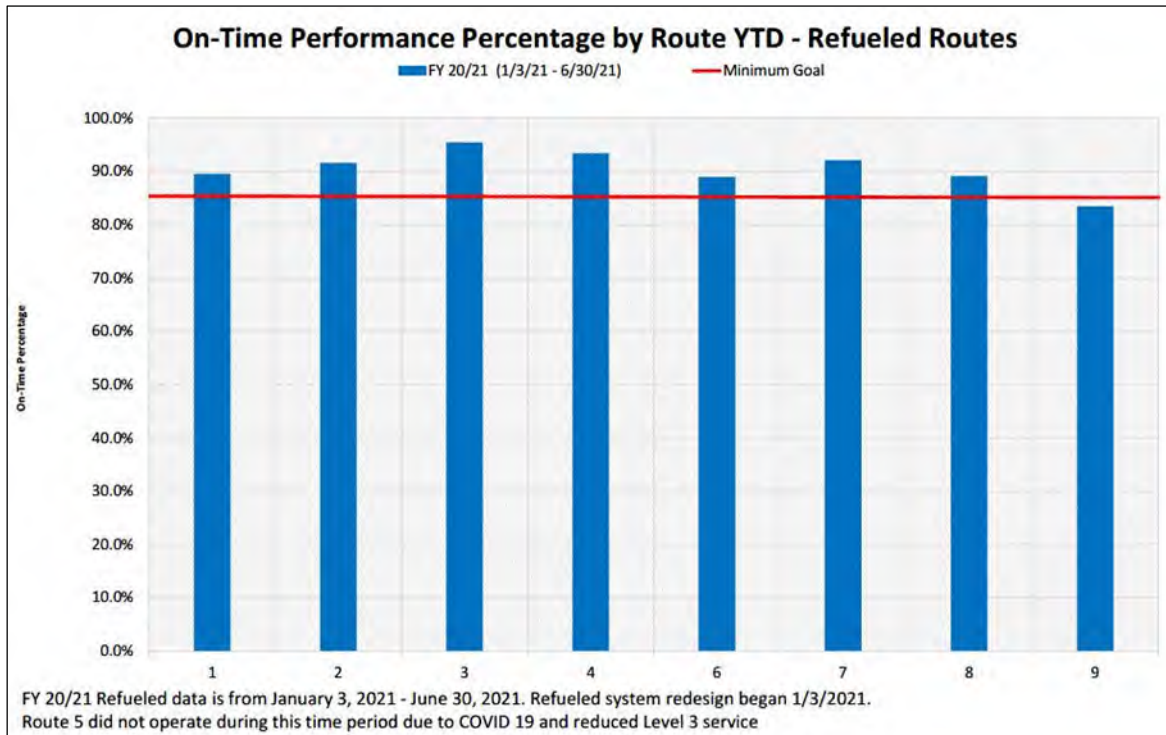
Service Scheduled Speed: The SunLine system is currently scheduled at an average of 18 mph, above the target scheduled speed of 12.5 mph (Figure 2.23).

Figure 2.23 Fixed Route Averaged Speed



On-time Performance: SunLine’s system-wide on-time performance is at 91.3 percent for January 3, 2021, to June 30, 2021. This exceeds the goal for FY21. All routes operated above the minimum on-time performance standards, as captured in Figure 2.24, except for Route 9, at 84.5 percent.

Figure 2.24 On-Time Performance by Route



Percent Service Completed: The set standard for service completed is 99 percent by service mode, shown previously in Figure 2.5. The percentage of service completed for FY21 was 99.4 percent of our approved Level 3 service, exceeding our minimum service standard.

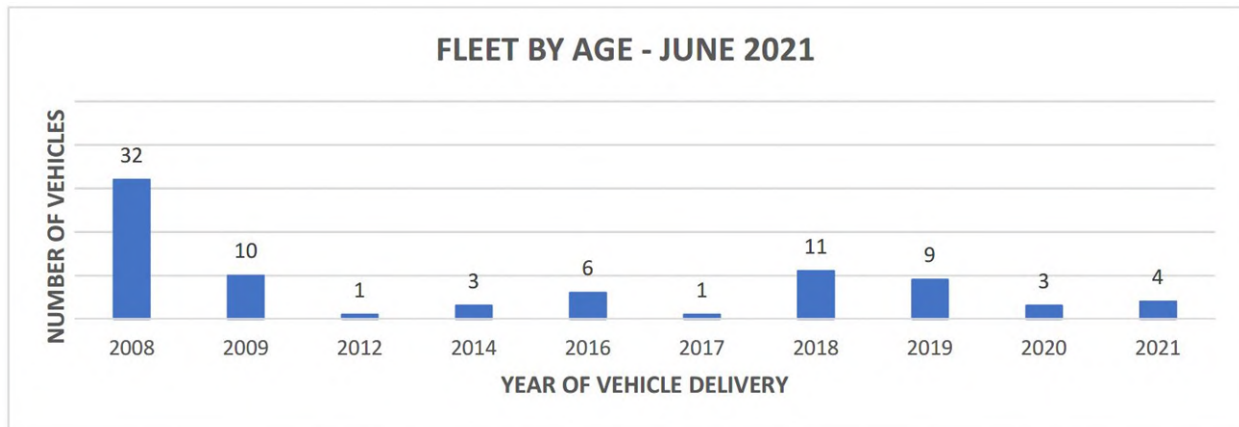
Miles between Service Interruptions: The standard of 5,000 miles between service interruptions was exceeded throughout the review period. Miles between service interruptions for FY21 are noted in Figure 2.25.

Figure 2.25 Miles between Service Interruptions Standard

FY21 Month	Fixed Route Miles between Service Interruptions
July	5,584
August	3,839
September	6,211
October	6,896
November	7,319
December	10,489
January	9,344
February	6,988
March	6,557
April	6,917
May	8,000
June	6,676

Average Fleet Age: The fixed route average fleet age is 8.2 years. SunLine continues to replace buses in the fleet that have met their useful life. Figure 2.26 shows the fleet age as of June 2021.

Figure 2.26 Fleet Age



Bus Deployment: SunLine is in full compliance with Title VI, which protects people from discrimination based on race, color, and national origin in programs and activities receiving federal financial assistance. SunLine ensures equitable distribution of its assets in delivery of transit services to the people of Coachella Valley.

Buses are assigned according to successful completion of maintenance functions without regard to route assignment, or vehicle age, except in size considerations as outlined in the Bus Deployment Policy described previously. Additionally, fuel cell buses and battery electric buses (BEBs) are assigned to

routes with shorter distances and/or durations that are within the acceptable range capacity of those vehicles.

Adequate numbers of buses are assigned to routes with high demand to avoid instances of overcrowding or standing passengers. All SunLine buses are fully air-conditioned and are 100 percent accessible to persons with disabilities.

- Routes 1, 2, 3, and 4 should use 40-foot buses given the higher passenger volumes.
- Other routes should use either 40- or 32-foot buses based on ridership demand.

2.2.3 Productivity Improvement Efforts Underway

As SunLine works to recover from the pandemic, several improvement efforts are underway to generate ridership. SunLine is constantly evaluating its routes to improve productivity. This includes KPIs such as farebox recovery and passengers per hour or trip. SunLine also continually evaluates its bus schedules and blocking to reduce deadhead miles and optimize layovers between trips.

For example, the new 10 Commuter Link is aimed at improving regional service between the Coachella Valley and the Inland Empire. For students, 10 Commuter Link will provide a direct connection between the California State University, San Bernardino's Palm Desert campus and the main campus in San Bernardino. It will also provide a connection to the San Bernardino Downtown Metrolink Station.

The Route 1X weekday express service is intended to improve productivity on SunLine's highest ridership route. Stopping at five locations in the Highway 111 corridor, Route 1X will provide a 60-minute trip between Indio and Palm Springs.

SunLine is conducting a microtransit pilot project to connect riders to main route service by bridging the first mile, last mile gap. This flexible, on-demand rideshare service is designed to connect riders to the fixed route system by providing point-to-point rides along identified fixed route corridors. The pilot project, which started in January 2020, is evaluating the feasibility of using local taxis to expand SunLine's service area and reach non-traditional markets.

Chapter 3. Future Service Plans, Fare Changes, Capital Planning, and Marketing

As an agency of firsts, SunLine Transit Agency has remained committed to building a truly intermodal, clean, and sustainable transportation network in partnership with local jurisdictions, regional and federal governments, and the private sector to develop, finance, and implement strategies to attract choice riders, expand SunLine’s market share, and increase ridership. SunLine continues to progress on the following strategic action items, discussed further in this chapter:

- Strive to fully implement approved Refueled initiatives:
 - Implement Route 1X in fall 2022 contingent on availability of coach operators.
 - Increase the frequencies as noted in Figure 3.1 as soon as possible, contingent on availability of coach operators.
- Develop new service strategies to serve the new Acrisure Arena scheduled to open January 2023 in Palm Desert.
- Explore the feasibility of expanding the SunRide program, implement two new SunRide zones, in the City of Indio and City of Cathedral City in September 2022
- Complete construction of the Coachella Mobility Hub with a proposed opening/ready for service date of January 2024, or earlier upon completion of construction
- Contingent on approval of Areas of Persistent Poverty grant, develop plan, enter into a project development agreement, and develop funding for constructing a new mobility hub in Cathedral City
- Through ongoing bus stops and amenities improvement program, replace outdated bus stop shelters and amenities, add new bus shelters and amenities according to policy, and address non-emergency safety and accessibility improvements. Continuous improvement of bus stops and amenities is essential to maintain and improve the first impression of SunLine where current and potential passengers and the community connect with SunLine.
- Marketing plan – continue with SunLine’s ongoing improvement, communications, and education programs to enhance collaborative planning efforts that protect the integrity of the transit network and benefits of transit—that is, improve the experience of the entire journey
- Update bus stop signs systemwide – ensure bus stops are easily identifiable, clean, accessible, and welcoming. To complement this program, SunLine is also updating bus stop signs with new information to connect with real-time bus arrival information and schedules necessary to complete the transit trip. These improvements are essential to attracting choice riders and expanding the transit market by making it convenient to use transit.

- Capitalize on the CVLink multimodal corridor, which has the potential to connect neighborhoods to transit, activity centers, and address some of the first- and last-mile mobility needs of the Coachella Valley.

3.1 Service Plans and Priorities FY2023-2025

The Refueled route network is functioning well, notwithstanding the impact of the pandemic. Few service changes are proposed in the short term, such as restoring service to pre-pandemic levels, introducing the postponed Route 1X, and developing options to serve the Acrisure Arena. Overall, however, a planned high-level review of route performance and recent developments within the region may result in a more detailed review of service plans and priorities, as discussed below.

3.1.1 Return to Pre-Pandemic Service Levels

During the COVID-19 pandemic, SunLine reduced service in response to a decrease in ridership and available drivers. As shown in Figure 3.1, SunLine is currently operating a modified schedule, but intends to restore full service frequencies and spans. Full service provision is included in SunLine's FY23 budget. The main constraint to adding service is the challenge of hiring, training, and retaining bus operators during this period of low unemployment and high inflation. SunLine is considering multiple strategies to supplement service levels efficiently, including prioritizing peak-period frequency improvements and reviewing schedules to make the best use of current resources. Higher-productivity routes, such as Route 2, will be prioritized for increases in frequency and span as additional bus operators are available.

Figure 3.1 Headway by Route and Service Level

Route	Description	Regular Service			Modified Schedule		
		Wk	Sa	Su	Wk	Sa	Su
1	Coachella - Via Hwy 111 - Palm Springs	20	20	20	20	20	20
2	Desert Hot Springs - Palm Springs - Cathedral City	20	40	40	40	40	40
3	Desert Edge - Desert Hot Springs	60	60	60	60	60	60
4	Palm Desert Mall - Palm Springs	40	60	60	60	60	60
5	Desert Hot Springs - CSUSB Palm Desert - Palm Desert Mall	60	NS	NS	60	NS	NS
6	Coachella - Via Fred Waring - Palm Desert Mall	45	60	60	60	60	60
7	Bermuda Dunes - Indian Wells - La Quinta	45	90	90	90	90	90
8	North Indio - Coachella - Thermal/Mecca	40	60	60	60	60	60
9	North Shore - Mecca - Oasis	60	60	60	60	60	60
10	Indio - CSUSB Palm Desert - CSUSB - San Bernardino Transit Center/ Metrolink	4 round trips	NS	NS	4 round trips	NS	NS
1X	Express Indio - Palm Springs	TBD	NS	NS	NS	NS	NS

Notes: Wk = weekday, Sa = Saturday, Su = Sunday, NS = no service, TBD = to be determined

3.1.2 Acrisure Arena

The Acrisure Arena, which is scheduled to open in January 2023, is a 10,000-seat event center hosting concerts, basketball games, hockey games, and other activities. Notwithstanding the evaluation of Route 5 service to the arena, there may be merit in further bus service and cost sharing or sponsorship discussions with the arena management to potentially connect other parts of the Coachella Valley to the arena. Event-focused services from downtown Palm Springs in the west, the Coachella Mobility Hub in the east, and Route 5 from the south—along with branding and sponsorship opportunities—should be studied.

3.1.3 Coachella Mobility Hub

Routes 1, 6, and 8 currently connect at the Transfer Terminal at Vine Avenue and Fifth Street in Coachella. There are plans to develop a Coachella Mobility Hub at Fourth Street and Cesar Chavez Street, to open in January 2024. The Mobility Hub would provide a residential development, bus laybys, passenger amenities, and connecting pedestrian and bicycle paths. Following completion of the Mobility Hub, the current routes at the Vine Avenue Transfer Terminal should be refocused to service the Coachella Mobility Hub. Frequency on Route 1 is proposed to increase to every 15 minutes upon

completion of this mobility hub. Four additional buses have been procured to support this increased service on SunLine's most productive route.

3.1.4 Route 10 Commuter Link

Route 10 originates in Indio and terminates at the San Bernardino Transit Center (SBTC)/Metrolink Station in downtown San Bernardino. Intermediate connections are made with California State University in Palm Desert, the Walmart Center in Beaumont, and California State University in San Bernardino. There are four westbound and four eastbound trips each weekday, with no service on weekends or holidays.

Route 10 is a key service linking multiple transit routes, community services, and educational facilities in the eastern valley. Of concern is the unbalanced nature of the Route 10 ridership, with strong peak-direction ridership and little ridership on the return trip. Marketing and incentivizing reverse-peak-direction travel could improve the overall route's productivity.

3.1.5 School Trippers

School trippers are provided to augment certain routes or areas to ensure the base routes are not overcrowded. They may also provide a more direct route to specific schools. A single well-utilized school tripper bus may be a very productive service; however, it is critical that these services are regularly reviewed to ensure they are required. If the base routes can accommodate the school ridership, then it is unproductive to add an overlay of additional school trippers.

3.1.6 SunRide (Microtransit) Service

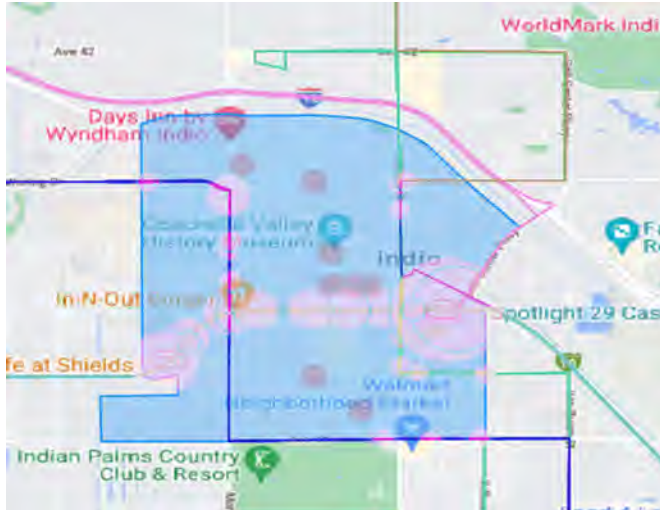
SunRide on-demand microtransit service is available in four Coachella Valley zones, connecting passengers to the fixed route network or a destination within the zone. As SunLine gains experience operating microtransit services, the existing zones should be reviewed to ensure they serve the appropriate geographies. Other service areas within the Coachella Valley should be assessed for new SunRide opportunities. These may be new service areas or existing fixed route substitutions.

3.1.7 SunRide Future Service Plans

SunLine plans to expand the current geo-fenced zones and introduce two more microtransit zones in Indio and Cathedral City in September 2022. The planned new geo-fenced zones are two additional identified areas that will benefit from the service. The plan is to purchase additional wheelchair-accessible minivans to serve the expansion of this service. Additional marketing to educate the public and promote this service is needed in all geo-fenced areas. It has been identified that street outreach teams are the best way to get the word out to the public on this service. Since the COVID-19 pandemic, SunLine ceased street outreach teams to assist in minimizing the spread of the virus. Once it is safe to begin educating the public on SunLine's family of services using street outreach teams again, SunLine believes ridership for the SunRide service will greatly improve.

Indio

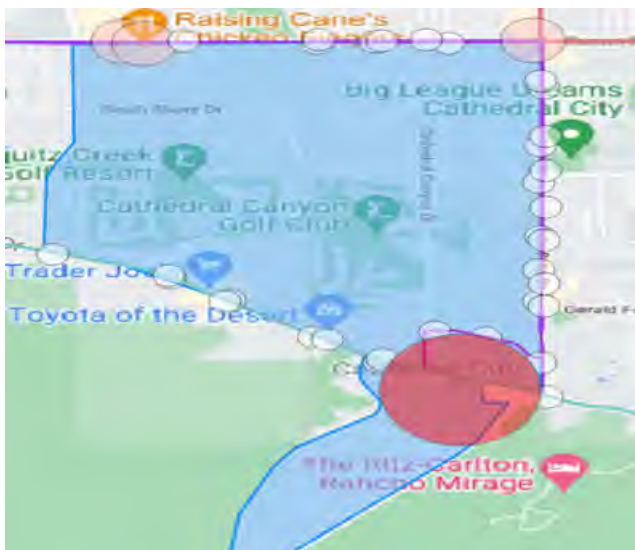
On-demand microtransit service will provide connections to fixed routes 1, 6, and 8. This geo-fence will also provide needed service to the Indio Teen Center, Senior Center and High School.



Estimated Daily Ridership	10-15 (Initial Ridership)
Vehicles Required	1 (initial) 2 (future)

Cathedral City

On-demand microtransit service will connect riders to fixed Routes 1 and 2 and serve as a first-and last-mile solution in the area, incorporating a new service area in Cathedral Cove.



Estimated Daily Ridership	10-15 (Initial Ridership)
Vehicles Required	1 (initial) 2 (future)

Additionally, SunLine is exploring the feasibility of bringing SunRide on-demand microtransit services to communities in Palm Springs, and La Quinta.

3.1.8 Modifications to Paratransit Service

The provision of ADA services remains a challenge because it is costly. Efforts to mitigate the increasing expenses in demand-responsive service include revisions to the paratransit eligibility/certification process and continuing to monitor late cancellations and no-shows, which improves the availability of appointment time slots and makes SunDial service more efficient for customers. SunDial staff periodically (monthly) measure the systemwide average rate for that month to determine whether a particular customer has excessive late cancellations or no-shows. They then consider the customer's overall frequency of use and evaluate whether there is "a pattern of abuse" relative to how often that customer travels with SunDial.

SunDial will continue to move forward with the paratransit eligibility/certification process and implement in-person interviews to ensure paratransit riders qualify for the service. SunLine also plans to implement new technology soon to facilitate online scheduling and cancellation of paratransit reservations. The new technology will provide a reminder call the day before to encourage cancellation when plans change and will also provide customers with notification 5 minutes prior to passenger pickup.

3.1.9 SolVan Service Goals

SunLine has several goals for its vanpool program and has developed a marketing plan to achieve them. Goals include:

1. Gain new vanpool riders whose route travels through or ends in eastern Riverside County.
2. Continue educating employers and employees in eastern Riverside County about the benefits of promoting alternative modes of transportation, the SolVan program, and how the program works.
3. Continue to support SunLine as a leader in alternative transportation options, recognizing the agency for bringing a new commute option to eastern Riverside County.
4. Continue to support current vanpool participants to ensure their satisfaction with the program to promote long-term program participation.
5. Work alongside the regional rideshare program, IE Commuter, to mine employee data of carpoolers and interested carpoolers and drivers commuting long distances with regular work shifts for potential vanpool groups, add incentives and outreach efforts, and leverage large and small employers to create a green thinking workspace as an employee benefit.

SolVan Marketing Plan

SunLine's marketing plan includes the following strategies to improve SolVan performance:

- **Employer partnerships and network meetings:** Host Employee Transportation Coordinator network meetings at SunLine on a quarterly basis.

- **Press releases:** Identify stories regarding commuters and topical activities.
- **Testimonials/stories:** Include personal interest stories in press releases or newsletters.
- **Websites:** Keep both the SunLine and SolVan websites updated with van vendor changes, vehicle options, pricing, guideline changes, list of active vanpools, etc.
- **Events:** Attend employer and community events when requested to promote Transportation Demand Management and vanpool services.
- **Social media:** Share or re-post all SunLine and SolVan posts through IE Commuter on social media platforms as they occur (Facebook, Instagram, Twitter). Use special “boost” messages for social media outreach through SunLine sites.
- **Customer service scripts and quick facts:** Provide updates to SunLine Customer Service staff regarding vanpool details.
- **SunLine staff outreach:** Reestablish a rideshare program internally for SunLine employees in coordination with IE Commuter.
- **Specialized marketing outreach:** Identify and determine new campaign opportunities for combined SunLine, SunCommute, and SolVan efforts.
- **Agricultural outreach:** Continue coordination with CalVans and local community groups in eastern Coachella Valley and attend and support local events as requested.
- **CalVans Marketing/Outreach:** Conduct ongoing outreach with local farms, independent of SolVan, and provide employer vouchers because many farms pay the full vanpool cost to attract farm workers (no SolVan subsidy provided in this scenario).
- **Graphic campaigns:** Create printed graphics in English and Spanish and post them on area bus shelters and onboard buses.
- **Media campaigns:** Create radio commercials in English and Spanish and run on local radio stations for the first year. For following years, television commercials were created in English and Spanish and focused on both agricultural and traditional worksites and aired on local television stations. Television has visual advantage of better explaining what a vanpool is by showing how it operates.
- **Marketing materials:** Print updated marketing materials.
- **Novelty items:** Creating new SolVan novelty items, supplemented by IE Commuter novelty items.
- **Survey commute data:** Use IE Commuter employee survey commute data for larger employers in territory to identify and target employees in specific communities.

3.2 SunLine's Overall Marketing Plans, Studies, and Promotions

SunLine will balance a re-emergence from COVID-19 restrictions in FY22-23 while maintaining key messaging that conveys that SunLine offers safe, clean transportation alternatives to the Coachella Valley and beyond.

The opportunity to move beyond COVID-19 protocols as primary messaging (while ensuring safety is always a part of messaging, where appropriate) allows SunLine to focus on promoting SunLine initiatives to restore ridership.

Marketing efforts should also highlight the continued expansion of SunLine's green fuels fleet, the progression of hydrogen fueling, and zero-emissions programs (including the West Coast Center of Excellence and the H2 SilverSTARS project that will introduce groundbreaking technology that produces hydrogen from renewable natural gas).

3.2.1 Goals

Goals are crucial for keeping SunLine on track and creating purpose for each marketing strategy implemented by the Marketing Department. Goal setting involves the development of an action plan designed to motivate involved groups toward a common goal. This year's goals include:

1. Restore and increase ridership overall
 - a. Increase SunRide ridership and promote its expansions
 - b. Increase promotion and ridership of the 10 Commuter Link
 - c. Gain ridership for Route 1X upon launch
2. Increase advertising revenue
3. Expand awareness of clean energy initiatives
4. Improve customer satisfaction

3.2.2 Target Audiences

According to the 2019 Redhill Group survey, just over half (51 percent) of customers are employed either full-time (24 percent) or part-time (27 percent) and more than one-third (36 percent) of customers are students. A third (34 percent) are under 25 and the majority (66 percent) are under 45 years old. Nearly half (48 percent) of SunLine customers identify themselves as Hispanic/Latino, just over one quarter (28 percent) identify as White, and 14 percent as African American. COVID-19 may have affected these numbers to some degree, but they are still a good benchmark for marketing purposes.

The mean household size is 3.2, and most customers live in households with an annual income of less than \$50,000 (90 percent). Sixty percent of customers live in households with an annual income of less than \$25,000. The estimated median annual household income system-wide is \$20,203, which falls

below the 2019 Poverty Guideline for a family of 3, as released by the U.S. Department of Health and Human Services.

To effectively implement marketing strategies that match the goals, understanding SunLine’s target audiences is crucial. The Marketing Department will focus its marketing efforts on the following key audiences:

- students
- current riders
- lapsed riders (due to COVID-19)
- potential new riders
- community at large
- industry professionals

3.2.3 Marketing Strategies

SunLine will tailor its marketing strategies and messaging depending on each target audience and its motivations.

3.2.4 Social Media and Website

After building a robust social media program in recent years, SunLine has increased regular communication directly to its target audiences (fans/followers of SunLine’s social media platforms). Posts have been entertaining and informative—both key components of keeping followers engaged.

Transit Tuesdays offer a weekly online event that discusses pre-selected topics. Followers can tune in at the same time and day each week knowing informative content awaits them. Other posts tie in history, comedy, safety, and recognition. This variety in messaging keeps the platform interesting and worth following.

3.2.5 Advertising

Strategically using SunLine’s budget, an advertising plan that maximizes available advertising funds and incorporates innovative advertising strategies will be developed and implemented. It will use platforms such as digital, print, radio, and TV media. The goal is also to promote all key messaging on internal advertising mediums, such as bus shelters and interior bus advertising.

3.2.6 Rider/Community Input

A strong marketing program incorporates a strategy for listening to constituents. SunLine will create and facilitate a new survey to gather input regarding SunLine Refueled initiatives and how they are being received in the community. This provides the opportunity to learn about any issues that may need to be

addressed. Data gathered can be used to make any necessary adjustments to the SunLine Refueled pillars.

3.2.7 Public Relations

SunLine’s public relations representatives will draft press releases to promote SunLine initiatives. They will also pitch stories to the media to publicize key newsworthy items, coordinate media interviews, and follow up on media requests in a timely fashion.

3.2.8 Customer Service Center/Website

SunLine’s customer service center expanded this past year to include LiveChat on the web for those who need immediate assistance navigating the new Consolidated Fixed Route network. The website has also been instrumental as a central resource for all communications and announcements disseminated by SunLine. In addition, the customer service center offers phone line support by customer service representatives Monday through Friday. Agents can use resources such as Google Transit Trip Planner and MyStop Bus Tracker to answer customer inquiries quickly and accurately. Bilingual customer service agents are available to assist with questions in both English and Spanish.

