



**AGENDA
SPECIAL FINANCE COMMITTEE**

**May 20, 2014
10:00 a.m.**

**G.M. Conference Room, Admin. 2
SunLine Transit Agency
Thousand Palms, CA**

1. **Call to Order**
2. **Roll Call**
3. **Public Comments**
4. **[SunLine Transit Agency Draft Operating & Capital Budget – FY 2015](#)
(CJ Smith) **Discussion**
Review and discuss draft budget for SunLine Transit Agency for FY 2015.**
5. **Adjourn**

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ANNUAL BUDGET FISCAL YEAR 2015



SUNLINE TRANSIT AGENCY THOUSAND PALMS, CA

ANNUAL BUDGET FISCAL YEAR 2015

BOARD OF DIRECTORS

Glenn Miller, Chairman, Indio
Greg Pettis, Vice Chairman, Cathedral City
Russell Betts, Desert Hot Springs
Rick Hutcheson, Palm Springs
G. Dana Hobart, Rancho Mirage
Robert Spiegel, Palm Desert
Douglas Hanson, Indian Wells
Don Adolph, La Quinta
Eduardo Garcia, Coachella
John J. Benoit, Riverside County

CHIEF EXECUTIVE OFFICER/GENERAL MANAGER

Lauren Skiver

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EXECUTIVE SUMMARY

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EXECUTIVE SUMMARY

The Agency's Fiscal Year 2015 (FY 15) budget reflects a strategy to sustain FY 14 service levels, including recently implemented service initiatives, as well as adding three new service initiatives in FY 15.

The budget also reflects the restructuring of the Agency to optimize its performance in planning, marketing, and delivering safe, affordable, and reliable public transportation services to the Coachella Valley. The budget also recognizes increased costs in areas such as fuel, employee wages and benefits, insurance, and other operating expenses.

SERVICE & RIDERSHIP

System ridership for FY 15 is estimated to be 5.2 million, a 7.5% estimated increase over the 4.9 million boardings now estimated for FY 14 actual ridership. The FY 15 estimate is the result of three factors:

- A full year of the new service initiatives implemented in FY 14.
- Three recommended new service initiatives for FY 15:
 - Line 15 extension to Desert Edge.
 - Line 81 extension in North Indio.
 - Line 111 extension to Coachella.
- Increased efforts to market the overall service network.

REVENUES

Revenues assumed for FY 15 consist of a mix of passenger fares, federal, state, and local funding and other revenues, with key assumptions being:

- Passenger fare revenue expected to reach \$3.65 million in FY 15 compared to the \$3.37 estimated actuals for FY 14. Paratransit fare revenue dropped as a result of the full impact of reduced pricing for subscription trips.
- Federal formula funding (Sections 5307 and 5311) are up slightly compared to FY 14.
- New federal JARC Section 5316 competitive grant allocations are lower than previous allocations, though offset, in part, by larger New Freedom Section 5317 competitive grant allocations.
- Existing CMAQ funding is available to supplement funding for the recently implemented Line 54.

- Local Transportation Funding (LTF) and Local Measure A funding have both increased in FY 15 to fund the full impact of the service initiatives implemented in FY 14 and new proposed FY 15 service improvements.
- Outside fuel sales and taxi voucher usage are increased based on FY 14 performance.
- Projected advertising revenues are based on FY 14 experience.
- Bus shelter maintenance fees have increased with the increase in the number of shelters in FY14.
- State emission credits are a planned new revenue source in FY 15, helping offset the expired federal CNG rebates.

CAPITAL PROJECTS

The capital budget includes 28 projects with a total budget of \$33,804,990, including \$16,151,307 for ten new capital projects.

New Projects

The ten (10) new capital projects address key Agency capital needs in fleet, facilities, and technology, in support of improved customer service, more efficient operations, maintenance, and administration, as well as the continued advancement of alternative fuel technology:

- Fleet:
 - One (1) new battery dominant fuel cell bus.
 - Six (6) new buses (for expansion).
- Facilities and Equipment:
 - Renovate Thousand Palms Hydrogen Fueling Station.
 - Replace bus lifts at Thousand Palms facility.
 - Security cameras for Thousand Palms Transit Center.
 - Master Plan Update and Site Redevelopment for Thousand Palms site.
 - Coachella break room facility.
- Technology:
 - New accounting system.
 - New asset management system.
 - New Trapeze Ops Web and Comm modules.

