



ANNUAL BUDGET

FY2023

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June 22, 2022

Dear SunLine Board of Directors,

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

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

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

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

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

Sincerely,



Lauren Skiver
CEO/General Manager

SUNLINE TRANSIT AGENCY THOUSAND PALMS, CA

ANNUAL BUDGET FISCAL YEAR 2023

BOARD OF DIRECTORS

Indio: Glenn Miller, Chair
Palm Springs: Lisa Middleton, Vice Chair
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CHIEF EXECUTIVE OFFICER/GENERAL MANAGER
Lauren Skiver

EXECUTIVE SUMMARY

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

SERVICE & RIDERSHIP

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

REVENUES & SUBSIDIES

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

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

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

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

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

CAPITAL PROJECTS

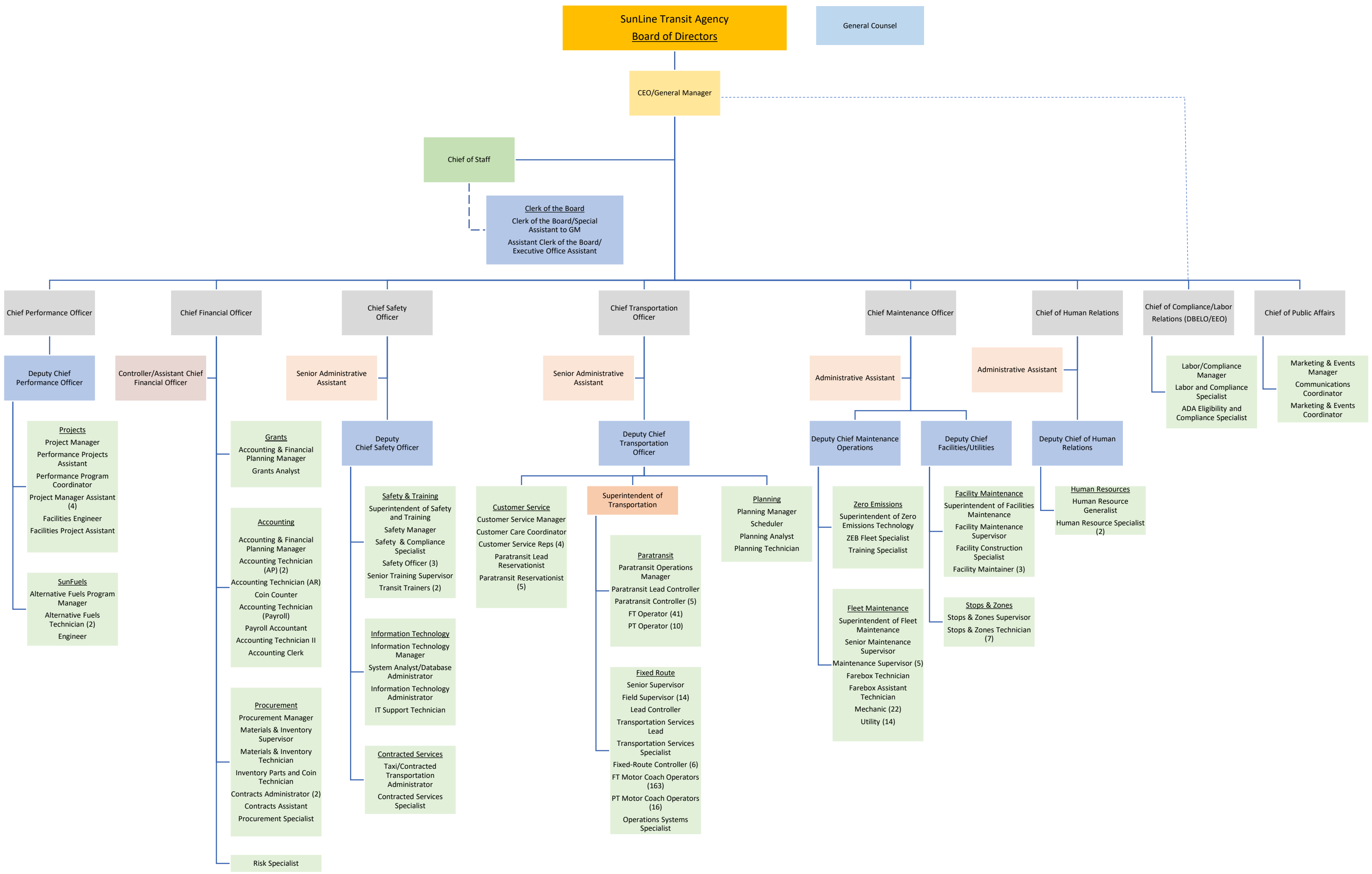
The capital budget incorporates key projects to help further advance the Agency's Capital Improvement Program (CIP). The CIP for FY23 focuses on the riders, employee equipment and facilities and continuing SunLine's investment in alternative fuel technology for vehicles and infrastructures.

New Projects

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

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

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



AGENCY PERSONNEL SUMMARY

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

Notes:

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

Performance Office

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

Transportation

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

Finance

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

AGENCY PERSONNEL SUMMARY

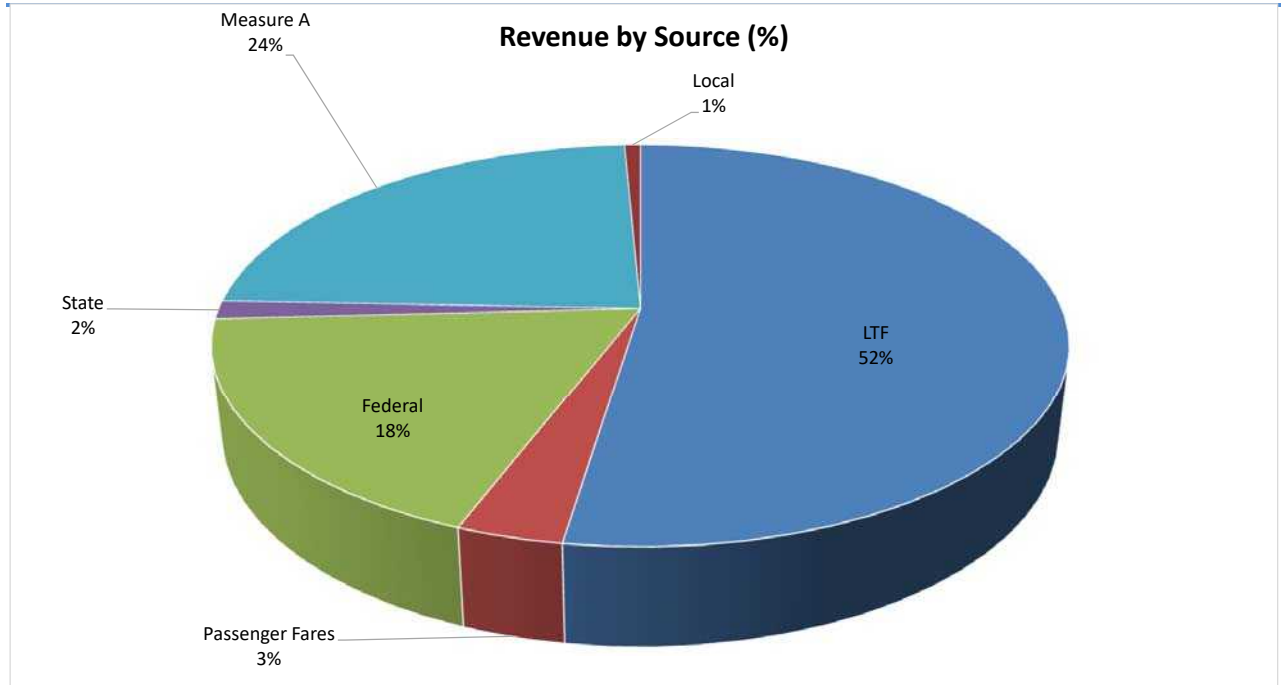
Maintenance Office

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

Safety and Security

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

REVENUE SUMMARY



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

Notes:

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

REVENUE & FUNDING SOURCES

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

CARES ACT FTA SECTION 5311

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

HAUL PASS

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

CONGESTION MITIGATION & AIR QUALITY (CMAQ)

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

EMISSIONS CREDITS (SALES OF FUEL CREDITS)

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

FAREBOX

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

FTA SECTION 5307

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

CALIFORNIA ENERGY COMMISSION AND CALIFORNIA AIR RESOURCES BOARD

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

REVENUE & FUNDING SOURCES

FTA SECTION 5311/5311(f)

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

CLEAN CITIES

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

LOCAL TRANSPORTATION FUND (LTF)

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

LOW-CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)

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

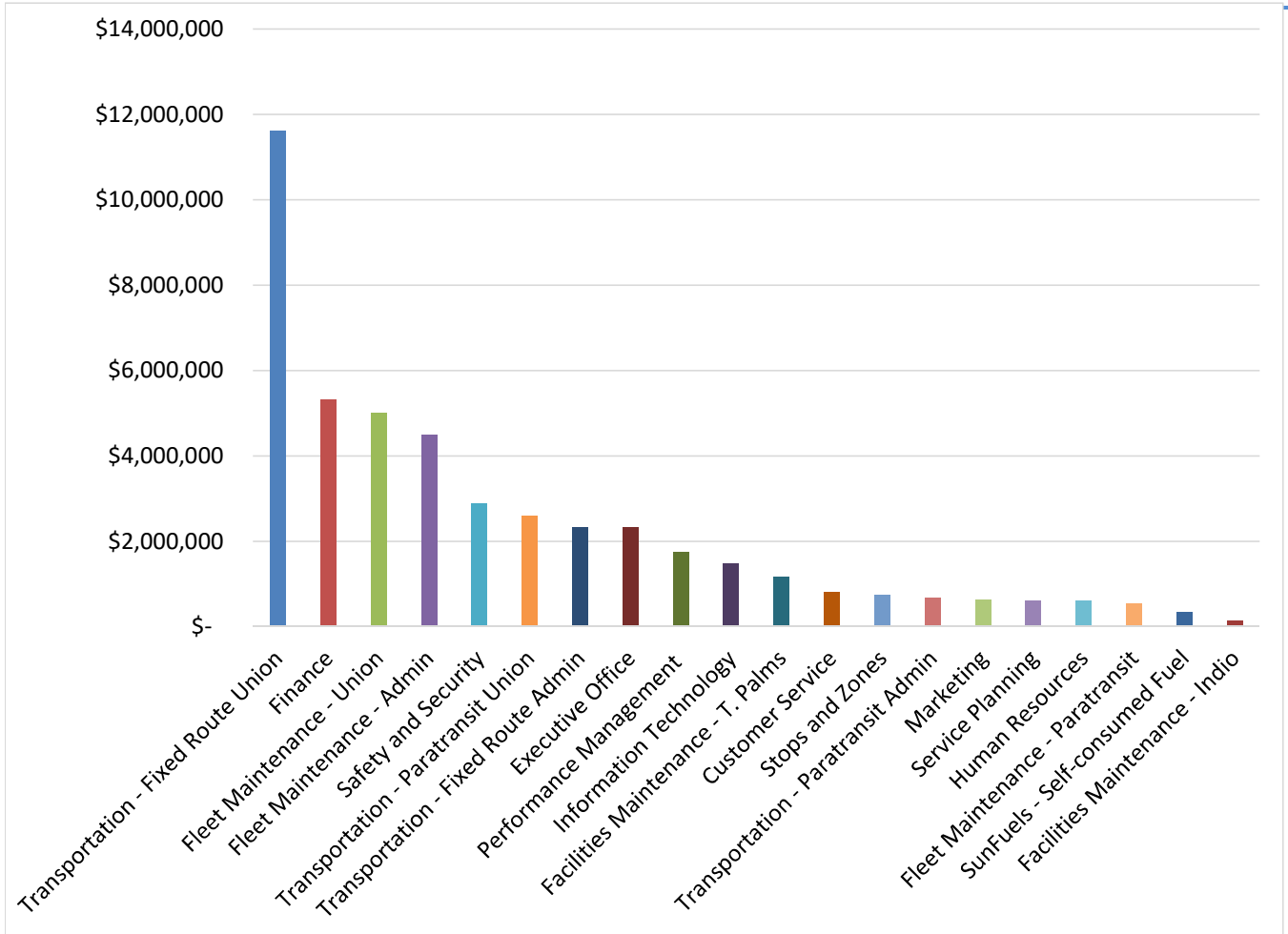
MEASURE A

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

TAXI VOUCHER PROGRAM (Passenger Sales)

