



SunLine Transit Agency  
June 25, 2025  
9:45 a.m. – 10:20 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 April 2025                 | (PAGE 4-9)   |
| 8b) Acceptance of Credit Card Statement for April 2025                          | (PAGE 10-26) |
| 8c) Acceptance of Monthly Budget Variance Report for April 2025                 | (PAGE 27-31) |
| 8d) Acceptance of Contracts Signed in Excess of \$25,000 for April 2025         | (PAGE 32-33) |
| 8e) Acceptance of Union & Non-Union Pension Investment Asset Summary April 2025 | (PAGE 34-45) |
| 8f) Acceptance of Ridership Report for April 2025                               | (PAGE 46-49) |
| 8g) Acceptance of SunDial Operational Notes for April 2025                      | (PAGE 50-52) |
| 8h) Acceptance of Metrics for April 2025  | (PAGE 53-73) |
| 8i) Acceptance of Board Member Attendance for May 2025                          | (PAGE 74-75) |



**ITEM**

**RECOMMENDATION**

- |  |   |
|--|---|
| <p>9.   <b>AWARD OF CONTRACT FOR COMPREHENSIVE<br/>OPERATIONAL ANALYSIS SERVICES</b><br/>(Staff: Paul Mattern, Chief Planning Officer)</p> <p>10.   <b>ADOPTION OF THE FISCAL YEAR 2026 OPERATING<br/>AND CAPITAL BUDGET</b><br/>(Staff: Luis Garcia, Chief Financial Officer)</p> <p>11.   <b>AWARD OF CONTRACT FOR FINANCIAL AUDITING<br/>SERVICES</b><br/>(Staff: Luis Garcia, Chief Financial Officer)</p> <p>12.   <b>AWARD OF CONTRACT FOR FEDERAL ADVOCACY<br/>SERVICES</b><br/>(Staff: Edith Hernandez, Director of Board and Legislative<br/>Affairs)</p> <p>13.   <b>AWARD OF CONTRACT FOR STATE ADVOCACY<br/>SERVICES</b><br/>(Staff: Edith Hernandez, Director of Board and Legislative<br/>Affairs)</p> <p>14.   <b>ADJOURN</b></p> | <p><b>APPROVE</b><br/>(PAGE 76-80)</p> <p><b>APPROVE</b><br/>(PAGE 81-151)</p> <p><b>APPROVE</b><br/>(PAGE 152-155)</p> <p><b>INFORMATION</b><br/>(PAGE 156-159)</p> <p><b>INFORMATION</b><br/>(PAGE 160-163)</p> |
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**SunLine Transit Agency****CONSENT CALENDAR**

DATE: June 25, 2025

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

RE: Acceptance of Checks \$1,000 and Over Report April 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 April which required signature from the Chair or Vice Chair.

<b><i>Vendor</i></b>	<b><i>Check #</i></b>	<b><i>Amount</i></b>
<i>A-Z Bus Sales Inc.</i>	<i>699505</i>	<i>\$798,527.60</i>

Recommendation:

Approve.

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

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
A-Z BUS SALES INC	WIP-Replacement Paratransit Buses- Project Acct#2205-00	699505	04/22/2025	798,527.60
CALPERS	Group Health Premiums	699572	04/30/2025	443,296.03
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	699495	04/16/2025	88,658.00
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	699636	04/30/2025	86,758.29
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	699361	04/02/2025	85,242.09
IMPERIAL IRRIGATION DIST	Utilities	699463	04/16/2025	69,637.95
SO CAL GAS CO.	Utilities	699411	04/09/2025	56,523.76
ANEW RNG, LLC	Utilities	699304	04/02/2025	54,414.06
ANEW RNG, LLC	Utilities	699515	04/23/2025	54,329.04
METLIFE	Supplement Benefits LTD/STD/LIFE/Dental Ins Prem	699507	04/22/2025	47,713.86
METLIFE	Supplement Benefits LTD/STD/LIFE/Dental Ins Prem	699508	04/22/2025	47,578.19
NFI PARTS	WIP-Special Tool & Equipment purchase-Project Acct#2412-01	699367	04/09/2025	43,372.78
SOUTHERN CALIFORNIA REGIONAL TRANSIT	Center of Excellence Workshop	699357	04/02/2025	38,000.00
ROBERT HALF	Temporary Help	699406	04/09/2025	33,600.00
GENFARE, LLC	Inventory Repair Parts	699385	04/09/2025	32,913.51
MICHELIN NORTH AMERICA, INC.	Lease Tires Services	699334	04/02/2025	32,659.53
TRUGUARD SECURITY SERVICES, INC	Security Guard Services	699494	04/16/2025	23,501.40
HELIXSTORM	Contracted Services	699462	04/16/2025	23,470.10
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	699352	04/02/2025	21,440.53
VERIZON WIRELESS	Wireless Telephone Service	699499	04/16/2025	20,478.42
NFI PARTS	Inventory Repair Parts	699420	04/16/2025	18,720.45
NFI PARTS	Inventory Repair Parts	699298	04/02/2025	18,704.54
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	699504	04/16/2025	18,639.36
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	699418	04/09/2025	18,523.53
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	699366	04/02/2025	18,474.61
CMD CORPORATION	Inventory Repair Parts	699311	04/02/2025	17,868.06
ROBERT HALF	Temporary Help	699480	04/16/2025	17,183.53
CDW GOVERNMENT, INC	WIP-Information Technology-Project Acct#2418-12	699377	04/09/2025	16,021.51
MOORE & ASSOCIATES, INC.	WIP-Feasibility Studies- Project Acct#2514-02	699393	04/09/2025	13,059.42
CV STRATEGIES	Contracted Services	699581	04/30/2025	12,973.75
ROBERT HALF	Temporary Help	699622	04/30/2025	12,876.40
CDW GOVERNMENT, INC	WIP-Information Technology-Project Acct#2418-12	699308	04/02/2025	12,852.13
INSIGHT STRATEGIES INC	Consulting	699464	04/16/2025	12,675.00
VIRGINKAR AND ASSOCIATES, INC.	WIP-Upgrade for CAD/AVL System-Project Acct#2309-00	699500	04/16/2025	12,132.50
JOSEPH LYNN FRIEND	Consulting Services	699536	04/23/2025	11,130.00
INTEGRATED CRYOGENIC SOLUTIONS LLC	Contracted Services	699597	04/30/2025	10,773.89
GLOBAL INDUSTRIAL	WIP-Fixed Assets-Misc. Equipment-Project Acct#2310-03	699387	04/09/2025	10,770.69
SONSRAY FLEET SERVICES	Inventory Repair Parts	699416	04/09/2025	10,695.43
TOWNSEND PUBLIC AFFAIRS, INC	Contract Services-General	699490	04/16/2025	9,750.00

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

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
AVAIL TECHNOLOGIES	Inventory Repair Parts	699516	04/23/2025	9,472.85
DYNAMIC BUILDING MAINTENANCE INC	Janitorial Services	699447	04/16/2025	9,349.00
LORMAN EDUCATION SERVICES	Staff Development	699340	04/02/2025	9,050.00
SHAW YODER ANTWHI SCHMELZER & LANGE, INC	Consulting	699486	04/16/2025	9,000.00
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	699481	04/16/2025	8,992.59
NAPA AUTO PARTS	Inventory Repair Parts	699472	04/16/2025	8,887.74
GENFARE, LLC	Inventory Repair Parts	699320	04/02/2025	8,784.43
TRANSPORTATION MANAGEMENT & DESIGN,	Consulting	699493	04/16/2025	8,472.75
DNSFILTER, INC.	Computer/Network Software Agreement	699446	04/16/2025	8,160.00
PRUDENTIAL OVERALL SUPPLY	Uniforms	699403	04/09/2025	8,109.10
THE GREATER COACHELLA VALLEY CHAMBER OF	Miscellaneous Expense	699415	04/09/2025	8,050.00
COAST COMPRESSOR COMPANY	Inventory Repair Parts	699376	04/09/2025	7,783.97
JE STRATEGIES LLC	Consulting	699466	04/16/2025	7,500.00
SAFETY-KLEEN CORPORATION	Contract Svc-Haz Waste Removal	699353	04/02/2025	7,361.68
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	699343	04/02/2025	7,149.42
ALLIED REFRIGERATION, INC	Freon & Coolant	699422	04/16/2025	7,056.07
ROBERT HALF	Temporary Help	699547	04/23/2025	6,925.59
A-1 ALTERNATIVE FUEL SYSTEMS/A-1 AUTO	Inventory Repair Parts	699512	04/23/2025	6,741.05
JOSEPH LYNN FRIEND	Contracted Services	699600	04/30/2025	6,480.00
AMALGAMATED TRANSIT UNION	Union Dues	699301	04/02/2025	6,351.64
AMALGAMATED TRANSIT UNION	Union Dues	699424	04/16/2025	6,351.64
AMALGAMATED TRANSIT UNION	Union Dues	699564	04/30/2025	6,276.64
GILLIG LLC	Inventory Repair Parts	699322	04/02/2025	6,109.98
FRANKLIN TRUCK PARTS, INC	Inventory Repair Parts	699455	04/16/2025	6,107.95
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	699612	04/30/2025	6,029.04
TOKEN TRANSIT, INC	Mobile Ticketing Commission	699634	04/30/2025	5,947.20
DAVID RZEPINSKI CONSULTING	Consulting	699314	04/02/2025	5,918.75
JOSEPH LYNN FRIEND	Contracted Services	699537	04/23/2025	5,700.00
ROBERT HALF	Temporary Help	699350	04/02/2025	5,613.20
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	699625	04/30/2025	5,379.46
TYLER TECHNOLOGIES, INC.	Contracted Services	699360	04/02/2025	5,368.00
KIRK'S AUTOMOTIVE, INC.	Inventory Repair Parts	699330	04/02/2025	5,061.02
TPX COMMUNICATIONS	Communication Service	699491	04/16/2025	5,013.65
IMPERIAL IRRIGATION DIST	Utilities	699535	04/23/2025	4,864.03
AMERICAN MOVING PARTS	Inventory Repair Parts	699428	04/16/2025	4,631.13
TOKEN TRANSIT, INC	Mobile Ticketing Commission	699489	04/16/2025	4,591.84
ANDREA CARTER & ASSOCIATES	Marketing & Communication Services	699429	04/16/2025	4,567.50
FORENSIC DRUG TESTING SERVICES	Alcohol & Drug Testing	699528	04/23/2025	4,482.35
IMPERIAL IRRIGATION DIST	Utilities	699506	04/22/2025	4,409.20

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<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
BURKE, WILLIAMS & SORENSEN, LLP	Legal Service	699571	04/30/2025	4,406.60
NFI PARTS	Inventory Repair Parts	699562	04/30/2025	4,379.30
DECALS BY DESIGN, INC.	Inventory Repair Parts	699443	04/16/2025	4,311.43
THE LEFLORE GROUP LLC	WIP-Liquid Hydrogen Refueling -Project Acct#2211-02	699407	04/09/2025	4,287.66
AMAZON CAPITAL SERVICES, INC	Office Supplies	699425	04/16/2025	4,116.02
GRAINGER	Inventory Repair Parts	699388	04/09/2025	4,003.01
JIM'S DESERT RADIATOR AND A/C SERVICE	Inventory Repair Parts	699445	04/16/2025	3,844.19
PRUDENTIAL OVERALL SUPPLY	Uniforms	699402	04/09/2025	3,626.15
TRANSIT AND COACH PARTS	Inventory Repair Parts	699492	04/16/2025	3,491.10
TRI-STATE MATERIALS, INC.	WIP-Facility Improvement Project-Project Acct#2203-02	699635	04/30/2025	3,452.05
KAMINSKY PRODUCTIONS, INC	Staff Development	699601	04/30/2025	3,415.00
ROMAINE ELECTRIC CORP.	Inventory Repair Parts	699351	04/02/2025	3,347.70
CHARTER COMMUNICATIONS	Utilities	699413	04/09/2025	3,282.72
CALIFORNIA DEPARTMENT OF TAX & FEE	Quarterly Used Sale Tax Jan-Mar 2025	699434	04/16/2025	3,135.00
US BANK VOYAGER FLEET SYSTEMS	Unleaded/Diesel Fuel	699497	04/16/2025	3,040.82
TRANSIT AND COACH PARTS	Inventory Repair Parts	699359	04/02/2025	2,903.86
CNTY OF RIVERSIDE DEPT OF ENVIRONMENTAL	Permits & Licenses	699578	04/30/2025	2,794.00
DESERT AIR CONDITIONING, INC.	Air Conditioning Expense	699316	04/02/2025	2,790.41
CMD CORPORATION	Inventory Repair Parts	699439	04/16/2025	2,680.09
VALLEY OFFICE EQUIPMENT, INC.	Copier Service	699557	04/23/2025	2,595.76
SECTRAN SECURITY INC.	Bank Adjustment Fees	699354	04/02/2025	2,575.78
JESSUP AUTO PLAZA	Inventory Repair Parts	699544	04/23/2025	2,538.02
FRONTIER COMMUNICATIONS	Utilities- OPS Bldg	699530	04/23/2025	2,500.00
NFI PARTS	Inventory Repair Parts	699510	04/23/2025	2,486.10
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	699435	04/16/2025	2,373.82
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	699573	04/30/2025	2,373.82
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	699307	04/02/2025	2,373.82
HOME DEPOT CREDIT SERVICES	Facility Maintenance	699533	04/23/2025	2,334.37
THE LEFLORE GROUP LLC	WIP-Liquid Hydrogen Refueling -Project Acct#2211-02	699548	04/23/2025	2,308.74
C V WATER DISTRICT	Utilities	699520	04/23/2025	2,304.52
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	699374	04/09/2025	2,271.13
SC FUELS	Lubricants- Oil	699408	04/09/2025	2,248.53
SC FUELS	Lubricants- Oil	699483	04/16/2025	2,246.01
DS AIR	Materials & Supplies	699309	04/02/2025	2,120.30
AMAZON CAPITAL SERVICES, INC	Facility Maintenance	699302	04/02/2025	2,084.57
SAFETY-KLEEN CORPORATION	Contract Svc-Haz Waste Removal	699482	04/16/2025	1,979.26
N/S CORPORATION	Facility Maintenance	699541	04/23/2025	1,915.25
YELLOW CAB OF THE DESERT	Taxi Voucher Program	699640	04/30/2025	1,890.05
PREMIER SECURITY INC	Inventory Repair Parts	699617	04/30/2025	1,834.98

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

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
BALLARD POWER SYSTEMS	Inventory Repair Parts	699371	04/09/2025	1,777.88
AMAZON CAPITAL SERVICES, INC	Facility Maintenance	699513	04/23/2025	1,760.36
TOTAL CARE WORK INJURY CLINIC	Medical Exam & Testing	699503	04/16/2025	1,695.00
TOKEN TRANSIT, INC	Mobile Ticketing Commission	699555	04/23/2025	1,681.12
RWC GROUP	Inventory Repair Parts	699457	04/16/2025	1,646.86
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	699373	04/09/2025	1,606.40
GLOBAL INDUSTRIAL	Plumbing Expenses	699461	04/16/2025	1,604.40
EDITH HERNANDEZ	Reimbursement Expense	699449	04/16/2025	1,543.04
SECTRAN SECURITY INC.	Bank Adjustment Fees	699550	04/23/2025	1,529.55
ENTECH OIL INC	Lubricants- Oil	699451	04/16/2025	1,526.60
GRAINGER	Inventory Repair Parts	699532	04/23/2025	1,509.37
LAWRENCE ROLL UP DOORS, INC	Emergency Preparedness Supplies	699469	04/16/2025	1,455.43
HIRERIGHT, LLC	Background Service	699378	04/09/2025	1,425.95
FIESTA FORD, INC.	Inventory Repair Parts	699383	04/09/2025	1,420.95
BALLARD POWER SYSTEMS	Inventory Repair Parts	699431	04/16/2025	1,374.89
FASTENAL COMPANY	Shop Supplies	699523	04/23/2025	1,358.93
CDW GOVERNMENT, INC	Computer/Network Software Agreement	699437	04/16/2025	1,348.20
MOHAWK MFG & SUPPLY CO	Inventory Repair Parts	699540	04/23/2025	1,334.35
PRUDENTIAL OVERALL SUPPLY	Uniforms	699476	04/16/2025	1,326.63
MOHAWK MFG & SUPPLY CO	Inventory Repair Parts	699606	04/30/2025	1,307.16
PIEDMONT PLASTICS, INC.	Bus Stop Supplies	699345	04/02/2025	1,292.22
LANGUAGELINE SOLUTIONS	Translation Services	699468	04/16/2025	1,282.16
OPW FUELING COMPONENTS	Inventory Repair Parts-SunFuels	699611	04/30/2025	1,251.56
ON THE FLY TERMITE AND PEST CONTROL	Pest Control Services	699398	04/09/2025	1,192.00
ROMAINE ELECTRIC CORP.	Inventory Repair Parts	699624	04/30/2025	1,185.25
ABSOLUTE SELF STORAGE	Storage Rental	699561	04/30/2025	1,152.00
GANNETT CALIFORNIA LOCALIQ	Public Notice	699458	04/16/2025	1,141.68
TEAMSTERS LOCAL 1932	Union Dues	699632	04/30/2025	1,097.32
TEAMSTERS LOCAL 1932	Union Dues	699488	04/16/2025	1,095.70
TEAMSTERS LOCAL 1932	Union Dues	699358	04/02/2025	1,094.89
4IMPRINT, INC.	Material & Supplies	699419	04/16/2025	1,086.10
QUADIENT FINANCE USA, INC.	Postage	699404	04/09/2025	1,085.00
N/S CORPORATION	Contracted Services	699471	04/16/2025	1,066.29
CDW GOVERNMENT, INC	Computer/Network Software Agreement	699518	04/23/2025	1,065.70
GRAINGER	Electrical Expenses	699325	04/02/2025	1,055.85
ALPHA MEDIA LLC	Advertising	699423	04/16/2025	1,050.00
SOCALGAS	Utilities	699412	04/09/2025	1,008.91
MARCOS MENDOZA	Reimbursement Expense	699332	04/02/2025	1,000.00

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

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
<b>Total Checks Over \$1,000</b>	\$2,801,138.04			
<b>Total Checks Under \$1,000</b>	\$34,521.54			
<b>Total Checks</b>	\$2,835,659.58			

**SunLine Transit Agency**

**CONSENT CALENDAR**

DATE: June 25, 2025

**APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Credit Card Statement for April 2025

Summary:

The attached report summarizes the Agency's credit card expenses for April 2025. The report summarizes transactions for the credit cards which align with the statement closing date of April 30, 2025.

Recommendation:

Approve.



**SunLine Transit Agency Visa Credit Card Statement**

**Closing Date: 04/30/2025**

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

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
1	03/31/25	4/1/2025	CTC-VIS	California Air Resources Board (CARB) Clean Truck Reporting Vehicle Fees		\$ 249.44
2	03/31/25	4/1/2025	Fred Pryor Career Track	Pryor Learning Solutions Training		\$ 229.00
3	03/31/25	4/1/2025	CTC-VIS	California Air Resources Board (CARB) Clean Truck Reporting Vehicle Processing Fees		\$ 7.46
4	04/01/25	4/2/2025	Portland Compressor	Grease and Grease Gun for Air Compressors		\$ 1,589.32
5	04/01/25	4/3/2025	APTA	APTA Legislative Conference for Mona B. - Registration Fee		\$ 1,075.00
6	04/01/25	4/3/2025	United Airlines	American Bus Benchmarking Workshop for Dylan Narz - Flight Expense		\$ 1,125.52
7	04/01/25	4/3/2025	PayPal	Power of Partnership Conference for Mona B. - Registration Fee		\$ 416.48
8	04/01/25	4/3/2025	United Airlines	American Bus Benchmarking Workshop for Marina Blackstone - Flight Expense		\$ 1,022.32
9	04/01/25	4/3/2025	United Airlines	American Bus Benchmarking Workshop for Dylan Narz - Flight Expense		\$ 30.99
10	04/01/25	4/3/2025	United Airlines	American Bus Benchmarking Workshop for Marina Blackstone - Flight Expense		\$ 27.99
11	04/02/25	4/4/2025	Marriott Hotel	American Bus Benchmarking Workshop for Marina Blackstone - Lodging Expense		\$ 941.64
12	04/02/25	4/4/2025	Marriott Hotel	American Bus Benchmarking Workshop for Dylan Narz - Lodging Expense		\$ 941.64
13	04/03/25	4/4/2025	IATR Global	International Association of Transportation Regulators (IATR) Annual Conference Jill Plaza and Anna Julianelli - Registration Fee (Paid by SunLine Transit Agency Credit Card but Charged to SunLine Regulatory Administration)		\$ 2,200.00
14	04/04/25	4/4/2025	2025 State of 4th District	State of the 4th District & CV Economic Update General Admission Fees		\$ 120.00
15	04/04/25	4/7/2025	Westin Hotel	APTA Mobility Conference for Isaac Rodriguez - Lodging Expense		\$ 1,223.69

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
16	04/04/25	4/7/2025	Westin Hotel	APTA Mobility Conference & Bus Rodeo for Patricia A. De Mora - Lodging Expense		\$ 1,891.93
17	04/04/25	4/7/2025	Westin Hotel	APTA Mobility Conference & Bus Rodeo for Isabel Vizcarra - Lodging Expense		\$ 1,807.73
18	04/04/25	4/7/2025	Westin Hotel	APTA Mobility Conference & Bus Rodeo for Juan Colon - Lodging Expense		\$ 1,088.13
19	04/07/25	4/8/2025	Marriott Hotel	APTA Mobility Conference & Bus Rodeo for Shawn Craycraft - Lodging Expense		\$ 1,434.80
20	04/07/25	4/9/2025	Southwest Airlines	Safety Management System (SMS) Principles in Transit for Richard Powers - Flight Expense		\$ 450.36
21	04/07/25	4/9/2025	APTA	APTA Mobility Conference for Isaac Rodriguez - Registration Fee		\$ 1,275.00
22	04/09/25	4/11/2025	JW Marriott	APTA Mobility Conference & Bus Rodeo for Shawn Craycraft - Lodging Credit	\$ (0.05)	
23	04/09/25	4/11/2025	JW Marriott	APTA Mobility Conference & Bus Rodeo for Mike Hayes - Lodging Expense		\$ 1,434.75
24	04/09/25	4/11/2025	Westin Hotel	APTA Mobility Conference & Bus Rodeo for Isabel Vizcarra - Lodging Expense		\$ 36.14
25	04/09/25	4/11/2025	JW Marriott	APTA Mobility Conference & Bus Rodeo for Mark Perry - Lodging Expense		\$ 1,476.28
26	04/11/25	4/14/2025	Sam's Club	Pallet of Water for Cooling Station		\$ 287.04
27	04/11/25	4/14/2025	TSI	SMS Principles in Transit for Richard Powers - Registration Fee		\$ 60.00
28	04/15/25	4/16/2025	American Airlines	IATR Annual Conference for Jill Plaza - Flight Expense (Seat)		\$ 50.56
29	04/15/25	4/16/2025	American Airlines	IATR Annual Conference for Ana Maria Julianelli - Flight Expense (Seat)		\$ 50.56
30	04/15/25	4/16/2025	American Airlines	IATR Annual Conference for Ana Maria Julianelli - Flight Expense		\$ 412.36
31	04/15/25	4/16/2025	American Airlines	IATR Annual Conference for Jill Plaza - Flight Expense		\$ 412.36
32	04/17/25	4/21/2025	United Airlines	ZEBRA & Roundtable Conference for Shawn Craycraft - Flight Expense		\$ 572.82
33	04/17/25	4/21/2025	United Airlines	ZEBRA & Roundtable Conference for Mark Perry -Flight Expense		\$ 608.19
34	04/19/25	4/21/2025	Stadia Maps, Inc.	Tile Mapping for Radio Replacement Project		\$ 80.00
35	04/21/25	4/22/2025	Windmill City Screen	System Map Tote Bags for Marketing Supplies		\$ 6,726.29

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
36	04/22/25	4/23/2025	Expedia	APTA Legislative Conference for Edith Hernandez - Service Fee		\$ 10.43
37	04/22/25	4/24/2025	United Airlines	APTA Legislative Conference for Edith Hernandez - Flight Expense		\$ 472.59
38	04/22/25	4/24/2025	County of Riverside	CalFire Permit Service Fee for Upgrade to Agency West Entrances at Division I		\$ 8.07
39	04/22/25	4/24/2025	American Airlines	APTA Legislative Conference for Edith Hernandez - Flight Expense		\$ 22.33
40	04/22/25	4/24/2025	County of Riverside	CalFire Permit for Upgrade to Agency West Entrances at Division I		\$ 354.00
41	04/22/25	4/24/2025	American Airlines	APTA Legislative Conference for Edith Hernandez - Flight Expense		\$ 138.19
42	04/23/25	4/25/2025	APTA	APTA Legislative Conference for Edith Hernandez - Registration Fee		\$ 1,275.00
43	04/24/25	4/28/2025	Delta Airlines	Transit Tech Executive Summit for Paul Mattern - Flight Expense		\$ 786.96
44	04/29/25	4/30/2025	Fred Pryor Career track	Pryor Learning Solutions Training for Carlos Gonzalez		\$ 229.00
Totals:					\$ (0.05)	\$ 34,652.36



Reporting Period : 4/1/2025 - 4/30/2025

Statement Summary

Name	Ray Stevens			Company	Sunline Transit Agency		
Account #	XXXX-XXXX-XXXX-████			Currency	US Dollar		
Reporting Period	4/1/2025 - 4/30/2025						
Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 3/31/2025	4/1/2025	Ctc-Vis 279-842-9957, CA					249.44
Purchase Ctc-Vis		General Ledger Code: 5099900002					
PR 22819 - Clean Truck Check Reporting Mar. 2025				Maintenance Department - GL 00-22-2099900004			
2 3/31/2025	4/1/2025	Fredpryor Careertrack 800-5563012, KS					229.00
Purchase Fredpryor Careertrack		General Ledger Code: 5090200001					
PR 22805 - 2025-2026 Pryor Learning Solutions Training				Strategic Department - GL 00-39-5099900001			
3 3/31/2025	4/1/2025	Ctc-Vis *svc 279-842-9957, MD					7.46
Purchase Ctc-Vis *svc		General Ledger Code: 5099900002					
PR 22819 - Clean Truck Check Reporting Mar. 2025				Maintenance Department - GL 00-22-5099900004			
4 4/1/2025	4/2/2025	Portland Compressor 503-2350200, OR					1,589.32
Purchase Portland Compressor		General Ledger Code: 5099900002					
PR 22803 - Grease for Air Compressors (PD05)				Maintenance Department - GL 00-22-5049900021			
5 4/1/2025	4/3/2025	Apta 202-4964800, DC					1,075.00
Purchase Apta		General Ledger Code: 5090100000					
Legislative Conference for Mona Babauta				Executive Department - GL 00-40-5090200000			

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
6 4/1/2025	4/3/2025	United United.Com, TX					1,125.52
Purchase United		General Ledger Code: 5090200000					
Approved Travel for Dylan Narz – American Bus Benchmarking Group Workshop - Flight Charge		Transportation Department - GL 00-11-5090200000					
7 4/1/2025	4/3/2025	Paypal San Jose, TX					416.48
Purchase Paypal		General Ledger Code: 5099900002					
Power of Partnership Conference for Mana Babauta		Executive Department - GL 00-40-5090200000					
8 4/1/2025	4/3/2025	United United.Com, TX					1,022.32
Purchase United		General Ledger Code: 5090200000					
Approved Travel for Marina Blackstone – American Bus Benchmarking Group Workshop - Flight Charge		Transportation Department - GL 00-11-5090200000					
9 4/1/2025	4/3/2025	United United.Com, TX					30.99
Purchase United		General Ledger Code: 5090200000					
Approved Travel for Dylan Narz – American Bus Benchmarking Group Workshop - Flight Seat Charge		Transportation Department - GL 00-11-5090200000					
10 4/1/2025	4/3/2025	United United.Com, TX					27.99
Purchase United		General Ledger Code: 5090200000					
Approved Travel for Marina Blackstone – American Bus Benchmarking Group Workshop - Flight Seat Charge		Transportation Department - GL 00-11-5090200000					
11 4/2/2025	4/4/2025	Ac Hotel By Marriott D Dayton, OH					941.64
Purchase Ac Hotel By Marriott D		General Ledger Code: 5090200000					
Approved Travel for Marina Blackstone – American Bus Benchmarking Group Workshop - Lodging Charge		Transportation Department - GL 00-11-5090200000					

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
12 4/2/2025	4/4/2025	Ac Hotel By Marriott D Dayton, OH					941.64
Purchase Ac Hotel By Marriott D		General Ledger Code: 5090200000					
Approved Travel for Dylan Narz – American Bus Benchmarking Group Workshop		- Lodging Charge      Transportation Department - GL 00-11-5090200000					
13 4/3/2025	4/4/2025	Iatr.Global Iatr.Global/A, NY					2,200.00
Purchase Iatr.Global		General Ledger Code: 5090100000					
Approved Travel for Jill Plaza and Anna Maria Julianelli– IATR Annual Conference		- Conference Charge      Planing Department - GL 99-96-5090200000					
14 4/4/2025	4/4/2025	Eb *2025 State Of The 801-413-7200, CA					120.00
Purchase Eb *2025 State Of The		General Ledger Code: 5039903800					
PR 22826 - 2025 State of the 4th District & CV Economic Update		-General Admission      Executive Department - GL 00-40-5099900002 - Planning Dept 00-49-5090200000					
15 4/4/2025	4/7/2025	Westin Austin Downtown Austin, TX					1,223.69
Purchase Westin Austin Downtown		General Ledger Code: 5090200000					
Approved Travel for Isaac Rodriguez – APTA Mobility Conference		- Lodging Charge      Planning Department - GL 00-49-5090200000					
16 4/4/2025	4/7/2025	Westin Austin Downtown Austin, TX					1,891.93
Purchase Westin Austin Downtown		General Ledger Code: 5090200000					
Approved Travel for Patricia Arellano De Mora – Mobility Conference & Bus Rodeo		- Lodging Charge      Transportation Department - GL 00-11-5090200000					
17 4/4/2025	4/7/2025	Westin Austin Downtown Austin, TX					1,807.73
Purchase Westin Austin Downtown		General Ledger Code: 5090200000					
Approved Travel for Isabel Vizcarra - Mobility Conference & Bus Rodeo		- Lodging Charge      Transportation Department - GL 00-11-5090200000					

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
18 4/4/2025	4/7/2025	Westin Austin Downtown Austin, TX					1,088.13
Purchase Westin Austin Downtown			General Ledger Code: 5090200000				
Approved Travel for Juan Colon – International Bus Roadeo - Lodging Charge				Transportation Department - GL 00-11-5090200000			
19 4/7/2025	4/8/2025	Jw Marriott Austin Austin, TX					1,434.80
Purchase Jw Marriott Austin			General Ledger Code: 5090200000				
Approved Travel for Shawn Craycraft – APTA Mobility & Bus Roadeo - Lodging Charge				SunFuels Department - GL 00-10-5090200000			
20 4/7/2025	4/9/2025	Southwes 800-435-9792, TX					450.36
Purchase Southwes			General Ledger Code: 5090200000				
Approved Travel for Richard Powers – SMS Principles in Transit - Flight Charge				Safety Department - GL 00-15-5090200000			
21 4/7/2025	4/9/2025	Apta 202-4964800, DC					1,275.00
Purchase Apta			General Ledger Code: 5090100000				
Approved Travel for Isaac Rodriguez – APTA Mobility Conference - Conference Fee				Planning Department - GL 00-49-5090200000			
22 4/9/2025	4/11/2025	Jw Marriott Austin Austin, TX					-0.05
Credit Voucher Jw Marriott Austin			General Ledger Code: 5090200000				
Approved Travel for Shawn Craycraft – APTA Mobility & Bus Roadeo - Lodging Credit				SunFuels Department - GL 00-10-5090200000			
23 4/9/2025	4/11/2025	Jw Marriott Austin Austin, TX					1,434.75
Purchase Jw Marriott Austin			General Ledger Code: 5090200000				
Approved Travel for Mike Hayes – APTA Mobility & Bus Roadeo - Lodging Charge				Maintenance Department - GL 00-22-5090200000			

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
24 4/9/2025	4/11/2025	Westin Austin Downtown Austin, TX					36.14
Purchase Westin Austin Downtown			General Ledger Code: 5090200000				
Approved Travel for Isabel Vizcarra - Mobility Conference & Bus Roadeo - Lodging Advance Fee				Transportation Department - GL 00-11-5090200000			
25 4/9/2025	4/11/2025	Jw Marriott Austin Austin, TX					1,476.28
Purchase Jw Marriott Austin			General Ledger Code: 5090200000				
Approved Travel for Mark Perry – APTA Mobility & Bus Roadeo - Lodging Charge				Maintenance Department - GL 00-22-5090200000			
26 4/11/2025	4/14/2025	Samsclub #6609 Palm Desert, CA					287.04
Purchase Samsclub #6609			General Ledger Code: 5099900002				
PR 22893 - Pallet of Water for Cooling Station				Safety Department - GL 00-15-5049900009			
27 4/11/2025	4/14/2025	Tsi 405-954-9742, OK					60.00
Purchase Tsi			General Ledger Code: 5099900002				
Approved Travel for Richard Powers – SMS Principles in Transit - Registration Fee				Safety Department - GL 00-15-5090200000			
28 4/15/2025	4/16/2025	American Air Fort Worth, TX					50.56
Purchase American Air			General Ledger Code: 5090200000				
Approved Travel for Jill Plaza – IATR Annual Conference - Seat Charge				Planing Department - GL 99-96-5090200000			
29 4/15/2025	4/16/2025	American Air Fort Worth, TX					50.56
Purchase American Air			General Ledger Code: 5090200000				
Approved Travel for Anna Maria Julianelli – IATR Annual Conference - Seat Charge				Planing Department - GL 99-96-5090200000			



Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
30 4/15/2025	4/16/2025	American Air Fort Worth, TX					412.36
Purchase American Air			General Ledger Code: 5090200000				
Approved Travel for Anna Maria Julianelli – IATR Annual Conference - Flight Charge						Planing Department - GL 99-96-5090200000	
31 4/15/2025	4/16/2025	American Air Fort Worth, TX					412.36
Purchase American Air			General Ledger Code: 5090200000				
Approved Travel for Jill Plaza – IATR Annual Conference - Flight Charge						Planing Department - GL 99-96-5090200000	
32 4/17/2025	4/21/2025	United United.Com, TX					572.82
Purchase United			General Ledger Code: 5090200000				
Approved Travel for Shawn Craycraft – ZEBRA & Roundtable - Flight Charge						SunFuels - GL 00-10-5090200000	
33 4/17/2025	4/21/2025	United United.Com, TX					608.19
Purchase United			General Ledger Code: 5090200000				
Approved Travel for Mark Perry – ZEBRA Conference & Roundtable						Maintenance Department - GL 00-22-5090200000	
34 4/19/2025	4/21/2025	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.						Radio Project - GL 00-00-1110109236	
35 4/21/2025	4/22/2025	Py *windmill City Screen 760-7745252, CA					6,726.29
Purchase Py *windmill City Screen			General Ledger Code: 5039900003				
PR 22911 - System Map Tote Bags						Marketing Department - GL 00-31-5090201000	

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
36 4/22/2025	4/23/2025	Expedia 73087457613067 Expedia.Com, WA					10.43
Purchase Expedia 73087457613067		General Ledger Code: 5090200000					
Approved Travel for Edith Hernandez – APTA Legislative Conference - Service Fee				Executive Department - GL 00-40-5090200000			
37 4/22/2025	4/24/2025	United United.Com, TX					472.59
Purchase United		General Ledger Code: 5090200000					
Approved Travel for Edith Hernandez – APTA Legislative Conference - Flight Charge				Executive Department - GL 00-40-5090200000			
38 4/22/2025	4/24/2025	Co Riverside Transportati 951-9550533, IN					8.07
Purchase Co Riverside Transportati		General Ledger Code: 5099900002					
PR 22777 - Cal Fire Permit FPCBP2500101				Performance Department - GL 00-00-1110109239			
39 4/22/2025	4/24/2025	American Air Fort Worth, TX					22.33
Purchase American Air		General Ledger Code: 5090200000					
Approved Travel for Edith Hernandez – APTA Legislative Conference - Seat Charge				Executive Department - GL 00-40-5090200000			
40 4/22/2025	4/24/2025	Co Of Riverside Transport 951-9551800, CA					354.00
Purchase Co Of Riverside Transport		General Ledger Code: 5099900002					
PR 22777 - Cal Fire Permit FPCBP2500101				Performance Department - GL 00-00-1110109239			
41 4/22/2025	4/24/2025	American Air Fort Worth, TX					138.19
Purchase American Air		General Ledger Code: 5090200000					
Approved Travel for Edith Hernandez – APTA Legislative Conference - Flight Taxes and Fees				Executive Department - GL 00-40-5090200000			

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
42 4/23/2025	4/25/2025	Apta 202-4964800, DC					1,275.00
Purchase Apta			General Ledger Code: 5090100000				
Approved Travel for Edith Hernandez – APTA Legislative Conference - Registration Fee				Executive Department - GL 00-40-5090200000			
43 4/24/2025	4/28/2025	Delta Air Seattle, WA					786.96
Purchase Delta Air			General Ledger Code: 5090200000				
Approved Travel for Paul Mattern – TransitTech Executive Summit - Flight Charge				Planning Department - GL 00-49-5090200000			
44 4/29/2025	4/30/2025	Fredpryor Careertrack 800-5563012, KS					229.00
Purchase Fredpryor Careertrack			General Ledger Code: 5090200001				
PR 22978 - 2025-2026 Pryor Learning Solutions Training for Carlos Gonzales				Strategic Department - GL 00-39-5099900001			
Transaction Count: 44							
Total: 34,652.31							

Employee Signature

Date

Authorized Approver Signature

Date

**SunLine Transit Agency Visa Credit Card Statement**

**Closing Date: 04/30/2025**

**Name on Card: Walter Watcher (Procurement Card)**

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
1	03/31/25	4/1/2025	Eig	Constant Contact Newsletter - Email Campaign Platform Yearly Subscription Renewal		\$ 533.80
2	04/10/25	4/11/2025	Freepik Premium Ye	Stock Photo Yearly Subscription for Marketing - Currency Fee		\$ 1.44
3	04/10/25	4/11/2025	Freepik Premium Ye	Stock Photo Yearly Subscription for Marketing		\$ 144.00
4	04/15/25	4/16/2025	Survey Monkey US	Yearly Subscription for Online Survey Tool		\$ 468.00
5	04/22/25	4/24/2025	Trimble, Inc.	SketchUp Pro. Annual Subscription - Planning Tool		\$ 698.00
Totals:					\$ -	\$ 1,845.24



Reporting Period : 4/1/2025 - 4/30/2025

Statement Summary

Name	Walter Watcher	Company	Sunline Transit Agency
Account #	XXXX-XXXX-XXXX-████	Currency	US Dollar
Reporting Period	4/1/2025 - 4/30/2025		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 3/31/2025	4/1/2025	Eig 855-2295506, MA					533.80
Purchase Eig		General Ledger Code: 5099900002 Fund: 00					

Constant Contact Newsletter / Email Campaign Platform 2/14/2025-5/15/2025

Marketing Department - GL 00-31-5090100000

2 4/10/2025	4/11/2025						1.44
Other Debits Currency Conversion Fee		Fund: 00					
Freepik Stock Photos Yearly Subscription (4/10/2025 - 4/10/2026)		Currency Fee		Marketing Department - GL 00-31-5030303240			

3 4/10/2025	4/11/2025	Fc* Freepik Premium Ye Malaga, AN					144.00
Purchase Fc* Freepik Premium Ye		General Ledger Code: 5030303260 Fund: 00					
Freepik Stock Photos Yearly Subscription (4/10/2025 - 4/10/2026)		Marketing Department - GL 00-31-5030303240					

4 4/15/2025	4/16/2025	Surveymonkeyus Www.Surveymon, CA					468.00
Purchase Surveymonkeyus		General Ledger Code: 5030300011 Fund: 00					
SurveyMonkey Advantage Annual Subscription (April 15, 2025 – April 14, 2026)		Executive Department - GL 00-40-5090100000					

5 4/22/2025	4/24/2025	Trimble Inc 937-2455500, CO					698.00
Purchase Trimble Inc		General Ledger Code: 5030300011 Fund: 00					
PR 22930 - SketchUp Pro, Annual Subscription		Planning Department - GL 00-42-5030300011					

Transaction Count: 5  
**Total: 1,845.24**

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

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

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 04/30/2025

Name on Card: Mona Babauta

Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1 4/15/2025	4/17/2025	United	United Airlines Roundtrip from Palm Springs, CA to Salt Lake City, UT for Via Transit Executive Summit; Mona Babauta, CEO/General Manager		\$409.27
Credits and Charges:				\$0.00	\$409.27



Reporting Period : 4/1/2025 - 4/30/2025

Statement Summary

Name	Mona Babauta	Company	Sunline Transit Agency
Account #		Currency	US Dollar
Reporting Period	4/1/2025 - 4/30/2025		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 4/15/2025	4/17/2025	United United.Com, TX					409.27
Purchase United		General Ledger Code: 5090200000					

Transaction Count: 1  
Total: 409.27

Employee Signature	Date	Authorized Approver Signature	Date
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**SunLine Transit Agency****CONSENT CALENDAR**

DATE: June 25, 2025

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

RE: Acceptance of Monthly Budget Variance Report for April 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 April 2025 are equal to 10/12<sup>ths</sup> of the yearly budget.