3.2.9 Video Production

The creation of videos as marketing tools will increase this year, according to shifts in social media audience preferences. By developing an expanded library of video assets, SunLine will be able to initiate increased engagement with its target markets, and those individuals will better retain the information being shared through unique videos.

3.2.10 Rider’s Guide

A revamped Rider’s Guide has become an essential communications tool for SunLine. A more updated format features relevant information for riders, including directions, maps, time points, bus stop locations, schedules, fares, transfer instructions, and how to receive assistance with SunLine’s programs and services. Transit system information, which aligns with the updated Rider’s Guide, can also be found at transit centers, on buses, and at bus stops. SunLine’s transit information is provided in both English and Spanish. A mini guide about SunLine Refueled programs and services will be also printed and distributed.

3.2.11 Clean Fuels Fleet Communications

SunLine’s reputation as a pioneer in clean air and alternative fuel technology must continue to remain top-of-mind by promoting news regarding SunLine’s advancement in its Zero-Emissions Bus Rollout Plan. With the construction of the hydrogen electrolyzer, SunLine has been able to plan early to allow for other agencies to have a model for small- to mid-size systems to follow.

3.2.12 Internal Communications

Keeping employees up to date on company initiatives and marketing efforts inspires higher morale and invites them to be involved in the bigger picture. To this end, SunLine has an internal newsletter featuring key stories and facts about SunLine’s latest initiatives, such as SunLine Refueled. Virtual activities that are inclusive to all SunLine employees have also gone live. These efforts improve communication with the employee target audience, providing a platform for disseminating COVID-19 updates and making SunLine an even better place to work.

3.2.13 Building an Effective Marketing Plan

All the tools mentioned above will be implemented to market SunLine as a leader in transportation, innovations, and alternative fuel technology. As stated, targeted messaging and the use of effective platforms and strategies will be pivotal to increasing ridership, rebuilding trust, communicating progress, and engaging employees. Despite the hardships and heartaches, COVID-19 challenged SunLine to reach new limits and taught us resilience and the importance of embracing new technology. While the road ahead of transportation looks different now, SunLine is driving the future of transit.

3.2.14 Community Outreach

SunLine works with local organizations, businesses, government agencies, and nonprofit organizations to promote SunLine programs and services. Community outreach involves grassroots organizations to identify unmet transit needs and build community-based marketing partnerships. Historically, SunLine invests in these relationships by participating in community events such as mobility workshops, food drives, fundraisers, parades, and special events. During the COVID-19 pandemic, SunLine developed a new plan to connect with members of the community through virtual outreach efforts to capture different audiences. Such efforts provide SunLine the opportunity to promote transportation services and programs to existing riders and attract potential future riders. Outreach for Refueled will be especially important to educate community stakeholders on the enhancements to their transit experience.

3.2.15 Public Presentations

Target audiences include seniors, students, social services, businesses, and community leaders. The main goal is public education related to the economic and environmental benefits of using public transportation. During presentations, SunLine highlights the key role that we hold as a public transit provider and leader in alternative fuel technology. SunLine’s use of hydrogen electric fuel cell and battery electric fuel cell buses has affected the environment on a global scale. Presentations emphasize why this is important and how it affects residents of the Coachella Valley. These presentations typically occur at senior centers, colleges, and school orientation programs. In response to COVID-19, many presentations will be virtual, in partnership with host organizations.

3.2.16 Travel Training

Transportation provides us with a sense of independence and opportunities to engage within our community. Sunline’s Travel Training Program offers opportunities for riders to learn how to independently traverse a public transit system. To this end, SunLine offers group and one-on-one training aboard a fixed route bus to build confidence and allow people to travel with ease.

3.2.17 Transit Ambassador Program

The SunLine Transit Ambassador Program, known as TAP, empowers employees to expand SunLine’s culture of customer service. TAP consists of a series of training sessions that address crucial topics and everyday scenarios in public transportation service. A Transit Ambassador has completed this program and can assist passengers with their trip planning. Transit Ambassadors will assist the rider until the rider feels confident in navigating the SunLine system independently.

3.2.18 Access Advisory Committee

The Access Advisory Committee, which meets bi-monthly, was formed in 1995 as an advocacy group consisting of various agencies in the Coachella Valley. Committee members range from community activists to everyday transit users who are committed to promoting successful implementation of the transportation provisions of the ADA and other related federal legislation or regulations.

3.2.19 Human Trafficking Prevention

Awareness of the transportation-related risks associated with human trafficking has grown in recent years. In partnership with the Coachella Valley Coalition Against Human Trafficking and funded in part by an Innovations in Transit Public Safety Grant from FTA, SunLine launched a 6-month campaign in September 2021 to educate the public about the increasingly prevalent issue of human trafficking. The goal of this campaign is to educate the public about the signs of human trafficking, provide a call-to-action for those who feel they may be witnessing a human trafficking incident, create an overall increased awareness of human trafficking in the community, and share resources that will allow others to take steps that will help stop human trafficking.

3.2.20 Areas of Persistent Poverty and Historically Disadvantaged Communities

Transit is a vital service for disadvantaged populations in the SunLine service area. As discussed in Chapter 1, several census tracts in the SunLine service area meet the federal criteria to be designated as Areas of Persistent Poverty or Historically Disadvantaged Communities. Tribal lands, which are also considered Historically Disadvantaged Communities, are also located in the service area. As discussed in Section 3.3 below, disadvantaged populations are a core market for transit and have unique travel patterns. SunLine will consider these federal designations in its public outreach efforts and assessment of environmental justice when evaluating service improvements and funding opportunities.

3.3 Pandemic Recovery Recommendations and Best Practices

As part of the ongoing SunLine Refueled before and after study, a literature review was conducted to glean insight on the future of transit and best practices for recovery from the pandemic. Through this process, several themes emerged:

- Transit demand has been reduced by the pandemic, but not in an even manner. Lower-income riders and essential workers commuting to in-person jobs at all hours continue to depend on transit service. In contrast, the increase in telecommuting is anticipated to be sustained, although to an uncertain degree, resulting in reduced peak period demand for travel to central business districts. Agencies can respond by preserving frequent line-haul service throughout the day while deemphasizing costly peak-period service.
- Network redesigns that emphasize a set of frequent core routes, as Sunline Refueled does, have proven successful for other agencies, and this is the type of service that has performed best through the pandemic by meeting the needs of the disadvantaged populations that remain the “core” ridership base for transit agencies.
- Changes in vehicular travel patterns throughout the pandemic affect bus running time across the day and may require schedule modifications. Well-established practices, such as dedicated lanes and transit signal priority (TSP), can help agencies ameliorate the impacts of rising congestion and improve competitiveness in comparison with other modes. SunLine is participating in the ongoing SCAG Regional Transit Lanes Study, which includes Highway 111 as a potential corridor for transit priority treatments.
- The untethering of jobs from offices has resulted in a shift toward living in suburbs and smaller urban areas, and the Coachella Valley is likely to continue growing faster than the Southern California region. As these population shifts drive development, SunLine will need to reevaluate which areas have sufficient population to support service and whether service levels are keeping up with growth in population.
- As transit ridership recovers, flexible, on-demand microtransit may be a more cost-effective way to maintain service coverage in areas with low fixed route ridership. Microtransit can also have synergy with and improve the efficiency of paratransit service through sharing of vehicles and automation of trip assignments. SunLine and RideCo are evaluating the potential of expansion of SunRide service areas.

3.4 Projected Ridership Growth FY23–25

Following a significant downturn in ridership in March 2020 related to the COVID-19 pandemic, SunLine expects it may take several years for ridership to rebound. SunLine and its planning partners are using the regional travel demand model to prepare long-term ridership forecasts for the unconstrained transit redesign.

3.5 Proposed Fare Structure Changes

While the Board of Directors has directed SunLine staff to explore a fare-free system, the aim of this fare policy is to increase SunLine’s revenues with a simplified structure that continues to provide support for low-income individuals. Recent fare-related efforts and actions are discussed below.

Haul Pass

The College of the Desert and California State University, San Bernardino’s Palm Desert campus are important transit markets in our service area. Started in August 2018 with a grant from the LCTOP, the SunLine Haul Pass program gives students at these schools free access to SunLine buses with their student ID. The LCTOP grant is funding an expansion of the program to students who are enrolled in any Coachella Valley high schools. The program, which began with the 2021 school year, is anticipated to be available for 18 to 22 months with the goal of the program becoming self-sustaining in future years. All students that apply will be eligible to ride for free—not just to class, but anywhere SunLine buses go, anytime they operate.

Mobile Ticketing

The 2020 Refueled survey showed that more than 86 percent of SunLine riders have access to a smartphone or tablet with an Internet connection. Access to a connected device is an important factor in the implementation of the Token Transit mobile ticketing pilot. Mobile ticketing allows riders to use a new method of acquiring passes and gives SunLine valuable information that will be used for a permanent mobile ticketing solution. Mobile ticketing will make paying fares much easier. There’s no need to carry coins or cash. No need to wait in line to buy a pass. And no need to search in a wallet for a buried bus pass. Customers can simply board the bus, use their phone to pay, and go.

Review fares annually. Fares should be reviewed annually to assess the ridership impact. This should include an examination of revenue by fare category and fare media. The fare review should provide a peer comparison to help ensure fare policy decisions are well-informed.

Make fare adjustments as frequently as possible. Fares should be adjusted annually to address inflation and to deliver a more gradual change to riders. Fares that are frozen for several years and then adjusted through a large disproportionate increase result in a “shock” to riders that may negatively affect the agency image and ridership.

Calculate the SunLine internal rate of inflation to establish required fare adjustments. Fare increases should be based on SunLine’s internal rate of inflation (goods, labor, and fuel), rather than the inflation of a general Consumer Price Index. The Consumer Price Index measures the inflation on a basket of goods and services unrelated to transit service and competing transportation modes.

To help low-income passengers access transit services and offset fare increases, SunLine may target fares for Coachella Valley residents who meet low-income guidelines. The U.S. Department of Labor’s Lower Living Standard Income Level is often used by transit agencies to determine eligibility for reduced

fares. It identifies income levels by family size that are adjusted annually based on changes in the Consumer Price Index.

3.6 Capital Improvement Planning

Refueled implementation is closely tied to CARB's ICT regulation. The ICT regulation requires SunLine to gradually transition to a 100 percent zero-emission bus (ZEB) fleet. As SunLine grows its fleet to provide additional service, it will need to evaluate daily mileage needs and the incremental capital or electricity costs of depot-charging electric buses that cannot be offset by available incentive and funding programs. SunLine is also planning for the new infrastructure needed to support hydrogen production and refueling for its fuel cell buses. It is also evaluating expansion of its satellite facility in Indio to support hydrogen and ZEB fueling and maintenance.

SunLine is working with CVAG to plan and fund street improvements needed to preserve bus travel times and improve service reliability. These street improvements include TSP measures, queue jumpers, and dedicated bus lanes. Super stops are another capital improvement aimed at enhancing the passenger experience. These stops include enlarged and near-level boarding areas, enhanced shelters, and upgraded amenities.

SunLine is also working with its member cities to improve multimodal connections to its fixed route bus service. This includes connections to the Coachella Valley Link. This bicycling and walking pathway will link Coachella Valley cities and the lands of three federally recognized tribes with a path that generally parallels Highway 111.

3.6.1 Bus Stop Improvements

SunLine's current policy specifies that bus stops with more than 10 boardings per day warrant a shelter. Twenty-nine bus stops currently meet this threshold but lack shelters. SunLine anticipates funding availability to add 29 bus stop shelters in the next 3 years, which exceeds the number of improvements required to meet current policy. SunLine proposes a two-tiered approach to allocating improvements:

Figure 3.2 summarizes the resulting allocation of bus shelters by jurisdiction. SunLine is committed to implementing these policy recommendations and installing the additional 29 shelters over the next three years.

Figure 3.2 Allocation of Bus Stop Shelter Improvements

City/District	Total Stops	Total Shelters		Stops with 10+ boardings		Stops with Shelters and 10+ boardings		Gap to Policy Goal
		Count	Percent	Count	Percent	Count	Percent	
Cathedral City	61	50	82%	27	44%	27	100%	-
Coachella	34	21	62%	9	26%	7	78%	2
Desert Hot Springs	48	34	71%	26	54%	24	92%	2
Indian Wells	15	13	87%	1	7%	0	0%	1
Indio	87	39	45%	33	38%	25	76%	8
La Quinta	52	34	65%	19	37%	14	74%	5
Palm Desert	53	43	81%	28	53%	28	100%	-
Palm Springs	124	86	69%	55	44%	46	84%	9
Rancho Mirage	33	25	76%	11	33%	11	100%	-
Unincorporated Riverside County	70	27	39%	13	19%	11	85%	2
<i>Thermal</i>	8	2	25%	1	13%	1	100%	-
<i>Oasis</i>	10	2	20%	1	10%	1	100%	-
<i>Mecca</i>	20	9	45%	3	15%	3	100%	-
<i>One Hundred Palms</i>	3	2	67%	1	33%	1	100%	-
<i>Thousand Palms</i>	9	9	100%	5	56%	5	100%	-
<i>North Shore</i>	11	1	9%	0	0%	0	N/A	-
<i>Desert Edge</i>	7	0	0%	2	29%	0	0%	2
<i>Bermuda Dunes</i>	2	2	100%	0	0%	0	N/A	-
Total	577	372	64%	222	38%	193	87%	29

Figure 3.3 summarizes the status of SunLine’s capital projects, and Figure 3.4 lists the financially unconstrained transit improvements (improvements that are currently not funded, unless noted).

Figure 3.3 Status of SunLine’s Capital Projects

SRTP #	Project Name	Status
Performance Department		
SL12-06	Solar Carports (Admin Bldg. Phase II)	Complete
SL17-05, SL18-06	Retention Beautification Phase II	Complete
SL19-12, SL15-14	Modular Building Demolition	Complete
SL15-05, SL14-06, SL20-12	CNG Fueling Station and Construction	Active

SRTP #	Project Name	Status
SL17-06, SL18-01, SL19-14, SL20-11	Operations Facility	Active
SL17-08	5 Hydrogen Electric Hybrid FCB and Hydrogen Station (AQIP Grant)	Active
SL18-08, SL20-07, SL21-06	Center of Excellence Facility (Zero Emission Maintenance Facility)	Active
SL16-09	5 Hydrogen Fuel Cell Buses (LowNo Grant)	Active
FTIP-RIV140502	Battery Dominant Hydrogen Fuel Cell Bus	Active
FTIP-RIV140821	TDM (Vanpool)	Active
SL19-11	Hydrogen Station Program Improvements	Active
SL21-07	SoCal Gas/Hydrogen Demonstration Project	Active
SL22-12 AHSC	Coachella Hub	Active
SL19-13	NICE Mobile Hydrogen Refueling Station at Div. II	Active
SL20-06	SunLine Property Expansion/ Solar Farm Phase I	Active
SL22-11	Liquid Hydrogen Refueling Infrastructure	Active
SL21-01	Microgrid to Hydrogen	Pending Start
SL21-07, SL22-04	Public Hydrogen Station	Pending Start
SL22-06	Microgrid to Hydrogen Phase III	Pending Start
SL22-10	Indio CNG Station Upgrade	Pending Start
Maintenance Department		
SL12-05, SL19-12	Floor Re-Surfacing Maintenance Building Div. 1	Complete
SL17-07, SL18-07	Purchase of Administrative Vehicles	Complete
SL18-02	Replacement of (2) Commuter Buses	Complete
CARES	Driver Door Barriers	Complete
SL15-06, SL17-07	Purchase of Five (5) Replacement Zero Emission Relief Cars	Active
SL15-12	Fleet Management Information System (FMIS)	Active
SL17-10	5 New Flyer Buses (EPA/AQMD)	Active
SL18-07, SL17-07	Purchase of Support Truck	Active
SL19-06, SL20-05, SL17-01, SL17-02, SL10-02	2020 Replacement and Expansion of Paratransit Buses	Active
SL20-01, SL16-09	Purchase of (5) New Flyer Fuel Cell Buses (VW Mitigation and LowNo)	Active
SL20-09	H2 Ride	Active

SRTP #	Project Name	Status
SL21-03	Four (4) Micro Transit Vehicles	Active
AHSC	Purchase of Four (4) Fixed Route CNG Buses	Active
SL21-10	Four-Post Lift	Active
SL22-01	MCI Bus	Active
SL21-04	Vans for Service Expansion	Active
SL18-05	Fixed Route Bus Rehabilitation	Pending Start
SL19-04	Parts Department and Warehouse Relocation	Pending Start
SL20-08	Facility Maintenance and Improvements	Pending Start
SL20-10	New Flyer AQIP	Pending Start
SL21-02	Replacement Bus	Pending Start
SL21-09	Upgrade Division I Fence	Pending Start
SL21-10	Maintenance Tools and Equipment	Pending Start
SL21-11	Replacement Support Vehicles	Pending Start
SL21-14	Perimeter Lighting Division I	Pending Start
SL21-15	Facility Improvements	Pending Start
SL22-02	Upgrades to Gate and Guard Shack	Pending Start
SL22-03	Facility Improvements	Pending Start
SL22-05	Replacement Paratransit Vehicles (10)	Pending Start
SL22-07	Maintenance Tools and Equipment	Pending Start
SL22-09	Bus Refurbishment	Pending Start
Transportation Department		
SL19-02	West Valley Refueled Bus Stops Project	Complete
SL19-02 SL22-08	East Valley - Refueled Bus Stops Project	Complete
SL22-08	Palm Desert Campus Park N Ride	Complete
SL22-08	Bus Stop Improvements	Pending Start
Executive Office		
SL15-10, SL19-15	Mobile Outreach Vehicle	Active
SL20-03	Boardroom Equipment Upgrade	Active

Figure 3.4 Financially Unconstrained Transit Improvements

Route #	Description	Annual Hours	Annual Miles	Expansion Buses [Excluding Spares]	Operating Cost	Capital Cost
1*	Coachella - Via Hwy 111 - Palm Springs. Increase weekday peak frequency from 20 minutes to every 15 minutes. Capital costs funded through an AHSC grant. Implementation date is tied to the completion of the Coachella Valley Mobility Hub. Tentative service start date is January 2024	6,120	91,910	4	\$ 704,840	\$ 4,800,000
1X*	Limited Stop Express Service between Indio -Palm Springs. Weekday peak limited stop service slated to start September 6, 2022	7,130	139,130	3	\$ 821,162	\$ 3,600,000
2	Desert Hot Springs - Palm Springs - Cathedral City. Increase weekday frequency from 20 minutes to every 15 minutes. Project not funded, implementation date to be determined.	13,300	175,570	4	\$ 1,531,761	\$ 4,800,000
3	Desert Edge - Desert Hot Springs. Increase weekday peak frequency from 60 minutes to every 30 minutes. Project not funded, implementation date to be determined.	1,922	34,276	1	\$ 221,357	\$ 1,200,000
4	Westfield Palm Desert - Palm Springs. Increase weekday peak frequency from 40 minutes to every 30 minutes. Project not funded, implementation date to be determined.	3,050	43,000	2	\$ 351,269	\$ 2,400,000
5	Desert Hot Springs - CSUSB Palm Desert - Westfield Palm Desert. Increase weekday peak frequency from 60 minutes to every 40 minutes. Project not funded, implementation date to be determined.	1,810	36,590	1	\$ 208,458	\$ 1,200,000
6	Coachella - Via Fred Waring - Westfield Palm Desert. Increase weekday frequency from 45 minutes to every 30 minutes. Project not funded, implementation date to be determined.	2,450	36,200	1	\$ 282,167	\$ 1,200,000
7	Bermuda Dunes - Indian Wells - La Quinta. Increase weekday frequency from 45 minutes to every 30 minutes. Project not funded, implementation date to be determined.	1,363	24,581	1	\$ 156,977	\$ 1,200,000
8	North Indio - Coachella -Thermal/Mecca. Increase weekday frequency from 40 minutes to every 30 minutes. Project not funded, implementation date to be determined.	2,050	34,210	1	\$ 236,099	\$ 1,200,000
9**	North Shore - Mecca - Oasis. Frequency was improved to every 60 min in Jan 21 from every 180 minutes.	1,922	34,276	1	\$ 221,357	\$ 1,200,000
10	Implement Commuter Link service between West Coachella Valley - CSUSB, San Bernardino Transit Center (SBTC)/Metrolink and Amtrak Station. Add 4 new roundtrips. Project not funded, implementation date to be determined. Staff is researching public/public or public private opportunities to fund and implement this service.	5,916	191,557	2	\$ 681,346	\$ 2,400,000
Total:				21	\$ 5,416,791	\$ 25,200,000

* Expansion buses are available

**When demand warrants, increase frequency to every 40 minutes from current 60 minutes

Chapter 4. Financial Planning

The FY2023 financial planning process focused on prioritizing resources and alignment with the core strategic goals of the SunLine Refueled Initiative and regain ridership lost due to the COVID-19 pandemic. As aforementioned, in the midst of planning the FY2023-2025 SRTP, the COVID-19 pandemic of 2020 caused a major national and global disruption. The executive team at SunLine brought their diverse insights to most effectively allocate resources to maintain essential services. The enclosed financial plan of the Agency is based on the best available financial projections and anticipated grants. Chapter 4 will be inserted upon finalizing the budget.

4.1 Operating and Capital Budget

In FY2023, SunLine will have an operating budget of \$46,085,647 and a capital budget of \$25,477,005 (Table 4 and 4A). The operating budget encompasses costs such as driver salaries, administrative salaries, fuel, insurance premiums, and other overhead costs required to run day to day operations. The available funding will be used effectively and efficiently in the accomplishment of organizational objectives. The operating budget will ensure that the Agency continues to offer safe and reliable transportation to Coachella Valley residents.

The capital budget incorporates key projects to help further advance the Agency's Capital Improvement Program. The Capital Improvement Program for FY 2023 focuses on continuing SunLine's investment in increasing its alternative fuel technology and energy efficient infrastructures. SunLine's Capital Program represents a unique opportunity to make long term investments in SunLine's operational capabilities, energy strategies, and regulatory compliance by conforming with the California Air Resources Board's Innovative Clean Transit mandate.

Key components of the capital plan, beyond ongoing maintenance needs, include:

- Liquid Hydrogen Project
- Over the Road Hydrogen Fuel Cell Coaches (2)
- CNG Rehab (10) & Hydrogen Vehicle Purchase (4)
- Radio Replacement Phase II & Upgrade to ITS

SunLine Transit Agency has always led the industry in the adoption of alternative fuel solutions. The capital and operating budget for FY23 demonstrate its continued commitment to alternative fuels. SunLine has placed a high level of importance in leveraging available competitive funding whenever possible in order to meet the Agency's aggressive goals. One example of this success includes an award of \$8,409,070 from the Federal Transit Agency's Bus and Bus Facilities competitive funding opportunity which was announced in 2022 which is programmed in the FY23 capital program. The award aligns with the Agency's Innovative Clean Transit plan would allow the Agency to rehab ten existing CNG buses and purchase four (4) hydrogen fuel cell buses.

In FY22, SunLine initiated the purchase of land to build a solar power plant to generate sufficient electricity to power the Hydrogen Electrolyzer to produce hydrogen; capitalizing on the abundance of sunlight in the desert. The project in concept dubbed “Solar Microgrid to Hydrogen” is essential to comply with the California Air Resources Board’s (CARB) Innovative Clean Transit (ICT) mandate of introducing zero-emission buses (ZEBs). It will enable SunLine to comply with this mandate with minimal negative impacts on public transit services currently offered by offsetting the incremental cost of producing hydrogen or charging buses using electricity from the public electricity grid. The “Solar Microgrid to Hydrogen” will support the much needed energy security and independence to provide reliable public transit service. The “Solar Microgrid to Hydrogen” will serve as a sustainable, zero-emission energy source for producing hydrogen to power buses.

The capital program is dependent on internal and external funding from federal, state, regional, and local sources.

4.2 Funding Plans to Support Proposed Operating and Capital Program

For FY2023, funding plans for the proposed operating and capital programs are as follows:

Funding sources for the proposed operating budget includes FTA Section 5307 (Urban formula, ARPA), FTA Section 5311 (Rural, CRRSAA), FTA Section 5311 (f) (Intercity), Congestion Mitigation and Air Quality (CMAQ), California Air Resources Board, California Energy Commission, and Low Carbon Operating Program (LCTOP) funds apportioned by the California Department of Transportation (Caltrans), California State Transportation Agency, State Local Transportation Funds (LTF), Local Measure A funding and farebox revenue.

Funding sources for capital projects include funds from FTA Section 5307, FTA Section 5339, LCTOP, State Transit Assistance (STA), and State of Good Repair Funds (SGR).

The estimated FY2023 operating and capital budget of \$71,562,652 outlined in Table 4, is funded by:

Fund	Operating		Capital	
	Amount (\$)	Percent (%)	Amount (\$)	Percent (%)
ARPA Section 5307	200,000	0%	-	0%
California Air Resources Board (CARB)	200,000	0%	-	0%
California Energy Commission	250,000	1%	-	0%
California State Transit Agency	-	0%	4,800,000	19%
CMAQ	893,098	2%	-	0%
CRRSAA Section 5311	832,331	2%	-	0%
Farebox	1,529,001	3%	-	0%
LCTOP	192,172	0%	1,500,000	6%
Local Transportation Fund (LTF)	24,157,512	52%	-	0%
Measure A	10,900,000	24%	-	0%
Other	403,500	1%	-	0%
Section 5307	5,869,769	13%	2,391,259	9%
Section 5311	409,279	1%	-	0%
Section 5311(f)	248,985	1%	-	0%
Section 5339	-	0%	10,393,811	41%
State of Good Repair	-	0%	907,935	4%
State Transit Assistance Fund (STA)	-	0%	5,484,000	22%
Total	\$ 46,085,647	100%	\$ 25,477,005	100%



For FY24 and FY25, figures presented in tables 4.2 and 4.3 to fund operating and capital expenditures are based on best available funding projections.