Eighteen (18) capital projects from FY 14 will continue or be completed during FY 15. These are a mix of ten (10) FY 14 specialized projects continuing in FY 15, and eight (8) annual reoccurring projects:

Specialized FY 14 Projects (Continuing in FY 15)

- Fleet:
 - Two new fuel cell buses.
 - American Fuel Cell Bus Warranty.
 - Bus camera system upgrade.
- Facilities and Equipment:
 - Administration Building.
 - New CNG fueling station at Thousand Palms facility.
 - Yard repaving.
 - Fareboxes.
 - New and replacement solar panels.
- Technology and Research:
 - New phone system.
 - Four transit studies.

Annual Reoccurring Capital Projects (FY 15)

- Fleet:
 - Bus fleet rehabilitation.
 - Expansion and replacement paratransit vans.
 - Expansion and replacement non-revenue vehicles.
- Facilities and Equipment:
 - Maintenance tools and equipment.
 - Facility improvements (Indio and Thousand Palms).
 - Bus stop improvements.
 - Office furniture.
- Technology and Research:
 - Information technology equipment.

AGENCY PERSONNEL SUMMARY

Department	FY 14 Base FTE's	Changes to Base	Proposed New	FY 15 Proposed	Variance
EXECUTIVE OFFICE					
Executive Office (40)	6.70	(3.70)	-	3.00	(3.70)
PERFORMANCE OFFICE					
Performance Office (44)	-	3.40	1.00	4.40	4.40
Information Technology (42)	2.00	-	-	2.00	-
SunFuels (9, 10)	2.00	-	-	2.00	-
Risk Management (15)	3.00	-	-	3.00	-
OPERATIONS OFFICE					
Operations - Fixed Route (11,12)	166.00	(4.00)	-	162.00	(4.00)
Operations - Paratransit (13, 14)	48.00	1.50	1.00	50.50	2.50
Maintenance (21, 22)	41.00	(2.00)	-	39.00	(2.00)
Facilities Maintenance (23, 24)	4.00	1.00	-	5.00	1.00
Stops and Zones (25)	9.00	(1.00)	-	8.00	(1.00)
FINANCE OFFICE					
Finance (41)	16.00	(1.50)	-	14.50	(1.50)
ADMINISTRATION OFFICE					
Marketing (31)	3.00	(3.00)	-	-	(3.00)
Human Resources (32)	3.00	-	-	3.00	-
Planning (49)	4.00	-	1.75	5.75	1.75
Community & Customer Relations (45)	-	6.00	-	6.00	6.00
Agency-wide (43)	-	-	-	-	-
Total FTEs	307.70	(3.30)	3.75	308.15	0.45

Notes:

- Changes to base are due to reorganization, reclassification, and allocations of salary dollars for work on grant funded capital projects and Taxi funded services.
- Full-time equivalents (FTEs) may be less than one (1) due to salaries being allocated to capital grants.
- FY 15 Proposed Base FTE's accounts for new positions and inter-department transfers of positions due to reorganization.

Executive Office

- Three (3) positions were moved from the Executive Office to the Performance Office.

Performance Office

- An Administration Analyst is being requested to help improve the quality and use of performance data.

Operations Office

- Operations base increased in FY 14 by 20. This includes positions that were part of the approved new initiatives.
- Operations paratransit shows one (1) new position but a variance of 2.5. The difference is due to budgeting part-time positions at .75 FTE opposed to .50 FTEs as in last years budget.
- Operations reflects a reduction of 4 FTEs. These 4 positions are Customer Service positions that moved to Div 45 (Community & Public Relations).

AGENCY PERSONNEL SUMMARY

Finance Office

- Finance shows an increase in FTE by .50 to account for the change of part-time coin counters being budgeted at .75 in FY 15.