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

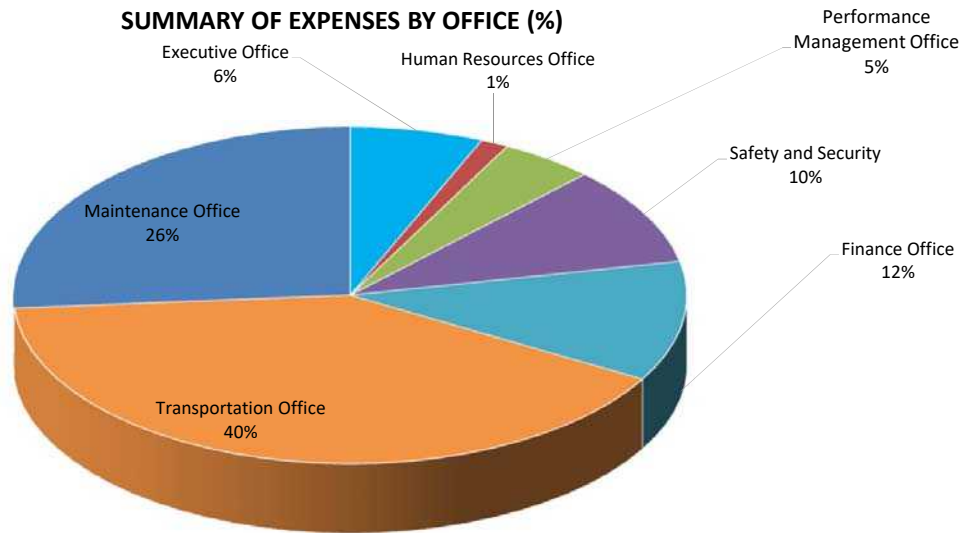
EXPENSE SUMMARY



EXPENSE SUMMARY

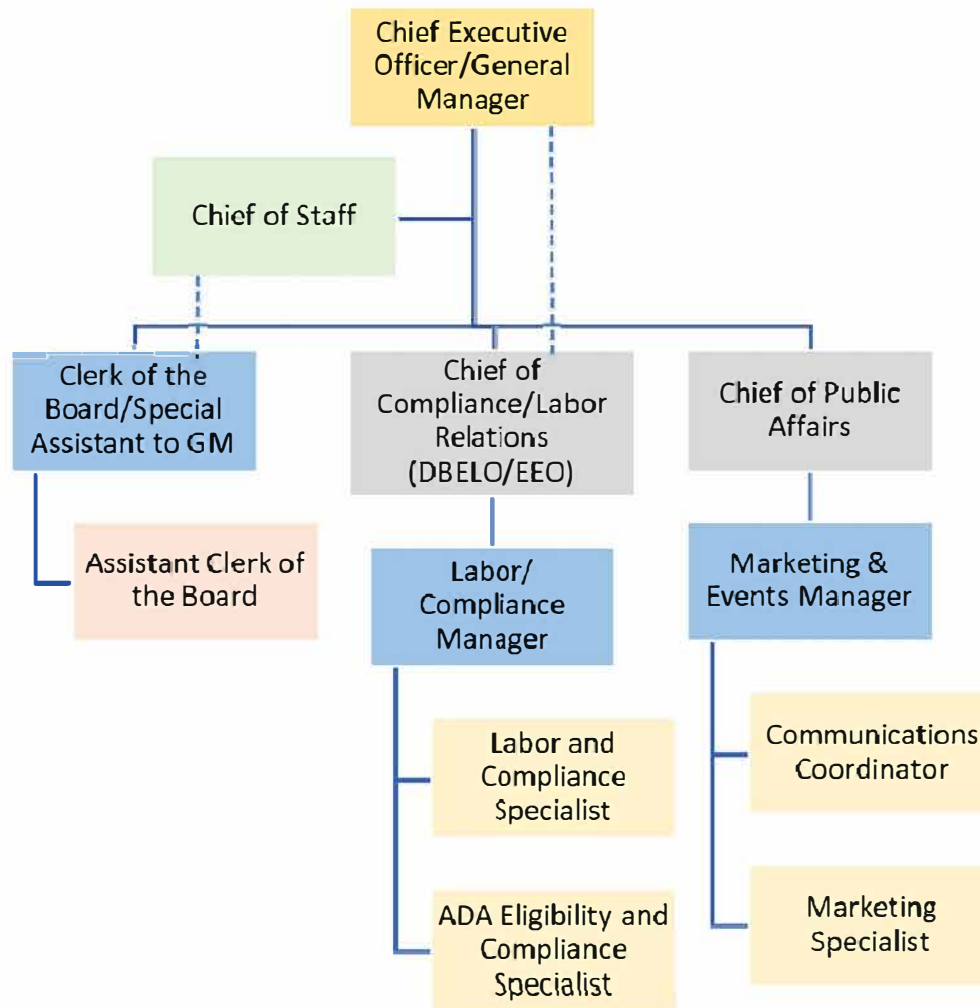
Division	Division Name	FY22 Approved Budget	FY23 Proposed Budget	Variance
EXECUTIVE OFFICE				
31	Marketing	631,513	626,863	(4,650)
40	Executive Office	1,807,960	2,318,897	510,937
HUMAN RESOURCES OFFICE				
32	Human Resources	565,038	614,956	49,918
PERFORMANCE MANAGEMENT OFFICE				
10	SunFuels - Self-consumed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

EXPENSE SUMMARY BY OFFICE



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

EXECUTIVE OFFICE



EXECUTIVE OFFICE

Division 31

FUNCTIONS & RESPONSIBILITIES

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

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY - MARKETING (DIV 31)

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

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

PERSONNEL SUMMARY

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

EXECUTIVE OFFICE - MARKETING

Division 31

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

EXECUTIVE OFFICE - MARKETING

Division 31

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

EXECUTIVE OFFICE

Division 40

FUNCTIONS & RESPONSIBILITIES

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

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY - EXECUTIVE OFFICE (DIV 40)

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

PERSONNEL SUMMARY

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

EXECUTIVE OFFICE DETAIL

Division 40

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

EXECUTIVE OFFICE DETAIL

Division 40

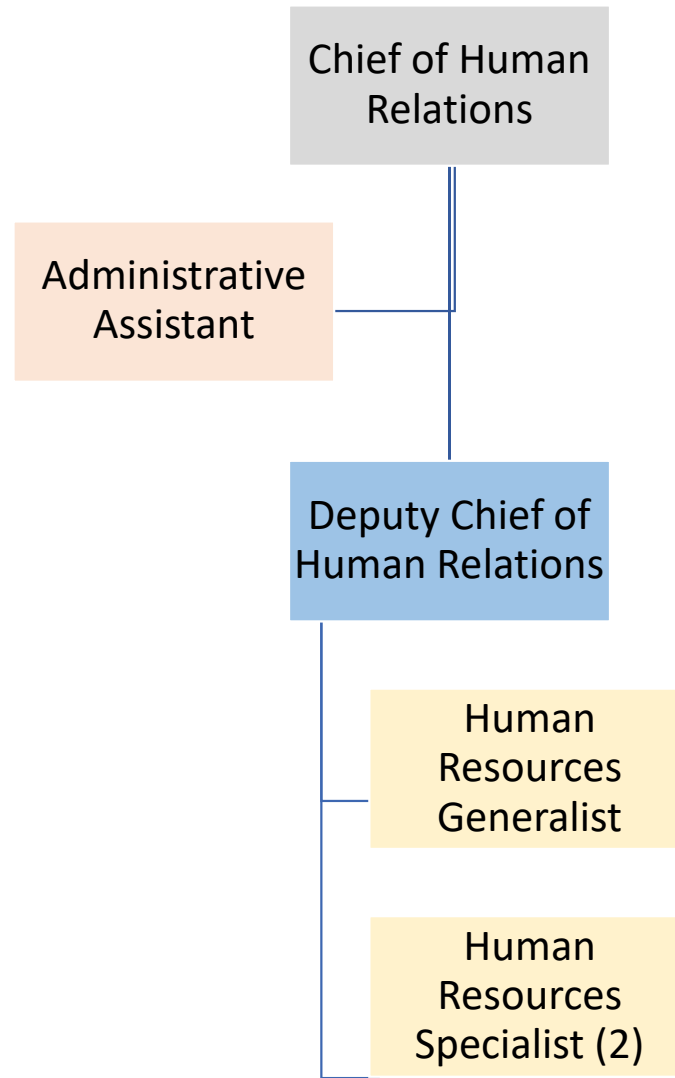
General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5090100000 MEMBERSHIPS & SUBSCRIPTIONS			
APTA	40,800	40,800	-
Form 700 submittal subscription	-	1,500	1,500
SHRM	-	500	500
Compliance training subscription	-	2,000	2,000
Cal Act	1,120	1,219	99
CAL Hydrogen Bus Council	11,200	12,188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