## Year to Date Summary

- As of April 30, 2025, the Agency's FYTD revenues are \$473,555 or 11.61% below the FYTD budget.
- As of April 30, 2025, the Agency's FYTD expenditures are \$603,561 or 1.47% 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  
April 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	148,918	151,408	(2,489)	1,512,556	1,514,078	(1,521)	16.8%
Other Revenue	3,078,163	266,105	256,514	9,591	2,093,102	2,565,136	(472,034)	32.0%
Total Operating Revenue	4,895,056	415,023	407,921	7,102	3,605,658	4,079,213	(473,555)	26.3%
Operating Expenses:								
Operator & Mechanic Salaries & Wages	11,239,225	861,754	936,602	74,848	8,815,874	9,366,021	550,147	21.6%
Operator & Mechanic Overtime	1,241,785	163,377	103,482	(59,895)	1,467,121	1,034,821	(432,300)	-18.1%
Administration Salaries & Wages	7,861,873	697,866	655,156	(42,709)	6,272,759	6,551,561	278,802	20.2%
Administration Overtime	126,561	23,659	10,547	(13,112)	180,208	105,468	(74,740)	-42.4%
Fringe Benefits	11,105,305	845,480	925,442	79,962	8,403,328	9,254,421	851,094	24.3%
Communications	287,782	(37,707)	23,982	61,688	191,923	239,818	47,895	33.3%
Legal Services	687,176	40,752	57,265	16,513	928,966	572,647	(356,320)	-35.2%
Computer/Network Software Agreement	1,096,582	84,008	91,382	7,374	894,100	913,818	19,719	18.5%
Uniforms	99,824	2,238	8,319	6,080	62,973	83,187	20,214	36.9%
Contracted Services	1,556,640	104,554	129,720	25,166	855,462	1,297,200	441,738	45.0%
Equipment Repairs	26,500	403	2,208	1,806	20,714	22,083	1,370	21.8%
Security Services	168,000	11,960	14,000	2,040	121,800	140,000	18,200	27.5%
Fuel - CNG	1,920,006	141,544	160,001	18,456	1,066,510	1,600,005	533,495	44.5%
Fuel - Hydrogen	1,443,827	231,976	120,319	(111,657)	1,716,741	1,203,189	(513,552)	-18.9%
Tires	234,000	22,030	19,500	(2,530)	202,224	195,000	(7,224)	13.6%
Office Supplies	81,260	5,697	6,772	1,074	53,159	67,717	14,558	34.6%
Travel/Training	248,200	30,975	20,683	(10,292)	192,356	206,833	14,477	22.5%
Repair Parts	2,008,500	125,305	167,375	42,070	1,311,259	1,673,750	362,491	34.7%
Facility Maintenance	87,000	8,945	7,250	(1,695)	49,087	72,500	23,413	43.6%
Electricity - CNG & Hydrogen	1,090,000	51,860	90,833	38,974	484,325	908,333	424,008	55.6%
Natural Gas	2,030,000	108,298	169,167	60,869	1,164,745	1,691,667	526,921	42.6%
Water and Gas	16,000	993	1,333	340	9,243	13,333	4,090	42.2%
Insurance Losses	1,235,000	(101,345)	102,917	204,262	1,595,681	1,029,167	(566,514)	-29.2%
Insurance Premium - Property	200,000	19,055	16,667	(2,388)	193,706	166,667	(27,039)	3.1%
Repair Claims	100,000	-	8,333	8,333	(600)	83,333	83,933	100.6%
Fuel Taxes	124,500	5,955	10,375	4,420	77,536	103,750	26,214	37.7%
Other Expenses	7,164,078	666,711	597,007	(69,704)	6,086,432	5,970,065	(116,366)	15.0%
Self Consumed Fuel	(4,062,246)	(192,821)	(338,521)	(145,700)	(1,840,042)	(3,385,205)	(1,545,163)	54.7%
Total Operating Expenses (Before Depreciation)	49,417,378	3,923,521	4,118,115	194,594	40,577,587	41,181,149	603,561	17.9%
Operating Expenses in Excess of Operating Revenue		\$ (3,508,498)			\$ (36,971,929)			
Subsidies:								
Local	8,419,000	663,443	701,583	38,140	6,991,250	7,015,833	24,584	17.0%
State	30,588,336	2,410,456	2,549,028	138,572	25,400,961	25,490,280	89,319	17.0%
Federal	5,514,986	434,598	459,582	24,984	4,579,718	4,595,822	16,104	17.0%
Total Subsidies	44,522,322	3,508,498	3,710,194	201,696	36,971,929	37,101,935	130,007	17.0%
Net Operating Gain (Loss) After Subsidies	\$ (0)	\$ -			\$ -			

SunLine Transit Agency  
Budget Variance Report  
April 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	2,592,135	2,631,229	39,094	25,139,289	26,312,291	1,173,002	20.4%
Services	6,903,050	564,440	575,254	10,815	5,605,541	5,752,542	147,000	18.8%
Fuels & Lubricants	3,581,133	378,426	298,428	(79,998)	2,885,916	2,984,278	98,361	19.4%
Tires	234,000	22,030	19,500	(2,530)	202,224	195,000	(7,224)	13.6%
Materials and Supplies	2,607,460	179,116	217,288	38,172	1,734,234	2,172,883	438,649	33.5%
Utilities	3,554,000	188,902	296,167	107,265	1,978,741	2,961,667	982,926	44.3%
Casualty & Liability	3,678,540	100,965	306,545	205,580	3,872,036	3,065,450	(806,586)	-5.3%
Taxes and Fees	124,500	5,955	10,375	4,420	77,536	103,750	26,214	37.7%
Miscellaneous Expenses	1,222,192	84,373	101,849	17,477	922,112	1,018,493	96,381	24.6%
Self Consumed Fuel	(4,062,246)	(192,821)	(338,521)	(145,700)	(1,840,042)	(3,385,205)	(1,545,163)	54.7%
Total Operating Expenses (Before Depreciation)	49,417,378	3,923,521	4,118,115	194,594	40,577,587	41,181,149	603,561	17.9%
Revenues:								
Passenger Revenue	1,816,893	148,918	151,408	(2,489)	1,512,556	1,514,078	(1,521)	16.8%
Other Revenue	3,078,163	266,105	256,514	9,591	2,093,102	2,565,136	(472,034)	32.0%
Total Operating Revenue	4,895,056	415,023	407,921	7,102	3,605,658	4,079,213	(473,555)	26.3%
Net Operating Gain (Loss)		\$ (3,508,498)			\$ (36,971,929)			
Subsidies:								
Local	8,419,000	663,443	701,583	38,140	6,991,250	7,015,833	24,584	17.0%
State	30,588,336	2,410,456	2,549,028	138,572	25,400,961	25,490,280	89,319	17.0%
Federal	5,514,986	434,598	459,582	24,984	4,579,718	4,595,822	16,104	17.0%
Total Subsidies	44,522,322	3,508,498	3,710,194	201,696	36,971,929	37,101,935	130,007	17.0%
Net Operating Gain (Loss) After Subsidies	\$ (0)	\$ -			\$ -			

## Budget Variance Analysis - SunLine Transit Agency

### Passenger Revenue

- Passenger fare revenues are within an acceptable range of the budget.
- As of April, ridership was at 5.2% above FY24 FYTD totals.
- Total system ridership was 118,976 trips above FY24 FYTD amounts.

#### Ridership

	FY24-April	FY25-April	Variance	%Δ
Fixed Route	229,197	229,700	503	0.2%
Paratransit	10,009	9,422	(587)	-5.9%
SunRide	2,045	1,739	(306)	-15.0%
System Total	241,251	240,861	(390)	-0.2%

#### Ridership

	FYTD-FY24	FYTD-FY25	Variance	%Δ
Fixed Route	2,150,172	2,273,033	122,861	5.7%
Paratransit	100,113	93,222	(6,891)	-6.9%
SunRide	18,496	21,502	3,006	16.3%
System Total	2,268,781	2,387,757	118,976	5.2%

### 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: June 25, 2025 **APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Contracts Signed between \$25,000 and \$250,000 for April 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 and one (1) agreement executed in April 2025 between \$25,000 and \$250,000:

<b>Vendor</b>	<b>Purpose</b>	<b>Amount</b>
Total Care Work Injury	Occupational Health	\$94,800.00
Helixstorm	Laptops	\$25,584.04

Recommendation:

Approve.

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

April 2025

Vendor	Product/Service	Need	Budgeted	Budgeted Amount	Cost	Type
Total Care Work Injury	Occupational Health Services	Employee Health Services	FY25 FY26 FY27	\$94,800.00	\$94,800.00	Agreement
Helixstorm	6 Laptops	Employee Laptops	FY25	\$25,584.04	\$25,584.04	Purchase Order

## SunLine Transit Agency

### CONSENT CALENDAR

DATE: June 25, 2025

**APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Union & Non-Union Pension Investment Asset Summary  
for April 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 April, 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	28.7%	16% – 56%
	International Equity	17.9%	0% - 39%
	Other	7.5%	0% – 20%
<b>Income Assets</b>			
	Fixed Income	39.9%	25% - 65%
	Other	4.8%	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	28.7%	16% – 56%
	International Equity	17.7%	0% - 39%
	Other	7.5%	0% – 20%
<b>Income Assets</b>			
	Fixed Income	40.0%	25% - 65%
	Other	4.8%	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 April, the market value of assets increased by \$115,000 and \$183,817 for the union and non-union plans, respectively.

## Month to Month Asset Comparison

Month	Market Value - Union	Market Value – Non-Union
March 2025	\$43,443,801	\$43,590,028
April 2025	\$43,558,801	\$43,773,845
Increase (Decrease)	\$115,000	\$183,817

Recommendation:

Approve.

## Portfolio Summary and Statistics

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

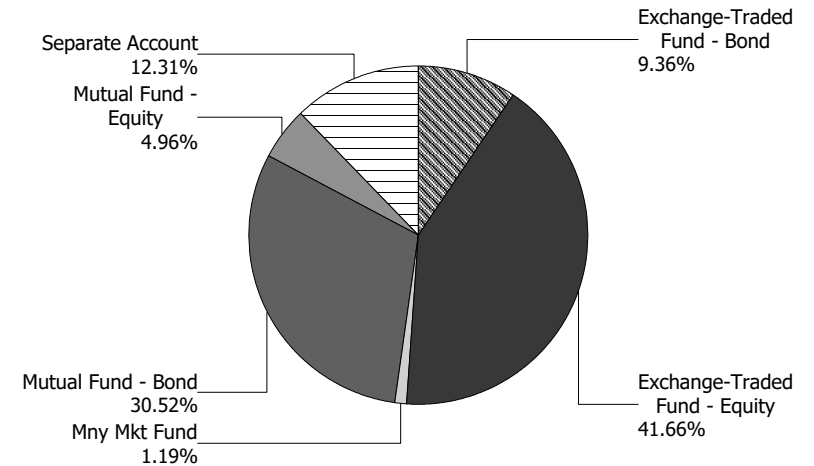
SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

### Account Summary

Description	Par Value	Market Value	Percent
Separate Account	4,255,906.02	5,363,830.73	12.31
Mutual Fund - Equity	83,990.36	2,159,598.02	4.96
Mutual Fund - Bond	1,306,710.29	13,296,030.24	30.52
Money Market Mutual Fund	516,301.90	516,301.90	1.19
Exchange-Traded Fund - Equity	643,382.00	18,144,207.79	41.66
Exchange-Traded Fund - Bond	41,192.00	4,078,831.84	9.36
<b>Managed Account Sub-Total</b>	<b>6,847,482.57</b>	<b>43,558,800.52</b>	<b>100.00%</b>
Accrued Interest		0.00	
<b>Total Portfolio</b>	<b>6,847,482.57</b>	<b>43,558,800.52</b>	

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

### Sector Allocation



## Detail of Securities Held & Market Analytics

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

### SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Exchange-Traded Fund - Bond</b>									
ISHARES CORE U.S. AGGREGATE	464287226	8278395	6,446.00	92.76	597,930.32	99.02	638,282.92	40,352.60	1.47
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,307.00	96.40	318,794.80	99.02	327,459.14	8,664.34	0.75
ISHARES CORE U.S. AGGREGATE	464287226	8278395	7,165.00	97.84	701,023.60	99.02	709,478.30	8,454.70	1.63
ISHARES CORE U.S. AGGREGATE	464287226	8278395	16,903.00	98.64	1,667,311.92	99.02	1,673,735.06	6,423.14	3.84
ISHARES CORE U.S. AGGREGATE	464287226	8278395	4,049.00	98.87	400,324.63	99.02	400,931.98	607.35	0.92
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,322.00	99.12	329,276.64	99.02	328,944.44	(332.20)	0.76
<b>Security Type Sub-Total</b>			<b>41,192.00</b>		<b>4,014,661.91</b>	<b>594.12</b>	<b>4,078,831.84</b>	<b>64,169.93</b>	<b>9.37</b>
<b>Exchange-Traded Fund - Equity</b>									
SCHWAB US LARGE-CAP ETF	808524201	17333747	503,068.00	22.54	11,340,829.61	21.93	11,032,281.24	(308,548.37)	25.33
SCHWAB US LARGE-CAP ETF	808524201	17333747	39,046.00	22.81	890,639.26	21.93	856,278.78	(34,360.48)	1.97
VANGUARD FTSE DEVELOPED ETF	921943858	12373850	19,229.00	52.35	1,006,634.30	52.87	1,016,637.23	10,002.93	2.33
VANGUARD TOTAL INTL STOCK	921909768	23836382	6,003.00	61.64	370,024.92	63.86	383,351.58	13,326.66	0.88
VANGUARD TOTAL INTL STOCK	921909768	23836382	2,875.00	51.81	148,953.46	63.86	183,597.50	34,644.04	0.42
VANGUARD TOTAL INTL STOCK	921909768	23836382	46,985.00	63.70	2,992,944.50	63.86	3,000,462.10	7,517.60	6.89
VANGUARD TOTAL INTL STOCK	921909768	23836382	1,834.00	54.44	99,842.96	63.86	117,119.24	17,276.28	0.27
VANGUARD TOTAL INTL STOCK	921909768	23836382	2,586.00	56.52	146,160.72	63.86	165,141.96	18,981.24	0.38
VANGUARD TOTAL INTL STOCK	921909768	23836382	2,586.00	56.19	145,307.34	63.86	165,141.96	19,834.62	0.38
VANGUARD TOTAL INTL STOCK	921909768	23836382	15,690.00	47.86	750,920.27	63.86	1,001,963.40	251,043.13	2.30
VANGUARD TOTAL INTL STOCK	921909768	23836382	3,480.00	52.06	181,168.80	63.86	222,232.80	41,064.00	0.51
<b>Security Type Sub-Total</b>			<b>643,382.00</b>		<b>18,073,426.14</b>	<b>607.61</b>	<b>18,144,207.79</b>	<b>70,781.65</b>	<b>41.66</b>
<b>Money Market Mutual Fund</b>									
FIRST AM GOV OBLIG-Z DTD 01/01/2010 0.000% --	31846V567	351477	516,301.90	1.00	516,301.90	100.00	516,301.90	0.00	1.19
<b>Security Type Sub-Total</b>			<b>516,301.90</b>		<b>516,301.90</b>	<b>100.00</b>	<b>516,301.90</b>	<b>0.00</b>	<b>1.19</b>
<b>Mutual Fund - Bond</b>									
BAIRD CORE PLUS BOND-INST	057071870	7001692	494,959.25	10.77	5,331,185.74	10.17	5,033,735.50	(297,450.24)	11.56

## Detail of Securities Held & Market Analytics

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

### SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Mutual Fund - Bond</b>									
BBH LIMITED DURATION-I	05528X851	7344118	0.03	10.29	0.35	10.45	0.36	0.01	0.00
NUVEEN CORE BOND FUND-R6	87244W607	7580345	289,783.08	9.16	2,653,934.15	9.14	2,648,617.39	(5,316.76)	6.08
PGIM TOTAL RETURN BOND-R6	74440B884	168981	321,369.71	13.18	4,234,618.21	12.00	3,856,436.56	(378,181.65)	8.85
VOYA INTERMEDIATE BOND-R6	92913L569	212412	200,598.22	9.59	1,923,742.61	8.76	1,757,240.43	(166,502.18)	4.03

<b>Security Type Sub-Total</b>			<b>1,306,710.29</b>		<b>14,143,481.06</b>	<b>50.52</b>	<b>13,296,030.24</b>	<b>(847,450.82)</b>	<b>30.52</b>
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<b>Mutual Fund - Equity</b>									
COLUMBIA SMALL CAP GRW-INST3	19765Y340	195897	9,629.50	28.07	270,300.00	25.65	246,996.62	(23,303.38)	0.57
GLDMN SCHS GQG PRT INTL-INST	38147N293	51973400	36,861.86	19.35	713,335.27	21.56	794,741.71	81,406.44	1.82
HRDNG LVNR INTL EQTY-INST	412295107	175052	19,680.08	28.64	563,700.77	26.72	525,851.72	(37,849.05)	1.21
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	10575468	12,957.31	15.22	197,181.37	17.14	222,088.37	24,907.00	0.51
UNDISC MGRS BEHAV VAL-R6	904504479	1428076	4,861.61	87.23	424,087.81	76.09	369,919.60	(54,168.21)	0.85

<b>Security Type Sub-Total</b>			<b>83,990.36</b>		<b>2,168,605.22</b>	<b>167.16</b>	<b>2,159,598.02</b>	<b>(9,007.20)</b>	<b>4.96</b>
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<b>Separate Account</b>									
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
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
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

## Detail of Securities Held & Market Analytics

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

### SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<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
BLACKSTONE INFRASTRUCTURE PRTNRS F 2 L. DTD 10/01/2024 0.000% --	BKSTONE63	SA495	900,000.00	1.00	900,000.00	103.72	933,464.00	33,464.00	2.14
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0090	F_GOLUB	1,101,466.00	1.00	1,101,466.00	128.03	1,410,237.07	308,771.07	3.24
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0090	F_GOLUB	180,000.00	1.00	180,000.00	128.03	230,458.93	50,458.93	0.53
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	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	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% --	NBSOFV007	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% --	NBSOFV007	F_NBF	80,433.93	1.00	80,433.93	139.08	111,865.87	31,431.94	0.25
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	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	130,837.59	1.00	130,837.59	139.08	181,966.25	51,128.66	0.42
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	105,000.00	1.00	105,000.00	139.08	146,031.86	41,031.86	0.34
<b>Security Type Sub-Total</b>			<b>4,255,906.02</b>		<b>4,255,906.02</b>	<b>2,782.90</b>	<b>5,363,830.73</b>	<b>1,107,924.71</b>	<b>12.31</b>

**Detail of Securities Held & Market Analytics**

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

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]									
Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Managed Account Sub-Total			6,847,482.57		43,172,382.25	4,302.31	43,558,800.52	386,418.27	100.01
Securities Sub-Total			\$6,847,482.57		\$43,172,382.25	\$4,302.31	\$43,558,800.52	\$386,418.27	100.01%
Accrued Interest							\$0.00		
Total Investments							\$43,558,800.52		

## Portfolio Summary and Statistics

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

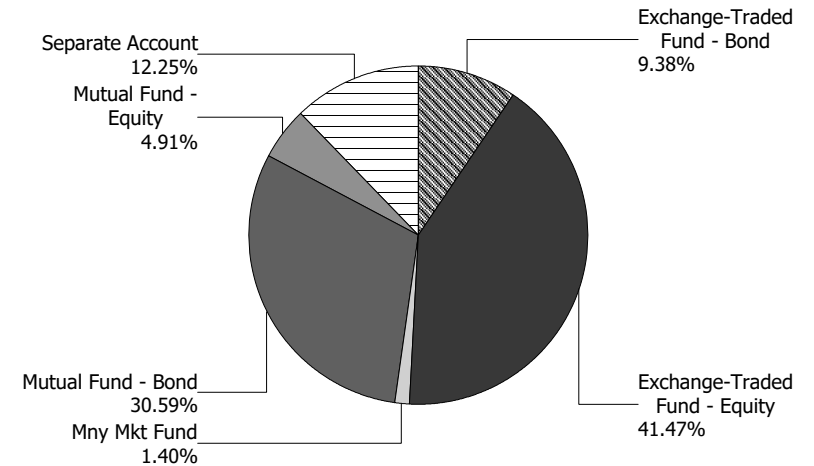
SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [REDACTED]

### Account Summary

Description	Par Value	Market Value	Percent
Separate Account	4,255,906.02	5,363,830.62	12.25
Mutual Fund - Equity	83,710.42	2,150,404.90	4.91
Mutual Fund - Bond	1,315,331.63	13,388,644.12	30.59
Money Market Mutual Fund	611,306.61	611,306.61	1.40
Exchange-Traded Fund - Equity	645,090.00	18,155,675.61	41.47
Exchange-Traded Fund - Bond	41,446.00	4,103,982.92	9.38
<b>Managed Account Sub-Total</b>	<b>6,952,790.68</b>	<b>43,773,844.78</b>	<b>100.00%</b>
Accrued Interest		0.00	
<b>Total Portfolio</b>	<b>6,952,790.68</b>	<b>43,773,844.78</b>	

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

### Sector Allocation



## Detail of Securities Held & Market Analytics

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

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

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Exchange-Traded Fund - Bond</b>									
ISHARES CORE U.S. AGGREGATE	464287226	8278395	4,049.00	98.87	400,324.63	99.02	400,931.98	607.35	0.92
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,372.00	99.12	334,232.64	99.02	333,895.44	(337.20)	0.76
ISHARES CORE U.S. AGGREGATE	464287226	8278395	17,290.00	98.64	1,705,485.60	99.02	1,712,055.80	6,570.20	3.91
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,317.00	96.40	319,758.80	99.02	328,449.34	8,690.54	0.75
ISHARES CORE U.S. AGGREGATE	464287226	8278395	6,272.00	92.76	581,790.09	99.02	621,053.44	39,263.35	1.42
ISHARES CORE U.S. AGGREGATE	464287226	8278395	7,146.00	97.84	699,164.64	99.02	707,596.92	8,432.28	1.62
<b>Security Type Sub-Total</b>			<b>41,446.00</b>		<b>4,040,756.40</b>	<b>594.12</b>	<b>4,103,982.92</b>	<b>63,226.52</b>	<b>9.38</b>
<b>Exchange-Traded Fund - Equity</b>									
SCHWAB US LARGE-CAP ETF	808524201	17333747	501,560.00	22.54	11,306,834.27	21.93	10,999,210.80	(307,623.47)	25.13
SCHWAB US LARGE-CAP ETF	808524201	17333747	43,384.00	22.81	989,589.04	21.93	951,411.12	(38,177.92)	2.17
VANGUARD FTSE DEVELOPED ETF	921943858	12373850	17,313.00	52.35	906,332.09	52.87	915,338.31	9,006.22	2.09
VANGUARD TOTAL INTL STOCK	921909768	23836382	46,985.00	63.70	2,992,944.50	63.86	3,000,462.10	7,517.60	6.85
VANGUARD TOTAL INTL STOCK	921909768	23836382	2,470.00	56.52	139,604.40	63.86	157,734.20	18,129.80	0.36
VANGUARD TOTAL INTL STOCK	921909768	23836382	16,886.00	47.86	808,160.58	63.86	1,078,339.96	270,179.38	2.46
VANGUARD TOTAL INTL STOCK	921909768	23836382	6,003.00	61.64	370,024.92	63.86	383,351.58	13,326.66	0.88
VANGUARD TOTAL INTL STOCK	921909768	23836382	3,770.00	52.06	196,266.20	63.86	240,752.20	44,486.00	0.55
VANGUARD TOTAL INTL STOCK	921909768	23836382	2,469.00	56.19	138,733.11	63.86	157,670.34	18,937.23	0.36
VANGUARD TOTAL INTL STOCK	921909768	23836382	1,375.00	54.44	74,855.00	63.86	87,807.50	12,952.50	0.20
VANGUARD TOTAL INTL STOCK	921909768	23836382	2,875.00	51.81	148,953.46	63.86	183,597.50	34,644.04	0.42
<b>Security Type Sub-Total</b>			<b>645,090.00</b>		<b>18,072,297.57</b>	<b>607.61</b>	<b>18,155,675.61</b>	<b>83,378.04</b>	<b>41.47</b>
<b>Money Market Mutual Fund</b>									
FIRST AM GOV OBLIG-Z DTD 01/01/2010 0.000% --	31846V567	351477	611,306.61	1.00	611,306.61	100.00	611,306.61	0.00	1.40
<b>Security Type Sub-Total</b>			<b>611,306.61</b>		<b>611,306.61</b>	<b>100.00</b>	<b>611,306.61</b>	<b>0.00</b>	<b>1.40</b>
<b>Mutual Fund - Bond</b>									
BAIRD CORE PLUS BOND-INST	057071870	7001692	498,399.98	10.74	5,354,051.40	10.17	5,068,727.77	(285,323.63)	11.58



## Detail of Securities Held & Market Analytics

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

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

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Mutual Fund - Bond</b>									
BBH LIMITED DURATION-I	05528X851	7344118	0.03	10.29	0.35	10.45	0.36	0.01	0.00
NUVEEN CORE BOND FUND-R6	87244W607	7580345	289,783.08	9.16	2,653,934.15	9.14	2,648,617.39	(5,316.76)	6.05
PGIM TOTAL RETURN BOND-R6	74440B884	168981	325,147.34	13.15	4,276,385.22	12.00	3,901,768.10	(374,617.12)	8.91
VOYA INTERMEDIATE BOND-R6	92913L569	212412	202,001.20	9.60	1,938,843.19	8.76	1,769,530.50	(169,312.69)	4.04

<b>Security Type Sub-Total</b>			<b>1,315,331.63</b>		<b>14,223,214.31</b>	<b>50.52</b>	<b>13,388,644.12</b>	<b>(834,570.19)</b>	<b>30.58</b>
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<b>Mutual Fund - Equity</b>									
COLUMBIA SMALL CAP GRW-INST3	19765Y340	195897	9,529.75	28.07	267,500.00	25.65	244,438.01	(23,061.99)	0.56
GLDMN SCHS GQG PRT INTL-INST	38147N293	51973400	36,802.24	19.35	712,235.01	21.56	793,456.23	81,221.22	1.81
HRDNG LVNR INTL EQTY-INST	412295107	175052	19,647.37	28.63	562,530.78	26.72	524,977.72	(37,553.06)	1.20
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	10575468	12,919.82	15.22	196,610.96	17.14	221,445.78	24,834.82	0.51
UNDISC MGRS BEHAV VAL-R6	904504479	1428076	4,811.24	87.23	419,694.20	76.09	366,087.16	(53,607.04)	0.84

<b>Security Type Sub-Total</b>			<b>83,710.42</b>		<b>2,158,570.95</b>	<b>167.16</b>	<b>2,150,404.90</b>	<b>(8,166.05)</b>	<b>4.92</b>
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<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	0.11
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
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
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

## Detail of Securities Held & Market Analytics

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

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

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<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
BLACKSTONE INFRASTRUCTURE PRTNRS F 2 L. DTD 10/01/2024 0.000% --	BKSTONE64	SA496	900,000.00	1.00	900,000.00	103.72	933,464.00	33,464.00	2.13
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0091	F_GOLUB	1,101,466.00	1.00	1,101,466.00	128.03	1,410,237.07	308,771.07	3.22
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0091	F_GOLUB	180,000.00	1.00	180,000.00	128.03	230,458.93	50,458.93	0.53
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	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	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	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	180,319.43	1.00	180,319.43	139.08	250,784.58	70,465.15	0.57
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	105,000.00	1.00	105,000.00	139.08	146,031.86	41,031.86	0.33
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
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	309,750.00	1.00	309,750.00	139.08	430,793.98	121,043.98	0.98
<b>Security Type Sub-Total</b>			<b>4,255,906.02</b>		<b>4,255,906.02</b>	<b>2,782.90</b>	<b>5,363,830.62</b>	<b>1,107,924.60</b>	<b>12.25</b>

**Detail of Securities Held & Market Analytics**

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

SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [REDACTED]									
Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Managed Account Sub-Total			6,952,790.68		43,362,051.86	4,302.31	43,773,844.78	411,792.92	100.00
Securities Sub-Total			\$6,952,790.68		\$43,362,051.86	\$4,302.31	\$43,773,844.78	\$411,792.92	100.00%
Accrued Interest							\$0.00		
Total Investments							\$43,773,844.78		

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

DATE: June 25, 2025

**APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Ridership Report for April 2025

Summary:

Monthly Ridership			Monthly Variance	
	Apr-25	Apr-24	Net	Percent
Fixed Route	229,700	229,197	503	0.2%
SunRide	1,739	2,045	(306)	(15.0%)
Taxi Voucher*	156	95	61	64.2%
SunDial	9,422	10,009	(587)	(5.9%)
<b>Total</b>	<b>241,017</b>	<b>241,346</b>	<b>(329)</b>	<b>(0.1%)</b>

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

Yearly Ridership	
<b>Fiscal Year 2025</b>	2,389,227
<b>Fiscal Year 2024</b>	2,270,535
<b>Ridership Increase</b>	<b>118,693</b>

Fiscal year to date system ridership increased by 118,693 rides or 5.23% 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.

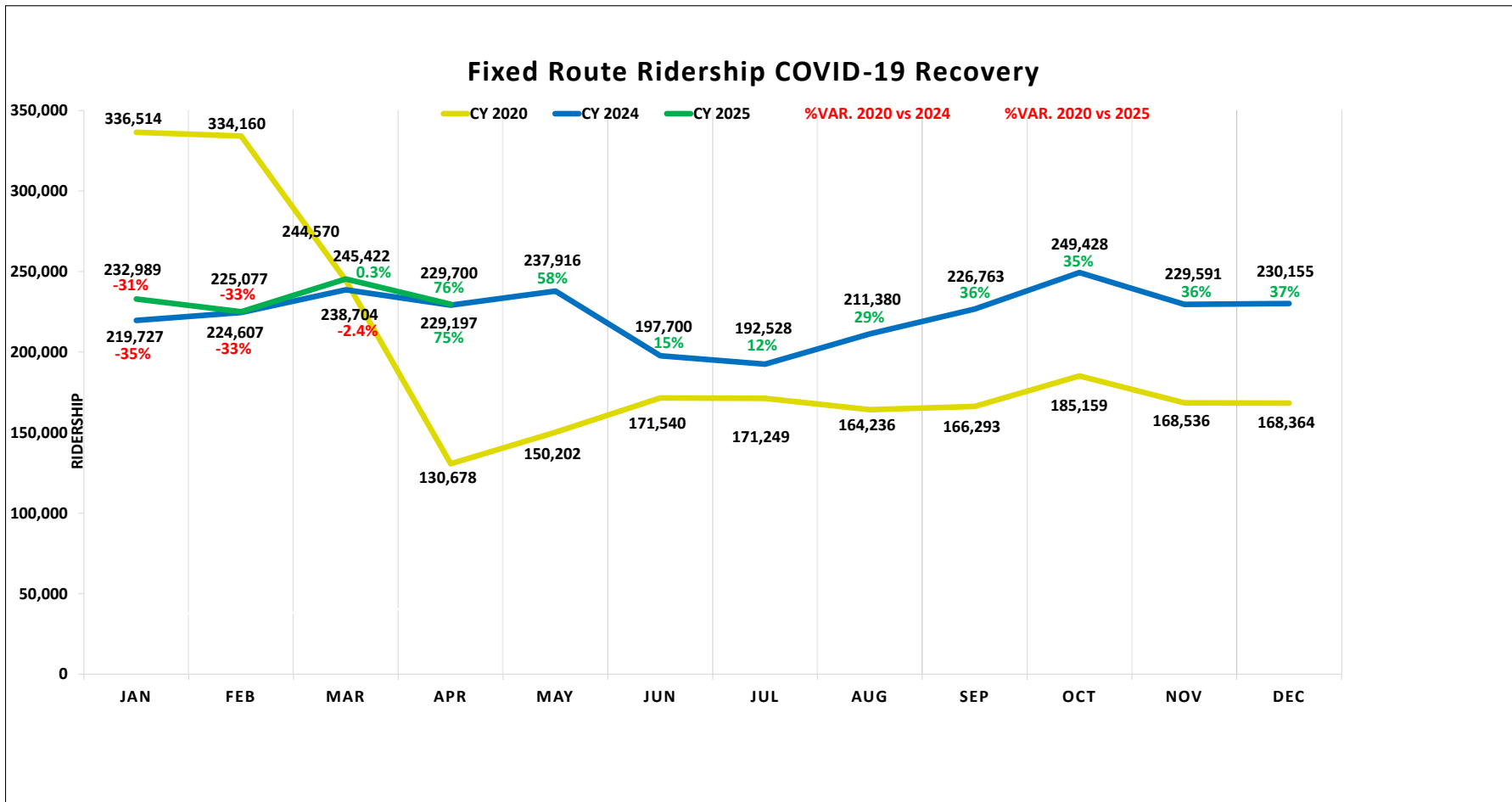


# SunLine Transit Agency Monthly Ridership Report April 2025

Fixed Route		FY 2025		FY 2024		Monthly KPI		Bikes		Wheelchairs	
		Apr 2025	Apr 2024	YTD	YTD	Passengers/ Rev. Hours	Passengers/ Rev. Miles				
		Monthly	FYTD	Monthly	FYTD						
Route 1EV	Coachella - Hwy 111 - Palm Desert Mall	48,819	50,557	498,193	493,485	20.0	1.6	2,024	18,737	213	2,662
Route 1WV	Palm Springs - Hwy 111 - Palm Desert Mall	38,417	39,089	383,748	373,180	15.8	1.3	1,091	12,835	228	3,106
Route 2	Desert Hot Springs - Palm Springs - Cathedral City	63,322	62,006	641,394	600,264	18.7	1.4	1,768	17,217	538	5,093
Route 3	Desert Hot Springs - Desert Edge	7,230	8,294	77,613	70,858	10.1	0.6	265	2,740	92	925
Route 4	Westfield Palm Desert - Palm Springs	20,636	20,441	199,707	185,742	11.5	0.8	597	5,503	165	1,217
Route 5	Desert Hot Springs - CSUSB - Palm Desert	3,015	2,626	27,063	17,694	5.8	0.3	106	826	23	168
Route 6	Coachella - Fred Waring - Westfield Palm Desert	5,358	4,931	46,887	31,799	8.9	0.7	169	1,541	46	296
Route 7	Bermuda Dunes - Indian Wells - La Quinta	8,000	7,944	77,318	76,593	9.8	0.8	397	3,454	7	188
Route 8	North Indio - Coachella -Thermal/Mecca	16,625	17,809	162,828	154,163	10.9	0.8	552	4,637	60	818
Route 9	North Shore - Mecca - Oasis	5,130	4,788	46,235	46,187	8.1	0.4	65	749	7	117
Route 10	Indio - CSUSB - San Bernardino - Metrolink	3,933	3,605	33,853	30,317	20.0	0.2	26	2,077	6	345
Route 200 SB	Palm Springs High School AM Tripper	118	79	1,576	1,643	14.0	0.7		6	-	1
Route 500 SB	Westfield Palm Desert PM Tripper	170	378	1,388	2,962	9.4	1.5	-	3	-	-
Route 700 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo AM Tripper	302	214	2,652	3,008	14.7	1.1	-	6	-	-
Route 701 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo PM Tripper	788	646	8,400	7,369	95.6	2.8	-	22	-	7
Route 800 NB	Shadow Hills High School AM Tripper	4,175	2,360	33,069	17,693	226.5	12.1	1	7	1	12
Route 801 SB	Jackson / 44th PM Tripper	3,424	2,454	25,990	21,289	178.0	11.9	18	19	7	8
Route 802 SB	Hwy 111 / Golf Center Pkwy PM Tripper	51	231	2,157	4,130	14.2	0.6	-	-	-	2
Route 803 NB	Shadow Hills High School AM Tripper	187	745	2,963	11,796	25.2	0.2	-	-	-	-
Fixed Route Total		229,700	229,197	2,273,033	2,150,172	14.8	1.0	7,079	70,379	1,393	14,965
SunRide		1,739	2,045	21,502	18,496						
Taxi Voucher		156	95	1,470	1,754						
SunDial		9,422	10,009	93,222	100,113	1.9	0.1				
System Total		241,017	241,346	2,389,227	2,270,535	10.7	0.8				
		Apr-25	Apr-24								
Weekdays:		22	22								
Saturdays:		4	4								
Sundays:		4	4								
Total Days:		30	30								

Haul Pass COD contributed with 7,673 rides, CSUSB with 2,406 rides.