Administration Office

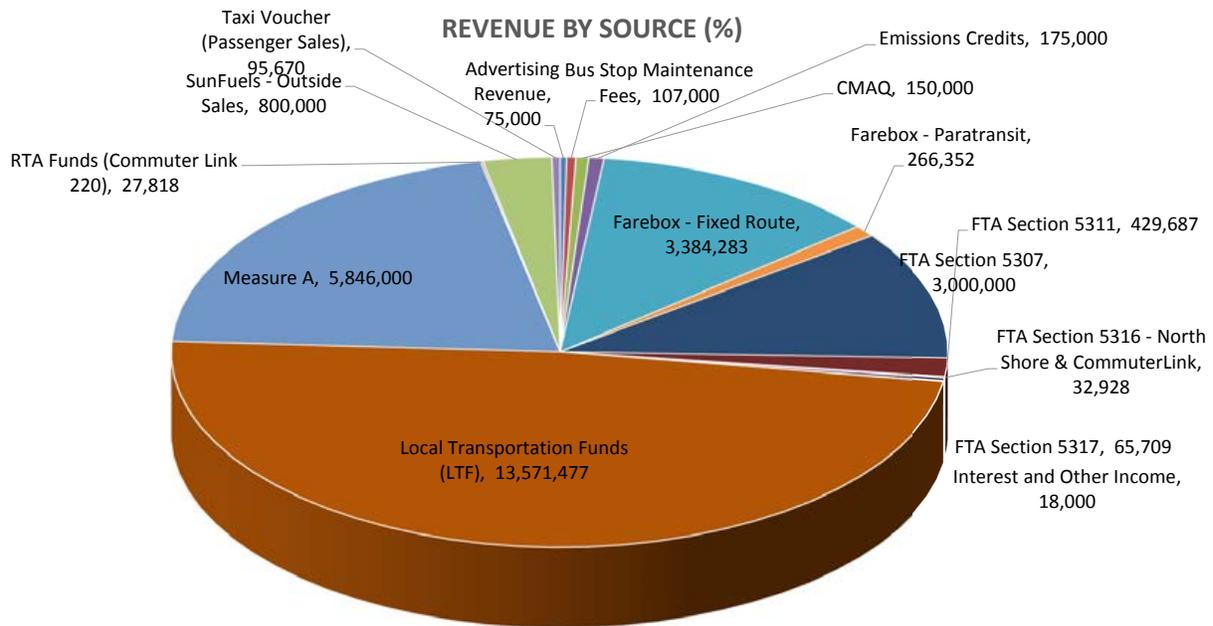
- Two (2) Marketing and (4) Customer Service Positions/Operations were consolidated into Community & Public Relations (Div 45).
- One Marketing position has been eliminated and is not reflected in FY 15 proposed FTEs and one (1) new position of Planning Manager is being added to Division 49 as well as a PT Administrative Assistant.

New Initiatives

- New initiatives include three (3) Fixed Route and one (1) Paratransit Operator. These positions are not included in the table above. They are reflected in the Expense Summary under the New Initiative section.

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REVENUE SUMMARY



Sources of Funding (Operating)	FY 14 Approved Budget	FY 15 Proposed Budget	Type
Advertising Revenue	75,000	75,000	Local
Bus Stop Maintenance Fees	60,000	107,000	Local
CMAQ	-	150,000	Federal
CNG Rebate	300,000	-	Federal
Emissions Credits (Sales of State Fuel Credits)	-	175,000	State
Farebox - Fixed Route	3,230,000	3,384,283	Sales
Farebox - Paratransit	320,000	266,352	Sales
FTA Section 5307	2,802,268	3,000,000	Federal
FTA Section 5311	420,188	429,687	Federal
FTA Section 5316 - North Shore & CommuterLink	208,665	32,928	Federal
FTA Section 5317	46,000	65,709	Federal
Interest and Other Income	-	18,000	Local
Local Transportation Funds (LTF)	11,768,614	13,571,477	State
Measure A	5,217,000	5,846,000	Local
RTA Funds (Commuter Link 220)	60,000	27,818	Local
SunFuels - Outside Sales	600,200	800,000	Sales
Taxi Voucher (Passenger Sales)	18,089	95,670	Sales
Total Operating Revenue	25,126,024	28,044,924	

Notes:

Farebox Paratransit: Revenue has been reduced by 65,000 due to the change in fares of subscription trips.
 Taxi Voucher (Passenger Sales) represents customer fares which is 1/2 of the program costs. The other 1/2 of the program costs is funded by FTA and Measure A.

REVENUE SOURCES

The agency receives a mix of funding from federal, state, and local funding sources, in addition to passenger fares and other revenues. These are utilized to fund the operation of fourteen (14) local routes, one (1) Commuter Link 220 service, and complementary paratransit service to locations within 3/4 miles of the local fixed route network. An overview of each funding source is outlined below.

ADVERTISING REVENUE

Advertising revenue is generated from the sale of advertising space on buses and at bus stop shelters.

BUS STOP SHELTER REVENUE

Bus Stop Shelter Revenue is generated from the maintenance of bus shelters.