EXECUTIVE OFFICE DETAIL

Division 40

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

HUMAN RESOURCES OFFICE



Human Resources Office

Division 32

FUNCTIONS & RESPONSIBILITIES

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

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY - HUMAN RESOURCES (DIV 32)

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

Human Resources Office

Division 32

PERSONNEL SUMMARY

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

Notes:

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

HUMAN RESOURCES OFFICE - HUMAN RESOURCES DETAIL

Division 32

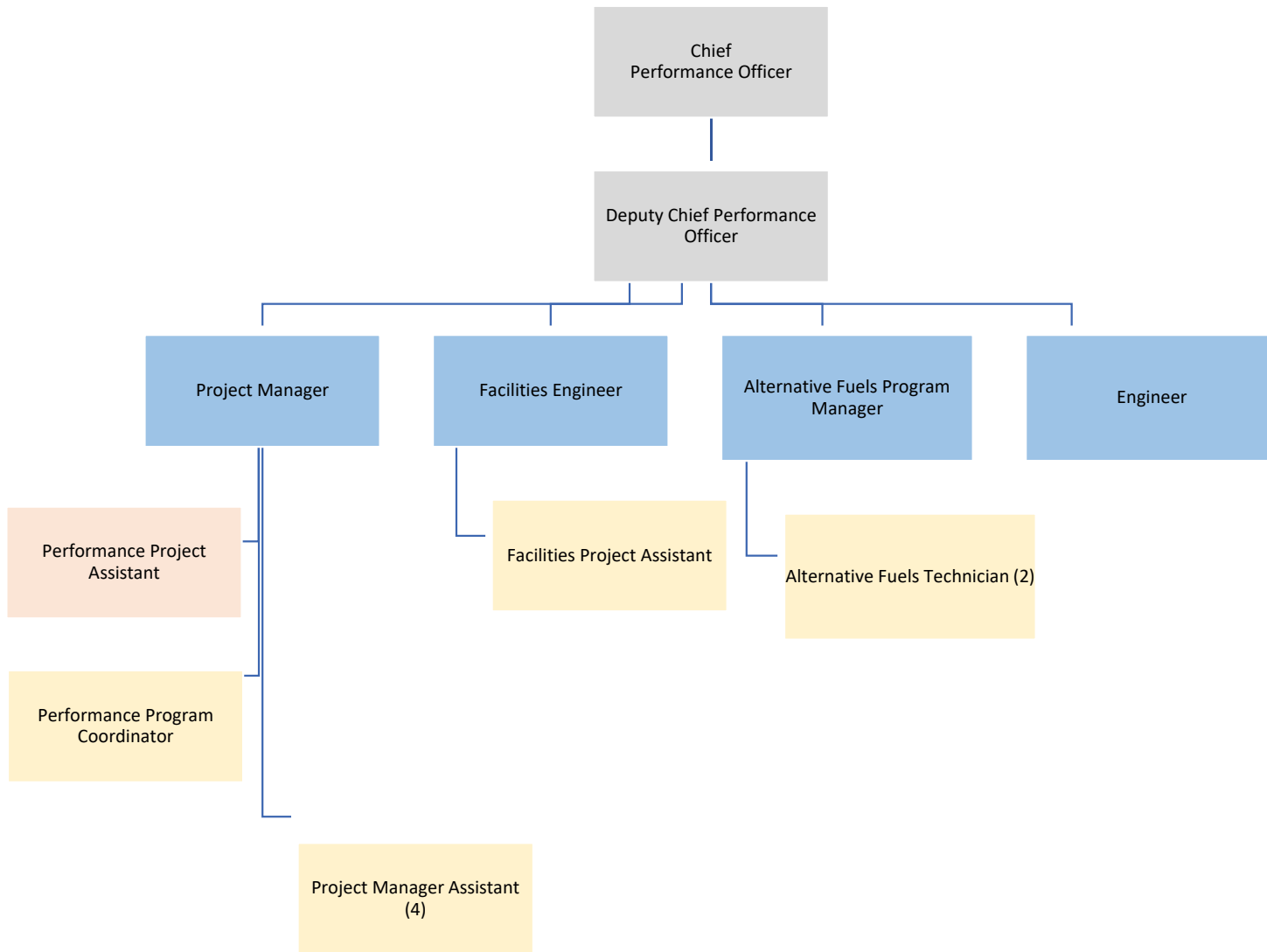
General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	260,469	284,093	23,624
510201610 ADMIN SALARIES-OT	3,000	3,000	-
5010700000 ALLOCATED SALARIES	(1,700)	(2,238)	(538)
5029999999 TOTAL FRINGE BENEFITS	164,875	190,719	25,844
Sub-total	426,644	475,574	48,930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

HUMAN RESOURCES OFFICE - HUMAN RESOURCES DETAIL

Division 32

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

PERFORMANCE MANAGEMENT OFFICE



PERFORMANCE MANAGEMENT OFFICE - SUNFUELS

Division 10

FUNCTIONS & RESPONSIBILITIES

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

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY - SUNFUELS (DIV 10)

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

PERFORMANCE MANAGEMENT OFFICE - SUNFUELS

Division 10

PERSONNEL SUMMARY

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

Notes

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

PERFORMANCE MANAGEMENT OFFICE - SUNFUELS

Division 10

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

PERFORMANCE MANAGEMENT OFFICE - SUNFUELS

Division 10

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

PERFORMANCE MANAGEMENT OFFICE - SUNFUELS

Division 10

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

PERFORMANCE MANAGEMENT OFFICE

Division 44

FUNCTIONS & RESPONSIBILITIES

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

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY - PERFORMANCE OFFICE (DIV 44)