Fund	Operating		Capital	
	Amount (\$)	Percent (%)	Amount (\$)	Percent (%)
ARPA Section 5307	230,000	0%	-	0%
CMAQ	552,607	1%	-	0%
Farebox	1,581,753	3%	-	0%
LCTOP	197,937	0%	649,779	5%
Local Transportation Fund (LTF)	28,888,564	61%	-	0%
Measure A	7,603,000	16%	-	0%
Other	2,930,067	6%	-	0%
Section 5307	4,989,928	10%	2,138,540	17%
Section 5311	344,944	1%	-	0%
Section 5311(f)	256,455	1%	-	0%
Section 5339	-	0%	669,802	5%
State of Good Repair	-	0%	850,000	7%
State Transit Assistance Fund (STA)	-	0%	8,441,879	66%
Total	\$ 47,575,255	100%	\$ 12,750,000	100%

Fund	Operating		Capital	
	Amount (\$)	Percent (%)	Amount (\$)	Percent (%)
ARPA Section 5307	200,000	0%	-	0%
CMAQ	575,601	1%	-	0%
Farebox	1,639,528	3%	-	0%
LCTOP	203,731	0%	-	0%
Local Transportation Fund (LTF)	30,497,482	62%	-	0%
Measure A	7,755,000	16%	-	0%
Other	2,966,938	6%	-	0%
Section 5307	5,087,730	10%	1,840,000	38%
Section 5311	352,377	1%	-	0%
Section 5311(f)	264,149	1%	-	0%
Section 5339	-	0%	240,000	5%
State of Good Repair	-	0%	-	0%
State Transit Assistance Fund (STA)	-	0%	2,770,000	57%
Total	\$ 49,542,536	100%	\$ 4,850,000	100%

4.3 Regulatory and Compliance Requirements

4.3.1 Americans with Disabilities Act

SunLine complies with ADA guidelines by providing a 100 percent accessible revenue service fleet for fixed route transit services and ADA paratransit vehicles. As funding becomes available, SunLine 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 arises.

4.3.2 Disadvantaged Business Enterprise

SunLine's most recent Disadvantaged Business Enterprise (DBE) program and goal were submitted to FTA in July 2021 and had an expiration date of September 2024. The next DBE goal will be submitted by August 2024.

4.3.3 Equal Employment Opportunity

SunLine complies with federal regulations pertaining to employment and submits its Equal Employment Opportunity (EEO)-4 report biannually to the U.S. Equal Employment Opportunity Commission (EEOC) and its EEO/Affirmative Action Program to FTA every 4 years, or as major changes occur in the workforce or employment conditions. The most recent EEO-4 report was submitted to the EEOC and certified in February 2022. The most recent EEO/Affirmative Action Program was revised and submitted to FTA in September 2020. The next update to the EEO/Affirmative Action Program is due to the FTA in October 2024.

4.3.4 Title VI

Title VI 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 submitted to FTA in November 2019 and has an expiration date of October 2022.

4.3.5 Transportation Development Act

The Transportation Development Act provides two major sources of funding for public transportation: the LTF and STA. RCTC commissioned Michael Baker International to conduct the Triennial Performance Audit as required by the Transportation Development Act; SunLine's findings are referenced in Table 6 of that document.

4.3.6 Federal Transit Administration Triennial Audit

In accordance with regulations, SunLine completed an FTA Triennial Audit site visit in 2019. The Triennial Audit focused on SunLine's compliance in 21 areas. SunLine had no deficiencies with the FTA requirements.

4.3.7 National Transit Database

To keep track of the industry and provide public information and statistics as growth occurs, FTA's National Transit Database records the financial, operating, and asset conditions of transit systems. Staff submit monthly reports and a yearly report which is used for funding formulas.

4.3.8 Alternative Fuel Vehicles

In alignment with SunLine's Board-approved Alternative Fuel Policy, all vehicles in the fleet use CNG, electric, or hydrogen fuel. The current active fleet consists of 56 CNG buses, 21 hydrogen electric fuel cell buses, four (4) battery electric buses, two (2) CNG coaches, one (1) diesel coach, 39 CNG paratransit vehicles, and 47 non-revenue CNG, gas and electric vehicles, including general support cars and trucks.

Tables

Table 1.0 Individual Route Descriptions

Routes	Route Classification	Major Destinations	Cities/Communities Served	Connections
1	Trunk	Hospital, Medical, Shopping, College, Mall, Center of Employment Training and Schools	Palm Springs, Cathedral City, Rancho Mirage, Palm Desert, Indian Wells, La Quinta, Indio and Coachella	2, 4, 5, 6, 7, 8, 1-X and 10 Commuter
2	Trunk	Shopping, Schools, Employment Center, Library, Senior Center, Medical, Social Security, Theaters, Airport, Court House and Public Social Services	Desert Hot Springs, Palm Springs and Cathedral City	1, 3, 4, 5 & 1-X
3	Local	Shopping Centers, Senior Center, Library, Community Center, City Hall, Medical, and Schools	Desert Hot Springs and Desert Edge	2 & 5
4	Local	Shopping, Medical, Library, Social Services, Theaters, School, College, Mall, Hospital and Airport	Palm Springs, Cathedral City, Rancho Mirage, Palm Desert and Thousand Palms	1, 2, 5, 6 & 1-X
5	Local	Shopping, Senior Center, Library, Community Center, Schools, Medical, City Hall, College and Mall	Desert Hot Springs and Palm Desert	1, 2, 3, 4, 6, 1-X and 10 Commuter
6	Local	Shopping, School, Tennis Gardens, Work Force Development, Social Services, Medical and College	Palm Desert, Indian Wells, La Quinta, Indio, Bermuda Dunes and Coachella	1, 4, 5, 7, 8 & 1-X
7	Local	Shopping, Schools, Theaters, Tennis Gardens and Medical	La Quinta, Palm Desert, Indian Wells and Bermuda Dunes	1, 6 & 1-X
8	Local	Shopping, School, Senior Center, DMV, Community Center, College, City Hall and Center of Employment Training and Medical	Indio, Coachella, Thermal and Mecca	1, 6 & 9
9	Local	Shopping, Community Center, Medical and Schools	Mecca, North Shore and Oasis	8
10	Regional	Shopping, Business, Entertainment and University	Indio, Palm Desert, Beaumont, San Bernardino	1, 5, 1-X, OmniTrans, MARTA, VVTA, Beaumont Transit, RTA and SB Metrolink
1-X	Express	Hospital, Medical, Shopping, College, Mall, Center of Employment Training and Schools	Palm Springs, Cathedral City, Palm Desert, La Quinta and Indio	1, 2, 4, 5, 6, 7 and 10 Commuter

Table 1.1 Fleet Inventory – Motor Bus



Table 1.1 - Fleet Inventory
 FY 2022/23 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 2021/22	# of Contingency Vehicles FY 2021/22	Life to Date Vehicle Miles Prior Year End FY 2020/21	Life to Date Vehicle Miles through March FY 2021/22	Average Lifetime Miles Per Active Vehicle As Of Year-To-Date (e.g., March) FY 2021/22
2018	BYD	K9	35	4	40		4		188,605	61,452	15,363
2012	EDN	AXCESS	37	1	40	OR	1		191,571	200,962	200,962
2014	EDN	AXCESS	37	3	40	OR	3		467,458	506,617	168,872
2015	EDN	AXCESS	37	1	40	OR	1		18,154	39,659	39,659
2017	EDN	AXCESS	37	1	40		1		46,099	49,820	49,820
2018	EDN	AXCESS	37	5	40	OR	5		382,154	193,388	38,677
2009	EDN	EZRider32'	29	10	32	CN	10		4,196,818	437,848	43,784
2020	MCI	D4500	40	2	40	CN	2		6,196	61,976	30,988
2008	NFA	LF 40'	39	11	40	CN	11	4	13,673,239	618,443	56,222
2008	NFA	LF 40'	39	21	40	CN	21		15,096,648	721,971	34,379
2016	NFA	LF 40'	39	6	40	CN	6		1,627,581	311,018	51,836
2018	NFA	XCELSIOR	39	5	40		5		339,716	96,168	19,233
2020	NFA	XCELSIOR	39	10	40	CN	10		479,690	196,253	19,625
2021	NFA	XHE	39	5	40	HY	5			40,288	8,057
Totals:			523	85			85	4	36,713,929	3,535,863	41,598

Table 1.1 Fleet Inventory – Demand Response



Table 1.1 - Fleet Inventory
 FY 2022/23 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 2021/22	# of Contingency Vehicles FY 2021/22	Life to Date Vehicle Miles Prior Year End FY 2020/21	Life to Date Vehicle Miles through March FY 2021/22	Average Lifetime Miles Per Active Vehicle As Of Year-To-Date (e.g., March) FY 2021/22
2020	ARB	Freedom	12	15	27	CN	15			16,807	1,120
2015	EDN	AEROTECH	12	0	22	CN	6		1,620,747	416,512	69,418
2016	EDN	AEROTECH	12	0	22	CN	9		2,981,991	199,752	22,194
2018	SPC	Senator	12	14	23		14		1,638,849	108,140	7,724
Totals:			48	29			44		6,241,587	741,211	16,846

Table 2.0 Service Provider Performance Target Report



Table 2.0 -- Service Provider Performance Targets Report

FY 2021/22 Short Range Transit Plan Review
SunLine Transit Agency

Data Elements	FY 2021/22 Plan	FY 2021/22 Target	FY 2021/22 Year to Date Through 3rd Quarter	Year to Date Performance Scorecard
Unlinked Passenger Trips	1,837,124			
Passenger Miles	12,311,897			
Total Actual Vehicle Revenue Hours	298,163.0			
Total Actual Vehicle Revenue Miles	4,689,951.0			
Total Actual Vehicle Miles	5,508,213.0			
Total Operating Expenses	\$41,003,574			
Total Passenger Fare Revenue	\$7,700,204			
Net Operating Expenses	\$33,303,370			
Performance Indicators				
Mandatory:				
1. Farebox Recovery Ratio	18.77%	>= 17.49%	14.70%	Fails to Meet Target
Discretionary:				
1. Operating Cost Per Revenue Hour	\$137.52	<= \$156.57	\$154.76	Meets Target
2. Subsidy Per Passenger	\$18.13	>= \$14.37 and <= \$19.45	\$14.91	Meets Target
3. Subsidy Per Passenger Mile	\$2.70	>= \$2.21 and <= \$2.99	\$38.25	Fails to Meet Target
4. Subsidy Per Hour	\$111.70	>= \$119.70 and <= \$161.94	\$132.02	Meets Target
5. Subsidy Per Mile	\$7.10	>= \$7.85 and <= \$10.63	\$8.28	Meets Target
6. Passengers Per Revenue Hour	6.16	>= 7.08 and <= 9.58	8.86	Meets Target
7. Passengers Per Revenue Mile	0.39	>= 0.47 and <= 0.63	0.56	Meets Target
Note: Must meet at least 4 out of 7 Discretionary Performance Indicators				
Productivity Performance Summary:				
Service Provider Comments:				

Table 2.1 FY 2021/22 SRTP Performance Report



FY 2022/23 - Table 2.1 -- SRTP Performance Report
Service Provider: Riverside Transit Agency
All Routes

Performance Indicators	FY 2020/21 End of Year Actual	FY 2021/22 3rd Quarter Year-to-Date	FY 2022/23 Plan	FY 2022/23 Target	Plan Performance Scorecard (a)
Passengers	3,015,289	2,505,358	4,521,739	None	
Passenger Miles	25,257,263	21,158,646	35,956,537	None	
Revenue Hours	527,316.5	369,492.2	613,973.0	None	
Total Hours	621,509.4	424,396.6	692,897.0	None	
Revenue Miles	8,204,324.1	6,715,072.6	8,847,730.0	None	
Total Miles	10,604,352.2	13,210,470.3	10,790,709.0	None	
Operating Costs	\$79,126,016	\$58,480,958	\$93,245,222	None	
Passenger Revenue	\$6,761,776	\$9,768,280	\$4,063,900	None	
Measure-A Revenue			\$4,000,000	None	
LCTOP Revenue			\$0	None	
Operating Subsidy	\$72,364,240	\$48,712,678	\$89,181,322	None	
Operating Costs Per Revenue Hour	\$150.05	\$158.27	\$151.87	<= \$162.77	Meets Target
Operating Cost Per Revenue Mile	\$9.64	\$8.71	\$10.54	None	
Operating Costs Per Passenger	\$26.24	\$23.34	\$20.62	None	
Farebox Recovery Ratio	8.55%	16.70%	8.64%	>= 0.2	Fails to Meet Target
Subsidy Per Passenger	\$24.00	\$19.44	\$19.72	>= \$16.52 and <= \$22.36	Meets Target
Subsidy Per Passenger Mile	\$2.87	\$2.30	\$2.48	>= \$1.96 and <= \$2.65	Meets Target
Subsidy Per Revenue Hour	\$137.23	\$131.84	\$145.25	>= \$112.06 and <= \$151.62	Meets Target
Subsidy Per Revenue Mile	\$8.82	\$7.25	\$10.08	>= \$6.16 and <= \$8.34	Fails to Meet Target
Passengers Per Revenue Hour	5.72	6.78	7.36	>= 5.76 and <= 7.80	Meets Target
Passengers Per Revenue Mile	0.37	0.37	0.51	>= 0.31 and <= 0.43	Better Than Target

a) The Plan Performance Scorecard column is the result of comparing the FY 2022/23 Plan to the FY 2022/23 Primary Target.

Table 2.2 SRTP Service Summary – Systemwide Totals



**Table 2.2 -- SunLine Transit Agency -- SRTP Service Summary
FY 2022/23 Short Range Transit Plan
All Routes**

	FY 2019/20 Audited	FY 2020/21 Audited	FY 2021/22 Plan	FY 2021/22 3rd Qtr Actual	FY 2022/23 Plan
Fleet Characteristics					
Peak-Hour Fleet	24	28	110	32	114
Financial Data					
Total Operating Expenses	\$36,749,538	\$38,307,320	\$41,003,574	\$29,183,334	\$46,085,299
Total Passenger Fare Revenue	\$8,529,264	\$3,128,807	\$7,700,204	\$4,288,751	\$8,631,860
Net Operating Expenses (Subsidies)	\$28,220,273	\$35,178,513	\$33,303,370	\$24,894,582	\$37,453,439
Operating Characteristics					
Unlinked Passenger Trips	3,517,269	2,088,342	1,837,124	1,670,017	2,526,007
Passenger Miles	28,199,989	13,609,898	12,311,897	14,924,375	22,423,740
Total Actual Vehicle Revenue Hours (a)	288,253.2	251,836.8	298,163.0	188,570.9	302,409.0
Total Actual Vehicle Revenue Miles (b)	4,346,984.7	3,854,595.8	4,689,951.0	3,006,026.7	4,666,719.0
Total Actual Vehicle Miles	4,987,906.5	4,565,462.6	5,508,213.0	3,569,387.7	5,519,688.0
Performance Characteristics					
Operating Cost per Revenue Hour	\$127.49	\$152.11	\$137.52	\$154.76	\$152.39
Farebox Recovery Ratio	23.21%	8.17%	18.77%	14.70%	18.73%
Subsidy per Passenger	\$8.02	\$16.85	\$18.13	\$14.91	\$14.83
Subsidy per Passenger Mile	\$1.00	\$2.58	\$2.70	\$1.67	\$1.67
Subsidy per Revenue Hour (a)	\$97.90	\$139.69	\$111.70	\$132.02	\$123.85
Subsidy per Revenue Mile (b)	\$6.49	\$9.13	\$7.10	\$8.28	\$8.03
Passenger per Revenue Hour (a)	12.2	8.3	6.2	8.9	8.4
Passenger per Revenue Mile (b)	0.81	0.54	0.39	0.56	0.54

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

Table 2.2 SRTP Service Summary – All Fixed Routes



**Table 2.2 -- SunLine-BUS -- SRTP Service Summary
FY 2022/23 Short Range Transit Plan
All Routes**

	FY 2019/20 Audited	FY 2020/21 Audited	FY 2021/22 Plan	FY 2021/22 3rd Qtr Actual	FY 2022/23 Plan
Fleet Characteristics					
Peak-Hour Fleet	17	20	71	23	71
Financial Data					
Total Operating Expenses	\$30,619,818	\$32,163,241	\$34,573,464	\$24,754,036	\$38,949,392
Total Passenger Fare Revenue	\$7,813,234	\$2,851,245	\$6,476,297	\$3,945,612	\$7,273,611
Net Operating Expenses (Subsidies)	\$22,806,584	\$29,311,995	\$28,097,167	\$20,808,424	\$31,675,781
Operating Characteristics					
Unlinked Passenger Trips	3,379,520	2,000,077	1,755,235	1,580,230	2,383,597
Passenger Miles	25,998,612	12,102,290	10,619,170	13,532,631	20,451,265
Total Actual Vehicle Revenue Hours (a)	225,937.1	192,663.2	241,523.0	140,990.7	230,762.0
Total Actual Vehicle Revenue Miles (b)	3,329,357.2	2,921,256.1	3,783,187.0	2,230,639.2	3,621,991.0
Total Actual Vehicle Miles	3,760,624.0	3,405,857.9	4,338,106.0	2,636,751.2	4,164,571.0
Performance Characteristics					
Operating Cost per Revenue Hour	\$135.52	\$166.94	\$143.15	\$175.57	\$168.79
Farebox Recovery Ratio	25.52%	8.86%	18.73%	15.94%	18.67%
Subsidy per Passenger	\$6.75	\$14.66	\$16.01	\$13.17	\$13.29
Subsidy per Passenger Mile	\$0.88	\$2.42	\$2.65	\$1.54	\$1.55
Subsidy per Revenue Hour (a)	\$100.94	\$152.14	\$116.33	\$147.59	\$137.27
Subsidy per Revenue Mile (b)	\$6.85	\$10.03	\$7.43	\$9.33	\$8.75
Passenger per Revenue Hour (a)	15.0	10.4	7.3	11.2	10.3
Passenger per Revenue Mile (b)	1.02	0.68	0.46	0.71	0.66

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

Table 2.2 SRTP Service Summary – SunDial



Table 2.2 -- SunLine-DAR -- SRTP Service Summary
 FY 2022/23 Short Range Transit Plan
 All Routes

	FY 2019/20 Audited	FY 2020/21 Audited	FY 2021/22 Plan	FY 2021/22 3rd Qtr Actual	FY 2022/23 Plan
Fleet Characteristics					
Peak-Hour Fleet	1	1	30	1	30
Financial Data					
Total Operating Expenses	\$6,129,719	\$6,144,079	\$6,430,110	\$4,429,297	\$7,135,907
Total Passenger Fare Revenue	\$716,030	\$277,562	\$1,223,907	\$343,139	\$1,358,249
Net Operating Expenses (Subsidies)	\$5,413,689	\$5,866,518	\$5,206,203	\$4,086,158	\$5,777,658
Operating Characteristics					
Unlinked Passenger Trips	122,126	71,129	61,110	74,738	117,978
Passenger Miles	1,294,392	568,981	486,436	714,254	955,622
Total Actual Vehicle Revenue Hours (a)	58,883.3	54,112.8	52,074.0	41,040.8	61,375.0
Total Actual Vehicle Revenue Miles (b)	833,825.0	732,186.7	662,303.0	605,333.0	780,622.0
Total Actual Vehicle Miles	1,043,480.0	946,874.8	925,646.0	748,773.0	1,091,011.0
Performance Characteristics					
Operating Cost per Revenue Hour	\$104.10	\$113.54	\$123.48	\$107.92	\$116.27
Farebox Recovery Ratio	11.68%	4.52%	19.03%	7.75%	19.03%
Subsidy per Passenger	\$44.33	\$82.48	\$85.19	\$54.67	\$48.97
Subsidy per Passenger Mile	\$4.18	\$10.31	\$10.70	\$5.72	\$6.05
Subsidy per Revenue Hour (a)	\$91.94	\$108.41	\$99.98	\$99.56	\$94.14
Subsidy per Revenue Mile (b)	\$6.49	\$8.01	\$7.86	\$6.75	\$7.40
Passenger per Revenue Hour (a)	2.1	1.3	1.2	1.8	1.9
Passenger per Revenue Mile (b)	0.15	0.10	0.09	0.12	0.15

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

Table 2.2 SRTP Service Summary – Vanpool



**Table 2.2 -- SunLine-Vanpool -- SRTP Service Summary
FY 2022/23 Short Range Transit Plan
All Routes**

	FY 2019/20 Audited	FY 2020/21 Audited	FY 2021/22 Plan	FY 2021/22 3rd Qtr Actual	FY 2022/23 Plan
Fleet Characteristics					
Peak-Hour Fleet	6	6	9	7	9
Financial Data					
Total Operating Expenses					
Total Passenger Fare Revenue					
Net Operating Expenses (Subsidies)					
Operating Characteristics					
Unlinked Passenger Trips	15,623	16,028	20,779	12,356	19,014
Passenger Miles	906,984	929,467	1,206,291	650,883	994,531
Total Actual Vehicle Revenue Hours (a)	3,432.8	3,612.8	4,566.0	3,036.4	4,613.0
Total Actual Vehicle Revenue Miles (b)	183,802.5	191,498.0	244,461.0	145,481.5	222,586.0
Total Actual Vehicle Miles	183,802.5	191,498.0	244,461.0	145,481.5	222,586.0
Performance Characteristics					
Operating Cost per Revenue Hour					
Farebox Recovery Ratio					
Subsidy per Passenger					
Subsidy per Passenger Mile					
Subsidy per Revenue Hour (a)					
Subsidy per Revenue Mile (b)					
Passenger per Revenue Hour (a)	4.6	4.4	4.6	4.1	4.1
Passenger per Revenue Mile (b)	0.09	0.08	0.08	0.08	0.09

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

Table 2.2A Summary of Routes to be Excluded

Route #	Description	Fare Box Calculation Exempt Routes
1	Coachella - Via Hwy 111 - Palm Springs	No
2	Desert Hot Springs - Palm Springs - Cathedral City	No
3	Desert Edge - Desert Hot Springs	No
4	Westfield Palm Desert - Palm Springs	No
5	Desert Hot Springs - CSUSB Palm Desert - Westfield Palm Desert	No
6	Coachella - Via Fred Waring - Westfield Palm Desert	No
7	Bermuda Dunes - Indian Wells - La Quinta	No
8	North Indio - Coachella -Thermal/Mecca	No
9	North Shore - Mecca - Oasis	No
10	Indio - CSUSB-PDC - CSUSB - San Bernardino Transit Center (SBTC)/Metrolink	No
1X	Express to Indio - Express to Palm Springs	Yes

Table 2.3 SRTP Route Statistics (table 1 of 4)



Table 2.3 - SRTP Route Statistics
 SunLine Transit Agency -- 8
 FY 2022/23
 All Routes

Data Elements

Route #	Day Type	Peak Vehicles	Passengers	Passenger Miles	Revenue Hours	Total Hours	Revenue Miles	Total Miles	Operating Cost	Passenger Revenue	Measure-A Revenue	LCTOP Revenue
SUN-1	All Days	14	957,410	8,214,578	73,500	79,027	1,088,822	1,242,675	\$11,622,301	\$2,324,460		
SUN-10 CL	Weekday	2	21,979	188,580	5,651	5,857	187,626	193,068	\$1,805,700	\$308,497		
SUN-1X	Weekday	3	45,988	394,577	5,765	6,815	102,808	133,115	\$1,244,975	\$248,995		
SUN-2	All Days	12	627,603	5,384,834	49,180	51,823	680,475	756,004	\$7,070,630	\$1,335,260		
SUN-200	Weekday	1	3,613	31,000	122	258	2,608	6,593	\$61,661	\$10,193		
SUN-3	All Days	1	64,908	556,911	5,426	5,753	87,706	98,378	\$920,091	\$172,474		
SUN-4	All Days	8	203,261	1,743,979	29,969	31,469	434,861	471,358	\$4,408,444	\$870,681		
SUN-400	Weekday	1	1,912	16,405	129	285	1,972	6,090	\$56,960	\$11,392		
SUN-401	Weekday	1	219	1,879	143	241	1,897	5,157	\$48,235	\$2,278		
SUN-402	Weekday	1	552	4,736	64	206	924	4,700	\$43,955	\$8,791		
SUN-403	Weekday	1	1,444	12,390	14	40	385	1,132	\$10,589	\$2,118		
SUN-5	Weekday	4	13,339	114,449	2,882	3,710	74,700	100,812	\$942,856	\$157,284		
SUN-500	Weekday	1	3,019	25,903	88	204	1,384	3,002	\$28,074	\$5,529		
SUN-6	All Days	3	84,456	724,632	15,289	16,255	210,614	238,432	\$2,229,972	\$445,994		
SUN-7	All Days	2	69,836	599,193	8,844	9,151	116,873	126,348	\$1,181,691	\$236,338		
SUN-700	Weekday	1	4,186	35,916	220	305	3,436	5,794	\$54,188	\$10,838		
SUN-701	Weekday	1	10,498	90,073	213	350	3,224	6,959	\$65,083	\$13,017		
SUN-8	All Days	6	141,122	1,210,827	21,169	22,472	350,755	392,089	\$3,667,064	\$628,334		
SUN-800	Weekday	1	17,215	147,705	211	668	5,958	20,606	\$192,270	\$38,544		
SUN-801	Weekday	1	23,675	203,132	211	295	2,170	5,959	\$55,735	\$11,147		
SUN-802	Weekday	1	5,124	43,964	211	483	4,100	11,846	\$110,787	\$22,157		
SUN-803	Weekday	1	8,292	71,145	44	89	760	1,732	\$16,199	\$3,240		
SUN-9	All Days	4	73,946	634,457	11,417	13,305	257,933	332,722	\$3,111,932	\$405,050		
SUN-DAR	All Days	30	117,978	955,622	61,375	79,145	780,622	1,091,011	\$7,135,907	\$1,358,249		
SUN-TAXI	All Days	4	5,418	22,322	5,659	5,659	41,520	41,520				
		105	2,506,993	21,429,209	297,796	333,865	4,444,133	5,297,102	\$46,085,299	\$8,631,860		

Table 2.3 SRTP Route Statistics (table 2 of 4)



Table 2.3 - SRTP Route Statistics
SunLine Transit Agency -- 8
FY 2022/23
All Routes