CONGESTION MITIGATION & AIR QUALITY (CMAQ)

CMAQ funds have been programmed to support the continued operation of the recently implemented Line 54 bus service on Fred Waring Drive introduced in January 2014.

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 owner of three 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 revenues generated from the collection of passenger fares. This revenue is projected based on historical data and planned service levels.

FTA SECTION 5307

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

FTA SECTION 5311

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).

FTA SECTION 5316

Section 5316 is a SAFETEA-LU Formula Grant that addresses transportation challenges faced by welfare recipients and low-income persons seeking to obtain and maintain employment. Funds requested this fiscal year will support the operation of the Riverside Commuter Link 220 and North Shore Line 95 bus services.

REVENUE SOURCES

FTA SECTION 5317

Section 5317 is a SAFETEA-LU Formula Grant that addresses transportation challenges faced by the elderly and disabled. Funds being request this fiscal year will support the operation of the Riverside Commuter Link 220 bus service and Taxi Voucher Program.

INTEREST & OTHER INCOME

Interest and Other income is comprised of interest, payroll garnishment fees, vacuum fees at fueling stations, and warranties.

LOCAL TRANSPORTATION FUND (LTF)

This funding comes from .25 cents of the state general sales tax revenues collected.

MEASURE A

Local Measure A is a specialized transportation funding. A .50 cent general sales tax for Riverside County was approved in 1988.

RTA FUNDS (COMMUTER LINK 220)

This funding is from Riverside Transit Agency in recognition of SunLine's Line 220 Commuter Link service replacing service they would otherwise have to operate between Banning and Riverside.

SUNFUELS

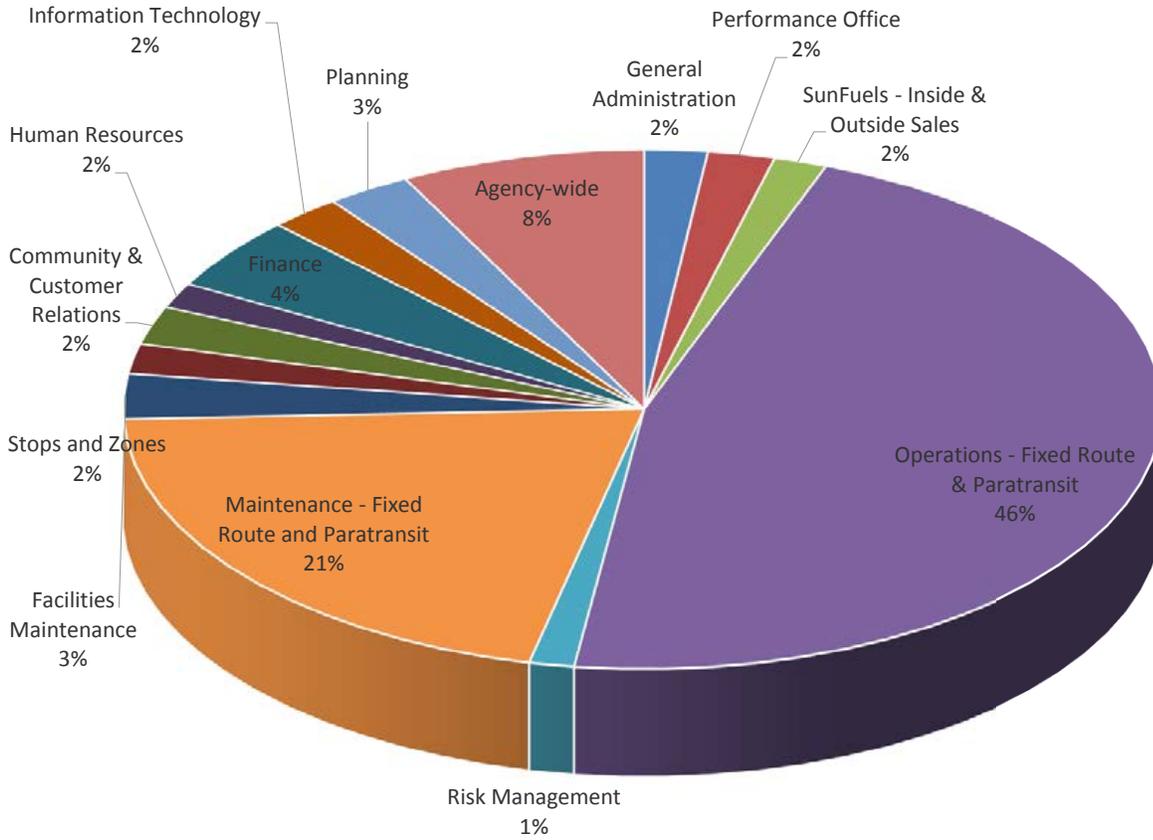
SunFuels revenue is generated by the sale of CNG and hydrogen fuel to outside users in the Coachella Valley. The agency makes a profit on the production of such fuels.