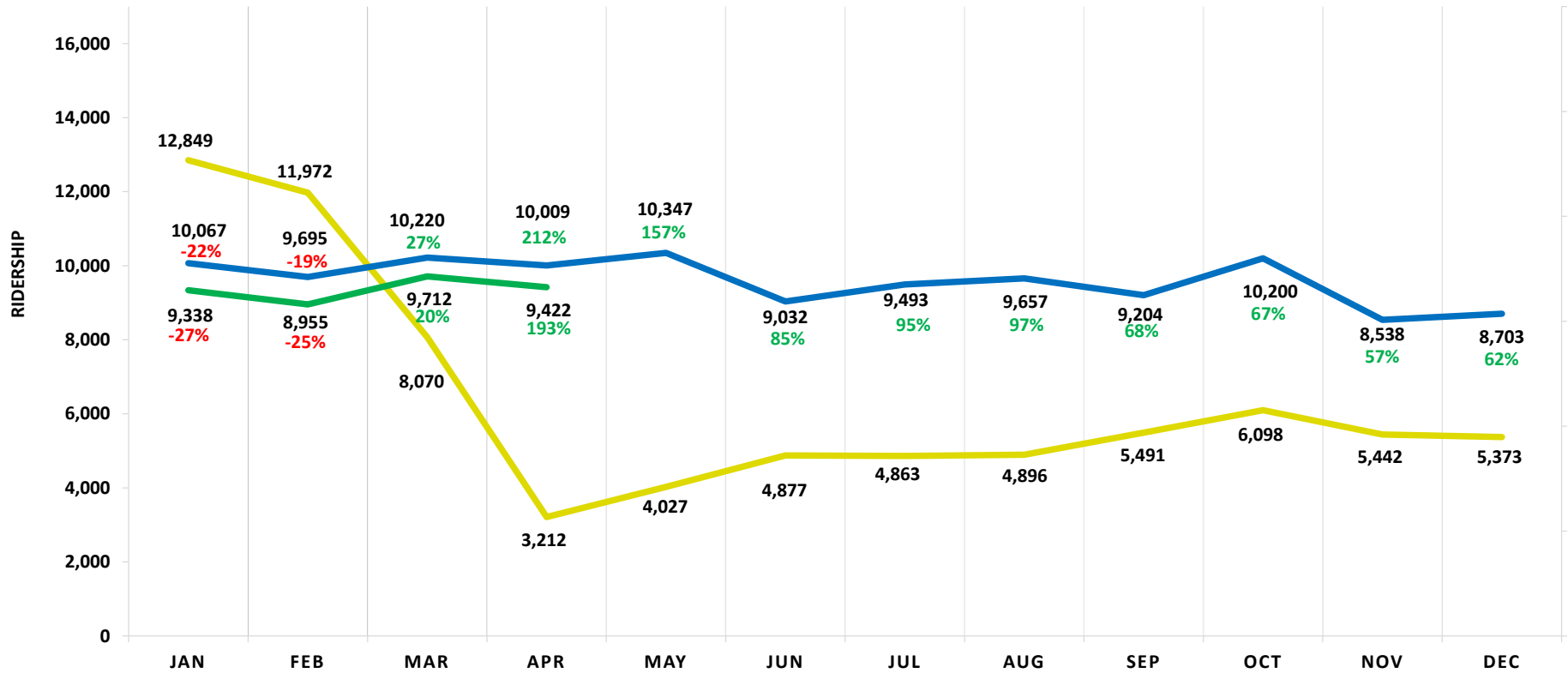
Mobile Ticketing contributed with 47,521 rides, the total for April 2025 includes 87 paratransit mobile tickets.



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

## Paratransit Ridership COVID-19 Recovery

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



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

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

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

DATE: June 25, 2025

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

RE: Acceptance of SunDial Operational Notes for April 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 April 2025 where 9,422, which is a decrease of 587 passengers or 5.8% when compared to April 2024. Mobility device boardings for April 2025 decreased by 336 or 24.4% when compared to April 2024. During this month, the field supervisors conducted a total of 64 onboard inspections and 63 safety evaluations, which included pre-trip inspections and trailing evaluations. The supervisors have exceeded their monthly on-board evaluations goal of 60 by 4, which is a decrease of 27.2% when compared to April 2024. Similarly, they have also exceeded their safety evaluations goal of 60 by 3, which is a decrease of 27.5% when compared to April 2024.

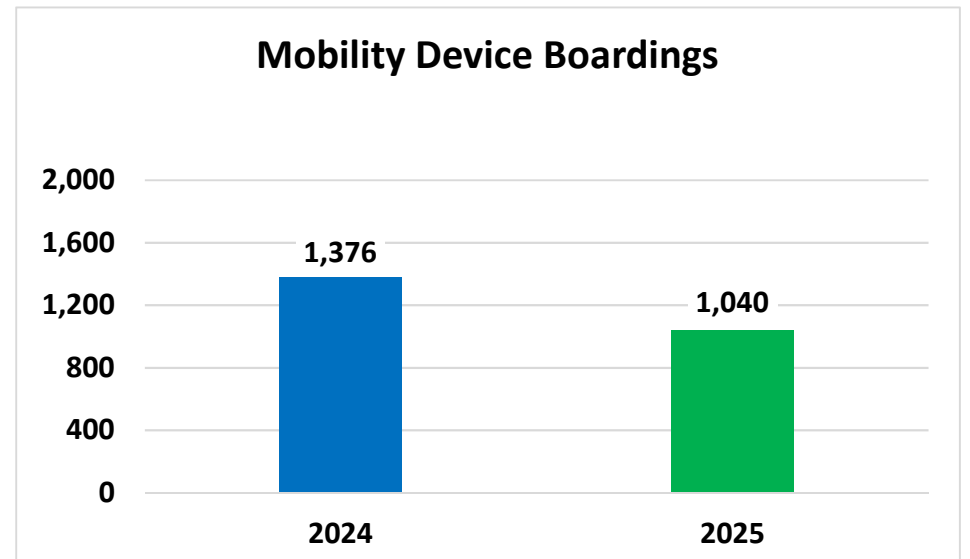
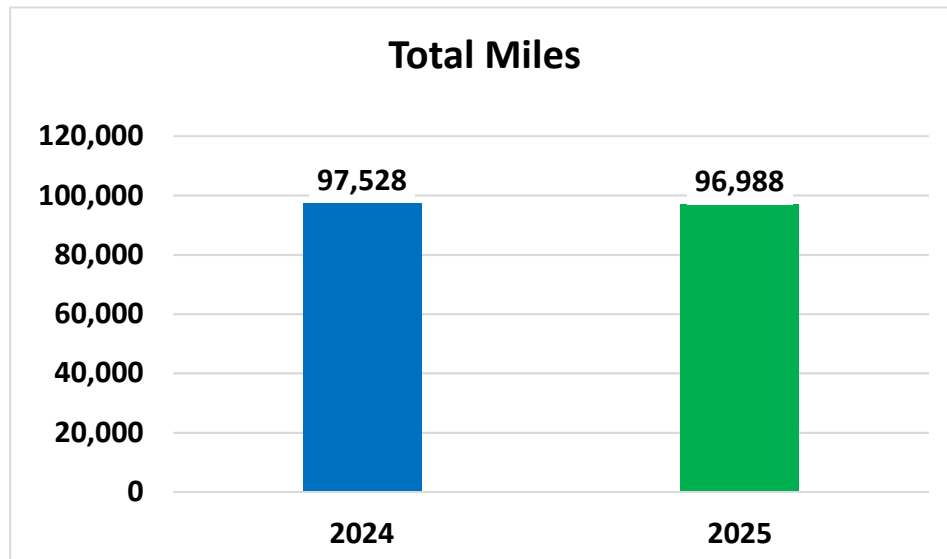
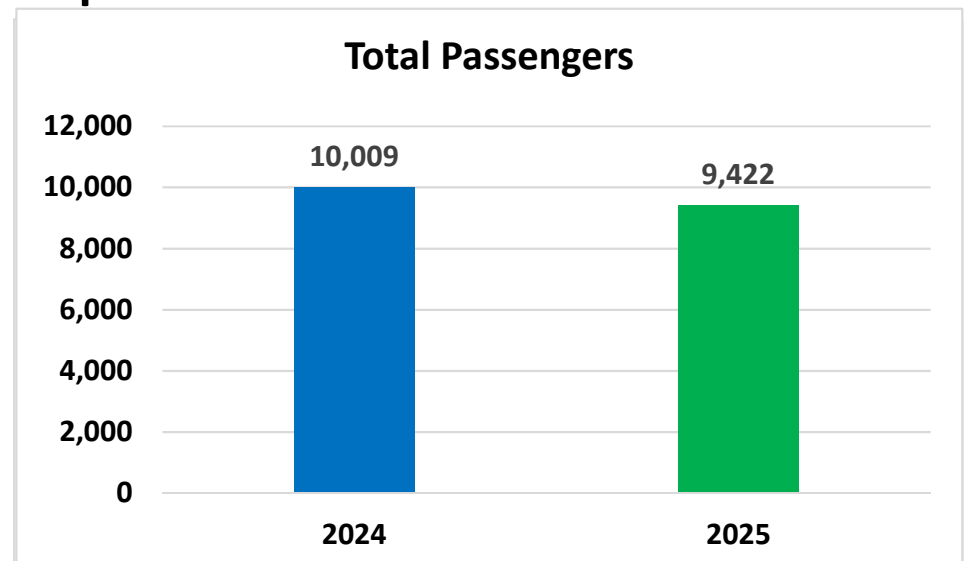
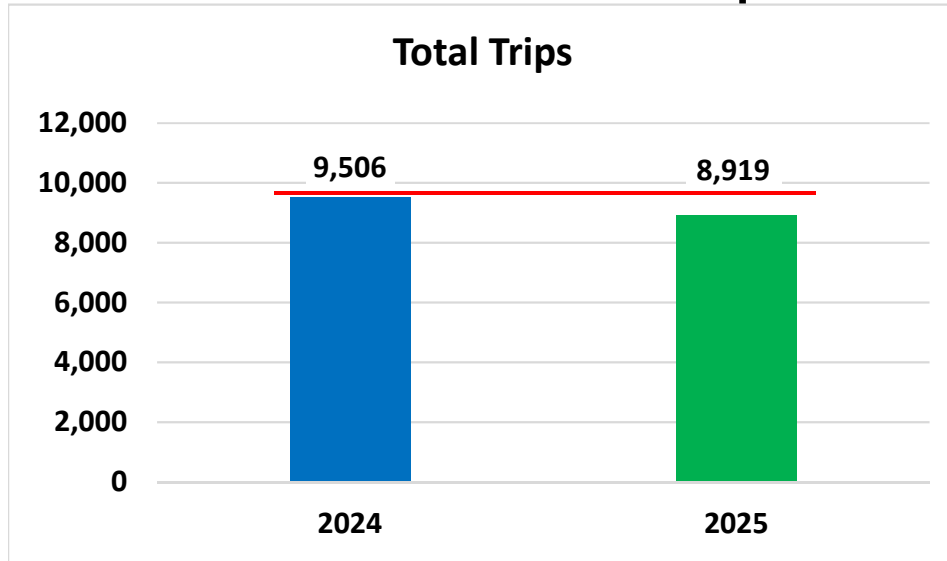
Recommendation:

Approve.



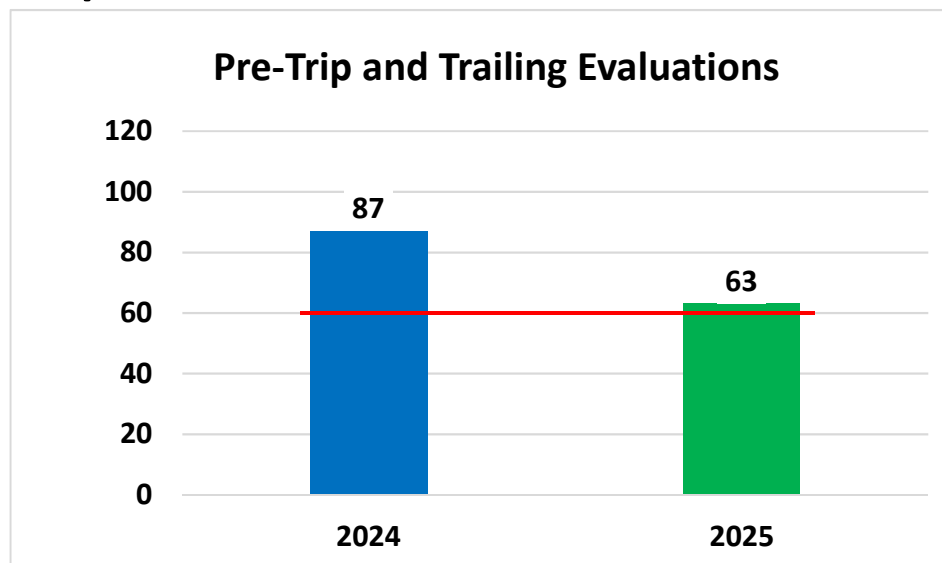
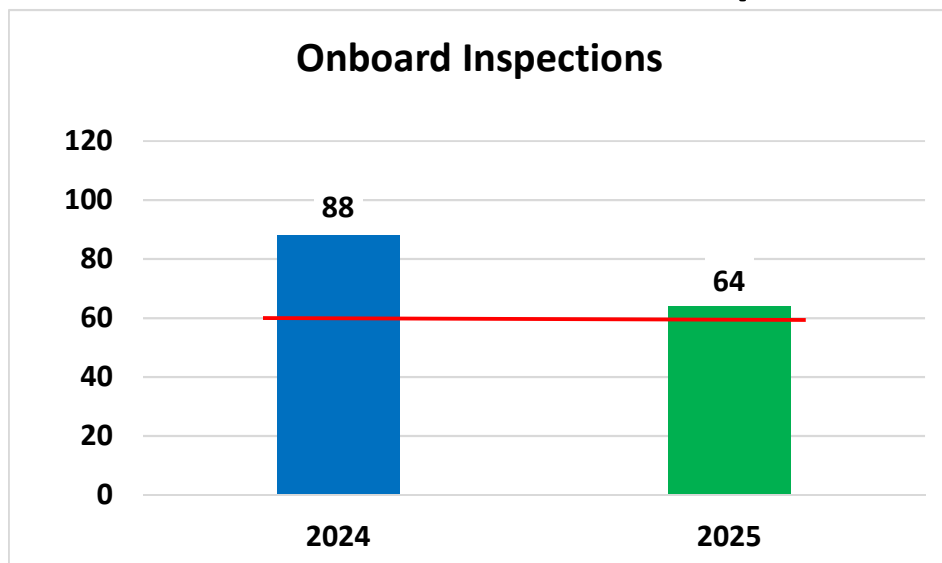
## Paratransit Operational Charts

### April 2024 vs. April 2025



## Paratransit Operational Charts

### April 2024 vs. April 2025



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

DATE: June 25, 2025 **APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Metrics for April 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

April marked the first full month of service from Via, our new turnkey micro transit provider. Ridership dropped 24% systemwide associated with the provider change from RideCo to Via. This is a smaller decline than the 38% seen during the 2021 provider change from TransLoc to RideCo. This is attributed to proactive marketing and communication ahead of the transition.

- New Performance Measures:
  - On-Time Performance: A new chart tracks Deviation ETA vs. Actual Arrival to assess punctuality.
  - Unmet Ride Requests – Seat Unavailable: Defined as either vans being full or unable to reach a rider within 45 minutes.
- April Ridership Highlights:
  - Total Ridership: 1,739 passengers – decrease of 29% with 2,451 passengers compared to March 2025.

- Cathedral City: 115 passengers – decrease of 47% in ridership compared to 216 passengers in March 2025 (due to construction and seats unavailable).
- Coachella: 129 passengers – increase of 5% in ridership compared to 120 passengers in March 2025.
- Desert Hot Springs/Desert Edge: 95 passengers – decrease of 66% in ridership compared to 280 passengers in March 2025 (due to road closures and seat availability).
- Indio: 595 passengers – increase of 8% in ridership compared to 569 passengers in March 2025.
- La Quinta: 19 passengers – increase of 6% in ridership compared to 18 passengers in March 2025.
- Mecca/North Shore: 48 passengers – decrease of 67% in ridership compared to 147 passengers in March 2025 (due to seat availability).
- Palm Desert: 599 passengers – decrease of 22% in ridership compared to 766 passengers in March 2025 (due to seat availability).
- Palm Springs: 139 passengers – decrease of 59% in ridership compared to 335 passengers in March 2025 (due to seat availability).

#### Fixed Route

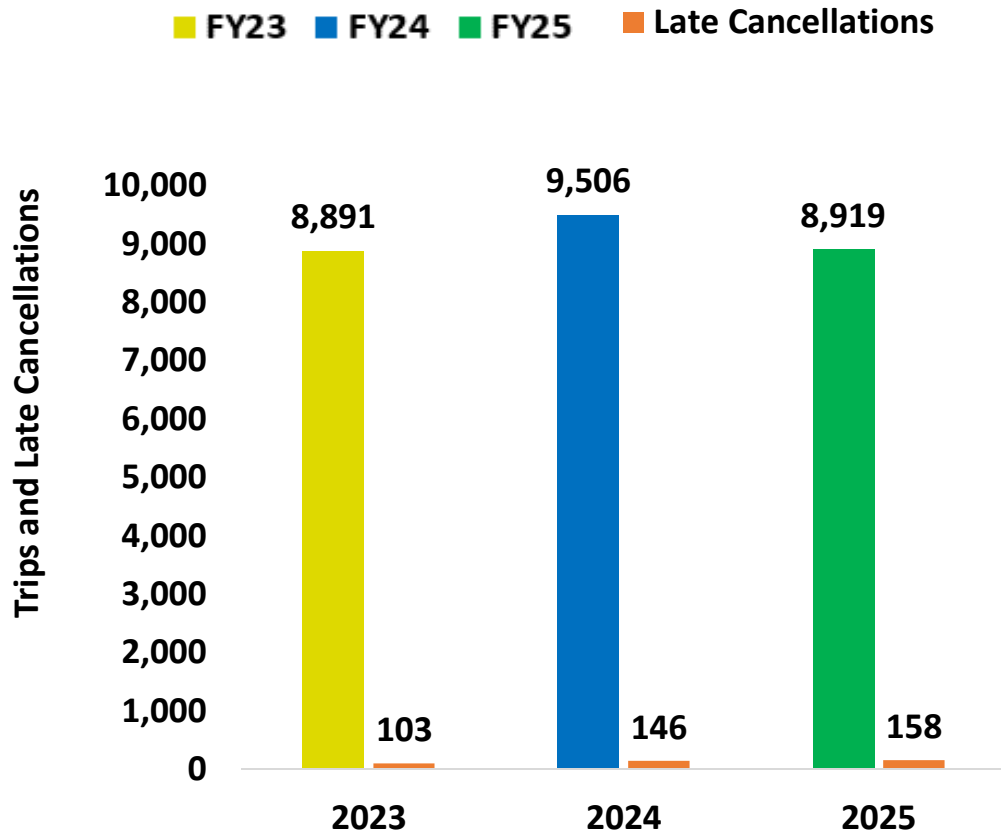
Due to ongoing bus technology upgrades, on-time performance (OTP) reporting will be temporarily paused to ensure data accuracy during system testing and calibration. Reporting will resume once the new system is fully implemented and validated.

- For April 2025, 24% of fixed route operator workforce was absent when compared to April 2024 at 21%.
- For April 2025, the fixed route operator workforce had 127 operators, compared to 147 operators in April 2024.

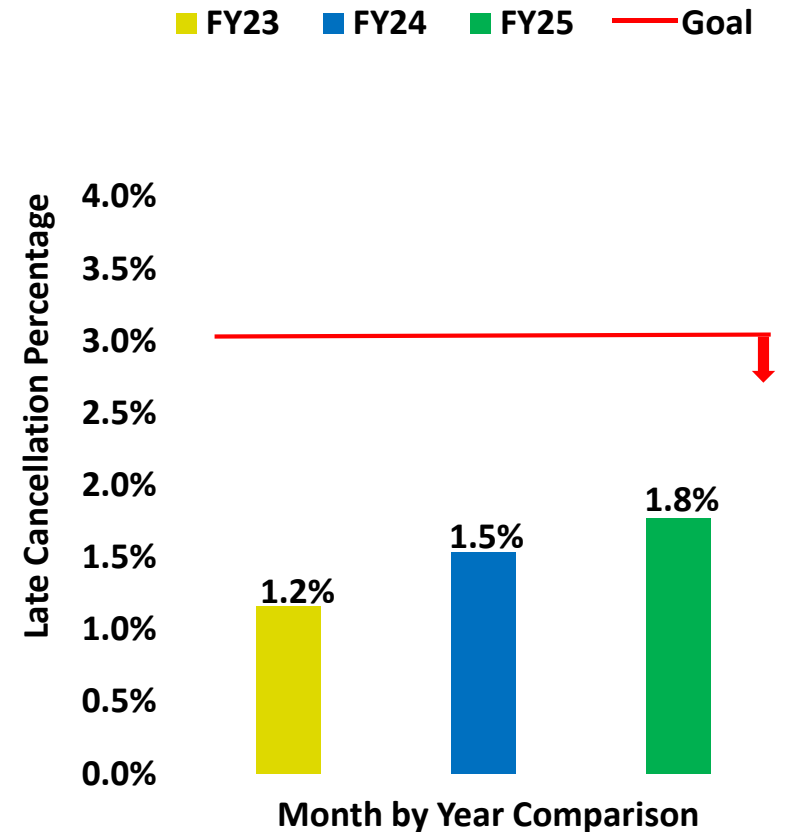
#### Recommendation:

Approve.

## Paratransit Total Trips vs. Late Cancellations April



## Late Cancellations by Percentage

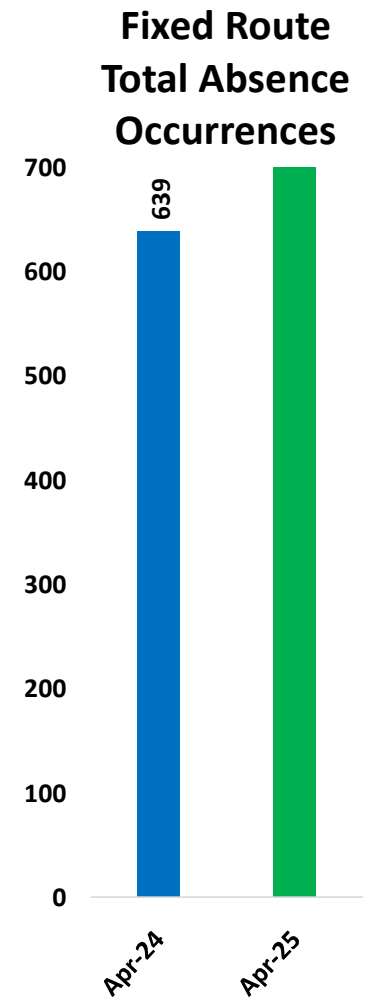
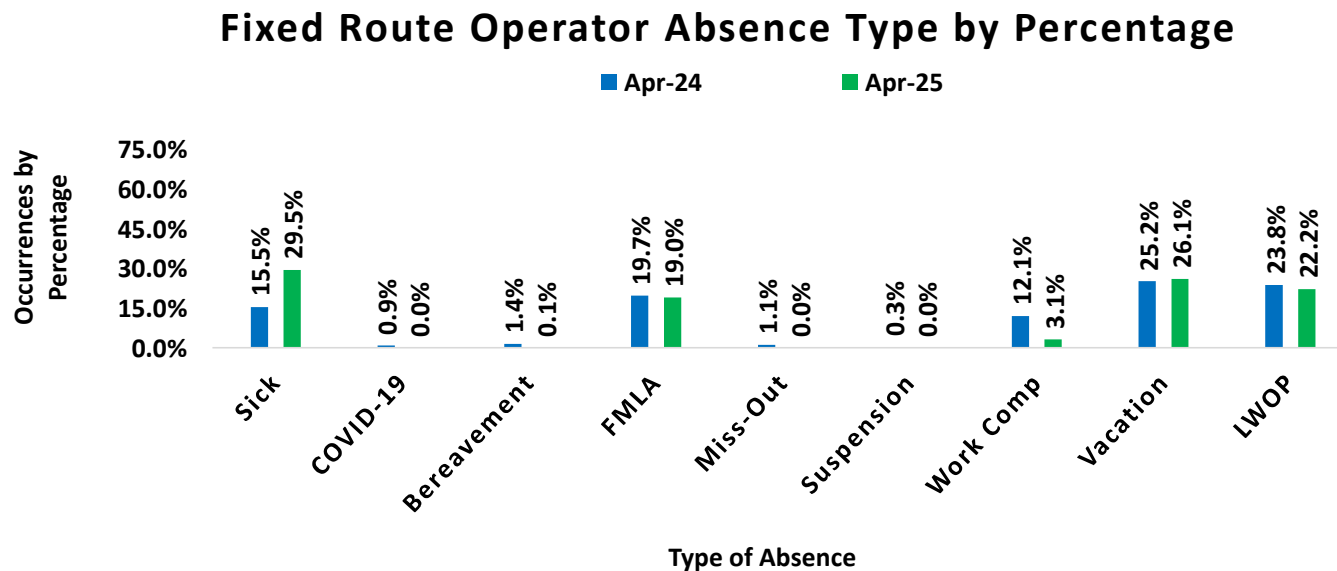
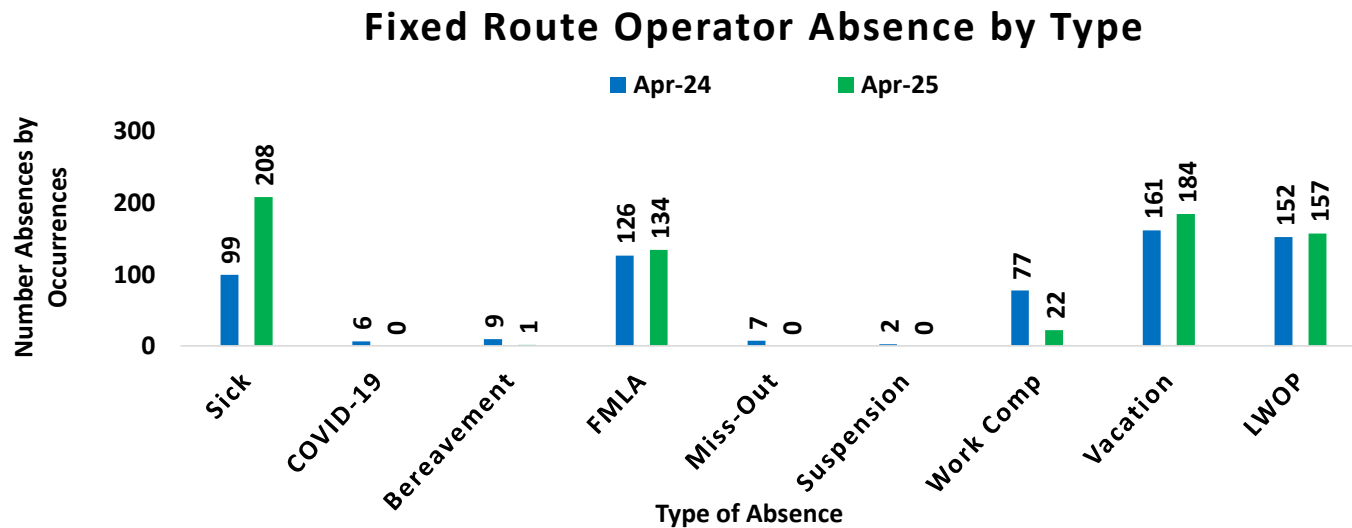


Trip: A one-way trip booked by the rider. A round trip is counted as two (2) trips.

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

Goal for Late Cancellations: 3% or below.

Total Trips: Total one-way trips completed.

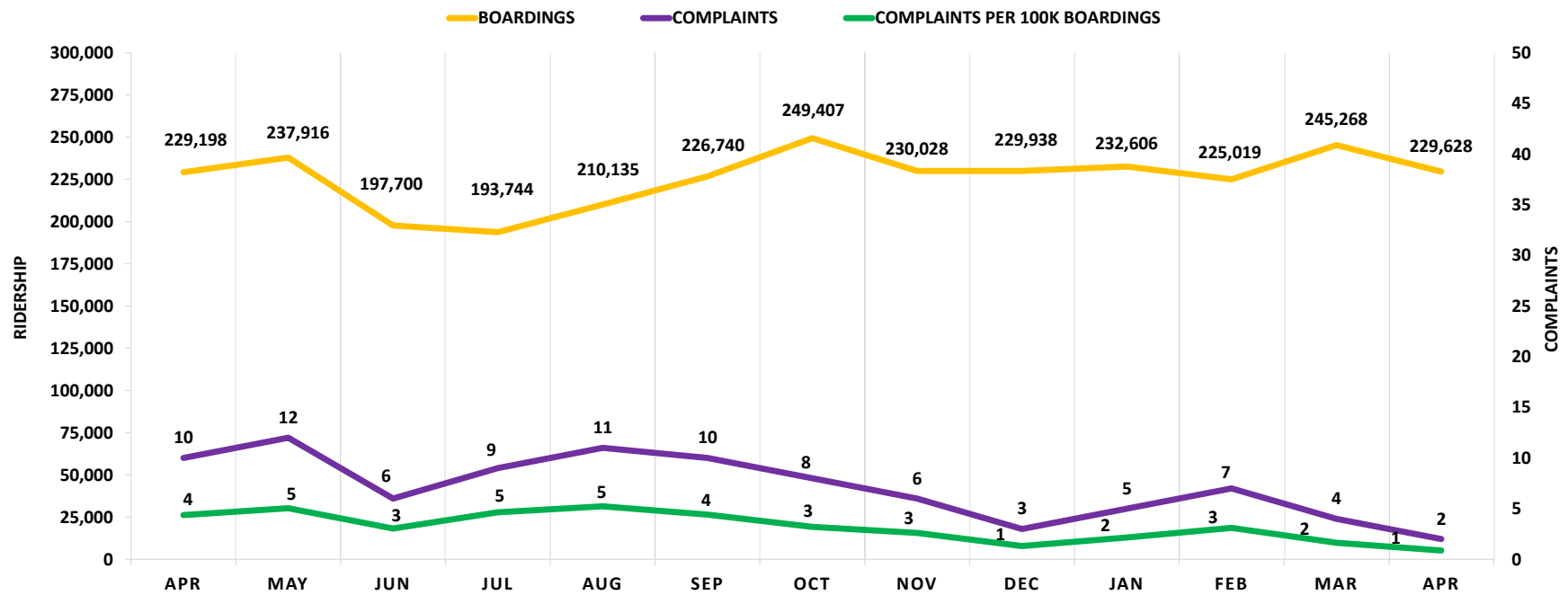


This chart includes unplanned/unscheduled and COVID-19 absences for Fixed Route drivers.

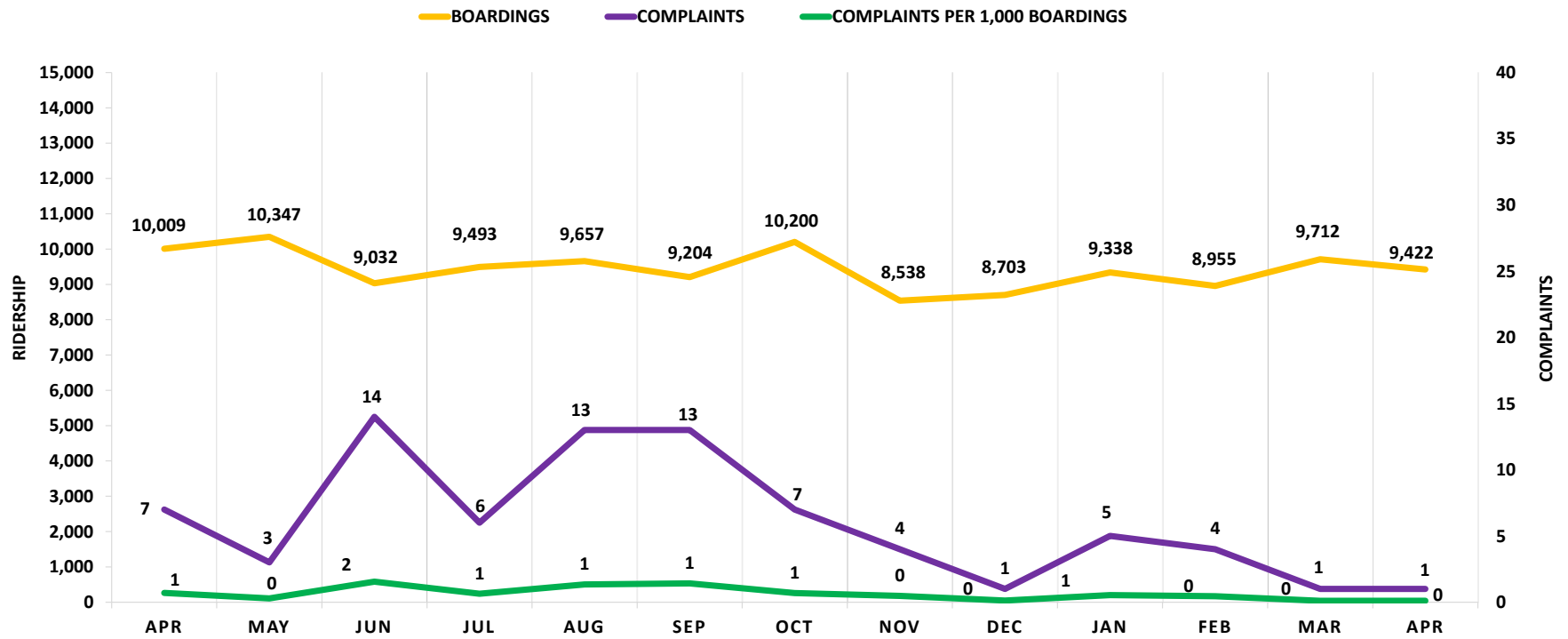
For the month of April 2025, 24% of SunLine's fixed route operator workforce was absent when compared to April 2024 at 21%.

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

## Fixed Route Customer Complaints April 2024 to April 2025

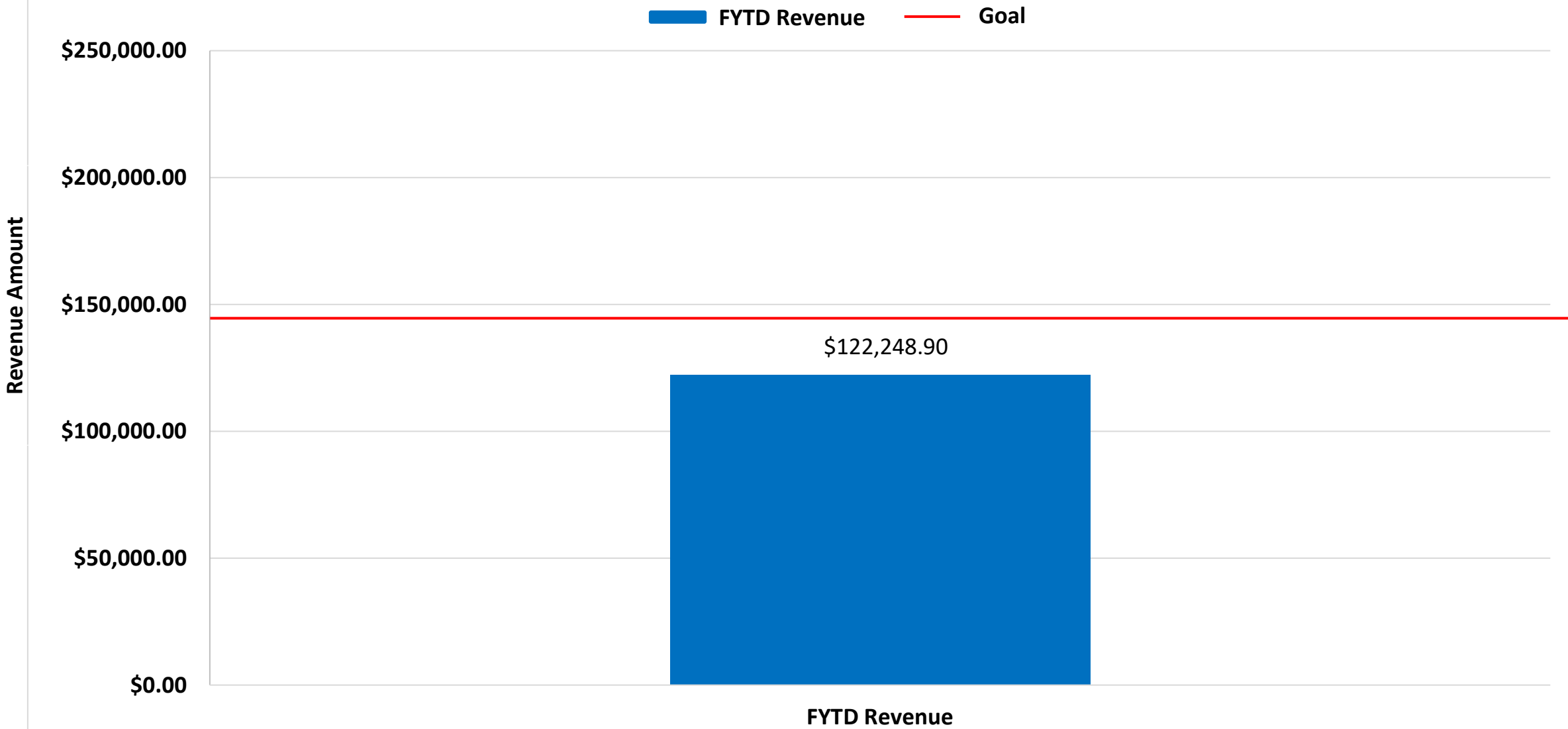


## Paratransit Customer Complaints April 2024 to April 2025





Advertising Revenue  
FYTD Revenue vs. Yearly Goal  
April 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*).

