



**SunLine Transit Agency**  
**May 28, 2025**  
**10:00 a.m. – 10:40 a.m.**

## **AGENDA**

### **FINANCE/AUDIT COMMITTEE**

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

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#### **NOTICE TO THE PUBLIC**

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

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

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

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#### **ITEM**

#### **RECOMMENDATION**

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

**ITEM**

**RECOMMENDATION**

**5. PUBLIC COMMENTS**

**RECEIVE COMMENTS**

**NON AGENDA ITEMS**

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

**6. PRESENTATIONS**

**7. COMMITTEE MEMBER COMMENTS**

**RECEIVE COMMENTS**

**8. CONSENT CALENDAR**

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

**APPROVE**

- |  |              |
|--|--------------|
| 8a) Acceptance of Checks \$1,000 and Over Report for March 2025                                    | (PAGE 4-8)   |
| 8b) Acceptance of Credit Card Statement for March 2025   | (PAGE 9-26)  |
| 8c) Acceptance of Monthly Budget Variance Report for March 2025                                    | (PAGE 27-31) |
| 8d) Acceptance of Contracts Signed in Excess of \$25,000 for March 2025                            | (PAGE 32-33) |
| 8e) Acceptance of Union & Non-Union Pension Investment Asset Summary March 2025                    | (PAGE 34-45) |
| 8f) Acceptance of Ridership Report for March 2025  | (PAGE 46-49) |
| 8g) Acceptance of SunDial Operational Notes for March 2025   | (PAGE 50-52) |
| 8h) Acceptance of Metrics for March 2025   | (PAGE 53-72) |
| 8i) Acceptance of Quarterly Capital Projects Update for 1 <sup>st</sup> Quarter Calendar Year 2025 | (PAGE 73-77) |
| 8j) Acceptance of Board Member Attendance for April 2025   | (PAGE 78-79) |

**ITEM**

**RECOMMENDATION**

9. **AWARD OF CONTRACT FOR COMPREHENSIVE  
OPERATIONAL ANALYSIS SERVICES**  
(Staff: Paul Mattern, Chief Planning Officer)
10. **REVIEW AND DISCUSSION OF SUNLINE FUNDING  
AND THE DRAFT FY26 OPERATING AND CAPITAL  
BUDGET**  
(Staff: Luis Garcia, Chief Financial Officer)
11. **ADJOURN**

**APPROVE**  
(PAGE 80-81)

**DISCUSSION**  
(PAGE 82-83)

**SunLine Transit Agency****CONSENT CALENDAR**

DATE: May 28, 2025

**APPROVE**TO: Finance/Audit Committee  
Board of Directors

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

Summary:

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

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

<b>Vendor</b>	<b>Check #</b>	<b>Amount</b>
<i>Integrated Cryogenic Solutions LLC</i>	699222	\$137,779.29
<i>Clever Devices LTD</i>	699217	\$125,194.49
<i>Integrated Cryogenic Solutions LLC</i>	699171	\$116,710.84
<i>EAM Solutions LLC</i>	699219	\$69,502.00
<i>Gillig Inc</i>	699220	\$67,758.27
<i>Dahl, Taylor and Associates Inc</i>	699218	\$62,975.56
<i>Hanson Bridgett LLP</i>	699221	\$56,497.00

Recommendation:

Approve.



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

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
CALPERS	Group Health Premiums	699147	03/19/2025	430,924.15
INTEGRATED CRYOGENIC SOLUTIONS LLC	Fuel-Liquid Hydrogen	699222	03/24/2025	137,779.29
CLEVER DEVICES LTD.	Radio System Replacement	699217	03/24/2025	125,194.49
INTEGRATED CRYOGENIC SOLUTIONS LLC	Fuel-Liquid Hydrogen	699171	03/19/2025	116,710.84
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	699070	03/05/2025	85,974.16
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	699290	03/26/2025	85,799.76
EAM SOLUTIONS, LLC	Computer/Network Software Agreement	699219	03/24/2025	69,502.00
GILLIG LLC	WIP- Hydrogen FC Buses Door Barrier- Project Acct#2401-01	699220	03/24/2025	67,758.27
DAHL, TAYLOR AND ASSOCIATES, INC.	WIP- Indio CNG Station Upgrade- Project Acct#2210-00	699218	03/24/2025	62,975.56
IMPERIAL IRRIGATION DIST	Utilities	699169	03/19/2025	56,968.61
HANSON BRIDGETT LLP	Legal Service	699221	03/24/2025	56,497.00
SO CAL GAS CO.	Utilities	699126	03/12/2025	51,862.90
METLIFE	Supplement Benefits LTD/STD/LIFE/Dental Ins Premium	699185	03/19/2025	46,145.70
HEPTAGON SEVEN CONSULTING, INC.	WIP- Coachella Transit Hub- Project Acct#2212-00	699167	03/19/2025	36,591.85
ATKINSON, ANDELSON, LOYA RUUD AND ROMO	Legal Service	699080	03/12/2025	33,548.03
MICHELIN NORTH AMERICA, INC.	Lease Tires Services	699186	03/19/2025	32,401.03
JOHN F. KENNEDY MEMORIAL FOUNDATION	Membership & Subscriptions	699269	03/26/2025	27,500.00
SONSRAY FLEET SERVICES	Inventory Repair Parts	699207	03/19/2025	24,581.32
TEC EQUIPMENT, INC.	Inventory Repair Parts	699068	03/05/2025	24,457.28
HELIXSTORM	Contracted Services	699263	03/26/2025	23,470.10
SONSRAY FLEET SERVICES	Inventory Repair Parts	699131	03/12/2025	22,073.15
NAPA AUTO PARTS	Inventory Repair Parts	699274	03/26/2025	21,797.26
VERIZON WIRELESS	Wireless Telephone Service	699073	03/05/2025	21,138.35
TYLER TECHNOLOGIES, INC.	Computer/Network Software Agreement	699210	03/19/2025	20,935.48
HANSON BRIDGETT LLP	Legal Service	699165	03/19/2025	19,755.08
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	699296	03/26/2025	19,704.27
NFI PARTS	Inventory Repair Parts	699224	03/26/2025	18,642.57
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	699074	03/05/2025	18,449.19
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	699216	03/19/2025	18,393.98
VERIZON WIRELESS	Wireless Telephone Service	699135	03/12/2025	18,238.03
MOORE & ASSOCIATES, INC.	WIP-Feasibility Studies- Project Acct#2514-02	699272	03/26/2025	17,762.31
CV STRATEGIES	Contracted Services	699250	03/26/2025	16,850.00
CENTER FOR TRANSPORTATION AND THE	WIP-Liquid Hydrogen Refueling -Project Acct#2211-02	699089	03/12/2025	13,508.64
NAPA AUTO PARTS	Inventory Repair Parts	699052	03/05/2025	11,773.27
INTEGRATED CRYOGENIC SOLUTIONS LLC	Contracted Services	699267	03/26/2025	10,773.89
RED HAWK SERVICES INC	Repair Claims	699283	03/26/2025	10,731.41
NFI PARTS	Inventory Repair Parts	699075	03/12/2025	10,395.81
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	699201	03/19/2025	10,328.52
DIAMOND MANUFACTURING, INC.	Paratransit Repair Parts	699251	03/26/2025	10,092.90

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

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
GILLIG LLC	WIP- Hydrogen FC Buses Door Barrier- Project Acct#2423-01	699163	03/19/2025	9,679.75
DYNAMIC BUILDING MAINTENANCE INC	Janitorial Services	699153	03/19/2025	9,349.00
SHAW YODER ANTWHI SCHMELZER & LANGE, INC	Consulting	699204	03/19/2025	9,000.00
INSIGHT STRATEGIES INC	Consulting	699170	03/19/2025	8,775.00
CDW GOVERNMENT, INC	Computer Supplies	699244	03/26/2025	8,413.64
JE STRATEGIES LLC	Consulting	699176	03/19/2025	8,386.71
ANDREA CARTER & ASSOCIATES	Marketing & Communication Services	699233	03/26/2025	8,017.50
AVAIL TECHNOLOGIES	Inventory Repair Parts	699237	03/26/2025	7,773.78
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	699121	03/12/2025	7,762.78
CV STRATEGIES	Contracted Services	699150	03/19/2025	7,518.75
ROBERT HALF	Temporary Help	699120	03/12/2025	7,495.92
FRANKLIN TRUCK PARTS, INC	Inventory Repair Parts	699029	03/05/2025	7,216.12
SAFETY-KLEEN CORPORATION	Contract Svc-Haz Waste Removal	699122	03/12/2025	7,030.27
PRUDENTIAL OVERALL SUPPLY	SunLine Events Expense	699281	03/26/2025	6,926.21
4IMPRINT, INC.	Employee Expense	699137	03/19/2025	6,885.91
COAST COMPRESSOR COMPANY	Repair Parts-Hydrogen	699240	03/26/2025	6,587.57
TRANSIT AND COACH PARTS	Inventory Repair Parts	699209	03/19/2025	6,405.74
AMALGAMATED TRANSIT UNION	Union Dues	699010	03/05/2025	6,399.32
AMALGAMATED TRANSIT UNION	Union Dues	699228	03/26/2025	6,302.80
JOSEPH LYNN FRIEND	Contracted Services	699175	03/19/2025	6,150.00
ROBERT HALF	Temporary Help	699200	03/19/2025	6,120.40
SOCALGAS	Utilities	699127	03/12/2025	6,069.32
PROMELI MEDIA, LLC	SunLine Events Expense	699148	03/19/2025	5,999.00
VIRINKAR AND ASSOCIATES, INC.	WIP-Upgrade for CAD/AVL System-Project Acct#2309-00	699293	03/26/2025	5,399.20
PLANETBIDS, INC.	Computer/Network Software Agreement	699116	03/12/2025	5,149.49
TPX COMMUNICATIONS	Communication Service	699208	03/19/2025	5,013.13
MAGNUM ELECTRONICS, INC.	WIP- Radio System Replacement- Project Acct#1905-01	699047	03/05/2025	4,751.67
ANDREA CARTER & ASSOCIATES	Marketing & Communication Services	699014	03/05/2025	4,672.50
MITECH CONTROLS INC.	Inventory Repair Parts	699187	03/19/2025	4,422.06
GENFARE, LLC	Printing Expense	699161	03/19/2025	4,392.46
FASTENAL COMPANY	Small Tools & Equipment	699255	03/26/2025	4,375.92
COACH GLASS	Inventory Repair Parts	699173	03/19/2025	4,187.00
RIDECO US INC	SunRide Ride Share Expenses	699284	03/26/2025	3,991.50
FRANKLIN TRUCK PARTS, INC	Inventory Repair Parts	699257	03/26/2025	3,896.62
US BANK VOYAGER FLEET SYSTEMS	Unleaded/Diesel Fuel	699134	03/12/2025	3,887.88
GENFARE, LLC	Inventory Repair Parts	699031	03/05/2025	3,872.79
JIM'S DESERT RADIATOR AND A/C SERVICE	Inventory Repair Parts	699152	03/19/2025	3,844.19
GARON WYATT INVESTIGATIVE SERVICES, LLC.	Insurance Loss	699030	03/05/2025	3,795.75
FPS SPECIALISTS IN FIRE SYSTEMS	Contracted Services	699268	03/26/2025	3,650.00

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<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
PLAZA TOWING, INC.	Towing Services	699061	03/05/2025	3,625.00
ROBERT HALF	Temporary Help	699286	03/26/2025	3,542.47
FORENSIC DRUG TESTING SERVICES	Alcohol & Drug Testing	699158	03/19/2025	3,357.80
GENFARE, LLC	Printing Expense	699259	03/26/2025	3,297.84
CHARTER COMMUNICATIONS	Utilities	699129	03/12/2025	3,271.49
AMAZON CAPITAL SERVICES, INC	Facility Maintenance	699229	03/26/2025	3,125.10
SOUTHERN CALIFORNIA REGIONAL TRANSIT	Center of Excellence Workshop	699128	03/12/2025	3,125.00
FULTON DISTRIBUTING	Facility Maintenance	699026	03/05/2025	3,026.42
PRUDENTIAL OVERALL SUPPLY	Uniforms	699062	03/05/2025	2,751.82
DAVID RZEPINSKI CONSULTING	Consulting	699151	03/19/2025	2,730.00
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	699193	03/19/2025	2,685.01
PASTION INDUSTRIES, INC	Radio Repeater Hill Top Rental	699195	03/19/2025	2,590.00
QUINCY COMPRESSOR LLC	Facility Maintenance	699118	03/12/2025	2,568.86
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	699018	03/05/2025	2,542.28
FRONTIER COMMUNICATIONS	Utilities- OPS Bldg	699160	03/19/2025	2,500.00
HYDROGEN FUEL CELL PARTNERSHIP	Membership & Subscriptions	699168	03/19/2025	2,500.00
AMAZON CAPITAL SERVICES, INC	Office Supplies	699077	03/12/2025	2,400.27
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	699241	03/26/2025	2,373.82
ANDERSON COMMUNICATIONS	Radio Repeater Hill Top Rental	699141	03/19/2025	2,205.02
HOME DEPOT CREDIT SERVICES	Bus Stop Supplies	699265	03/26/2025	2,139.92
KELLY SPICERS STORES	Copy Paper	699045	03/05/2025	2,111.90
HOME DEPOT CREDIT SERVICES	Facility Maintenance	699036	03/05/2025	2,028.86
C V WATER DISTRICT	Utilities	699249	03/26/2025	2,026.06
VALLEY OFFICE EQUIPMENT, INC.	Copier Service	699211	03/19/2025	2,019.67
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	699144	03/19/2025	1,991.29
EDNA PARADA	Reimbursement Expense	699098	03/12/2025	1,955.28
JOHN SOWERS	Reimbursement Expense	699105	03/12/2025	1,860.00
OPW FUELING COMPONENTS	SunFuels Inventory Repair Parts	699279	03/26/2025	1,835.51
OMNITRACS, LLC	General Services	699058	03/05/2025	1,820.00
EDITH HERNANDEZ	Reimbursement Expense	699154	03/19/2025	1,803.93
HARTFORD FIRE INSURANCE COMPANY	Annual Insurance Premium	699261	03/26/2025	1,796.00
QUALITY LOGO PRODUCTS, INC.	SunLine Events Expense	699282	03/26/2025	1,712.27
HEPTAGON SEVEN CONSULTING, INC.	WIP-Upgrade to Gate & Guard Shack-Project Acct#2202-00	699264	03/26/2025	1,700.00
SECTRAN SECURITY INC.	Bank Adjustment Fees	699123	03/12/2025	1,651.37
TOTAL CARE WORK INJURY CLINIC	Medical Exam & Testing	699215	03/19/2025	1,600.00
WALTER WATCHER	Reimbursement Expense	699212	03/19/2025	1,593.93
BROADLUX, INC.	Contract Services-General	699081	03/12/2025	1,576.00
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	699145	03/19/2025	1,551.90
MONA BABAUTA	Reimbursement Expense	699111	03/12/2025	1,551.34

**SunLine Transit Agency  
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<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
TEC EQUIPMENT, INC.	Inventory Repair Parts	699289	03/26/2025	1,534.38
C V WATER DISTRICT	Utilities	699021	03/05/2025	1,530.35
RICON CORPORATION	Repair Parts-Fixed Route	699119	03/12/2025	1,486.22
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	699287	03/26/2025	1,454.72
BALLARD POWER SYSTEMS	Consulting	699142	03/19/2025	1,400.00
HARTFORD FIRE INSURANCE COMPANY	Annual Insurance Premium	699035	03/05/2025	1,385.00
ESTES EXPRESS LINES	Shipping Service	699155	03/19/2025	1,280.16
IMPERIAL IRRIGATION DIST	Utilities	699039	03/05/2025	1,276.15
GRAINGER	Equipment Repair-Shop Equipment	699164	03/19/2025	1,255.15
LANGUAGELINE SOLUTIONS	Translation Services	699178	03/19/2025	1,220.12
ON THE FLY TERMITE AND PEST CONTROL	Pest Control Services	699190	03/19/2025	1,192.00
RIDE COACH AND BUS	Inventory Repair Parts	699084	03/12/2025	1,167.77
ABSOLUTE SELF STORAGE	Storage Rental	699223	03/26/2025	1,152.00
TEAMSTERS LOCAL 1932	Union Dues	699067	03/05/2025	1,103.49
TEAMSTERS LOCAL 1932	Union Dues	699288	03/26/2025	1,093.28
COACH AND EQUIPMENT MFG CORP	Inventory Repair Parts	699247	03/26/2025	1,092.63
GRAINGER	Air Conditioning Expenses	699260	03/26/2025	1,070.76
CUMMINS SALES AND SERVICE	Repair Parts-Fixed Route	699093	03/12/2025	1,050.00
ALPHA MEDIA LLC	Advertising	699138	03/19/2025	1,050.00
CHRIS ALLEN VERES	Inventory Repair Parts	699245	03/26/2025	1,024.98
OCTAVIO MENDOZA	Reimbursement Expense	699277	03/26/2025	1,000.00
PLAZA TOWING, INC.	Towing Services	699197	03/19/2025	1,000.00
<b>Total Checks Over \$1,000</b>	\$2,264,916.69			
<b>Total Checks Under \$1,000</b>	\$44,139.81			
<b>Total Checks</b>	\$2,309,056.50			

**SunLine Transit Agency**

**CONSENT CALENDAR**

DATE: May 28, 2025

**APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Credit Card Statement for March 2025

Summary:

The attached report summarizes the Agency's credit card expenses for March 2025. The report summarizes transactions for the credit cards which align with the statement closing date of March 31, 2025.

Recommendation:

Approve.

**SunLine Transit Agency Visa Credit Card Statement**

**Closing Date: 03/31/2025**

**Name on Card: Ray Stevens (Procurement Card)**

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
1	02/27/25	3/3/2025	Hyatt	California Transit Works Conference Francisco Ojeda - Lodging Expense		\$ 923.80
2	02/27/25	3/3/2025	Hyatt	California Transit Works Conference Norma Hernandez - Lodging Expense		\$ 923.80
3	02/28/25	3/3/2025	United	Think Transit 2025 Conference Sean Harrington - Flight Expense		\$ 495.36
4	02/28/25	3/3/2025	United	Think Transit 2025 Conference Sean Harrington - Flight Expense - Seat Charge		\$ 26.99
5	02/28/25	3/3/2025	Trapeze	Think Transit 2025 Conference Sean Harrington - Registration Fee		\$ 1,500.00
6	02/28/25	3/3/2025	United	Think Transit 2025 Conference Sean Harrington - Flight Expense - Seat Charge		\$ 29.99
7	03/03/25	3/4/2025	Expedia	Think Transit 2025 Conference Sean Harrington -Lodging Expense		\$ 1,230.12
8	03/03/25	3/4/2025	Expedia	Think Transit 2025 Conference Isaac Rodriguez - Lodging Expense		\$ 1,230.12
9	03/03/25	3/4/2025	Trapeze	Think Transit 2025 Conference Isaac Rodriguez - Registration Fee		\$ 1,500.00
10	03/03/25	3/5/2025	United	Think Transit 2025 Conference Isaac Rodriguez - Flight Expense		\$ 695.37
11	03/03/25	3/5/2025	APTA	Mobility Conference/Intl. Bus Rodeo Isabel Acosta - Registration Fee		\$ 1,275.00
12	03/03/25	3/5/2025	United	Think Transit 2025 Conference Isaac Rodriguez - Flight Expense - Seat Charge		\$ 26.99
13	03/03/25	3/5/2025	United	Think Transit 2025 Conference Isaac Rodriguez - Flight Expense - Seat Charge		\$ 29.99
14	03/05/25	3/6/2025	Costco	IV Hydration Packets for Maintenance		\$ 225.90
15	03/05/25	3/7/2025	Southwest	Mobility Conference/Intl. Bus Rodeo Juan Colon - Flight Expense		\$ 524.37
16	03/05/25	3/7/2025	Southwest	Mobility Conference/Intl. Bus Rodeo Patricia Arellano DeMora - Flight Expense		\$ 567.35
17	03/05/25	3/7/2025	APTA	Mobility Conference/Intl. Bus Rodeo Juan Colon & Patricia DeMora - Registration Fee		\$ 2,150.00

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
18	03/06/25	3/10/2025	Southwest	Mobility Conference/Intl. Bus Rodeo Isabel Acosta - Flight Expense		\$ 567.35
19	03/07/25	3/10/2025	Sam's Club	Water Pallet for Field Supervisors		\$ 287.04
20	03/14/25	3/14/2025	Brimar Industries	Safety Sign		\$ 72.30
21	03/14/25	3/17/2025	Expedia	Mobility Conference/Intl. Bus Rodeo Bryan Valenzuela - Lodging Expense		\$ 1,356.65
22	03/14/25	3/17/2025	Southwest	Mobility Conference/Intl. Bus Rodeo Dioselyn Ayala Moreno - Flight Expense		\$ 694.37
23	03/14/25	3/17/2025	American Airlines	World Hydrogen North America Conference Shawn Craycraft - Flight Difference Expense		\$ 40.01
24	03/14/25	3/17/2025	American Airlines	Mobility Conference/Intl. Bus Rodeo Bryan Valenzuela - Flight Expense - Seat Charge		\$ 24.11
25	03/14/25	3/17/2025	United	Mobility Conference/Intl. Bus Rodeo Bryan Valenzuela - Flight Expense		\$ 423.80
26	03/14/25	3/17/2025	Expedia	Mobility Conference/Intl. Bus Rodeo Bryan Valenzuela - Expedia Booking Fee		\$ 10.59
27	03/14/25	3/17/2025	Green Power	World Hydrogen North America Conference Shawn Craycraft - Conference Currency Conversion Fee		\$ 26.99
28	03/14/25	3/17/2025	Green Power	World Hydrogen North America Conference Shawn Craycraft - Conference Fee		\$ 2,699.00
29	03/14/25	3/17/2025	Southwest	World Hydrogen North America Conference Shawn Craycraft - Flight Expense		\$ 184.48
30	03/14/25	3/17/2025	American Airlines	Mobility Conference/Intl. Bus Rodeo Bryan Valenzuela - Flight Expense		\$ 195.18
31	03/14/25	3/19/2025	APTA	Mobility Conference/Intl. Bus Rodeo Bryan Valenzuela - Registration Fee		\$ 1,275.00
32	03/14/25	3/19/2025	APTA	Mobility Conference/Intl. Bus Rodeo Dioselyn Ayala Moreno - Registration Fee		\$ 1,275.00
33	03/15/25	3/19/2025	JW Marriott	Mobility Conference/Intl. Bus Rodeo Dioselyn Ayala Moreno - Lodging Expense		\$ 2,020.59
34	03/16/25	3/17/2025	Marriott Marquis	World Hydrogen North America Conference Shawn Craycraft - Lodging Expense		\$ 2,619.63
35	03/18/25	3/20/2025	APTA	Mobility Conference/Intl. Bus Rodeo Isabel Acosta - Registration Fee		\$ 1,075.00
36	03/19/25	3/20/2025	Stadia Maps, Inc.	Tile Mapping Software - One Year Subscription		\$ 80.00
37	03/19/25	3/20/2025	Steelcase, Inc.	Replacement Office Chair		\$ 490.46

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
38	03/19/25	3/21/2025	Southwest	Mobility Conference/Intl. Bus Rodeo Isaac Rodriguez - Flight Expense		\$ 647.37
39	03/23/25	3/25/2025	Hyatt	APTA Transit CEO Seminar Luis Garcia - Lodging Expense		\$ 536.09
40	03/24/25	3/25/2025	Fred Pryor	Pryor Training for (2) New Employees		\$ 458.00
41	03/24/25	3/25/2025	Safety Videos.com	Forklift Training Kit for Trainers		\$ 269.52
42	03/26/25	3/27/2025	Udemy.com	Grant Writing Course "Keys to a Successful Proposal" for Brenda Alvarado-Wagner		\$ 19.99
43	03/27/25	3/31/2025	Gov Finance Ofc	119th GOFA Annual Conference Isabella Amadeo - Registration Fee		\$ 590.00
44	03/28/25	3/28/2025	Brimar Industries	Safety Sign		\$ 78.83
45	03/28/25	3/31/2025	American Airlines	119th GOFA Annual Conference Isabella Amadeo - Flight Expense - Seat Charge		\$ 15.99
46	03/28/25	3/31/2025	American Airlines	119th GOFA Annual Conference Isabella Amadeo - Flight Expense		\$ 672.37
47	03/29/25	3/31/2025	JW Marriott	Mobility Conference/Intl. Bus Rodeo Shawn Craycraft- Lodging Expense		\$ 358.70
48	03/29/25	3/31/2025	JW Marriott	Mobility Conference/Intl. Bus Rodeo Mike Hayes - Lodging Expense		\$ 358.70
49	03/29/25	3/31/2025	JW Marriott	Mobility Conference/Intl. Bus Rodeo Mark Perry - Lodging Expense		\$ 358.70
Totals:					\$ -	\$ 33,136.96