Performance Indicators												
Route #	Day Type	Net Subsidy	Operating Cost Per Revenue Mile	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
SUN-1	All Days	\$9,297,841	\$158.13	\$10.67	\$12.14	19.99%	\$9.71	\$1.13	\$126.50	\$8.54	13.03	0.88
SUN-10 CL	Weekday	\$1,496,203	\$319.54	\$9.62	\$82.16	17.14%	\$68.07	\$7.93	\$264.77	\$7.97	3.89	0.12
SUN-1X	Weekday	\$995,980	\$215.95	\$12.11	\$27.07	20.00%	\$21.66	\$2.52	\$172.76	\$9.69	7.98	0.45
SUN-2	All Days	\$5,735,370	\$143.77	\$10.39	\$11.27	18.88%	\$9.14	\$1.07	\$116.62	\$8.43	12.76	0.92
SUN-200	Weekday	\$51,468	\$505.42	\$23.64	\$17.07	16.53%	\$14.25	\$1.66	\$421.87	\$19.73	29.61	1.39
SUN-3	All Days	\$747,617	\$169.57	\$10.49	\$14.18	18.74%	\$11.52	\$1.34	\$137.78	\$8.52	11.96	0.74
SUN-4	All Days	\$3,537,763	\$147.10	\$10.14	\$21.69	19.75%	\$17.41	\$2.03	\$118.05	\$8.14	6.78	0.47
SUN-400	Weekday	\$45,568	\$441.55	\$28.88	\$29.79	20.00%	\$23.83	\$2.78	\$353.24	\$23.11	14.82	0.97
SUN-401	Weekday	\$45,957	\$337.31	\$25.43	\$220.25	4.72%	\$208.85	\$24.46	\$321.38	\$24.23	1.53	0.12
SUN-402	Weekday	\$35,164	\$686.80	\$47.57	\$79.63	20.00%	\$63.70	\$7.42	\$549.44	\$38.06	8.63	0.60
SUN-403	Weekday	\$8,471	\$756.36	\$27.50	\$7.33	20.00%	\$5.87	\$0.68	\$605.07	\$22.00	103.14	3.75
SUN-5	Weekday	\$785,572	\$327.15	\$12.62	\$70.68	16.68%	\$58.89	\$6.86	\$272.58	\$10.52	4.63	0.18
SUN-500	Weekday	\$22,545	\$319.02	\$20.28	\$9.30	19.69%	\$7.47	\$0.87	\$256.19	\$16.29	34.31	2.18
SUN-6	All Days	\$1,783,978	\$145.85	\$10.59	\$26.40	19.99%	\$21.12	\$2.46	\$116.68	\$8.47	5.52	0.40
SUN-7	All Days	\$945,353	\$133.61	\$10.11	\$16.92	19.99%	\$13.54	\$1.58	\$106.88	\$8.09	7.90	0.60
SUN-700	Weekday	\$43,350	\$246.31	\$15.77	\$12.95	20.00%	\$10.36	\$1.21	\$197.05	\$12.62	19.03	1.22
SUN-701	Weekday	\$52,066	\$305.55	\$20.19	\$6.20	20.00%	\$4.96	\$0.58	\$244.44	\$16.15	49.29	3.26
SUN-8	All Days	\$3,038,730	\$173.23	\$10.45	\$25.99	17.13%	\$21.53	\$2.51	\$143.55	\$8.66	6.67	0.40
SUN-800	Weekday	\$153,726	\$911.23	\$32.27	\$11.17	20.04%	\$8.93	\$1.04	\$728.56	\$25.80	81.59	2.89
SUN-801	Weekday	\$44,588	\$264.15	\$25.68	\$2.35	20.00%	\$1.88	\$0.22	\$211.32	\$20.55	112.20	10.91
SUN-802	Weekday	\$88,630	\$525.06	\$27.02	\$21.62	19.99%	\$17.30	\$2.02	\$420.05	\$21.62	24.28	1.25
SUN-803	Weekday	\$12,959	\$368.16	\$21.31	\$1.95	20.00%	\$1.56	\$0.18	\$294.52	\$17.05	188.45	10.91
SUN-9	All Days	\$2,706,882	\$272.57	\$12.06	\$42.08	13.01%	\$36.61	\$4.27	\$237.09	\$10.49	6.48	0.29
SUN-DAR	All Days	\$5,777,658	\$116.27	\$9.14	\$60.49	19.03%	\$48.97	\$6.05	\$94.14	\$7.40	1.92	0.15
SUN-TAXI	All Days										0.96	0.13
		\$37,453,439	\$154.75	\$10.37	\$18.38	18.73%	\$14.94	\$1.75	\$125.77	\$8.43	8.42	0.56

Table 2.3 SRTP Route Statistics (table 3 of 4)



Table 2.3 - SRTP Route Statistics
 SunLine Transit Agency -- VP-004.WR.ER
 FY 2022/23
 All Routes

Data Elements

Route #	Day Type	Peak Vehicles	Passengers	Passenger Miles	Revenue Hours	Total Hours	Revenue Miles	Total Miles	Operating Cost	Passenger Revenue	Measure-A Revenue	LCTOP Revenue
SUN-VP	All Days	9	19,014	994,531	4,613	4,613	222,586	222,586				
		9	19,014	994,531	4,613	4,613	222,586	222,586				

Table 2.3 SRTP Route Statistics (table 4 of 4)



Table 2.3 - SRTP Route Statistics
 SunLine Transit Agency -- VP-004.WR.ER
 FY 2022/23
 All Routes

Performance Indicators												
Route #	Day Type	Net Subsidy	Operating Cost Per Revenue Mile	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
SUN-VP	All Days										-4.12	0.09
											-4.12	0.09

Table 3.0 Highlights of the FY2022/23 SRTP

#	Description	Start Date
1	Increase all route frequencies gradually to regular service level (pre-COVID-19 level) as new coach operators are hired and trained	Ongoing
2	Launch Route 1X express service between Indio and Palm Springs along Highway 111 to test the effectiveness and desirability of the limited-stop service contingent on the ability to hire and train coach operators	Fall 22
3	Hire and train over forty coach operators to implement all approved service improvements	Ongoing
4	Launch new SunRide geo-fence zones in Cathedral City and Indio on September 5, 2022 and explore the feasibility of further expanding SunRide service	Sep-22
5	Develop service strategy for the new Acrisure Arena opening January 2023 in Palm Desert	Jan-22
6	Update bus stop signs, schedule holders and install new bus shelters across the service area according to policy to enhance customer service, optimize trip planning technologies, and improve communication with passengers	Ongoing
7	Implement the Innovative Clean Transit (ICT) plan. Transition to zero emissions by 2035 – five years ahead of the deadline set in the ICT Regulation (2040)	Ongoing

Table 4.0 Summary of Funding Requests (1 of 3)



Table 4.0 - Summary of Funding Requests - FY 2022/23
SunLine Transit Agency
Original

Operating																
Project	Total Amount of Funds	5307 IC	5307 IC ARPA	5311	5311 CRRSAA	5311(I)	5339 COMP	5339 IC	5339 RS	CARB	CEC Funds	CMAQ OB	FARE	LCTOP OB	LCTOP PUC9313	LCTOP PUC9314
Clean Cities	\$36,000															
Commuter 10	\$450,000					\$248,985										
Haul Pass Program	\$373,172															
Operating Assistance	\$43,861,978	\$5,869,799	\$0	\$409,279	\$832,331					\$200,000	\$250,000		\$1,514,369	\$192,172		
Retention and Recruitment Incentive Program	\$200,000		\$200,000													
Route 1X	\$406,964											\$325,481				
Sunride Rideshare	\$453,633											\$362,906	\$14,642			
Taxi Voucher Program	\$75,000															
Vanpool Program	\$230,000											\$204,700				
Sub-total Operating	\$46,085,647	\$5,869,799	\$200,000	\$409,279	\$832,331	\$248,985	\$0	\$0	\$0	\$200,000	\$250,000	\$893,097	\$1,529,001	\$192,172	\$0	\$0
Capital																
Project	Total Amount of Funds	5307 IC	5307 IC ARPA	5311	5311 CRRSAA	5311(I)	5339 COMP	5339 IC	5339 RS	CARB	CEC Funds	CMAQ OB	FARE	LCTOP OB	LCTOP PUC9313	LCTOP PUC9314
Bus Stops and Amenities - SL-23-12	\$300,000	\$240,000														
CNG Rehab (10) & Hydrogen Vehicle Purchase (4) - SL-23-07	\$9,209,070						\$8,409,070									
Equipment - SL-23-10	\$322,000	\$257,600														
Facility Improvement Projects - SL-23-02	\$1,200,000	\$980,000														
Indio CNG Station Upgrade Phase II - SL-23-01	\$500,000															
IT Projects - SL-23-06	\$250,000	\$200,000														
Liquid Hydrogen Trailer Project - SL-23-03	\$3,800,000														\$1,305,852	\$194,148
Microgrid to Hydrogen Phase IV - SL-23-05	\$1,607,935															
Over the Road Coaches - SL-23-04	\$4,800,000															
Radio Replacement Phase II & Upgrade to ITS - SL-23-09	\$2,798,000	\$253,659						\$1,955,958	\$28,783							
Real Time Surveillance System - SL-23-08	\$60,000															
Software Expansion - SL-23-11	\$600,000	\$480,000														
Sub-total Capital	\$25,477,005	\$2,391,259	\$0	\$0	\$0	\$0	\$8,409,070	\$1,955,958	\$28,783	\$0	\$0	\$0	\$0	\$0	\$1,305,852	\$194,148
Total Operating & Capital	\$71,562,652	\$8,261,028	\$200,000	\$409,279	\$832,331	\$248,985	\$8,409,070	\$1,955,958	\$28,783	\$200,000	\$250,000	\$893,097	\$1,529,001	\$192,172	\$1,305,852	\$194,148



Table 4.0 Summary of Funding Requests (2 of 3)



Table 4.0 - Summary of Funding Requests - FY 2022/23
SunLine Transit Agency
Original

Operating										
Project	Total Amount of Funds	LTF	MA SPT	OTHR LCL	OTHR ST	SGR PUC99313	SGR PUC99314	STA PUC99313	STA PUC99314	
Clean Cities	\$36,000			\$36,000						
Commuter 10	\$450,000	\$51,015		\$150,000						
Haul Pass Program	\$373,172			\$181,000						
Operating Assistance	\$43,861,978	\$23,886,240	\$10,900,000							
Retention and Recruitment Incentive Program	\$200,000									
Route 1X	\$406,864	\$81,373								
Sunride Rideshare	\$453,633	\$78,085								
Taxi Voucher Program	\$75,000	\$37,500		\$37,500						
Vanpool Program	\$230,000	\$25,300								
Sub-total Operating	\$46,085,647	\$24,157,513	\$10,900,000	\$403,500	\$0	\$0	\$0	\$0	\$0	
Capital										
Project	Total Amount of Funds	LTF	MA SPT	OTHR LCL	OTHR ST	SGR PUC99313	SGR PUC99314	STA PUC99313	STA PUC99314	
Bus Stops and Amenities - SL-23-12	\$300,000							\$60,000		
CNG Rehab (10) & Hydrogen Vehicle Purchase (4) - SL-23-07	\$9,209,070					\$881,344	\$118,656			
Equipment - SL-23-10	\$322,000							\$64,400		
Facility Improvement Projects - SL-23-02	\$1,200,000							\$16,800	\$223,200	
Indio CNG Station Upgrade Phase II - SL-23-01	\$500,000								\$500,000	
IT Projects - SL-23-06	\$250,000							\$50,000		
Liquid Hydrogen Trailer Project - SL-23-03	\$3,800,000							\$3,800,000		
Microgrid to Hydrogen Phase IV - SL-23-05	\$1,607,935					\$107,935				
Over the Road Coaches - SL-23-04	\$4,800,000				\$4,800,000					
Radio Replacement Phase II & Upgrade to ITS - SL-23-09	\$2,798,000							\$558,600		
Real Time Surveillance System - SL-23-08	\$90,000							\$90,000		
Software Expansion - SL-23-11	\$800,000							\$120,000		
Sub-total Capital	\$25,477,005	\$0	\$0	\$0	\$4,800,000	\$789,279	\$118,656	\$4,760,800	\$723,200	
Total Operating & Capital	\$71,562,652	\$24,157,513	\$10,900,000	\$403,500	\$4,800,000	\$789,279	\$118,656	\$4,760,800	\$723,200	

Table 4.0 Summary of Funding Requests (3 of 3)



Table 4.0 - Summary of Funding Requests - FY 2022/23
SunLine Transit Agency
Original

FY 2022/23 Projected Funding Details	
5307 IC	\$5,889,769
5307 IC ARPA	\$200,000
5311	\$408,279
5311 CRRSAA	\$832,331
5311(f)	\$248,985
CARB	\$200,000
CEC Funds	\$250,000
CMAQ OB	\$893,087
FARE	\$1,529,001
LCTOP OB	\$192,172
LTF	\$24,157,513
MA SPT	\$10,900,000
OTHR LCL	\$403,500
Total Estimated Operating Funding Request	\$46,085,647
5307 IC	\$2,391,250
5339 COMP	\$8,409,070
5339 IC	\$1,955,958
5339 RS	\$28,783
LCTOP PUC99313	\$1,305,852
LCTOP PUC99314	\$194,148
OTHR ST	\$4,800,000
SGR PUC99313	\$789,279
SGR PUC99314	\$118,666
STA PUC99313	\$4,760,800
STA PUC99314	\$723,200
Total Estimated Capital Funding Request	\$25,477,005
Total Funding Request	\$71,562,652

Table 4.0A Capital Project Justification (1 of 12)



FY 2022/23 SRTP
SunLine Transit Agency
Table 4.0 A - Capital Project Justification
Original

Project Number: SL-23-01 **FTIP No:** Not Assigned - New Project

Project Name: Indio CNG Station Upgrade Phase II

Category: Buildings and Facilities

Sub-Category: Upgrade

Fuel Type: N/A

Project Description: Improve Indio station efficiency at Indio location.

Project Justification: CNG station at Indio location requires upgrades to improve efficiency and increase its useful life.

Project Schedule:

Start Date	Completion Date
July 2022	June 2023

PROJECT FUNDING SOURCES (REQUESTED):

Fund Type	Fiscal Year	Amount
STA PUC99314	FY 2022/23	\$500,000
Total		\$500,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE INCLUDING PROJECTS APPROVED BUT NOT YET ORDERED

FTA Grant No.	FTIP ID No.	RCTC/SRTP Project No.	Description

Table 4.0A Capital Project Justification (2 of 12)



FY 2022/23 SRTP
SunLine Transit Agency
Table 4.0 A - Capital Project Justification
Original

Project Number: SL-23-02 **FTIP No:** Not Assigned - New Project

Project Name: Facility Improvement Projects

Category: Buildings and Facilities

Sub-Category: Rehabilitation/Improvement

Fuel Type: N/A

Project Description: Project will include demolition and repaving of current bus yard at Division I. Repair Div 1 maintenance roof and replace 4 swamp coolers.

Project Justification: Bus yard has met its useful life and requires an upgrade. Repaving will provide a safer area for staff and SunLine's fleet. Roof leaking water inside maintenance bay when it rains. Swamp coolers leaks water into the maintenance bays when running due to holes in the water drain pans.

Project Schedule:

Start Date	Completion Date
July 2022	June 2023

PROJECT FUNDING SOURCES (REQUESTED):

Fund Type	Fiscal Year	Amount
S307 IC	FY 2022/23	\$960,000
STA PUC99313	FY 2022/23	\$18,800
STA PUC99314	FY 2022/23	\$223,200
Total		\$1,200,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE INCLUDING PROJECTS APPROVED BUT NOT YET ORDERED

FTA Grant No.	FTIP ID No.	RCTC/SRTP Project No.	Description



Table 4.0A Capital Project Justification (3 of 12)



FY 2022/23 SRTP
SunLine Transit Agency
Table 4.0 A - Capital Project Justification
Original

Project Number: SL-23-03 **FTIP No:** Not Assigned - New Project

Project Name: Liquid Hydrogen Trailer Project

Category: Buildings and Facilities

Sub-Category: Modification

Fuel Type: N/A

Project Description: Installation of portable liquid hydrogen fueling trailer.

Project Justification: New liquid hydrogen station to serve as fueling resiliency for the expanding fuel cell bus fleet.

Project Schedule:

Start Date	Completion Date
July 2022	June 2023

PROJECT FUNDING SOURCES (REQUESTED):

Fund Type	Fiscal Year	Amount
STA PUC99313	FY 2022/23	\$3,800,000
Total		\$3,800,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE INCLUDING PROJECTS APPROVED BUT NOT YET ORDERED

FTA Grant No.	FTIP ID No.	RCTC/SRTP Project No.	Description



Table 4.0A Capital Project Justification (4 of 12)



FY 2022/23 SRTP
SunLine Transit Agency
Table 4.0 A - Capital Project Justification
Original

Project Number: SL-23-04 **FTIP No:** Not Assigned - New Project

Project Name: Over the Road Coaches

Category: Buildings and Facilities

Sub-Category: Expansion

Fuel Type: Electric

Project Description: Design, assembly, and delivery of two (2) fuel cell electric over the road coaches, provided by two manufacturers, chosen via a competitive RFP process to stimulate the supply base. Project will include extended coach testing – operation of the two coach buses in revenue service on the Route 10 Commuter Link for 1 year. This extended coach bus testing and commissioning will include data collection and reporting.

Project Justification: The fuel cell electric coach will create jobs around innovation and manufacturing, the chassis design, construction, integration, and maintenance could all be performed by California companies. Although the coach does have a lower technology readiness level (TRL), if successful there will be a large upside in terms of intellectual property, localization of manufacturing, and job creation. Operating the first fuel cell electric coach in North America will also cement SunLine Transit Agency as a leader in zero-emission vehicles and technological innovation. To commercialize hydrogen fuel technology for over the road buses.

Project Schedule:

Start Date	Completion Date
July 2022	June 2023

PROJECT FUNDING SOURCES (REQUESTED):

Fund Type	Fiscal Year	Amount
OTHR ST	FY 2022/23	\$4,800,000
Total		\$4,800,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE INCLUDING PROJECTS APPROVED BUT NOT YET ORDERED

FTA Grant No.	FTIP ID No.	RCTC/SRTP Project No.	Description

Table 4.0A Capital Project Justification (5 of 12)



FY 2022/23 SRTP
SunLine Transit Agency
Table 4.0 A - Capital Project Justification
Original

Project Number: SL-23-05 **FTIP No:** Not Assigned - New Project

Project Name: Microgrid to Hydrogen Phase IV

Category: Buildings and Facilities

Sub-Category: Expansion

Fuel Type: N/A

Project Description: Additional LCTOP funding relating to microgrid project which includes solar panels and battery storage

Project Justification: Reduces electricity expenses and cost of hydrogen production. Lowers the Agencies carbon intensity level, allowing for more rebate funds. Provides resiliency in hydrogen production and electrical storage.

Project Schedule:

Start Date	Completion Date
July 2022	June 2023

PROJECT FUNDING SOURCES (REQUESTED):

Fund Type	Fiscal Year	Amount
LCTOP PUC99313	FY 2022/23	\$1,305,852
LCTOP PUC99314	FY 2022/23	\$194,148
SGR PUC99313	FY 2022/23	\$107,935
Total		\$1,607,935

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE INCLUDING PROJECTS APPROVED BUT NOT YET ORDERED

FTA Grant No.	FTIP ID No.	RCTC/SRTP Project No.	Description



Table 4.0A Capital Project Justification (6 of 12)



FY 2022/23 SRTP
SunLine Transit Agency
Table 4.0 A - Capital Project Justification
Original

Project Number: SL-23-06 **FTIP No:** Not Assigned - New Project

Project Name: IT Projects

Category: Vehicle Systems and Equipment

Sub-Category: Systems

Fuel Type: N/A

Project Description: This project supports the purchases of the Agency's need for software, network infrastructure, computing resources, and business analytics.

Project Justification: The use of IT equipment is critical to the daily function and efficiency in providing safety, reliable, and efficient transit services.

Project Schedule:

Start Date	Completion Date
July 2022	June 2023

PROJECT FUNDING SOURCES (REQUESTED):

Fund Type	Fiscal Year	Amount
5307 IC	FY 2022/23	\$200,000
STA PUC99313	FY 2022/23	\$50,000
Total		\$250,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE INCLUDING PROJECTS APPROVED BUT NOT YET ORDERED

FTA Grant No.	FTIP ID No.	RCTC/SRTP Project No.	Description



Table 4.0A Capital Project Justification (7 of 12)



FY 2022/23 SRTP
SunLine Transit Agency
Table 4.0 A - Capital Project Justification
Original

Project Number: SL-23-07 **FTIP No:** Not Assigned - New Project

Project Name: CNG Rehab (10) & Hydrogen Vehicle Purchase (4)

Category: Bus

Sub-Category: Upgrade

Fuel Type: Other

Project Description: Rehab 10 CNG and replace 4 HFCB fixed route vehicles

Project Justification: Required rehabilitation and replacement of agency fixed route vehicles which aligns with the Agency's ICT plan.

Project Schedule:

Start Date	Completion Date
July 2022	June 2023

PROJECT FUNDING SOURCES (REQUESTED):

Fund Type	Fiscal Year	Amount
5339 COMP	FY 2022/23	\$8,409,070
SGR PUC99313	FY 2022/23	\$681,344
SGR PUC99314	FY 2022/23	\$118,656
Total		\$9,209,070

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE INCLUDING PROJECTS APPROVED BUT NOT YET ORDERED

FTA Grant No.	FTIP ID No.	RCTC/SRTP Project No.	Description



Table 4.0A Capital Project Justification (8 of 12)



FY 2022/23 SRTP
SunLine Transit Agency
Table 4.0 A - Capital Project Justification
Original

Project Number: SL-23-08 **FTIP No:** Not Assigned - New Project

Project Name: Real Time Surveillance System

Category: Security

Sub-Category: Systems

Fuel Type: N/A

Project Description: This project is to add real time video surveillance to all agency support vehicles.

Project Justification: To analysis daily driving for fleet and driver safety in all agency fleet vehicles with real time in cab audio alerts to notify drivers to take corrective action and warn of potential accidents.

Project Schedule:

Start Date	Completion Date
July 2022	June 2023

PROJECT FUNDING SOURCES (REQUESTED):

Fund Type	Fiscal Year	Amount
STA PUC99313	FY 2022/23	\$90,000
Total		\$90,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE INCLUDING PROJECTS APPROVED BUT NOT YET ORDERED

FTA Grant No.	FTIP ID No.	RCTC/SRTP Project No.	Description

Table 4.0A Capital Project Justification (9 of 12)



FY 2022/23 SRTP
SunLine Transit Agency
Table 4.0 A - Capital Project Justification
Original

Project Number: SL-23-09 **ETIP No:** Not Assigned - New Project

Project Name: Radio Replacement Phase II & Upgrade to ITS

Category: Communication and ITS

Sub-Category: Systems

Fuel Type: N/A

Project Description: Replace radio & ITS for all vehicles

Project Justification: Radio system parts are obsolete. Need to upgrade ITS with radio system.

Project Schedule:

Start Date	Completion Date

PROJECT FUNDING SOURCES (REQUESTED):

Fund Type	Fiscal Year	Amount
5307 IC	FY 2022/23	\$253,659
5339 IC	FY 2022/23	\$1,955,958
5339 RS	FY 2022/23	\$28,783
STA PUC99313	FY 2022/23	\$559,600
Total		\$2,798,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE INCLUDING PROJECTS APPROVED BUT NOT YET ORDERED

FTA Grant No.	FTIP ID No.	RCTC/SRTP Project No.	Description



Table 4.0A Capital Project Justification (10 of 12)



FY 2022/23 SRTP
SunLine Transit Agency
Table 4.0 A - Capital Project Justification
Original

Project Number: SL-23-10 **FTIP No:** Not Assigned - New Project

Project Name: Equipment

Category: Maintenance

Sub-Category: Rehabilitation/Improvement

Fuel Type: N/A

Project Description: Purchase new or used man lift. Repair aging bus lifts and procure new coolant and oil drain carts.

Project Justification: Purchasing new or used man lift will save the agency money from renting equipment to service and maintain lights and camera that are not accessible by ladder. Lift cylinders are leaking oil, Div 2 needs new bus lift. Oil and coolant drain carts are past their useful life.

Project Schedule:

Start Date	Completion Date
July 2022	June 2023

PROJECT FUNDING SOURCES (REQUESTED):

Fund Type	Fiscal Year	Amount
5307 IC	FY 2022/23	\$257,600
STA PUC99313	FY 2022/23	\$64,400
Total		\$322,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE INCLUDING PROJECTS APPROVED BUT NOT YET ORDERED

FTA Grant No.	FTIP ID No.	RCTC/SRTP Project No.	Description



Table 4.0A Capital Project Justification (11 of 12)



FY 2022/23 SRTP
SunLine Transit Agency
Table 4.0 A - Capital Project Justification
Original

Project Number: SL-23-11 **FTIP No:** Not Assigned - New Project

Project Name: Software Expansion

Category: Security

Sub-Category: Systems

Fuel Type: N/A

Project Description: Trapeze - Ops Web; Have Trapeze create a new module that would track the new bargaining units (Teamsters & ATU Maintenance Supervisors). It would be similar to Ops and would track attendance, incidents, documents, signing up for overtime (if it becomes part of the MOU), schedules, grievances, pay, etc.

Project Justification: Automating our business processes will help improve communication and empower our employees to securely view and update important information at their convenience via desktop computer and their mobile devices. Sending and acknowledgment of employee memos, automate bidding by employees entering bids remotely, speeding up the work assignment process, decrease absenteeism and automate timekeeping. Reduce paper time off request by integrating with absence quotas to auto-approve vacation requests. Overall reduce the risk of manual errors, decrease the cost due to absenteeism and overtime, increase payroll accuracy and decrease the time spent on work assignments and time off approvals. Sending and acknowledging of employee memos, automate bidding by employees entering bids remotely, speeding up the work assignment process, decrease absenteeism and automate timekeeping. Overall reduce the risk of manual errors, decrease the cost due to absenteeism and overtime, increase payroll accuracy and decrease the time spent on work assignments. Currently, Trapeze (Ops) is unable to limit access or "hide" by job levels; which would allow employees to view their peer's profile. This makes it necessary for a new module to be created.

Project Schedule:

Start Date	Completion Date
July 2022	June 2023

PROJECT FUNDING SOURCES (REQUESTED):

Fund Type	Fiscal Year	Amount
5307 IC	FY 2022/23	\$480,000
STA PUC99313	FY 2022/23	\$120,000
Total		\$600,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE INCLUDING PROJECTS APPROVED BUT NOT YET ORDERED

FTA Grant No.	FTIP ID No.	RCTC/SRTP Project No.	Description



Table 4.0A Capital Project Justification (12 of 12)



FY 2022/23 SRTP
SunLine Transit Agency
Table 4.0 A - Capital Project Justification
Original

Project Number: SL-23-12 **FTIP No:** Not Assigned - New Project

Project Name: Bus Stops and Amenities

Category: Bus Stop and Amenities

Sub-Category: Upgrade

Fuel Type: N/A

Project Description: On-going bus stops and amenities improvement program will replace outdated bus stop shelters and amenities, add new bus shelters and amenities according to policy and address nonemergency safety and accessibility improvements.