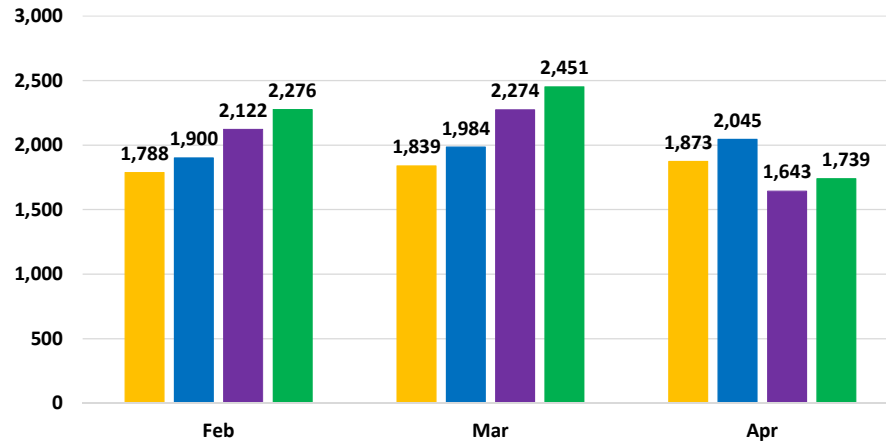
## SunRide System-Wide Metrics CYTD 2025

**Total Completed Trips: 8,234**

**Total Number of Passengers: 8,817**

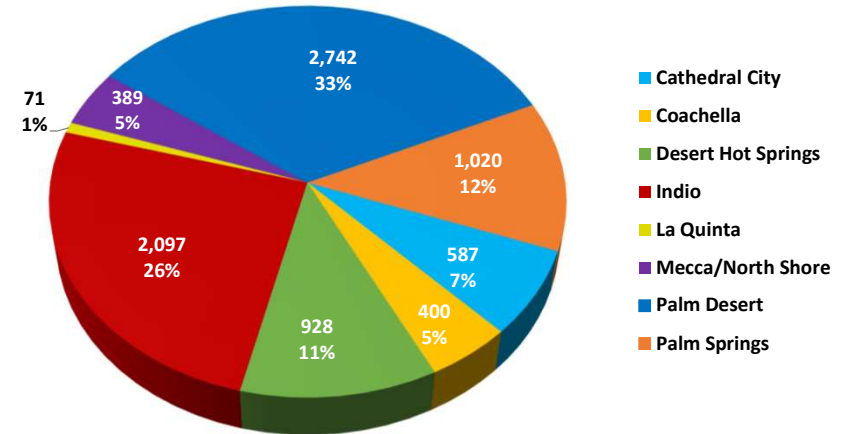
**Three Month Ridership Comparison**

Trips CY24 PAX CY24 Trips CY25 PAX CY25



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

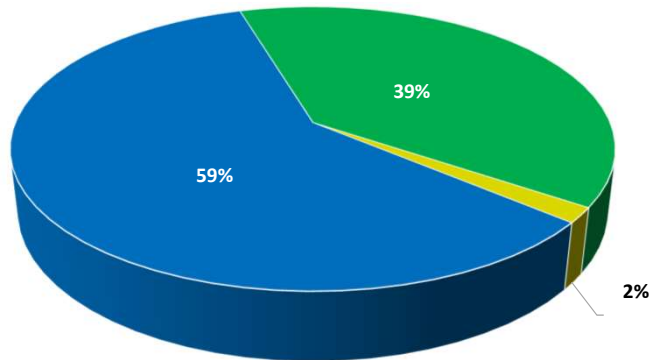
**Trips by Zone  
CYTD 2025**



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**

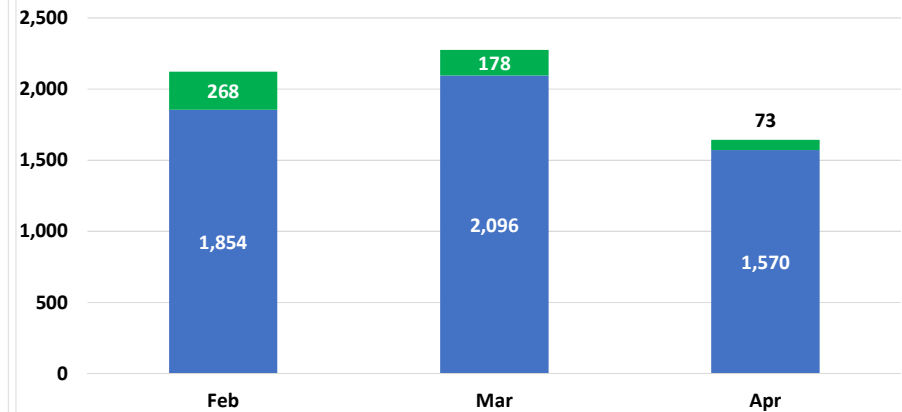
Credit Card Cash Manual Transfer Card



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.



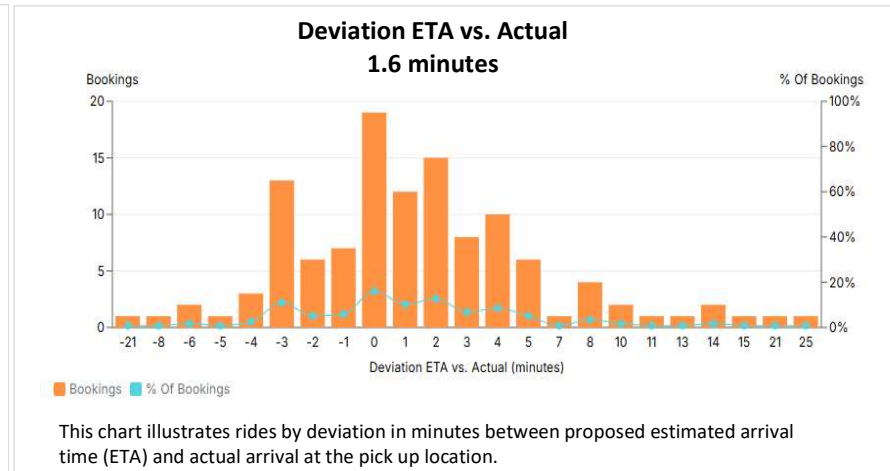
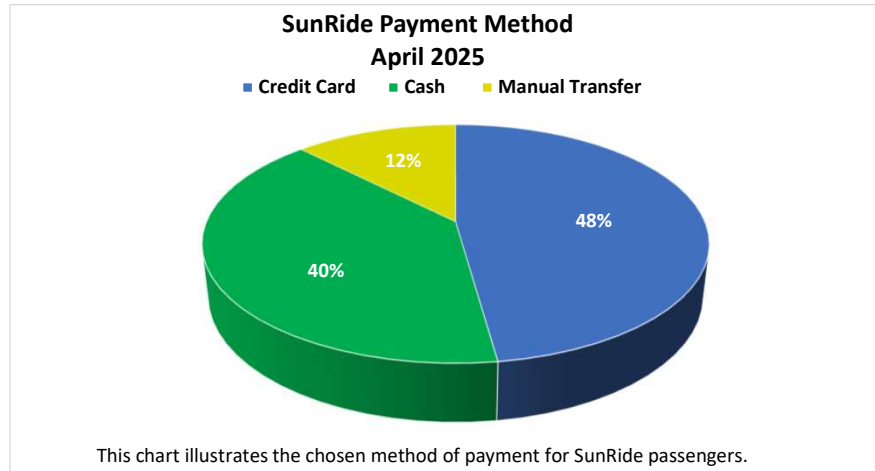
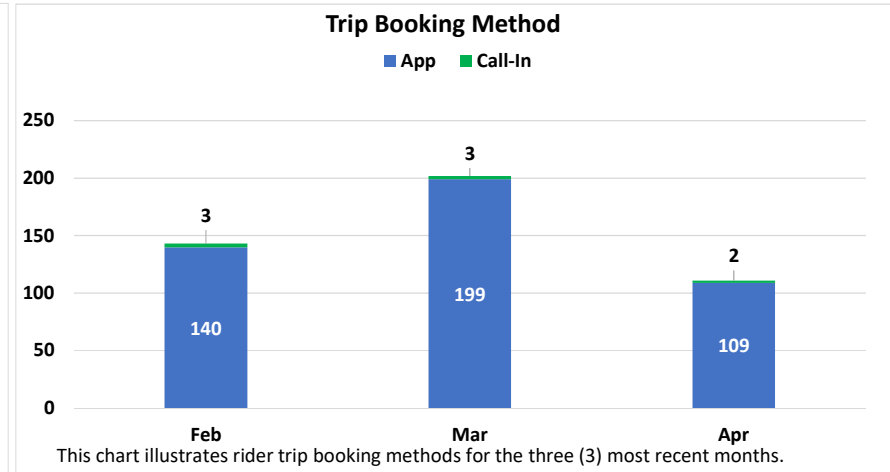
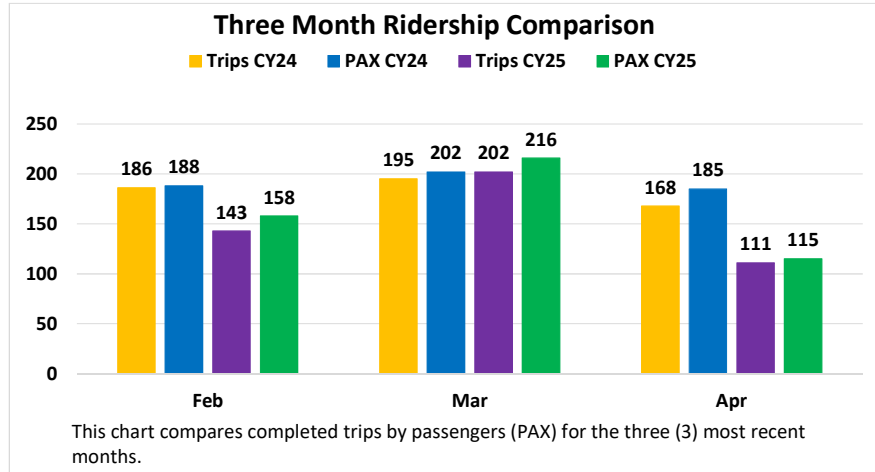
**Percentage of Trips System-wide as Ridesharing: 20%.**

[Based on No. of Shared Rides for the month (322) divided by Total Trips Completed (1,643)].

## Cathedral City Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 587**

**Total Number of Passengers: 628**



**Percentage of Trips as Ridesharing: Five (5) percent.**  
 [Based on No. of Shared Rides for the month (6) divided by Total Trips Completed (111).]

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

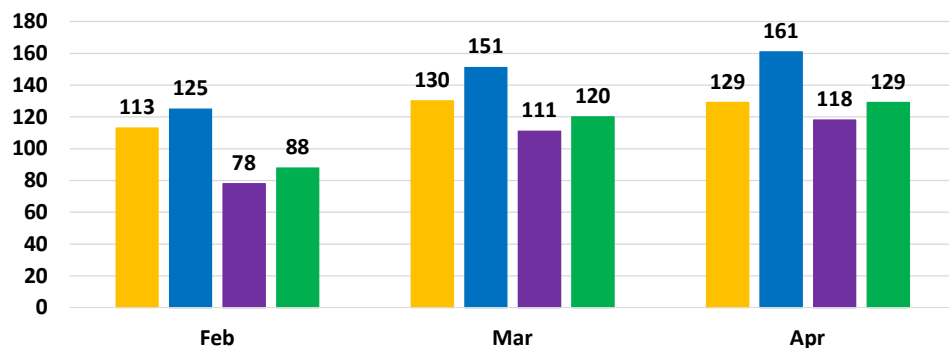


## Coachella Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 400**

### Three Month Ridership Comparison

Trips CY24 PAX CY24 Trips CY25 PAX CY25

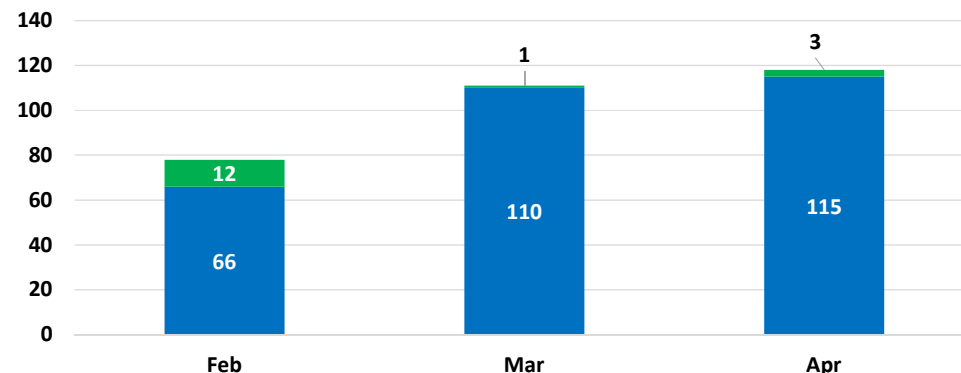


This chart compares completed trips by passengers (PAX) for the three (3) most recent months.

**Total Number of Passengers: 435**

### Trip Booking Method

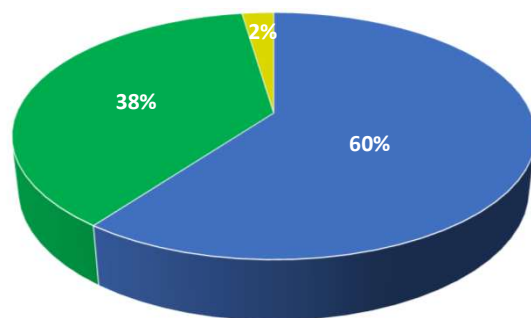
App Call-In



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

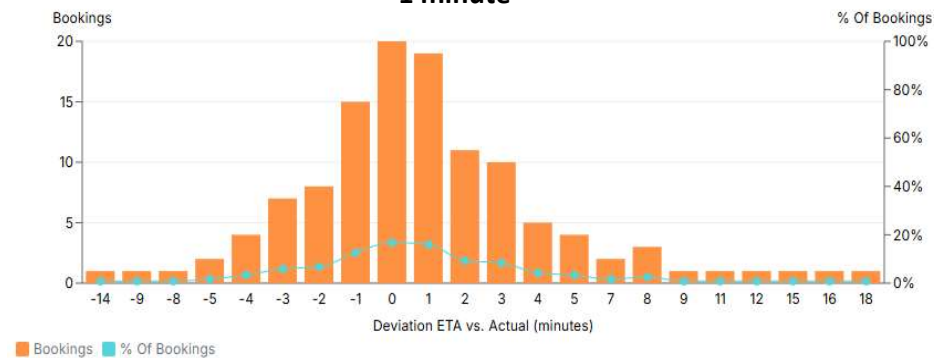
### SunRide Payment Method April 2025

Credit Card Cash Manual Transfer



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

### Deviation ETA vs. Actual 1 minute



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



**Percentage of Trips as Ridesharing: Three (3) percent.**

[Based on No. of Shared Rides for the month (4) divided by Total Trips Completed (118).]

**Customer Satisfaction Rating**

Avg. rider trip rating: 5.0

Goal: 4.5

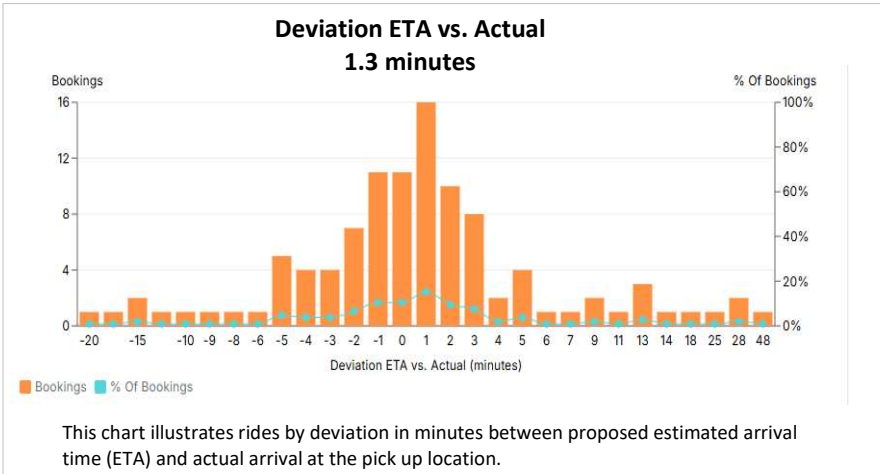
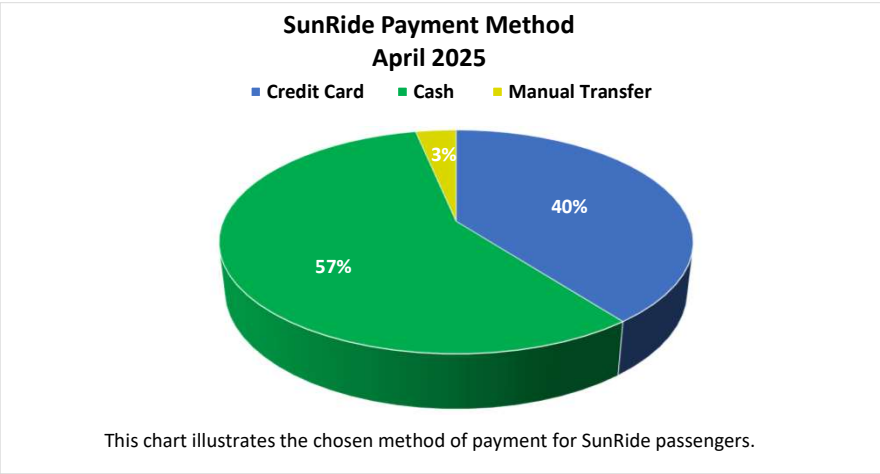
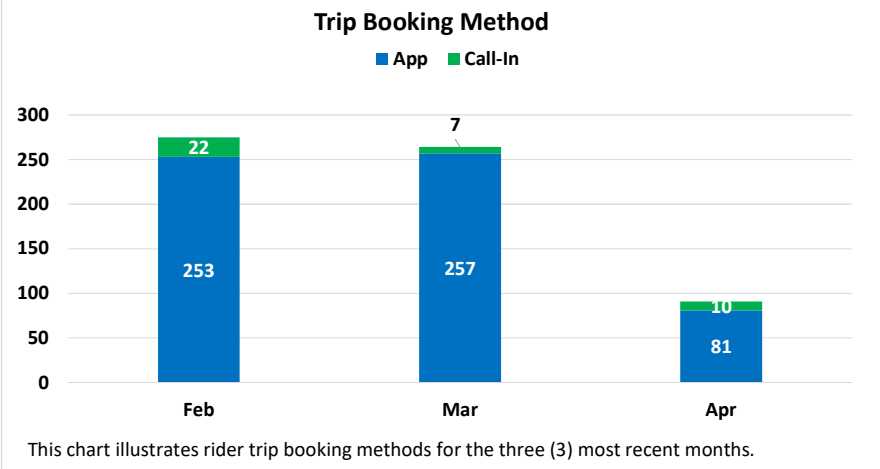
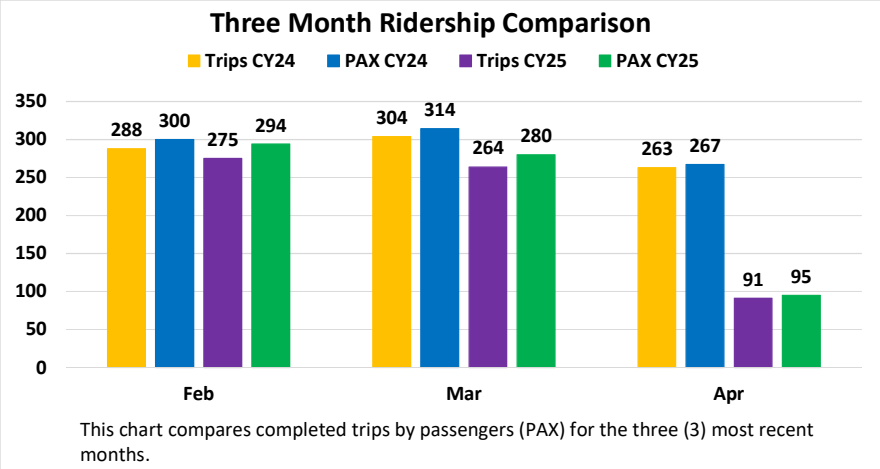


**EXCEEDS GOAL!**

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

Total Completed Trips: 928

Total Number of Passengers: 970



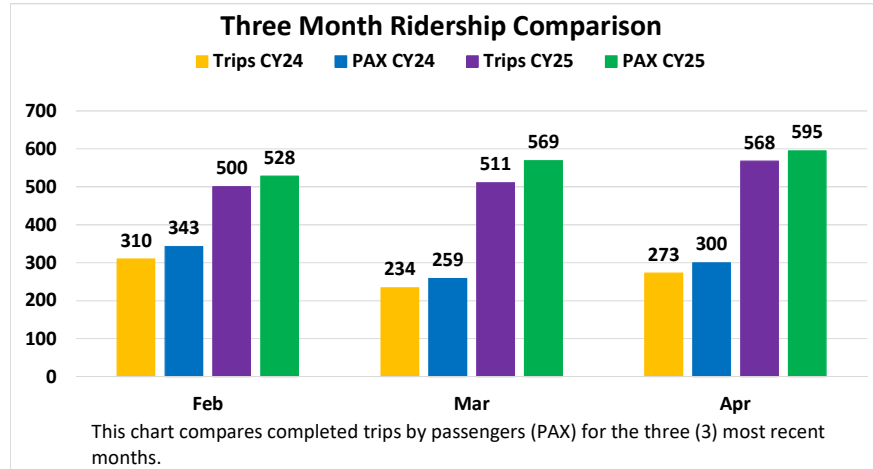
**Percentage of Trips as Ridesharing: 18%.**  
[Based on No. of Shared Rides for the month (47) divided by Total Trips Completed (264).]

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

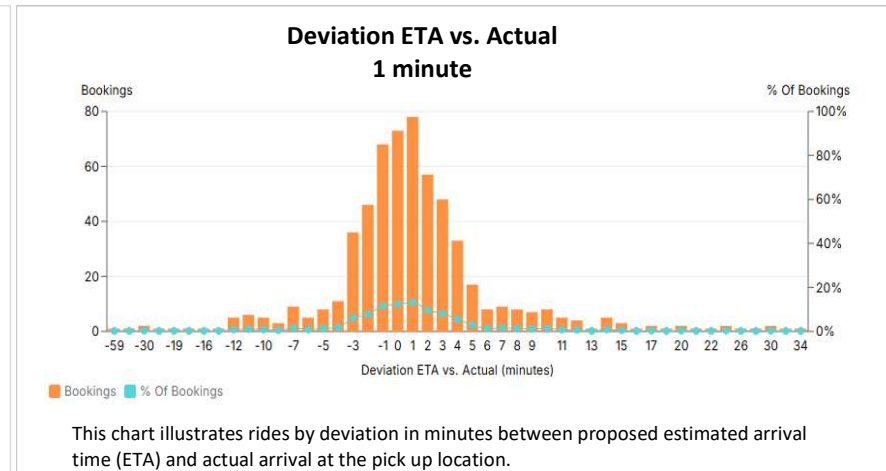
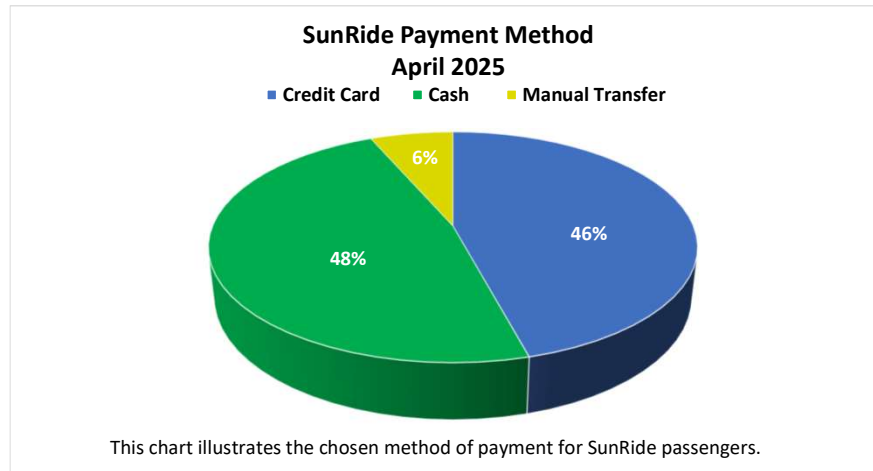
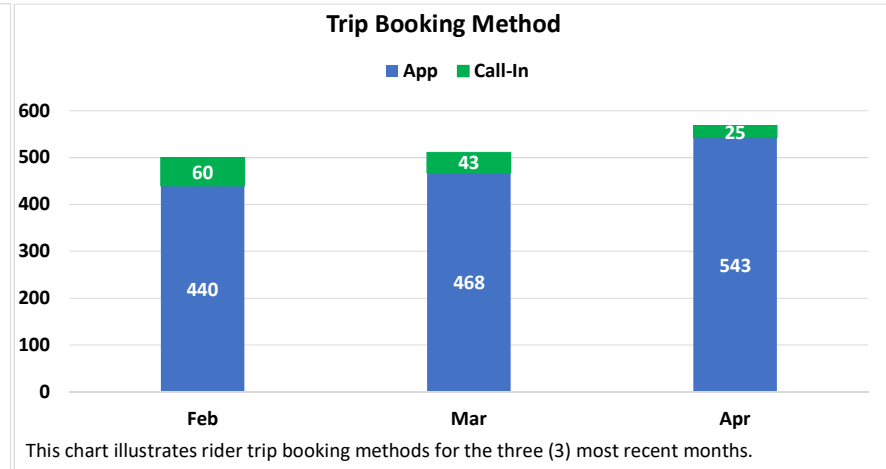


## Indio Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 2,097**



**Total Number of Passengers: 2,237**



**Percentage of Trips as Ridesharing: 27%.**

[Based on No. of Shared Rides for the month (156) divided by Total Trips Completed (568).]

**Customer Satisfaction Rating**

Avg. rider trip rating 4.9

Goal: 4.5



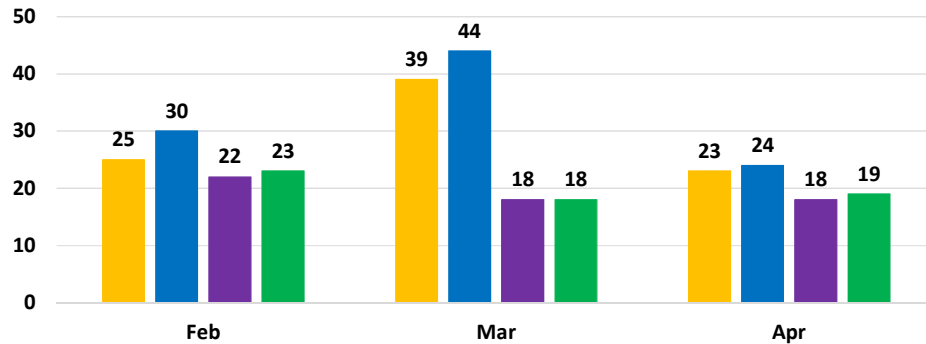
**EXCEEDS GOAL**

## La Quinta Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 71**

### Three Month Ridership Comparison

Trips CY24 PAX CY24 Trips CY25 PAX CY25

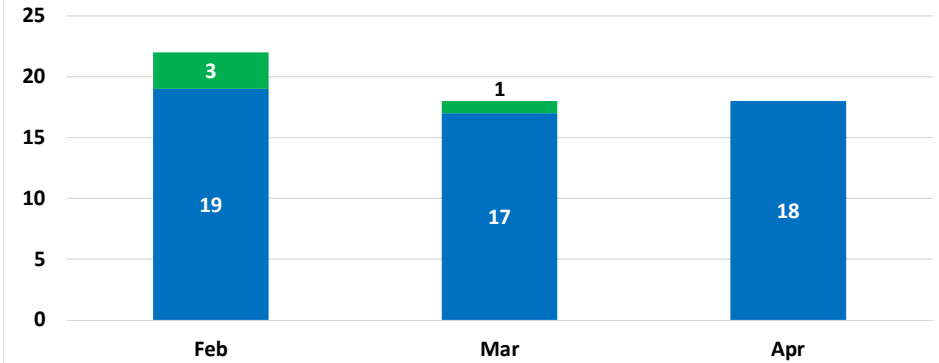


This chart compares completed trips by passengers (PAX) for the three (3) most recent months.

**Total Number of Passengers: 73**

### Trip Booking Method

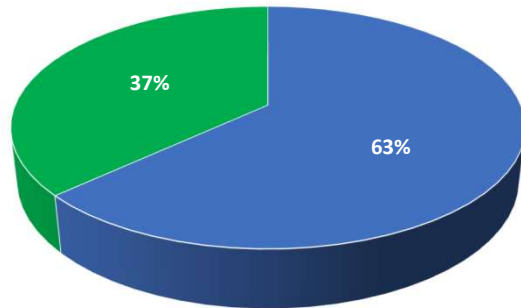
App Call-In



This chart illustrates rider trip booking methods for the month.

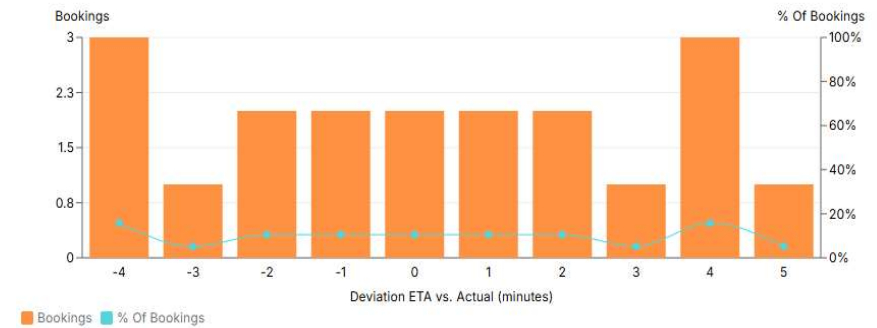
### SunRide Payment Method April 2025

Credit Card Cash Manual Transfer



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

### Deviation ETA vs. Actual 0.4 minutes



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



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

[Based on No. of Shared Rides for the month (0) divided by Total Trips Completed (18).]

**Customer Satisfaction Rating**

Avg. rider trip rating: 5.0

Goal: 4.5

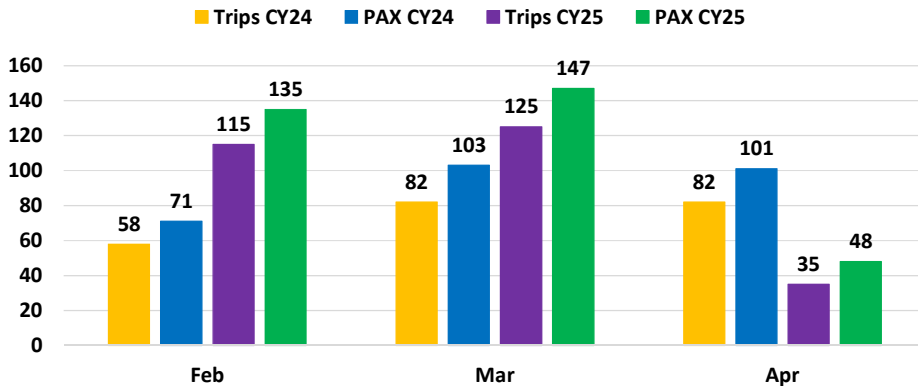


## Mecca/North Shore Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 389**

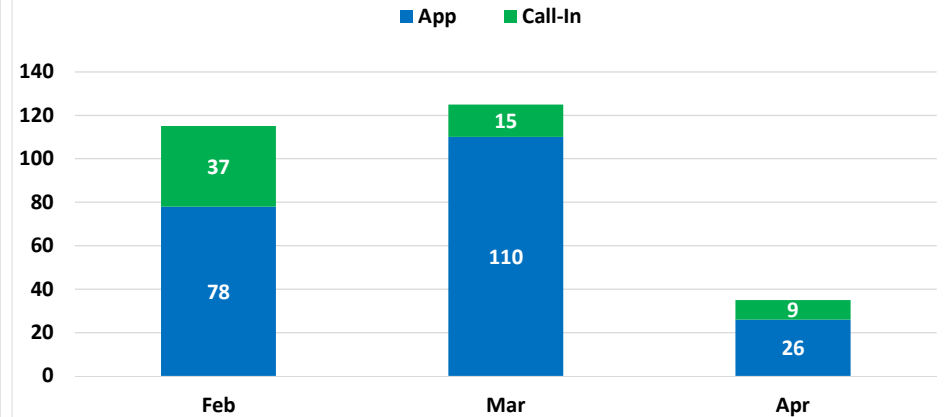
**Total Number of Passengers: 475**

### Three Month Ridership Comparison



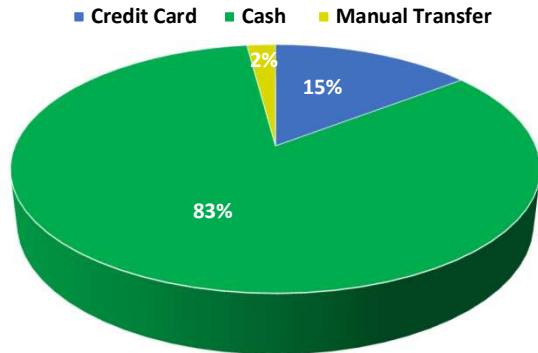
This chart compares completed trips by passengers (PAX) for the three (3) most recent months.

### Trip Booking Method



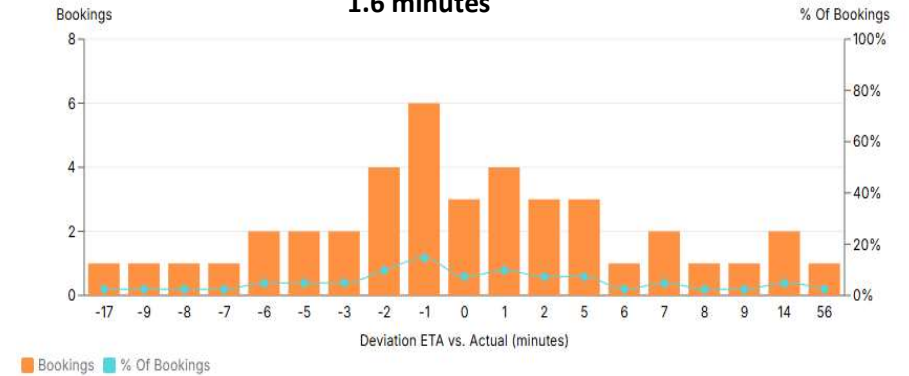
This chart illustrates rider trip booking methods for the three (3) most recent months.

### SunRide Payment Method April 2025



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

### Deviation ETA vs. Actual 1.6 minutes



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



**Percentage of Trips as Ridesharing: Zero (0) percent.**  
[Based on No. of Shared Rides for the month (0) divided by Total Trips Completed (35).]

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



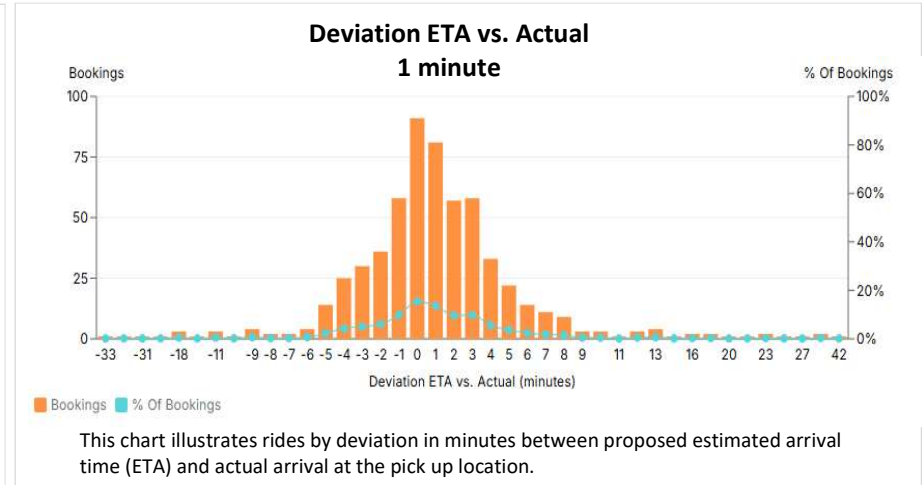
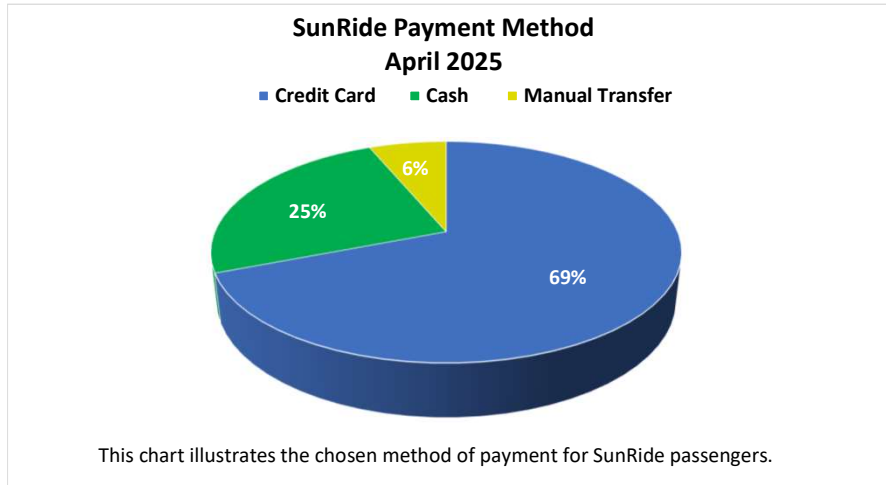
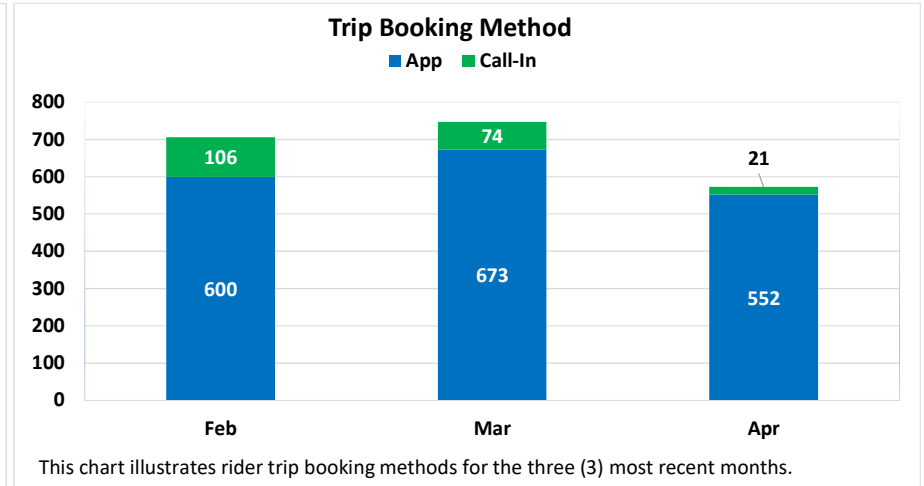
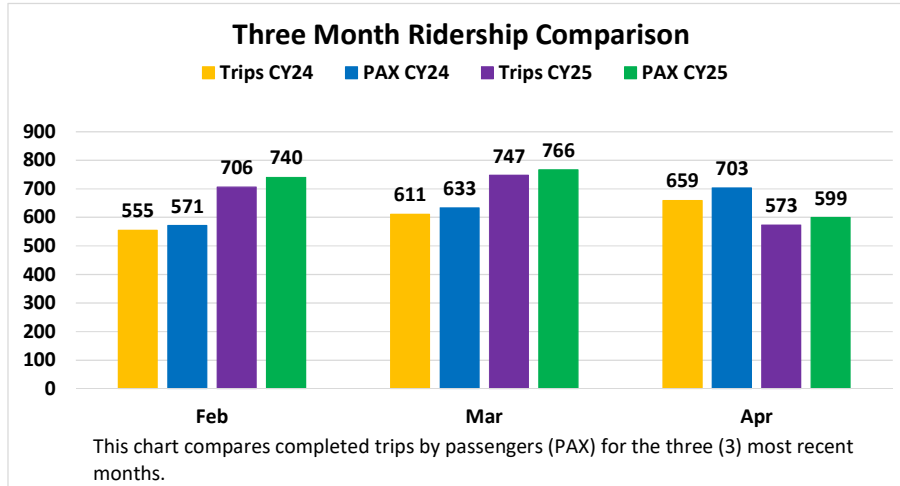
**Exceeds Goal**



## Palm Desert Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 2,742**

**Total Number of Passengers: 2,876**



**Percentage of Trips as Ridesharing: 24%.**

[Based on No. of Shared Rides for the month (137) divided by Total Trips Completed (572).]