Reporting Period : 3/1/2025 - 3/31/2025

Statement Summary

Name		Ray Stevens			Company		Sunline Transit Agency		
Account #		XXXX-XXXX-XXXX-████			Currency		US Dollar		
Reporting Period		3/1/2025 - 3/31/2025							
Trans Date	Post Date	Merchant Name	Charge Codes			Approved	Personal	Receipt	Amount
1 2/27/2025	3/3/2025	Hyatt Regency Monterey 8313721234, CA							923.80
Purchase Hyatt Regency Monterey		General Ledger Code: 5090200000							
Approved Travel for Francisco Ojeda - CTW Annual Conference - Lodging Charge					Maintenance Department - 00-21-5090200000				
<hr/>									
2 2/27/2025	3/3/2025	Hyatt Regency Monterey 8313721234, CA							923.80
Purchase Hyatt Regency Monterey		General Ledger Code: 5090200000							
Approved Travel for Norma Hernandez - CTW Annual Conference - Lodging Charge					Maintenance Department - 00-11-5090200000				
<hr/>									
3 2/28/2025	3/3/2025	United United.Com, TX							495.36
Purchase United		General Ledger Code: 5090200000							
Approved Travel for Sean Harrington - Think Transit 2025 Conference - Flight Charge					Planning Department - 00-49-5090200000				
<hr/>									
4 2/28/2025	3/3/2025	United United.Com, TX							26.99
Purchase United		General Ledger Code: 5090200000							
Approved Travel for Sean Harrington - Think Transit 2025 Conference - Flight Seat Charge					Planning Department - 00-49-5090200000				
<hr/>									
5 2/28/2025	3/3/2025	Trapezegrp 187-741-1872, IA							1,500.00
Purchase Trapezegrp		General Ledger Code: 5030300011							
Approved Travel for Sean Harrington - Think Transit 2025 Conference - Registration Fee					Planning Department - 00-49-5090200000				
<hr/>									

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
6 2/28/2025	3/3/2025	United United.Com, TX					29.99
Purchase United		General Ledger Code: 5090200000					
Approved Travel for Sean Harrington - Think Transit 2025 Conference - Flight Seat Charge				Planning Department - 00-49-5090200000			
7 3/3/2025	3/4/2025	Expedia 73045780530694 Expedia.Com, WA					1,230.12
Purchase Expedia 73045780530694		General Ledger Code: 5090200000					
Approved Travel for Sean Harrington - Think Transit 2025 Conference - Lodging Charge				Planning Department - 00-49-5090200000			
8 3/3/2025	3/4/2025	Expedia 73045795405295 Expedia.Com, WA					1,230.12
Purchase Expedia 73045795405295		General Ledger Code: 5090200000					
Approved Travel for Isaac Rodriguez - Think Transit 2025 Conference - Lodging Charge				Planning Department - 00-49-5090200000			
9 3/3/2025	3/4/2025	Trapezegrp 187-741-1872, IA					1,500.00
Purchase Trapezegrp		General Ledger Code: 5030300011					
Approved Travel for Isaak Rodriguez - Think Transit 2025 Conference - Registration Fee				Planning Department - 00-49-5090200000			
10 3/3/2025	3/5/2025	United United.Com, TX					695.37
Purchase United		General Ledger Code: 5090200000					
Approved Travel for Isaak Rodriguez - Think Transit 2025 Conference - Flight Charge				Planning Department - 00-49-5090200000			
11 3/3/2025	3/5/2025	Apta 202-4964800, DC					1,275.00
Purchase Apta		General Ledger Code: 5090100000					
Approved Travel for Isabel Acosta - Mobility Conference / International Bus Rodeo - Registration Fee				Transportation Department - 00-11-5090200000			

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
12 3/3/2025	3/5/2025	United United.Com, TX					26.99
Purchase United			General Ledger Code: 5090200000				
Approved Travel for Isaak Rodriguez - Think Transit 2025 Conference - Flight Seat Charge						Planning Department - 00-49-5090200000	
13 3/3/2025	3/5/2025	United United.Com, TX					29.99
Purchase United			General Ledger Code: 5090200000				
Approved Travel for Isaak Rodriguez - Think Transit 2025 Conference - Flight Seat Charge						Planning Department - 00-49-5090200000	
14 3/5/2025	3/6/2025	Costco Whse #0441 Palm Desert, CA					225.90
Purchase Costco Whse #0441			General Ledger Code: 5099900002				
PR 22668 - IV Hydration Packets for Maintenance						Maintenance Department - 00-21-5090201000	
15 3/5/2025	3/7/2025	Southwes 800-435-9792, TX					524.37
Purchase Southwes			General Ledger Code: 5090200000				
Approved Travel for Juan Colon - Mobility Conference / International Bus Roadeo - Flight Charge						Operations Department - 00-11-5090200000	
16 3/5/2025	3/7/2025	Southwes 800-435-9792, TX					567.35
Purchase Southwes			General Ledger Code: 5090200000				
Approved Travel for Patricia Arellano De Mora - Mobility Conference / International Bus Roadeo - Flight Charge						Operations Department - 00-11-5090200000	
17 3/5/2025	3/7/2025	Apta 202-4964800, DC					2,150.00
Purchase Apta			General Ledger Code: 5090100000				
Approved Travel for Juan Colon and Patricia Arellano De Mora - Mobility Conference / International Bus Roadeo - Registration Fee						Operations Department - 00-11-5090200000	

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
18 3/6/2025	3/10/2025	Southwes 800-435-9792, TX					567.35
Purchase Southwes		General Ledger Code: 5090200000					
Approved Travel for Isabel Acosta - Mobility Conference / International Bus Rodeo - Flight Charge				Transportation Department - 00-11-5090200000			
19 3/7/2025	3/10/2025	Sams Club#6609 Palm Desert, CA					287.04
Purchase Sams Club#6609		General Ledger Code: 5099900002					
PR 22702 - Water Pallet for Field Supervisors				Fixed Route Department - 00-11-5049900011			
20 3/14/2025	3/14/2025	Brimar Industries 973-340-7889, NJ					72.30
Purchase Brimar Industries		General Ledger Code: 5099900002					
PR 22706 - Hydration Area Sign				Safety Department			
21 3/14/2025	3/17/2025	Expedia 73054595061639 Expedia.Com, WA					1,356.65
Purchase Expedia 73054595061639		General Ledger Code: 5090200000					
Approved Travel for Bryan Valenzuela - Mobility Conference / International Bus Rodeo - Lodging Charge				Safety Department - 00-15-5090200000			
22 3/14/2025	3/17/2025	Southwes 800-435-9792, TX					694.37
Purchase Southwes		General Ledger Code: 5090200000					
Approved Travel for Dioselyn Ayala Moreno - Mobility Conference / International Bus Rodeo - Flight Charge				Planing Department - 00-49-5090200000			
23 3/14/2025	3/17/2025	American Air Fort Worth, TX					40.01
Purchase American Air		General Ledger Code: 5090200000					
Approved Travel for Shawn Craycraft - World Hydrogen North America Conference - Flight Difference Charge				SunFuels Department - 00-10-5090200000			

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
24 3/14/2025	3/17/2025	American Air Fort Worth, TX					24.11
Purchase American Air			General Ledger Code: 5090200000				
Approved Travel for Bryan Valenzuela - Mobility Conference / International Bus Roadeo - Flight Seat Charge						Safety Department - 00-15-5090200000	
25 3/14/2025	3/17/2025	United United.Com, TX					423.80
Purchase United			General Ledger Code: 5090200000				
Approved Travel for Bryan Valenzuela - Mobility Conference / International Bus Roadeo - Flight Charge						Safety Department - 00-15-5090200000	
26 3/14/2025	3/17/2025	Expedia 73054607722829 Expedia.Com, WA					10.59
Purchase Expedia 73054607722829			General Ledger Code: 5090200000				
Approved Travel for Bryan Valenzuela - Mobility Conference / International Bus Roadeo - Expedia Booking Fee						Safety Department - 00-15-5090200000	
27 3/14/2025	3/17/2025						26.99
Other Debits Currency Conversion Fee							
Approved Travel for Shawn Craycraft - World Hydrogen North America Conference - Conference Currency Fee						SunFuels Department - 00-10-5090200000	
28 3/14/2025	3/17/2025	Green Powe* World Hydr London, ENG					2,699.00
Purchase Green Powe* World Hydr			General Ledger Code: 5090100000				
Approved Travel for Shawn Craycraft - World Hydrogen North America Conference - Conference Fee						SunFuels Department - 00-10-5090200000	
29 3/14/2025	3/17/2025	Southwes 800-435-9792, TX					184.48
Purchase Southwes			General Ledger Code: 5090200000				
Approved Travel for Shawn Craycraft - World Hydrogen North America Conference - Flight Charge						SunFuels Department - 00-10-5090200000	

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
30 3/14/2025	3/17/2025	American Air Fort Worth, TX					195.18
Purchase American Air		General Ledger Code: 5090200000					
Approved Travel for Bryan Valenzuela - Mobility Conference / International Bus Roadeo - Flight Charge				Safety Department - 00-15-5090200000			
31 3/14/2025	3/19/2025	Apta 202-4964800, DC					1,275.00
Purchase Apta		General Ledger Code: 5090100000					
Approved Travel for Bryan Valenzuela - Mobility Conference / International Bus Roadeo - Registration Fee				Safety Department - 00-15-5090200000			
32 3/14/2025	3/19/2025	Apta 202-4964800, DC					1,275.00
Purchase Apta		General Ledger Code: 5090100000					
Approved Travel for Dioselyn Ayala Moreno - Mobility Conference / International Bus Roadeo - Registration Fee				Planing Department - 00-49-5090200000			
33 3/15/2025	3/17/2025	Austin Marriott Downto Austin, TX					2,020.59
Purchase Austin Marriott Downto		General Ledger Code: 5090200000					
Approved Travel for Dioselyn Ayala Moreno - Mobility Conference / International Bus Roadeo - Lodging Charge				Planing Department - 00-49-5090200000			
34 3/16/2025	3/17/2025	Marriott Marquishousto Houston, TX					2,619.63
Purchase Marriott Marquishousto		General Ledger Code: 5090200000					
Approved Travel for Shawn Craycraft - World Hydrogen North America Conference - Lodging Charge				SunFuels Department - 00-10-5090200000			
35 3/18/2025	3/20/2025	Apta 202-4964800, DC					1,075.00
Purchase Apta		General Ledger Code: 5090100000					
Approved Travel for Isabel Acosta - Mobility Conference / International Bus Roadeo - Registration Fee				Transportation Department - 00-11-5090200000			

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
36 3/19/2025	3/20/2025	Stadia Maps, Inc Stadiamaps.Co, MI					80.00
Purchase Stadia Maps, Inc			General Ledger Code: 5030300011				
PR 22555 - Radio Project - Tile Server - Cost is to cover a 12-month term at \$80-month.						Performance Department - Project Key 1905-00	
37 3/19/2025	3/20/2025	Steelcase Inc 800-516-3454, MI					490.46
Purchase Steelcase Inc			General Ledger Code: 5030300011				
37. PR 22673 - Office Chair for Paul Mattern						Planning Department - 00-49-5049900001	
38 3/19/2025	3/21/2025	Southwes 800-435-9792, TX					647.37
Purchase Southwes			General Ledger Code: 5090200000				
Approved Travel for Isaac Rodriguez - Mobility Conference / International Bus Roadeo - Flight Charge						Planning Department - 00-49-5090200000	
39 3/23/2025	3/25/2025	Hyatt PI San Anto/Riverw 2102276854, TX					536.09
Purchase Hyatt PI San Anto/Riverw			General Ledger Code: 5090200000				
Approved Travel for Luis Garcia - APTA Transit CEO Seminar - Lodging Charge						Finance Department - 00-41-5090200000	
40 3/24/2025	3/25/2025	Fredpryor Careertrack 800-5563012, KS					458.00
Purchase Fredpryor Careertrack			General Ledger Code: 5090200001				
PR 22720 - Pryor Leaning Training for 2 New Employees						Strategic Department - 00-32-5099900001	
41 3/24/2025	3/25/2025	Www.Safetyvideos.Com Safetyvideos., CA					269.52
Purchase Www.Safetyvideos.Com			General Ledger Code: 5099900002				
PR 22762 - Forklift Training Kit for Trainers						Maintenance Department - 00-21-5090200001	

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
42 3/26/2025	3/27/2025	Udemy: Online Courses Udemy.Com, CA					19.99
Purchase Udemy: Online Courses			General Ledger Code: 5090200001				
PR 22802 - Grant Writing. Keys to a Successful Proposal - Course for Brenda Alvarado-Wagner						Finance Department - 00-41-5090200000	
43 3/27/2025	3/31/2025	Government Finance Off Chicago, IL					590.00
Purchase Government Finance Off			General Ledger Code: 5099900002				
Approved Travel for Isabella Amadeo - 119th GFOA Annual Conference - Registration Fee						Finance Department - 00-41-5090200000	
44 3/28/2025	3/28/2025	Brimar Industries 973-340-7889, NJ					78.83
Purchase Brimar Industries			General Ledger Code: 5099900002				
45 3/28/2025	3/31/2025	American Air Fort Worth, TX					15.99
Purchase American Air			General Ledger Code: 5090200000				
Approved Travel for Isabella Amadeo - 119th GFOA Annual Conference - Seat Charge						Finance Department - 00-41-5090200000	
46 3/28/2025	3/31/2025	American Air Fort Worth, TX					672.37
Purchase American Air			General Ledger Code: 5090200000				
Approved Travel for Isabella Amadeo - 119th GFOA Annual Conference - Flight Charge						Finance Department - 00-41-5090200000	
47 3/29/2025	3/31/2025	Jw Marriott Austin Austin, TX					358.70
Purchase Jw Marriott Austin			General Ledger Code: 5090200000				
Approved Travel for Shawn Craycraft - Mobility Conference / International Bus Roadeo - Lodging Charge						SunFuels Department 00-10-5090200000	



Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
48 3/29/2025	3/31/2025	Jw Marriott Austin Austin, TX					358.70
Purchase Jw Marriott Austin		General Ledger Code: 5090200000					
Approved Travel for Mike Hayes - Mobility Conference / International Bus Roadeo - Lodging Charge				SunFuels Department 00-10-5090200000			
<hr/>							
49 3/29/2025	3/31/2025	Jw Marriott Austin Austin, TX					358.70
Purchase Jw Marriott Austin		General Ledger Code: 5090200000					
Approved Travel for Mark Perry - Mobility Conference / International Bus Roadeo - Lodging Charge				SunFuels Department 00-10-5090200000			
<hr/>							
							Transaction Count: 49
							<b>Total: 33,136.96</b>

Employee Signature

Date

Authorized Approver Signature

Date

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 03/31/2025

Name on Card: Walter Watcher (Procurement Card)

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
1	02/28/25	3/3/2025	Jotform	Jotform One-Year Software Renewal Subscription		\$ 468.00
2	03/22/25	3/24/2025	Review Studio.com	Review Studio One-Year Software Renewal Subscription - Conversion Fee		\$ 1.95
3	03/22/25	3/24/2025	Review Studio.com	Review Studio One-Year Software Renewal Subscription		\$ 195.00
Totals:					\$ -	\$ 664.95



Reporting Period : 3/1/2025 - 3/31/2025

Statement Summary

Name	Walter Watcher	Company	Sunline Transit Agency
Account #	XXXX-XXXX-XXXX-████	Currency	US Dollar
Reporting Period	3/1/2025 - 3/31/2025		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 2/28/2025	3/3/2025	Jotform Inc 347-6245569, CA					468.00
		Purchase Jotform Inc	General Ledger Code: 5030300011 Fund: 00				
		PR 22814 - Jotform Renewal Software service - 1 Year Subscription		IT Department - GL 00-42-5030300011			
2 3/22/2025	3/24/2025						1.95
		Other Debits Currency Conversion Fee	Fund: 00				
		PR 22813 - Review Studio Year Subscription - Currency Conversion Fee		Marketing Department - GL 00-31-5030303240			
3 3/22/2025	3/24/2025	Reviewstudio.Com Westmount, QC					195.00
		Purchase Reviewstudio.Com	General Ledger Code: 5030300011 Fund: 00				
		PR 22813 - Review Studio Year Subscription		Marketing Department - GL 00-31-5030303240			

Transaction Count: 3  
**Total: 664.95**

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

Authorized Approver Signature \_\_\_\_\_ Date \_\_\_\_\_

**SunLine Transit Agency Visa Credit Card Statement****Closing Date: 03/31/2025****Name on Card: Mona Babauta**

	Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1	3/14/2025	3/17/2025	United	World Hydrogen North America 2025 in Houston, TX - United Airlines Roundtrip Flight from Palm Springs, CA to Houston, TX; Mona Babauta, CEO/General Manager <i>*unable to attend conference; flight credit shown in future statement*</i>		\$666.66
2	3/21/2025	3/24/2025	Uber	2025 APTA CEO Seminar in San Antonio, TX - Uber Ride From San Antonio Airport to Plaza Hotel; Mona Babauta, CEO/General Manager		\$35.96
3	3/22/2025	3/24/2025	The Plaza Hotel	2025 APTA CEO Seminar in San Antonio, TX - Hotel Stay During APTA CEO Seminar; Mona Babauta, CEO/General Manager		\$634.16
4	3/22/2025	3/24/2025	Uber	2025 APTA CEO Seminar in San Antonio, TX - Uber Tip Ride From The Plaza Hotel to San Anontio Airport; Mona Babauta, CEO/General Manager		\$6.00
5	3/23/2025	3/24/2025	Uber	2025 APTA CEO Seminar in San Antonio, TX - Uber Ride Fare From The Plaza Hotel to San Antonio Airport; Mona Babauta, CEO/General Manager		\$29.76
<b>Credits and Charges:</b>					<b>\$0.00</b>	<b>\$1,372.54</b>



Reporting Period : 3/1/2025 - 3/31/2025

Statement Summary

Name		Mona Babauta		Company		Sunline Transit Agency	
Account #				Currency		US Dollar	
Reporting Period		3/1/2025 - 3/31/2025					
Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 3/14/2025	3/17/2025	United United.Com, TX					666.66
Purchase United		General Ledger Code: 5090200000					
2 3/21/2025	3/24/2025	Uber *trip Help.Uber.Com, CA					35.96
Purchase Uber *trip		General Ledger Code: 5090200000					
3 3/22/2025	3/24/2025	The Plaza San Antonio San Antonio, TX					634.16
Purchase The Plaza San Antonio		General Ledger Code: 5090200000					
4 3/22/2025	3/24/2025	Uber *trip Help.Uber.Com, CA					6.00
Purchase Uber *trip		General Ledger Code: 5090200000					
5 3/23/2025	3/24/2025	Uber *trip Help.Uber.Com, CA					29.76
Purchase Uber *trip		General Ledger Code: 5090200000					

Transaction Count: 5  
**Total: 1,372.54**

\_\_\_\_\_  
**Employee Signature** **Date**

\_\_\_\_\_  
**Authorized Approver Signature** **Date**

**SunLine Transit Agency****CONSENT CALENDAR**

DATE: May 28, 2025

**APPROVE**TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Monthly Budget Variance Report for March 2025

Summary:

The budget variance report compares revenues and expenses to the respective line item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values. The budgetary figures are represented as a straight line budget. Accordingly, the current monthly budget values are calculated by taking 1/12<sup>th</sup> of the annual budget. The FYTD budget values for the month of March 2025 are equal to 9/12<sup>ths</sup> of the yearly budget.

## Year to Date Summary

- As of March 31, 2025, the Agency's FYTD revenues are \$480,657 or 13.09% below the FYTD budget.
- As of March 31, 2025, the Agency's FYTD expenditures are \$408,967 or 1.10% below the FYTD budget.

## Monthly Spotlight:

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

Recommendation:

Approve.

SunLine Transit Agency  
Budget Variance Report  
March 2025

		Current Month			Fiscal Year to Date			
Description	FY25 Total Budget	Actual	Budget	Positive (Negative)	FYTD Actual	FY25 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Revenues:								
Passenger Revenue	1,816,893	189,410	151,408	38,002	1,363,638	1,362,670	968	24.9%
Other Revenue	3,078,163	159,619	256,514	(96,895)	1,826,997	2,308,622	(481,625)	40.6%
Total Operating Revenue	4,895,056	349,028	407,921	(58,893)	3,190,635	3,671,292	(480,657)	34.8%
Operating Expenses:								
Operator & Mechanic Salaries & Wages	11,239,225	881,388	936,602	55,214	7,954,120	8,429,419	475,299	29.2%
Operator & Mechanic Overtime	1,241,785	166,635	103,482	(63,153)	1,303,744	931,339	(372,405)	-5.0%
Administration Salaries & Wages	7,861,873	679,131	655,156	(23,975)	5,574,894	5,896,405	321,511	29.1%
Administration Overtime	126,561	20,633	10,547	(10,086)	156,549	94,921	(61,628)	-23.7%
Fringe Benefits	11,105,305	805,079	925,442	120,364	7,557,847	8,328,979	771,132	31.9%
Communications	287,782	30,630	23,982	(6,649)	229,630	215,837	(13,793)	20.2%
Legal Services	687,176	43,549	57,265	13,715	888,215	515,382	(372,833)	-29.3%
Computer/Network Software Agreement	1,096,582	79,967	91,382	11,415	810,092	822,437	12,344	26.1%
Uniforms	99,824	6,014	8,319	2,305	60,734	74,868	14,134	39.2%
Contracted Services	1,556,640	109,416	129,720	20,304	750,908	1,167,480	416,572	51.8%
Equipment Repairs	26,500	1,073	2,208	1,135	20,311	19,875	(436)	23.4%
Security Services	168,000	12,877	14,000	1,123	109,840	126,000	16,160	34.6%
Fuel - CNG	1,920,006	174,403	160,001	(14,402)	924,966	1,440,005	515,039	51.8%
Fuel - Hydrogen	1,443,827	187,475	120,319	(67,156)	1,484,765	1,082,870	(401,895)	-2.8%
Tires	234,000	19,160	19,500	340	180,193	175,500	(4,693)	23.0%
Office Supplies	81,260	2,302	6,772	4,469	47,462	60,945	13,483	41.6%
Travel/Training	248,200	33,564	20,683	(12,881)	161,381	186,150	24,769	35.0%
Repair Parts	2,008,500	163,302	167,375	4,073	1,185,954	1,506,375	320,421	41.0%
Facility Maintenance	87,000	2,493	7,250	4,757	40,142	65,250	25,108	53.9%
Electricity - CNG & Hydrogen	1,090,000	53,956	90,833	36,877	432,465	817,500	385,035	60.3%
Natural Gas	2,030,000	134,987	169,167	34,180	1,056,447	1,522,500	466,053	48.0%
Water and Gas	16,000	797	1,333	536	8,250	12,000	3,750	48.4%
Insurance Losses	1,235,000	290,376	102,917	(187,459)	1,697,026	926,250	(770,776)	-37.4%
Insurance Premium - Property	200,000	20,837	16,667	(4,171)	174,651	150,000	(24,651)	12.7%
Repair Claims	100,000	-	8,333	8,333	(600)	75,000	75,600	100.6%
Fuel Taxes	124,500	6,702	10,375	3,673	71,581	93,375	21,794	42.5%
Other Expenses	7,164,078	635,858	597,007	(38,852)	5,419,721	5,373,059	(46,662)	24.3%
Self Consumed Fuel	(4,062,246)	(224,098)	(338,521)	(114,422)	(1,647,221)	(3,046,685)	(1,399,464)	59.5%
Total Operating Expenses (Before Depreciation)	49,417,378	4,338,506	4,118,115	(220,391)	36,654,066	37,063,034	408,967	25.8%
Operating Expenses in Excess of Operating Revenue		\$ (3,989,478)			\$ (33,463,431)			
Subsidies:								
Local	8,419,000	754,395	701,583	(52,812)	6,327,806	6,314,250	(13,556)	24.8%
State	30,588,336	2,740,906	2,549,028	(191,878)	22,990,505	22,941,252	(49,253)	24.8%
Federal	5,514,986	494,177	459,582	(34,595)	4,145,120	4,136,240	(8,880)	24.8%
Total Subsidies	44,522,322	3,989,478	3,710,194	(279,284)	33,463,431	33,391,742	(71,689)	24.8%
Net Operating Gain (Loss) After Subsidies	\$ (0)	\$ -			\$ -			



SunLine Transit Agency  
Budget Variance Report  
March 2025

		Current Month			Fiscal Year to Date			
Description	FY25 Total Budget	Actual	Budget	Positive (Negative)	FYTD Actual	FY25 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Expenses:								
Wages & Benefits	31,574,749	2,552,866	2,631,229	78,363	22,547,154	23,681,062	1,133,908	28.6%
Services	6,903,050	542,934	575,254	32,320	5,041,102	5,177,288	136,186	27.0%
Fuels & Lubricants	3,581,133	373,002	298,428	(74,574)	2,507,490	2,685,850	178,359	30.0%
Tires	234,000	19,160	19,500	340	180,193	175,500	(4,693)	23.0%
Materials and Supplies	2,607,460	202,900	217,288	14,388	1,555,118	1,955,595	400,477	40.4%
Utilities	3,554,000	217,429	296,167	78,738	1,789,839	2,665,500	875,661	49.6%
Casualty & Liability	3,678,540	534,987	306,545	(228,442)	3,771,071	2,758,905	(1,012,166)	-2.5%
Taxes and Fees	124,500	6,702	10,375	3,673	71,581	93,375	21,794	42.5%
Miscellaneous Expenses	1,222,192	112,625	101,849	(10,776)	837,739	916,644	78,905	31.5%
Self Consumed Fuel	(4,062,246)	(224,098)	(338,521)	(114,422)	(1,647,221)	(3,046,685)	(1,399,464)	59.5%
Total Operating Expenses (Before Depreciation)	49,417,378	4,338,506	4,118,115	(220,391)	36,654,066	37,063,034	408,967	25.8%
Revenues:								
Passenger Revenue	1,816,893	189,410	151,408	38,002	1,363,638	1,362,670	968	24.9%
Other Revenue	3,078,163	159,619	256,514	(96,895)	1,826,997	2,308,622	(481,625)	40.6%
Total Operating Revenue	4,895,056	349,028	407,921	(58,893)	3,190,635	3,671,292	(480,657)	34.8%
Net Operating Gain (Loss)		\$ (3,989,478)			\$ (33,463,431)			
Subsidies:								
Local	8,419,000	754,395	701,583	(52,812)	6,327,806	6,314,250	(13,556)	24.8%
State	30,588,336	2,740,906	2,549,028	(191,878)	22,990,505	22,941,252	(49,253)	24.8%
Federal	5,514,986	494,177	459,582	(34,595)	4,145,120	4,136,240	(8,880)	24.8%
Total Subsidies	44,522,322	3,989,478	3,710,194	(279,284)	33,463,431	33,391,742	(71,689)	24.8%
Net Operating Gain (Loss) After Subsidies	\$ (0)	\$ -			\$ -			

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**Budget Variance Analysis - SunLine Transit Agency**

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**Passenger Revenue**

- Passenger fare revenues are within an acceptable range of the budget.
- As of March, ridership was at 5.9% above FY24 FYTD totals.
- Total system ridership was 119,366 trips above FY24 FYTD amounts.