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

PERSONNEL SUMMARY

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

Notes

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

PERFORMANCE MANAGEMENT OFFICE DETAIL

Division 44

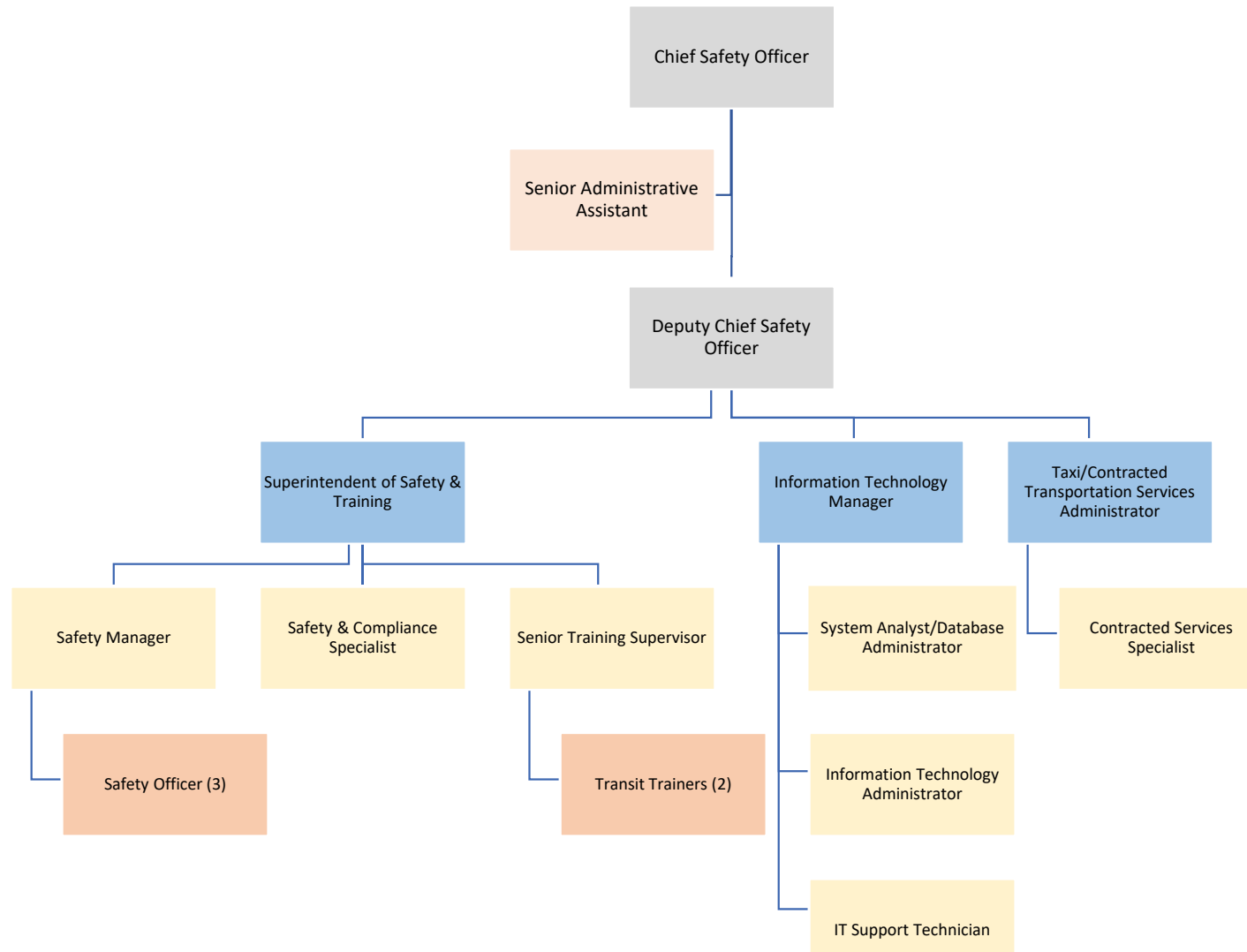
General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5010200500 ADMIN SALARIES	594,840	456,020	(138,820)
5010201610 ADMIN SALARIES-OT	1,200	-	(1,200)
5010700000 ALLOCATED SALARIES	(3,400)	(4,344)	(944)
5010700001 GRANT ALLOCATION	(15,000)	-	15,000
5029999999 TOTAL FRINGE BENEFITS	433,752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

PERFORMANCE MANAGEMENT OFFICE DETAIL

Division 44

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

SAFETY AND SECURITY OFFICE



SAFETY AND SECURITY OFFICE

Division 15

FUNCTIONS & RESPONSIBILITIES

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

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY - Safety and Security (DIV 15)

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

SAFETY AND SECURITY OFFICE

Division 15

PERSONNEL SUMMARY

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

Notes:

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

SAFETY AND SECURITY OFFICE

Division 15

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

SAFETY AND SECURITY OFFICE

Division 15

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

SAFETY AND SECURITY OFFICE

Division 15

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

SAFETY AND SECURITY OFFICE - INFORMATION TECHNOLOGY

Division 42

FUNCTIONS & RESPONSIBILITIES

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

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY - INFORMATION TECHNOLOGY (DIV 42)

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

PERSONNEL SUMMARY

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

Notes:

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

SAFETY AND SECURITY OFFICE - INFORMATION TECHNOLOGY

Division 42

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

SAFETY AND SECURITY OFFICE - INFORMATION TECHNOLOGY

Division 42

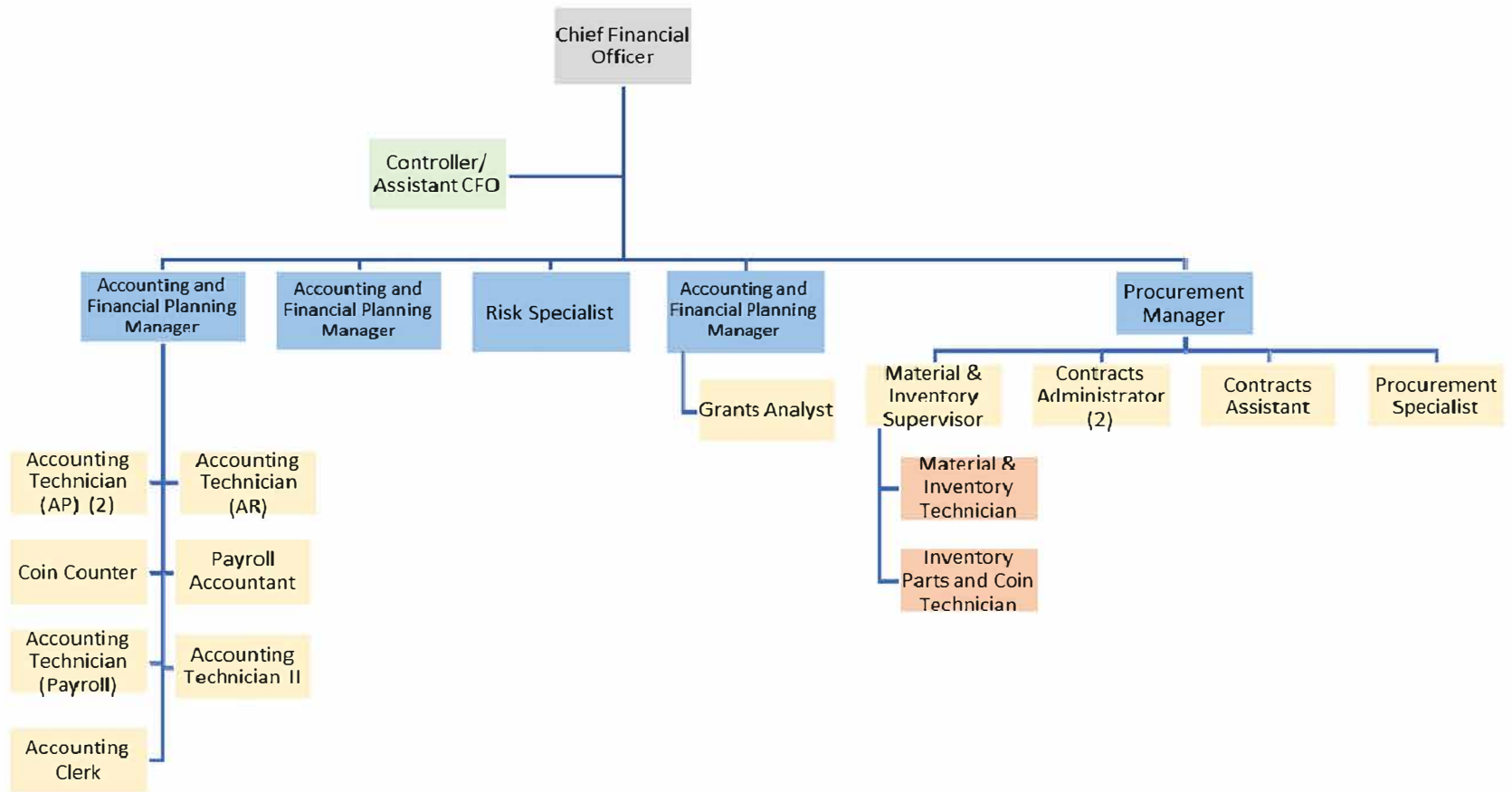
General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5030300011 COMPUTER/NETWORK SOFTWARE AGMT			
Adobe Acrobat	2,500	3,000	500
AVAIL	125,000	150,000	25,000
Barracuda Email Filter	3,000	3,600	600
Barracuda Web Filter	2,203	2,644	441
Cisco Device Support	11,000	13,200	2,200
Cloud Backup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