**Customer Satisfaction Rating**

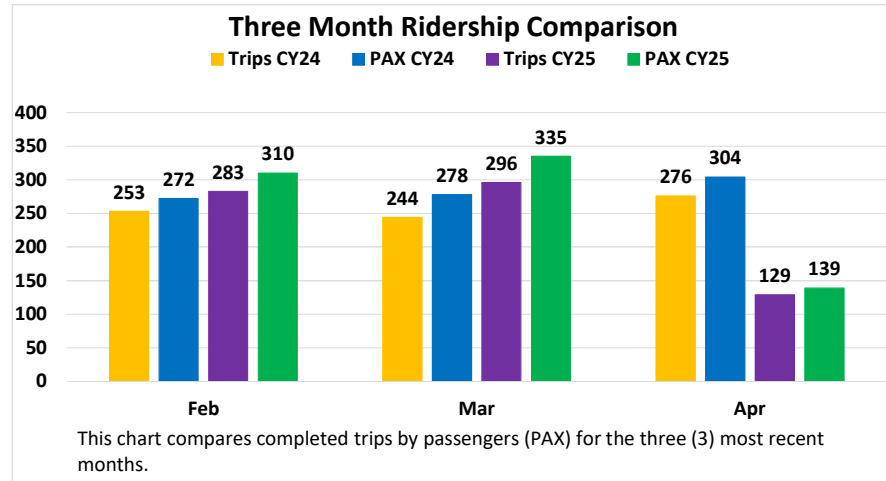
Avg. rider trip rating: 4.9  
Goal: 4.5



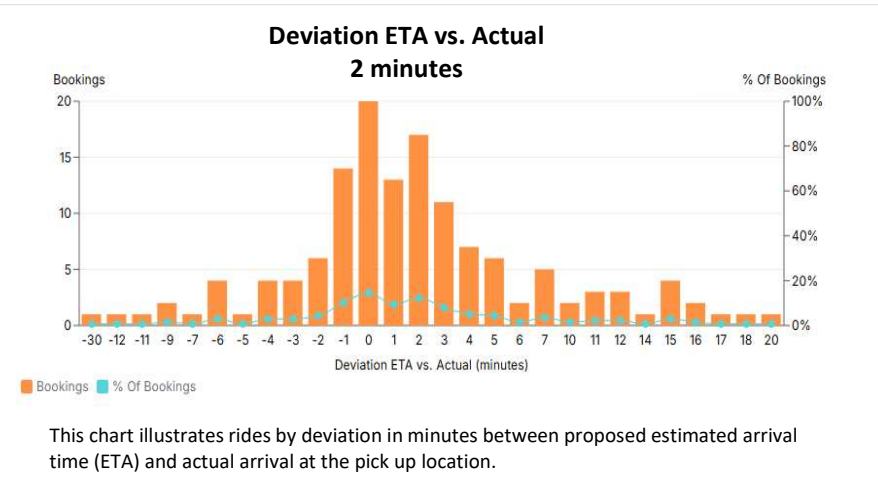
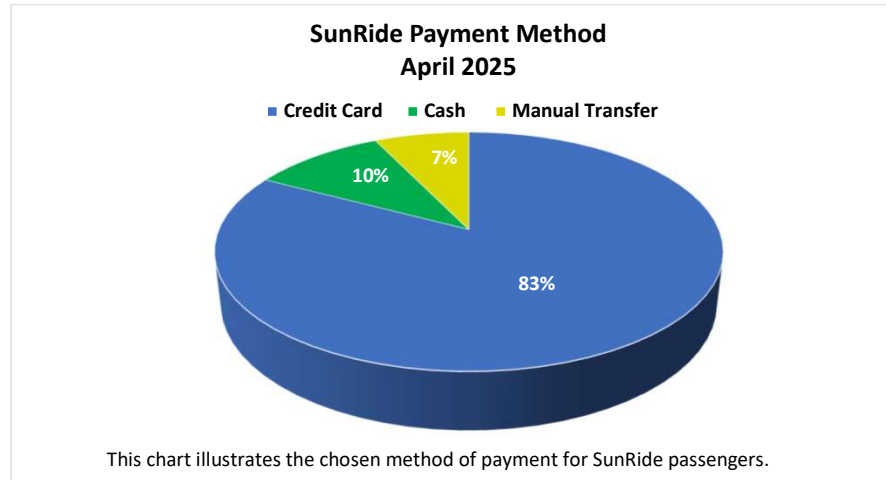
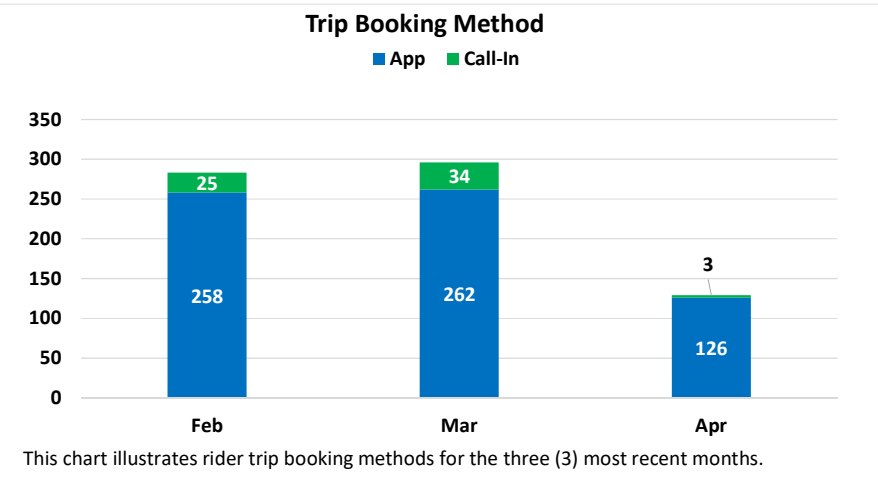
**EXCEEDS GOAL!**

## Palm Springs Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 1,020**



**Total Number of Passengers: 1,123**



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

[Based on No. of Shared Rides for the month (12) divided by Total Trips Completed (129).]

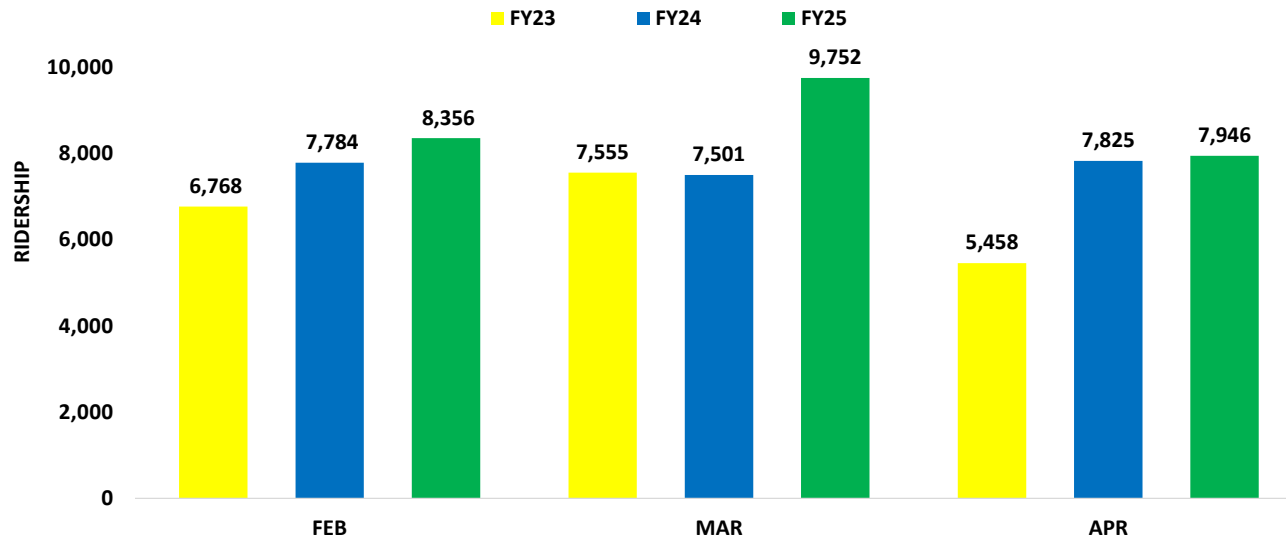
**Customer Satisfaction Rating**

Avg. rider trip rating 4.8  
Goal: 4.5

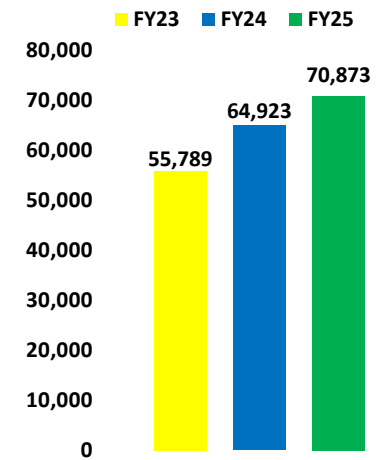


**EXCEEDS GOAL**

### Haul Pass COD Ridership - April 2025



### COD Fixed Route Ridership Year to Date



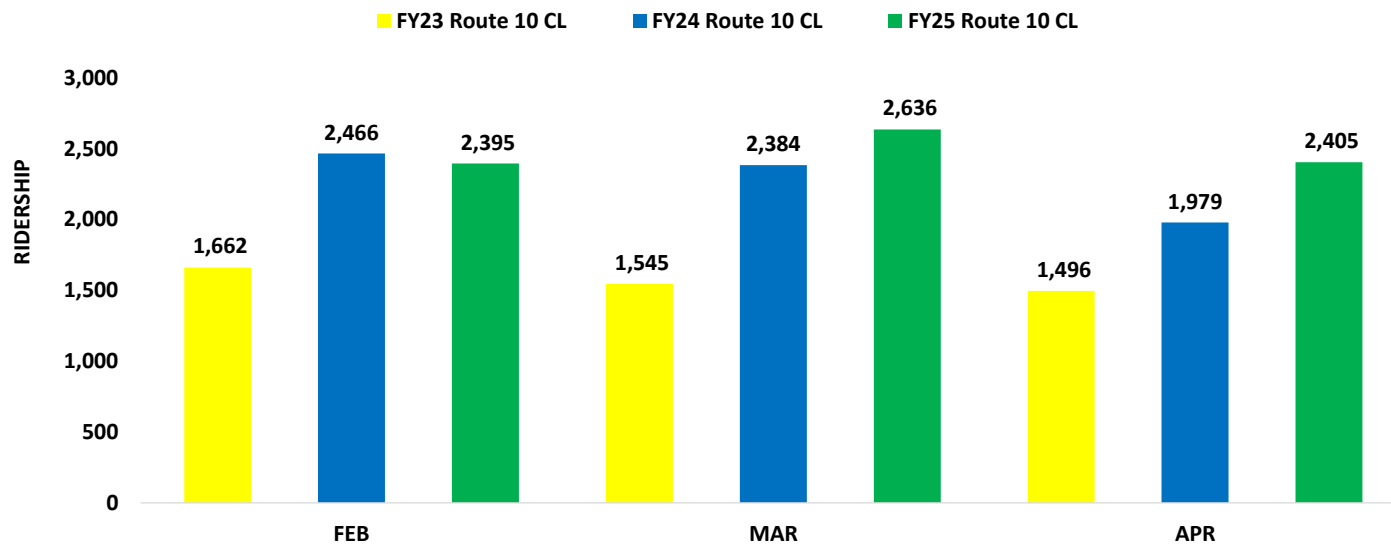
The Haul Pass program was introduced in August 2018.

This chart represents monthly ridership on the Haul Pass COD.

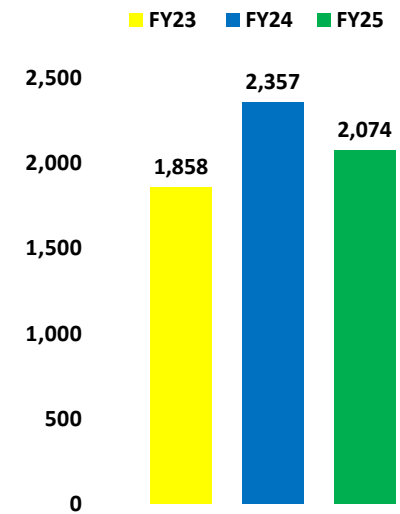
ID Card swipe contributed 112 rides. Token Transit contributed 7,673 rides. 31 Day Paper Pass contributed 161 rides.

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

### Haul Pass CSUSB Ridership - April 2025



### CSUSB Fixed Route Ridership Total

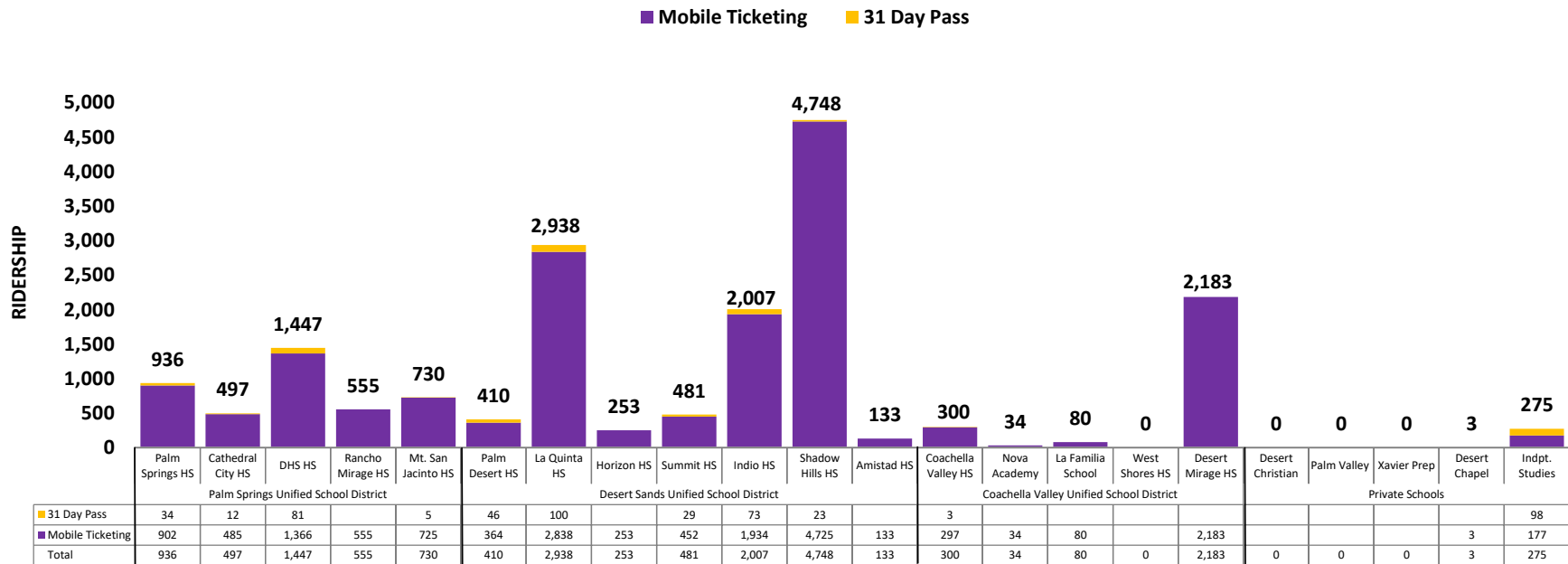


The Haul Pass CSUSB program was introduced in September 2019.

This chart represents monthly ridership on the Haul Pass CSUSB.

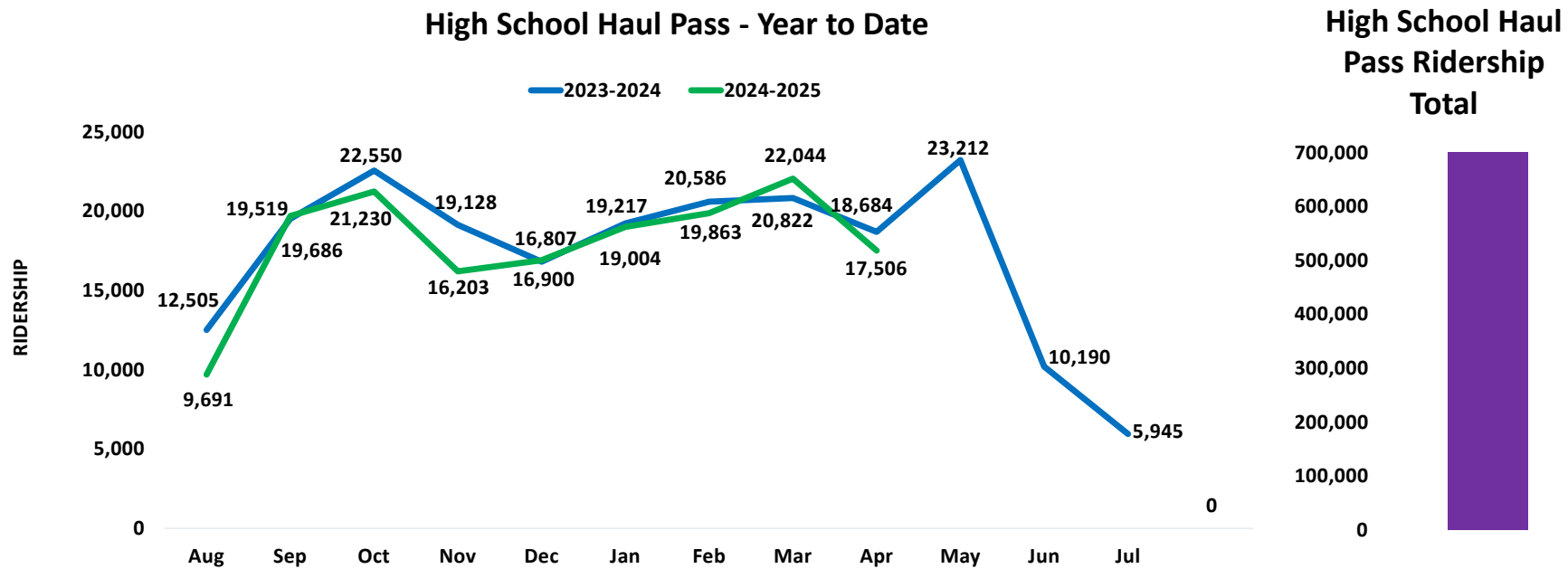
For the month of April 2025, CSUSB contributed 2,405 rides from 236 unique users. From that total, 2,226 rides were used on Route 10 and 179 rides on the fixed route system.

## High School Haul Pass - April 2025



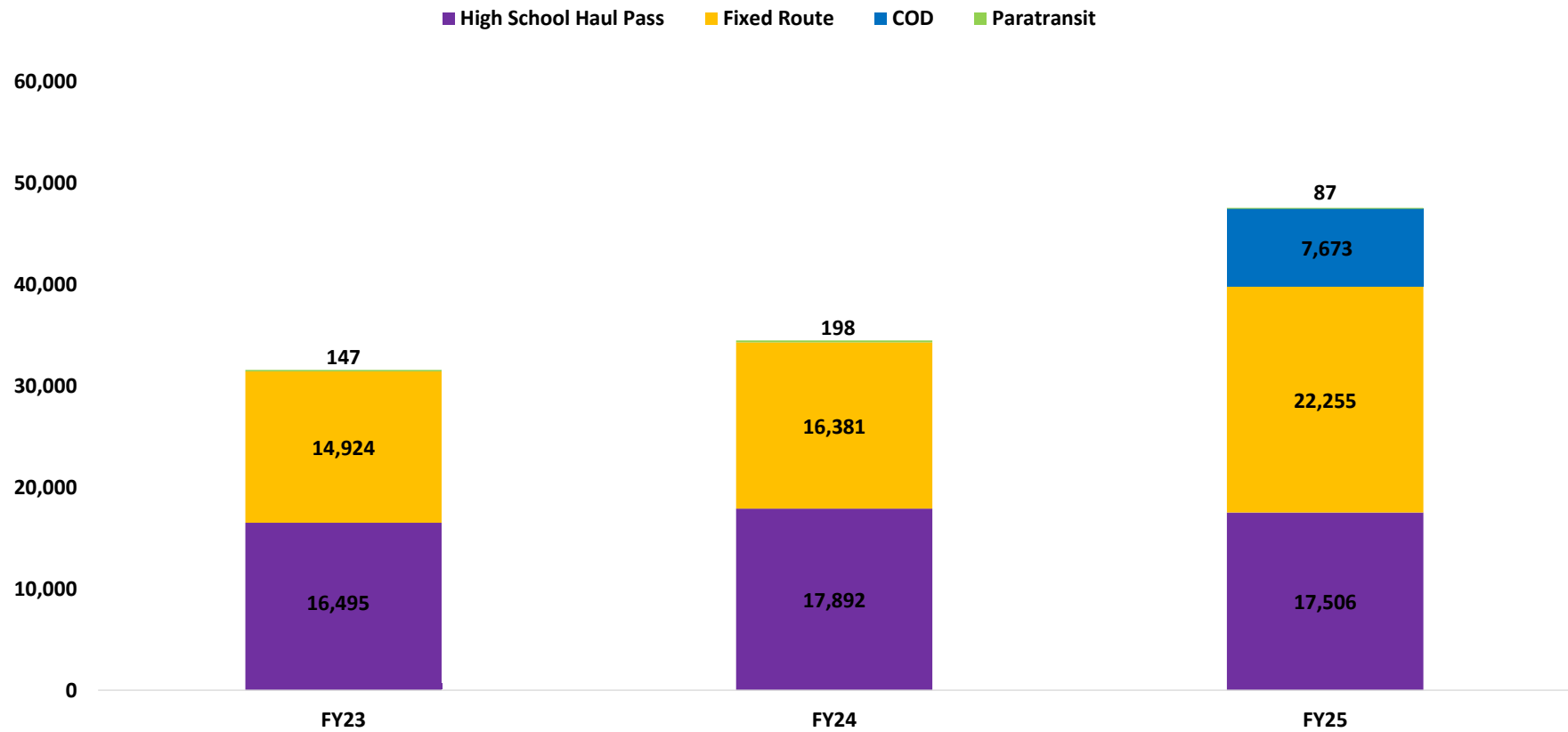
The High School Haul Pass program was introduced in August 2021.

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 - April 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: June 25, 2025

**APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Board Member Attendance for May 2025

Summary:

The attached report summarizes the Board of Directors' attendance for fiscal year to date May 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	X		10	8
Palm Desert	X		X	X		X	X	X	X	X	X		10	9
Palm Springs	X		X	X		X	X	X	X	X	X		10	9
Cathedral City	X		X	X			X	X	X	X	X		10	8
Rancho Mirage	X		X	X		X	X	X	X	X	X		10	9
Indian Wells	X			X		X		X	X	X	X		10	7
La Quinta	X		X	X		X	X	X	X	X	X		10	9
Indio	X		X	X		X	X	X	X		X		10	8
Coachella	X		X	X			X		X	X	X		10	7
County of Riverside	X		X	X		X	X	X	X	X	X		10	9

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

**DARK –**

## SunLine Transit Agency

<b>DATE:</b>	<b>June 25, 2025</b>	<b>ACTION</b>
<b>TO:</b>	<b>Finance/Audit Committee Board of Directors</b>	
<b>FROM:</b>	<b>Paul Mattern, Chief Planning Officer</b>	
<b>RE:</b>	<b>Award of Contract for Comprehensive Operational Analysis Services</b>	

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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 agreement with Jarrett Walker & Associates, LLC (JWA) for the completion of a Comprehensive Operational Analysis (COA) for SunLine Transit Agency (SunLine), in an amount not-to-exceed \$535,959, which includes a base contract amount not-to-exceed \$473,452 and an optional fare structure analysis not-to-exceed \$62,507, 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, equity-focused, 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. In the RFP solicitation, staff requested pricing related to an analysis of fares in addition to the typical COA activities. SunLine's fares were last amended in 2002, and the third party analysis could provide valuable information and insights relating to future of fares at SunLine. If determined to be of value to the agency, staff will make a recommendation to the CEO/GM to exercise the option for fare structure analysis.

An evaluation committee representing staff from the Operations and Planning 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 \$535,959 is budgeted in SunLine's capital improvement program and is funded through State Transit Assistance funds. The table below details the COA activities and optional fare analysis outlined in the RFP proposal.

<b>Description of Activities</b>	<b>Hours</b>	<b>Cost</b>
Project Management	216	\$37,623
SunLine Staff and Local Leaders Report Out	112	\$19,040
Community and Stakeholder Outreach and Education Report Out	746	\$142,990
Data Collection Plan	184	\$30,517
Evaluation of Services Report Out	338	\$53,142
Latent Demand Analysis Report Out	176	\$24,158
Cost-Neutral Service Plan - Year 0	290	\$47,393
Service Plan: Year 0 - 10% to 20% Immediate Growth	188	\$31,824
Service Plan: Near-Term Service Recommendations (1-3 Years)	100	\$15,384
Service Plan: Medium-Term Service Recommendations (5-10 Years)	96	\$14,717
COA Report - Presentation of Findings	110	\$17,936
Implementation Plans	94	\$14,148
Optional: Fare Structure Analysis	440	\$62,507
Project Logistics	-	\$24,580
Totals	3,090	\$535,959

### **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

### **Attachments:**

- [Item 9a](#) – Price Analysis
- [Item 9b](#) – Solicitation List



**Comprehensive Operations Analysis**  
**Purchasing Justification**  
**25-048**

Description	Jarret	Nelson	TMD
Project Management	\$ 37,623.00	\$ 31,152.00	\$ 37,081.53
STA & Local Leaders Report	\$ 19,040.00	\$ 25,473.00	\$ 24,268.90
Community & Stakeholder Outreach EDU	\$ 142,990.00	\$ 126,551.00	\$ 99,169.49
Data Collection Plan	\$ 30,517.00	\$ 3,648.00	\$ 10,972.19
Evaluation of Services Report	\$ 53,142.00	\$ 40,495.00	\$ 37,895.88
Laten Demand Analysis Report	\$ 24,158.00	\$ 10,882.00	\$ 35,575.14
Cost Neutral Service Plan	\$ 47,393.00	\$ 32,073.00	\$ 35,303.58
Immediate Growth Service Plan	\$ 31,824.00	\$ 8,019.00	\$ 29,301.36
Near Term Service Recommendation Plan	\$ 15,384.00	\$ 8,019.00	\$ 12,819.22
Medium Term Service Recommendation	\$ 14,717.00	\$ 8,019.00	\$ 12,819.22
COA Report - Presenting & Findings	\$ 17,936.00	\$ 24,850.00	\$ 44,899.36
Implementation Plans	\$ 14,148.00	\$ 14,867.00	\$ 26,074.93
Fare Structure Analysis	\$ 62,507.00	\$ 19,548.00	\$ 23,088.65
Fleet Replacement Strategy	-	\$ 23,032.00	\$ 34,000.47
Project Logistics	\$ 24,580.00	\$ -	\$ 21,120.00
<b>Total:</b>	<b>\$ 535,959.00</b>	<b>\$ 376,628.00</b>	<b>\$ 484,389.92</b>

<b>Price Range Difference</b>	\$ 159,331.00		
<b>Percent Difference vs Average Price</b>	115%		
<b>Price Average</b>	\$ 465,658.97		

The RFP process for COA was conducted through competitive bid. Three proposals were received from firms through Planet Bids. The SUM of the price difference within the average price is 16%. Based on these values we believe the bid was conducted fairly and that it is reasonable to assess the pricing is stable. Our evaluation committee comprised of Chief Planning Officer, Chief of Transportation, and CFO through the review of proposals and supplier interviews determined that Jarret Walker Inc. is the supplier best suited to meet the agencies needs. Jarret Walker provided a comprehensive proposal that included expert knowledge of the transit patterns within the Coachella Valley. It is for these reasons that the agency assesses that Jarret Walker Inc. will provide the best service for a price believed to be fair and reasonable and create the best value for the agency.

Prepared by:

  
 Ray Stevens, Deputy Chief General Services

**PLANETBIDS SOLICITATION LIST Comprehensive Operational Analysis 25-048**

Vendor Name	Address	City	State	Zip	Respondee	Respondee Email
Jarrett Walker & Associates, LLC	1021 SE Caruthers Street	Portland	OR	97214	Zach Tucker	marketing@jarrettwalker.com
Nelson\Nygaard Consulting Associates, Inc.	2 Bryant Street, Suite 300	San Francisco	CA	94105	Jennifer Wieland	jwieland@nelsonnygaard.com
Transportation Management & Design, Inc..	2701 Loker Ave. W. Suite 110	Carlsbad	CA	92010	China Langer	clanger@tmdinc.net

**SunLine Transit Agency**

**DATE:** June 25, 2025 **ACTION**

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

**FROM:** Luis Garcia, Chief Financial Officer

**RE:** Adoption of the Fiscal Year 2026 Operating and Capital Budget

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**Recommendation**

Recommend that the Board of Directors (Board) adopt the proposed fiscal year 2026 (FY26) operating and capital budgets.

**Background**

At the May Board meeting, staff presented the draft FY26 Operating and Capital Budget to the Board for discussion, in accordance with the SunLine Transit Agency (SunLine) Joint Powers Agreement. The Board reviewed the draft, and no questions or concerns were raised. A few minor, non-substantive edits were incorporated to address comments made during the discussion.

Staff is now presenting the final FY26 budget for approval. The proposed operating budget totals \$50,500,000, which reflects a responsible 2.19% increase over the prior fiscal year and maintains alignment with SunLine's long-term financial plan. The increase accounts for obligations under recently negotiated Memoranda of Understanding with employee unions, supports current service levels, and includes ongoing operational costs associated with SunLine's new liquid hydrogen fueling station.

The proposed capital budget totals \$36,447,800 and includes strategic investments to advance SunLine's Capital Improvement Program. FY26 capital priorities focus on enhancing rider experience, supporting long-term infrastructure needs, and initiating planning efforts to guide future service expansion and replacement of aging assets.

**Financial Impact**

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

**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:

- [Item 10a](#) – FY26 STA Budget





FY 2026

# ANNUAL BUDGET

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# **SUNLINE TRANSIT AGENCY THOUSAND PALMS, CA**

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## **ANNUAL BUDGET FISCAL YEAR 2026**

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### **BOARD OF DIRECTORS**

Cathedral City: Nancy Ross, Chair  
Rancho Mirage: Lynn Mallotto, Vice Chair  
Coachella: Denise Delgado  
Desert Hot Springs: Daniel Pitts  
Indian Wells: Bruce Whitman  
Indio: Glenn Miller  
La Quinta: John Peña  
Palm Desert: Jan Harnik  
Palm Springs: Grace Garner  
Riverside County: V. Manuel Perez

**CHIEF EXECUTIVE OFFICER/GENERAL MANAGER**  
Mona Babauta

## **EXECUTIVE SUMMARY**

SunLine Transit Agency (SunLine) is the sole provider of public transportation in the Coachella Valley and plays a vital role in connecting people to opportunity across a service area that spans 1,120 square miles. Established in 1977 as a Joint Powers Authority (JPA), SunLine is governed by a Board of Directors consisting of elected representatives from nine cities and one Riverside County supervisor. With a service area extending from the San Geronio Pass to the Salton Sea, SunLine provides critical mobility options for over 411,000 residents—supporting daily travel for work, school, healthcare, and recreation.

## **SERVING A DIVERSE AND GROWING REGION**

The Coachella Valley is a uniquely diverse region encompassing a mix of urban, suburban, and rural communities. It includes nine cities—Cathedral City, Coachella, Desert Hot Springs, Indian Wells, Indio, La Quinta, Palm Desert, Palm Springs, and Rancho Mirage—as well as seven unincorporated communities such as Mecca, Thermal, and Thousand Palms. The region experiences significant seasonal population fluctuations driven by tourism and seasonal residents, and also includes high concentrations of seniors, students, low-income households, and agricultural workers who rely on transit for essential mobility.

An onboard survey conducted by SunLine found that:

- 85% of riders use SunLine frequently due to limited access to a personal vehicle;
- 66% of riders are under age 45;
- 60% of riders have annual household incomes below \$25,000;
- 44% of riders speak a language other than English at home, primarily Spanish.

Understanding the needs of these populations is central to SunLine’s planning and budget priorities.

## **TRANSIT SERVICES OVERVIEW**

SunLine provides a range of transportation options to meet the needs of its diverse community:

- SunBus (Fixed-Route Service): Nine local routes connect major corridors, residential areas, job centers, schools, and hospitals. Trunk routes provide frequent service along Highway 111, while connector routes serve less dense areas and ensure coverage across the valley.

- Route 10 Commuter Link: A regional express service linking Indio with San Bernardino, Route 10 connects passengers with the Metrolink system and other regional transit providers. It also serves students and staff traveling between CSUSB's Palm Desert and San Bernardino campuses.
- SunRide (Microtransit): An on-demand, app-based ride service that operates in eight geo-fenced zones across the Valley, providing first-mile/last-mile connections and flexible mobility for riders in areas not served by fixed routes.
- SunDial (Paratransit): ADA-compliant, door-to-door service for individuals with disabilities or mobility challenges. SunDial operates within ¾ mile of fixed routes and includes eligibility screening and scheduled ride coordination.
- Taxi Voucher Program: A subsidy program that offers a dollar-for-dollar match up to \$75 per month for seniors and individuals with disabilities, increasing their access to affordable taxi transportation throughout the valley.

In Fiscal Year (FY) 2023–24, SunLine recorded a systemwide ridership of 2.75 million boardings, a 1.9% increase over the prior year. The ridership breakdown is as follows:

- SunBus: 2,585,789 boardings
- SunDial: 119,492 boardings
- SunRide: 22,435 boardings
- SolVan: 23,738 boardings

## **REVENUE FLEET**

SunLine is nationally recognized for its leadership in clean fuel technology. The agency is actively transitioning its fleet to meet the state's Innovative Clean Transit (ICT) regulation, which requires all public transit agencies to operate a 100% zero-emission fleet by 2040. SunLine's fleet includes compressed natural gas (CNG), hydrogen fuel cell electric buses (FCEB), and battery electric buses (BEB). Fixed-route vehicles are equipped with air conditioning, wheelchair access, bike racks, USB ports, and free Wi-Fi to ensure a comfortable and accessible rider experience.

## **FACILITIES AND INFRASTRUCTURE**

SunLine operates from two primary facilities:

- Division I (Thousand Palms): Headquarters for administration, operations, maintenance, and fueling (CNG, hydrogen, electric).
- Division II (Indio): Satellite maintenance and fueling facility with public CNG fueling services.

The agency also maintains two regional transit hubs:

- Thousand Palms Hub: Serves as a park-and-ride and boarding location for Route 10 commuters.
- Coachella Mobility Hub: Opened in 2024 to improve access to transit for residents in eastern Coachella Valley communities, especially those in affordable housing developments.

Across its network, SunLine manages over 571 bus stops, with amenities such as benches, shelters, ADA-compliant access, and waste receptacles.

### **FARE STRUCTURE AND ACCESSIBILITY**

SunLine maintains one of the most affordable fare structures in the region. Adult fares for local fixed-route services are \$1, with half-price discounts for seniors (60+) and persons with disabilities. Route 10 Commuter Link fares are \$6, with discounted rates for qualifying populations. SunRide trips are priced at \$3 and include transfers to fixed-route buses.

Fare payment options include:

- Cash
- Mobile ticketing through Token Transit and Transit App
- Prepaid passes (Day Pass, 31-Day Pass, 10-Ride Pass)
- Specialized programs like the Haul Pass (free student fares) and Employer Pass (discounted employee fares)

The agency continues to explore fare innovations, including fare-free models, to improve access and ridership.

### **PLANNING AND PERFORMANCE STANDARDS**

SunLine's operations are guided by a Service Standards Policy adopted by the Board and updated in 2023. These standards ensure that service is responsive, equitable, and efficient. Key targets include:

- 85% on-time performance for fixed routes
- 99% of scheduled service completed
- Minimum productivity of 20 passengers per revenue hour on trunk routes and 10 on local routes

These metrics are regularly evaluated through the agency's Short-Range Transit Plan (SRTP), overseen by the Riverside County Transportation Commission (RCTC), which coordinates transit planning and funding for the region.

The agency's service allocation policy aims to:

- Deploy 70% of service hours in areas with high population and employment densities
- Maintain 30% of service to ensure coverage in rural and low-density areas

SunLine serves numerous communities identified as SB 535 Disadvantaged Communities and Areas of Persistent Poverty—neighborhoods prioritized for public investment due to socioeconomic and environmental burdens. By aligning with California's climate and equity goals, SunLine actively pursues state and federal funding to improve mobility and air quality for vulnerable populations.

### **UNCERTAIN FUNDING CONCERNS**

SunLine Transit Agency is facing significant financial uncertainty due to proposed reductions in state transit capital funding included in the Governor's May 2025 Revision to the Cap-and-Invest (formerly Cap-and-Trade) program. If enacted, these changes could result in a funding loss exceeding \$50 million for SunLine over the next several years. Impacted allocations include:

- **\$1.9 million** in FY24 operating funds for expanded service in North Coachella Valley;
- **\$2 million** in FY25 capital funds for development of a solar microgrid;
- **\$40 million** in SB 125 capital investments for a new maintenance facility, expanded solar infrastructure, and a workforce development center;
- **\$10 million** in projected losses from FY26–30 based on historical LCTOP allocations.

These are not speculative projects — they are already funded or in active development phases and support critical initiatives including zero-emission fleet transition, renewable energy infrastructure, and expanded transit access for underserved communities. Reduced funding threatens SunLine's ability to meet state-mandated climate and equity goals, placing shovel-ready projects and long-term service plans at risk.

SunLine has strongly urged the Governor and Legislature to maintain previously committed investments from the Greenhouse Gas Reduction Fund (GGRF) through 2030 and to increase future support for public transit agencies. Sustained state partnership is vital to advancing clean transportation, workforce development, and equitable mobility throughout the Coachella Valley.

## **REVENUES & SUBSIDIES**

SunLine is required to meet a performance standard known as a farebox recovery ratio in order to avoid funding issues with state funding. Although farebox revenue has decreased compared to revenues prior to COVID-19, SunLine's budget is still compliant with the farebox requirement outlined in the Transportation Development Act.

The proposed revenues for FY26 consist of a mix of passenger fares, federal, state, local funding, and other revenues with the main assumptions being as follows:

- The utilization of Local Transportation Funding (LTF) has increased for FY26 due to an overall increase in available LTF funding throughout the state which is driven by sales taxes.
- Following a significant downturn in ridership in March 2020 related to the COVID-19 pandemic, SunLine has experienced an increase in passenger revenue which aligns with projected ridership increases.
- In August 2018, SunLine launched its Haul Pass Program to improve student access to Coachella Valley's colleges and university. Both the College of the Desert (COD) and the California State University, San Bernardino (CSUSB) Palm Desert Campus are partners. COD and CSUSB underwrite the cost of the passes for their students. In FY22, Sunline expanded the program to include high school students. The Haul Pass program for high school students is funded through a grant from the Low Carbon Transit Operations Program (LCTOP).



## **CAPITAL PROJECTS**

The capital budget incorporates key projects to help further advance the Agency's Capital Improvement Program (CIP). The CIP for FY26 focuses on riders, replacing employee equipment and facilities and continuing SunLine's investment in alternative fuel technology for vehicles and infrastructure.

### **New Projects**

There are 34 new capital projects being planned for FY26 for a total amount of \$36.4M which include new projects, proposed projects with competitive grant submittals and re-assignment of funds for existing projects. These projects represent an emphasis on innovation while aligning with the Agency's Board approved Innovative Clean Transit (ICT) plan. The requests in FY26 will be in addition to the existing CIP. These projects cover the replacement of aging facilities and equipment. They support replacement and rehabilitation of existing assets as well as continue the advancement of alternative fuel technology. The most notable new projects for FY26 include investments in facilities, buses and equipment required to properly replace the Agency's aging assets.