**Ridership**

	FY24-March	FY25-March	Variance	%Δ
Fixed Route	238,704	245,422	6,718	2.8%
Paratransit	10,220	9,712	(508)	-5.0%
SunRide	1,984	2,451	467	23.5%
System Total	250,908	257,585	6,677	2.7%

**Ridership**

	FYTD-FY24	FYTD-FY25	Variance	%Δ
Fixed Route	1,920,975	2,043,333	122,358	6.4%
Paratransit	90,104	83,800	(6,304)	-7.0%
SunRide	16,451	19,763	3,312	20.1%
System Total	2,027,530	2,146,896	119,366	5.9%

**Other Revenue**

- The unfavorable variance in other revenue is primarily due lower emission credit revenue as a result of low credit values.

**Operator & Mechanic Salaries & Wages**

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

**Operator & Mechanic Overtime**

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

**Administration Salaries & Wages**

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

**Administration Overtime**

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

**Fringe Benefits**

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

**Communications**

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

**Legal Services**

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

**Computer/Network Software Agreement**

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

**Uniforms**

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

**Contracted Services**

- Savings in contract services costs are primarily attributed to budgeted operating and maintenance costs for the hydrogen stations that were not incurred as of December

**Equipment Repairs**

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

**Security Services**

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

**Fuel - CNG**

- The favorable balance in fuel CNG expenses are primarily due to lower costs of natural gas.

**Fuel - Hydrogen**

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

**Tires**

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

**Office Supplies**

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

**Travel/Training**

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

**Repair Parts**

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

**Facility Maintenance**

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

**Electricity - CNG & Hydrogen**

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

**Natural Gas**

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

**Water and Gas**

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

**Insurance Losses**

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

**Insurance Premium - Property**

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

**Repair Claims**

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

**Fuel Taxes**

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

**Other Expenses**

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

**Self-Consumed Fuel**

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

**SunLine Transit Agency**  
**CONSENT CALENDAR**

DATE: May 28, 2025 **APPROVE**

TO: Finance/Audit Committee  
Board of Directors

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

Summary:

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

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

<b>Vendor</b>	<b>Purpose</b>	<b>Amount</b>
AirWave Communications	Radio Tower Decommission	\$29,700.00

Recommendation:

Approve.

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

March 2025

Vendor	Product/Service	Need	Budgeted	Budgeted Amount	Cost	Type
Airwave Communications	Tower Decommission	Radio Tower Decommission	FY25	\$29,700.00	\$29,700.00	Purchase Order

## SunLine Transit Agency

### CONSENT CALENDAR

DATE: May 28, 2025 **APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Union & Non-Union Pension Investment Asset Summary  
for March 2025

Summary:

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

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

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

Union

Asset Class		Actual	Range
<b>Growth Assets</b>			
	Domestic Equity	29.0%	16% – 56%
	International Equity	17.4%	0% - 39%
	Other	7.5%	0% – 20%
<b>Income Assets</b>			
	Fixed Income	40.0%	25% - 65%
	Other	4.9%	0% – 20%
<b>Real Return Assets</b>		0.0%	0% – 20%

<b>Cash Equivalents</b>	1.2%	0% – 20%
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## Non-Union

Asset Class		Actual	Range
<b>Growth Assets</b>			
	Domestic Equity	29.0%	16% – 56%
	International Equity	17.3%	0% - 39%
	Other	7.4%	0% – 20%
<b>Income Assets</b>			
	Fixed Income	40.1%	25% - 65%
	Other	4.9%	0% – 20%
<b>Real Return Assets</b>		0.0%	0% – 20%
<b>Cash Equivalents</b>		1.3%	0% – 20%

*Components may not sum to 100.0% due to rounding.*

For the month of March, the market value of assets decreased by \$733,826 and \$738,488 for the union and non-union plans, respectively.

## Month to Month Asset Comparison

Month	Market Value - Union	Market Value – Non-Union
February 2025	\$44,177,627	\$44,328,516
March 2025	\$43,443,801	\$43,590,028
Increase (Decrease)	(\$733,826)	(\$738,488)

Recommendation:

Approve.

## Portfolio Summary and Statistics

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

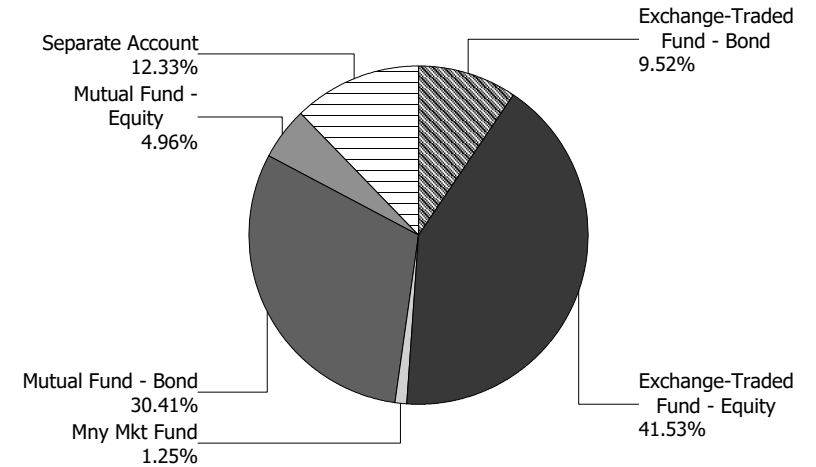
SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

### Account Summary

Description	Par Value	Market Value	Percent
Separate Account	4,281,680.02	5,356,140.73	12.33
Mutual Fund - Equity	83,990.36	2,156,218.49	4.96
Mutual Fund - Bond	1,359,110.52	13,211,765.96	30.41
Money Market Mutual Fund	543,080.86	543,080.86	1.25
Exchange-Traded Fund - Equity	643,382.00	18,041,909.09	41.53
Exchange-Traded Fund - Bond	48,664.00	4,134,686.08	9.52
<b>Managed Account Sub-Total</b>	<b>6,959,907.75</b>	<b>43,443,801.21</b>	<b>100.00%</b>
Accrued Interest		0.00	
<b>Total Portfolio</b>	<b>6,959,907.75</b>	<b>43,443,801.21</b>	

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

### Sector Allocation





## Detail of Securities Held & Market Analytics

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

### SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Exchange-Traded Fund - Bond</b>									
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	965.00	61.00	58,865.00	52.52	50,681.80	(8,183.20)	0.11
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	1,146.00	61.12	70,043.52	52.52	60,187.92	(9,855.60)	0.14
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	2,389.00	60.30	144,056.70	52.52	125,470.28	(18,586.42)	0.29
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	1,776.00	57.66	102,405.94	52.52	93,275.52	(9,130.42)	0.21
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	7,097.00	50.32	357,121.04	52.52	372,734.44	15,613.40	0.86
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	631.00	56.68	35,765.08	52.52	33,140.12	(2,624.96)	0.08
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	633.00	56.98	36,068.34	52.52	33,245.16	(2,823.18)	0.08
ISHARES CORE U.S. AGGREGATE	464287226	8278395	16,903.00	98.64	1,667,311.92	98.92	1,672,044.76	4,732.84	3.85
ISHARES CORE U.S. AGGREGATE	464287226	8278395	6,446.00	92.76	597,930.32	98.92	637,638.32	39,708.00	1.47
ISHARES CORE U.S. AGGREGATE	464287226	8278395	4,049.00	98.87	400,324.63	98.92	400,527.08	202.45	0.92
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,322.00	99.12	329,276.64	98.92	328,612.24	(664.40)	0.76
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,307.00	96.40	318,794.80	98.92	327,128.44	8,333.64	0.75
<b>Security Type Sub-Total</b>			<b>48,664.00</b>		<b>4,117,963.93</b>	<b>862.24</b>	<b>4,134,686.08</b>	<b>16,722.15</b>	<b>9.52</b>
<b>Exchange-Traded Fund - Equity</b>									
SCHWAB US LARGE-CAP ETF	808524201	17333747	503,068.00	22.54	11,340,829.61	22.08	11,107,741.44	(233,088.17)	25.57
SCHWAB US LARGE-CAP ETF	808524201	17333747	39,046.00	22.81	890,639.26	22.08	862,135.68	(28,503.58)	1.98
VANGUARD FTSE DEVELOPED ETF	921943858	12373850	19,229.00	52.35	1,006,634.30	50.83	977,410.07	(29,224.23)	2.25
VANGUARD TOTAL INTL STOCK	921909768	23836382	2,586.00	56.19	145,307.34	62.10	160,590.60	15,283.26	0.37
VANGUARD TOTAL INTL STOCK	921909768	23836382	15,690.00	47.86	750,920.27	62.10	974,349.00	223,428.73	2.24
VANGUARD TOTAL INTL STOCK	921909768	23836382	2,875.00	51.81	148,953.46	62.10	178,537.50	29,584.04	0.41
VANGUARD TOTAL INTL STOCK	921909768	23836382	2,586.00	56.52	146,160.72	62.10	160,590.60	14,429.88	0.37
VANGUARD TOTAL INTL STOCK	921909768	23836382	1,834.00	54.44	99,842.96	62.10	113,891.40	14,048.44	0.26
VANGUARD TOTAL INTL STOCK	921909768	23836382	6,003.00	61.64	370,024.92	62.10	372,786.30	2,761.38	0.86
VANGUARD TOTAL INTL STOCK	921909768	23836382	46,985.00	63.70	2,992,944.50	62.10	2,917,768.50	(75,176.00)	6.72
VANGUARD TOTAL INTL STOCK	921909768	23836382	3,480.00	52.06	181,168.80	62.10	216,108.00	34,939.20	0.50
<b>Security Type Sub-Total</b>			<b>643,382.00</b>		<b>18,073,426.14</b>	<b>591.79</b>	<b>18,041,909.09</b>	<b>(31,517.05)</b>	<b>41.53</b>
<b>Money Market Mutual Fund</b>									

## Detail of Securities Held & Market Analytics

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

### SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Money Market Mutual Fund</b>									
FIRST AM GOV OBLIG-Z DTD 01/01/2010 0.000% --	31846V567	351477	543,080.86	1.00	543,080.86	100.00	543,080.86	0.00	1.25
<b>Security Type Sub-Total</b>			<b>543,080.86</b>		<b>543,080.86</b>	<b>100.00</b>	<b>543,080.86</b>	<b>0.00</b>	<b>1.25</b>
<b>Mutual Fund - Bond</b>									
BAIRD CORE PLUS BOND-INST	057071870	7001692	465,297.69	10.81	5,028,767.64	10.17	4,732,077.46	(296,690.18)	10.89
BBH LIMITED DURATION-I	05528X851	7344118	0.03	10.29	0.35	10.45	0.36	0.01	0.00
DOUBLELINE CORE FIX INC-I	258620301	19170004	199,582.09	10.43	2,081,278.15	9.26	1,848,130.13	(233,148.02)	4.25
NYLI MACKAY H/Y CORP BND-R6	56063N881	121732	137,962.53	5.18	715,119.44	5.16	711,886.65	(3,232.79)	1.64
PGIM TOTAL RETURN BOND-R6	74440B884	168981	320,110.73	13.18	4,219,510.41	12.03	3,850,932.01	(368,578.40)	8.86
VOYA INTERMEDIATE BOND-R6	92913L569	212412	236,157.46	9.78	2,308,657.22	8.76	2,068,739.35	(239,917.87)	4.76
<b>Security Type Sub-Total</b>			<b>1,359,110.52</b>		<b>14,353,333.21</b>	<b>55.83</b>	<b>13,211,765.96</b>	<b>(1,141,567.25)</b>	<b>30.40</b>
<b>Mutual Fund - Equity</b>									
COLUMBIA SMALL CAP GRW-INST3	19765Y340	195897	9,629.50	28.07	270,300.00	25.98	250,174.35	(20,125.65)	0.58
GLDMN SCHS GQG PRT INTL-INST	38147N293	51973400	36,861.86	19.35	713,335.27	21.17	780,365.59	67,030.32	1.80
HRDNG LVNR INTL EQTY-INST	412295107	175052	19,680.08	28.64	563,700.77	25.92	510,107.66	(53,593.11)	1.17
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	10575468	12,957.31	15.22	197,181.37	17.09	221,440.50	24,259.13	0.51
UNDISC MGRS BEHAV VAL-R6	904504479	1428076	4,861.61	87.23	424,087.81	81.07	394,130.39	(29,957.42)	0.91
<b>Security Type Sub-Total</b>			<b>83,990.36</b>		<b>2,168,605.22</b>	<b>171.23</b>	<b>2,156,218.49</b>	<b>(12,386.73)</b>	<b>4.97</b>
<b>Separate Account</b>									
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	49,000.00	1.00	49,000.00	114.70	56,205.13	7,205.13	0.13
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	114.70	51,989.74	6,664.74	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	49,000.00	1.00	49,000.00	114.70	56,205.13	7,205.13	0.13
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	114.70	51,989.74	6,664.74	0.12

## Detail of Securities Held & Market Analytics

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

### SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Separate Account</b>									
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	114.70	51,989.74	6,664.74	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	16,876.11	1.00	16,876.11	114.70	19,357.63	2,481.52	0.04
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	114.70	51,989.74	6,664.74	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	49,980.00	1.00	49,980.00	114.70	57,329.23	7,349.23	0.13
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	114.70	51,989.74	6,664.74	0.12
BLACKSTONE INFRASTRUCTURE PRTNRS F 2 L. DTD 10/01/2024 0.000% --	BKSTONE63	SA495	900,000.00	1.00	900,000.00	100.00	900,000.00	0.00	2.07
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0090	F_GOLUB	1,127,240.00	1.00	1,127,240.00	127.48	1,437,005.94	309,765.94	3.31
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0090	F_GOLUB	180,000.00	1.00	180,000.00	127.48	229,464.06	49,464.06	0.53
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	105,000.00	1.00	105,000.00	139.08	146,031.86	41,031.86	0.34
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	309,750.00	1.00	309,750.00	139.08	430,793.98	121,043.98	0.99
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	80,433.93	1.00	80,433.93	139.08	111,865.87	31,431.94	0.26
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	204,378.01	1.00	204,378.01	139.08	284,244.76	79,866.75	0.65
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	147,000.00	1.00	147,000.00	139.08	204,444.60	57,444.60	0.47
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	180,319.43	1.00	180,319.43	139.08	250,784.58	70,465.15	0.58
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	130,837.59	1.00	130,837.59	139.08	181,966.25	51,128.66	0.42

## Detail of Securities Held & Market Analytics

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

### SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Separate Account									
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	145,309.38	1.00	145,309.38	139.08	202,093.32	56,783.94	0.47
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	127,930.57	1.00	127,930.57	139.08	177,923.23	49,992.66	0.41
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	252,000.00	1.00	252,000.00	139.08	350,476.46	98,476.46	0.81
Security Type Sub-Total			4,281,680.02		4,281,680.02	2,778.08	5,356,140.73	1,074,460.71	12.34
Managed Account Sub-Total			6,959,907.75		43,538,089.38	4,559.17	43,443,801.21	(94,288.17)	100.01
Securities Sub-Total			\$6,959,907.75		\$43,538,089.38	\$4,559.17	\$43,443,801.21	(\$94,288.17)	100.01%
Accrued Interest							\$0.00		
Total Investments							\$43,443,801.21		

## Portfolio Summary and Statistics

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

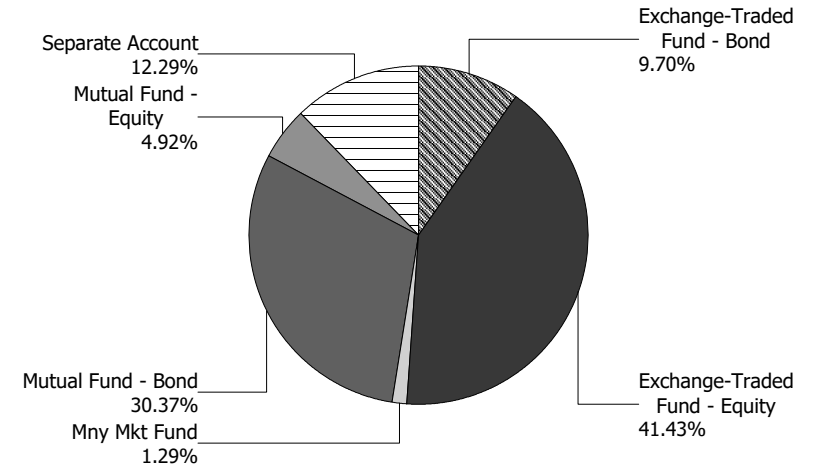
SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [REDACTED]

### Account Summary

Description	Par Value	Market Value	Percent
Separate Account	4,281,680.02	5,356,140.62	12.29
Mutual Fund - Equity	83,710.42	2,146,792.96	4.92
Mutual Fund - Bond	1,360,796.59	13,238,940.04	30.37
Money Market Mutual Fund	562,280.22	562,280.22	1.29
Exchange-Traded Fund - Equity	645,090.00	18,056,312.61	41.43
Exchange-Traded Fund - Bond	49,640.00	4,229,561.60	9.70
<b>Managed Account Sub-Total</b>	<b>6,983,197.25</b>	<b>43,590,028.05</b>	<b>100.00%</b>
Accrued Interest		0.00	
<b>Total Portfolio</b>	<b>6,983,197.25</b>	<b>43,590,028.05</b>	

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

### Sector Allocation



## Detail of Securities Held & Market Analytics

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

### SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Exchange-Traded Fund - Bond</b>									
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	7,130.00	50.32	358,781.60	52.52	374,467.60	15,686.00	0.86
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	631.00	56.68	35,765.08	52.52	33,140.12	(2,624.96)	0.08
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	1,113.00	61.12	68,026.56	52.52	58,454.76	(9,571.80)	0.13
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	633.00	56.98	36,068.34	52.52	33,245.16	(2,823.18)	0.08
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	2,405.00	60.30	145,021.50	52.52	126,310.60	(18,710.90)	0.29
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	982.00	61.00	59,902.00	52.52	51,574.64	(8,327.36)	0.12
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	1,779.00	57.66	102,578.92	52.52	93,433.08	(9,145.84)	0.21
ISHARES CORE U.S. AGGREGATE	464287226	8278395	4,049.00	98.87	400,324.63	98.92	400,527.08	202.45	0.92
ISHARES CORE U.S. AGGREGATE	464287226	8278395	17,957.00	98.64	1,771,278.48	98.92	1,776,306.44	5,027.96	4.08
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,372.00	99.12	334,232.64	98.92	333,558.24	(674.40)	0.77
ISHARES CORE U.S. AGGREGATE	464287226	8278395	6,272.00	92.76	581,790.09	98.92	620,426.24	38,636.15	1.42
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,317.00	96.40	319,758.80	98.92	328,117.64	8,358.84	0.75
<b>Security Type Sub-Total</b>			<b>49,640.00</b>		<b>4,213,528.64</b>	<b>862.24</b>	<b>4,229,561.60</b>	<b>16,032.96</b>	<b>9.71</b>
<b>Exchange-Traded Fund - Equity</b>									
SCHWAB US LARGE-CAP ETF	808524201	17333747	43,384.00	22.81	989,589.04	22.08	957,918.72	(31,670.32)	2.20
SCHWAB US LARGE-CAP ETF	808524201	17333747	501,560.00	22.54	11,306,834.27	22.08	11,074,444.80	(232,389.47)	25.40
VANGUARD FTSE DEVELOPED ETF	921943858	12373850	17,313.00	52.35	906,332.09	50.83	880,019.79	(26,312.30)	2.02
VANGUARD TOTAL INTL STOCK	921909768	23836382	16,886.00	47.86	808,160.58	62.10	1,048,620.60	240,460.02	2.41
VANGUARD TOTAL INTL STOCK	921909768	23836382	1,375.00	54.44	74,855.00	62.10	85,387.50	10,532.50	0.20
VANGUARD TOTAL INTL STOCK	921909768	23836382	6,003.00	61.64	370,024.92	62.10	372,786.30	2,761.38	0.86
VANGUARD TOTAL INTL STOCK	921909768	23836382	3,770.00	52.06	196,266.20	62.10	234,117.00	37,850.80	0.54
VANGUARD TOTAL INTL STOCK	921909768	23836382	2,470.00	56.52	139,604.40	62.10	153,387.00	13,782.60	0.35
VANGUARD TOTAL INTL STOCK	921909768	23836382	2,875.00	51.81	148,953.46	62.10	178,537.50	29,584.04	0.41
VANGUARD TOTAL INTL STOCK	921909768	23836382	46,985.00	63.70	2,992,944.50	62.10	2,917,768.50	(75,176.00)	6.69
VANGUARD TOTAL INTL STOCK	921909768	23836382	2,469.00	56.19	138,733.11	62.10	153,324.90	14,591.79	0.35
<b>Security Type Sub-Total</b>			<b>645,090.00</b>		<b>18,072,297.57</b>	<b>591.79</b>	<b>18,056,312.61</b>	<b>(15,984.96)</b>	<b>41.43</b>
<b>Money Market Mutual Fund</b>									

## Detail of Securities Held & Market Analytics

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

### SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Money Market Mutual Fund</b>									
FIRST AM GOV OBLIG-Z DTD 01/01/2010 0.000% --	31846V567	351477	562,280.22	1.00	562,280.22	100.00	562,280.22	0.00	1.29
<b>Security Type Sub-Total</b>			<b>562,280.22</b>		<b>562,280.22</b>	<b>100.00</b>	<b>562,280.22</b>	<b>0.00</b>	<b>1.29</b>
<b>Mutual Fund - Bond</b>									
BAIRD CORE PLUS BOND-INST	057071870	7001692	464,609.50	10.78	5,009,519.17	10.17	4,725,078.56	(284,440.61)	10.84
BBH LIMITED DURATION-I	05528X851	7344118	0.03	10.29	0.35	10.45	0.36	0.01	0.00
DOUBLELINE CORE FIX INC-I	258620301	19170004	199,094.36	10.43	2,076,319.60	9.26	1,843,613.71	(232,705.89)	4.23
NYLI MACKAY H/Y CORP BND-R6	56063N881	121732	137,597.57	5.18	713,062.70	5.16	710,003.49	(3,059.21)	1.63
PGIM TOTAL RETURN BOND-R6	74440B884	168981	323,873.56	13.16	4,261,099.86	12.03	3,896,198.92	(364,900.94)	8.94
VOYA INTERMEDIATE BOND-R6	92913L569	212412	235,621.58	9.77	2,303,003.00	8.76	2,064,045.00	(238,958.00)	4.74
<b>Security Type Sub-Total</b>			<b>1,360,796.59</b>		<b>14,363,004.68</b>	<b>55.83</b>	<b>13,238,940.04</b>	<b>(1,124,064.64)</b>	<b>30.38</b>
<b>Mutual Fund - Equity</b>									
COLUMBIA SMALL CAP GRW-INST3	19765Y340	195897	9,529.75	28.07	267,500.00	25.98	247,582.83	(19,917.17)	0.57
GLDMN SCHS GQG PRT INTL-INST	38147N293	51973400	36,802.24	19.35	712,235.01	21.17	779,103.38	66,868.37	1.79
HRDNG LVNR INTL EQTY-INST	412295107	175052	19,647.37	28.63	562,530.78	25.92	509,259.82	(53,270.96)	1.17
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	10575468	12,919.82	15.22	196,610.96	17.09	220,799.80	24,188.84	0.51
UNDISC MGRS BEHAV VAL-R6	904504479	1428076	4,811.24	87.23	419,694.20	81.07	390,047.13	(29,647.07)	0.89
<b>Security Type Sub-Total</b>			<b>83,710.42</b>		<b>2,158,570.95</b>	<b>171.23</b>	<b>2,146,792.96</b>	<b>(11,777.99)</b>	<b>4.93</b>
<b>Separate Account</b>									
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	114.70	51,989.73	6,664.73	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	114.70	51,989.73	6,664.73	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	114.70	51,989.73	6,664.73	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	49,980.00	1.00	49,980.00	114.70	57,329.21	7,349.21	0.13

## Detail of Securities Held & Market Analytics

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

### SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Separate Account</b>									
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	49,000.00	1.00	49,000.00	114.70	56,205.11	7,205.11	0.13
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	114.70	51,989.73	6,664.73	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	49,000.00	1.00	49,000.00	114.70	56,205.11	7,205.11	0.13
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	16,876.11	1.00	16,876.11	114.70	19,357.63	2,481.52	0.04
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	114.70	51,989.73	6,664.73	0.12
BLACKSTONE INFRASTRUCTURE PRTNRS F 2 L. DTD 10/01/2024 0.000% --	BKSTONE64	SA496	900,000.00	1.00	900,000.00	100.00	900,000.00	0.00	2.06
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0091	F_GOLUB	180,000.00	1.00	180,000.00	127.48	229,464.06	49,464.06	0.53
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0091	F_GOLUB	1,127,240.00	1.00	1,127,240.00	127.48	1,437,005.94	309,765.94	3.30
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	80,433.93	1.00	80,433.93	139.08	111,865.87	31,431.94	0.26
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	204,378.01	1.00	204,378.01	139.08	284,244.76	79,866.75	0.65
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	252,000.00	1.00	252,000.00	139.08	350,476.46	98,476.46	0.80
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	180,319.43	1.00	180,319.43	139.08	250,784.58	70,465.15	0.58
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	147,000.00	1.00	147,000.00	139.08	204,444.60	57,444.60	0.47
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	127,930.57	1.00	127,930.57	139.08	177,923.23	49,992.66	0.41
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	105,000.00	1.00	105,000.00	139.08	146,031.86	41,031.86	0.34



## Detail of Securities Held & Market Analytics

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

SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Separate Account									
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	145,309.38	1.00	145,309.38	139.08	202,093.32	56,783.94	0.46
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	309,750.00	1.00	309,750.00	139.08	430,793.98	121,043.98	0.99
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	130,837.59	1.00	130,837.59	139.08	181,966.25	51,128.66	0.42
Security Type Sub-Total			4,281,680.02		4,281,680.02	2,778.08	5,356,140.62	1,074,460.60	12.30
Managed Account Sub-Total			6,983,197.25		43,651,362.08	4,559.17	43,590,028.05	(61,334.03)	100.04
Securities Sub-Total			\$6,983,197.25		\$43,651,362.08	\$4,559.17	\$43,590,028.05	(\$61,334.03)	100.04%
Accrued Interest							\$0.00		
Total Investments							\$43,590,028.05		

**SunLine Transit Agency**  
**CONSENT CALENDAR**

DATE: May 28, 2025

**APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Ridership Report for March 2025

Summary:

Monthly Ridership			Monthly Variance	
	Mar-25	Mar-24	Net	Percent
Fixed Route	245,422	238,704	6,718	2.8%
SunRide	2,451	1,984	467	23.5%
Taxi Voucher*	120	188	(68)	(36.2)
SunDial	9,712	10,220	(508)	(5.0%)
<b>Total</b>	<b>257,705</b>	<b>251,096</b>	<b>6,609</b>	<b>2.6%</b>

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

Yearly Ridership	
<b>Fiscal Year 2025</b>	2,148,210
<b>Fiscal Year 2024</b>	2,029,189
<b>Ridership Increase</b>	<b>119,022</b>

Fiscal year to date system ridership increased by 119,859 rides or 5.87% compared to the previous fiscal year. The baseline of the attached COVID-19 Recovery chart is calendar year 2020, this allows a comparison of three (3) years.