SAFETY AND SECURITY OFFICE - INFORMATION TECHNOLOGY

Division 42

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

FINANCE OFFICE



FINANCE OFFICE

Division 41

FUNCTIONS & RESPONSIBILITIES

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

FY23 Goals and Objectives

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

EXPENSE BUDGET SUMMARY - FINANCE (DIV 41)

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

FINANCE OFFICE

Division 41

PERSONNEL SUMMARY

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

Notes:

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

FINANCE OFFICE DETAIL

Division 41

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

FINANCE OFFICE DETAIL

Division 41

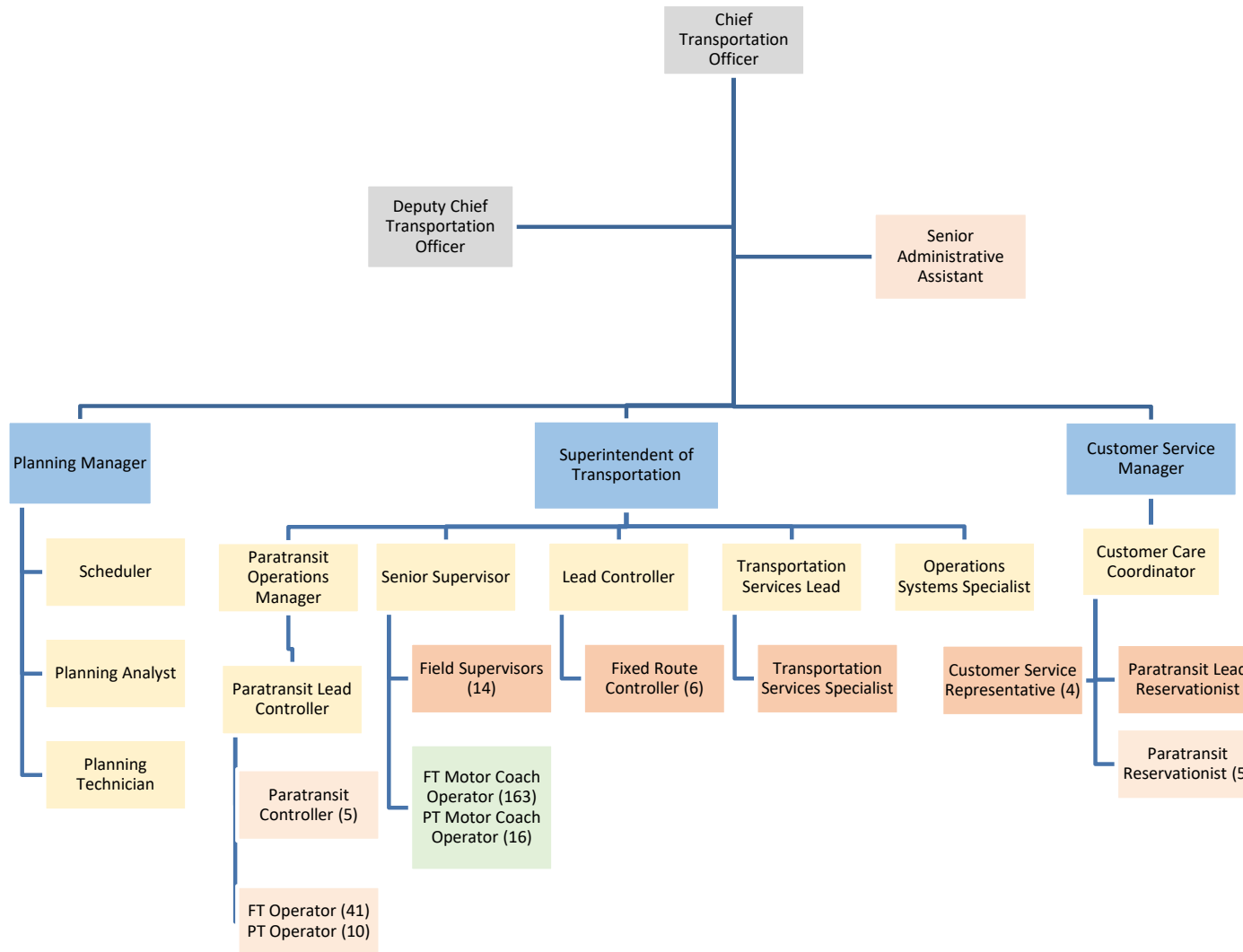
General Ledger Code	FY22 Approved Budget	FY23 Proposed Budget	Variance
5060300000 INSURANCE - GENERAL LIABILITY			
Defense and indemnity coverage against claims and suits arising from covered occurrences	620,000	913,033	293,033
Sub-total	620,000	913,033	293,033
5060400000 INSURANCE LOSSES			
Costs associated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

FINANCE OFFICE DETAIL

Division 41

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

TRANSPORTATION OFFICE



TRANSPORTATION OFFICE

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

FUNCTIONS & RESPONSIBILITIES

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

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

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY - FIXED ROUTE ADMIN (DIV 11)

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

EXPENSE BUDGET SUMMARY - FIXED ROUTE UNION (DIV 12)

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

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

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

TRANSPORTATION OFFICE

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

EXPENSE BUDGET SUMMARY - PARATRANSIT UNION (DIV 14)

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

PERSONNEL SUMMARY

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

Notes:

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

TRANSPORTATION OFFICE - TRANSPORTATION DETAIL

Division 11

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

TRANSPORTATION OFFICE - TRANSPORTATION DETAIL

Division 11

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

TRANSPORTATION OFFICE -TRANSPORTATION DETAIL

Division 13 (Paratransit - Ops Only Portion)

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

TRANSPORTATION OFFICE

Division 45

FUNCTIONS & RESPONSIBILITIES

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

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY - COMMUNITY AND CUSTOMER RELATIONS (45)

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

Notes:

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

PERSONNEL SUMMARY

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

Notes:

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

TRANSPORTATION OFFICE - CUTOMER SERVICE

Division 45

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

TRANSPORTATION OFFICE

Division 49

FUNCTIONS & RESPONSIBILITIES

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

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY -PLANNING (49)

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

PERSONNEL SUMMARY

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

Notes:

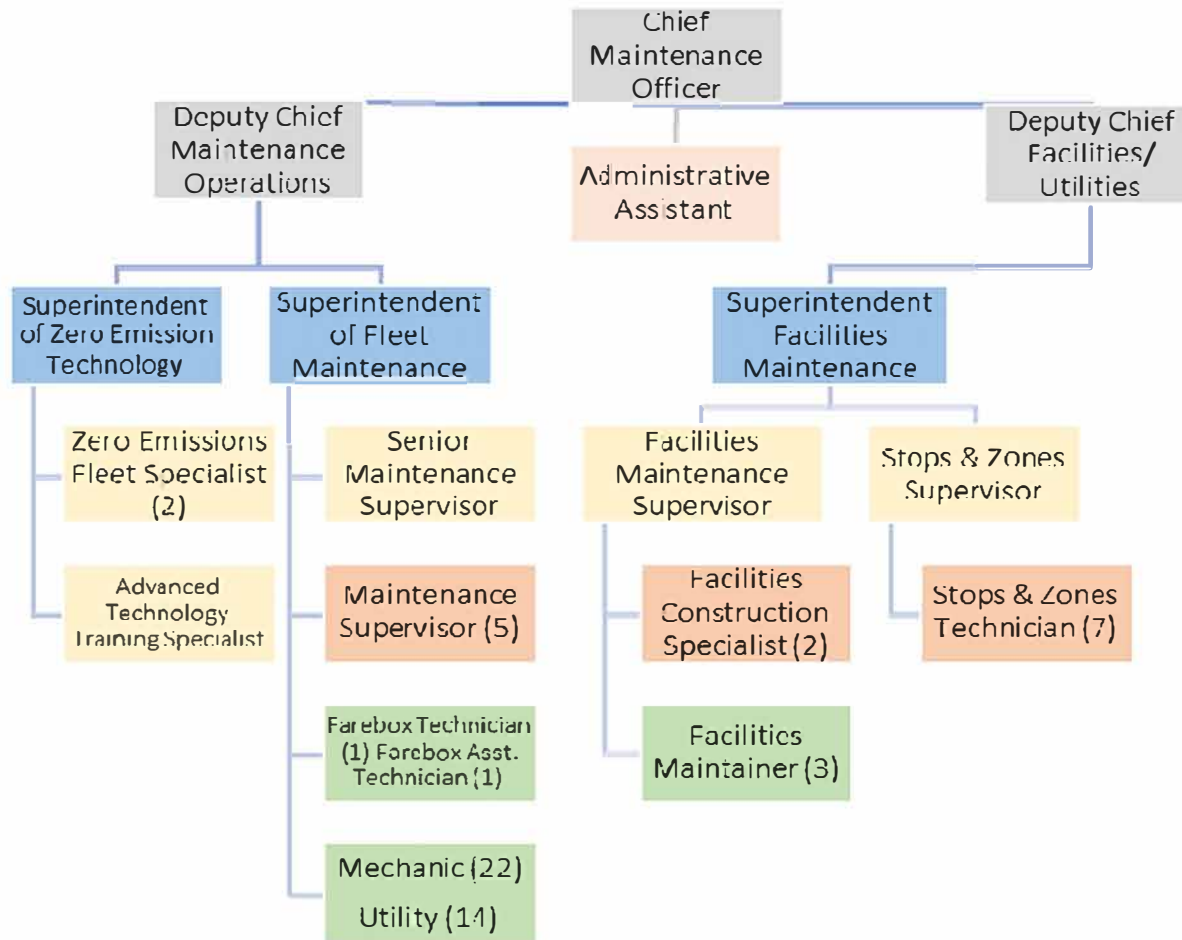
- One (1) Planning Technician was reclassified and moved to the Community and Customer Relations department.
- The four (4) remaining employees were retitled in order to more closely align with industry standard titles.

TRANSPORTATION OFFICE - SERVICE PLANNING DETAIL

Division 49

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

MAINTENANCE OFFICE



MAINTENANCE OFFICE - FLEET MAINTENANCE

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

FUNCTIONS & RESPONSIBILITIES

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

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY - FLEET MAINTENANCE ADMIN (DIV 21)

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

MAINTENANCE OFFICE - FLEET MAINTENANCE

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

EXPENSE BUDGET SUMMARY - FLEET MAINTENANCE UNION (DIV 22)

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

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

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

MAINTENANCE OFFICE - FLEET MAINTENANCE

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

PERSONNEL SUMMARY

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

Notes:

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

MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL

DIVISION 21 (Administration)

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

MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL

DIVISION 21 (Administration)

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

MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL

DIVISION 22 (Mechanics)

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

MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL

DIVISION 22 (Mechanics)

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

MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL

DIVISION 22 (Mechanics)

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

MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL

Division 13 (Paratransit - Maintenance Portion Only)

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

MAINTENANCE OFFICE - FACILITY MAINTENANCE

Division 23 & 24

FUNCTIONS & RESPONSIBILITIES

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

FY23 GOALS & OBJECTIVES

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

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

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

MAINTENANCE OFFICE - FACILITY MAINTENANCE

Division 23 & 24

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

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

PERSONNEL SUMMARY

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

Notes:

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

MAINTENANCE OFFICE - FACILITY MAINTENANCE DETAIL

Division 23 - THOUSAND PALMS

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

MAINTENANCE OFFICE - FACILITY MAINTENANCE DETAIL

Division 23 - THOUSAND PALMS

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

MAINTENANCE OFFICE - FACILITY MAINTENANCE DETAIL

Division 23 - THOUSAND PALMS

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

MAINTENANCE OFFICE - FACILITY MAINTENANCE DETAIL

Division 24 - INDIO/COACHELLA

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

MAINTENANCE OFFICE - FACILITY MAINTENANCE DETAIL

Division 24 - INDIO/COACHELLA

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

MAINTENANCE OFFICE - STOPS & ZONES

Division 25

FUNCTIONS & RESPONSIBILITIES

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

FY23 GOALS & OBJECTIVES

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

EXPENSE BUDGET SUMMARY - STOPS & ZONES (DIV 25)