Project Description	Capital Project Number	Total Amount of Funds
Buildings and Facilities - Solar Microgrid to Hydrogen	SL-26-01	\$11,536,134
Buildings and Facilities - Solar Paneled-Covered Parking and EV Chargers Infrastructure Phase	SL-26-02	6,000,000
Buildings and Facilities - Indio Liquid Hydrogen Station	SL-26-03	6,000,000
Buildings and Facilities - Workforce Training Center	SL-26-04	3,716,667
Buildings and Facilities - Div 1 Backup Generator	SL-26-05	1,700,000
Operator's Training Ground	SL-24-07	(998,107)
Facility Maintenance Upgrade & Equipment	SL-24-13	(363,000)
Operations Facility Replacement Phase 2	SL-20-11	(186,893)
Refurbished Hydrogen Fueling Station	SL-16-03	(152,000)
Buildings and Facilities - Replacement Bus Wash	SL-26-06	1,200,000
Buildings and Facilities - Facility Maintenance Upgrade & Equipment	SL-26-07	400,000
Buildings and Facilities - Office Furniture and Equipment	SL-26-08	82,000
Communication and Intelligence Transportation Systems - IT Projects	SL-26-09	735,850
Bus Stop Improvement	SL-22-08	(28,680)
Bus Stop Improvement	SL-23-12	(240,000)
Bus Stop Improvement	SL-24-14	(320,000)
Maintenance Equipment - Specialized Tools and Fueling Equipment	SL-26-10	200,000
Non-Revenue Vehicles - Replacement of Support Vehicles	SL-26-11	500,000
Project Management and Administration	SL-26-12	200,000
Revenue Vehicles - Purchase of Hydrogen Fuel Cell Electric Buses (12)	SL-26-13	17,797,756
Purchase of Hydrogen Fuel Cell Bus (3)	SL-24-01	(2,305,012)
Purchase of Hydrogen Fuel Cell Bus (4)	SL-24-05	(3,149,403)
Purchase of Electric Bus (6)	SL-24-03	(8,743,963)
Hydrogen Electric Hybrid Fuel Cell Bus (FY13-LoNo Match)	SL-17-09	(382,147)
Replacement Fixed Route Bus (3) (Purchase Fuel Cell)	SL-20-01	(649,088)
Purchase Fuel Cell Bus (1)	SL-21-02	(449,250)
Expansion (1) Fixed Route Bus (Low/No Emission)	SL-17-10	(449,975)
Expansion One (1) CNG Motor Coach Bus	SL-22-01	(45,857)
Revenue Vehicles - Purchase of Replacement CNG Paratransit Vehicles (14 )	SL-26-14	3,500,000
Revenue Vehicles - Bus Rehabilitation	SL-26-15	300,000
Safety and Security - Safety Enhancements	SL-26-16	150,000
Transit Shelters & Amenities - Bus Stop Improvement	SL-26-17	200,000
Vehicle Systems and Equipment - Open Loop Contactless Fare Payment System	SL-26-18	642,768
Vehicle Systems - Vehicle Equipment	SL-26-19	50,000
	<b>91 of 163</b>	<b>Sub-total Capital</b>
		\$36,447,800

## Existing Projects

The following table represents the Agency's existing capital program. The new capital projects proposed for FY26 would be in addition to the projects identified below.

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 Refurbishment s (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>
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	Project not started.	100,000

	technology to replace the existing fareboxes.		
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	The project has been completed.	11,692



	transportation infrastructure to provide transportation related amenities.		
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	Project not started.	1,000,000

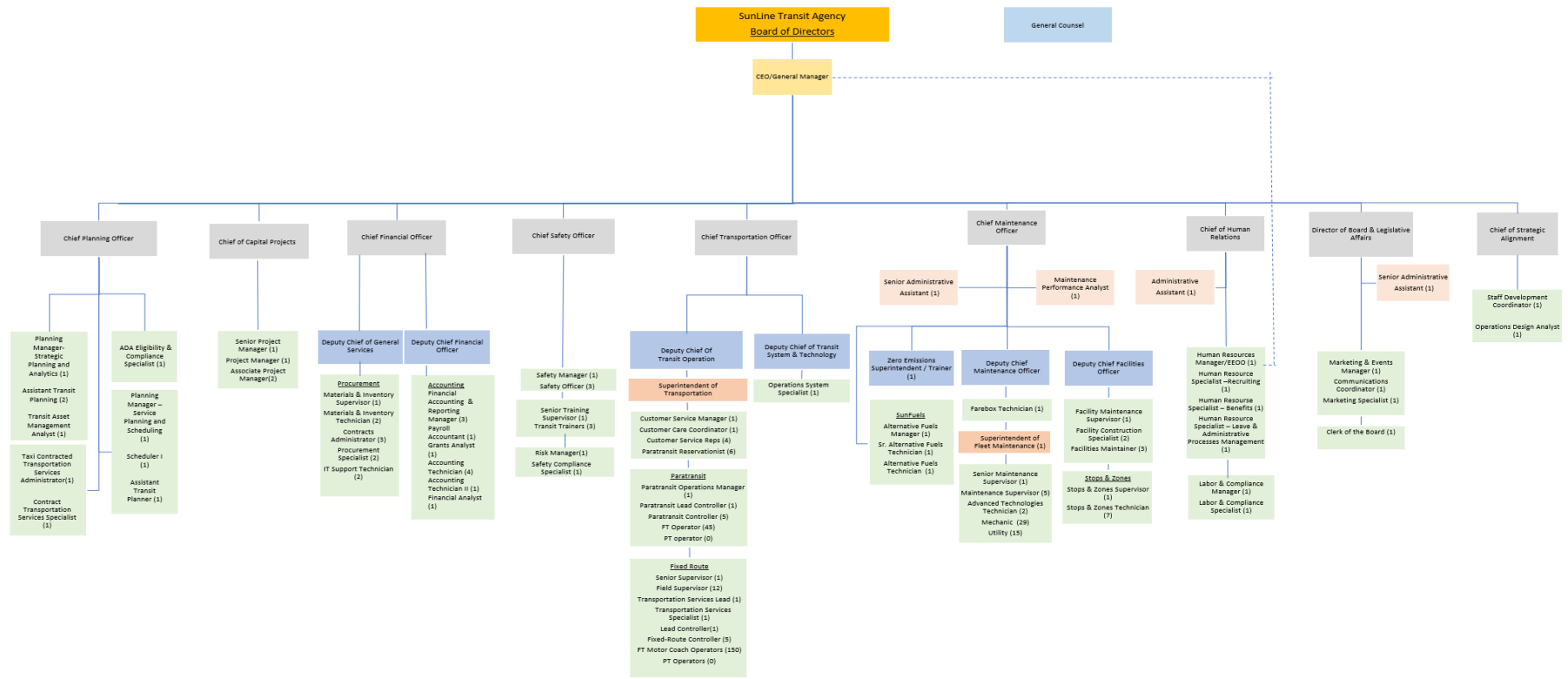
	Thousand Palms division in a state of good repair.		
Design & Construction of New Storage Building	This project would allow the Agency to construct a new pre-fabricated building for the Facility Maintenance staff.	Project not started.	800,000
Facility Maintenance Upgrade	This project will support the purchase of equipment and facility improvements.	Ongoing.	835,073
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	240,179

		approvals are currently ongoing.	
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
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
<b>Grand Total</b>			<b>\$ 76,115,905</b>

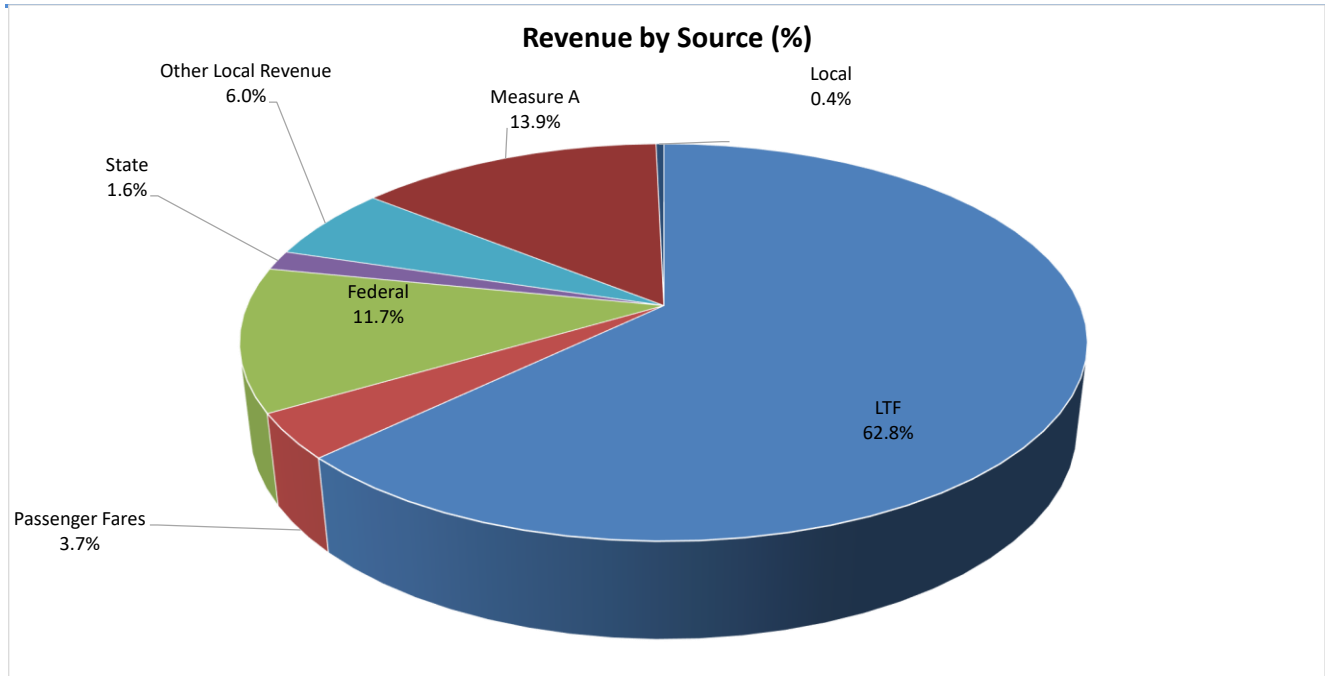


## AGENCY PERSONNEL SUMMARY

Department	FY25 Approved FTE's	FY26 Proposed Base FTE's	Variance
<b>EXECUTIVE OFFICE</b>			
Executive Office (40)	3.00	3.00	-
Marketing (31)	6.00	4.00	(2.00)
<b>HUMAN RESOURCES OFFICE</b>			
Human Resources (32)	9.00	8.00	(1.00)
<b>CAPITAL PROJECT DELIVERY OFFICE</b>			
Capital Project Delivery (44)	4.00	6.00	2.00
<b>STRATEGIC ALIGNMENT</b>			
Strategic Alignment (39)	-	3.00	3.00
<b>SAFETY AND SECURITY OFFICE</b>			
Safety and Security (15)	12.00	12.00	-
<b>TRANSPORTATION OFFICE</b>			
Operations - Fixed Route (11,12)	178.00	176.00	(2.00)
Operations - Paratransit (13, 14)	59.00	59.00	-
Customer Service (45)	6.00	5.00	(1.00)
<b>PLANNING OFFICE</b>			
Planning (49)	8.00	11.00	3.00
<b>FINANCE OFFICE</b>			
Finance (41)	22.00	22.00	-
Information Technology (42)	2.00	2.00	-
<b>MAINTENANCE OFFICE</b>			
Maintenance (21, 22)	53.00	59.00	6.00
SunFuels (10)	3.00	3.00	-
Facilities Maintenance (23, 24)	8.00	7.00	(1.00)
Stops & Zones (25)	8.00	8.00	-
<b>Total FTEs</b>	<b>381.00</b>	<b>388.00</b>	<b>7.00</b>



## REVENUE SUMMARY



Sources of Funding (Operating)	FY25 Approved Budget	FY25 Estimates	FY25 Variance	FY26 Proposed Budget	FY26 Variance	Type
Emission Credit Revenue	1,840,663	1,061,346	(779,317)	-	(1,840,663)	Local
Other Local Revenue	-	376,342	376,342	3,040,663	3,040,663	Local
ARPA FTA Section 5307	120,000	98,500	(21,500)	-	(120,000)	Federal
CMAQ	380,000	939,274	559,274	-	(380,000)	Federal
California Energy Commission	100,000	100,000	-	369,000	269,000	State
Haul Pass & Commuterlink	181,000	181,000	-	181,000	-	Local
Farebox - Fixed Route	1,491,935	1,454,140	(37,795)	1,585,591	93,656	Sales
Farebox - Paratransit	299,958	184,703	(115,255)	206,302	(93,656)	Sales
SunRide Revenue	25,000	78,260	53,260	25,000	-	Sales
FTA Section 5307	4,285,218	4,285,218	-	5,161,120	875,902	Federal
California Air Resource Board	200,000	177,333	(22,667)	-	(200,000)	State
FTA Section 5311	429,768	556,618	126,850	439,003	9,235	Federal
FTA Section 5311(f)	300,000	400,000	100,000	300,000	-	Federal
Local Transportation Funds (LTF)	28,829,900	28,829,900	-	31,721,487	2,891,587	State
Low-Carbon Transit Operations Program	1,458,436	1,458,436	-	433,334	(1,025,102)	State
Measure A	8,238,000	8,238,000	-	7,000,000	(1,238,000)	Local
SunFuels - Outside Sales	1,200,000	985,193	(214,807)	-	(1,200,000)	Sales
Taxi Voucher (Passenger Sales)	37,500	13,115	(24,385)	37,500	-	Sales
<b>Total Operating Revenue</b>	<b>49,417,378</b>	<b>49,417,378</b>	<b>\$ -</b>	<b>50,500,000</b>	<b>1,082,622</b>	

### Notes:

- The FY25 variance reflects the difference between FY25 estimates and FY25 approved budget. The FY26 variance indicates the difference between FY26 proposed budget and FY25 approved budget.

## **REVENUE & FUNDING SOURCES**

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

### **HAUL PASS**

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

### **EMISSIONS CREDITS (SALES OF FUEL CREDITS)**

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

### **FAREBOX**

Farebox revenues are generated from the collection of passenger fares and ticket sales. This revenue is projected based on historical data and planned service levels.

### **FTA SECTION 5307**

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

### **CALIFORNIA ENERGY COMMISSION AND CALIFORNIA AIR RESOURCES BOARD**

The California Energy Commission (CEC) and California Air Resources Board (CARB) are two State agencies that focus on reducing green house gas emissions. Funding for FY26 will be utilized as a pass through expense to the California Transit Training Consortium for curriculum development.

## **REVENUE & FUNDING SOURCES**

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### **FTA SECTION 5311/5311(f)**

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

### **LOCAL TRANSPORTATION FUND (LTF)**

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

### **LOW-CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)**

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

### **MEASURE A**

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

### **SUNFUELS**

SunFuels revenue is generated by the sale of CNG to outside users in the Coachella Valley. The Agency makes a profit on the production of such fuels.

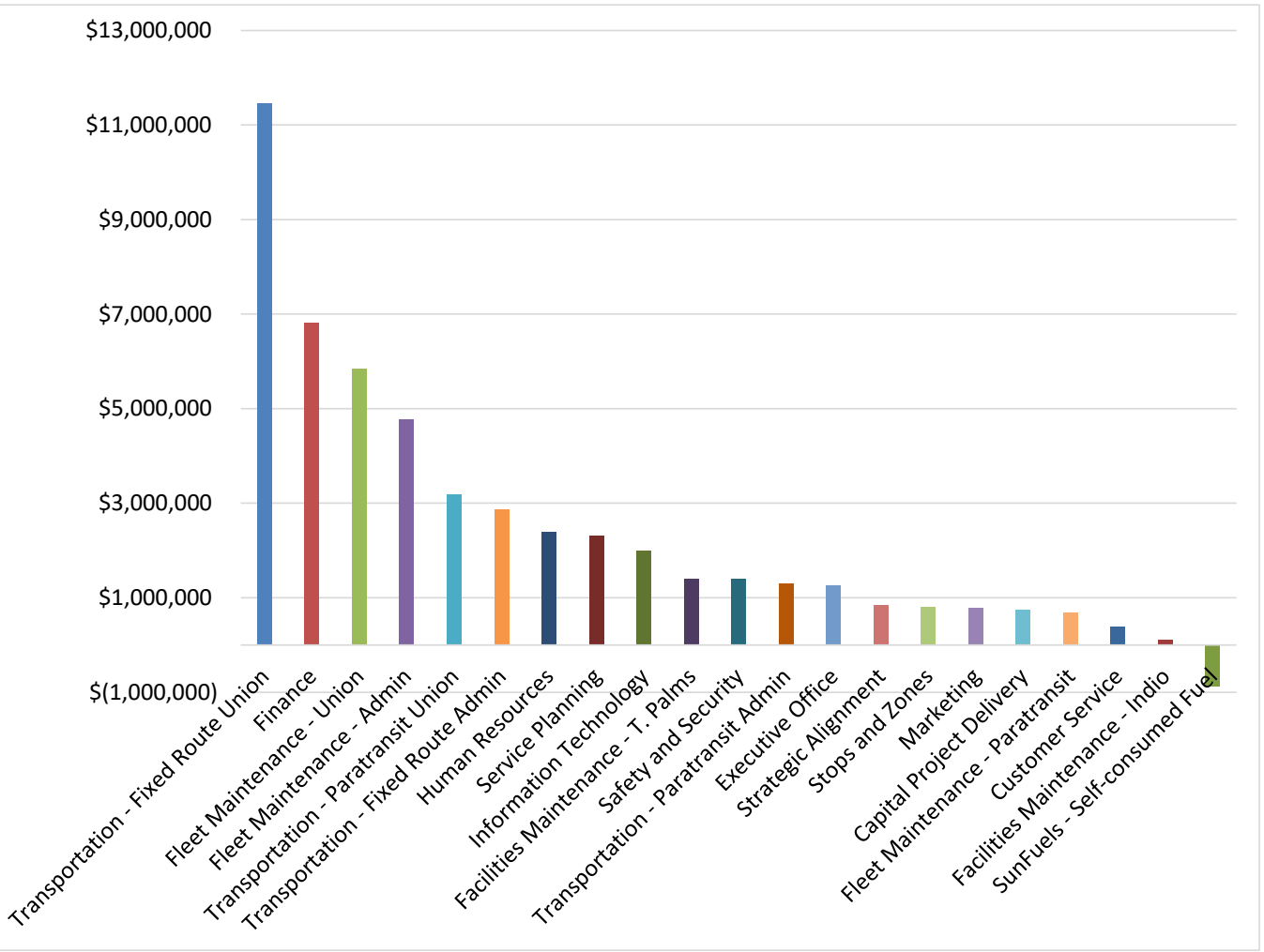
### **OTHER LOCAL REVENUE**

Other local revenue includes revenues generated by the Agency such as advertising revenues and insurance recoveries.

### **TAXI VOUCHER PROGRAM (Passenger Sales)**

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

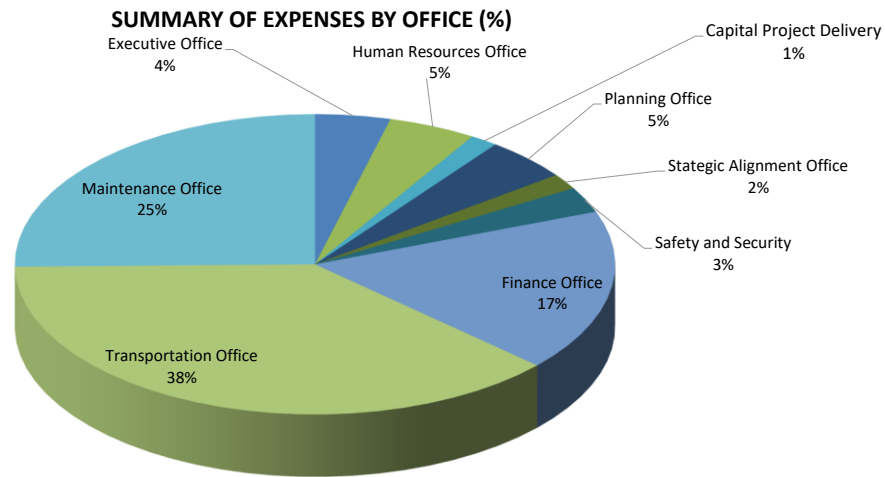
# EXPENSE SUMMARY



## EXPENSE SUMMARY

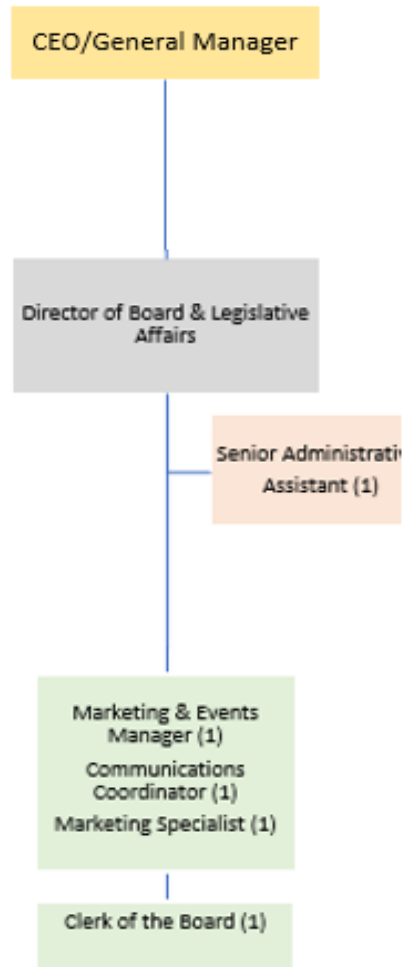
Division	Division Name	FY25 Approved Budget	FY26 Proposed Budget	Variance
<b>EXECUTIVE OFFICE</b>				
40	Executive Office	946,981	1,270,645	323,665
31	Marketing	2,219,209	776,883	(1,442,326)
<b>HUMAN RESOURCES OFFICE</b>				
32	Human Resources	2,028,830	2,390,626	361,796
<b>STRATEGIC ALIGNMENT</b>				
39	Strategic Alignment	138,400	842,801	704,401
<b>CAPITAL PROJECT DELIVERY OFFICE</b>				
44	Capital Project Delivery	735,509	754,178	18,669
<b>SAFETY AND SECURITY OFFICE</b>				
15	Safety and Security	1,764,513	1,395,357	(369,156)
<b>FINANCE OFFICE</b>				
41	Finance	5,986,704	6,814,216	827,512
42	Information Technology	1,879,094	1,998,413	119,319
<b>TRANSPORTATION OFFICE</b>				
11	Transportation - Fixed Route Admin	2,817,622	2,865,244	47,622
12	Transportation - Fixed Route Union	11,167,500	11,450,911	283,411
13	Transportation - Paratransit Admin	1,024,557	1,299,927	275,370
14	Transportation - Paratransit Union	2,890,155	3,186,856	296,701
45	Customer Service	487,878	381,810	(106,068)
<b>PLANNING OFFICE</b>				
49	Service Planning	1,008,073	2,316,597	1,308,524
<b>MAINTENANCE OFFICE</b>				
10	SunFuels	254,919	(867,139)	(1,122,058)
13	Fleet Maintenance - Paratransit	670,551	683,500	12,949
21	Fleet Maintenance - Admin	5,061,199	4,766,723	(294,476)
22	Fleet Maintenance - Union	5,906,781	5,836,077	(70,704)
23	Facilities Maintenance - T. Palms	1,529,971	1,407,866	(122,105)
24	Facilities Maintenance - Indio	123,250	115,250	(8,000)
25	Stops and Zones	775,683	813,260	37,577
<b>Total</b>		<b>49,417,378</b>	<b>50,500,000</b>	<b>1,082,623</b>

## EXPENSE SUMMARY BY OFFICE



Office	FY25 Approved Budget	FY26 Proposed Budget	% of Budget
<b>EXECUTIVE OFFICE</b>			
Executive Office	946,981	1,270,645	3%
Marketing	2,219,209	776,883	2%
Executive Office	3,166,190	2,047,528	4%
<b>HUMAN RESOURCES OFFICE</b>			
Human Resources	2,028,830	2,390,626	5%
Human Resources Office	2,028,830	2,390,626	5%
<b>STRATEGIC ALIGNMENT OFFICE</b>			
Strategic Alignment	138,400	842,801	2%
Strategic Alignment Office	138,400	842,801	2%
<b>CAPITAL PROJECT DELIVERY OFFICE</b>			
Capital Project Delivery	735,509	754,178	1%
Capital Project Delivery Office	735,509	754,178	1%
<b>SAFETY AND SECURITY OFFICE</b>			
Safety and Security	1,764,513	1,395,357	3%
Safety and Security Office	1,764,513	1,395,357	3%
<b>FINANCE OFFICE</b>			
Finance	5,986,704	6,814,216	13%
Information Technology	1,879,094	1,998,413	4%
Finance Office	7,865,798	8,812,629	17%
<b>PLANNING OFFICE</b>			
Service Planning	1,008,073	2,316,597	5%
Planning Office	1,008,073	2,316,597	5%
<b>TRANSPORTATION OFFICE</b>			
Transportation - Fixed Route Admin	2,817,622	2,865,244	6%
Transportation - Fixed Route Operators	11,167,500	11,450,911	23%
Transportation - Paratransit Admin	1,024,557	1,299,927	3%
Transportation - Paratransit Operators	2,890,155	3,186,856	6%
Customer Service	487,878	381,810	1%
Transportation Office	18,387,712	19,184,748	38%
<b>MAINTENANCE OFFICE</b>			
SunFuels	254,919	(867,139)	-2%
Fleet Maintenance - Paratransit	670,551	683,500	1%
Fleet Maintenance - Admin	5,061,199	4,766,723	9%
Fleet Maintenance - Mechanics	5,906,781	5,836,077	12%
Facilities Maintenance - T. Palms	1,529,971	1,407,866	3%
Facilities Maintenance - Indio	123,250	115,250	0.2%
Stops & Zones	775,683	813,260	2%
Maintenance Office	14,322,354	12,755,537	25%
Total Expenses	49,417,378	50,500,000	100%

# EXECUTIVE OFFICE





**EXECUTIVE OFFICE****Division 40****FUNCTIONS & RESPONSIBILITIES**

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

**EXPENSE BUDGET SUMMARY - EXECUTIVE OFFICE (DIV 40)**

General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimated Actuals	FY25 Approved Budget	FY26 Proposed Budget	Variance
5010200500 ADMIN SALARIES	670,067	589,418	427,774	389,698	492,889	103,191
5010201610 ADMIN SALARIES-OT	919	548	216	-	1,500	1,500
5010700000 ALLOCATED SALARIES	(5,081)	(4,483)	(3,242)	(6,217)	(4,205)	2,012
5029999999 TOTAL FRINGE BENEFITS	308,891	284,488	367,123	256,500	324,042	67,542
5030200000 PUBLIC NOTICES	-	-	-	-	-	-
5030300002 LEGAL SERVICES - LABOR COUNSEL	563,451	551,101	-	-	-	-
5030300005 LEGAL SVCS- GENERAL	82,340	264,350	3,127	-	-	-
5030300006 LEGAL SVCS-SPECIAL	-	125,279	-	-	-	-
5030303250 CONSULTING	-	58,510	130,370	100,000	196,919	96,919
5030303290 ORGANIZATIONAL SERVICES	-	-	-	-	-	-
5049900000 PRINTING ADMINISTRATION	4,723	6,918	1,120	2,500	-	(2,500)
5049900001 OFFICE SUPPLIES-GENERAL	2,138	1,985	713	3,000	3,000	-
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	72,001	90,713	179,081	80,000	150,000	70,000
5090200000 TRAVEL-MEETINGS/SEMINARS	29,336	31,109	42,792	65,000	60,000	(5,000)
5090200001 TRAINING/ WORKSHOP	4,478	7,127	1,107	-	-	-
5090200002 BOARD MEETING EXPENSES	4,085	4,764	10,130	8,500	8,500	-
5090200003 BOARD MEMBER COMPENSATION	7,504	7,175	6,233	18,000	18,000	-
5090200004 EMPLOYEE DEVELOPMENT PROGRAM	23,802	1,209	-	-	-	-
5099900002 MISCELLANEOUS EXPENSE	2,305	22,956	32,133	30,000	20,000	(10,000)
5099900004 CONSULTING-GENERAL	342,468	-	-	-	-	-
<b>Total Expenses</b>	<b>2,113,428</b>	<b>2,043,167</b>	<b>1,198,678</b>	<b>946,981</b>	<b>1,270,645</b>	<b>323,665</b>

**PERSONNEL SUMMARY**

FY26 Proposed FTE's	Classification
1	Chief Executive Officer/General Manager
1	Director of Board & Legislative Affairs
1	Senior Administrative Assistant
<b>3</b>	<b>Total FTE's</b>

## ADMINISTRATION OFFICE - MARKETING

### Division 31

#### FUNCTIONS & RESPONSIBILITIES

SunLine's Marketing Department plays a vital role in connecting with the community and promoting the Agency's mission. The Marketing department is dedicated to fostering relationships with the community through events and impactful outreach efforts. This helps build trust and transparency. The department coordinates events, recruits and oversees volunteers, creates press releases, and develops public relation strategies to promote SunLine's mission. The team aims to cultivate strong community connections, create a top-of-mind customer experience, enhance brand visibility, and communicate SunLine's commitment to excellence in public transportation services. Ultimately, the Marketing team strives for SunLine's brand to be the top choice for riders.

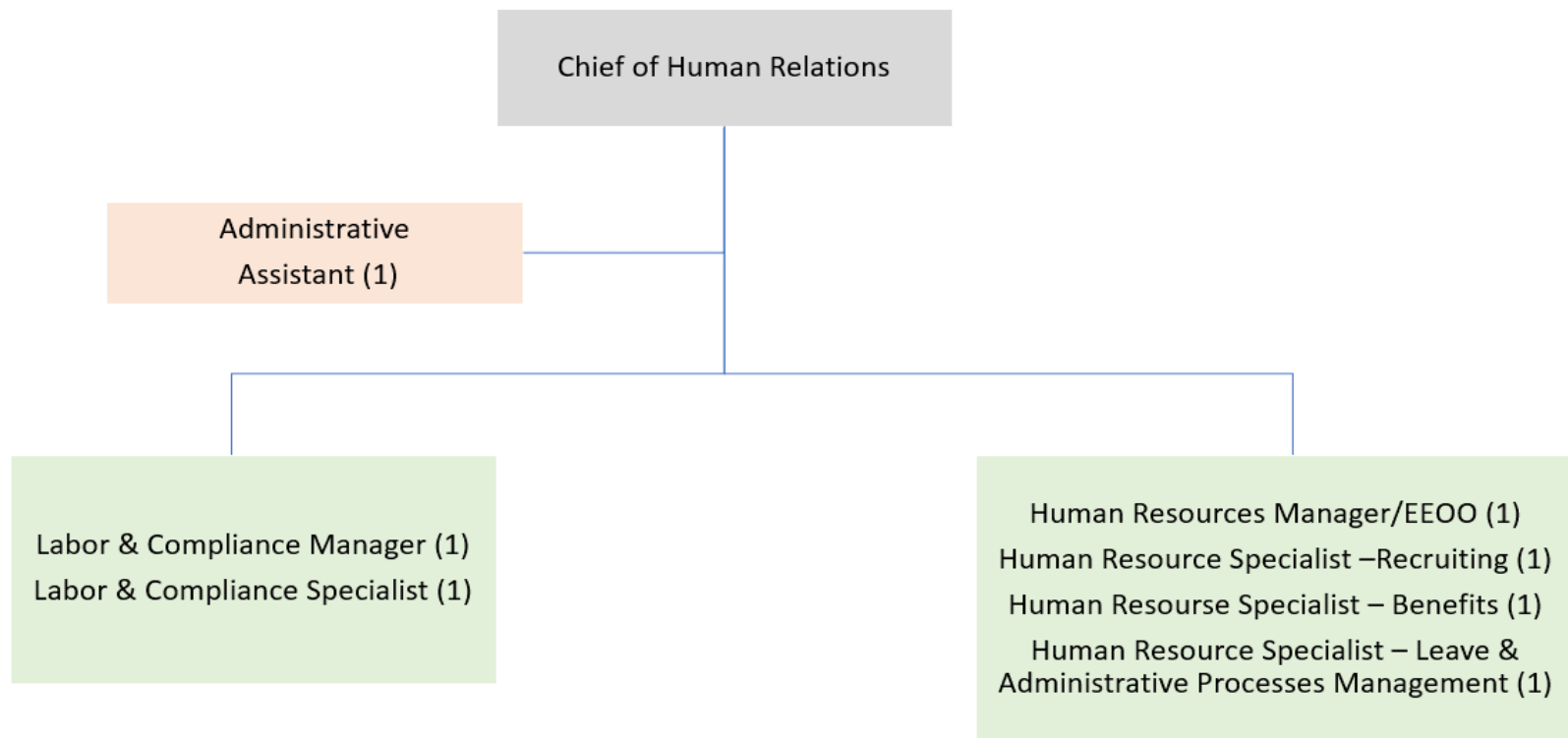
#### EXPENSE BUDGET SUMMARY - MARKETING (DIV 31)

General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimates	FY25 Approved Budget	FY26 Proposed Budget	Variance
5010200500 ADMIN SALARIES	104,562	229,965	242,907	407,490	188,867	(218,623)
5010201610 ADMIN SALARIES-OT	1,964	1,884	1,511	5,000	3,500	(1,500)
5010700000 ALLOCATED SALARIES	-	-	(8,333)	-	-	-
5029999999 TOTAL FRINGE BENEFITS	63,554	206,424	172,406	286,219	158,016	(128,203)
5030303240 CONTRACTED SERVICES	155,233	149,863	152,613	197,879	160,000	(37,879)
5030303260 ADVERTISING	61,564	87,156	123,156	115,500	130,000	14,500
5030303270 SUNLINE EVENTS EXPENSE	16,360	5,588	38,431	30,000	40,000	10,000
5030303273 ANTI-HUMAN TRAFFICKING CAMPAIGN	7,020	-	-	-	-	-
5030400000 TEMPORARY HELP SERVICES	2,046	-	5,674	5,000	2,500	(2,500)
5039900003 PRINTING EXPENSE	23,868	30,060	32,826	55,000	40,000	(15,000)
5039900014 SUNRIDE RIDE SHARE EXPENSES	-	-	1,096,940	1,022,121	-	(1,022,121)
5049900000 TRAINING	-	-	-	5,000	3,000	(2,000)
5049900001 OFFICE SUPPLIES-GENERAL	5,236	2,319	1,934	6,000	5,000	(1,000)
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	1,740	1,728	4,589	4,000	5,500	1,500
5090200000 TRAVEL MEETINGS/SEMINARS	4,888	4,195	12,008	25,000	15,000	(10,000)
5090201000 EMPLOYEE EVENT EXPENSE	-	-	9,957	50,000	25,000	(25,000)
5090201001 EMPLOYEE EVENT EXPENSE	-	-	-	-	500	500
5090800100 EMPLOYEE RECOGNITION	-	-	200	5,000	-	(5,000)
<b>Total Expenses</b>	<b>448,034</b>	<b>719,183</b>	<b>1,886,821</b>	<b>2,219,209</b>	<b>776,883</b>	<b>(1,442,326)</b>

#### PERSONNEL SUMMARY

FY26 Proposed FTE's	Classification
1	Clerk of the Board
1	Marketing & Events Manager
1	Communications Coordinator
1	Marketing Specialist
<b>4</b>	<b>Total FTE's</b>

# HUMAN RESOURCES OFFICE



## Human Resources Office

### Division 32

#### FUNCTIONS & RESPONSIBILITIES

The Human Resources Department is an essential part of the Agency, responsible for managing our most valuable asset: our employees. Our HR team provides support in areas such as recruitment, compensation and benefits, employee relations, performance management, and training and development. With a focus on attracting, developing, and retaining top talent, we strive to create a positive work culture and foster a sense of community within our organization. As we continue to grow and expand, the HR Department plays a critical role in ensuring our employees are engaged, motivated, and have the resources they need to succeed.

#### EXPENSE BUDGET SUMMARY - HUMAN RESOURCES (DIV 32)

General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimates	FY25 Approved Budget	FY26 Proposed Budget	Variance
5010200500 ADMIN SALARIES	327,531	469,360	571,510	553,577	534,286	(19,291)
5010201610 ADMIN SALARIES-OT	1,186	1,105	1,499	2,000	2,500	500
5010700000 ALLOCATED SALARIES	(2,490)	(3,556)	(4,341)	(3,557)	(4,250)	(693)
5029999999 TOTAL FRINGE BENEFITS	211,214	316,235	276,721	355,322	330,594	(24,728)
5030300001 BENEFIT MANAGEMENT EXPENSES	24,263	27,634	27,044	25,396	25,396	-
5030300002 LEGAL SERVICES - LABOR COUNSEL	-	-	457,295	487,176	400,000	(87,176)
5030300003 MEDICAL-EXAMS AND TESTING	19,923	18,447	20,183	35,000	28,000	(7,000)
5030300005 LEGAL SVCS- GENERAL	-	-	663,492	100,000	670,000	570,000
5030300006 LEGAL SVCS-SPECIAL	-	-	60,372	100,000	65,000	(35,000)
5030303250 CONSULTING	-	106,875	172,476	200,000	180,000	(20,000)
5030400000 TEMPORARY HELP SERVICES	-	-	93,872	5,000	5,000	-
5039900003 PRINTING EXPENSE	2,560	1,154	1,277	2,500	2,500	-
5049900000 HR TRAINING	687	834	2,744	1,500	2,000	500
5049900001 OFFICE SUPPLIES	2,948	2,621	2,494	4,000	4,000	-
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	5,886	6,835	3,770	9,000	7,000	(2,000)
5090200000 TRAVEL MEETINGS/SEMINARS	426	12,518	19,113	10,000	10,000	-
5090201000 EMPLOYEE EXPENSE	4,112	29,554	36,949	40,000	40,000	-
5090201001 EMPLOYEE WELLNESS PLAN EXPENSE	1,562	1,501	1,766	3,000	3,000	-
5090800000 RECRUITING EMPLOYEES	39,842	15,414	15,722	50,000	60,000	10,000
5090800100 EMPLOYEE RECOGNITION	422	266	8,941	10,600	10,600	-
5090800125 TUITION REIMBURSEMENT	8,367	14,380	6,672	20,000	15,000	(5,000)
5099900001 STAFF DEVELOPMENT	-	-	22,555	18,315	-	(18,315)
<b>Total Expenses</b>	<b>648,436</b>	<b>1,021,176</b>	<b>2,462,125</b>	<b>2,028,830</b>	<b>2,390,626</b>	<b>361,796</b>

#### PERSONNEL SUMMARY

FY26 Proposed FTE's	Classification
1	Chief of Human Relations
1	Administrative Assistant
1	Human Resources Specialist - Recruiting
1	Labor & Compliance Manager
1	Labor & Compliance Specialist
1	Human Resources Specialist - Benefits
1	Human Resources Specialist - Leave & Administrative Processes Management
1	Human Resources Manager/EEEO
<b>8</b>	<b>Total FTE's</b>

# STRATEGIC ALIGNMENT OFFICE

Chief of Strategic Alignment



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graph TD; A[Chief of Strategic Alignment] --> B["Staff Development Coordinator (1)  
Operations Design Analyst (1)"]
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Staff Development Coordinator (1)  
Operations Design Analyst (1)

**STRATEGIC ALIGNMENT OFFICE****Division 39****FUNCTIONS & RESPONSIBILITIES**

SunLine Transit Agency is establishing a Strategic Alignment Department to unify internal policies, ensure consistent documentation, and align operations with agency-wide goals. This department will lead the completion and integration of SunLine's Vision and Mission Statement, ensuring they are reflected in all strategic efforts.