Recommendation:

Approve.



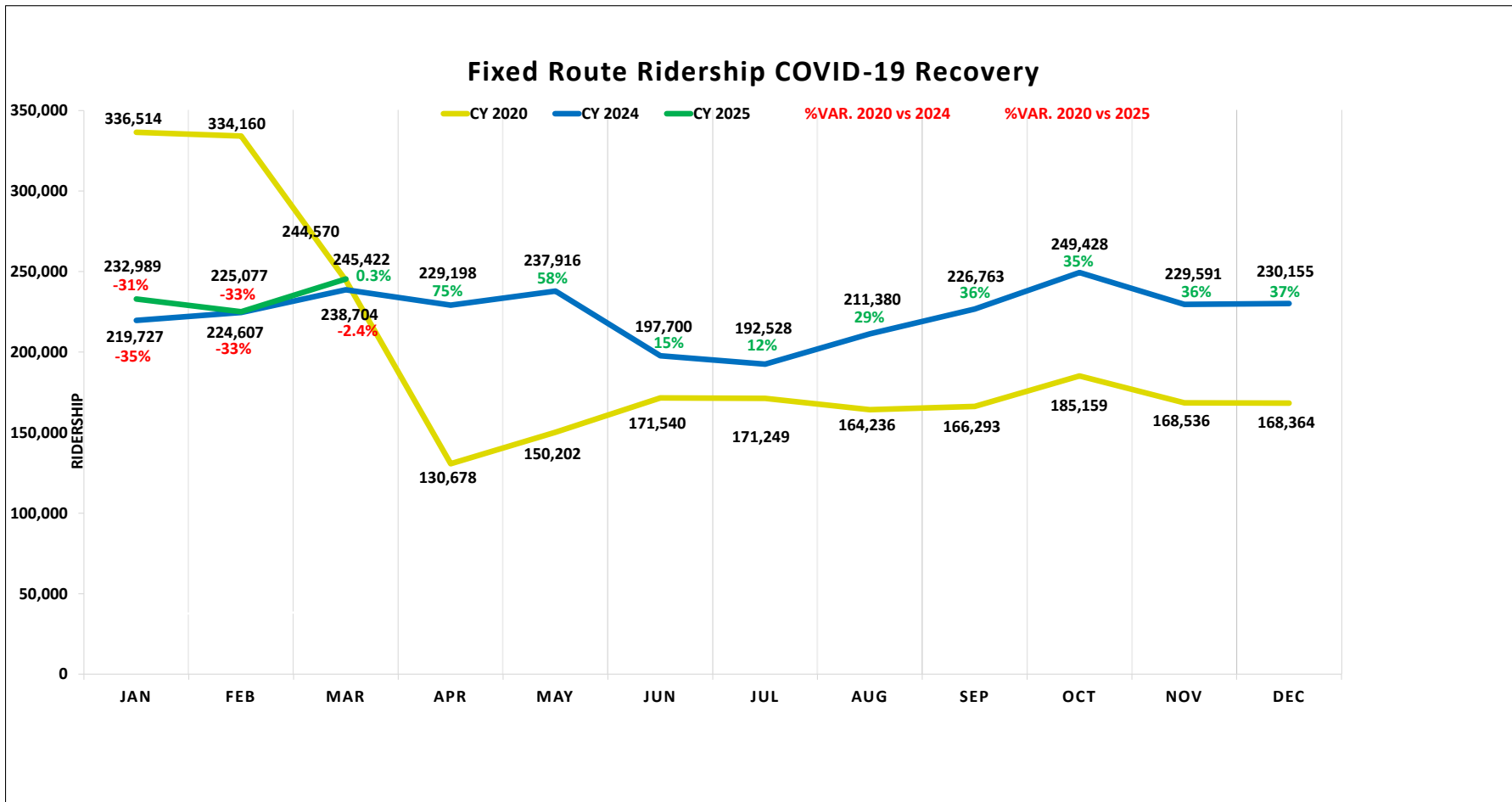
## SunLine Transit Agency Monthly Ridership Report March 2025

Fixed Route		Mar 2025	Mar 2024	FY 2025	FY 2024	Monthly KPI				Bikes		Wheelchairs	
				YTD	YTD	Passengers/ Rev. Hours	Passengers/ Rev. Miles						
								Monthly	FYTD	Monthly	FYTD		
Route 1EV	Coachella - Hwy 111 - Palm Desert Mall	53,606	53,220	449,374	442,928	20.0	1.6	2,171	16,713	241	2,449		
Route 1WV	Palm Springs - Hwy 111 - Palm Desert Mall	39,830	40,368	345,331	334,091	15.7	1.3	1,044	11,744	254	2,878		
Route 2	Desert Hot Springs - Palm Springs - Cathedral City	64,632	64,121	578,072	538,258	18.6	1.4	1,823	15,449	517	4,555		
Route 3	Desert Hot Springs - Desert Edge	8,235	8,042	70,383	62,564	10.1	0.6	267	2,475	85	833		
Route 4	Westfield Palm Desert - Palm Springs	21,038	21,891	179,071	165,301	11.4	0.8	573	4,906	145	1,052		
Route 5	Desert Hot Springs - CSUSB - Palm Desert	3,367	2,774	24,048	15,068	5.7	0.3	86	720	22	145		
Route 6	Coachella - Fred Waring - Westfield Palm Desert	5,695	4,274	41,529	26,868	8.8	0.6	144	1,372	38	250		
Route 7	Bermuda Dunes - Indian Wells - La Quinta	9,012	8,408	69,318	68,649	9.8	0.7	360	3,057	27	181		
Route 8	North Indio - Coachella -Thermal/Mecca	17,674	17,744	146,203	136,354	10.8	0.7	638	4,085	49	758		
Route 9	North Shore - Mecca - Oasis	6,342	5,162	41,105	41,399	8.0	0.4	84	684	10	110		
Route 10	Indio - CSUSB - San Bernardino - Metrolink	3,856	3,760	29,920	26,712	20.0	0.2	12	2,051	6	339		
Route 200 SB	Palm Springs High School AM Tripper	189	154	1,458	1,564	14.0	0.7		6	-	1		
Route 400 SB	Raymond Cree / Palm Springs HS Tripper	-		-	-	-		-	-	-	-		
Route 401 SB	Palm Canyon / Stevens AM Tripper	-		-	-	-		-	-	-	-		
Route 402 NB	Palm Canyon / Stevens AM Tripper	-		-	-	-		-	-	-	-		
Route 403 NB	Vista Chino /Sunrise PM Tripper	-		-	-	-		-	-	-	-		
Route 500 SB	Westfield Palm Desert PM Tripper	241	591	1,218	2,584	10.0	1.5	1	3	-	-		
Route 501 NB	Palm Desert High School AM Tripper			-	-	-		-	-	-	-		
Route 700 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo AM Tripper	493	505	2,350	2,794	15.6	1.0	1	6	-	-		
Route 701 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo PM Tripper	1,462	1,056	7,612	6,723	108.8	7.2	2	22	-	7		
Route 800 NB	Shadow Hills High School AM Tripper	5,749	2,667	28,894	15,333	224.6	11.1	1	6	1	11		
Route 801 SB	Jackson / 44th PM Tripper	4,001	2,349	22,566	18,835	173.0	10.2	-	1	-	1		
Route 802 SB	Hwy 111 / Golf Center Pkwy PM Tripper	-	292	2,106	3,899	11.4	0.6	-	-	-	2		
Route 803 NB	Shadow Hills High School AM Tripper	-	1,327	2,776	11,051	27.7	1.4	-	-	-	-		
Fixed Route Total		245,422	238,704	2,043,333	1,920,975	15.7	1.1	7,207	63,300	1,395	13,572		
SunRide		2,451	1,984	19,763	16,451								
Taxi Voucher		120	188	1,314	1,659								
SunDial		9,712	10,220	83,800	90,104	1.0	0.2						
System Total		257,705	251,096	2,148,210	2,029,189	11.3	0.8						
		Mar-25	Mar-24										
Weekdays:		21	21										
Saturdays:		5	5										
Sundays:		5	5										
Total Days:		31	31										

Haul Pass COD contributed with 9,752 rides, CSUSB with 2,636 rides.

Mobile Ticketing contributed with 53,159 rides, the total for March 2025 includes 108 paratransit mobile tickets.

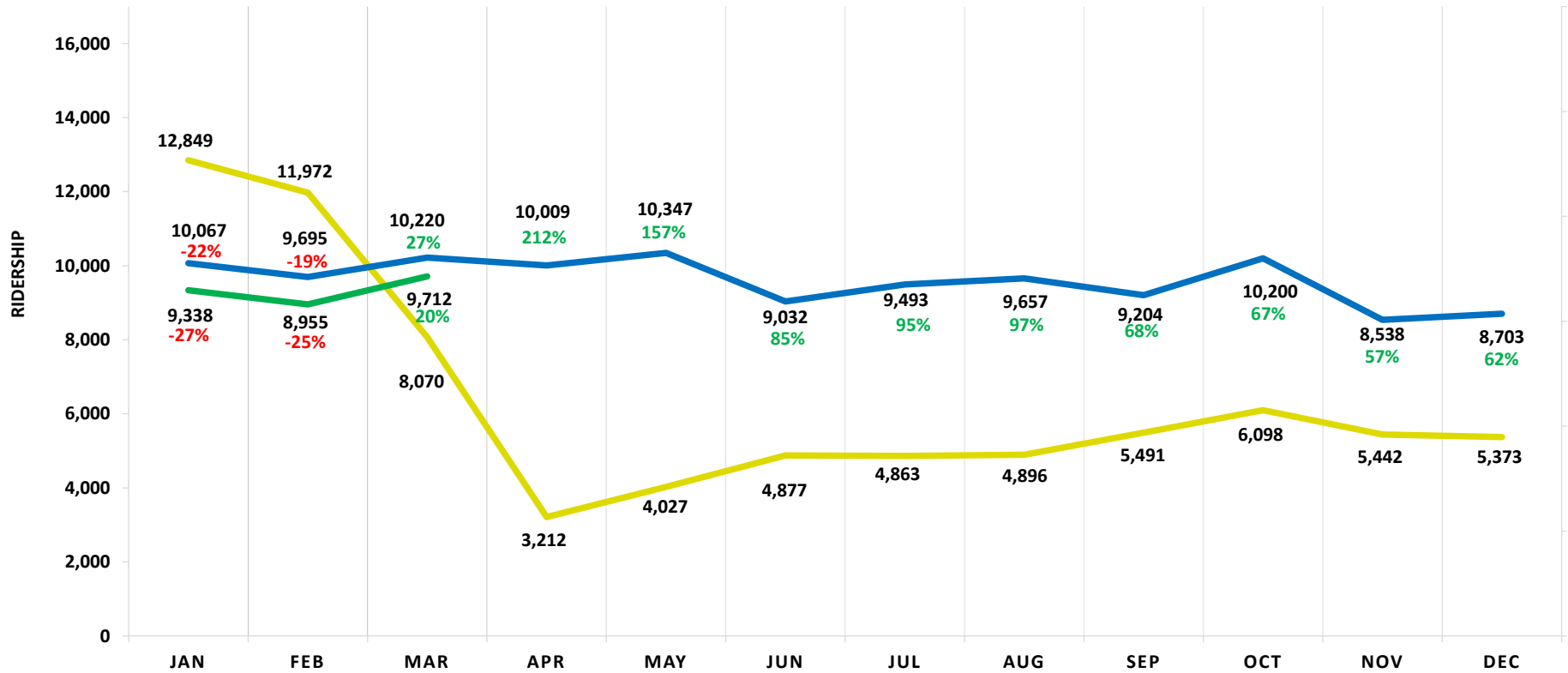
Due to system issues, missing riderships for Routes 802 and 803 are calculated within the ridership totals for Routes 800 and 801.



The COVID-19 pandemic caused a major national and global disruption with closures of businesses, schools and entertainment venues due to the implementation of national and statewide public health policies. Variances are in red close to their corresponding ridership number. 2024 and 2025 are referring to the baseline of 2020. CY 2020 will remain on the chart since it is the baseline needed to compare ridership recovery for CY 2024 & CY 2025. CY 2021 - CY 2023 have been removed to reflect the two (2) most recent years in recovery.

## Paratransit Ridership COVID-19 Recovery

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



The COVID-19 pandemic caused a major national and global disruption with closures of businesses, schools and entertainment venues due to the implementation of national and statewide public health policies. Variances are in red close to their corresponding ridership number. 2024 and 2025 are referring to the baseline of 2020.

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

**SunLine Transit Agency****CONSENT CALENDAR**

DATE: May 28, 2025

**APPROVE**TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of SunDial Operational Notes for March 2025

Summary:

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

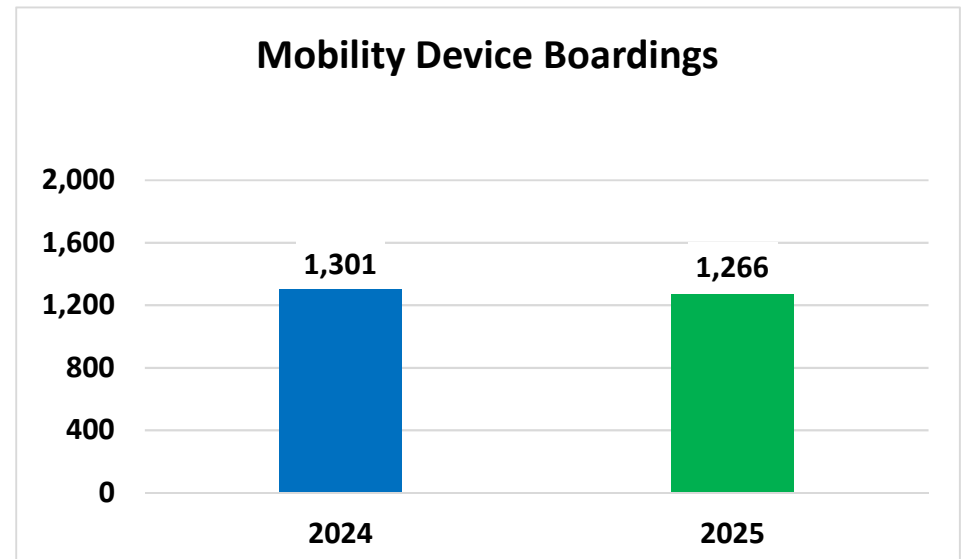
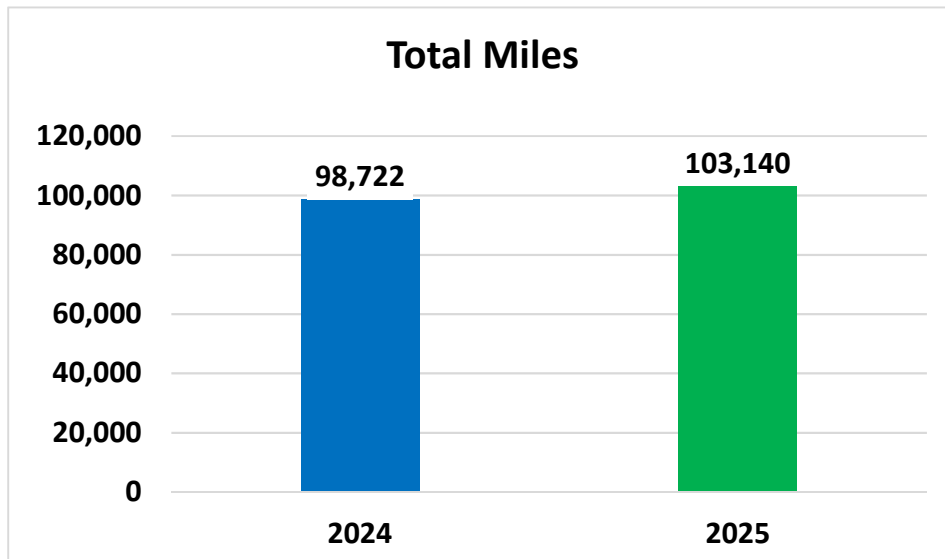
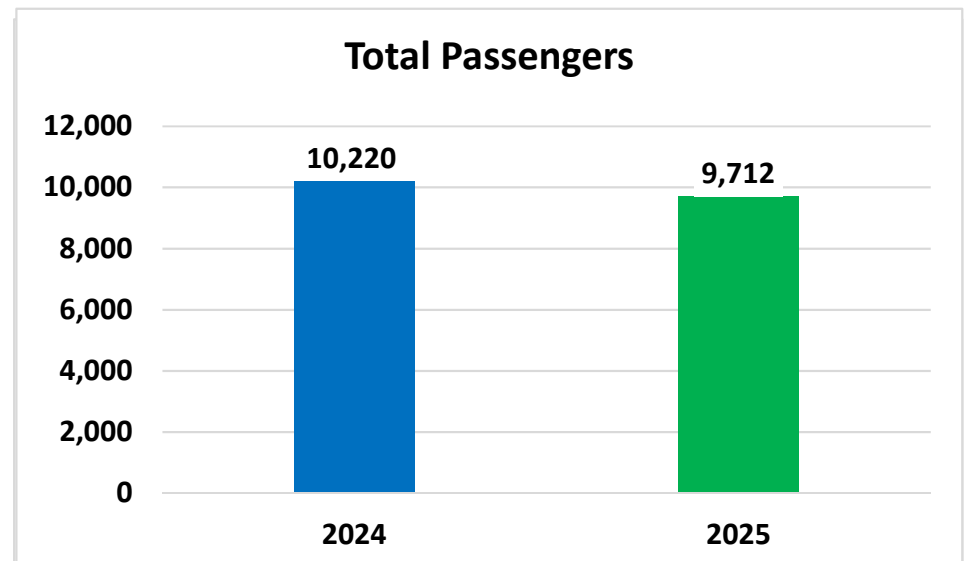
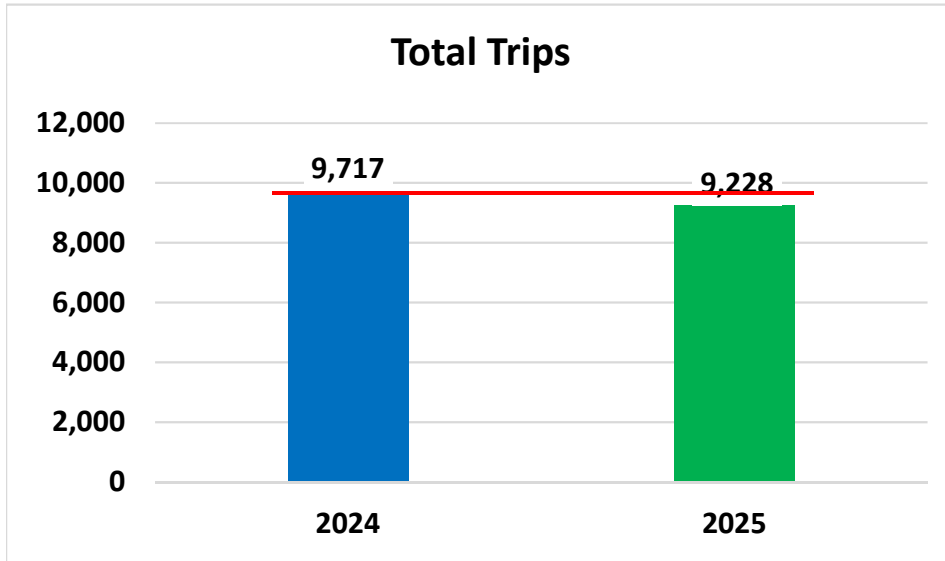
The total number of passengers for the month of March 2025 where 9,712, which is a decrease of 508 passengers or 5.2% when compared to March 2024. Mobility device boardings for March 2025 decreased by 35 or 2.7% when compared to March 2024. During this month, the field supervisors conducted a total of 73 onboard inspections and 77 safety evaluations, which included pre-trip inspections and trailing evaluations. The supervisors have exceeded their monthly on-board evaluations goal of 60 by 17, which is a decrease of 6.0% when compared to March 2024. Similarly, they have also exceeded their safety evaluations goal of 60 by 17, which is a decrease of 1.0% when compared to March 2024.

Recommendation:

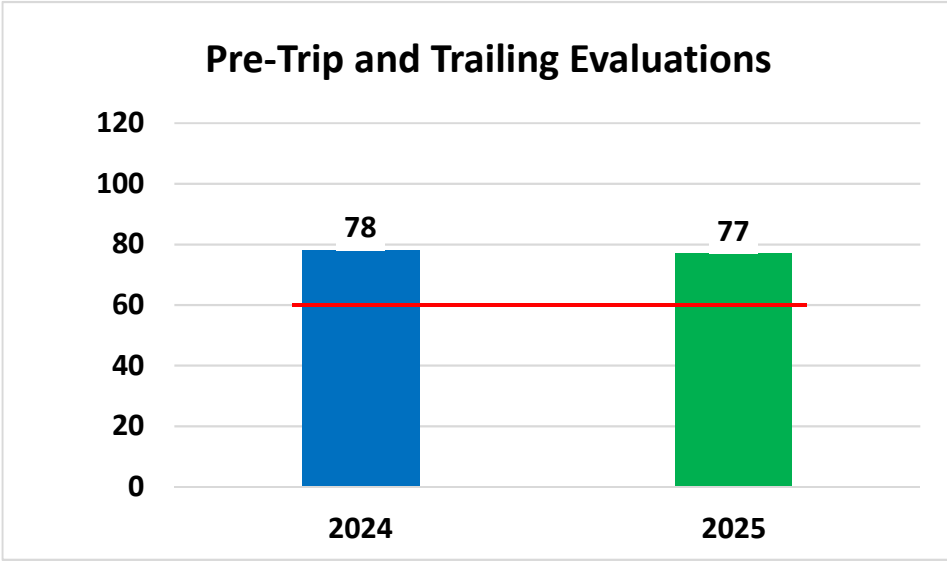
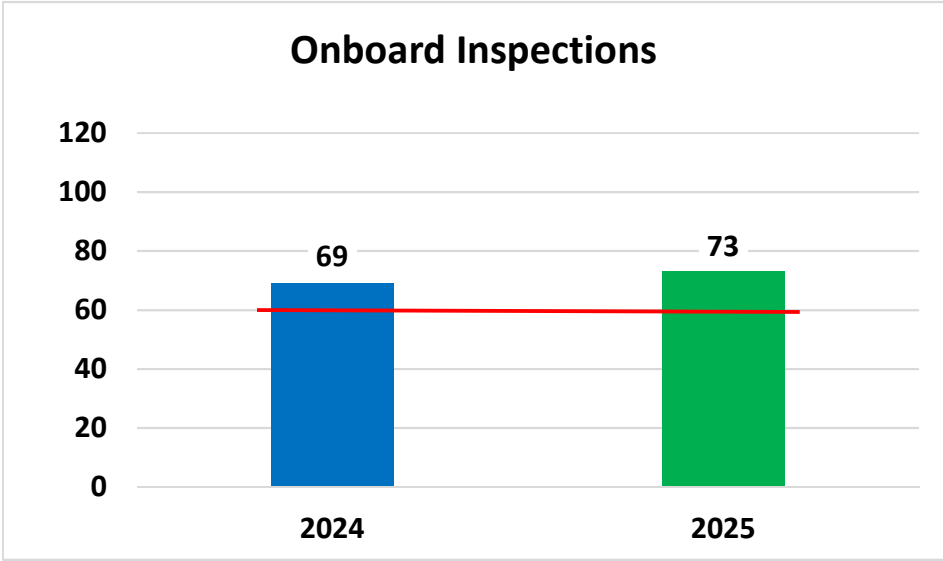
Approve.