TAXI VOUCHER PROGRAM (Passenger Sales)

This revenue is generated from customers buying taxi vouchers from SunLine as part of our Taxi Voucher program. The customer may receive up to \$75 in taxi credit for up to every \$75 they buy in taxi vouchers each 30 days (\$1 for \$1 match).

EXPENSE SUMMARY

SUMMARY OF EXPENSES (%)



EXPENSE SUMMARY

Division	Division Name	FY 14	FY 15	Variance
		Approved Budget	Proposed Budget	
9	SunFuels - Outside	322,203	432,003	109,800
10	SunFuels - Inside	1,118,969	25,323	(1,093,646)
11 & 12	Operations - Fixed Route	9,694,619	10,209,328	514,709
13 & 14	Operations - Paratransit	2,589,485	2,686,796	97,311
15	Risk Management	374,826	387,229	12,403
21 & 22	Maintenance - Fixed Route	4,266,871	5,489,979	1,223,108
13	Maintenance - Paratransit	87,900	291,016	203,116
23	Facilities Maintenance - T. Palms	660,729	701,426	40,697
24	Facilities Maintenance - Indio	72,354	75,697	3,343
25	Stops and Zones	589,284	520,043	(69,241)
31	Marketing	364,402	-	(364,402)
32	Human Resources	471,331	439,657	(31,674)
40	Executive Office	1,106,912	543,266	(563,646)
41	Finance	1,127,039	1,265,718	138,679
42	Information Technology	389,134	616,890	227,756
43	Agency-wide	1,325,852	2,107,625	781,773
44	Performance Office	-	576,389	576,389
45	Community & Customer Relations	-	658,900	658,900
49	Planning	564,114	726,905	162,791
Total Expenses		25,126,024	27,754,190	2,628,166

Notes:

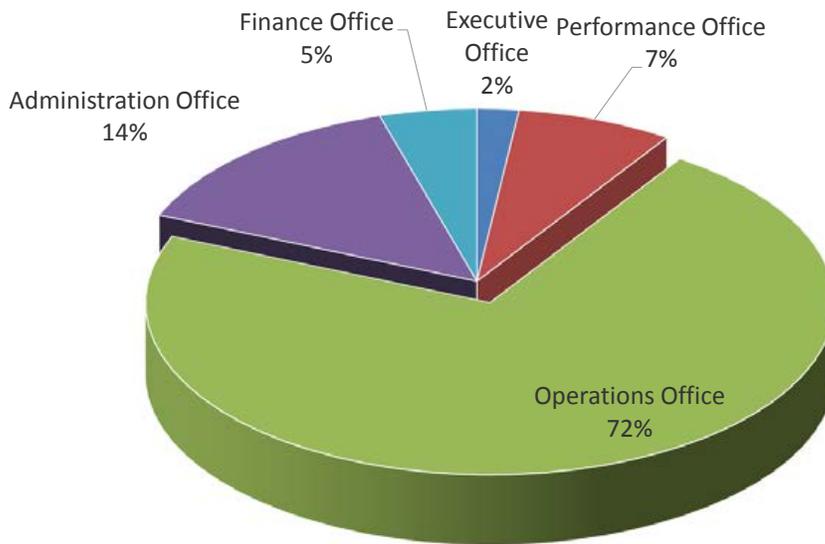
In order to enhance transparency, the FY 15 budget reflects a methodology change in the accounting for self-consumed fuel (internal usage). As a result of this change you will see an increase of 1.5 Million dollars in Maintenance and a decrease of 1.5 Million in SunFuels - Inside.