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

Project Schedule:

Start Date	Completion Date
July 2022	June 2023

PROJECT FUNDING SOURCES (REQUESTED):

Fund Type	Fiscal Year	Amount
5307 IC	FY 2022/23	\$240,000
STA.PUC99313	FY 2022/23	\$60,000
Total		\$300,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE INCLUDING PROJECTS APPROVED BUT NOT YET ORDERED

FTA Grant No.	FTIP ID No.	RCTC/SRTP Project No.	Description

Table 4.0B Farebox Calculation

Table 4B - Farebox Calculation				
	Revenue Sources included in Farebox Calculation	Actual Amount from FY20/21 Audit	FY21/22 (Estimate)	FY22/23 (Plan)
1	Farebox and other Revenues	2,916,374	4,652,205	2,124,308
2	Measure A	5,955,883	7,000,000	10,900,000
3	Interest	5,174	2,870	365
	Total Revenue for Farebox Calculation	8,877,431	11,655,075	13,024,673
	Total Operating Expenses for Farebox Calculation	38,029,995	39,189,711	46,085,647
	Farebox Recovery Ratio	23.34%	29.74%	28.26%



Table 4.1 Summary of Funding Requests in FY2023–2024 (1 of 3)



Table 4.1 - Summary of Funding Requests - FY 2023/24
SunLine Transit Agency
Original

Operating																
Project	Total Amount of Funds	5307 IC	5307 IC ARPA	5310	5311	5311(f)	5339 IC	CMAQ OB	FARE	LCTOP OB	LCTOP PUC9314	LTF	MA SPT	OTHR LCL	SGR PUC9314	STA PUC9313
Clean Cities	\$65,000													\$65,000		
Comuterlink 10	\$459,000					\$259,455						\$52,545		\$150,000		
Haul Pass Program	\$378,937									\$197,937				\$181,000		
Operating Assistance	\$45,225,624	\$4,989,928		\$0	\$344,944				\$1,559,790			\$28,231,396	\$7,603,000	\$2,496,567		
Retention & Recruitment Incentive Program	\$230,000		\$230,000													
Route 1X	\$427,208							\$341,766				\$85,442				
Sunride Rideshare	\$477,587								\$21,963			\$455,624				
Taxi Voucher Program	\$75,000											\$37,500		\$37,500		
Vanpool Program	\$236,900							\$210,841				\$26,059				
Sub-total Operating	\$47,575,256	\$4,989,928	\$230,000	\$0	\$344,944	\$259,455	\$0	\$552,607	\$1,581,753	\$197,937	\$0	\$28,888,565	\$7,603,000	\$2,930,067	\$0	\$0
Capital																
Project	Total Amount of Funds	5307 IC	5307 IC ARPA	5310	5311	5311(f)	5339 IC	CMAQ OB	FARE	LCTOP OB	LCTOP PUC9314	LTF	MA SPT	OTHR LCL	SGR PUC9314	STA PUC9313
Asphalt and Concrete Upgrade - SL-24-01	\$500,000															\$300,000
Bus Stops and Amenities	\$300,000															\$200,000
Facility Maintenance - SL-24-06	\$200,000															\$1,741,879
Fixed Route Bus Replacement - SL-24-07	\$5,200,000	\$2,138,540					\$969,802				\$649,779				\$850,000	\$150,000
Guard Shack Upgrade - SL-24-09	\$1,000,000															\$1,757,986
Hydrogen Infrastructure Improvement Program - SL-24-02	\$2,000,000															
IT Projects	\$250,000															\$250,000
Maintenance Software Upgrade - SL-24-05	\$1,800,000															\$1,800,000
Mobile Command Center - SL-24-10	\$500,000															\$500,000
Operator Training Ground - SL-24-04	\$1,000,000															\$1,000,000
Sub-total Capital	\$12,750,000	\$2,138,540	\$0	\$0	\$0	\$0	\$669,802	\$0	\$0	\$0	\$649,779	\$0	\$0	\$0	\$850,000	\$7,669,865
Total Operating & Capital	\$60,325,256	\$7,128,468	\$230,000	\$0	\$344,944	\$259,455	\$669,802	\$552,607	\$1,581,753	\$197,937	\$649,779	\$28,888,565	\$7,603,000	\$2,930,067	\$850,000	\$7,669,865
FY 2023/24 Projected Funding Details																
Total Estimated Operating Funding Request	\$47,575,256															



Table 4.1 Summary of Funding Requests in FY2023–2024 (2 of 3)



Table 4.1 - Summary of Funding Requests - FY 2023/24
SunLine Transit Agency
Original

Operating													
Project	Total Amount of Funds	STA PUC99314											
Clean Cities	\$65,000												
Commuterlink 10	\$459,000												
Haul Pass Program	\$378,937												
Operating Assistance	\$45,225,624												
Retention & Recruitment Incentive Program	\$230,000												
Route 1X	\$427,208												
Sunride Rideshare	\$477,587												
Taxi Voucher Program	\$75,000												
Vanpool Program	\$239,500												
Sub-total Operating	\$47,575,256	\$0											
Capital													
Project	Total Amount of Funds	STA PUC99314											
Asphalt and Concrete Upgrade - SL-24-01	\$500,000	\$500,000											
Bus Stops and Amenities	\$300,000												
Facility Maintenance - SL-24-06	\$200,000												
Fixed Route Bus Replacement - SL-24-07	\$5,200,000												
Guard Shack Upgrade - SL-24-09	\$1,000,000												
Hydrogen Infrastructure Improvement Program - SL-24-02	\$2,000,000	\$242,014											
IT Projects	\$250,000												
Maintenance Software Upgrade - SL-24-05	\$1,800,000												
Mobile Command Center - SL-24-10	\$500,000												
Operator Training Ground - SL-24-04	\$1,000,000												
Sub-total Capital	\$12,750,000	\$742,014											
Total Operating & Capital	\$60,325,256	\$742,014											

Table 4.1 Summary of Funding Requests in FY2023–2024 (3 of 3)



Table 4.1 - Summary of Funding Requests - FY 2023/24
 SunLine Transit Agency
 Original

FY 2023/24 Projected Funding Details	
5307 IC	\$4,989,928
5307 IC ARPA	\$230,000
5310	\$0
5311	\$344,944
5311(f)	\$259,455
CMAQ OB	\$552,807
FARE	\$1,581,793
LCTOP OB	\$197,937
LTF	\$28,888,555
MA SPT	\$7,603,000
OTHR LCL	\$2,930,067
5307 IC	\$2,138,540
5339 IC	\$869,802
LCTOP PUC99314	\$849,779
SGR PUC99314	\$850,000
STA PUC99313	\$7,609,865
STA PUC99314	\$742,014
Total Estimated Capital Funding Request	\$12,750,000
Total Funding Request	\$60,325,256



Table 4.2 Summary of Funding Requests in FY2024–2025



Table 4.2 - Summary of Funding Requests - FY 2024/25
SunLine Transit Agency
Original

Operating														
Project	Total Amount of Funds	5307 IC	5307 IC ARPA	5311	5311(f)	5339 IC	CMAQ OB	FARE	LCTOP OB	LTF	MA SPT	OTHR LCL	STA PUC99313	
Clean Cities	\$65,000											\$65,000		
Commuter 10	\$468,270				\$264,149							\$150,000		
Haul Pass Program	\$384,731								\$203,731	\$54,121		\$181,000		
Operating Assistance	\$47,155,142	\$5,087,730		\$352,377				\$1,605,584		\$29,820,013	\$7,755,000	\$2,533,438		
Retention and Recruitment Incentive Program	\$200,000		\$200,000											
Route 1X	\$448,148						\$358,434			\$80,714				
SunRide Rideshare	\$502,238							\$32,945		\$469,293				
Taxi Voucher Program	\$75,000									\$37,500		\$37,500		
Vanpool Program	\$244,007						\$217,199			\$26,841				
Sub-total Operating	\$49,542,536	\$5,087,730	\$200,000	\$352,377	\$264,149	\$0	\$575,600	\$1,639,529	\$203,731	\$30,497,482	\$7,755,000	\$2,966,938	\$0	
Capital														
Project	Total Amount of Funds	5307 IC	5307 IC ARPA	5311	5311(f)	5339 IC	CMAQ OB	FARE	LCTOP OB	LTF	MA SPT	OTHR LCL	STA PUC99313	
Bus Stops and Amenities - SL-25-04	\$300,000					\$240,000							\$60,000	
Hydrogen Station for Division II - SL-25-02	\$2,300,000	\$1,840,000											\$460,000	
IT Projects - SL-25-03	\$250,000												\$250,000	
Land Purchase - Division II - SL-25-01	\$2,000,000												\$2,000,000	
Sub-total Capital	\$4,850,000	\$1,840,000	\$0	\$0	\$0	\$240,000	\$0	\$0	\$0	\$0	\$0	\$0	\$2,770,000	
Total Operating & Capital	\$54,392,536	\$6,927,730	\$200,000	\$352,377	\$264,149	\$240,000	\$575,600	\$1,639,529	\$203,731	\$30,497,482	\$7,755,000	\$2,966,938	\$2,770,000	
FY 2024/25 Projected Funding Details														
5307 IC	\$5,087,730													
5307 IC ARPA	\$200,000													
5311	\$352,377													
5311(f)	\$264,149													
CMAQ OB	\$575,600													
FARE	\$1,639,529													
LCTOP OB	\$203,731													
LTF	\$30,497,482													
MA SPT	\$7,755,000													
OTHR LCL	\$2,966,938													
Total Estimated Operating Funding Request	\$49,542,536													
5307 IC	\$1,840,000													
5339 IC	\$240,000													
STA PUC99313	\$2,770,000													
Total Estimated Capital Funding Request	\$4,850,000													
Total Funding Request	\$54,392,536													

Appendix A: SunLine Existing Route Profiles

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Service Days

FY22/23 Service Days	
Wkdy	255
Sat	52
Sun	56
N/S	2
Total	365

	FY22/23 Calendar Days			FY23 Monthly Service Days		
	Wkdy	Sat	Sun	Wkdy	Sat	Sun
Jul-22	21	5	5	20	5	6
Aug-22	23	4	4	23	4	4
Sep-22	22	4	4	21	4	5
Oct-22	21	5	5	21	5	5
Nov-22	22	4	4	21	4	4
Dec-22	22	5	4	21	5	4
Jan-23	22	4	5	21	4	6
Feb-23	20	4	4	20	4	4
Mar-23	23	4	4	23	4	4
Apr-23	20	5	5	20	5	5
May-23	23	4	4	22	4	5
Jun-23	22	4	4	22	4	4
Total	261	52	52	255	52	56

Notes:

Sunday schedules operated on five weekdays:

1. *Independence Day July 4, 2022*
 2. *Labor Day September 5, 2022*
 3. *Christmas Day December 26, 2022*
 4. *New Year's Day January 2, 2023*
 5. *Memorial Day May 29, 2023*
- No service (N/S) on Thanksgiving and December 25, 2022*



Route Numbers, Headsigns, and General Direction

Route #	Headsigns	Direction
1	Coachella - Palm Springs	E/W
2	Desert Hot Springs - Cathedral City	N/S
3	Desert Edge - Desert Hot Springs	E/W
4	Palm Desert Mall - Palm Springs	E/W
5	Desert Hot Springs - Palm Desert Mall	N/S
6	Coachella - Palm Desert Mall	E/W
7	Bermuda Dunes/Indian Wells - La Quinta	N/S
8	North Indio - Thermal/Mecca	N/S
9	North Shore - Oasis	E/W
10	Indio - San Bernardino/Metrolink	E/W
1X	Express to Indio - Express to Palm Springs	E/W
School Trips		
200	PALM SPRINGS HIGH SCHOOL	
400	RAYMOND CREE / PALM SPRINGS HS	
401	PALM SPRINGS HIGH SCHOOL - VISTA CHINO / SUNRISE	
402	PALM CANYON / STEVENS	
500	PALM DESERT MALL	
700	HARRIS / WASHINGTON - CALLE MADRID / AVN VALLEJO	N / S
701	CALLE MADRID / AVN VALLEJO	
800	SHADOW HILLS HIGH SCHOOL	
801	JACKSON / 44TH	
802	HWY 111 / GOLF CTR	



Span of Service (Level 1)

Route #	Description	Direction	Weekday		Saturday		Sunday	
			Start*	End**	Start*	End**	Start*	End**
1	Coachella - Via Hwy 111 - Palm Springs	E/W	5:00:00 AM	11:12:00 PM	5:00:00 AM	11:12:00 PM	5:00:00 AM	11:12:00 PM
2	Desert Hot Springs - Palm Springs - Cathedral City	N/S	5:00:00 AM	11:23:00 PM	5:00:00 AM	10:54:00 PM	5:00:00 AM	10:54:00 PM
3	Desert Edge - Desert Hot Springs	E/W	5:00:00 AM	8:46:00 PM	6:45:00 AM	8:40:00 PM	6:45:00 AM	8:40:00 PM
4	Palm Desert Mall - Palm Springs	E/W	5:00:00 AM	11:13:00 PM	6:10:00 AM	9:50:00 PM	6:10:00 AM	9:50:00 PM
5	Desert Hot Springs - CSUSB Palm Desert - Palm Desert Mall (AM)	N/S	6:10:00 AM	9:00:00 AM	NS		NS	
5	Desert Hot Springs - CSUSB Palm Desert - Palm Desert Mall (PM)	N/S	3:00:00 PM	6:51:00 PM	NS		NS	
6	Coachella - Via Fred Waring - Palm Desert Mall	E/W	5:50:00 AM	8:45:00 PM	6:00:00 AM	9:18:00 PM	6:00:00 AM	9:18:00 PM
7	Bermuda Dunes - Indian Wells - La Quinta	N/S	5:15:00 AM	8:51:00 PM	5:10:00 AM	9:20:00 PM	5:10:00 AM	9:20:00 PM
8	North Indio - Coachella - Thermal/Mecca	N/S	5:30:00 AM	10:42:00 PM	5:35:00 AM	10:59:00 PM	5:35:00 AM	10:59:00 PM
9	North Shore - Mecca - Oasis	E/W	5:45:00 AM	10:34:00 PM	5:40:00 AM	10:29:00 PM	5:40:00 AM	10:29:00 PM
10	Indio - CSUSB-PDC - CSUSB - San Bernardino Transit Center (SBTC)/Metrolink (AM)	E/W	5:20:00 AM	2:00:00 PM	NS		NS	
10	Indio - CSUSB-PDC - CSUSB - San Bernardino Transit Center (SBTC)/Metrolink (PM)	E/W	12:50:00 PM	8:00:00 PM	NS		NS	
1X	Express to Indio - Express to Palm Springs (AM)	E/W	5:30:00 AM	11:07:00 AM	NS		NS	
1X	Express to Indio - Express to Palm Springs (PM)	E/W	1:30:00 PM	7:07:00 PM	NS		NS	

NS: No Service

* First trip starts

** Last trip ends

Tentative Route 1X service start date: Tuesday, September 6, 2022



FY23 Fixed Route Fleet

Route #	Weekday (Level of Service 1)		Weekday (Level of Service 2)		Saturday		Sunday	
	VOMS	Buses needed to operate service*	VOMS	Buses needed to operate service*	VOMS	Buses needed to operate service*	VOMS	Buses needed to operate service*
1	14	14	15	16	15	16	15	16
2	12	12	5	5	5	5	5	5
3	1	1	1	1	1	1	1	1
4	8	8	5	5	5	5	5	5
5	2	2	2	2	0	0	0	0
6	3	3	3	3	3	3	3	3
7	2	2	1	1	1	1	1	1
8	5	6	4	5	4	5	4	5
9	3	4	4	6	4	6	4	6
10	2	2	2	2	0	0	0	0
1X	3	3	0	0	0	0	0	0
	55	57	42	46	38	42	38	42

* Due to BEBs and FC buses, the actual number of buses needed to provide service is higher than VOMS

Trippers During Level of Service 1 and 2

School Trips	Weekday (Level of Service 1)		Weekday (Level of Service 2)		Saturday		Sunday	
	AM	PM	AM	PM	AM	PM	AM	PM
200	1		1		0		0	
400	1		1		0		0	
401		1						
402		1		1		0		0
403		1		1		0		0
500		1		1		0		0
700	1		1		0		0	
701		1		1		0		0
800	3		2		0		0	
801		1		2		0		0
802		1				0		0
	6	7	5	6	0	0	0	0
Total	64		52		42		42	

Route Frequency and Frequency Improvements Required to Get to Level 1

Route #	Description	Level 1			Level 2		
		Weekday	Saturday	Sunday	Weekday	Saturday	Sunday
1	Coachella - Via Hwy 111 - Palm Springs	20	20	20	20	20	20
2	Desert Hot Springs - Palm Springs - Cathedral City	20	40	40	40	40	40
3	Desert Edge - Desert Hot Springs	60	60	60	60	60	60
4	Palm Desert Mall - Palm Springs	40	60	60	60	60	60
5	Desert Hot Springs - CSUSB Palm Desert - Palm Desert Mall (peak only service 3 AM&PM round trips)	60	NS	NS	60	NS	NS
6	Coachella - Via Fred Waring - Palm Desert Mall	45	60	60	60	60	60
7	Bermuda Dunes - Indian Wells - La Quinta	45	90	90	90	90	90
8	North Indio - Coachella -Thermal/Mecca	40	60	60	60	60	60
9	North Shore - Mecca - Oasis	60	60	60	60	60	60
10	Indio - CSUSB-PDC - CSUSB - San Bernardino Transit Center (SBTC)/Metrolink	4 round trips	NS	NS	4 round trips	NS	NS
1X	Express to Indio - Express to Palm Springs	AM/PM Peak	NS	NS	NS	NS	NS

NS: No Service

Frequency improvements required to get to Level 1

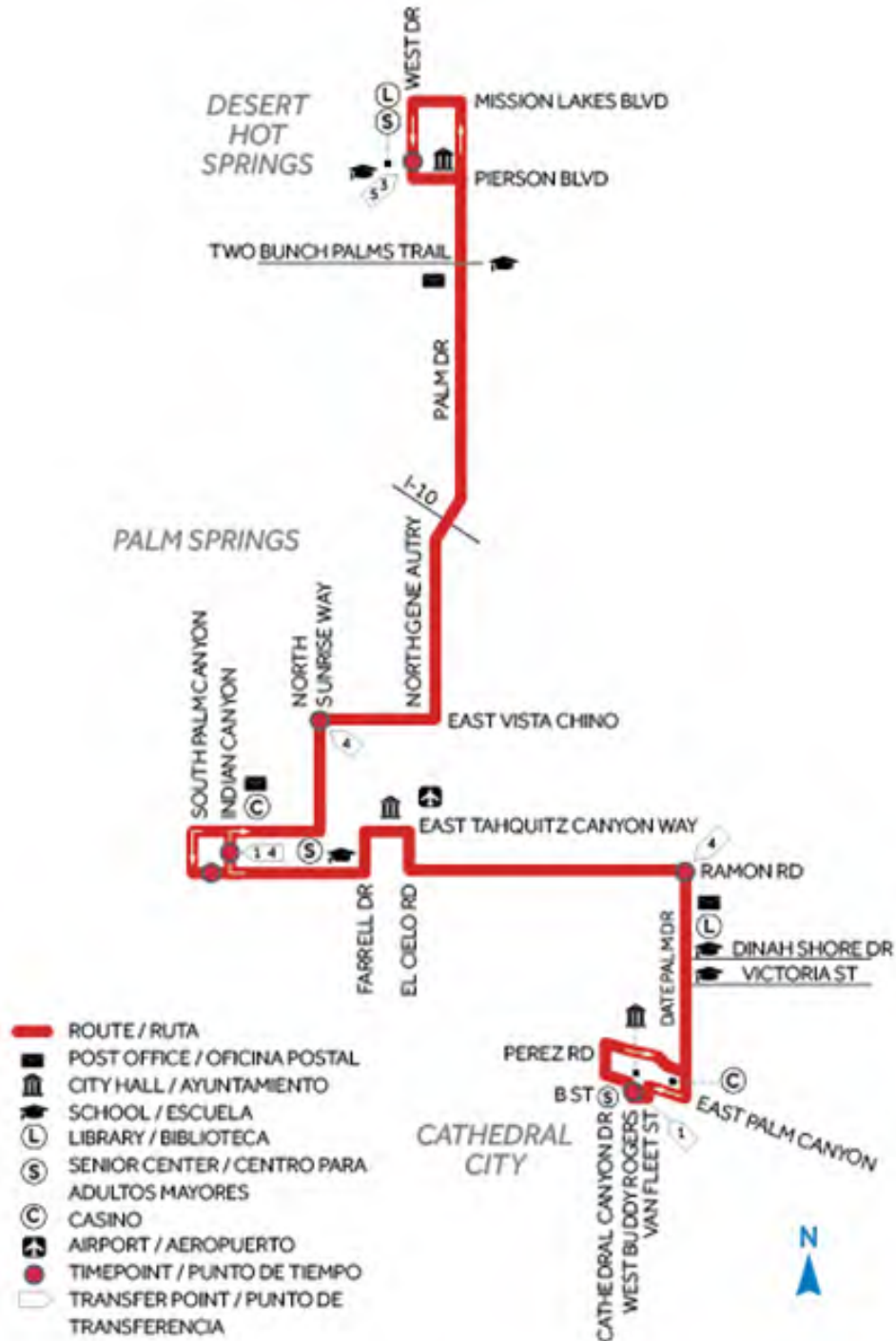
Route 1: Coachella – Via Hwy 111 – Palm Springs

Route 1 is SunLine’s most popular route, which operates 7 days a week with 20-minute frequency and connects Palm Springs with Coachella using portions of East Palm Canyon Drive and Highway 111. It also serves the cities of Indio, La Quinta, Indian Wells, Palm Desert, Rancho Mirage, and Cathedral City. A variety of destinations are served, including retail and commercial centers, libraries, senior centers, city halls, recreational attractions, schools, and medical centers. The route also provides convenient connections for customers needing to transfer to SunLine Routes 2, 4, 5, 6, 7, and 8. Those transfer points are located at 5th Street at Vine Avenue in Coachella (connections with Routes 6 and 8), Highway 111 at Adams Street in La Quinta (connections with Route 7), Town Center Way at Hahn Road in Palm Desert (connections with Routes 4, 5, and 6), B Street at Buddy Rogers Avenue in Cathedral City (connections with Route 2), and Indian Canyon at Ramon Road in Palm Springs (connections with Routes 2 and 4). Looking ahead, studies are underway to possibly boost service frequency to every 15 minutes, which is a proposal from the most recent Comprehensive Operational Analysis. That move would be contingent on available funding and Board approval. Previously called Route 111, the route was renamed in January 2021.



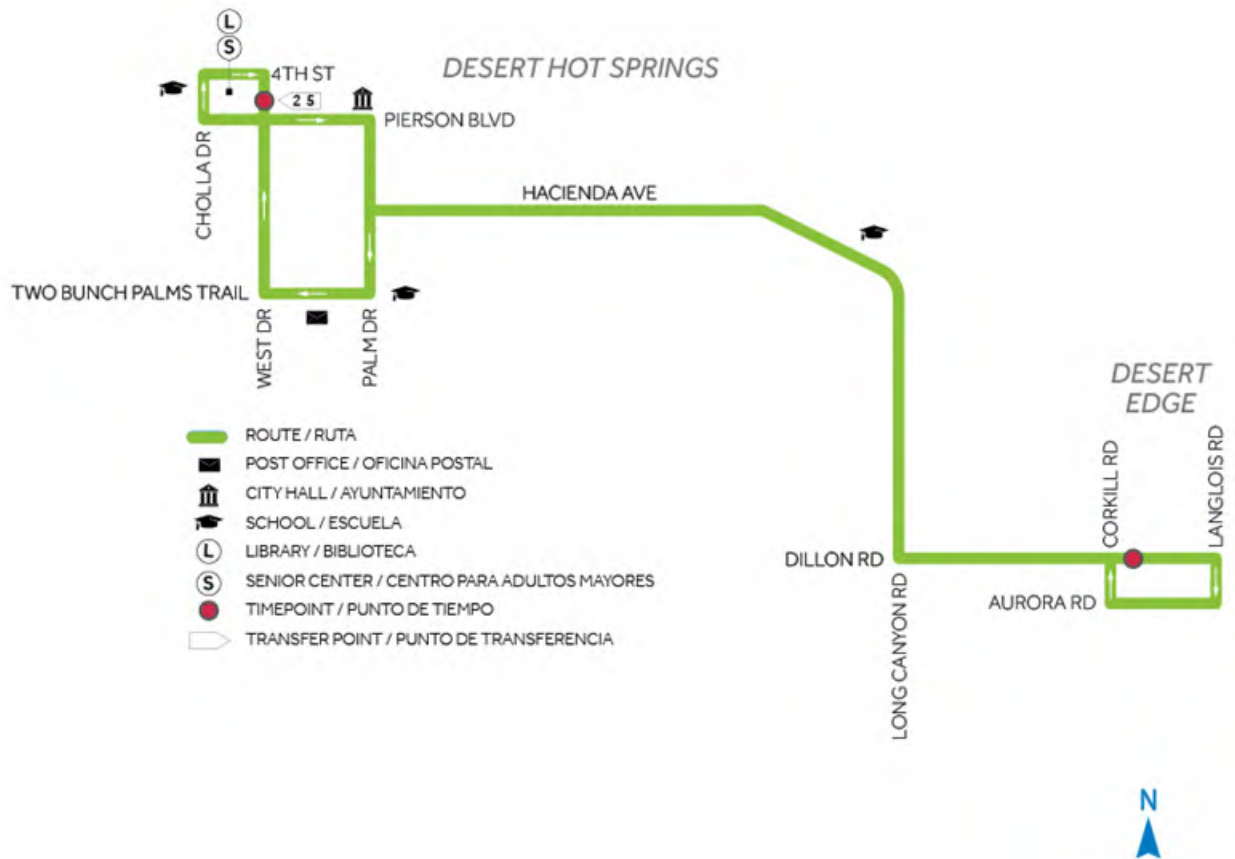
Route 2: Desert Hot Springs – Palm Springs – Cathedral City

Route 2 is one of SunLine’s higher-performing routes and operates 7 days a week with 20-minute frequency. It connects Desert Hot Springs with Palm Springs and Cathedral City. A variety of destinations are served, including retail and commercial centers, libraries, senior centers, city halls, recreational attractions, schools, medical centers, and Palm Springs International Airport. A significant portion of Route 2 ridership is driven by customers living in Desert Hot Springs who work in downtown Palm Springs. The route also provides convenient connections for customers needing to transfer to SunLine Routes 1, 3, 4, and 5. Those transfer points are located at B Street at Buddy Rogers Avenue in Cathedral City (connection with Route 1), Ramon Road at Date Palm Drive in Cathedral City (connection with Route 4), Indian Canyon Drive at Ramon Road in Palm Springs (connections with Routes 1 and 4), Sunrise Way at Vista Chino in Palm Springs (connection with Route 4), and West Drive at Pierson Boulevard in Desert Hot Springs (connections with Routes 3 and 5). Looking ahead, studies are underway to possibly boost service frequency to every 15 minutes, which is a proposal from the most recent Comprehensive Operational Analysis. That move would be contingent on available funding and Board approval. Route 2 was combined from the previous Routes 14 and 30 and renamed in January 2021.