## Paratransit Operational Charts

### March 2024 vs. March 2025



**Paratransit Operational Charts**  
**March 2024 vs. March 2025**





**SunLine Transit Agency**  
**CONSENT CALENDAR**

DATE: May 28, 2025 **APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Metrics for March 2025

Summary:

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

SunRide

The new turnkey microtransit provider, Via, had a soft launch on March 18, 2025. Data from both providers are included in March's performance charts.

- Systemwide ridership for March totaled 2,274 trips by 2,451 passengers, reflecting a 24% increase compared to March 2024 and an 8% increase over February 2025.
- Cathedral City saw a 37% increase in ridership, with 202 trips by 216 passengers, compared to February 2025.
- Indio had its strongest month to date, with 511 trips by 569 passengers, marking a 120% increase compared to March 2024 and an 8% increase from February 2025.
- Palm Desert ridership had 747 trips by 766 passengers, showing a 4% increase compared to February 2025.
- Palm Springs continued its upward trend with 296 trips by 335 passengers, an 8% increase from February 2025.

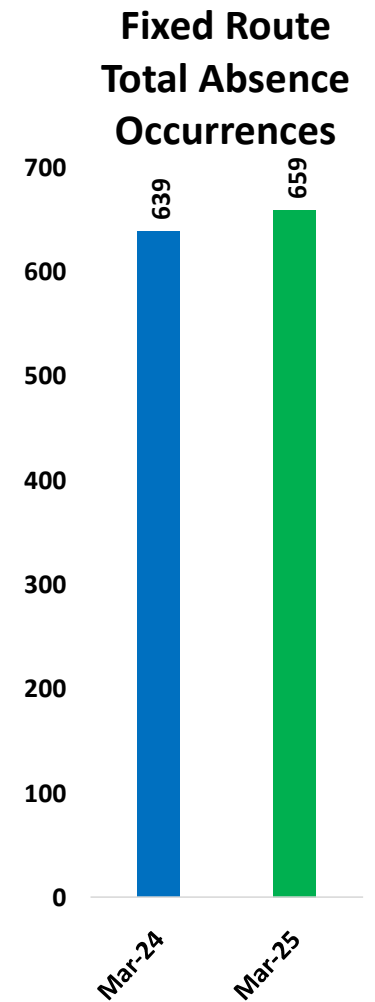
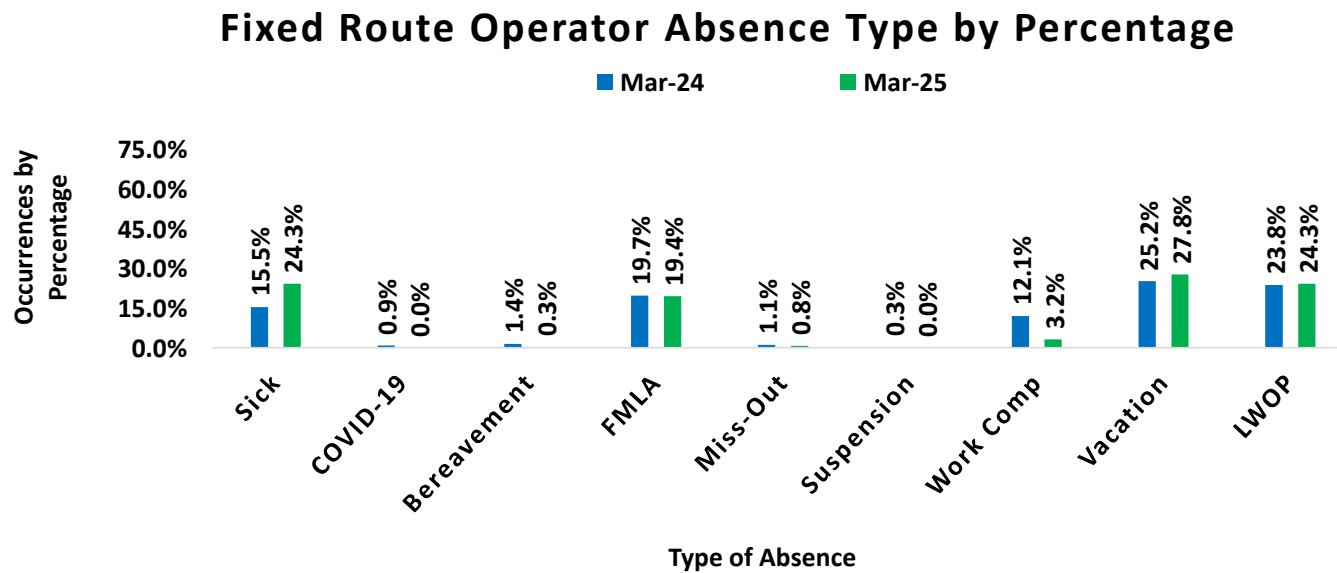
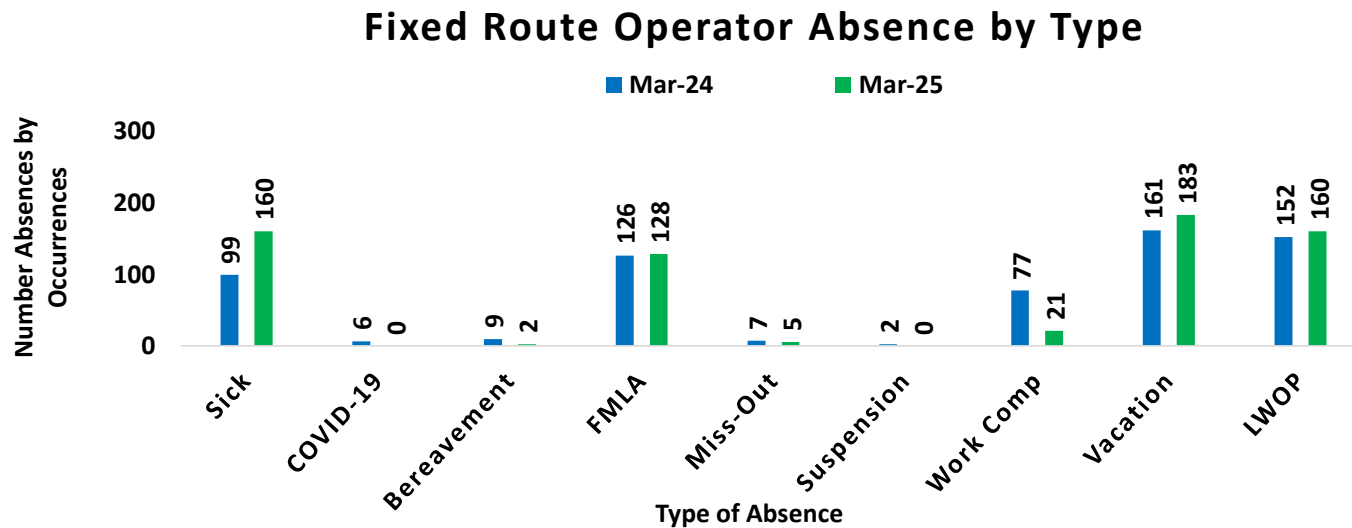
Fixed Route

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

- For March 2025, 21% of fixed route operator workforce was absent, matching the percentage from March 2024.
- For March 2025, the fixed route operator workforce had 127 operators, compared to 147 operators in March 2024.

Recommendation:

Approve.

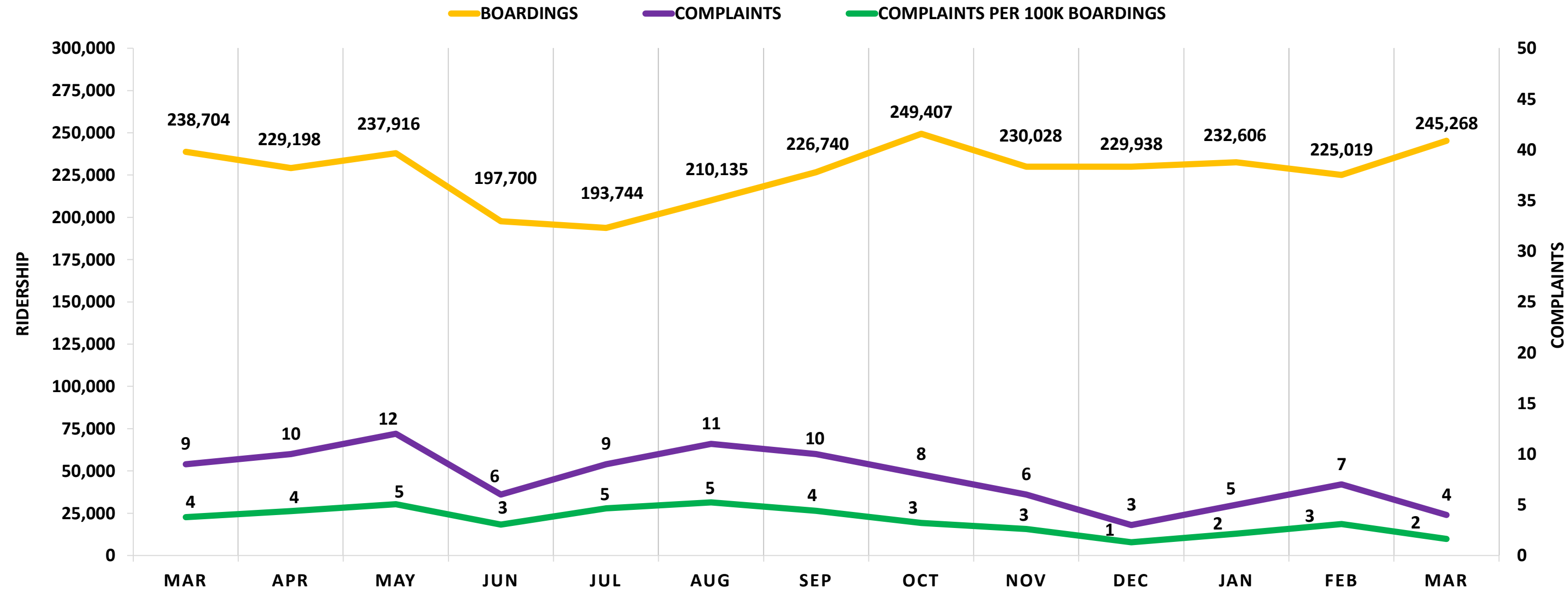


This chart includes unplanned/unscheduled and COVID-19 absences for Fixed Route drivers.

For the month of March 2025, 21% of SunLine's fixed route operator workforce was absent when compared to March 2024 at 21%.

For the month of March 2025, workforce was at a total of 127 operators when compared to March 2024 at 147 operators.

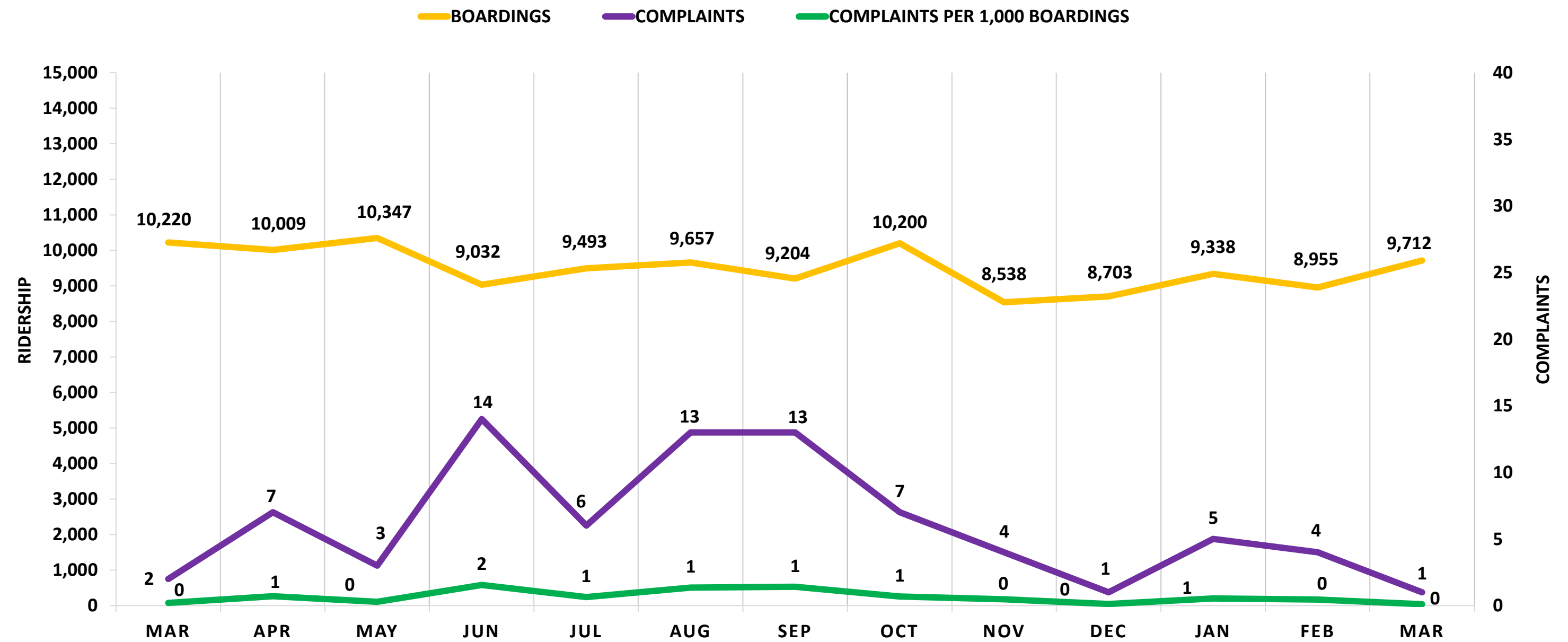
# Fixed Route Customer Complaints March 2024 to March 2025



This chart represents the number of boardings and total valid complaints, as well as the number of valid complaints per 100,000 boardings for the fixed route system.

For the month of March, 99.9% of our total boardings did not receive a complaint.

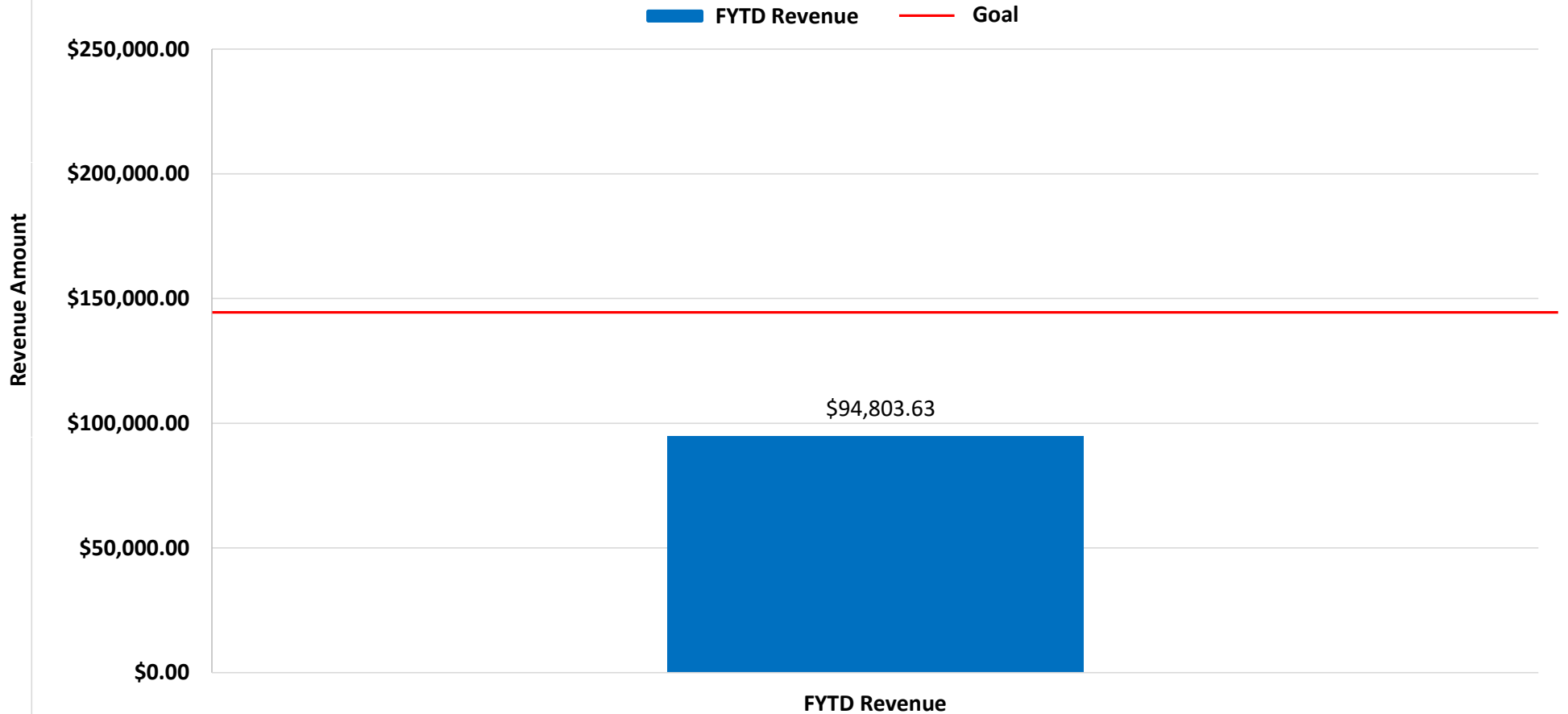
# Paratransit Customer Complaints March 2024 to March 2025



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

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

### Advertising Revenue FYTD Revenue vs. Yearly Goal March 2025



Advertising revenue tracks revenue of invoiced contracts for bus shelter and bus wrap advertising. The graph tracks FYTD revenue versus our yearly goal. The yearly goal for FY25 is \$150,000 (*advertising revenues follow Finance Department reporting from the previous two (2) months*).

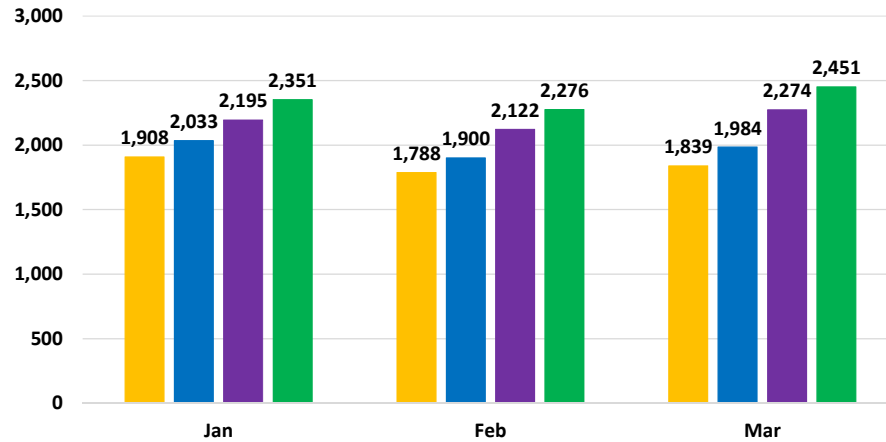
## SunRide System-Wide Metrics CYTD 2025

**Total Completed Trips: 6,591**

**Total Number of Passengers: 7,078**

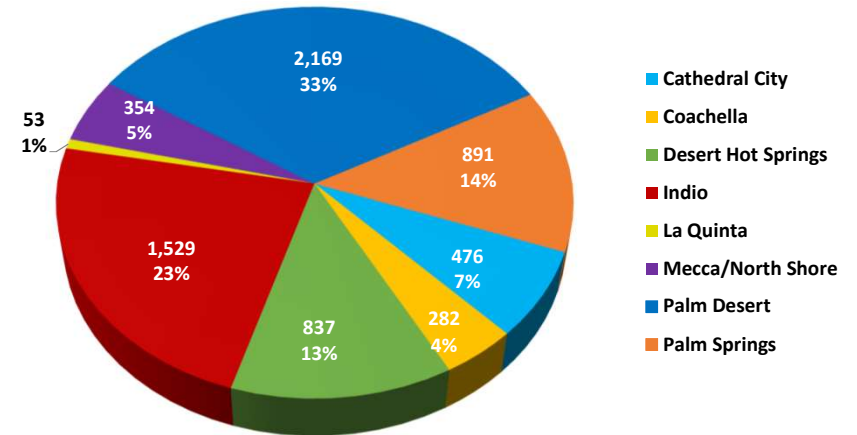
**Three Month Ridership Comparison**

Trips CY24 PAX CY24 Trips CY25 PAX CY25



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

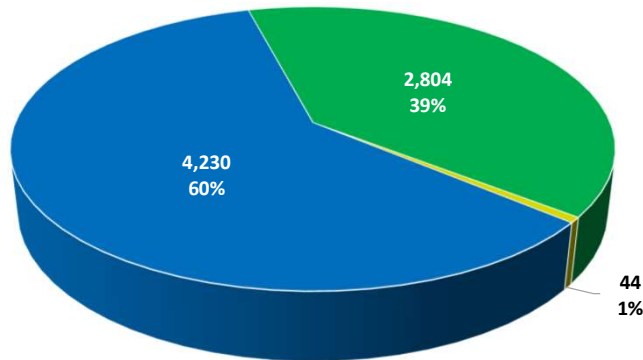
**Trips by Zone  
CYTD 2025**



This pie chart illustrates the number and percentage of trips completed by each geo-fence zone for the calendar year to date (CYTD) 2025.

**SunRide Payment Method  
CYTD 2025**

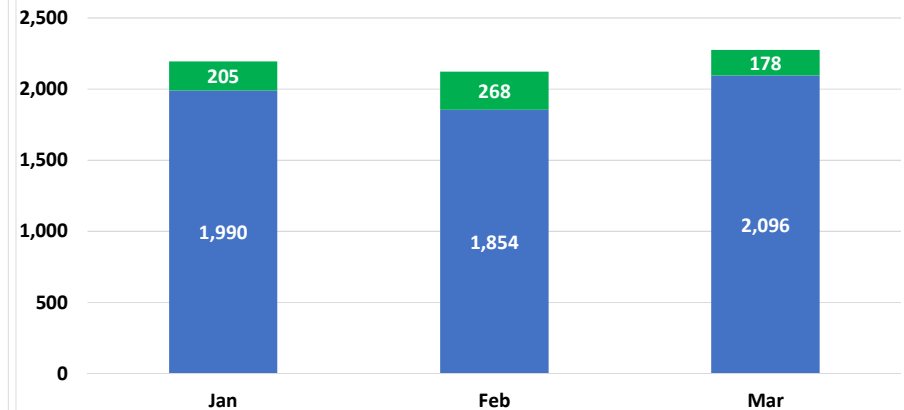
Credit Card Cash Manual Transfer Card



This pie chart illustrates the chosen method of payment for SunRide passengers by number and percentage of riders for calendar year to date (CYTD) 2025.