Division	New Initiatives	FY 14	FY 15	Variance
		Approved Budget	Proposed Budget	
	Line 15 - Expansion to Desert Edge		63,000	
	Line 81 - Expansion in North Indio		40,079	
	Line 111 - Extension to Coachella		187,655	
Total New Initiatives		-	290,734	
Total Expenses		25,126,024	28,044,924	2,918,900

New Initiative Positions			Count
	Operations - Fixed Route		3
	Operations - Paratransit		1
Total			4

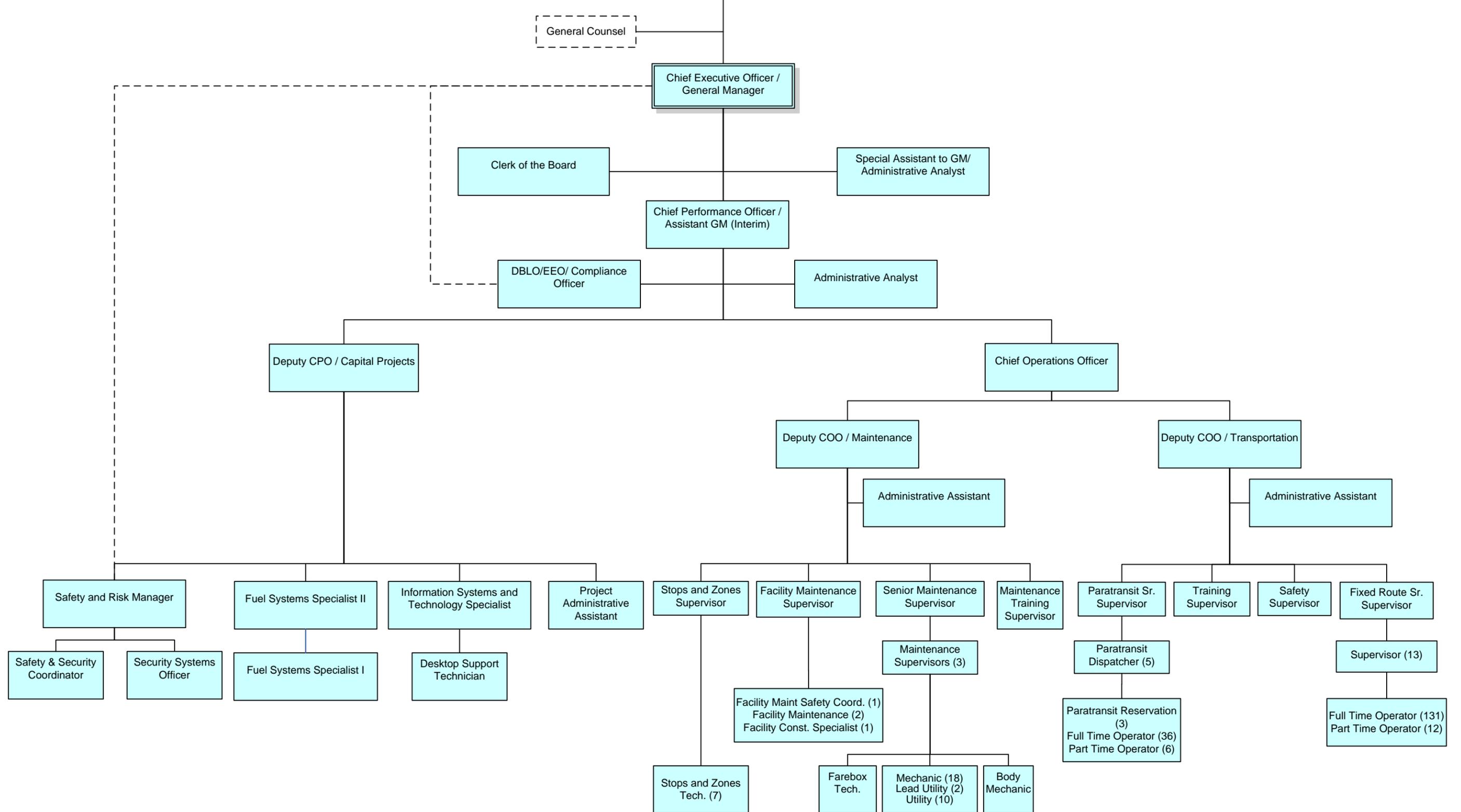
EXPENSE SUMMARY BY OFFICE

SUMMARY OF EXPENSES BY OFFICE (%)