In addition, the department will develop and oversee training and mentorship programs that support employee growth and strengthen organizational cohesion. By streamlining policies and fostering workforce development, the department will help drive agency-wide alignment, efficiency, and long-term success.

**EXPENSE BUDGET SUMMARY - STRATEGIC ALIGNMENT**

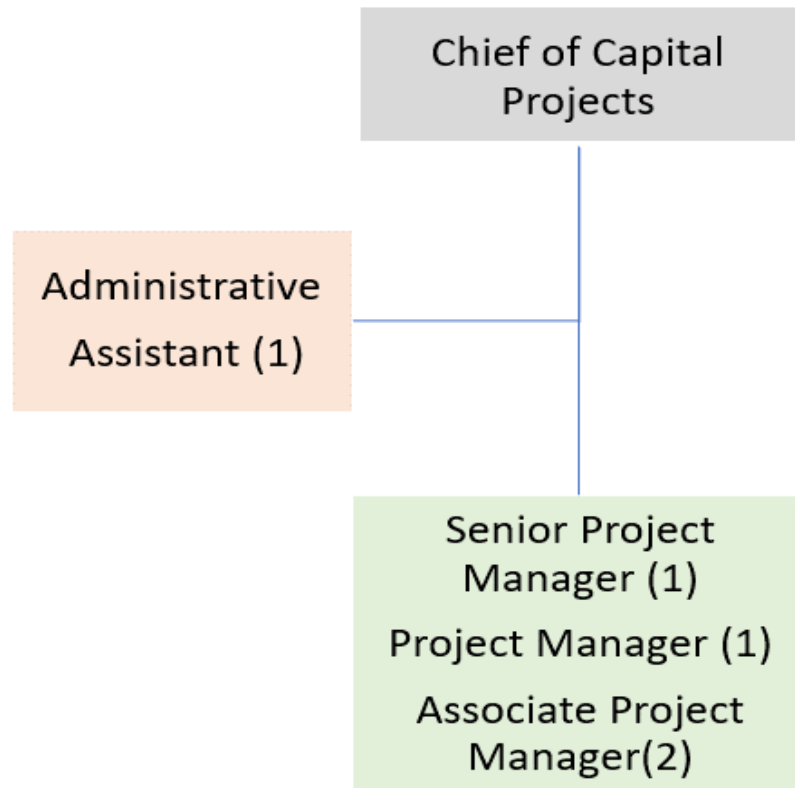
General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimates	FY25 Approved Budget	FY26 Proposed Budget	Variance
5010200500 ADMIN SALARIES	-	-	44,319	-	194,880	194,880
5010201610 ADMIN SALARIES-OT	-	-	110	-	1,500	1,500
5029999999 TOTAL FRINGE BENEFITS	-	-	85,268	-	141,076	141,076
5030303250 CONSULTING	-	-	-	12,500	10,000	(2,500)
5039900003 PRINTING EXPENSE	-	-	-	-	2,500	2,500
5039900016 WORKFORCE TRAINING - CEC	-	-	-	100,000	365,000	265,000
5049900001 OFFICE SUPPLIES-GENERAL	-	-	-	1,000	1,500	500
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	-	-	-	-	5,000	5,000
5090200000 TRAVEL-MEETINGS/SEMINARS	-	-	360	2,000	10,000	8,000
5090200000 TRAVEL-MEETINGS/SEMINARS - CTW	-	-	-	-	57,345	57,345
5090201000 EMPLOYEE EXPENSES	-	-	-	-	2,000	2,000
5090800100 EMPLOYEE RECOGNITION	-	-	95	-	2,000	2,000
5099900001 STAFF DEVELOPMENT	-	-	-	22,900	50,000	27,100
<b>Total Expenses</b>	-	-	<b>130,151</b>	<b>138,400</b>	<b>842,801</b>	<b>704,401</b>

**PERSONNEL SUMMARY**

FY26 Proposed FTE's	Classification
1	Chief of Strategic Alignment
1	Staff Development Coordinator
1	Operations Design Analyst
<b>3</b>	<b>Total FTEs</b>



# CAPITAL PROJECT DELIVERY OFFICE



**CAPITAL PROJECT DELIVERY OFFICE**

Division 44

**FUNCTIONS & RESPONSIBILITIES**

The Capital Project Delivery Office is responsible for supporting SunLine's daily operations by managing and delivering significant capital projects.

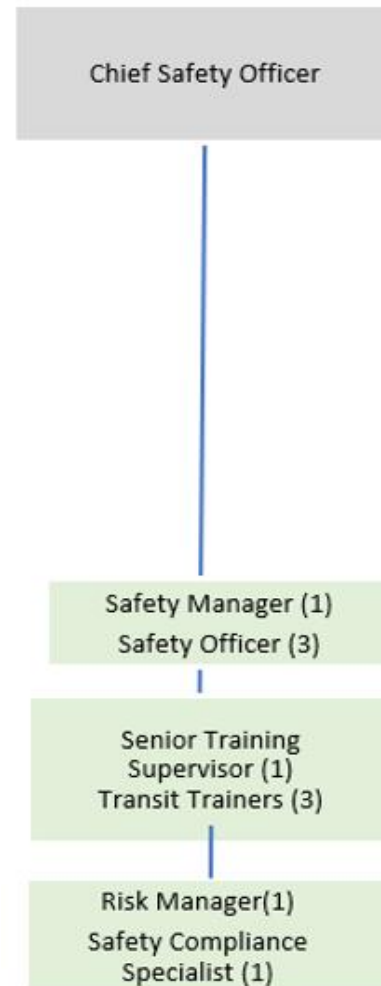
**EXPENSE BUDGET SUMMARY - CAPITAL PROJECT DELIVERY (DIV 44)**

General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimates	FY25 Approved Budget	FY26 Proposed Budget	Variance
5010200500 ADMIN SALARIES	475,585	241,779	391,260	315,683	451,017	135,334
5010201610 ADMIN SALARIES-OT	199	45	675	-	1,800	1,800
5010700000 ALLOCATED SALARIES	(3,607)	(1,723)	(2,969)	-	(3,980)	(3,980)
5010700001 GRANT ALLOCATION	-	-	-	-	(20,000)	(20,000)
5029999999 TOTAL FRINGE BENEFITS	258,240	216,121	240,966	171,026	307,941	136,915
5030300009 CONTRACTED SERVICES	-	-	957	-	-	-
5030303250 CONSULTING	-	60,614	-	20,000	-	(20,000)
5039900013 CENTER OF EXCELLENCE - CARB	25,324	41,464	54,833	-	-	-
5039900015 CLEAN CITIES COALITION	8,122	-	-	-	-	-
5039900016 CENTER OF EXCELLENCE - CEC	-	1,232	-	200,000	-	(200,000)
5049900000 PRINTING ADMINISTRATION	324	-	-	400	400	-
5049900001 OFFICE SUPPLIES-GENERAL	713	735	1,710	1,500	2,000	500
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	1,613	1,610	1,344	4,000	3,000	(1,000)
5090200000 TRAVEL-MEETINGS/SEMINARS	7,213	5,708	5,169	15,000	12,000	(3,000)
5090200001 TRAINING/ WORKSHOP	-	6,602	-	7,200	-	(7,200)
5090200004 EMPLOYEE DEVELOPMENT PROGRAM	19,683	17,952	1,145	-	-	-
5090201000 EMPLOYEE EXPENSES	384	107	-	700	-	(700)
5099900004 CONSULTING-GENERAL	340,447	-	-	-	-	-
<b>Total Expenses</b>	<b>1,134,242</b>	<b>592,245</b>	<b>695,091</b>	<b>735,509</b>	<b>754,178</b>	<b>18,669</b>

**PERSONNEL SUMMARY**

FY26 Proposed FTE's	Classification
1	Chief of Capital Projects
1	Administrative Assistant
1	Senior Project Manager
1	Project Manager
2	Associate Project Manager
<b>6</b>	<b>Total FTEs</b>

# SAFETY AND SECURITY OFFICE



## SAFETY AND SECURITY OFFICE

### Division 15

#### FUNCTIONS & RESPONSIBILITIES

The mission of the Safety Department is to maintain a positive safety culture in the organization. To achieve this, they put systems in place to identify, address, and resolve safety concerns across the system. The department also consult with other departments and contractors to minimize human and economic losses to the public, employees, and SunLine Transit Agency. Additionally, the department aims to identify hazardous conditions and reduce potential injuries, accidents, and property damage, while ensuring the safety of employees, customers, facilities, and equipment.

The staff reviews policies and procedures, monitors the operation of all services, and takes a proactive role in identifying measures to address hazards. They investigate all accidents and injuries and make recommendations for preventive measures based on identified trends. The Safety department leads the organization-wide efforts to implement safety management systems (SMS).

Furthermore, the department is responsible for ensuring the safety, protection, and integrity of the transportation system. They continually collaborate with law enforcement and other regional first responders to ensure effective planning for and response to emergencies. The Safety department also maintains the access control and video components for the system.

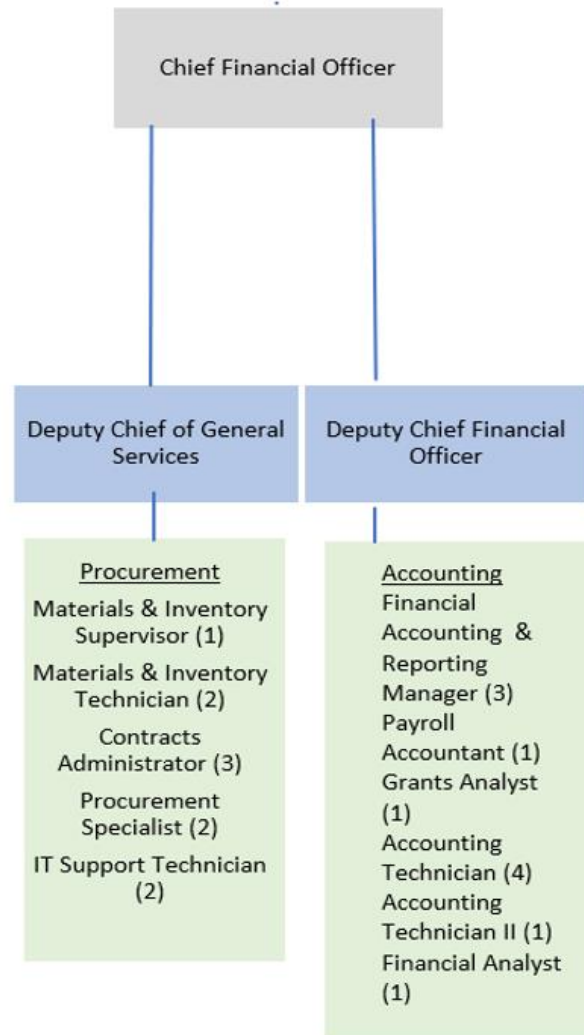
#### EXPENSE BUDGET SUMMARY - Safety and Security (DIV 15)

General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimates	FY25 Approved Budget	FY26 Proposed Budget	Variance
5010200500 ADMIN SALARIES	647,309	688,441	526,241	757,594	599,260	(158,334)
5010201510 BARGAINING SALARIES-OT	-	1,455	1,256	1,500	2,987	1,487
5010201610 STAFF OT	4,292	5,393	4,840	9,200	6,257	(2,943)
5010700000 ALLOCATED SALARIES	-	6,930	18,840	-	-	-
5029999999 TOTAL FRINGE BENEFITS	463,472	472,544	327,740	504,919	407,353	(97,566)
5030300001 ID BADGE SUPPLIES	3,484	3,301	3,437	6,000	4,500	(1,500)
5030300003 MEDICAL-EXAMS AND TESTING	33,175	32,214	46,263	32,000	50,000	18,000
5030300010 CONTRACTED SERVICES	-	1,900	18,752	15,000	25,000	10,000
5030300013 UNIFORMS	239	1,265	343	-	1,500	1,500
5030300050 EMPLOYEE INCENTIVE SERVICES	9,650	6,450	1,404	20,000	15,000	(5,000)
5030303250 CONSULTING	-	-	-	15,000	5,000	(10,000)
5030700000 SECURITY SERVICES	324,599	359,683	146,453	168,000	150,000	(18,000)
5030700005 CAMERA MAINTENANCE AGREEMENT	1,152	-	-	-	-	-
5039900012 VANPOOL EXPENSES	186,899	58,202	-	-	-	-
5039900014 SUNRIDE RIDE SHARE EXPENSES	717,449	914,557	13,663	-	-	-
5049900001 OFFICE SUPPLIES	2,687	2,944	435	3,000	1,500	(1,500)
5049900009 MATERIALS & SUPPLIES	14,213	15,808	22,702	20,000	30,000	10,000
5049900010 TRAINING SUPPLIES	154	4,102	1,999	10,000	5,000	(5,000)
5049901000 EMERGENCY PREPAREDNESS SUPPLIES	19,996	21,589	25,302	35,000	40,000	5,000
5060300100 REPAIR CLAIMS	176,332	68,045	(800)	100,000	15,000	(85,000)
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	594	1,623	-	5,300	2,500	(2,800)
5090200000 TRAVEL MEETINGS/SEMINARS	18,063	23,473	26,940	52,000	27,000	(25,000)
5090201000 EMPLOYEE EXPENSES	3,153	21,179	-	-	-	-
5090800000 RECRUITING EMPLOYEES	7,275	5,830	6,712	10,000	7,000	(3,000)
5099900002 MISCELLANEOUS EXPENSE	483	284	383	-	500	500
<b>Total Expenses</b>	<b>2,634,668</b>	<b>2,717,212</b>	<b>1,192,906</b>	<b>1,764,513</b>	<b>1,395,357</b>	<b>(369,156)</b>

#### PERSONNEL SUMMARY

FY26 Proposed FTE's	Classification
1	Chief Safety Officer
1	Superintendent of Safety & Training
1	Safety Manager
1	Safety Compliance Specialist
1	Senior Training Supervisor
1	Risk Manager
3	Safety Officer
3	Transit Trainer
<b>12</b>	<b>Total FTEs</b>

# FINANCE OFFICE





**FINANCE OFFICE****Division 41****FUNCTIONS & RESPONSIBILITIES**

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

**EXPENSE BUDGET SUMMARY - FINANCE (DIV 41)**

General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimates	FY25 Approved Budget	FY26 Proposed Budget	Variance
5010200500 ADMIN SALARIES	785,063	923,365	1,028,427	1,200,000	1,144,813	(55,187)
5010201500 BARGAINING SALARIES	-	10,414	76,073	-	85,650	85,650
5010201610 ADMIN SALARIES-OT	6,643	9,599	35,658	10,000	35,650	25,650
5010700000 ALLOCATED SALARIES	(5,998)	(7,202)	(8,638)	(8,204)	(9,890)	(1,687)
5010700001 GRANT ALLOCATED SALARIES	-	-	-	-	(20,000)	(20,000)
5029999999 TOTAL FRINGE BENEFITS	528,723	645,048	708,639	730,615	831,445	100,830
5030200000 PUBLIC NOTICES	5,119	7,219	7,446	10,000	9,000	(1,000)
5030300009 CONTRACTED SERVICES	5,029	4,392	37,613	173,000	121,133	(51,867)
5030300010 ORGANIZATIONAL SERVICES	(2,025)	-	-	-	-	-
5030300015 AUDIT SERVICES	51,200	78,000	113,333	87,000	80,000	(7,000)
5030303240 MANAGEMENT CONSULTING	54,000	-	-	-	-	-
5030303250 CONSULTING	-	62,660	35,290	15,000	30,000	15,000
5030400000 TEMPORARY HELP SERVICES	282,783	47,223	171,065	-	-	-
5039900004 TAXI VOUCHER - NEW FREEDOM PROGRAM	72,729	56,019	40,893	69,000	41,000	(28,000)
5049900001 OFFICE SUPPLIES	11,757	11,909	18,021	12,500	20,000	7,500
5060100000 INSURANCE - AUTO PHYSICAL DAMAGE	267,773	306,802	301,254	323,000	303,000	(20,000)
5060100100 INSURANCE PREMIUM - PROPERTY	135,417	195,553	232,868	200,000	235,000	35,000
5060300000 INSURANCE - GENERAL LIABILITY	1,297,314	1,759,350	2,030,570	1,610,540	2,000,000	389,460
5060400000 INSURANCE LOSSES	2,305,122	1,569,176	1,078,121	750,000	628,415	(121,585)
5060401000 INSURANCE PREMIUM - WC	616,105	437,429	1,184,580	485,000	950,000	465,000
5060800000 INSURANCE - ADMIN	197,085	193,591	201,502	210,000	202,000	(8,000)
5079900000 PROPERTY & OTHER TAXES	87	460	-	500	500	-
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	538	818	738	1,000	1,500	500
5090200000 TRAVEL MEETINGS/SEMINARS	4,344	11,925	15,791	15,000	15,000	-
5090200002 MILEAGE REIMBURSEMENT	-	327	-	500	500	-
5090201000 EMPLOYEE EXPENSES	1,432	1,899	2,628	3,000	3,000	-
5090801000 BANK SERVICE FEES	21,161	35,723	41,624	38,452	45,000	6,548
5090801030 PR PENALTY/INTEREST EXPENSE	-	-	-	1,000	1,000	-
5090801040 PASS OUTLET COMMISSION	6,644	3,232	3,813	7,300	5,000	(2,300)
5090801050 MOBILE TICKETING COMMISSION	18,888	56,407	52,265	40,000	53,000	13,000
5090801060 BAD DEBT EXPENSE	1,617	13,980	-	2,500	2,500	-
5110101050 INTEREST EXPENSE	14,209	107,527	-	-	-	-
<b>Total Expenses</b>	<b>6,682,757</b>	<b>6,542,843</b>	<b>7,409,576</b>	<b>5,986,704</b>	<b>6,814,216</b>	<b>827,512</b>

**FINANCE OFFICE****Division 41**

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**PERSONNEL SUMMARY**

FY26 Proposed FTE's	Classification
1	Chief Financial Officer
1	Deputy Chief Financial Officer
1	Deputy Chief of General Services
3	Accounting and Financial Reporting Manager
4	Accounting Technician
1	Accounting Technician II
1	Payroll Accountant
1	Grants Analyst
1	Financial Analyst
1	Materials & Inventory Supervisor
2	Materials & Inventory Technician
3	Contracts Administrator
2	Procurement Specialist
<b>22</b>	<b>Total FTEs</b>

**FINANCE OFFICE - INFORMATION TECHNOLOGY****Division 42****FUNCTIONS & RESPONSIBILITIES**

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

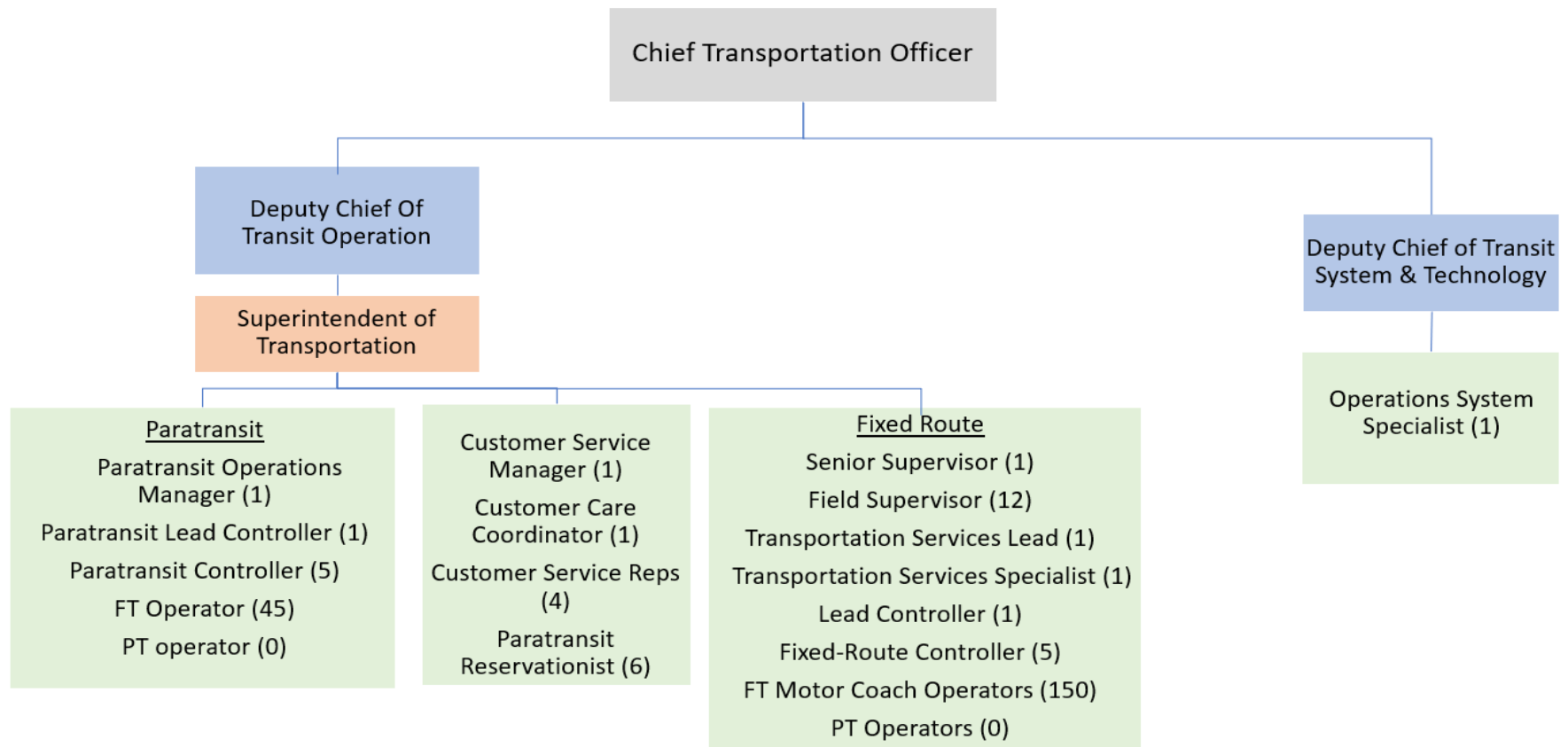
**EXPENSE BUDGET SUMMARY - INFORMATION TECHNOLOGY (DIV 42)**

General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimates	FY25 Approved Budget	FY26 Proposed Budget	Variance
5010200500 ADMIN SALARIES	93,053	55,114	106,096	107,652	115,650	7,998
5010201610 ADMIN SALARIES-OT	266	1,717	13,144	2,200	19,980	17,780
5010700000 ALLOCATED SALARIES	(707)	(437)	(903)	(2,200)	(1,980)	220
5029999999 TOTAL FRINGE BENEFITS	59,794	42,483	60,161	74,278	80,344	6,066
5030200006 COMMUNICATIONS	247,851	276,768	306,173	287,782	295,000	7,218
5030300009 CONTRACTED SERVICES	25,341	44,247	273,861	250,000	394,419	144,419
5030300011 COMPUTER/NETWORK SOFTWARE AGMT	755,825	764,493	1,080,123	1,096,582	1,000,000	(96,582)
5030400000 TEMPORARY HELP SERVICES	10,980	2,974	195	-	-	-
5030500000 OFFICE EQUIPMENT MAINTENANCE	34,144	28,425	31,808	29,000	33,000	4,000
5049900001 OFFICE SUPPLIES	6,715	8,728	6,153	7,800	7,000	(800)
5049900010 COMPUTER SUPPLIES	20,453	24,287	50,055	21,000	50,000	29,000
5090200000 TRAVEL MEETINGS/SEMINARS	29	299	-	5,000	5,000	-
<b>Total Expenses</b>	<b>1,253,743</b>	<b>1,249,099</b>	<b>1,926,865</b>	<b>1,879,094</b>	<b>1,998,413</b>	<b>119,319</b>

**PERSONNEL SUMMARY**

FY26 Proposed FTE's	Classification
2	IT Support Technician
<b>2</b>	<b>Total FTEs</b>

# TRANSPORTATION OFFICE



**TRANSPORTATION OFFICE**

Division 11, 12, 13 (Ops Only Portion), 14

**FUNCTIONS & RESPONSIBILITIES**

The Transportation Office plays a pivotal role in managing the daily transit services crucial for addressing the evolving mobility demands of the Coachella Valley. This encompasses overseeing the SunBus Fixed Route and SunDial Paratransit services. The SunLine's fixed route network is extensive, encompassing nine local routes spanning the Coachella Valley. Moreover, SunLine offers commuter express services that extend beyond its service area, facilitating connections between the Coachella Valley and San Bernardino. This connection facilitates seamless transitions to Metrolink trains and routes served by various regional transit agencies such as the Riverside Transit Agency, Omnitrans, Victor Valley Transit Authority, and Mountain Transit.

For individuals with disabilities who are unable to utilize the fixed-route transit system, ADA Paratransit services offer essential accessibility. Paratransit Reservationists play a vital role in this process, assisting in scheduling rides, catering to special requirements such as mobility devices, accompanying clients, and ensuring the accommodation of service animals.

Furthermore, the Transportation Projects team extends its support beyond routine operations by engaging in transportation and maintenance projects that fall outside the realm of large-scale capital construction. This multifaceted approach underscores the commitment to ensuring comprehensive and efficient transportation services while accommodating diverse needs within the community.

**EXPENSE BUDGET SUMMARY - FIXED ROUTE ADMIN (DIV 11)**

General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimates	FY25 Approved Budget	FY26 Proposed Budget	Variance
5010200500 ADMIN SALARIES	1,127,839	1,350,314	1,333,116	1,581,944	1,388,719	(193,225)
5010201500 CUSTOMER SERVICE SALARIES	-	121,832	250,326	-	261,251	261,251
5010201510 BARGAINING SALARIES-OT	-	5,417	8,166	-	8,346	8,346
5010201610 ADMIN SALARIES-OT	42,067	53,963	52,326	63,172	54,053	(9,119)
5029999999 TOTAL FRINGE BENEFITS	837,728	1,018,189	965,057	1,082,522	1,032,434	(50,088)
5030300013 UNIFORMS	22,840	42,619	42,682	45,224	55,182	9,958
5039900003 PRINTING EXPENSE	2,450	7,381	11,160	9,500	12,000	2,500
5049900001 OFFICE SUPPLIES	1,168	1,478	736	1,260	1,260	-
5049900011 MATERIALS & SUPPLIES	1,273	934	2,170	2,000	3,000	1,000
5090200000 TRAVEL MEETINGS/SEMINARS	2,850	25,107	30,992	19,000	26,000	7,000
5090201000 EMPLOYEE EXPENSE	1,291	1,469	1,533	3,000	3,000	-
5099900004 BUS RODEO EXPENDITURES	-	-	11,988	10,000	20,000	10,000
<b>Total Expenses</b>	<b>2,039,506</b>	<b>2,628,702</b>	<b>2,710,254</b>	<b>2,817,622</b>	<b>2,865,244</b>	<b>47,622</b>

**EXPENSE BUDGET SUMMARY - FIXED ROUTE UNION (DIV 12)**

General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimates	FY25 Approved Budget	FY26 Proposed Budget	Variance
5010101010 OPERATOR WAGES - FT	5,536,725	6,429,758	6,250,975	6,844,892	6,967,901	123,009
5010101020 OPERATOR WAGES OVERTIME - FT	898,234	857,190	1,230,530	775,000	900,000	125,000
5029999999 TOTAL FRINGE BENEFITS	3,224,839	3,699,128	3,271,032	3,547,608	3,583,010	35,402
<b>Total Expenses</b>	<b>9,659,799</b>	<b>10,986,077</b>	<b>10,752,537</b>	<b>11,167,500</b>	<b>11,450,911</b>	<b>283,411</b>

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

General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimates	FY25 Approved Budget	FY26 Proposed Budget	Variance
5010200500 ADMIN SALARIES	395,190	372,515	421,666	510,534	446,180	(64,354)
5010201500 BARGAINING SALARIES	-	432	238,636	-	252,510	252,510
5010201510 BARGAINING SALARIES-OT	-	1,595	4,360	-	6,000	6,000
5010201610 ADMIN SALARIES-OT	14,770	8,268	15,260	18,239	19,359	1,120
5029999999 TOTAL FRINGE BENEFITS	301,539	291,170	476,566	468,784	554,262	85,478
5030300013 PARATRANSIT UNIFORMS	5,171	10,827	9,711	25,800	19,416	(6,384)
5049900001 OFFICE SUPPLIES	11	995	213	1,200	1,200	-
5049900011 PARATRANSIT SUPPLIES	-	20	160	-	1,000	1,000
<b>Total Expenses</b>	<b>716,681</b>	<b>685,821</b>	<b>1,166,573</b>	<b>1,024,557</b>	<b>1,299,927</b>	<b>275,370</b>

**TRANSPORTATION OFFICE**

Division 11, 12, 13 (Ops Only Portion), 14

**EXPENSE BUDGET SUMMARY - PARATRANSIT UNION (DIV 14)**

General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimates	FY25 Approved Budget	FY26 Proposed Budget	Variance
5010101010 PARATRANSIT OPERATOR WAGES	1,363,306	1,570,259	1,758,042	1,761,840	1,958,647	196,807
5010101020 PARATRANSIT OPER WAGES OT	282,779	258,092	234,055	250,000	250,000	-
5029999999 TOTAL FRINGE BENEFITS	738,569	880,238	876,498	878,315	978,209	99,894
<b>Total Expenses</b>	<b>2,384,654</b>	<b>2,708,589</b>	<b>2,868,595</b>	<b>2,890,155</b>	<b>3,186,856</b>	<b>296,701</b>

**PERSONNEL SUMMARY**

FY26 Proposed FTE's	Classification
1	Chief Transportation Officer
1	Transportation Services Specialist
1	Deputy Chief of Transit Systems & Technology
1	Deputy Chief of Transit Operations
1	Operations System Specialist
1	Superintendent of Transportation
1	Senior Supervisor
12	Field Supervisor
1	Transportation Services Lead
1	Lead Controller
5	Fixed Route Controller
150	Fixed Route Operator
1	Paratransit Operations Manager
1	Paratransit Lead Controller
5	Paratransit Controller
45	Paratransit Operator
1	Customer Service Manager
6	Paratransit Reservationist
<b>235</b>	<b>Total FTEs</b>

**ADMINISTRATION OFFICE - CUSTOMER SERVICE****Division 45****FUNCTIONS & RESPONSIBILITIES**

The Community and Customer Relations Department are the first point of contact for anyone visiting SunLine, ensuring a welcoming and informative experience. They go beyond basic service by providing tailored transit plans to meet individual needs. They distribute informational materials throughout the Coachella Valley to keep the community informed about SunLine's services. They act as a bridge between customers and SunLine by receiving, recording, and addressing suggestions, requests, and complaints. They ensure inquiries are directed to the right department within SunLine and follow up to confirm issues are resolved. In essence, the Community and Customer Relations Department plays a vital role in building positive relationships with riders and ensuring a smooth and efficient transit experience for everyone.

**EXPENSE BUDGET SUMMARY - COSTUMER SERVICE (45)**

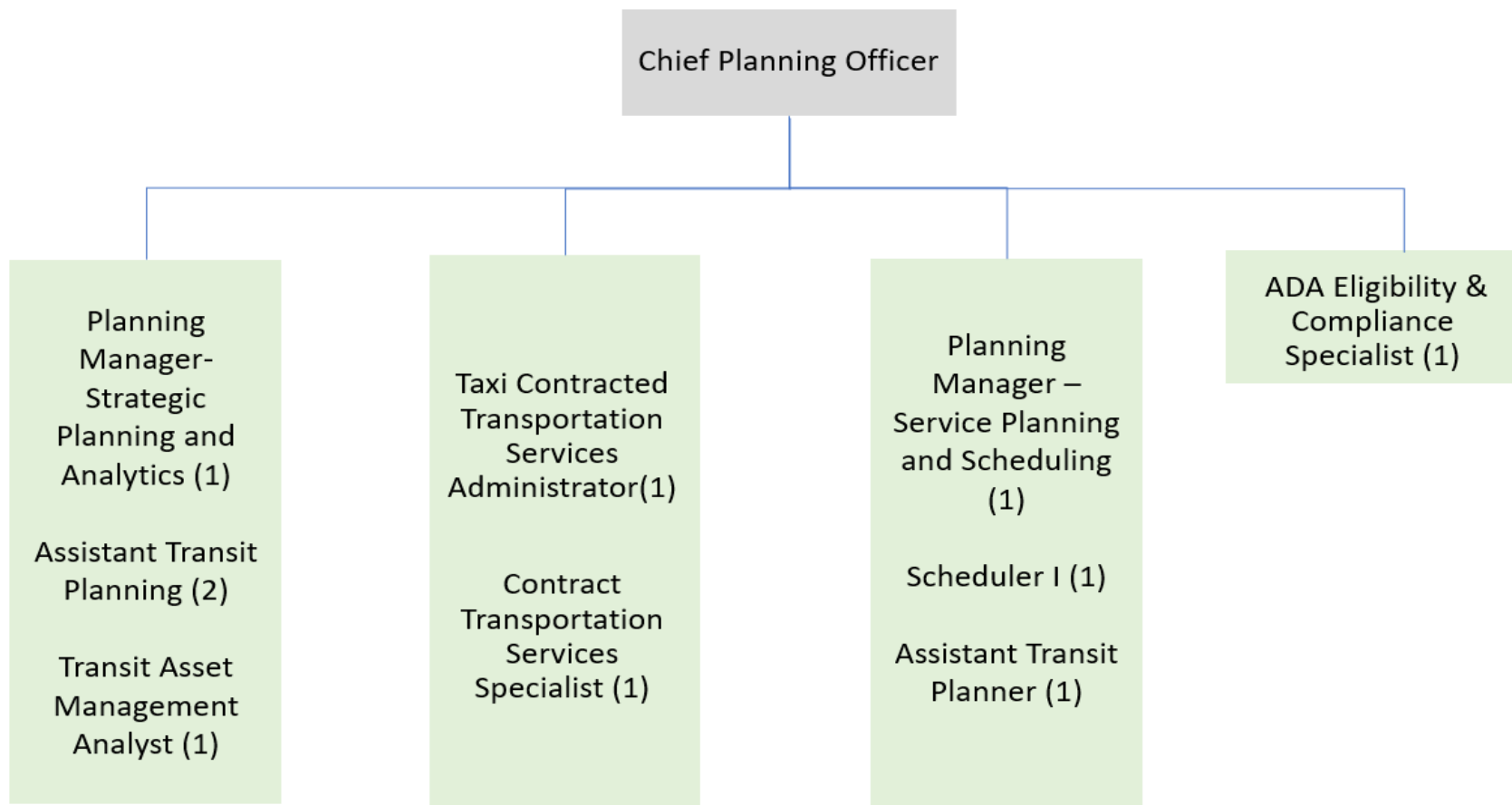
General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimates	FY25 Approved Budget	FY26 Proposed Budget	Variance
5010200500 ADMIN SALARIES	407,050	413,465	165,470	239,031	182,894	(56,137)
5010201510 BARGAINING SALARIES-OT	-	2,391	1,478	-	2,300	2,300
5010201610 ADMIN SALARIES-OT	5,189	3,339	2,090	8,500	4,500	(4,000)
5029999999 TOTAL FRINGE BENEFITS	267,779	275,102	37,851	166,807	130,076	(36,731)
5030303240 CONTRACTED SERVICES	2,500	3,000	5,539	3,540	3,540	-
5030400000 TEMPORARY HELP SERVICES	-	-	-	5,000	-	(5,000)
5039900003 PRINTING EXPENSE	21,980	38,513	23,104	30,000	26,000	(4,000)
5049900001 OFFICE SUPPLIES	3,527	3,901	2,548	4,000	4,000	-
5049900002 OFFICE SUPPLIES - POSTAGE	21,886	14,413	21,113	27,000	25,000	(2,000)
5090200000 TRAVEL MEETINGS/SEMINARS	-	703	-	2,500	2,000	(500)
5090800100 EMPLOYEE RECOGNITION	677	895	2,009	1,500	1,500	-
<b>Total Expenses</b>	<b>730,589</b>	<b>755,721</b>	<b>261,202</b>	<b>487,878</b>	<b>381,810</b>	<b>(106,068)</b>

**PERSONNEL SUMMARY**

FY26 Proposed FTE's	Classification
1	Customer Care Coordinator
4	Customer Service Representative
<b>5</b>	<b>Total FTEs</b>



# PLANNING OFFICE



**PLANNING OFFICE****Division 49****FUNCTIONS & RESPONSIBILITIES**

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

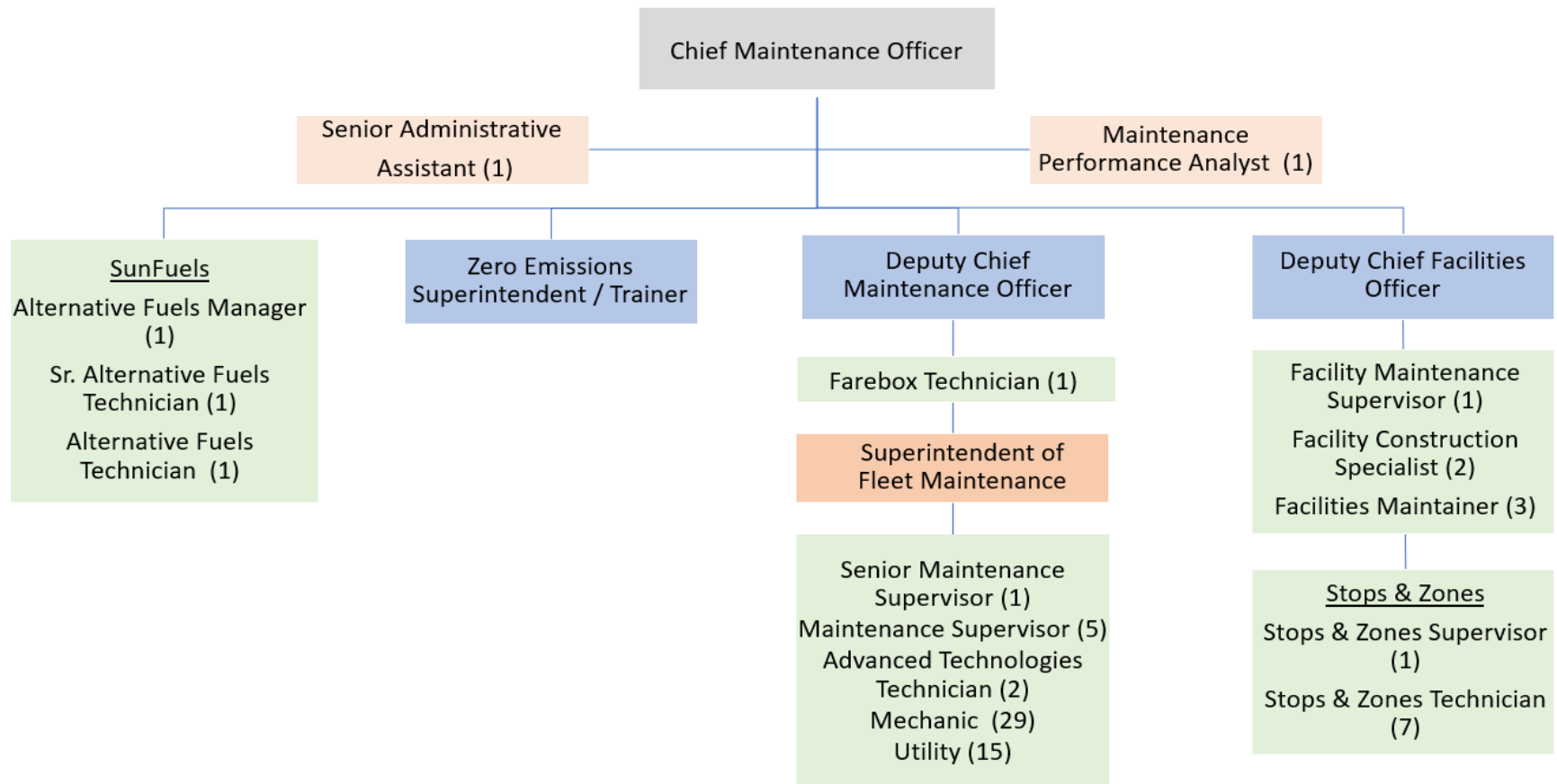
**EXPENSE BUDGET SUMMARY - PLANNING (49)**

General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimates	FY25 Approved Budget	FY26 Proposed Budget	Variance
5010200500 ADMIN SALARIES	187,108	247,211	569,703	400,620	618,754	218,134
5010201610 ADMIN SALARIES-OT	2,092	1,238	1,016	3,250	10,000	6,750
5010700000 ALLOCATED SALARIES	-	-	-	-	(9,500)	(9,500)
5029999999 TOTAL FRINGE BENEFITS	108,580	158,321	277,065	235,003	354,563	119,560
5030200010 CONSULTING	147,726	1,050	-	-	-	-
5030303250 CONSULTING	-	145,835	24,829	280,000	72,780	(207,220)
5030400000 TEMPORARY HELP SERVICES	4,865	-	-	-	-	-
5039900014 SUNRIDE RIDE SHARE EXPENSES	-	-	-	-	1,180,000	1,180,000
5049900001 OFFICE SUPPLIES	1,048	1,306	4,198	6,200	7,000	800
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	-	-	269	50,000	35,000	(15,000)
5090200000 TRAVEL-MEETINGS/SEMINARS	6,481	14,133	44,979	28,000	46,000	18,000
5099900002 MISCELLANEOUS EXPENSE	-	-	227	5,000	2,000	(3,000)
<b>Total Expenses</b>	<b>457,901</b>	<b>569,094</b>	<b>922,286</b>	<b>1,008,073</b>	<b>2,316,597</b>	<b>1,308,524</b>

**PERSONNEL SUMMARY**

FY26 Proposed FTE's	Classification
1	Chief Planning Officer
1	Planning Manager - Strategic Planning and Analytics
2	Assistant Transit Planning
1	Transit Asset Management Analyst
1	Planning Manager - Service Planning and Scheduling
1	Scheduler I
1	Assistant Transit Planner
1	ADA Eligibility & Compliance Specialist
1	Contracted Transportation Services Specialist
1	Taxi Contracted Transportation Services Administrator
<b>11</b>	<b>Total FTEs</b>

# MAINTENANCE OFFICE



## MAINTENANCE OFFICE - SUNFUELS

### Division 10

#### FUNCTIONS & RESPONSIBILITIES

Effective maintenance of the H2 and CNG fueling stations is critical for ensuring these essential infrastructure assets' safety, reliability, and compliance. By implementing rigorous maintenance practices, such as; routine inspections, calibration checks, leak detection, emergency shutdown systems, pressure monitoring, and preventative maintenance, SunLine Transit Agency safeguards the performance and lifespan of our H2 and CNG fueling stations.