**Trip Booking Method**

App Call-In



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



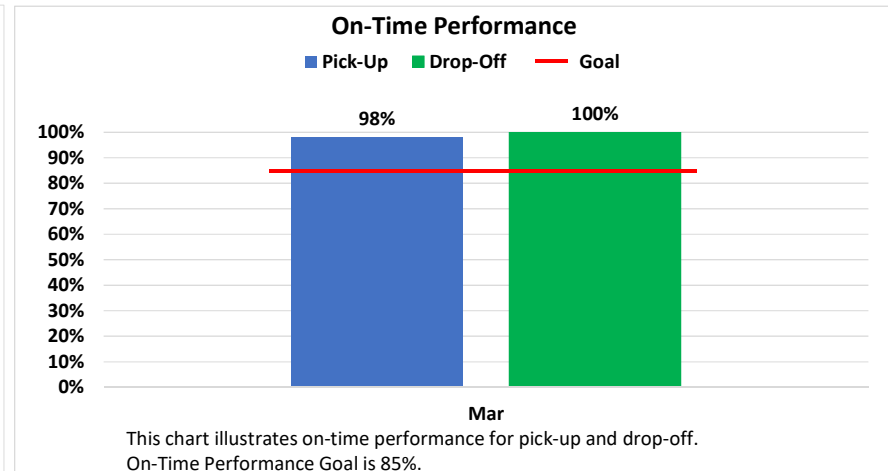
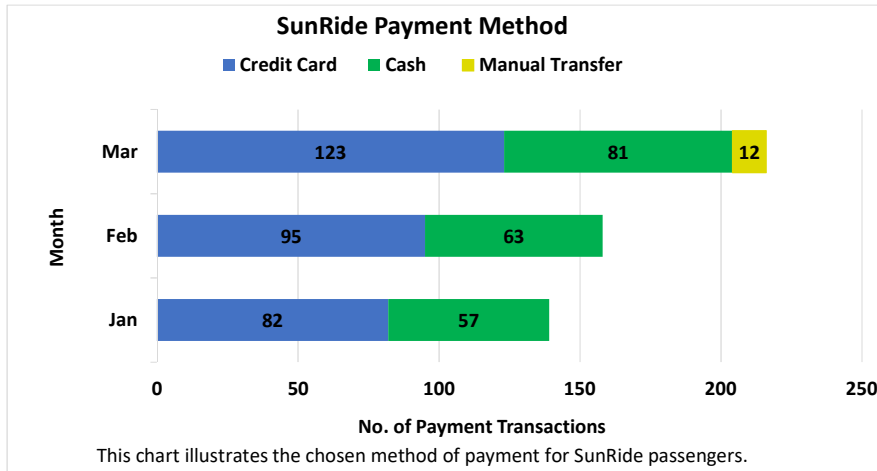
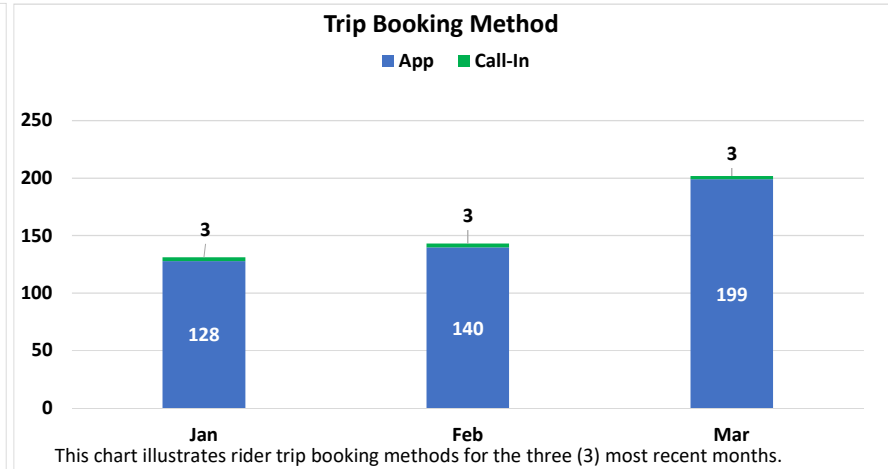
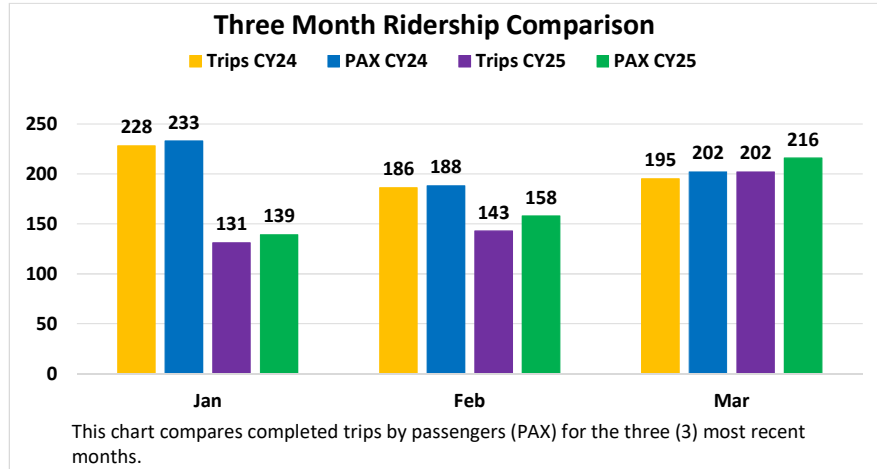
**Percentage of Trips System-wide as Ridesharing: 28%.**

[Based on No. of Shared Rides for the month (626) divided by Total Trips Completed (2,274)].

## Cathedral City Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 476**

**Total Number of Passengers: 513**



**Percentage of Trips as Ridesharing: Ten (10) percent.**  
 [Based on No. of Shared Rides for the month (20) divided by Total Trips Completed (202).]

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





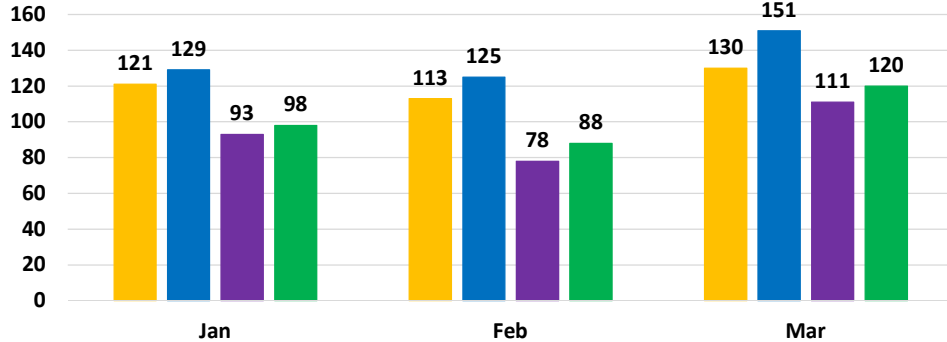
## Coachella Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 282**

**Total Number of Passengers: 306**

### Three Month Ridership Comparison

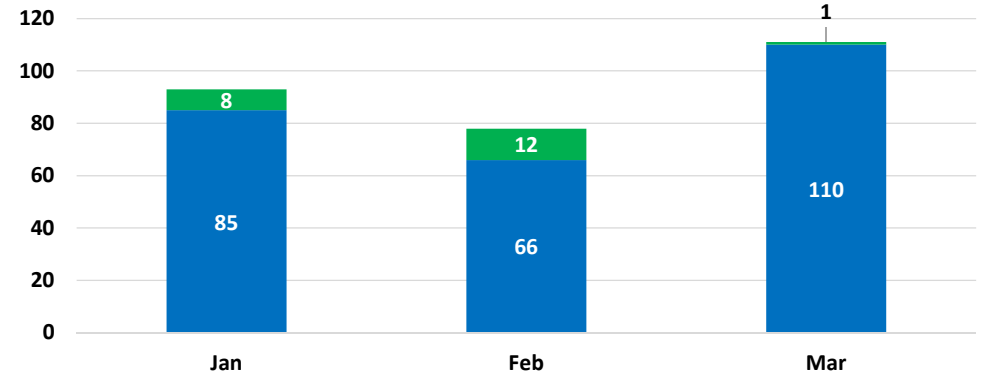
Trips CY24 PAX CY24 Trips CY25 PAX CY25



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

### Trip Booking Method

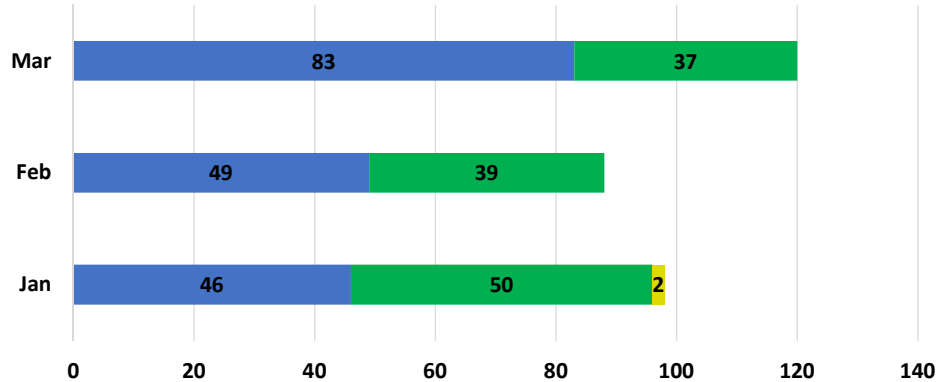
App Call-In



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

### SunRide Payment Method

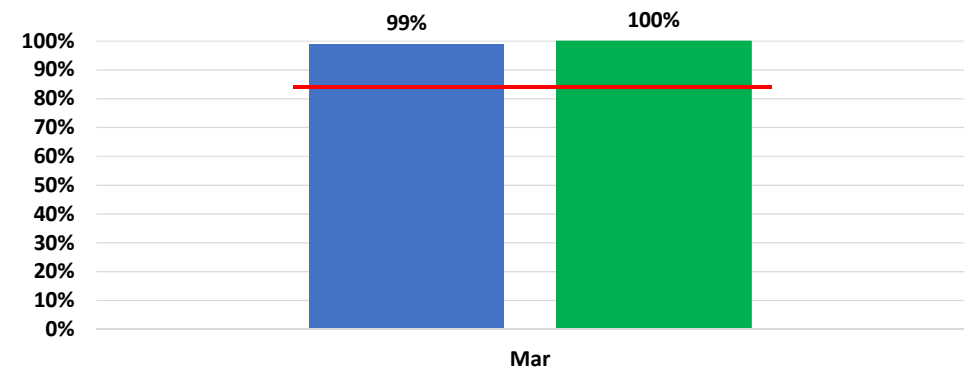
Credit Card Cash Manual Transfer



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

### On-Time Performance

Pick-Up Drop-Off Goal



This chart illustrates on-time performance for pick-up and drop-off.  
On-Time Performance Goal is 85%.



**Combined Zone: Coachella-Indio-LaQuinta**

**Percentage of Trips as Ridesharing: 20%.**

[Based on No. of Shared Rides for the month (127) divided by Total Trips Completed (640).]

**Customer Satisfaction Rating**

Avg. rider trip rating: 5.0

Goal: 4.5

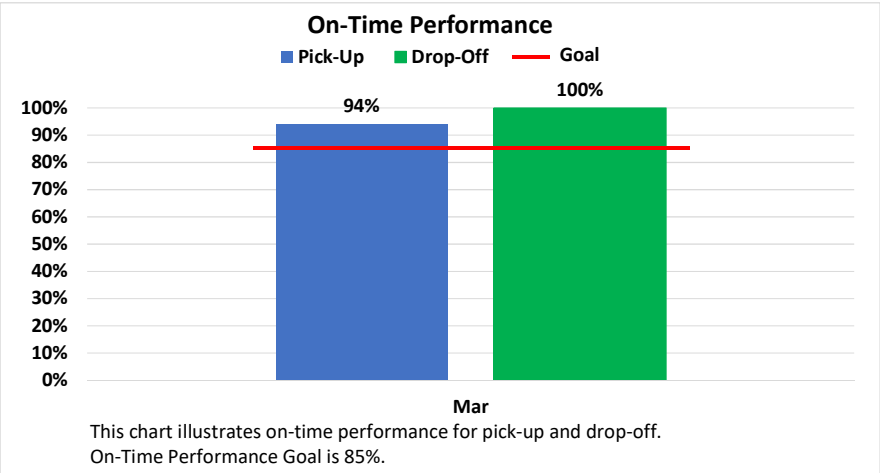
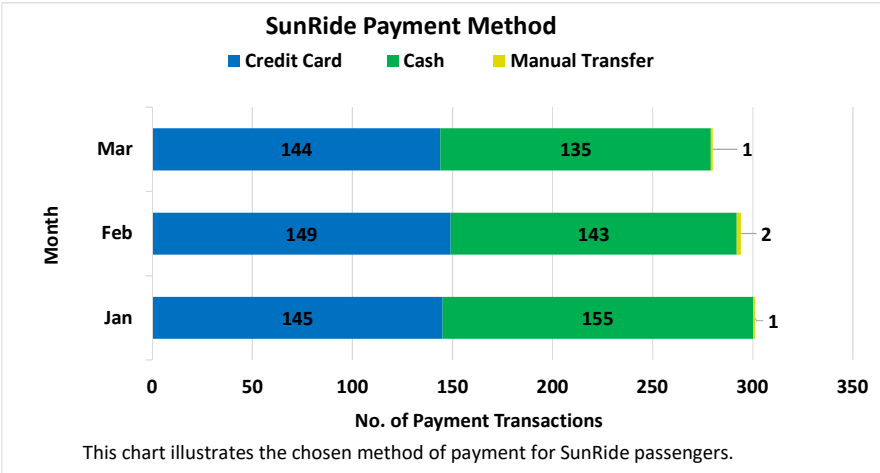
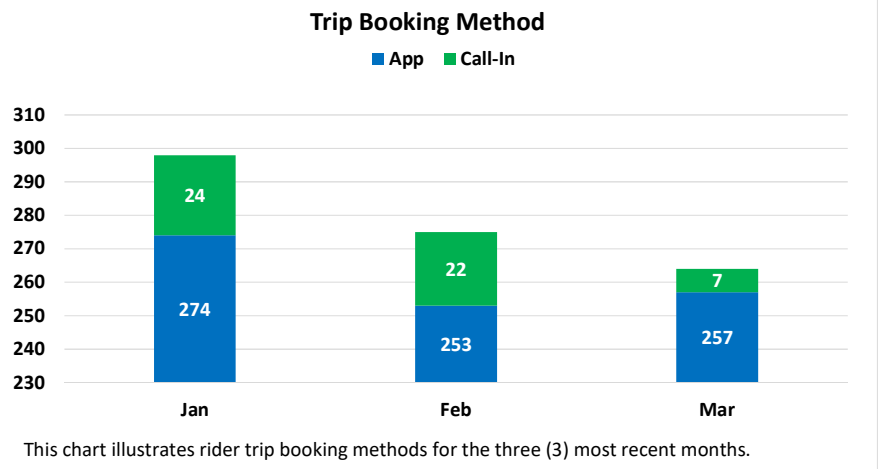
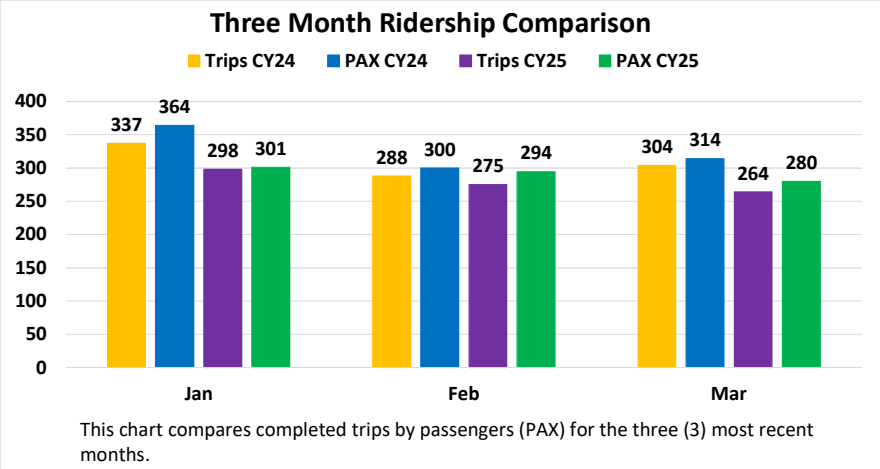


**EXCEEDS GOAL!**

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

Total Completed Trips: 837

Total Number of Passengers: 875



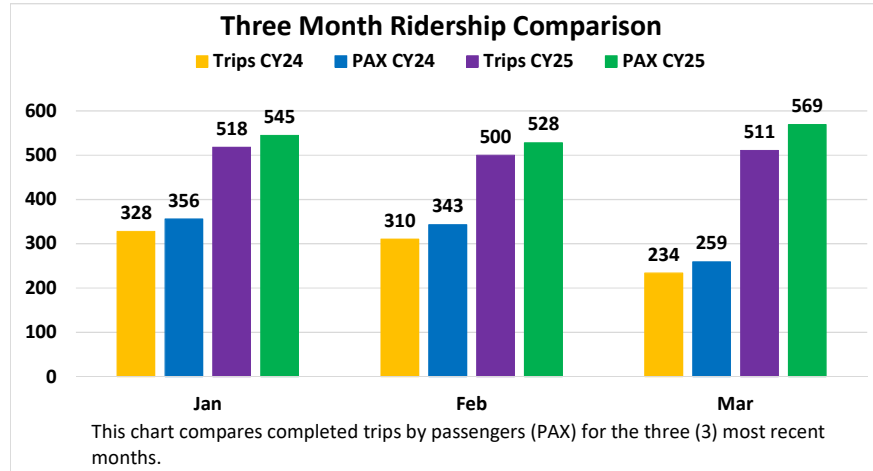
**Percentage of Trips as Ridesharing: 18%.**  
[Based on No. of Shared Rides for the month (47) divided by Total Trips Completed (264).]

**Customer Satisfaction Rating**  
Avg. rider trip rating 4.6  
Goal: 4.5

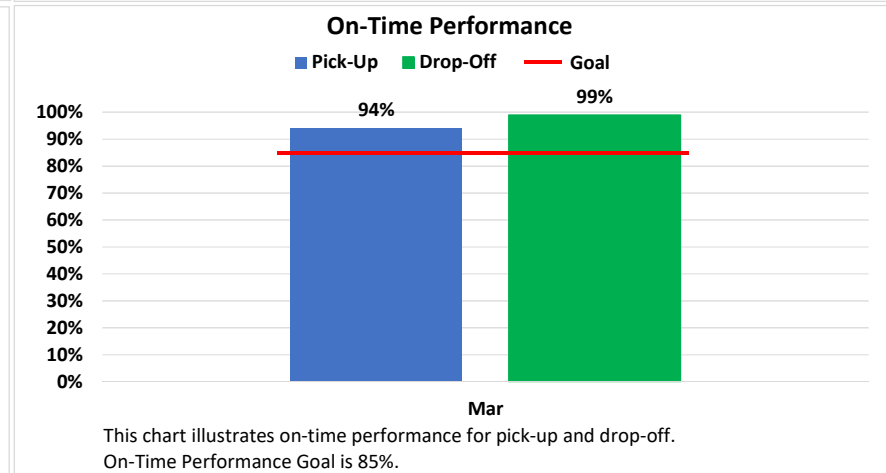
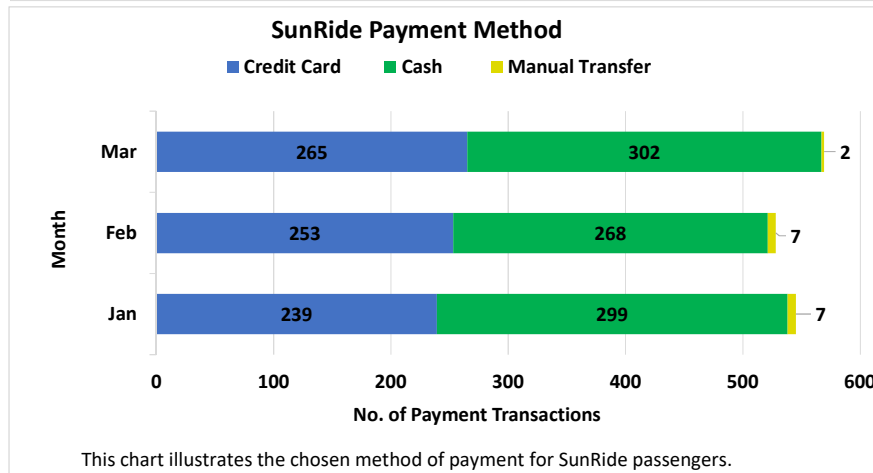
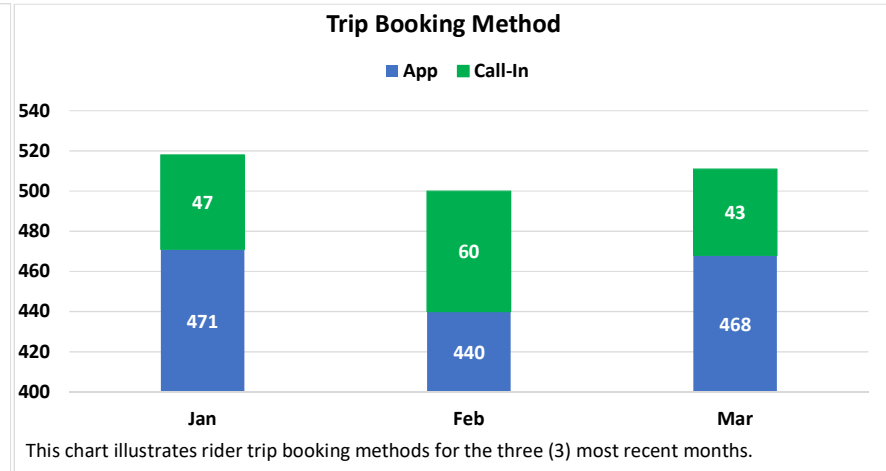


## Indio Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 1,529**



**Total Number of Passengers: 1,642**



**Combined Zone: Coachella-Indio-LaQuinta**  
**Percentage of Trips as Ridesharing: 20%.**

[Based on No. of Shared Rides for the month (127) divided by Total Trips Completed (640).]

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



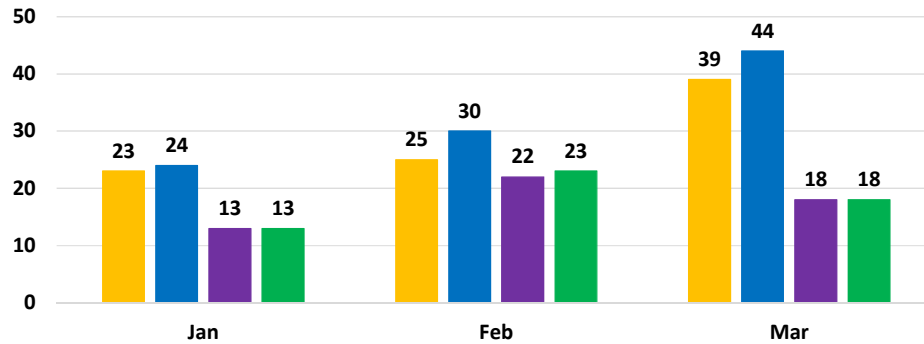
## La Quinta Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 53**

**Total Number of Passengers: 54**

### Three Month Ridership Comparison

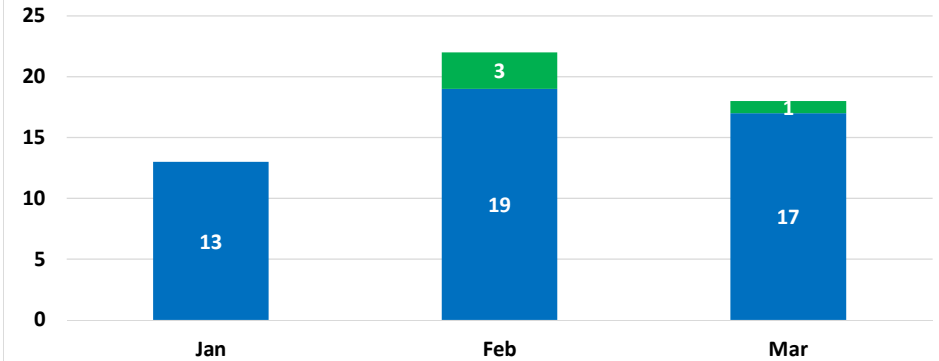
Trips CY24 PAX CY24 Trips CY25 PAX CY25



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

### Trip Booking Method

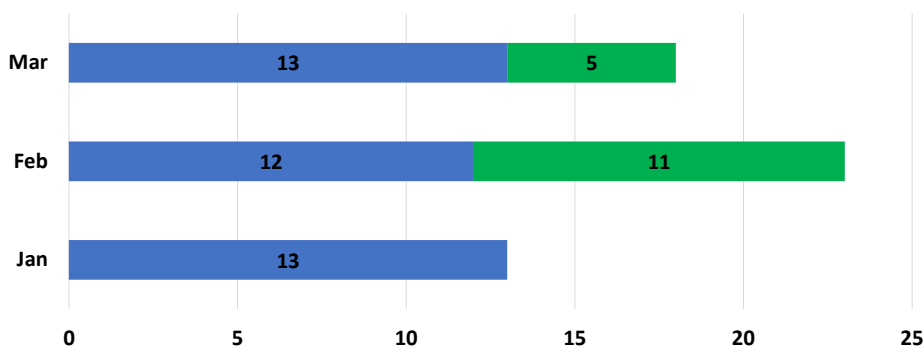
App Call-In



This chart illustrates rider trip booking methods for the month.

### SunRide Payment Method

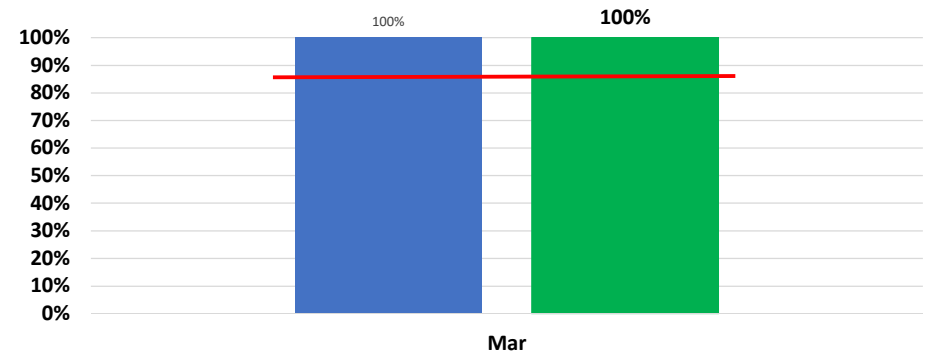
Credit Card Cash Manual Transfer



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

### On-Time Performance

Pick-Up Drop-Off Goal



This chart illustrates on-time performance for pick-up and drop-off.  
On-Time Performance Goal is 85%.



**Combined Zone: Coachella-Indio-LaQuinta**

**Percentage of Trips as Ridesharing: 20%.**

[Based on No. of Shared Rides for the month (127) divided by Total Trips Completed (640).]