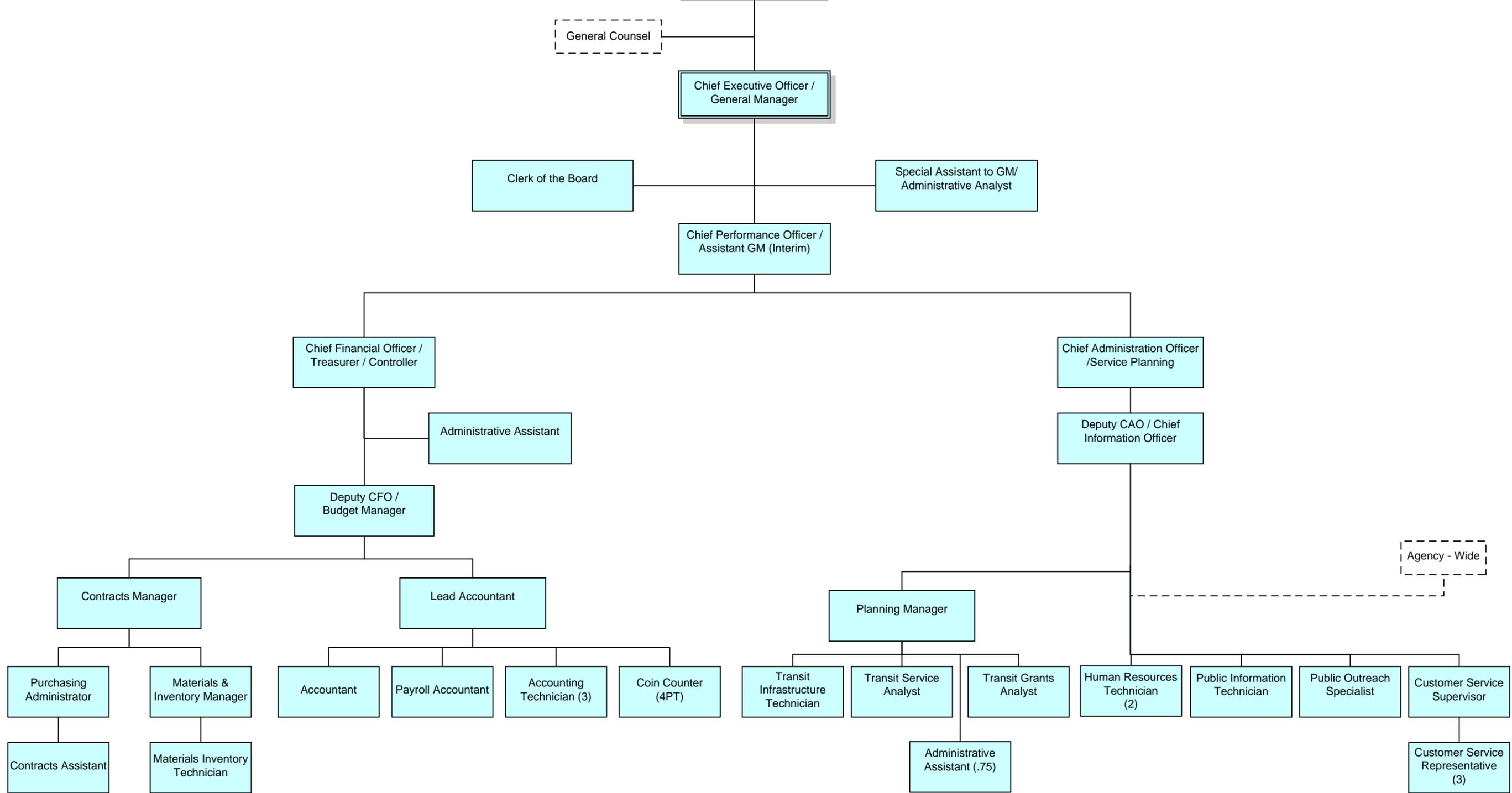


Department	FY 14 Approved Budget		FY 15 Proposed Budget	% of Budget
Executive Office		1,106,912	543,266	2%
Executive Office		1,106,912	543,266	2%
Performance Office		-	576,389	2%
Risk Management		374,826	387,229	1%
SunFuels - Inside and Outside Sales		1,441,172	457,326	2%
Information Technology		389,134	616,890	2%
Performance Office		2,205,132	2,037,834	7%
Operations - Fixed Route & Paratransit		12,284,104	12,896,124	46%
Maintenance - Fixed Route and Paratransit		4,354,771	5,780,995	21%
Facilities Maintenance		733,083	777,123	3%
Stops and Zones		589,284	520,043	2%
Operations Office		17,961,242	19,974,285	72%
Finance		1,127,039	1,265,718	5%
Finance Office		1,127,039	1,265,718	5%
Planning		564,114	726,905	3%
Marketing		364,402	-	0%
Human Resources		471,331	439,657	2%
Agency-wide		1,325,852	2,107,625	8%
Community & Customer Relations		-	658,900	2%
Administration Office		2,725,699	3,933,087	14%
Total Expenses		25,126,024	27,754,190	100%