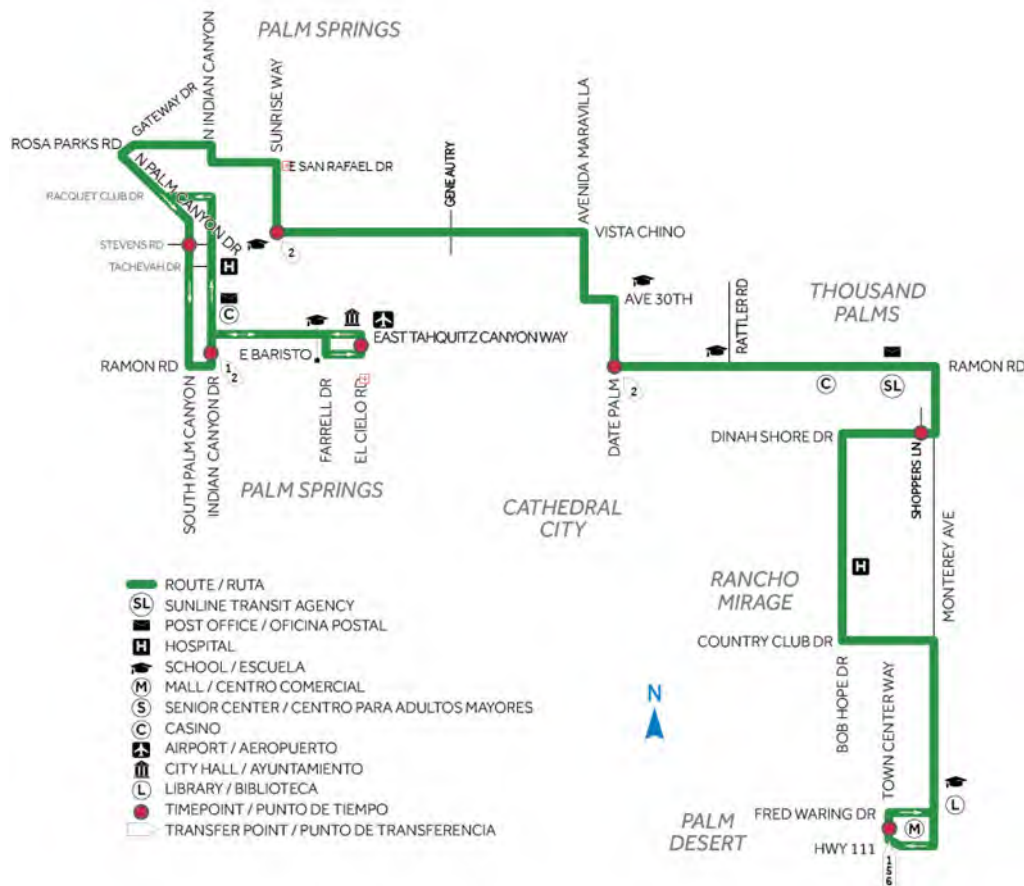
Route 3: Desert Edge – Desert Hot Springs

Route 3 operates 7 days a week with 60-minute frequency, connecting Desert Edge with Desert Hot Springs. A variety of destinations are served, including retail and commercial centers, libraries, senior centers, city halls, recreational attractions, and schools. The route also provides convenient connections for customers needing to transfer to SunLine Routes 2 and 5. The transfer point is located at West Drive at Pierson Boulevard in Desert Hot Springs. Looking ahead, studies are underway to possibly boost service peak weekday frequency to every 30 minutes, which is a proposal from the most recent Comprehensive Operational Analysis. That move would be contingent on available funding and Board approval. Previously called Route 15, the route was renamed in January 2021.



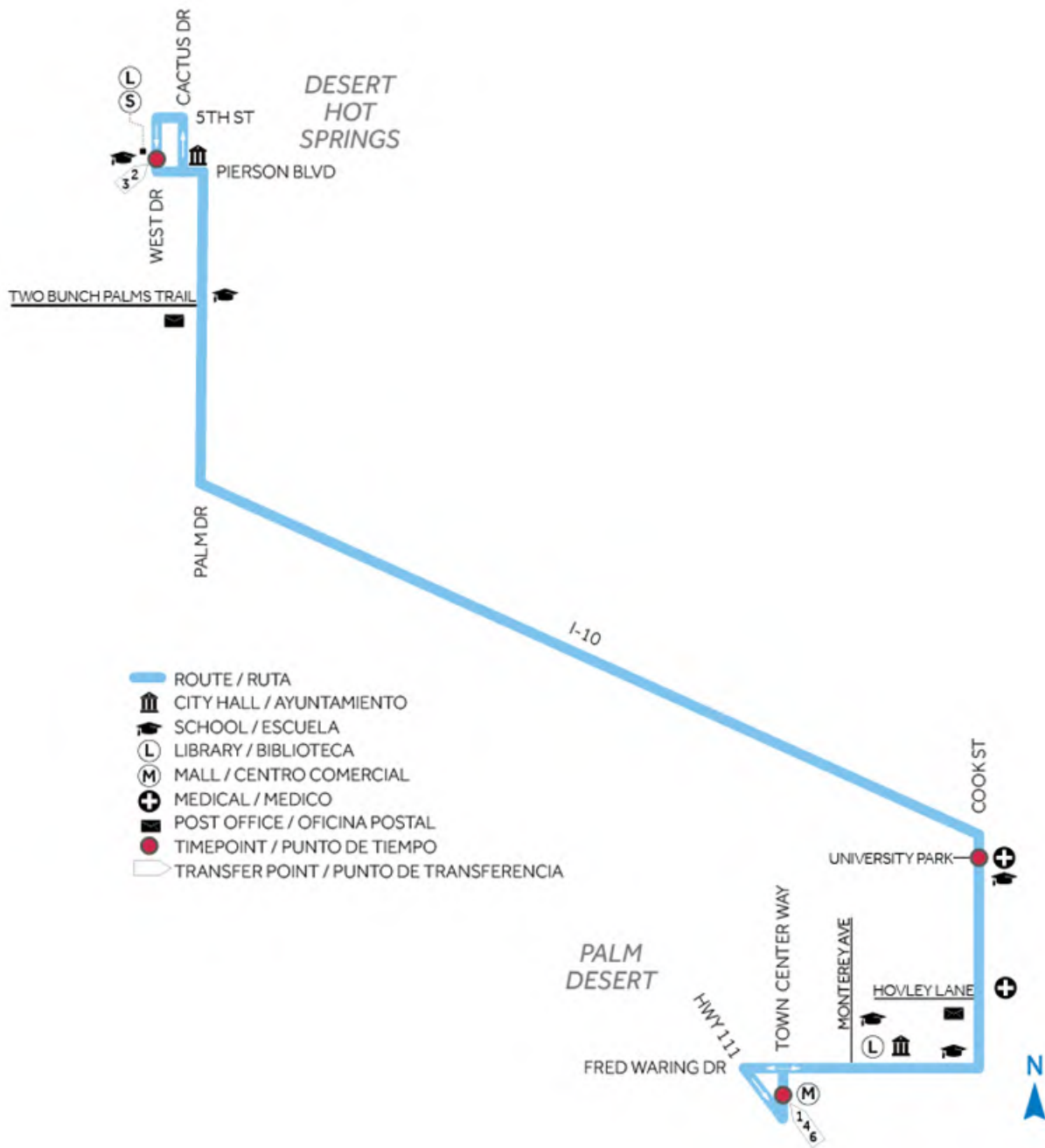
Route 4: Palm Desert Mall – Palm Springs

Route 4 is one of SunLine’s higher-performing routes and operates 7 days a week with 40-minute frequency, connecting Palm Springs with Palm Desert. It also serves the cities of Thousand Palms, Rancho Mirage, and Cathedral City. A variety of destinations are served, including retail and commercial centers, libraries, senior centers, city halls, recreational attractions, schools, medical centers, and Palm Springs International Airport. The route also provides convenient connections for customers needing to transfer to SunLine Routes 1, 2, 5, and 6. Those transfer points are located at Ramon Road at Date Palm Drive in Cathedral City (connection with Route 2), Indian Canyon Drive at Ramon Road in Palm Springs (connections with Routes 1 and 2), Sunrise Way at Vista Chino in Palm Springs (connection with Route 2), and Town Center Way at Hahn Road (connections with Routes 1, 5, and 6). Looking ahead, studies are underway to possibly boost service peak weekday frequency to every 30 minutes, which is a proposal from the most recent Comprehensive Operational Analysis. That move would be contingent on available funding and Board approval. Route 4 was combined from previous Routes 24 and 32, and the route was renamed in January 2021.



Route 5: Desert Hot Springs – CSUSB Palm Desert – Palm Desert Mall

Route 5 operates 5 days a week with 60-minute frequency, connecting Desert Hot Springs with Palm Desert using a portion of the Interstate 10 freeway. A variety of destinations are served, including retail and commercial centers, libraries, senior centers, city halls, recreational attractions, and schools. The route also provides convenient connections for customers needing to transfer to SunLine Routes 1, 2, 3, 4, and 6. The transfer points are located at West Drive at Pierson Boulevard in Desert Hot Springs (connections with Routes 2 and 3) and Town Center Way at Hahn Road in Palm Desert (connections with Routes 1, 4, and 6). Looking ahead, studies are underway to possibly boost service frequency to every 40 minutes, which is a proposal from the most recent Comprehensive Operational Analysis. That move would be contingent on available funding and Board approval. Route 5 was combined from the previous Routes 20 and 21 and was renamed in January 2021.



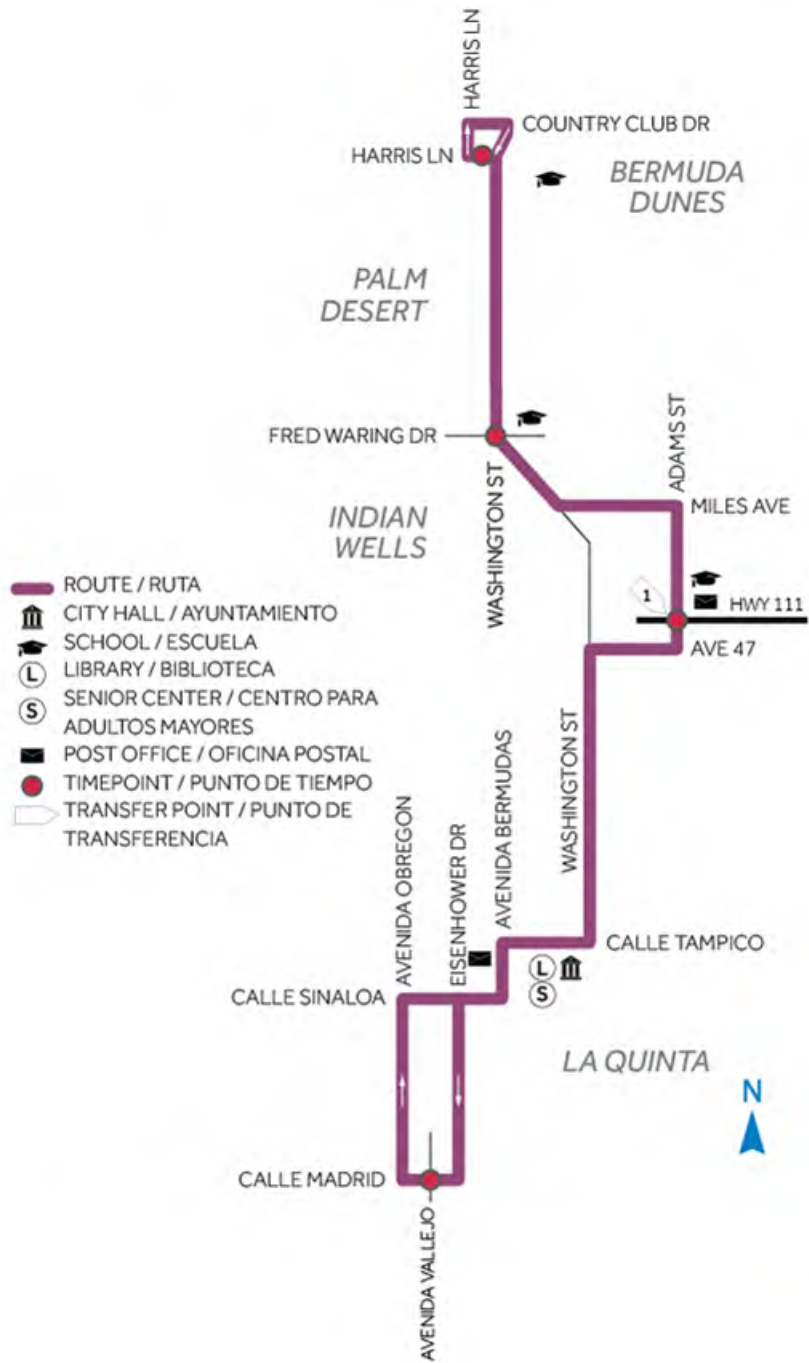
Route 6: Coachella – Via Fred Waring – Palm Desert Mall

Route 6 operates 7 days a week with 45-minute frequency on weekdays and 60-minute frequency on weekends, connecting Palm Desert with Coachella using a portion of Fred Waring Drive. It also serves the cities of Indio, La Quinta, and Indian Wells. A variety of destinations are served, including retail and commercial centers, libraries, senior centers, city halls, recreational attractions, and schools. The route also provides convenient connections for customers needing to transfer to SunLine Routes 1, 4, 5, and 8. The transfer points are located at 5th Street at Vine Avenue in Coachella (connections with Routes 1 and 8) and Town Center Way at Hahn Road in Palm Desert (connections with Routes 1, 4, and 5). Looking ahead, studies are underway to possibly boost service peak weekday frequency to every 30 minutes, which is a proposal from the most recent Comprehensive Operational Analysis. That move would be contingent on available funding and Board approval. Launched in January 2021, Route 6 previously served portions of Routes 54, 80, 81, and 91.



Route 7: Bermuda Dunes – Indian Wells – La Quinta

Route 7 operates 7 days a week with 45-minute frequency on weekdays and 1-hour, 45-minute frequency on weekends, connecting Bermuda Dunes with La Quinta. A variety of destinations are served, including retail and commercial centers, libraries, senior centers, city halls, recreational attractions, and schools. The route also provides a convenient connection for customers needing to transfer to SunLine’s Route 1. The transfer point is located at Highway 111 at Adams Street in La Quinta. Looking ahead, studies are underway to possibly boost the peak weekday service frequency to every 30 minutes, which is a proposal from the most recent Comprehensive Operational Analysis. That move would be contingent on available funding and Board approval. Previously called Route 70, the route was renamed in January 2021.



Route 8: North Indio – Coachella – Thermal/Mecca

Route 8 is one of SunLine’s critical routes linking the unincorporated part of the eastern Coachella Valley to the rest of SunLine’s network. The route, which operates 7 days a week with 40-minute frequency on weekdays and 60-minute frequency on weekends, connects Indio with Thermal/Mecca and also serves the city of Coachella. A variety of destinations are served, including retail and commercial centers, libraries, senior centers, city halls, recreational attractions, schools, and medical centers. The route also provides convenient connections for customers needing to transfer to SunLine Routes 1, 6, and 9. Those transfer points are located at Avenue 66 at Mecca Health Clinic in Mecca (connection to Route 9) and 5th Street and Vine Avenue in Coachella (connection to Routes 1 and 6). Route 8 was combined from the previous Routes 80, 81, 90, and 91 and was renamed in January 2021.



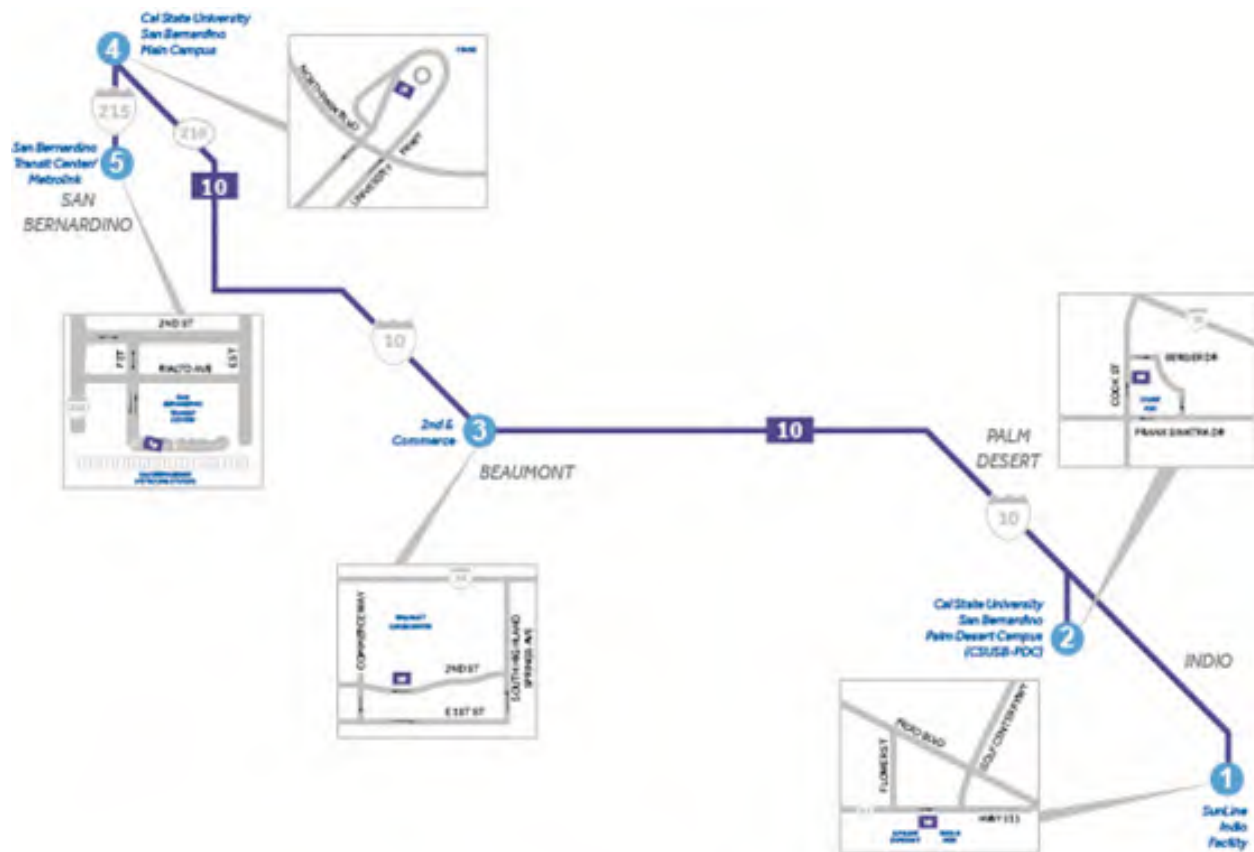
Route 9: North Shore – Mecca – Oasis

Route 9 operates 7 days a week with 60-minute frequency and connects North Shore with Oasis. A variety of destinations are served, including libraries, recreational attractions, medical centers, and schools. The route also provides a convenient connection for customers needing to transfer to SunLine’s Route 8. The transfer point is located at Avenue 66 at Mecca Health Clinic. Route 9 was combined from the previous Routes 90, 91, and 95 and was renamed in January 2021.



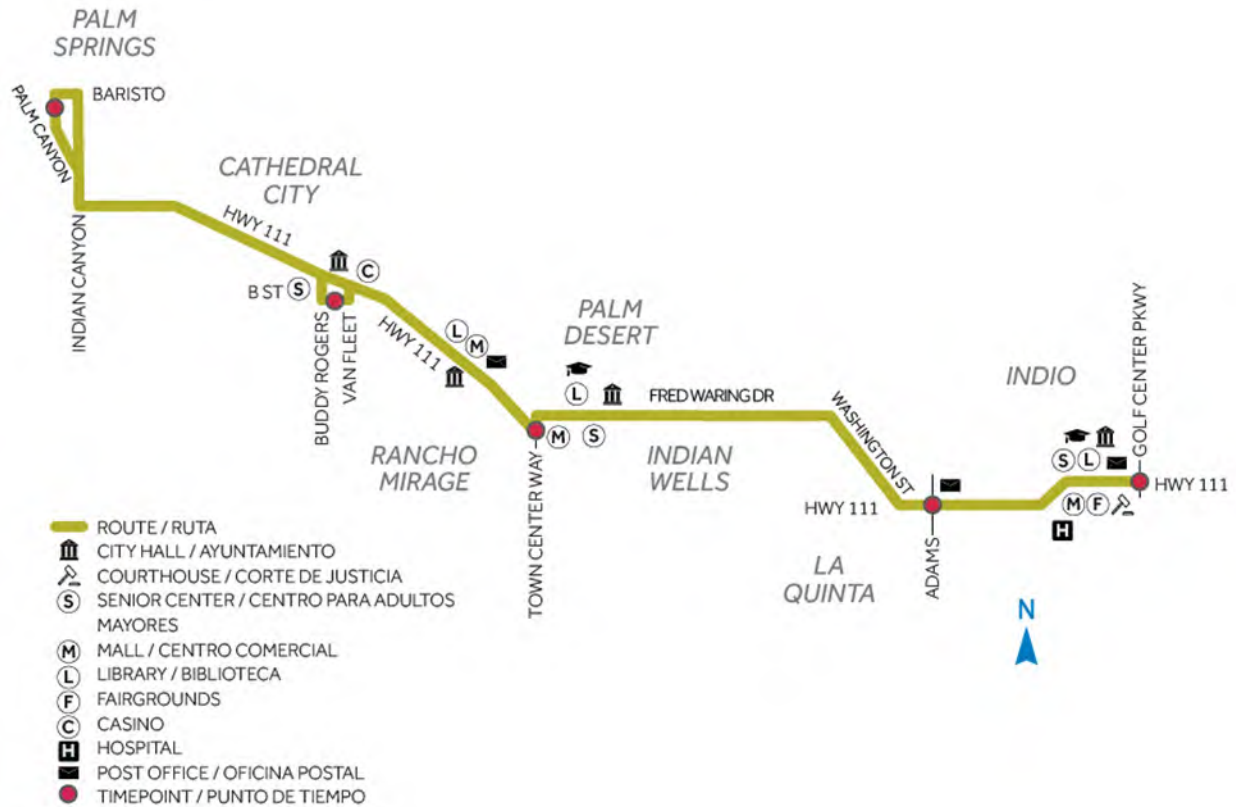
Route 10 Commuter Link: Indio – CSUSB (PDC) – CSUSB – San Bernardino Transit Center (SBTC)/Metrolink

The Route 10 Commuter Link is designed to improve regional service between the Coachella Valley and the Inland Empire. For students, the 10 Commuter Link provides a direct connection between California State University San Bernardino’s campuses in Palm Desert and San Bernardino. It also provides service to the San Bernardino Transit Center for connections with Metrolink trains as well as routes served by the Riverside Transit Agency, Omnitrans, Victor Valley Transit Authority, and Mountain Transit. The 10 Commuter Link was temporarily on hold because of ridership declines and school closures resulting from the COVID-19 pandemic but began service on July 12, 2021.



Route 1X: Express to Indio – Express to Palm Springs

Route 1X is a new limited-stop express route that will connect Palm Springs and Indio. Most of the route will travel along Highway 111 with a stop at B Street at Buddy Rogers Avenue and another on Town Center Way at Hahn Road to provide service to an already established bus stop and a high-density area. The purpose of Route 1X is to provide faster travel times between key stops and one additional weekday trip per hour on the Highway 111 corridor. The route will serve five stops in all, at South Palm Canyon at Baristo Road in Palm Springs, B Street at Buddy Rogers Avenue in Cathedral City, Town Center Way at Hahn Road in Palm Desert, Highway 111 at Adams Street in La Quinta, and Highway 111 at Golf Center Parkway in Indio. Route 1X is slated to begin service in fall 2022.





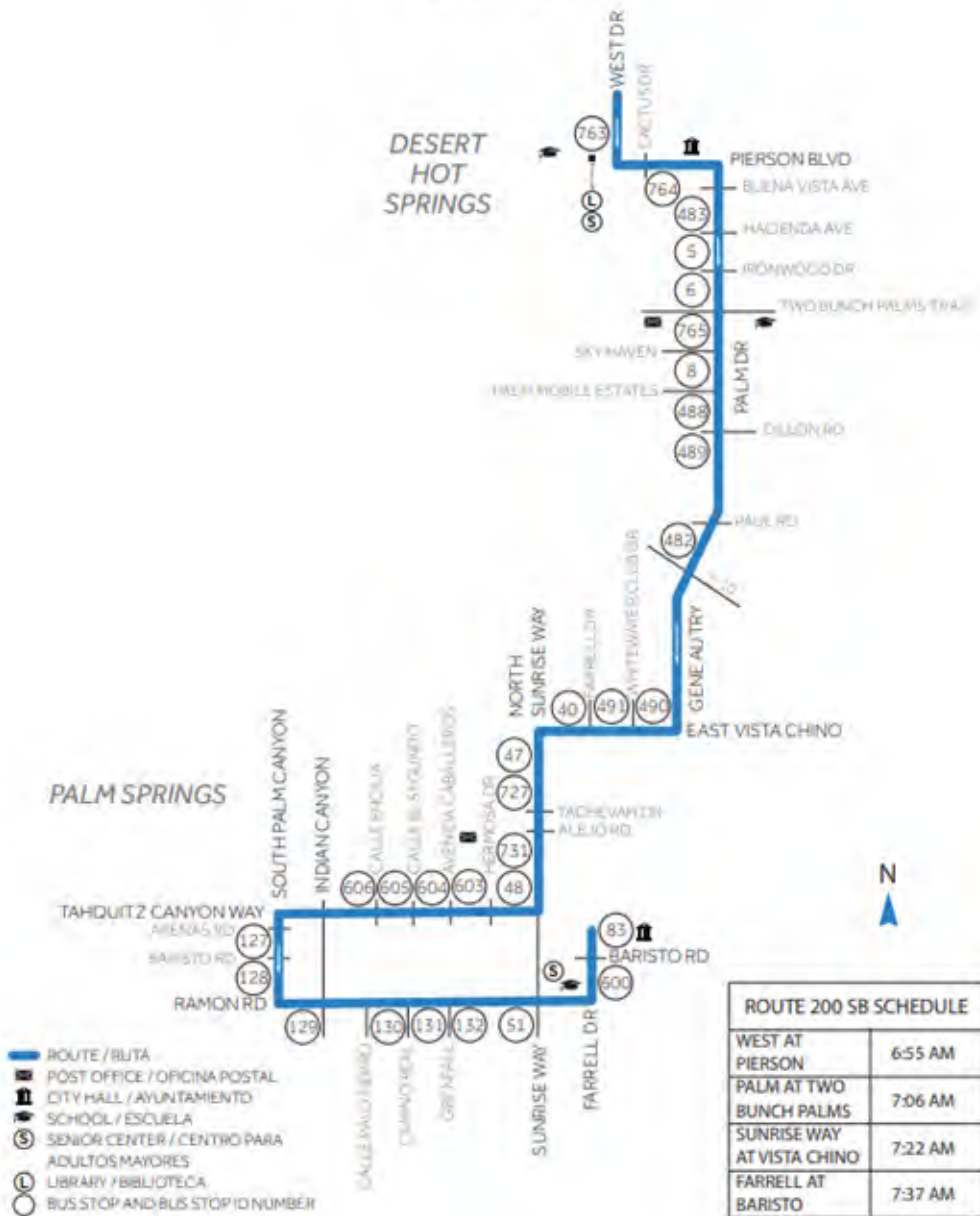
School Trippers

School tripper buses are traditionally added to regular routes when service reaches capacity or special alignments/deviations are created to address a specific demand for service. These buses are open to both students and members of the public. Rider information related to these routes must be shared with the general public. SunLine is currently serving Desert Sands Unified School District campuses and will begin serving Palm Springs Unified School District campuses when in-person learning resumes. School tripper service is a limited-stop service that operates on the schedules shown on the following maps. Tripper routes were renamed in January 2021 as a part of the SunLine Refueled Initiative.