**Customer Satisfaction Rating**

Avg. rider trip rating: 5.0

Goal: 4.5

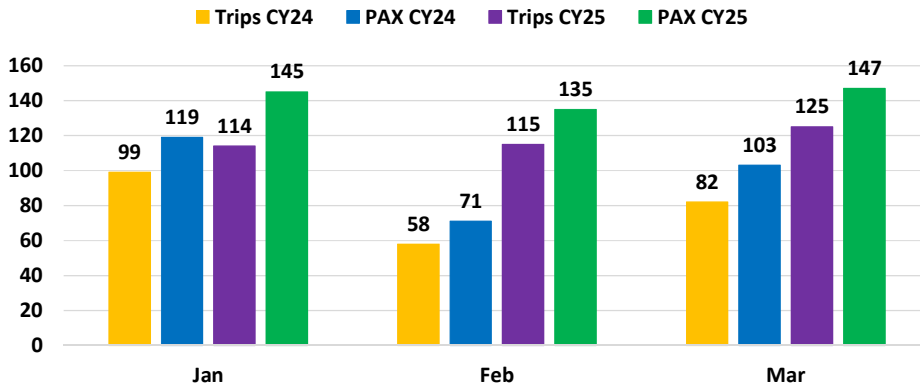


## Mecca/North Shore Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 354**

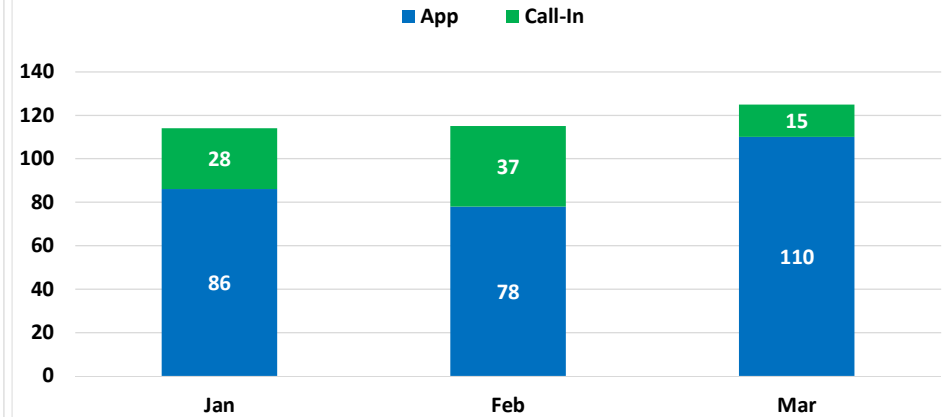
**Total Number of Passengers: 427**

### Three Month Ridership Comparison



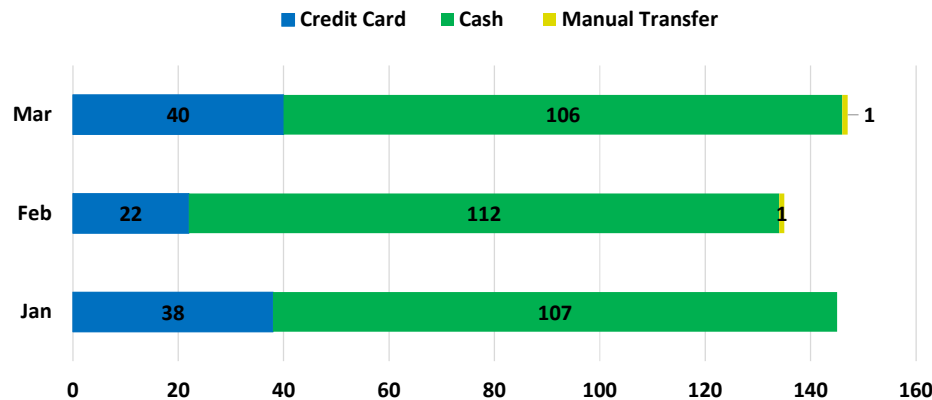
This chart compares completed trips by passengers (PAX) for the three (3) most recent months.

### Trip Booking Method



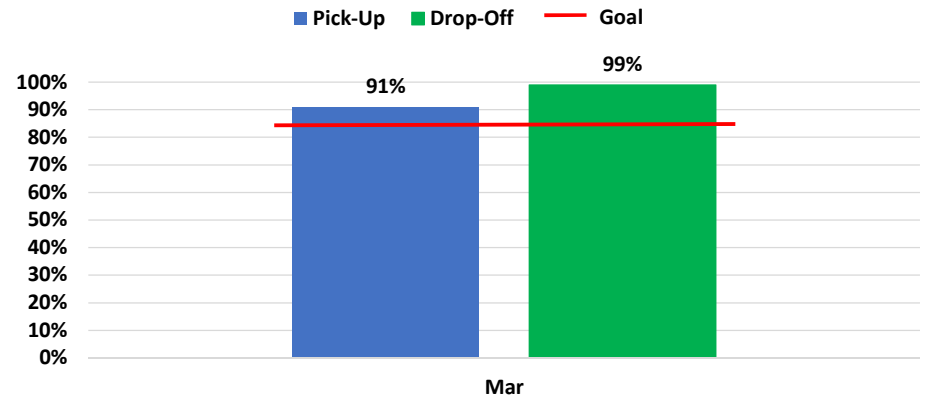
This chart illustrates rider trip booking methods for the three (3) most recent months.

### SunRide Payment Method



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

### On-Time Performance



This chart illustrates on-time performance for pick-up and drop-off.  
On-Time Performance Goal is 85%.



**Percentage of Trips as Ridesharing: 14%.**

[Based on No. of Shared Rides for the month (18) divided by Total Trips Completed (125).]

**Customer Satisfaction Rating**

Avg. rider trip rating: 4.9

Goal: 4.5

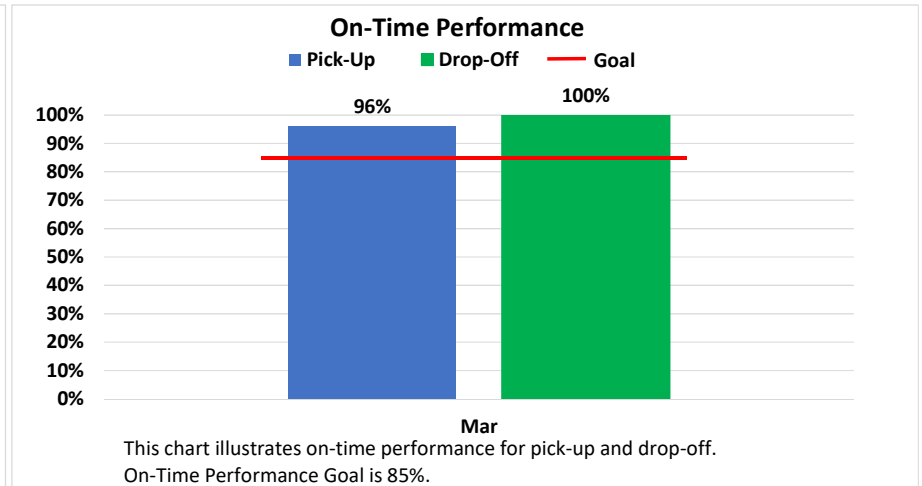
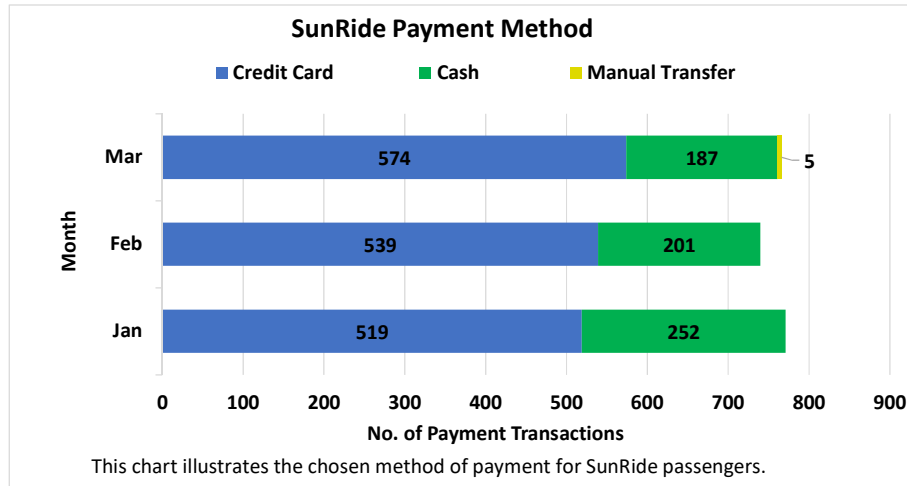
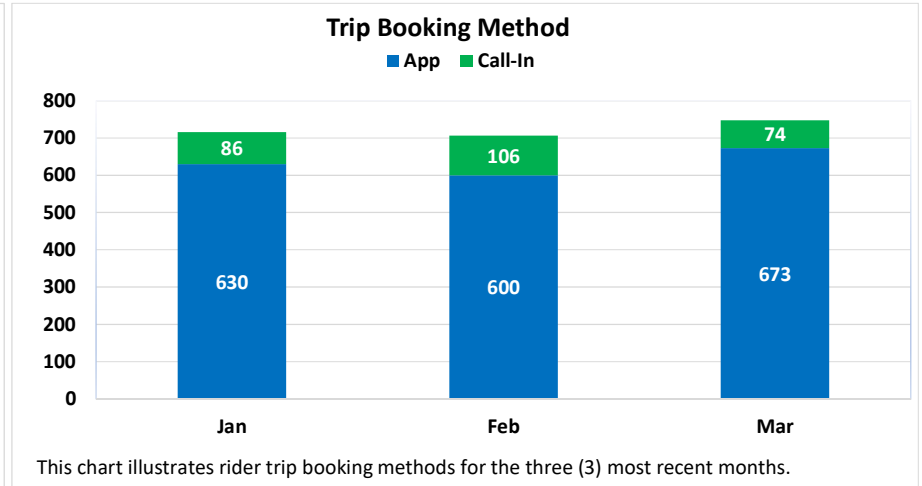
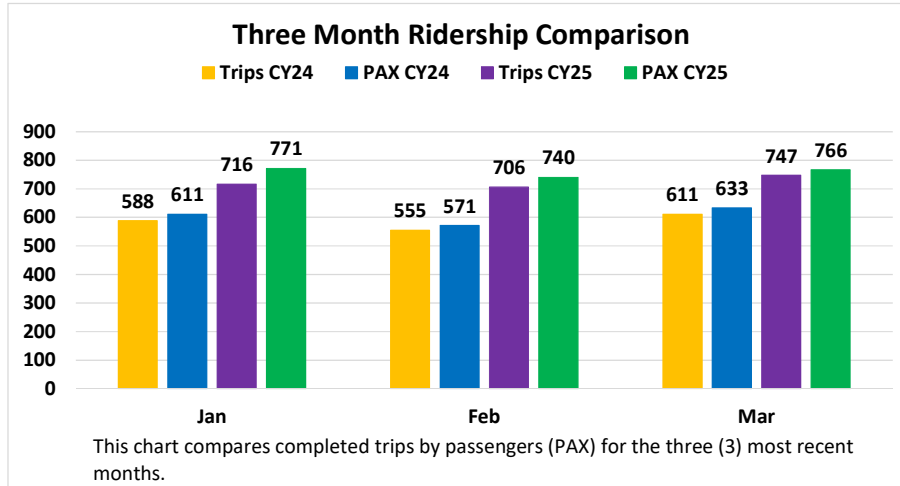


**Exceeds Goal**

## Palm Desert Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 2,169**

**Total Number of Passengers: 2,277**



**Percentage of Trips as Ridesharing: 42%.**

[Based on No. of Shared Rides for the month (312) divided by Total Trips Completed (747).]

**Customer Satisfaction Rating**

Avg. rider trip rating: 4.8  
Goal: 4.5

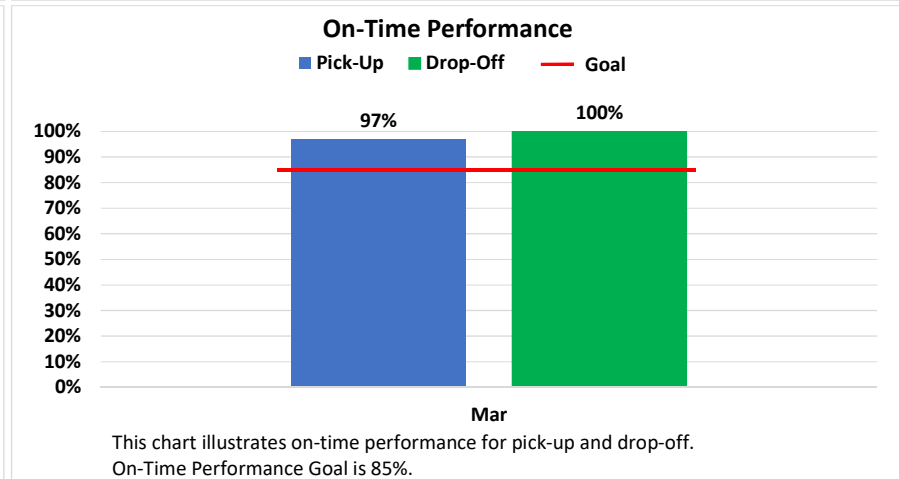
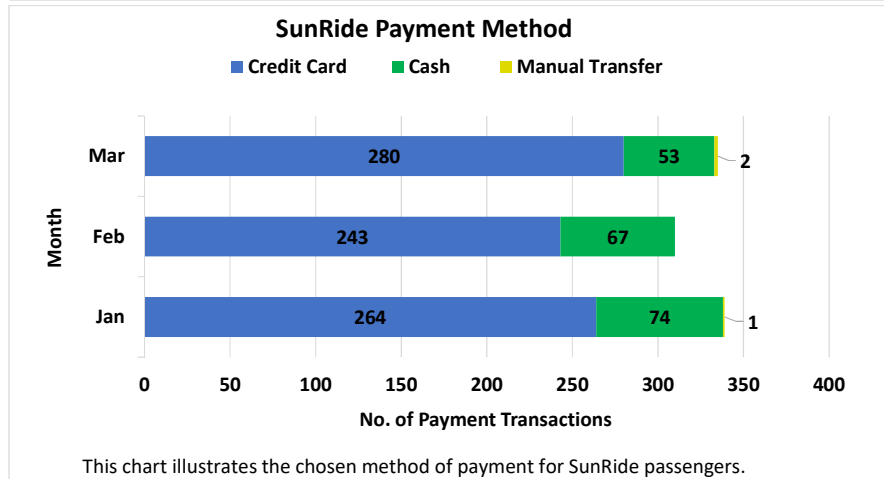
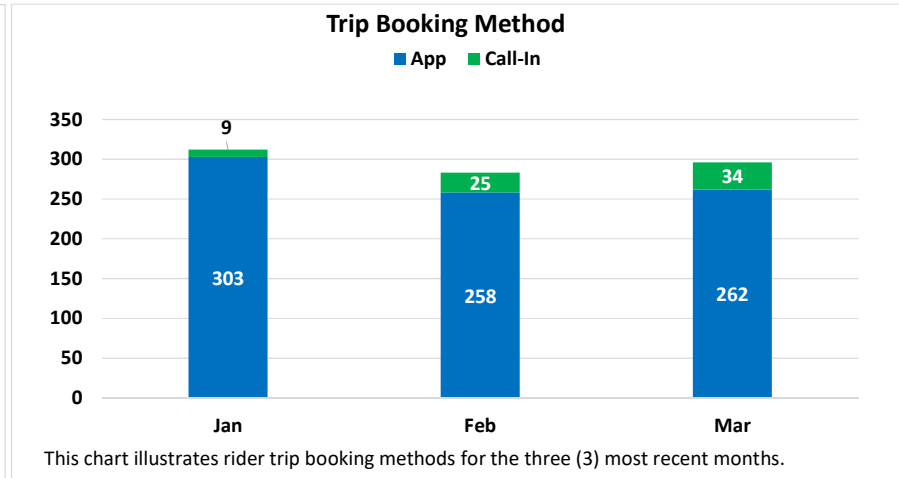
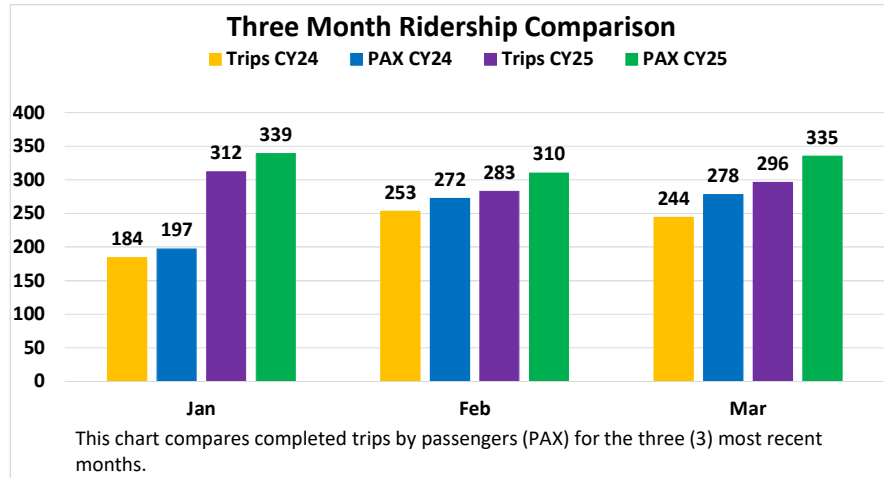


**EXCEEDS GOAL!**

## Palm Springs Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 891**

**Total Number of Passengers: 984**



**Percentage of Trips as Ridesharing: 34%.**

[Based on No. of Shared Rides for the month (102) divided by Total Trips Completed (296).]

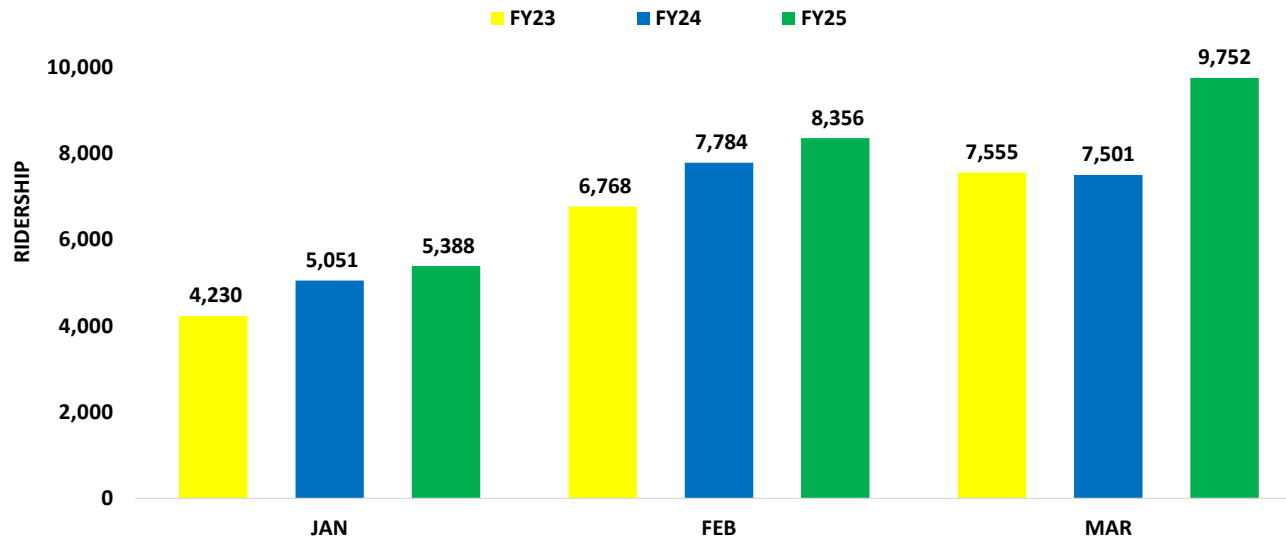
**Customer Satisfaction Rating**

Avg. rider trip rating 5.0  
Goal: 4.5

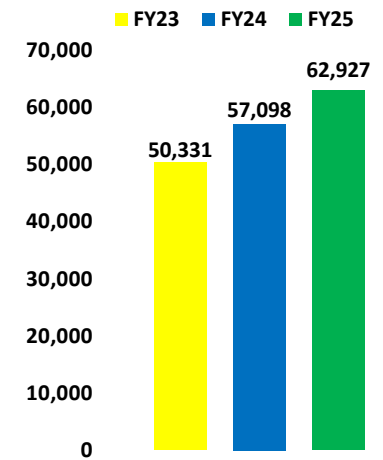


**EXCEEDS GOAL**

### Haul Pass COD Ridership - March 2025



### COD Fixed Route Ridership Year to Date



The Haul Pass program was introduced in August 2018.

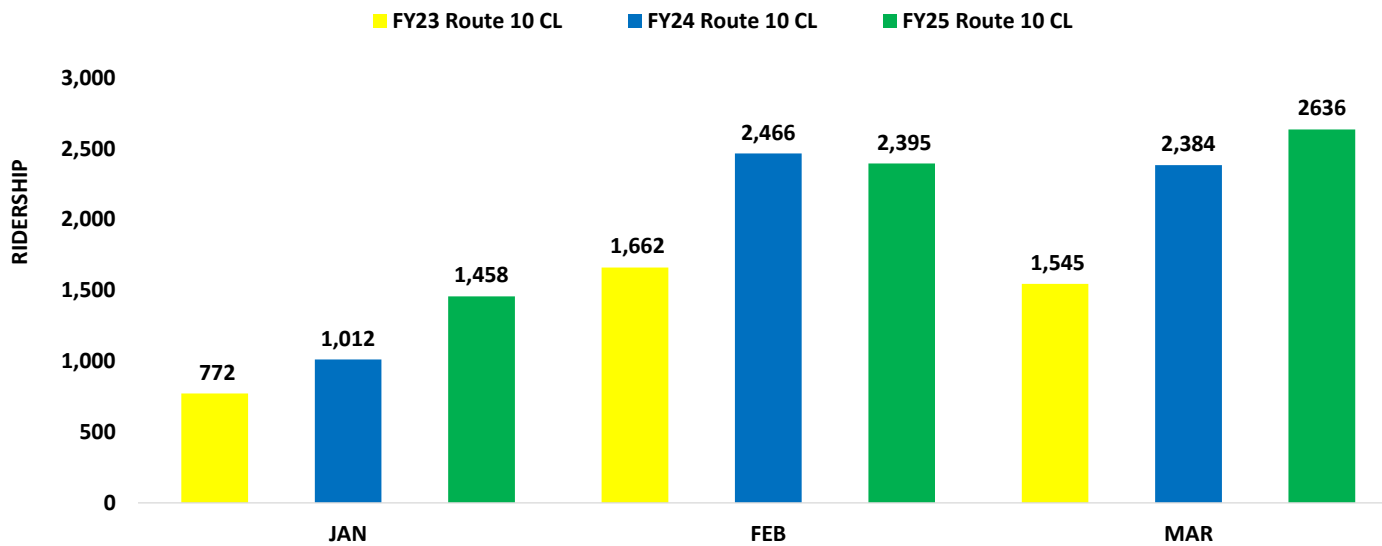
This chart represents monthly ridership on the Haul Pass COD.

ID Card swipe contributed 168 rides Token Transit contributed 9,235 rides. 31 Day Paper Pass contributed 349 rides.

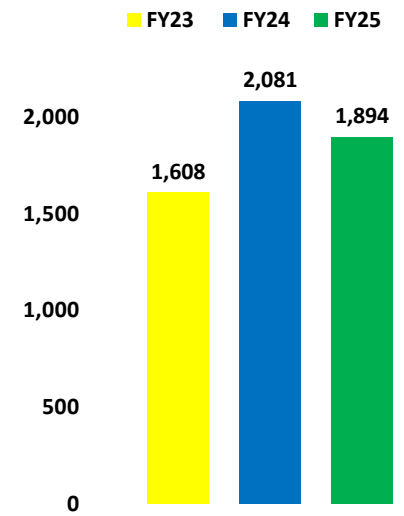
COD moved over to Token Transit & 31 Day University Paper Pass as of June 3, 2024.



### Haul Pass CSUSB Ridership - March 2025



### CSUSB Fixed Route Ridership Total

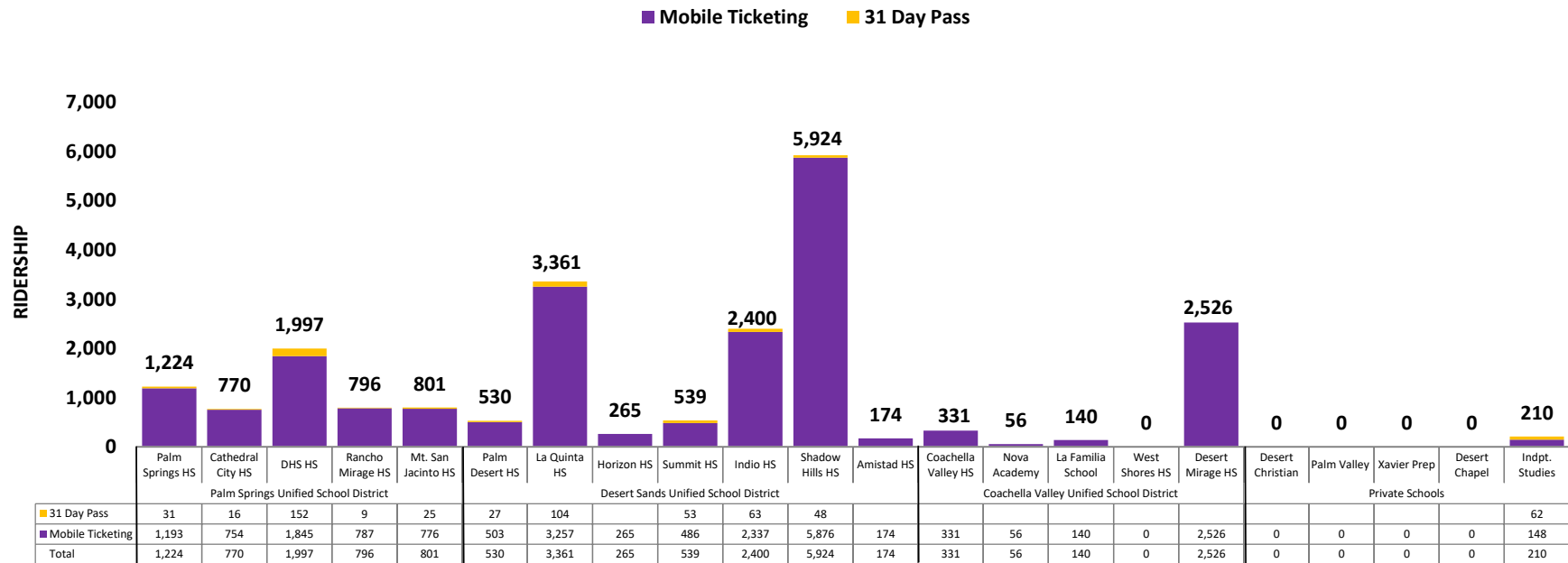


The Haul Pass CSUSB program was introduced in September 2019.