#### EXPENSE BUDGET SUMMARY - SUNFUELS (DIV 10)

General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimates	FY25 Approved Budget	FY26 Proposed Budget	Variance
5010200500 ADMIN SALARIES	108,149	204,478	225,435	223,042	229,905	6,863
5010201610 ADMIN SALARIES-OT	1,049	1,676	1,423	3,500	2,300	(1,200)
5010700000 ALLOCATED SALARIES	20,826	20,064	22,928	25,000	25,000	-
5029999999 TOTAL FRINGE BENEFITS	115,049	142,678	151,212	155,723	172,639	16,916
5030500009 CONTRACT SVC- O&M	-	-	57,461	373,000	231,923	(141,077)
5030500010 CONTRACT SVC-GENERAL	25,884	26,466	33,623	35,000	40,000	5,000
5030500011 CONTRACT SVC-H2	1,337	28,173	5,506	-	-	-
5030500012 UNIFORMS	1,392	1,541	1,377	2,000	2,000	-
5030600900 ANSWERING SERVICES	368	387	404	400	400	-
5039900005 SHIPPING/FREIGHT	225	168	24	1,000	1,000	-
5039900007 INVENTORY-SALES TAX	4,918	8,642	7,691	17,500	14,000	(3,500)
5039900008 INVENTORY-FREIGHT CHARGES	1,628	1,843	1,195	4,500	3,500	(1,000)
5049900001 OFFICE SUPPLIES	278	456	428	500	500	-
5049900010 MAT/SUPPLIES--CNG TPALMS	1,510	928	5,172	8,000	9,000	1,000
5049900011 MAT/SUPPLIES--HYDROGEN	189	2,448	4,213	7,000	5,000	(2,000)
5049900012 MAT/SUPPLIES--CNG INDIO	160	355	1,918	4,000	4,000	-
5049900300 REPAIR PARTS-HYDROGEN	17,338	40,607	18,816	30,000	25,000	(5,000)
5049900400 REPAIR PARTS-CNG - TPALMS	25,656	120,824	48,646	80,000	60,000	(20,000)
5049900450 REPAIR PARTS-CNG - INDIO	9,711	32,364	2,317	2,500	10,000	7,500
5050200001 ELECTRICITY-CNG THOUSAND PALMS	131,151	153,729	138,330	150,000	160,000	10,000
5050200002 ELECTRICITY-CNG INDIO	33,829	35,280	35,015	40,000	42,000	2,000
5050200003 ELECTRICITY-HYDROGEN	1,331,241	784,109	403,275	900,000	450,000	(450,000)
5050200004 UTILITIES WATER/SEWER	8,415	8,183	7,914	12,000	12,000	-
5050200020 GAS-CNG THOUSAND PALMS	2,764,172	1,591,562	1,324,240	1,850,000	1,383,750	(466,250)
5050200021 GAS-CNG INDIO	199,894	84,504	84,161	175,000	100,000	(75,000)
5050200022 GAS-HYDROGEN	182	197	196	5,000	-	(5,000)
5070500000 FUEL TAXES	110,208	93,423	84,954	110,000	90,000	(20,000)
5090200000 TRAVEL MEETINGS/SEMINARS	100	3,197	13,536	25,000	20,000	(5,000)
5090801000 BANK ADJUSTMENTS/FEES	23,490	20,426	22,950	25,000	28,000	3,000
5099900004 PERMITS & LICENSES	434	2,384	1,928	7,500	4,000	(3,500)
5099909000 ALLOCATED INDIRECT EXPENSES	31,586	38,498	41,535	45,000	45,000	-
5100200000 SELF CONSUMED FUEL	(4,009,829)	(2,847,737)	(2,196,294)	(4,062,246)	(4,038,056)	24,190
<b>Total Expenses</b>	<b>960,542</b>	<b>601,848</b>	<b>551,528</b>	<b>254,919</b>	<b>(867,139)</b>	<b>(1,122,058)</b>

#### PERSONNEL SUMMARY

FY26 Proposed FTE's	Classification
1	Alternative Fuels Manager
1	Sr. Alternative Fuels Technician
1	Alternative Fuels Technician
<b>3</b>	<b>Total FTEs</b>

## MAINTENANCE OFFICE - FLEET MAINTENANCE

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

#### FUNCTIONS & RESPONSIBILITIES

Maintaining the SunLine transit bus fleet is essential for ensuring safe, efficient, and reliable transportation services for the passengers of the Coachella Valley. By investing in proactive maintenance practices and allocating resources strategically, we aim to maximize the reliability, safety, and longevity of our fleet while optimizing operational costs. Through implementing preventive, corrective, and predictive maintenance practices, leveraging advanced fleet management systems, and investing in technician training, we optimize the performance, safety, and sustainability of our bus fleet.

#### EXPENSE BUDGET SUMMARY - FLEET MAINTENANCE ADMIN (DIV 21)

General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimates	FY25 Approved Budget	FY26 Proposed Budget	Variance
5010200500 ADMIN SALARIES	572,978	566,193	602,492	734,058	722,926	(11,132)
5010201510 BARGAINING SALARIES-OT	-	857	3,753	-	6,582	
5010201610 ADMIN SALARIES-OT	12,352	68,320	57,158	-	65,810	65,810
5029999999 TOTAL FRINGE BENEFITS	426,971	396,614	327,859	477,834	477,328	(506)
5030303250 CONSULTING	-	97,740	286,585	137,500	12,000	(125,500)
5030400000 TEMPORARY HELP SERVICES	7,834	-	-	2,500	-	(2,500)
5039900006 OUTSIDE REPAIR-FIXED ROUTE	82,571	50,233	13,333	50,000	30,000	(20,000)
5039900007 OUTSIDE REPAIR-SUPPORT VEHICLE	2,226	3,653	-	4,000	4,000	-
5039900008 AT BUS WARRANTY	-	-	-	-	-	-
5040100101 LUBRICANTS-OIL	88,381	92,988	55,733	96,500	65,000	(31,500)
5040100102 FREON & COOLANT	37,416	46,049	28,454	50,000	45,000	(5,000)
5040101000 FUEL-CNG SUPPORT VEHICLES	61,026	51,832	85,071	35,000	90,000	55,000
5040101001 FUEL-CNG FIXED ROUTE	2,103,134	1,565,985	804,831	1,486,455	850,000	(636,455)
5040102000 FUEL-UNLEADED	16,726	8,444	17,761	17,600	17,600	-
5040102100 FUEL-DIESEL	45,668	53,050	26,237	50,000	-	(50,000)
5040102200 FUEL-HYDROGEN	1,377,506	868,060	443,606	659,356	497,505	(161,851)
5040102300 FUEL- LIQUID HYDROGEN	-	-	1,536,080	784,471	1,597,172	812,701
5040103000 FUEL-FUEL CELL	-	-	-	-	-	-
5040200001 TIRES-FIXED ROUTE	153,784	156,332	184,168	165,000	220,000	55,000
5040200002 TIRES-SUPPORT VEHICLES	7,381	9,363	928	13,000	10,000	(3,000)
5040200003 TIRES-TOOLS & SERVICE SUPPLIES	-	-	-	-	-	-
5040200004 TIRES-FUEL CELL	-	-	-	-	-	-
5049900001 OFFICE SUPPLIES	5,002	2,715	1,742	2,500	3,500	1,000
5049900025 GLASS REPLACEMENT-SUPPORT VEH.	1,150	490	1,047	1,500	2,500	1,000
5090200000 TRAVEL MEETINGS/SEMINARS	13,334	14,160	26,223	15,000	35,000	20,000
5090200001 TRAINING	-	-	359	10,000	5,000	(5,000)
5090201000 EMPLOYEE EXPENSES	933	1,037	768	2,500	2,500	-
5090400100 DISCOUNTS TAKEN	(12)	-	-	-	-	-
5120001000 RENTAL OF TRAILER	6,012	6,614	4,810	6,025	7,300	1,275
5140001000 VEHICLE OPERATING LEASES	24,244	374,067	322,400	260,400	-	(260,400)
<b>Total Expenses</b>	<b>5,046,616</b>	<b>4,434,793</b>	<b>4,831,400</b>	<b>5,061,199</b>	<b>4,766,723</b>	<b>(301,058)</b>

**MAINTENANCE OFFICE - FLEET MAINTENANCE**

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

**EXPENSE BUDGET SUMMARY - FLEET MAINTENANCE UNION (DIV 22)**

General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimates	FY25 Approved Budget	FY26 Proposed Budget	Variance
5010201200 MECHANIC WAGES	1,580,036	2,042,427	2,004,097	2,228,217	2,330,491	102,274
5010201210 MECHANIC OVERTIME	195,052	303,137	258,736	200,000	200,000	-
5029999999 TOTAL FRINGE BENEFITS	884,049	1,072,992	967,107	1,126,564	1,210,955	84,391
5030300014 UNIFORMS	15,870	17,476	20,791	20,000	30,000	10,000
5030500001 FIRE EXTINGUISHERS	1,306	-	-	1,500	1,500	-
5030500002 RADIO MAINTENANCE	2,144	200	-	4,000	2,000	(2,000)
5030500003 EQUIPT REPAIRS-SHOP EQUIPMENT	8,447	21,094	26,729	25,000	30,000	5,000
5030500004 EQUIPT REPAIRS-VAULT & FAREBOX	1,208	1,041	353	1,500	1,500	-
5039900004 CONTRACT SVC-MAINT	126,823	127,368	172,684	135,000	180,000	45,000
5039900005 CONTRACT SVC-FREIGHT	4,279	848	2,714	4,500	4,000	(500)
5039900006 CONTRACT SVC - TOWING	52,421	46,880	55,990	75,000	70,000	(5,000)
5039900007 INVENTORY-SALES TAX	123,550	120,581	145,562	125,000	150,000	25,000
5039900008 INVENTORY-FREIGHT CHARGES	20,233	16,873	20,171	20,000	23,000	3,000
5049900015 COSMETIC MAINTENANCE EXTERIOR	3,388	2,881	1,082	4,000	-	(4,000)
5049900016 CLEANING SUPPLIES-VEHICLES	13,169	17,828	10,378	25,000	25,000	-
5049900017 SHOP SUPPLIES MISC	39,324	46,380	52,249	60,000	62,000	2,000
5049900018 MECHANIC TOOLS/SHOES	24,239	31,784	32,934	47,500	50,000	2,500
5049900019 SMALL TOOLS & EQUIPMENT	26,423	23,279	51,389	35,000	45,000	10,000
5049900020 DECALS-FIXED ROUTE	40,371	4,747	5,445	15,000	15,000	-
5049900021 REPAIR PARTS- FIXED ROUTE	1,457,768	1,691,231	996,461	1,550,000	1,047,631	(502,369)
5049900022 REPAIR PARTS-SUPPORT VEHICLES	63,503	71,502	50,422	70,000	65,000	(5,000)
5049900023 VANDALISM/SEAT REPAIRS	-	21	-	-	-	-
5049900024 REPAIR PARTS-FUEL CELL	12,775	21,778	235,049	100,000	260,000	160,000
5070500000 FUEL TAXES	10,795	10,092	10,487	14,000	13,000	(1,000)
5099900004 PERMITS & LICENSES	11,876	9,133	17,370	20,000	20,000	-
<b>Total Expenses</b>	<b>4,719,049</b>	<b>5,701,571</b>	<b>5,138,201</b>	<b>5,906,781</b>	<b>5,836,077</b>	<b>(70,704)</b>

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

General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimates	FY25 Approved Budget	FY26 Proposed Budget	Variance
5039900001 PARATRANSIT CONTRACT SVC-TOWING	1,800	4,676	3,760	6,500	6,000	(500)
5039900002 PARATRANSIT OUTSIDE VEHICLE REPAIR	484	1,774	-	2,500	2,500	-
5039900003 GENERAL SERVICES	16,560	19,740	21,840	24,000	30,000	6,000
5040101001 PARATRANSIT FUEL-CNG	468,136	362,277	343,385	398,551	350,000	(48,551)
5040200005 PARATRANSIT TIRES	42,141	52,633	55,161	56,000	62,000	6,000
5049900006 PARATRANSIT REPAIR PARTS	145,541	214,662	229,562	176,000	225,000	49,000
5049900007 PARATRANSIT GLASS REPLACEMENT	920	615	1,080	1,000	2,000	1,000
5049900200 DECALS	-	-	1,691	6,000	6,000	-
<b>Total Expenses</b>	<b>675,582</b>	<b>656,378</b>	<b>656,479</b>	<b>670,551</b>	<b>683,500</b>	<b>12,949</b>



**MAINTENANCE OFFICE - FLEET MAINTENANCE**

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

**PERSONNEL SUMMARY**

FY26 Proposed FTE's	Classification
1	Chief Maintenance Officer
1	Senior Administrative Assistant
1	Maintenance Performance Analyst
1	Deputy Chief Maintenance Officer
1	Zero Emissions Superintendent/Trainer
1	Superintendent of Fleet Maintenance
1	Senior Maintenance Supervisor
5	Maintenance Supervisor
1	Farebox Tech
29	Mechanic
15	Utility
2	Advanced Technologies Technician
59	<b>Total FTEs</b>

**MAINTENANCE OFFICE - FACILITY MAINTENANCE****Division 23 & 24****FUNCTIONS & RESPONSIBILITIES**

The state of good repair for SunLine facilities, and assets is essential for ensuring safety, performance, and functionality. By prioritizing infrastructure maintenance, safety and security systems, environmental controls, ADA accessibility, and equipment maintenance SunLine can ensure the reliability, safety, and accessibility of their facilities.

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

General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimates	FY25 Approved Budget	FY26 Proposed Budget	Variance
5010200500 ADMIN SALARIES	202,993	69,352	89,817	127,685	95,650	(32,035)
5010201210 GROUNDSKEEPER WAGES	177,542	257,038	274,797	311,239	296,504	(14,735)
5010201610 ADMIN SALARIES-OT	225	657	2,790	-	5,650	5,650
5010201710 GROUNDSKEEPER OVERTIME	7,724	9,872	6,601	16,785	8,406	(8,379)
5010700000 ALLOCATED SALARIES	(2,943)	(2,569)	(2,833)	(2,796)	(3,540)	(744)
5029999999 TOTAL FRINGE BENEFITS	220,487	215,964	219,452	307,358	280,196	(27,162)
5030500005 CONTRACT SVC-HAZ WASTE REMOVE	20,890	47,249	25,388	50,000	30,000	(20,000)
5030500010 CONTRACT SVC-GENERAL	49,346	52,604	42,333	65,200	53,000	(12,200)
5030600000 CONTRACT SVC-CUSTODIAL	80,919	82,280	86,587	90,000	107,000	17,000
5030600100 AIR CONDITIONING EXPENDITURES	15,873	15,127	15,288	20,000	20,000	-
5030600200 UNIFORMS SERVICE EXPENDITURES	1,450	2,053	2,239	2,300	3,000	700
5030600300 RENTAL EQUIPMENT EXPENSES	3,930	4,742	9,708	12,500	12,500	-
5030600500 PEST CONTROL SERVICE	3,260	3,781	3,716	4,500	4,500	-
5030600600 CONTRACT SERVICES-A/C	9,572	16,293	-	21,500	20,000	(1,500)
5030600700 FIRE EXTINGUISHERS	1,160	1,365	1,478	1,200	1,200	-
5030600800 FLOOR MAT RENTAL	6,231	6,284	6,748	7,500	8,300	800
5030600975 RADIO REPEATER HILLTOP RENTAL	28,866	32,460	36,714	18,000	-	(18,000)
5040300100 PLUMBING RELATED EXPENDITURES	5,902	8,958	4,407	12,000	10,000	(2,000)
5040300200 ELECTRICAL RELATED EXPENDITURE	15,454	9,916	10,673	20,000	15,000	(5,000)
5040300600 SHOE ALLOWANCE	1,091	1,367	577	2,500	2,500	-
5049900001 OFFICE SUPPLIES	151	138	472	500	500	-
5049900002 BOARD ROOM AND ZWEIG SUPPLIES	6,254	2,627	3,444	7,000	7,000	-
5049900026 FACILITY MAINTENANCE-MAIN FAC	37,920	56,265	37,945	72,500	58,000	(14,500)
5049900030 CLEANING SUPPLIES-MAIN FAC	1,627	1,851	2,198	2,500	2,500	-
5050200001 UTILITIES MAIN FACILITY	271,570	302,862	316,747	330,000	340,000	10,000
5050200003 TRASH PICKUP- MAIN FACILITY	25,692	28,417	27,528	30,000	30,000	-
<b>Total Expenses</b>	<b>1,193,185</b>	<b>1,226,952</b>	<b>1,224,811</b>	<b>1,529,971</b>	<b>1,407,866</b>	<b>(122,105)</b>

## MAINTENANCE OFFICE - FACILITY MAINTENANCE

Division 23 & 24

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

General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimates	FY25 Approved Budget	FY26 Proposed Budget	Variance
5030500010 CONTRACT SVC-GENERAL	2,209	410	436	2,400	2,400	-
5030600000 CONTRACT SVC-CUSTODIAL	25,105	30,012	25,393	35,000	35,000	-
5030600100 AIR CONDITIONING EXPENDITURES	1,203	449	-	2,000	-	(2,000)
5030600500 PEST CONTROL SERVICE	1,395	1,520	1,403	1,700	1,700	-
5030600600 CONTRACT SERVICES-AC	575	1,077	-	2,000	2,000	-
5030600700 FIRE EXTINGUISHERS	289	355	-	350	350	-
5030600800 FLOOR MAT RENTAL	41	-	-	500	500	-
5040300100 PLUMBING RELATED EXP	503	1,829	-	2,500	2,500	-
5040300200 ELECTRICAL RELATED EXPENDITURE	4,685	1,583	468	2,500	2,500	-
5049900027 FACILITY MAINT-INDIO FAC	8,659	7,691	13,381	12,000	12,000	-
5049900031 CLEANING SUPPLIES-INDIO FACILI	279	-	-	300	300	-
5050200002 UTILITIES INDIO/COACHELLA	24,234	29,126	25,745	37,000	30,000	(7,000)
5050200004 TRASH PICKUP-INDIO/COACHELLA	17,597	20,665	20,215	21,000	22,000	1,000
5050202000 UTILITIES GAS & WATER	3,274	4,140	3,086	4,000	4,000	-
<b>Total Expenses</b>	<b>90,050</b>	<b>98,857</b>	<b>90,128</b>	<b>123,250</b>	<b>115,250</b>	<b>(8,000)</b>

### PERSONNEL SUMMARY

FY26 Proposed FTE's	Classification
1	Deputy Chief Facilities Maintenance
1	Facilities Maintenance Supervisor
2	Facilities Construction Specialist
3	Facilities Maintainer
<b>7</b>	<b>Total FTEs</b>

## MAINTENANCE OFFICE - STOPS & ZONES

### Division 25

#### FUNCTIONS & RESPONSIBILITIES

Prioritizing the maintenance of transit bus stops is crucial for ensuring the safety, comfort, and accessibility of passengers using public transportation. The Stops and Zones department focuses on maintaining structural integrity, accessibility compliance, cleaning and sanitation, shelter maintenance, signage and information displays, lighting and security, and passenger amenities. By focusing on these aspects of transit bus stop maintenance, SunLine Transit Agency creates a safe, comfortable, and accessible environment for passengers to wait for buses, ultimately enhancing the overall public transportation experience.

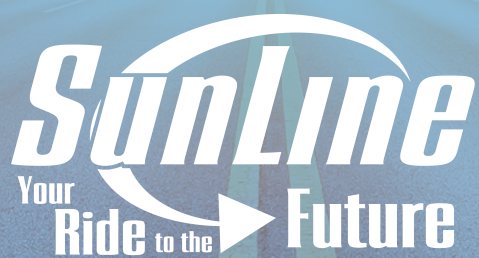
#### EXPENSE BUDGET SUMMARY - STOPS & ZONES (DIV 25)

General Ledger Code	FY23 Actuals	FY24 Actuals	FY25 Estimates	FY25 Approved Budget	FY26 Proposed Budget	Variance
5010200500 ADMIN SALARIES	66,356	65,235	75,256	-	-	-
5010201500 BARGAINING SALARIES	312,140	329,809	353,743	404,275	397,983	(6,292)
5010201510 BARGAINING OVERTIME	5,370	8,604	8,404	-	10,000	10,000
5029999999 TOTAL FRINGE BENEFITS	223,492	286,719	268,406	279,908	308,777	28,869
5030600200 UNIFORMS	3,674	3,832	3,836	4,500	4,500	-
5030600250 EQUIPMENT RENTAL	2,070	3,869	2,326	4,500	4,500	-
5040102000 UNLEADED GASOLINE	2,692	2,388	2,162	3,000	3,000	-
5040102001 DIESEL FUEL	63	59	-	200	200	-
5040300600 SHOE ALLOWANCE	2,139	2,548	796	2,500	2,500	-
5049900001 OFFICE SUPPLIES	64	-	371	300	300	-
5049900029 BUS STOP SUPPLIES	76,201	76,094	80,197	75,000	80,000	5,000
5090201000 EMPLOYEE EXPENSES	248	-	385	1,500	1,500	-
<b>Total Expenses</b>	<b>694,510</b>	<b>779,157</b>	<b>795,881</b>	<b>775,683</b>	<b>813,260</b>	<b>37,577</b>

#### PERSONNEL SUMMARY

FY26 Proposed FTE's	Classification
1	Stops & Zones Supervisor
7	Stops & Zones Technician
8	<b>Total FTEs</b>





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## SunLine Transit Agency

<b>DATE:</b>	<b>June 25, 2025</b>	<b>ACTION</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>Award of Contract for Financial Auditing Services</b>	

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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 one (1) year contract, with four (4) one-year option terms, with Brown Armstrong Accountancy Corporation (Brown Armstrong) for financial auditing services for a not-to-exceed amount of \$337,400, in a form approved by legal counsel.

### **Background**

SunLine Transit Agency (SunLine) and SunLine Services Group (SSG) are required by their Joint Powers Agreements to undergo independent annual financial audits. In addition, SunLine must complete supplementary audit reviews to comply with the requirements of the California Transportation Development Act (TDA) and Title 2, Part 200 of the Code of Federal Regulations, which mandates single audits for entities expending more than \$1,000,000 in federal funds annually.

In accordance with SunLine's Financial Audit Rotation Policy (Policy B-060118, adopted July 22, 2020), a new financial auditing agreement must be established at least every five (5) years. Any contractor serving for five (5) or more consecutive years shall not be eligible to participate in a new solicitation process until one (1) year after the expiration of their contract term (inclusive of extensions) unless the Board determines that such exclusion would not be in the public interest under specified circumstances. The current five-year agreement with Vasquez & Company concluded on April 30, 2025.

On April 1, 2025, staff issued Request for Proposals (RFP) No. 25-083 for Financial Auditing Services, consistent with the solicitation requirements in Policy B-060118. The RFP was publicly advertised in a newspaper of general circulation and posted on SunLine's website.

On May 12, 2025, SunLine received three (3) responsive proposals. The proposals were evaluated based on firm experience and past performance, qualifications of key personnel, completeness of response, and price in accordance with the criteria listed in

the RFP. An evaluation committee consisting of three (3) Finance department management staff conducted the review. Based on the evaluation, Brown Armstrong was identified as offering the best overall value for SunLine. Staff performed a price analysis and determined the prices to be fair, reasonable, and consistent with an independent cost analysis. The firm has extensive experience auditing California transit agencies, including the Riverside Transit Agency and the Riverside County Transportation Commission.

### **Financial Impact**

The total estimated cost of the five-year contract is \$337,400 and will be incorporated into the annual operating budgets for both SunLine and SSG. The total cost for year one of the contract will not exceed \$67,480 and is included in the FY26 operating budgets.

### **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

#### **Attachments:**

- [Item 11a](#) – Price Analysis
- [Item 11b](#) – Solicitation List



REQUEST FOR PROPOSAL  
FINANCIAL AUDITING  
25-083

**PRICE ANALYSIS**

	Brown	Pun	Crowe	
Year 1	\$ 67,480.00	\$ 95,000.00	\$ 104,550.00	
Year 2	\$ 67,480.00	\$ 99,750.00	\$ 109,985.00	
Year 3	\$ 67,480.00	\$ 104,738.00	\$ 114,610.00	
Year 4	\$ 67,480.00	\$ 109,974.00	\$ 121,145.00	
Year 5	\$ 67,480.00	\$ 115,473.00	\$ 127,815.00	
<b>Total Proposal Value for 5 year period</b>	<b>\$ 337,400.00</b>	<b>\$ 524,935.00</b>	<b>\$ 578,105.00</b>	

	Difference	Delta
Difference between Brown and Crowe	\$ (240,705.00)	-71.34%
Difference between Brown and Pun	\$ (187,535.00)	-55.58%

There was adequate price competition for the Financial Auditing Services Agreement since three (3) bidders independently contended for the contract. The award is based on the highest evaluated proposal factors; Firm Experience & Past Performance, Key Personnel, Completeness of Response and Price. In comparing proposals received, Brown Armstrong Accountancy scored the highest with a total of 273 out of 300 points, Crowe LLP at 251.84 and The Pun Group, LLP at 245.43.

Based upon the evaluation team's review of the proposals and the analysis contained herein, it has been determined Brown Armstrong Accountancy will provide the best value for the Agency.

Prepared by:

**Sara Parrish**

Sara Parrish  
06/06/25



PLANETBID SOLICITATION 25-083 - LIST FINANCIAL AUDITING						
Company Name	Address	City	State	Zip	Contact Name	Email
<b>Brown Armstrong Accountancy Corporation</b>	<b>4200 Truxtun Avenue Suite 300</b>	<b>Bakersfield</b>	<b>California</b>	<b>93309</b>	<b>Madeline Johnson</b>	<b>mjohnson@ba.cpa</b>
<b>Crowe LLP</b>	<b>650 Town Center Drive Suite 740</b>	<b>Costa Mesa</b>	<b>California</b>	<b>92626</b>	<b>Delia Bruntz</b>	<b>proposal.center@crowe.com</b>
Davis Farr LLP	18201 Von Karman Ave. Suite 1100	Irvine	California	92612	Meagan	admin@davisfarr.com
Harshwal & Company, LLP	11405 W. Bernardo Court, Suite A	San Diego	California	92127	Sanwar Harshwal	info@harshwal.com
LSL, LLP	500 Technology Drive Suite 350	Irvine	California	92618	Brandon Young	proposals@lslcpas.com
Macias Gini & O'Connell LLP	500 Capitol Mall Suite 2200	Sacramento	California	95814	Eileen Nyberg	rftadmin@mgocpa.com
Pravision LLC	2525 Merlot Ln	Livermore	California	94550	Praveena Jogi	praveena@pravision.com
Rogers Anderson Malody & Scott, LLP	735 E. Carnegie Drive, Suite 100	San Bernardino	California	92408	Scott Manno	smanno@ramscpa.net
Saitech Inc	42640 Christy Street	Fremont	California	94587	Shalini Kalra	govtsales@esaitech.com
<b>The Pun Group, LLP</b>	<b>200 E Sandpointe Ave Suite 600</b>	<b>Santa Ana</b>	<b>California</b>	<b>92707</b>	<b>Frances Kuo</b>	<b>info@pungroup.com</b>
Vasquez + Company LLP	655 N. Central Avenue Suite 1550	Glendale	California	91203	Roger A. Martinez	ram@vasquezcpa.com
Footnote: Bold font indicates companies that submitted bids						

**SunLine Transit Agency**

**DATE:** June 25, 2025 **INFORMATION**

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

**FROM:** Edith Hernandez, Director of Board and Legislative Affairs

**RE:** Award of Contract for Federal Advocacy Services

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**Background**

SunLine Transit Agency (SunLine) relies heavily on federal funding sources to support its operational, capital, and strategic initiatives. To ensure continued access to these resources and to elevate SunLine's presence at the federal level, SunLine has prioritized the development and execution of a proactive federal legislative strategy.

This approach is reflected in SunLine's 2025 Legislative Program, approved by the Board at the March 26, 2025, Joint SunLine/SunLine Services Group Board meeting. The program outlines SunLine's key policy priorities at the federal level, which include increasing transit investment, improving transportation safety, expanding workforce development opportunities, and investing in clean and resilient infrastructure.

To advance these goals, SunLine conducted a competitive Request for Proposals (RFP) process and issued RFP 25-066 to secure a qualified federal advocacy firm. Following a comprehensive evaluation process, staff selected Smith Garson, Inc. (Smith Garson) as the firm best positioned to represent SunLine's interests in Washington, D.C. Smith Garson offers deep expertise in transportation and environmental policy, strong relationships with key congressional offices and federal agencies, and a proven history of delivering results for public transit clients.

Smith Garson's scope of work will include legislative tracking and analysis, identification of federal funding opportunities, preparation of policy briefs, and direct engagement with policymakers and federal agencies. These services will enhance SunLine's ability to influence federal policy and secure funding critical to the SunLine's long-term vision.

Under the CEO/General Manager's authority, SunLine will enter into a contract with Smith Garson for a two (2) year base term, in an amount not to exceed \$8,000 per month, in a form approved by General Counsel. The annual cost for these services is \$96,000. Funding for the first year of the contract has been included in the Fiscal Year 2026 Operating Budget and will be incorporated into future budgets.

**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).

**In Collaboration with:**

Luis Garcia, Chief Financial Officer  
Joshua Englander, Consultant (J.E. Strategies)

**Approved/Reviewed by:**

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

**Attachments:**

- [Item 12a](#) – Price Analysis
- [Item 12b](#) – Solicitation List



REQUEST FOR PROPOSAL  
Federal Legislative Advocacy Services  
25-066

### Price Analysis

	Smith Garson	Thorn Run Partners	Townsend
Monthly Fee	\$8,000.00	\$7,000.00	\$8,500.00

Proposal Evaluation Score	278.5	258	248.42
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	Difference	Delta
Difference between Smith Garson and Thorn Run Partners	\$1,000	12.50%
Difference between Smith Garson and Townsend's average monthly cost	\$-500	-6.25%

There was adequate price competition since four (4) proposers independently contended for the contract that is to be awarded and were all responsive to the requirements of the solicitation. After initial evaluation, three (3) proposers were asked to move forward with interviews.

Of the three (3) finalists' monthly rate between the lowest cost vendor (Thorn Run Partners) and the highest (Townsend) is 13%. The difference between the second lowest rate (Smith Garson) and the highest is 6%

Based on the findings, the average monthly rate for Smith Garson, the highest evaluated proposer, is 6.25% lower than Townsend and 12.5% higher than Thorn Run Partners.

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

Amy Gunderloy, Contract Administrator  
4 June, 2025

**PLANETBIDS SOLICITATION LIST Federal Legislative Advocacy Services 25-066**

Vendor Name	Address	City	State	Zip	Respondee	Respondee Email
Smith Garson, Inc.	1150 Connecticut Ave. NW STE 730	Washington	DC	20036	Brett Garson	bgarson@smithjgarson.com
The CrisCom Company	9550 Topanga Canyon Blvd.	Chatsworth	CA	91311	Renee Missakian	renee@thecriscomcompany.com
Thorn Run Partners	100 M St SE STE 750	Washington	DC	20003	Greg Burns	gburns@thornrun.com
Townsend Public Affairs	1401 Dove Street Suite 430	Newport Beach	CA	92660	Olivia Raymond	oraymond@townsendpa.com

## SunLine Transit Agency

<b>DATE:</b>	<b>June 25, 2025</b>	<b>INFORMATION</b>
<b>TO:</b>	<b>Finance/Audit Committee Board of Directors</b>	
<b>FROM:</b>	<b>Edith Hernandez, Director of Board and Legislative Affairs</b>	
<b>RE:</b>	<b>Award of Contract for State Advocacy Services</b>	

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### **Background**

SunLine Transit Agency (SunLine) depends significantly on public funding to support its operational and capital needs, making effective legislative advocacy a vital component of SunLine's overall strategy. In alignment with its mission to enhance accessibility, sustainability, and efficiency in public transportation, SunLine has developed a comprehensive 2025 Legislative Program. This program, approved by the Board at the March 26, 2025, Joint SunLine/SunLine Services Group Board meeting, identifies core policy priorities that include increased transit funding, climate and sustainability initiatives, public safety, universal access, and regional economic development.

To implement this Legislative Program, SunLine requires professional state advocacy services to ensure its interests are effectively represented in Sacramento, particularly given the evolving political landscape and the urgency of decisions related to clean transportation, zero-emission technology, and infrastructure funding.

As part of its commitment to transparency, SunLine conducted a competitive Request for Proposals (RFP) process and issued RFP 25-082 to identify a qualified firm for state advocacy services. Following a thorough evaluation, staff selected Shaw Yoder Antwih Schmelzer & Lange (SYASL) as the firm offering the best value to SunLine. SYASL brings extensive experience in transit policy and legislative strategy, with a proven track record of success representing public agencies across California.

The scope of work will include legislative monitoring, policy analysis, development of strategic partnerships, coordination of advocacy efforts, and direct engagement with key stakeholders. SYASL's services will support the proactive action plan outlined in SunLine's Legislative Program, which includes collaboration with legislators, regional agencies, environmental organizations, and business partners. These efforts will strengthen SunLine's ability to secure necessary funding and influence policies that benefit transit riders and the broader Coachella Valley community.

Under the CEO/General Manager's authority, SunLine will enter into a contract with SYASL for a two (2) year base term in an amount not to exceed \$8,500 per month, in a form approved by General Counsel. The annual cost for these services is \$102,000.

Funding for the first year has been included in the Fiscal Year 2026 Operating Budget and will be incorporated into future budgets.

**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).

**In Collaboration with:**

Luis Garcia, Chief Financial Officer

Joshua Englander, Consultant (J.E. Strategies)

**Approved/Reviewed by:**

Mona Babauta, CEO/General Manager

Catherine J. Groves, General Counsel

**Attachments:**

- [Item 13a](#) – Price Analysis
- [Item 13b](#) – Solicitation List



RFP  
California State Legislative Advocacy Services  
25-082

## Price Analysis

Proposed Monthly Rate		
Year	EJ Thronson Consulting	Shaw Yoder Antwih Schmelzer & Lange
Year 1	5000	8500
Year 2	5000	8500
<b>Avg Monthly Fee</b>	<b>\$5,000.00</b>	<b>\$8,500.00</b>

<b>Proposal Evaluation Score</b>	<b>372</b>	<b>404</b>
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	Difference	Delta
Difference between EJ Thronson Consulting and Shaw Yoder Antwih Schmelzer & Lange	\$3,500	70%

77 Vendors were notified of this solicitation, two (2) proposers independently contended for the contract that is to be awarded and were responsive to the requirements of the solicitation.

The difference in the average monthly rate between the vendors is 70%. This variance is the same as an almost identical solicitation (25-066) held at the same time. EJ Thronson is 5% higher than the lowest price for the other solicitation, and Shaw, Yoder, Schmelzer & Lange is 3% higher than the highest price for the other solicitation.

Based on the findings, the average monthly rate for Shaw Yoder Antwih Schmelzer & Lange, the highest evaluated proposer, is the best value to the Agency.

Based on the results, it is reasonable to assume that Shaw Yoder Antwih Schmelzer & Lange understood the Scope of Work and/ or the level of effort to complete the required services. Therefore, it is determined that the prices submitted by Shaw Yoder Antwih Schmelzer & Lange are considered fair and reasonable.

Prepared by:

Amy Gunderloy, Contract Administrator  
6/4/2025



**PLANETBIDS SOLICITATION LIST California State Legislative Advocacy Services 25-082**

Vendor Name	Address	City	State	Zip	Respondee	Respondee Email
EJ Thronson Consulting	PO Box 255	Davis	CA	95617	Eric Thronson	eric@ejthronsonconsulting.com
Shaw Yoder Antwih Schmelzer & Lange, Inc.	1415 L Street Suite 1000	Sacramento	CA	95822	Matthew Robinson	matt@syaslparkers.com