Route 200 SB: Palm Springs High School AM Tripper

ROUTE 200 SB

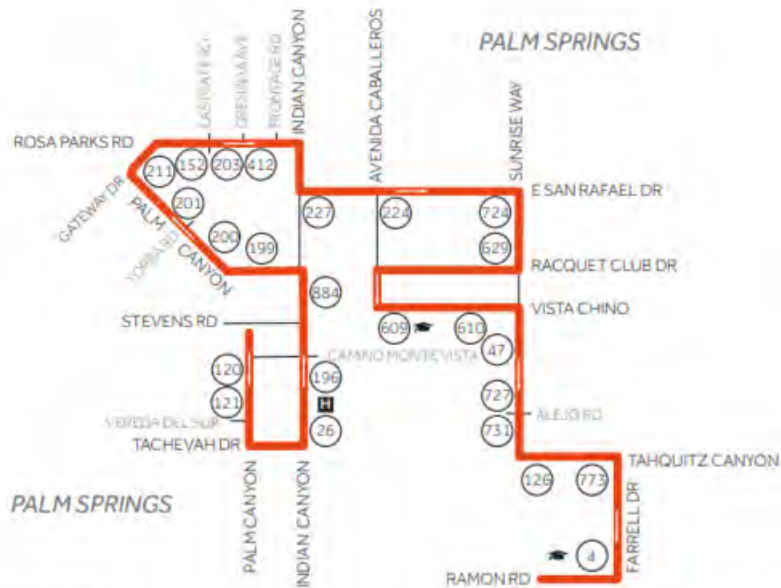
PALM SPRINGS HIGH SCHOOL AM TRIPPER



Route 400 SB: Raymond Cree/Palm Springs High School AM Tripper

ROUTE 400 SB

RAYMOND CREE / PALM SPRINGS HS AM TRIPPER



ROUTE 400 SB SCHEDULE	
PALM CANYON AT STEVENS	6:55 AM
VISTA CHINO AT SUNRISE	7:21 AM
RAMON AT FARRELL	7:32 AM

- ROUTE / RUTA
- POST OFFICE / OFICINA POSTAL
- HOSPITAL
- SCHOOL / ESCUELA
- BUS STOP AND BUS STOP ID NUMBER



Route 402 NB: Palm Canyon/Stevens AM Tripper

ROUTE 402 NB

PALM CANYON / STEVENS AM TRIPPER



ROUTE 402 NB SCHEDULE	
AVENIDA CABALLEROS AT VISTA CHINO	10:55 AM
PALM CANYON AT STEVENS	11:17 AM

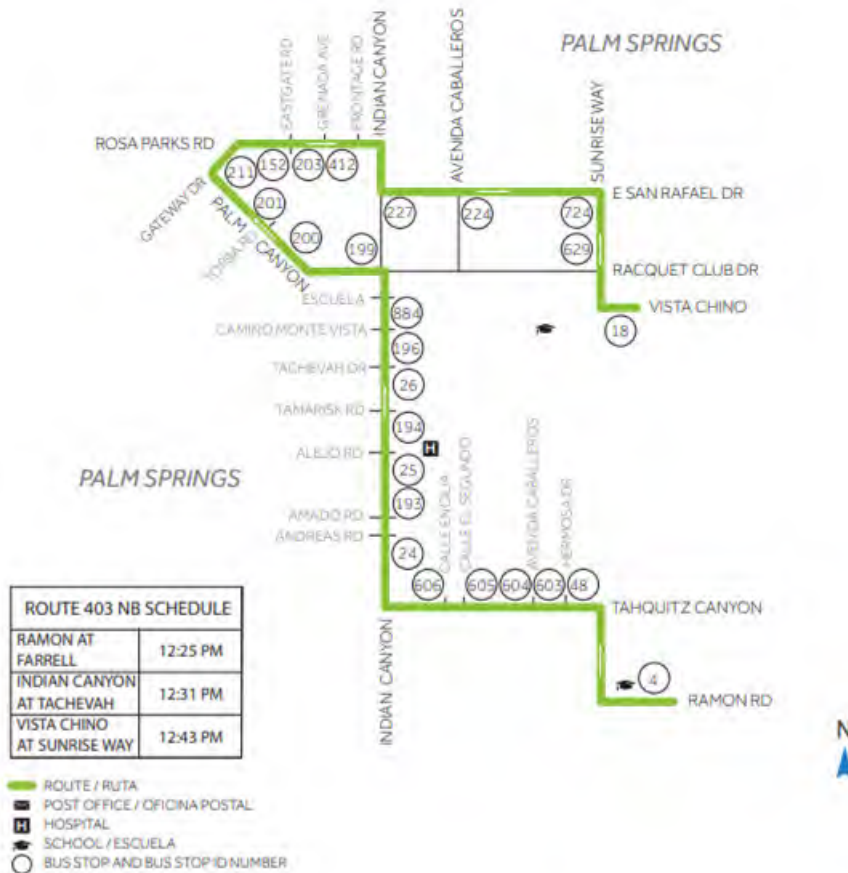


- ROUTE / RUTA
- SCHOOL / ESCUELA
- BUS STOP AND BUS STOP ID NUMBER

Route 403 NB: Vista Chino/Sunrise PM Tripper

ROUTE 403 NB

VISTA CHINO / SUNRISE PM TRIPPER



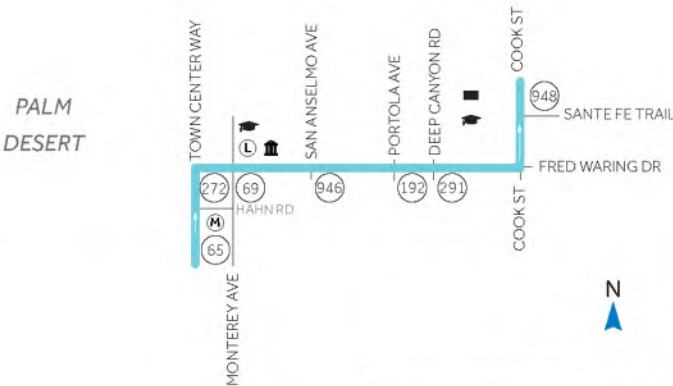
ROUTE 500 SB

WESTFIELD PALM DESERT PM TRIPPER



ROUTE 501 NB

PALM DESERT HIGH SCHOOL AM TRIPPER

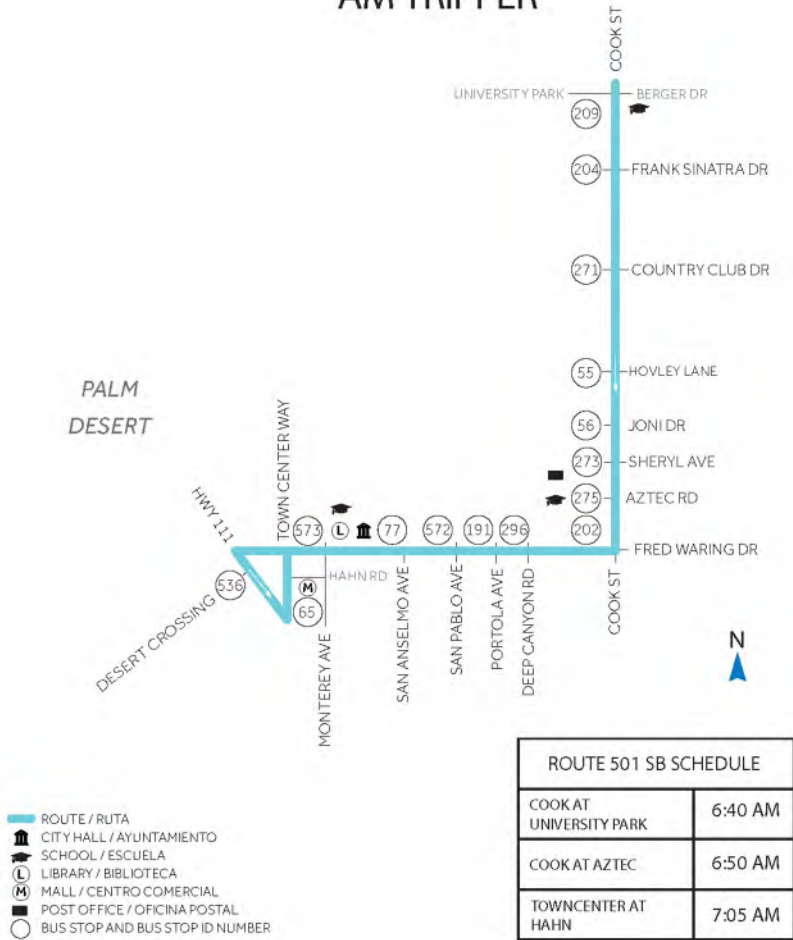


- ROUTE / RUTA
- CITY HALL / AYUNTAMIENTO
- SCHOOL / ESCUELA
- LIBRARY / BIBLIOTECA
- MALL / CENTRO COMERCIAL
- POST OFFICE / OFICINA POSTAL
- BUS STOP AND BUS STOP ID NUMBER

ROUTE 501 NB SCHEDULE	
TOWNCENTER AT HAHN	7:10 AM
COOK AT SANTA FE	7:20 AM

ROUTE 501 SB

WESTFIELD PALM DESERT AM TRIPPER



COOK AT UNIVERSITY PARK	6:40 AM
COOK AT AZTEC	6:50 AM
TOWNCENTER AT HAHN	7:05 AM

Route 700 SB: Harris/Washington – Calle Madrid/AVN Vallejo AM Tripper

ROUTE 700 SB

HARRIS / WASHINGTON - CALLE MADRID / AVN VALLEJO AM TRIPPER

ROUTE 700 SB SCHEDULE	
HARRIS AT WASHINGTON	7:03 AM
ADAMS AT HWY 111	7:21 AM
CALLE MADRID AT AVENIDA VALLEJO	7:37 AM

- ROUTE / RUTA
- CITY HALL / AYUNTAMIENTO
- SCHOOL / ESCUELA
- LIBRARY / BIBLIOTECA
- SENIOR CENTER / CENTRO PARA ADULTOS MAYORES
- POST OFFICE / OFICINA POSTAL
- BUS STOP AND BUS STOP ID NUMBER



Route 700 NB: Calle Madrid/Avn Vallejo – Harris/Washington AM Tripper

ROUTE 700 NB

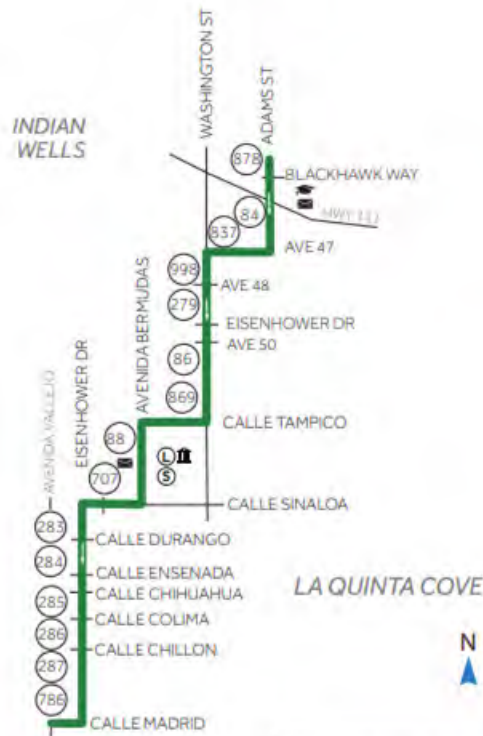
CALLE MADRID / AVN VALLEJO HARRIS / WASHINGTON AM TRIPPER



Route 701 SB: Calle Madrid/Avn Vallejo PM Tripper

ROUTE 701 SB

CALLE MADRID / AVN VALLEJO PM TRIPPER



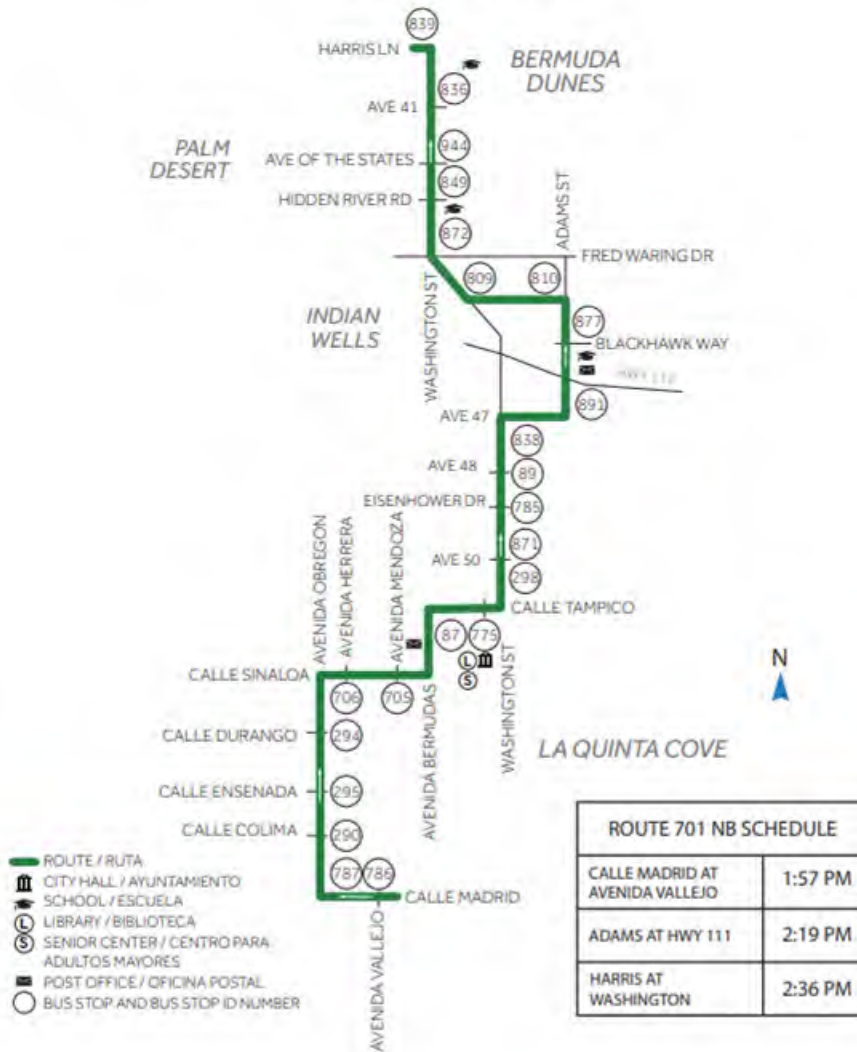
- ROUTE / RUTA
- CITY HALL / AYUNTAMIENTO
- SCHOOL / ESCUELA
- LIBRARY / BIBLIOTECA
- SENIOR CENTER / CENTRO PARA ADULTOS MAYORES
- POST OFFICE / OFICINA POSTAL
- BUS STOP AND BUS STOP ID NUMBER

ROUTE 701 SB SCHEDULE	
ADAMS AT BLACKHAWK	1:35 PM
ADAMS AT HWY 111	1:38 PM
CALLE MADRID AT AVENIDA VALLEJO	1:55 PM

Route 701 NB: Harris/Washington PM Tripper

ROUTE 701 NB

HARRIS / WASHINGTON PM TRIPPER

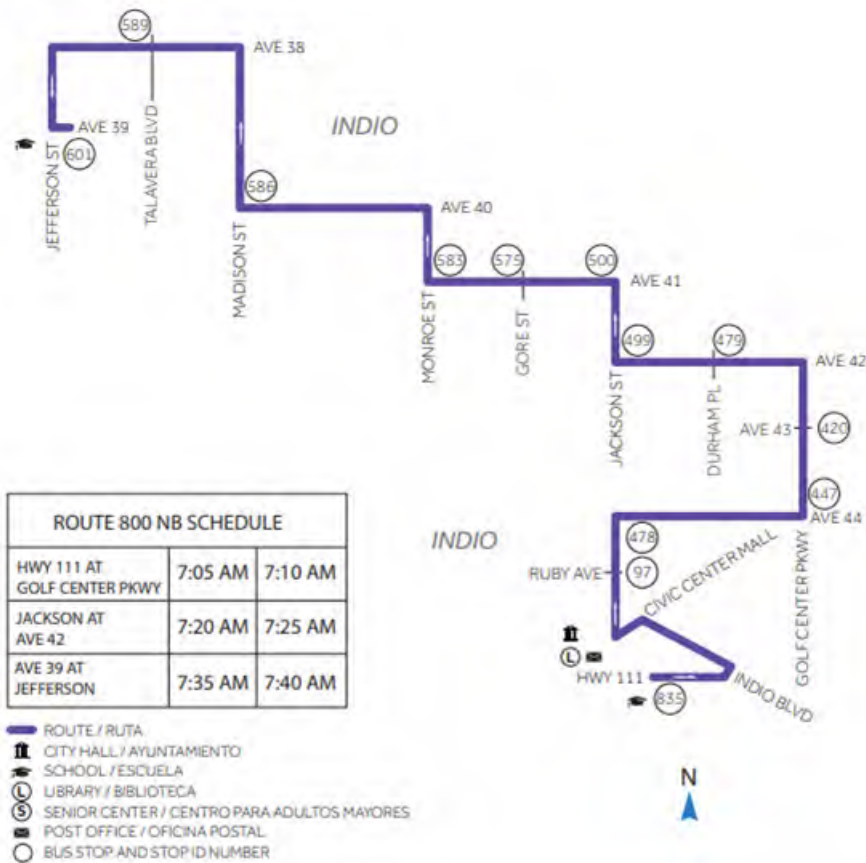


ROUTE 701 NB SCHEDULE	
CALLE MADRID AT AVENIDA VALLEJO	1:57 PM
ADAMS AT HWY 111	2:19 PM
HARRIS AT WASHINGTON	2:36 PM

Route 800 NB: Shadow Hills High School AM Tripper

ROUTE 800 NB

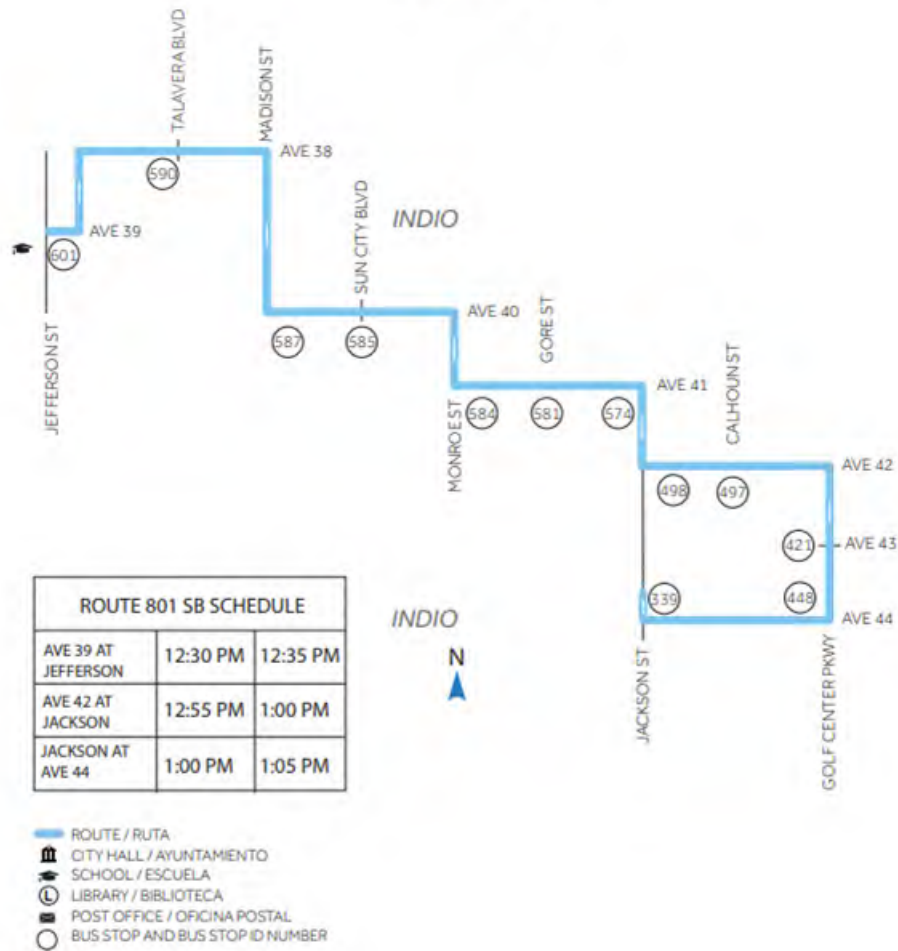
SHADOW HILLS HIGH SCHOOL AM TRIPPER



Route 801 SB: Jackson/44th PM Tripper

ROUTE 801 SB

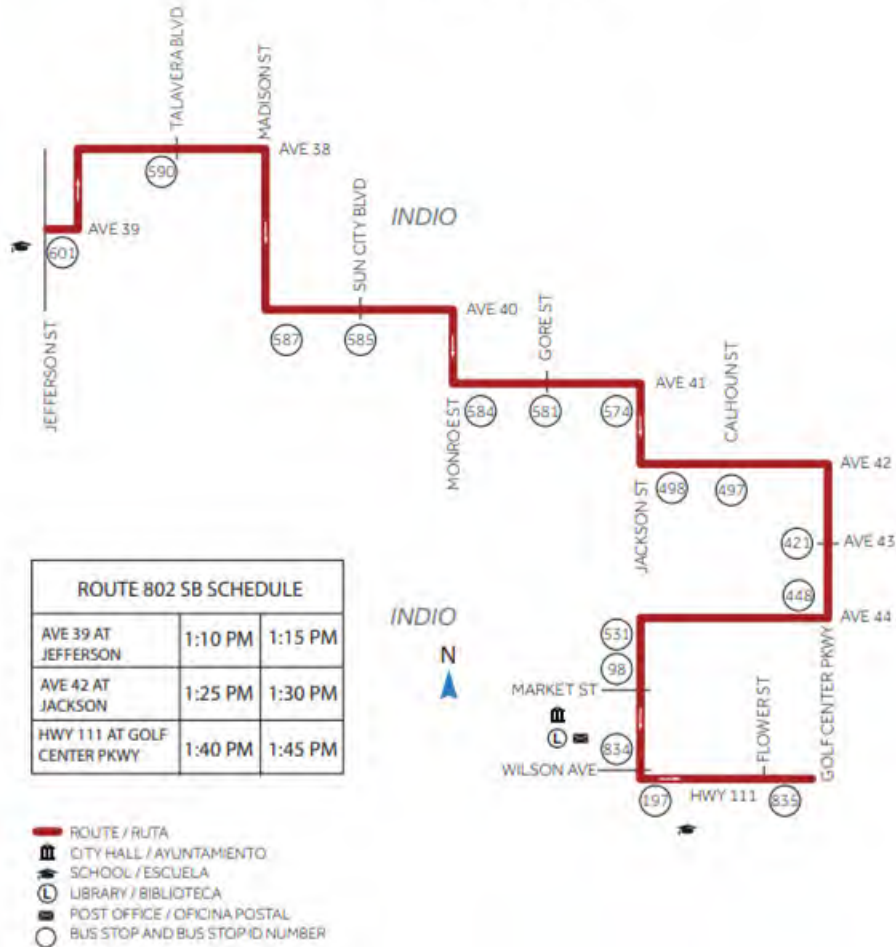
JACKSON / 44TH PM TRIPPER



Route 802 SB: Hwy 111/Golf Center Pkwy PM Tripper

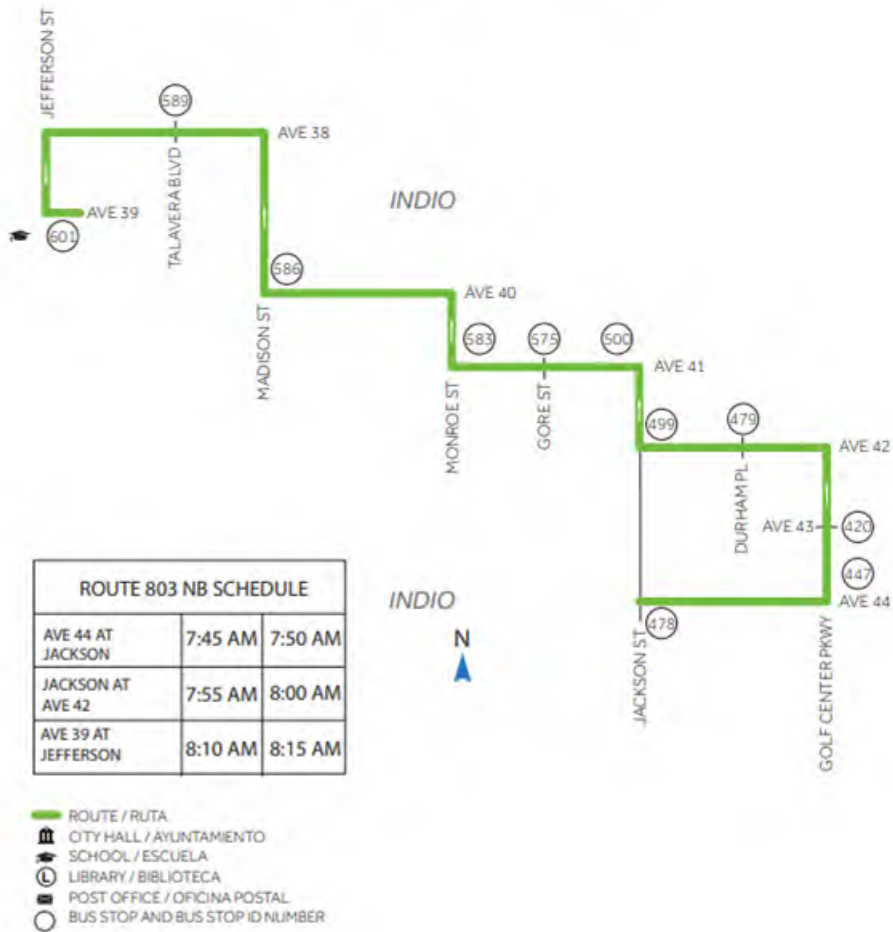
ROUTE 802 SB

HWY 111 / GOLF CENTER PKWY PM TRIPPER



ROUTE 803 NB

SHADOW HILLS HIGH SCHOOL AM TRIPPER





SunLine

TRANSIT AGENCY

32505 Harry Oliver Trail | Thousand Palms, CA 92276

Serving the Coachella Valley

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

   @sunlinetransit  facebook.com/SunLineTransit

SunLine Services Group

DATE:	June 22, 2022	ACTION
TO:	Taxi Committee Board of Directors	
FROM:	Luis Garcia, Controller/Assistant Chief Financial Officer	
RE:	Adoption of SunLine Regulatory Administration FY23 Budget	

Recommendation

Recommend that the Board of Directors adopt the proposed FY23 budget.