This chart represents monthly ridership on the Haul Pass CSUSB.

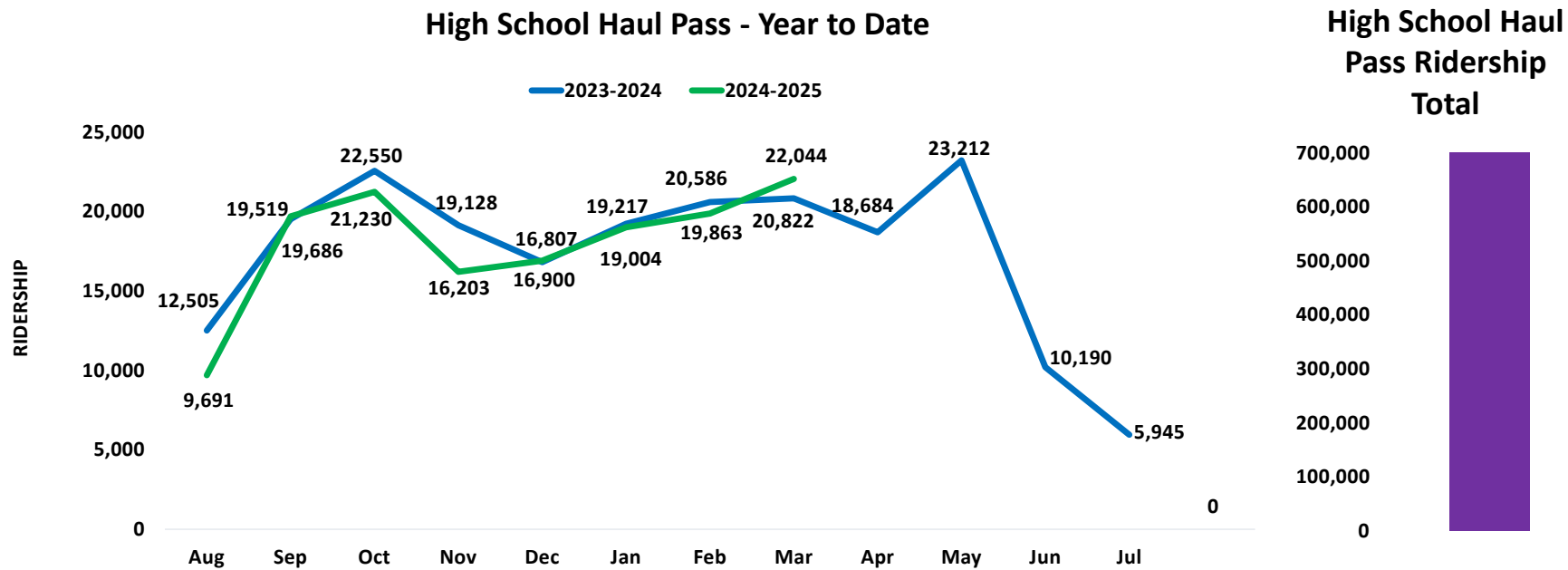
For the month of March 2025, CSUSB contributed 2,829 rides from 257 unique users. From that total, 2,636 rides were used on Route 10 and 193 rides on the fixed route system.

## High School Haul Pass - March 2025



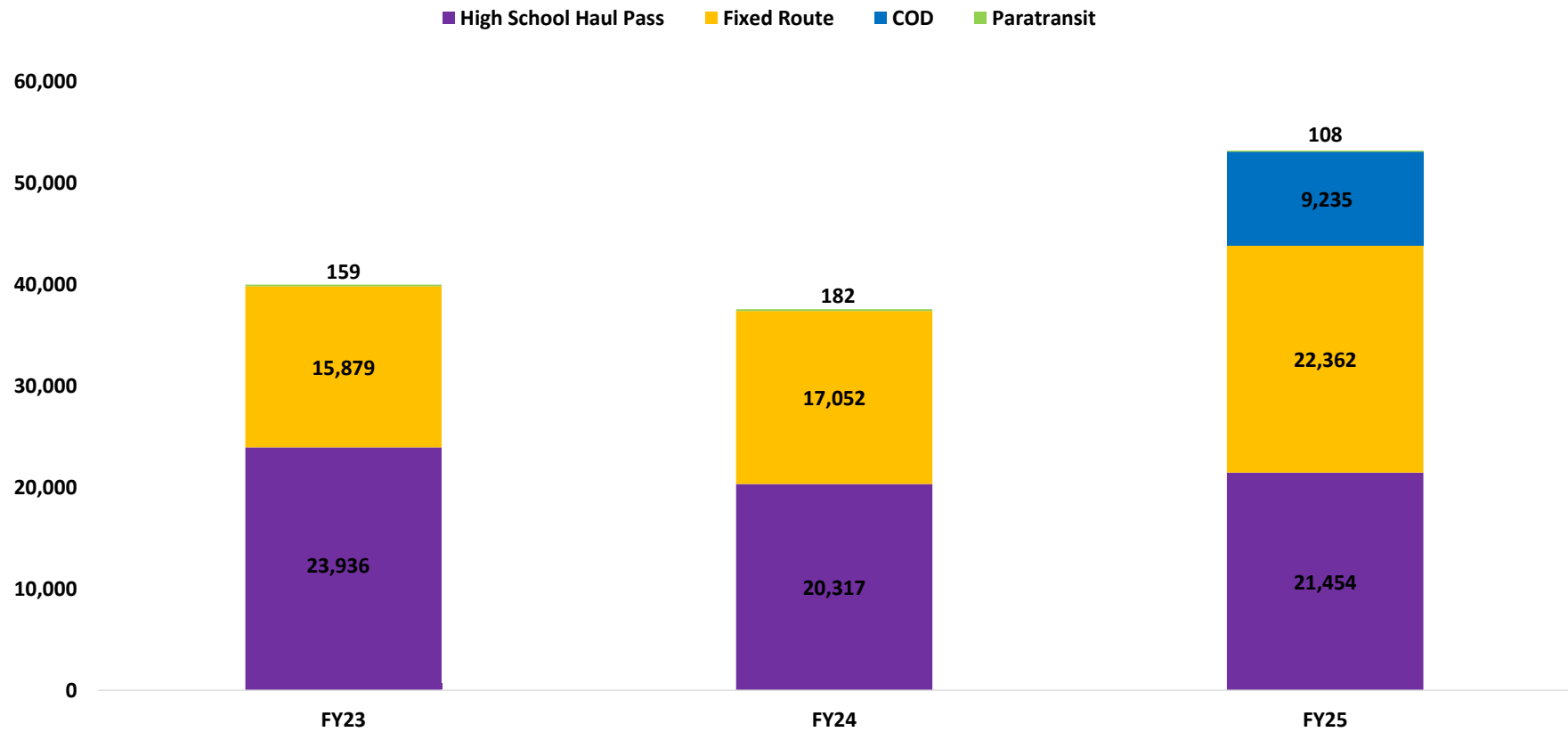
The High School Haul Pass program was introduced in August 2021.

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



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

## Mobile Ticketing Usage - March 2025



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

**SunLine Transit Agency**

**CONSENT CALENDAR**

DATE: May 28, 2025

**APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Quarterly Capital Projects Update for 1<sup>st</sup> Quarter  
Calendar Year 2025

Summary:

The capital projects update summarizes the quarterly status of the large capital projects that are active. The list summarizes all funding identified for capital projects which have been programmed over multiple fiscal years.

Recommendation:

Approve.

Project	Project Description	Project Status	Total Project Funding Balance
<b>Vehicles &amp; Vehicle Improvements</b>			<b>\$ 34,418,167</b>
Purchase of Hydrogen Fuel Cell Bus (7)	Purchase of replacement fixed route vehicles to replace buses that have exceeded their useful life of 12 years of 500,000 miles.	Staff working with FTA to combine remaining fixed route funding for a new order of replacement fuel cell buses.	\$ 5,920,303
Purchase of Battery Electric Buses (6)	Purchase of replacement fixed route vehicles to replace buses that have exceeded their useful life of 12 years of 500,000 miles. The competitive funding for the buses and included electrical chargers were awarded to the agency as part of a competitive Low Now funding application.	Staff working with FTA to combine remaining fixed route funding for a new order of replacement fuel cell buses.	7,064,109
Purchase of Hydrogen Fuel Cell Electric Bus (1)	Purchase of replacement fixed route vehicle to replace buses that have exceeded their useful life of 12 years of 500,000 miles.	Staff working with FTA to combine remaining fixed route funding for a new order of replacement fuel cell buses.	1,100,000
Purchase of Fuel Cell Bus (1)	Purchase of replacement fixed route vehicle to replace buses that have exceeded their useful life of 12 years of 500,000 miles.	Staff working with FTA to combine remaining fixed route funding for a new order of replacement fuel cell buses.	768,000
Purchase of Fuel Cell Bus (1)	Purchase of replacement fixed route vehicle to replace buses that have exceeded their useful life of 12 years of 500,000 miles.	Staff working with FTA to combine remaining fixed route funding for a new order of replacement fuel cell buses.	649,088
Replacement of Fixed Route Bus (CNG)	Purchase of replacement fixed route vehicle to replace buses that have exceeded their useful life of 12 years of 500,000 miles.	Staff working with FTA to combine remaining fixed route funding for a new order of replacement fuel cell buses.	450,304
Expansion Fixed Route Bus (Fuel Cell)	Purchase of expansion fixed route vehicle.	Staff working with FTA to combine remaining fixed route funding for a new order of replacement fuel cell buses.	382,147
Expansion Fixed Route Bus (Motor Coach)	This project will allow the purchase of one (1) additional MCI bus to meet the needs of the Agency.	Staff working with FTA to combine remaining fixed route funding for a new order of replacement fuel cell buses.	45,857
<b>Sub-total Fixed Route Vehicles</b>			<b>16,379,808</b>
Purchase of Paratransit Vehicles (15)	This project will allow the replacement of fifteen paratransit vehicles that have met their useful life.	Project not started.	3,600,000
Purchase of Paratransit Vehicles (10)	This project will allow the replacement of ten (10) paratransit vehicles that have met their useful life.	Project initial delayed due to CARB certification of CNG engine. Paratransit vehicles delivered in early calendar year 2025.	2,309,592
<b>Sub-total Demand Response Vehicles</b>			<b>5,909,592</b>
Micro Transit Expansion (4)	This project will allow the procurement of two (2) micro transit Chrysler Voyager vehicles that are ADA accessible.	Both vehicles have been received and the project. The project is closed.	170,576
H2 Vehicle Demonstration	This project will support the make ready costs for the demonstration of four (4) 22-foot hydrogen fuel cell vehicles. Vehicles to be demonstrated in Agency service including the ability to assign to microtransit.	All four (4) vehicles have been delivered but are not yet ready to be placed into service.	33,556
<b>Sub-total Micro Transit Vehicles</b>			<b>204,132</b>
Purchase of Stops & Zones CNG Trucks (3)	Purchase of three (3) support trucks to replace the current vehicles that have met their useful life.	The vehicles have been manufactured but are waiting CARB certification for the CNG conversion before the vehicles are completed and delivered to SunLine.	183,383
Purchase of Shop Service CNG Vehicle (1)	This project is for the purchase of a shop service vehicle to support the Maintenance and Transportation departments.	The vehicles have been manufactured but are waiting CARB certification for the CNG conversion before the vehicles are completed and delivered to SunLine.	159,400
Purchase of Administrative Vehicles (2)	This project is for the purchase of two (2) support vehicles.	Project not started.	119,971
<b>Sub-total Support Vehicles</b>			<b>462,754</b>
CNG Bus Refurbishments (12)	Refurbishment of 12 CNG buses to extend their useful life. This will allow time to obtain zero emission replacement buses.	FTA has approved the project scope change in the model year of buses to be refurbished. The project will begin in the second half of CY25.	5,300,607
Bus Rehabilitation	This project allocates funding to ensure that the Agency's vehicles remain in a state of good repair.	Project not started.	384,703
<b>Sub-total Bus Rehabilitation</b>			<b>5,685,310</b>

Project	Project Description	Project Status	Total Project Funding Balance
Upgrade ITS (CAD-AVL)	This project will allow the replacement of the ITS system for the fleet.	The contract award has been approved by the Board and the contract is expected to be executed in the second quarter of CY25 and the project completed by the end of CY25.	4,913,144
Radio System Replacements Phase 1 & Phase 2	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.	The radios were installed at the end of CY24.	694,475
<b>Sub-total Radio Replacements</b>			<b>5,607,619</b>
Fare Collection Modernization (Study)	This project will allow the Agency to conduct a study of its fare collection mechanism and provide recommendations on new technology to replace the existing fareboxes.	Project not started.	100,000
H1 Vehicle Demonstration	This project will support the make ready costs for the demonstration of one (1) hydrogen fuel cell vehicle.	Vehicle has been delivered but it is not yet ready to be placed into service.	68,952
<b>Sub-total Others</b>			<b>168,952</b>
<b>Facilities &amp; Stations</b>			<b>\$ 36,877,514</b>
Public Hydrogen Station Expansion	This project will allow the Agency to provide hydrogen to the public through 700 bar dispensers.	Project not started.	9,725,000
Liquid Hydrogen Refueling Infrastructure	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.	Project is undergoing the final commissioning phase for the 700 bar dispensing.	1,271,704
Liquid Hydrogen Trailer	The new liquid hydrogen station in Indio would allow the Agency to fuel hydrogen fuel cell buses on the East end of the Valley and provide an opportunity for the public to access hydrogen.	Utility upgrades are currently being planned and discussed with IID to support power requirements of new station and backup generator.	8,852,950
Center of Excellence	This project is for the construction of a facility to serve as a training center and maintenance bay for zero-emission vehicles.	Bids received were higher than what was originally anticipated by the project team. Staff is currently reviewing the scope and will look to allocate additional funding.	3,598,522
Microgrid to Hydrogen	The microgrid will utilize power generated through solar panels to stored onsite in batteries. The project will reduce operating costs and provide for additional resiliency from green power.	Land has been purchased. The next step is the planning phase for the solar panels.	3,513,789
Coachella Transit 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.	The project has been completed.	11,692
Indio CNG Station Upgrade	The project will upgrade the existing equipment and CNG station in Indio.	Project not started.	2,277,000
Electrolyzer	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.	Contractor failed to meet site acceptance test by the December 2023 deadline. Staff is actively working on the next steps of the project.	737,198
Bus Stop Improvements	Bus stop improvements funds are utilized to replace and install new amenities in locations that meet the Agency's ridership and equity standards.	Project ongoing.	1,335,002
Operator's Training Ground	The project will allow the Agency to begin the initial stages of the plan to utilize its existing land to develop an area where operators can be trained on how to maneuver buses in a safe location.	Project not started.	998,107
Asphalt & Concrete Upgrade	The project will allow the Agency to maintain the asphalt and concrete at its Thousand Palms division in a state of good repair.	Project not started.	1,000,000
Design & Construction of New Storage Building	This project would allow the Agency to construct a new pre-fabricated building for the Facility Maintenance staff.	Project not started.	800,000
Facility Maintenance Upgrade	This project will support the purchase of equipment and facility improvements.	Ongoing.	835,073

Project	Project Description	Project Status	Total Project Funding Balance
SoCal Gas 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 at SunLine's Thousand Palms facility.	Project has completed the demonstration period and the equipment is being removed by SoCal Gas.	480,761
Automatic Transfer Switch (ATS) T-1 & T-2	This project will upgrade the existing connection to the maintenance building by converting it to an automatic transfer switch and will connect the operations building to the backup generator.	Project being revised to replace existing generator with a new generator capable of supporting the new liquid hydrogen station as well as the operations and maintenance buildings. Environmental approvals are currently ongoing.	240,179
Upgrade Gate and Guard Shack	This project will make upgrades to the existing entrance and guard shack at the main entrance to the Thousand Palms facility.	Project not started.	270,350
Facility Improvements	This project will support the purchase of facility improvements.	Ongoing.	322,000
Maintenance Facility Modernization (Study)	The project would assist the Agency conduct a study for future plans for the maintenance facility.	Project has been initiated.	200,000
Repair of Division 1 Maintenance Roof	The project will allow the Agency to make repairs to the roof in the maintenance shop at its Thousand Palms division.	Project not started.	200,000
Indio Facilities Improvements	The project would allow the Agency to make improvement and repairs to the Indio division property.	Ongoing.	79,159
Thousand Palms Facilities Improvements	This project will support the purchase of facility improvements.	Ongoing.	12,172
Upgrade Division 1 Fence	This project will allow the Agency to make upgrades to the fence surround the property at the Thousand Palms division.	Project not started.	36,856
Perimeter Lighting Division 1	Installation of perimeter lighting to enhance the safety and security of the Thousand Palms facility.	Project not started.	80,000
<b>Equipment</b>			<b>\$ 2,283,416</b>
Bus Chargers	Purchase of bus chargers to support the purchase for six (6) new electric buses. The competitive funding for the buses and included electrical chargers were awarded to the agency as part of a competitive Low Now funding application.	Project not started.	1,679,854
Tools & Equipment	This project will support the purchase of equipment needed in the maintenance department.	Project not started.	312,401
Miscellaneous Equipment	The project will allow the replacement of existing assets once they have met their useful life.	Project not started.	291,161
<b>Systems</b>			<b>\$ 2,536,808</b>
Project Management & Administration	This project allows the Agency to capitalize project management costs from third party contractors. Funding will be used when individual project costs do not allow for project management or do not have the budget to support project management.	Project is ongoing.	683,783
Software Expansion	This project would facilitate the Agency's need for software upgrades across its operations.	Project not started.	600,000
Information & Technology	The project focuses on the purchase of information technology equipment such as servers, switches and battery backup systems, desktop replacements.	Staff is working with new IT contractor to identify priority of Agency needs.	617,621
Transit Asset Management	This project will allow the purchase of an asset management tool for the Maintenance Department.	Software has been implemented and staff is working with vendor to close project.	53,759
Access Control Surveillance	This project will allow the procurement and installation of new access control systems around the Agency.	Project has been completed.	99,271
Safety Projects	This project will be allow the Agency to improve overall safety of its facilities by enhancing the perimeter fence, gates and surveillance.	Project not started.	250,000
Real Time Surveillance System	This project is to add real time video surveillance to all Agency support vehicles.	Contract award was approved by the Board at the April 2025 meeting.	90,000



Project	Project Description	Project Status	Total Project Funding Balance
Timekeeping Software Integration	This project is to replace an existing timekeeping interface between two software systems within the Agency.	Project has been completed.	82,374
Safety Enhancements	This project will be allow the Agency to improve overall safety of its facilities by enhancing the perimeter fence, gates and surveillance.	Project not started.	60,000
Grand Total			\$ 76,115,905

**SunLine Transit Agency**

**CONSENT CALENDAR**

DATE: May 28, 2025

**APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Board Member Attendance for April 2025

Summary:

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

Recommendation:

Approve.

FY 24/25	Board Member Matrix Attendance													
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total Meetings	Total Attended
Desert Hot Springs	X		X	X		X		X	X	X			10	7
Palm Desert	X		X	X		X	X	X	X	X			10	8
Palm Springs	X		X	X		X	X	X	X	X			10	8
Cathedral City	X		X	X			X	X	X	X			10	7
Rancho Mirage	X		X	X		X	X	X	X	X			10	8
Indian Wells	X			X		X		X	X	X			10	6
La Quinta	X		X	X		X	X	X	X	X			10	8
Indio	X		X	X		X	X	X	X				10	7
Coachella	X		X	X			X		X	X			10	6
County of Riverside	X		X	X		X	X	X	X	X			10	8

**X - ATTENDED (Primary/Alternate)**

**DARK –**

## SunLine Transit Agency

**DATE:** May 28, 2025 **ACTION**

**TO:** Finance/Audit Committee  
Board of Directors

**FROM:** Paul Mattern, Chief Planning Officer

**RE:** Award of Contract for Comprehensive Operational Analysis Services

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### **Recommendation**

Recommend that the Board of Directors (Board) delegate authority to the CEO/General Manager, or designee, to negotiate and execute a two (2) year contract with Jarrett Walker & Associates, LLC (JWA) to complete a Comprehensive Operational Analysis (COA) for SunLine Transit Agency (SunLine) for a not-to-exceed amount of \$554,976, in a form approved by legal counsel.

### **Background**

A COA is a data-driven evaluation of a transit agency's fixed-route services. It assesses system performance, operational efficiency, and alignment with current and anticipated travel patterns. The goal of a COA is to identify actionable opportunities to improve service design, enhance customer experience, and maximize the effectiveness of available resources.

Transit agencies typically conduct a COA every five to ten years, or following major changes in ridership trends, land use, or funding availability. A COA helps ensure that transit service reflects evolving community needs, supports regional mobility goals, and responds to emerging travel behaviors. It also lays the groundwork for other planning efforts, such as short-range transit plans or major service restructurings.

SunLine last completed a COA in 2019, and since that time, SunLine's service area has experienced significant changes, including a global pandemic, shifting travel patterns, and rapid growth in the Coachella Valley. Staff determined that a new COA will allow SunLine to re-align its service with current conditions and plan strategically for the future.

On January 6, 2025, SunLine released a competitive Request for Proposal (RFP) for COA services. SunLine received three responses, conducted interviews with the three proposers, and accepted best and final offers on May 1, 2025.

Through the interview process SunLine has been able to assess that JWA is the best firm qualified to conduct the COA. Jarrett Walker, JWA's founder and Principal

Consultant and author of Human Transit, has over thirty years of experience in consulting for transit agencies. JWA is nationally recognized for its leadership in transit planning and its pioneering work in transit network design. Their approach is data-driven and centered around public engagement. As part of their proposal, JWA will partner with Kearns & West, a nationally recognized firm specializing in collaboration, facilitation, and strategic communications. Kearns & West will lead the community engagement component of the COA.

What sets this engagement approach apart is the deep local connection of the Kearns & West team assigned to this project. Two of the associates leading the effort are Coachella Valley natives, one from North Shore and the other from La Quinta, and both continue to maintain close family ties in the region.

This local insight, combined with Kearns & West's proven facilitation skills and JWA's technical expertise, ensures the COA process will be both extensive and rooted in the lived experiences of Coachella Valley residents.

The time expected to complete the COA and submit the final report is sixteen months. The term of the contract, if awarded, would be for two (2) years.

An evaluation committee representing staff from the Operations, Planning and Finance departments evaluated the proposals and system offerings in accordance with the criteria listed in the RFP that include technical capability, functional requirement, price, risk performance, and demonstration. Staff found JWA's approach to the COA to align with SunLine's vision for the project. JWA demonstrated the technical expertise, provided relevant experience, focused on data-informed decision planning, and had an understanding of the regional nuances found in the Coachella Valley. SunLine completed the evaluation process and performed a price analysis and found JWA's price to be fair, reasonable, and the best value for SunLine.

### **Financial Impact**

The financial impact of \$554,976 is budgeted in the Agency's approved capital program.

### **Performance Goal**

**Goal 2: Highly Trusted Mobility Solutions** - Strive to deliver highly accessible, convenient and trusted mobility solutions that effectively meet the diverse needs of Coachella Valley citizens and improve their connectivity to daily life needs.

### **Approved/Reviewed by:**

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

## SunLine Transit Agency

<b>DATE:</b>	<b>May 28, 2025</b>	<b>DISCUSSION</b>
<b>TO:</b>	<b>Finance/Audit Committee Board of Directors</b>	
<b>FROM:</b>	<b>Luis Garcia, Chief Financial Officer</b>	
<b>RE:</b>	<b>Review and Discussion of SunLine Funding and the Draft FY26 Operating and Capital Budget</b>	

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### **Background**

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

The proposed operating and capital budgets for the Fiscal Year (FY) 2026 are \$50,500,000 and \$36,447,800, respectively. The proposed operating budget for FY26 represents a sustainable 2.19% increase over the FY25 budget. The proposed FY26 operating budget includes cost increases related to the two (2) Memorandum of Understandings with the unions, maintaining levels of service, and supporting the new liquid hydrogen fueling station.

The capital budget incorporates key projects to help further advance the agency's capital improvement program. The capital improvement program for FY26 focuses on improving rider experience through the initiation of various plans which will help guide service and capital replacement of aging facilities and equipment. This discussion item allows the Board to either move forward with this budget for approval at the June Board meeting or hold special Finance/Audit Committee meetings during the upcoming weeks to continue discussion and allow for any modifications.

### **Performance Goal**

**Goal 3: Organizational Health & Resiliency** – Optimize SunLine's fiscal and overall organizational strength to allow for growth and to better withstand unexpected challenges (e.g., COVID-19 financial impact).

#### **Approved/Reviewed by:**

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

Attachment:

The Draft FY26 SunLine Transit Agency (STA) Budget will be made available to the public under separate cover on Tuesday, May 27, 2025.