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

PERSONNEL SUMMARY

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

MAINTENANCE OFFICE: STOPS & ZONES DETAILS

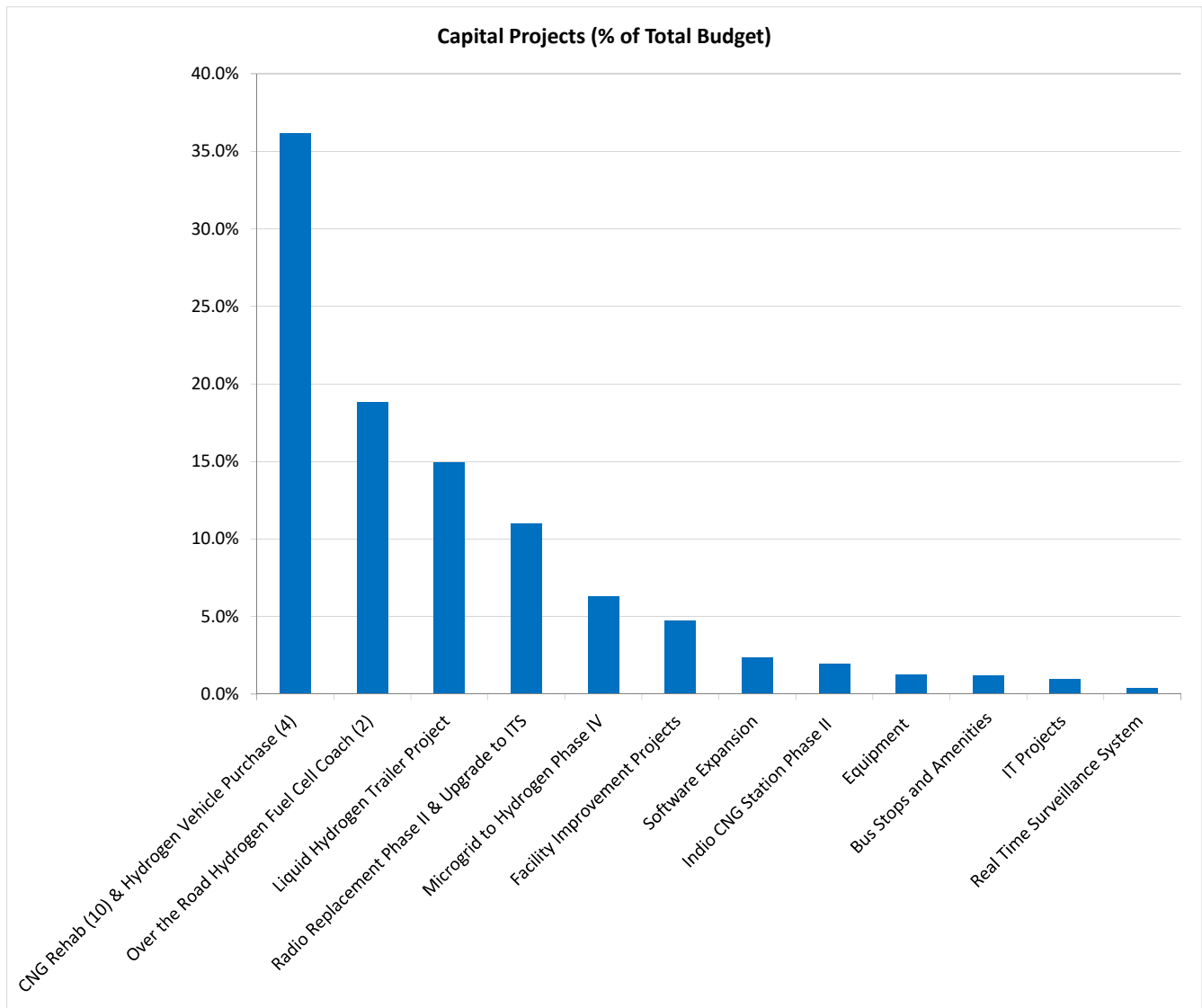
Division 25

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

CAPITAL BUDGET

SUMMARY OF CAPITAL PROJECTS

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



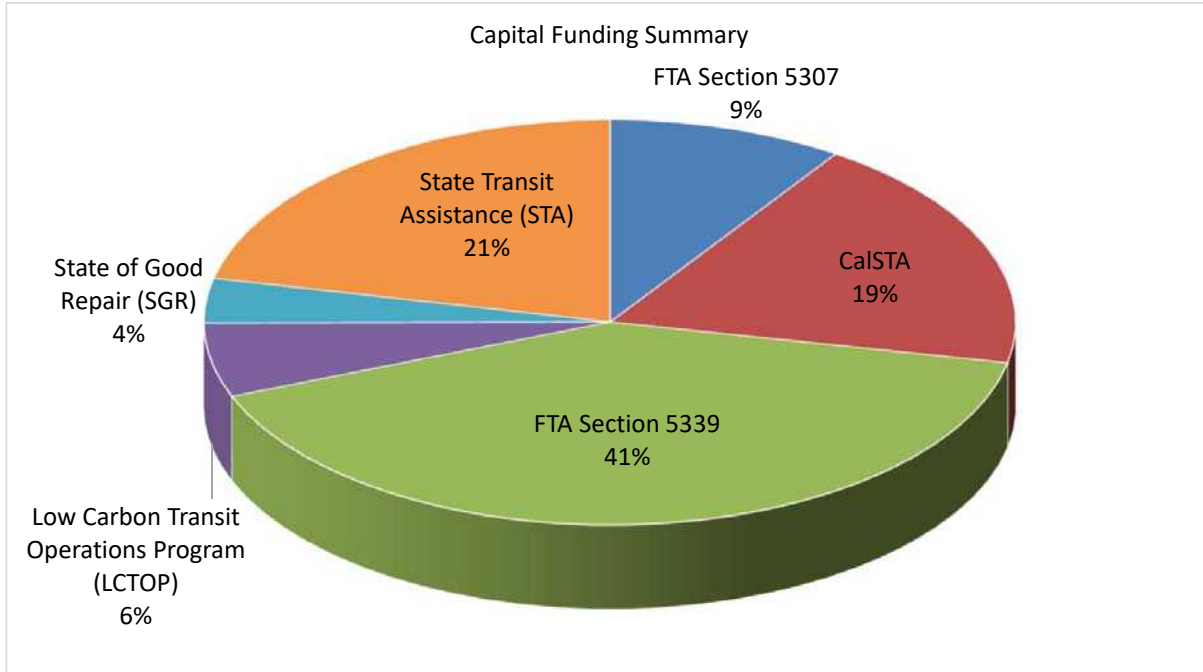
SUMMARY OF CAPITAL PROJECTS

CAPITAL BUDGET SUMMARY

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

FUNDING SUMMARY

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



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

FY23 PROJECTS BY FUNDING SOURCE

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

CAPITAL PROJECTS

Facility Improvement Projects

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

PROJECT TYPE:

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

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

Over the Road Hydrogen Fuel Cell Coach (2)

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

PROJECT TYPE:

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

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

CAPITAL PROJECTS

Liquid Hydrogen Trailer Project

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

PROJECT TYPE:

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

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

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

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

PROJECT TYPE:

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

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

CAPITAL PROJECTS

Radio Replacement Phase II & Upgrade to ITS

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

PROJECT TYPE:

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

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

Microgrid to Hydrogen Phase IV

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

PROJECT TYPE:

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

CAPITAL PROJECTS

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

Indio CNG Station Phase II

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

PROJECT TYPE:

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

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

CAPITAL PROJECTS

IT Projects

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

PROJECT TYPE:

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

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

Bus Stops and Amenities

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

PROJECT TYPE:

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

CAPITAL PROJECTS

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

Real Time Surveillance System

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

PROJECT TYPE:

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

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

CAPITAL PROJECTS

Equipment

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

PROJECT TYPE:

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

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

Software Expansion

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

PROJECT TYPE:

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

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



SunLine

TRANSIT AGENCY

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