Background

In accordance with the SunLine Services Group (SSG) Joint Powers Agreement, the Board of Directors must approve an annual budget for SunLine Regulatory Administration (SRA). The FY23 budget was brought before the Taxi Committee and Board of Directors on May 25, 2022, for discussion before the required approval in June. There have been no changes from the draft budget proposed at the May 25, 2022 Board meeting.

SRA is proposing a balanced budget of \$187,200 for FY23. The FY23 SRA budget reflects revenue estimates based on regulating three (3) taxi businesses. The expense estimates reflect a fiscally prudent budget across controlled expense categories.

Financial Impact

The proposed budget is generated based on an expected collection of revenue to sustain SRA's regulatory mandate provided by the SSG Ordinance.

Attachment:

- [Item 15a](#) – FY23 SSG Budget Book



SUNLINE REGULATORY ADMINISTRATION

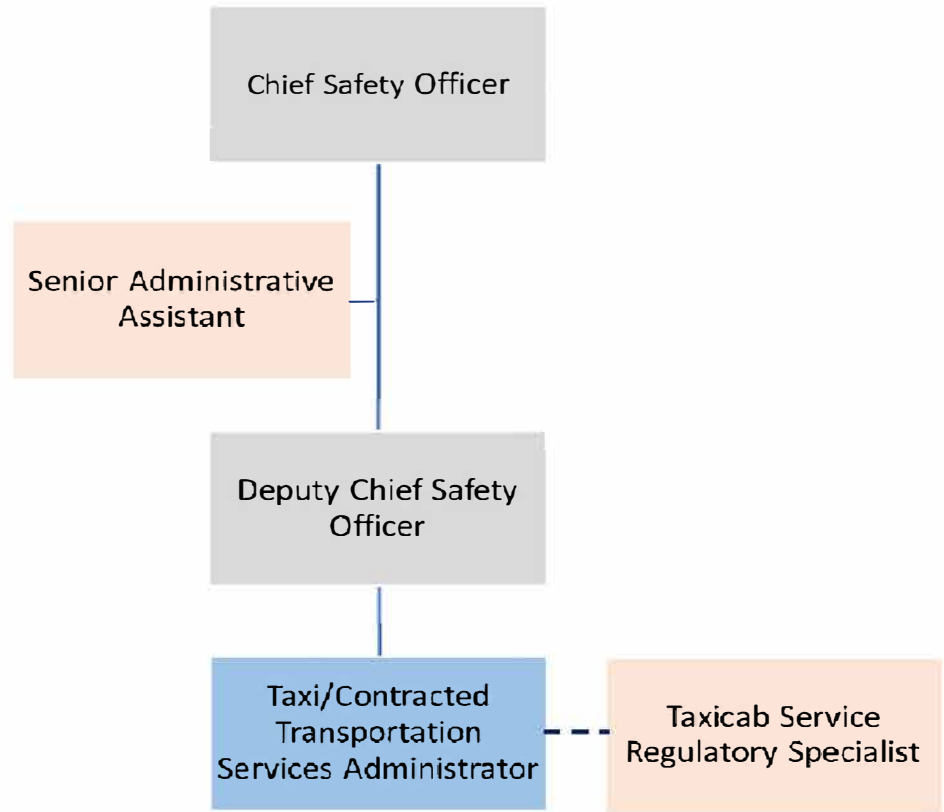


**SUNLINE
REGULATORY
ADMINISTRATION
BUDGET**

► FY2023

TABLE OF CONTENTS

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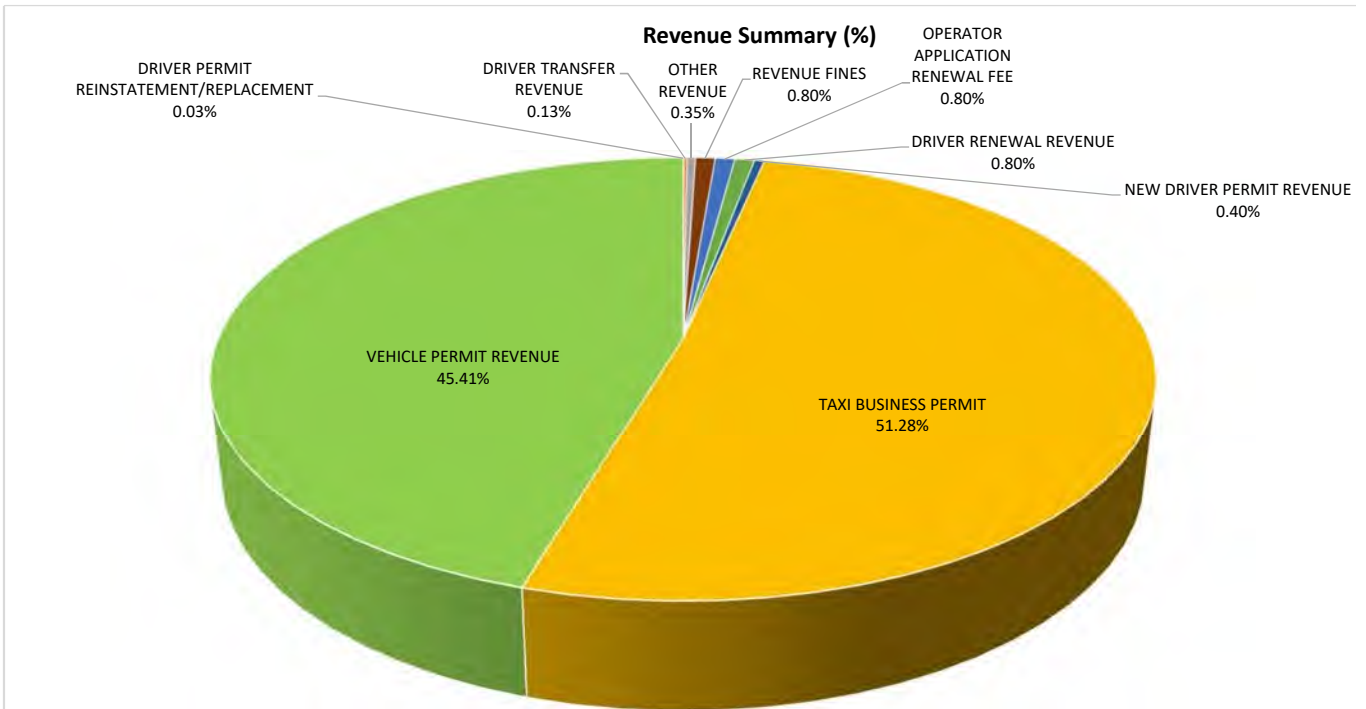
FUNCTIONS & RESPONSIBILITIES

Taxi regulation oversight includes, but is not limited to, responsibility for the day-to-day regulatory functions of the Coachella Valley taxicab industry. These functions include issuance of annual taxicab company licenses, vehicle and driver permit issuance, suspension and revocation of permits and licenses, complaint investigation, and ordinance compliance. The SRA Taxicab Administrator handles adjudication of ordinance violations, taxicab license and driver permit cases with appeals processed through the SSG guidelines and policies.

FY23 GOALS & OBJECTIVES

- Work with taxi companies to improve excessive wait times for passengers and increase industry service reliability through ordinance enforcement.
- Conduct an analysis of current regulation with the objective of assessing healthy common sense taxi regulation that promotes orderly, efficient and safe operation of taxicab service within the Coachella Valley.

REVENUE SUMMARY



Sources of Funding (Operating)	FY22 Approved Budget	FY22 Estimates	FY22 Variance	FY23 Proposed Budget	FY23 Variance
4010101200 REVENUE FINES	1,500	1,600	100	1,500	-
4010101500 NEW DRIVER PERMIT REVENUE	750	1,080	330	750	-
4010101550 TAXI BUSINESS PERMIT	96,000	96,000	-	96,000	-
4010101600 DRIVER TRANSFER REVENUE	250	1,200	950	250	-
4010101700 DRIVER RENEWAL REVENUE	1,000	2,400	1,400	1,500	500
4010101750 DRIVER PERMIT REINSTATEMENT/REPLACEMENT	50	24	(26)	50	-
4010101900 VEHICLE PERMIT REVENUE	73,620	73,620	-	85,000	11,380
4010102200 OTHER REVENUE	500	11,635	11,135	650	150
4010102205 OPERATOR APPLICATION RENEWAL FEE	1,500	-	(1,500)	1,500	-
Total Revenue	175,170	188,159	12,989	187,200	12,030

Notes:

- The FY22 variance reflects the difference between FY22 estimated actuals and FY22 approved budget. The FY23 variance indicates the difference between FY23 proposed budget and FY22 approved budget.

Taxi Fees

Taxi fees are approved in a yearly resolution which is approved at the March Board meeting. The approved fees are evaluated to ensure any increases are reasonably imposed solely to recover the actual costs of regulating taxicabs within the Coachella Valley. The following represents the approved fees for Fiscal Year 2023 used in the calculation of the proposed budget.

Fees	FY22 Approved Fees	FY23 Proposed Fees	Variance
New Taxicab Business Application Fee	1,000	1,000	-
Annual Taxicab Business Permit Renewal Application Fee	500	500	-
Annual Taxicab Business Permit Fee	40,000	32,000	(8,000)
Business Permit Reinstatement Fee	10,000	10,000	-
New Driver Permit	75	75	-
Driver Permit Renewal	25	25	-
Driver Permit Transfer Fee	25	25	-
Driver Permit Reinstatement Fee	25	25	-
Driver Permit Replacement	10	10	-
Annual Vehicle Permit (Gasoline/Diesel)	1,650	1,650	-
Annual Vehicle Permit (Hybrid1/Alt Fuel2)	850	850	-
Annual Vehicle Permit (WAV3/Zero Emission4)	200	200	-
Vehicle Fee, Reinstatement	65	65	-
Late Fee (for late payment of invoices)	25	25	-
Appeal Fee	100	100	-
Taxicab Distinct Appearance Determination Appeal Fee	1,200	1,200	-

Notes:

- “Hybrid” means Hybrid Electric/Gas Vehicle (HEV) and Plug-in Electric/Gas Hybrid Vehicle (PHEV)
- “Alt Fuel” means alternative fuel vehicles that use Compressed Natural Gas (CNG), Biodiesel, or Ethanol (E85) fuel blends to operate
- “WAV” means wheelchair accessible vehicle that has the ability to load wheelchair users safely and without the need for the wheelchair user to leave their wheelchair.
- “Zero Emission” means Electric Vehicles (EV) and Hydrogen-Powered Fuel-Cell Vehicles (FCEV)
- Late fees shall be assessed at \$25.00 per day, not to exceed \$1,000.00 per occurrence

SUNLINE SERVICES GROUP

EXPENSE SUMMARY

General Ledger Code	FY20 Actuals	FY21 Actuals	FY22 Estimated Actuals	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010201600 ADMIN SALARIES	76,526	85,071	48,393	50,066	40,857	(9,209)
5010201610 ADMIN SALARIES-OT	-	-	173	-	-	-
5010700000 ALLOCATED SALARIES	-	-	4,301	4,301	48,507	44,206
5029999999 TOTAL FRINGE BENEFITS	54,823	76,718	67,186	46,865	32,076	(14,789)
5030103240 BACKGROUND CHECK SERVICES	1,715	637	1,294	735	735	-
5030200000 PUBLIC NOTICES	134	119	-	280	280	-
5030300005 LEGAL SERVICES - GENERAL	27,476	11,376	2,676	30,000	10,000	(20,000)
5030300010 COMPUTER/NETWORK SUPPORT	-	480	76	1,000	1,000	-
5030303310 AUDIT SERVICES - EXTERNAL	3,500	7,000	3,000	7,000	7,000	-
5030400000 TEMPORARY HELP SERVICES	14,406	7,130	-	10,000	5,000	(5,000)
5030500000 MAINTENANCE CONTRACTS	586	285	545	1,000	1,000	-
5039900006 OUTSIDE REPAIRS-TAXI	52	-	-	1,000	1,000	-
5039903800 OTHER SERVICES	594	600	360	1,000	1,000	-
5040101000 FUEL-CNG	45	-	-	500	500	-
5040404300 OFFICE SUPPLIES	2,045	2,224	1,361	2,500	2,500	-
5049900002 POSTAGE	467	502	120	120	120	-
5049900026 FACILITY MAINTENANCE	519	573	573	573	573	-
5049900032 REPAIR PARTS- TAXI VEHICLES	47	-	630	500	500	-
5050200001 UTILITIES	3,721	3,918	4,114	4,114	4,320	206
5050200003 TRASH PICK-UP	312	502	502	502	502	-
5050200005 TAXI STUDY	-	-	-	-	16,516	16,516
5050200006 COMMUNICATIONS	800	800	800	800	800	-
5060100000 INSURANCE-PHYSICAL DAMAGE	255	312	312	312	312	-
5060300000 INSURANCE-GENERAL LIABILITY	2,313	2,177	2,177	2,177	2,177	-
5060401000 INSURANCE PREMIUM WC	5,405	5,405	3,000	3,000	3,100	100
5079900000 FUEL TAXES	4	-	-	100	100	-
5090100000 DUES, MEMBERSHIPS & SUBSCRIPTIONS	957	1,163	1,625	1,625	1,625	-
5090200000 TRAVEL AND TRAINING	2,674	1,895	-	4,000	4,000	-
5090801000 BANK SERVICE FEES	823	814	897	1,100	1,100	-
5090801060 BAD DEBT EXPENSE	320	12,342	-	-	-	-
Total Expenses	200,519	222,043	144,114	175,170	187,200	12,030

SUNLINE SERVICES GROUP

PERSONNEL SUMMARY

FY23 Physical Count		Classification	FY22 Authorized FTEs	FY23 Requested FTEs	Variance
0		Deputy Chief Safety Officer	0.25	0.25	0.00
0		Taxi/Contracted Transportation Services Administrator	0.00	0.25	0.25
0		Senior Administrative Assistant	0.75	0.00	(0.75)
1		Taxicab Service Regulatory Specialist	0.00	1.00	1.00
0		Taxi Administrator	0.75	0.00	(0.75)
1		Total FTEs	1.75	1.50	(0.25)

Notes

- The Deputy Chief Safety Officer and Taxi/Contracted Transportation Services Administrator will apportion a small percentage of payroll allocation for taxi business responsibilities.
- The Taxi Administrator position was modified to reflect a title change. New Taxi/Contracted Transportation Services Administrator for SunLine Transit Agency will allocate a small portion of time to SRA.

SUNLINE SERVICES GROUP DETAIL

Division 96

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010201600 ADMIN SALARIES	50,066	40,857	(9,209)
5010700000 ALLOCATED SALARIES	4,301	48,507	44,206
5029999999 TOTAL FRINGE BENEFITS	46,865	32,076	(14,789)
Sub-total	101,232	121,440	20,208
5030103240 BACKGROUND CHECK SERVICES			
Costs related to processing new applicants	735	735	-
Sub-total	735	735	-
5030200000 PUBLIC NOTICES			
Public Notice	280	280	-
Sub-total	280	280	-
5030300005 LEGAL SERVICES - GENERAL			
General counsel	30,000	10,000	(20,000)
Sub-total	30,000	10,000	(20,000)
5030300010 COMPUTER/NETWORK SUPPORT			
Software Programs	1,000	1,000	-
Sub-total	1,000	1,000	-
5030303310 AUDIT SERVICES - EXTERNAL			
Fiscal year financial statement audit	7,000	7,000	-
Sub-total	7,000	7,000	-
5030400000 TEMPORARY HELP SERVICES			
Temporary Help Services	10,000	5,000	(5,000)
Sub-total	10,000	5,000	(5,000)
5030500000 MAINTENANCE CONTRACTS			
Copier related expenses	1,000	1,000	-
Sub-Total	1,000	1,000	-
5039900006 OUTSIDE REPAIRS-TAXI			
Maintenance costs for vehicles	1,000	1,000	-
Sub-Total	1,000	1,000	-
5039903800 OTHER SERVICES			
Board member compensation for SSG tax committees	1,000	1,000	-
Sub-total	1,000	1,000	-
5040101000 FUEL-CNG			
Fuel for vehicles	500	500	-
Sub-total	500	500	-

SUNLINE SERVICES GROUP DETAIL

Division 96

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5040404300 OFFICE SUPPLIES			
Office supplies	2,500	2,500	-
Sub-total	2,500	2,500	-
5049900002 POSTAGE			
Postage and mailing expenses	120	120	-
Sub-total	120	120	-
5049900026 FACILITY MAINTENANCE			
Allocation from SunLine Transit Agency for materials required to maintain the building	573	573	-
Sub-total	573	573	-
5049900032 REPAIR PARTS- TAXI VEHICLES			
Anticipated repair costs for aging vehicles	500	500	-
Sub-total	500	500	-
5050200001 UTILITIES			
Allocation from SunLine Transit Agency for utilities used for the administration building	4,114	4,320	206
Sub-total	4,114	4,320	206
5050200003 TRASH PICK UP			
Allocation from SunLine Transit Agency for trash removal services	502	502	-
Sub-total	502	502	-
5050200005 TAXI STUDY			
Taxi study on regulatory matters	-	16,516	16,516
Sub-total	-	16,516	16,516
5050200006 COMMUNICATIONS			
Cellular services	800	800	-
Sub-total	800	800	-
5060100000 INSURANCE-PHYSICAL DAMAGE			
Allocation from SunLine Transit Agency for insurance related to vehicles	312	312	-
Sub-total	312	312	-
5060300000 INSURANCE-GENERAL LIABILITY			
Allocation from SunLine Transit Agency for defense and indemnity coverage relating to covered occurrences under general liability insurance	2,177	2,177	-
Sub-total	2,177	2,177	-

SUNLINE SERVICES GROUP DETAIL

Division 96

General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5060401000 INSUARNC E PREMIUM WC			
Allocation from SunLine Transit Agency for workers compensation premium costs	3,000	3,100	100
Sub-total	3,000	3,100	100
5079900000 FUEL TAXES			-
Fuel tax expenses	100	100	-
Sub-total	100	100	-
5090100000 DUES, MEMBERSHIPS & SUBSCRIPTIONS			
Annual International Association of Transportation Regulators (IATR) membership	1,625	1,625	-
Sub-total	1,625	1,625	-
5090200000 TRAVEL AND TRAINING			
International Association of Transportation Regulators Conference	4,000	4,000	-
Sub-total	4,000	4,000	-
5090801000 BANK SERVICE FEES			
Merchant Charges on Credit Cards	1,100	1,100	-
Sub-total	1,100	1,100	-
Total Expenses	175,170	187,200	12,030



SRA

SUNLINE REGULATORY ADMINISTRATION

32505 Harry Oliver Trail | Thousand Palms, CA 92276

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**SunLine Transit Agency
SunLine Services Group**

DATE: June 22, 2022 **ACTION**
TO: Board of Directors
FROM: Glenn Miller, Chairperson of the Board
RE: Election of Officers

Recommendation

Recommend that the Board of Directors accept nominations and elect officers for SunLine Transit Agency; Chairperson of the Board and Vice-Chairperson of the Board.

Background

In accordance with the Joint Powers Agreement, the Board shall elect, from among its members, a Chairperson and Vice Chairperson to serve for one year terms, said terms expiring at the end of each fiscal year. SunLine's meeting by-laws don't create an automatic advancement from Vice Chairperson to Chairperson. Selection of Chairperson and Vice Chairperson shall be by a majority vote of the quorum in attendance, and a failure to achieve such total of affirmative votes, shall be deemed a selection of the incumbent(s) to remain in office. Each person so selected shall serve until a successor is chosen (at any time) by affirmative votes, provided that at the first regular meeting in July of each year, the office of Chairperson and Vice Chairperson shall automatically be reconsidered by the Board.

Financial Impact

No financial impact.

Attachment:

- [Item 16a](#) – History of SunLine Transit Agency Officers

**SunLine Transit Agency
SunLine Services Group
History of Board Officers**

YEAR	CHAIR	VICE-CHAIR
1977-1978	A. A. McCandless (Riverside Cty)	James McPherson (Palm Desert)
1978-1979	A. A. McCandless (Riverside Cty)	James McPherson (Palm Desert)
1979-1980	A. A. McCandless (Riverside Cty)	Cole Eyraud (Desert Hot Springs)
1980-1981	A. A. McCandless (Riverside Cty)	Robert Hubbard (Rancho Mirage) Michael Wolfson (Rancho Mirage)
1981-1982	A. A. McCandless (Riverside Cty)	Michael Wolfson (Rancho Mirage)
1982-1983	Julius Corsini (Desert Hot Springs) Roger Harlow (Indio)	Roger Harlow (Indio) <i>vacant 11/82 thru 6/83</i>
1983-1984	Roger Harlow (Indio)	Richard Kelly (Palm Desert)
1984-1985	Patricia Larson (Riverside Cty)	Manuel Rios (Coachella)
1985-1986	Patricia Larson (Riverside Cty)	Manuel Rios (Coachella)
1986-1987	Richard Kelly (Palm Desert)	Yolanda Coba (Coachella)
1987-1988	Richard Kelly (Palm Desert)	Cole Eyraud (Desert Hot Springs)
1988-1989	Richard Kelly (Palm Desert)	Rena Murphy (Cathedral City)
1989-1990	Rena Murphy (Cathedral City)	Yolanda Coba (Coachella) John Pena (La Quinta)
1990-1991	Jeffrey Bleaman (Rancho Mirage)	Darwin Oakley (Indio)
1991-1992	John Pena (La Quinta)	Darwin Oakley (Indio)
1992-1993	Patricia Larson (Riverside Cty)	Richard Kelly (Palm Desert)
1993-1994	Richard Kelly (Palm Desert)	Phil Bostley (Indian Wells)
1994-1995	Phil Bostley (Indian Wells)	Sarah Di Grandi (Cathedral City)
1995-1996	Phil Bostley (Indian Wells)	Sarah Di Grandi (Cathedral City)
1996-1997	Phil Bostley (Indian Wells) Sarah Di Grandi (Cathedral City)	Sarah Di Grandi (Cathedral City) Will Kleindienst (Palm Springs)
1997-1998	Sarah Di Grandi (Cathedral City)	Roy Wilson (Riverside Cty)
1998-1999	Roy Wilson (Riverside Cty)	Percy Byrd (Indian Wells)
1999-2000	Percy Byrd (Indian Wells)	Will Kleindienst (Palm Springs)
2000-2001	Percy Byrd (Indian Wells)	Will Kleindienst (Palm Springs)
2001-2002	Will Kleindienst (Palm Springs)	Percy Byrd (Indian Wells)
2002-2003	Matt Weyuker (Desert Hot Springs)	John Pena (La Quinta) <i>[thru 11/02]</i> Richard Kelly (Palm Desert) <i>[elected 1/03]</i>
2003-2004	Richard Kelly (Palm Desert)	Don Adolph (La Quinta)
2004-2005	Richard Kelly (Palm Desert)	Don Adolph (La Quinta)
2005-2006	Richard Kelly (Palm Desert) <i>[thru 3/06]</i> Don Adolph (La Quinta) <i>[4/06 - 6/06]</i>	Don Adolph (La Quinta)
2006-2007	Mike Wilson (Indio)	Don Adolph (La Quinta)
2007-2008	Mike Wilson (Indio) <i>[thru 12/08]</i>	Bud England(Cathedral City) <i>[thru 12/08]</i>
2007-2008	Bud England (Cathedral City) <i>[1/09-6/09]</i>	Steve Pougnet (Palm Springs) <i>[1/09-6/09]</i>
2009-2010	Bud England (Cathedral City)	Steve Pougnet (Palm Springs)
2010-2011	Steve Pougnet (Palm Springs)	Eduardo Garcia (Coachella)
2011-2012	Eduardo Garcia (Coachella)	Robert Spiegel (Palm Desert)
2012-2013	Robert Spiegel (Palm Desert)	Yvonne Parks (Desert Hot Springs)

2013-2014	Glenn Miller (Indio)	Greg Pettis (Cathedral City)
2014-2015	Greg Pettis (Cathedral City)	Douglas Hanson (Indian Wells) <i>[thru 10/14]</i>
		John J. Benoit (Riverside County)
2015-2016	Kristy Franklin (La Quinta)	Steven Hernandez (Coachella) <i>[7/15-6/16]</i>
2016-2017	Kristy Franklin (La Quinta) <i>[thru 12/16]</i>	Russell Betts (Desert Hot Springs) <i>[6/16-12/16]</i>
2016-2017	Russell Betts (Desert Hot Springs) <i>[1/17-6/17]</i>	Troy Strange (Indio) <i>[1/17-6/17]</i>
2017-2018	Russell Betts (Desert Hot Springs)	Troy Strange (Indio)
2018-2019	Troy Strange (Indio) <i>[thru 12/18]</i>	Kathleen Kelly (Palm Desert)
2018-2019	Kathleen Kelly (Palm Desert) <i>[1/19-6/19]</i>	Robert Radi (La Quinta) <i>[1/19-6/19]</i>
2019-2020	Kathleen Kelly (Palm Desert)	Robert Radi (La Quinta)
2020-2021	Robert Radi (La Quinta)	Glenn Miller (Indio)
2021-2022	Glenn Miller (Indio)	Lisa Middleton (Palm Springs)

SunLine Transit Agency

DATE: June 22, 2022 **INFORMATION**

TO: Finance/Audit Committee
Board of Directors

FROM: Rudy Le Flore, Chief Project Consultant

RE: Mobile Hydrogen Fueling System

Background

This item is being presented to provide the SunLine Board of Directors (Board) with an update on the procurement of the Mobile Hydrogen Fueling System. As a reminder, this hydrogen fueling system was demonstrated at SunLine's Division II in Indio. The system represented one of the few times SunLine was able to fully demonstrate the technology prior to making a purchase decision.

On March 23, 2022, staff presented an approval item for the Mobile Hydrogen Fueling System to the Board. The Board gave the CEO/General Manager authority to negotiate and execute an agreement with NICE America Research Incorporated (NICE).

After the Board's action, NICE was informed by its parent company that it would no longer have access to the intellectual property rights needed to manufacture the Mobile Hydrogen Fueling System. It was communicated to SunLine that this was a decision related to the strained relationship between the Chinese government and the United States.

Therefore, negotiations were terminated with NICE and a resultant contract seems highly unlikely.