**SunLine Transit Agency
Board of Directors**



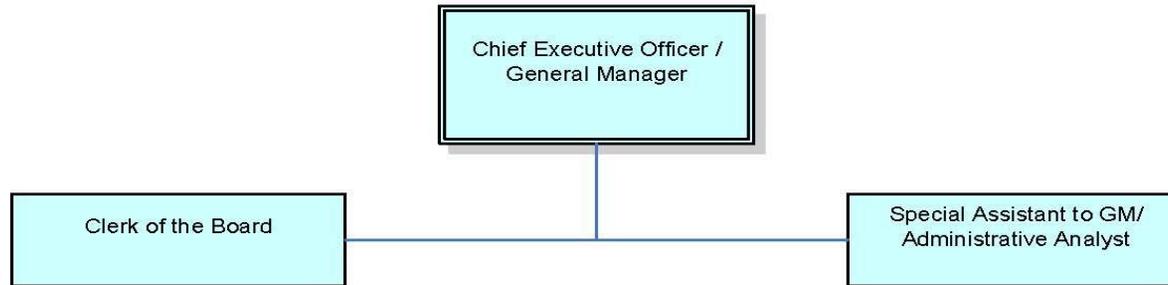
**SunLine Transit Agency
Board of Directors**



EXECUTIVE OFFICE

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Executive Office



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

General Administration is responsible for the overall administration and operation of the Agency. This division provides support to the Agency Board of Directors and maintains all records of the Agency's business.

FY 15 GOALS & OBJECTIVES

- Implement Performance Management System to include metric measures and pay for performance for employees which will assist with professional growth.
- Establish SunLine as a Center of Excellence nationally in advanced technologies.
- Improve labor relations among employees; both bargaining and non-bargaining by increasing morale and communication between staff and management.
- Seek additional capital and operating revenues to expand service and improve system frequency.

EXPENSE BUDGET SUMMARY - EXECUTIVE OFFICE (DIV 40)

Account #	Item Description	FY 12 Actuals	FY 13 Actuals	FY 14 Estimated Actuals	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010200500	Admin Salaries	369,858	348,531	493,771	445,609	278,314	(167,295)
5010201610	Admin Salaries-OT	117	13	-	-	-	-
5010700000	Allocated Salaries	(20,715)	(14,195)	(4,701)	-	(12,370)	(12,370)
5020000000	Fringe Benefits	222,765	250,807	(271,861)	219,553	148,572	(70,981)
	Grant Allocation	-	-	248,561	-	-	-
5030200000	Public Notices	2,787	4,602	1,636	2,000	5,000	3,000
5030300005	Legal Services - General	66,487	154,894	132,268	168,000	-	(168,000)
5049900000	Printing Administration	7,483	3,101	1,877	5,000	5,000	-
5049900001	Office Supplies - General	3,597	4,493	4,633	5,000	5,500	500
5049900002	Office Supplies - Postage	21,378	20,434	575	-	-	-
5049900003	Office Supplies - Copy Machine	7,387	6,887	329	-	-	-
5060100000	Insurance - Auto Physical Damage	105,519	115,142	-	-	-	-
5060100100	Insurance Premium - Property	7,196	9,705	-	-	-	-
5060300000	Insurance - General Liability	184,260	232,761	-	-	-	-
5060400000	Insurance-Losses	817,756	-	-	-	-	-
5060300100	Repair Claims	31,896	28,039	-	-	-	-
5060800000	Insurance Admin	5,082	2,970	-	-	-	-
5090100000	Membership & Subscriptions	66,311	38,954	45,512	37,050	37,050	-

EXECUTIVE OFFICE

Division 40

5090200000	Travel Meetings/Seminars	43,622	21,308	13,268	23,700	19,700	(4,000)
5090200001	Employee Expenses	-	-	1,453	-	-	-
5090200002	Board Meeting Expenses	2,919	3,507	3,181	3,000	4,500	1,500
5090200003	Board Member Compensation	6,025	6,450	6,400	6,000	7,000	1,000
5090201001	Insurance Losses - Gen & WC	-	-	-	-	-	-
5090201000	Employee Expenses	14.47	-	-	-	-	-
5099900002	Miscellaneous Expense	6,001	97,165	18,131	62,000	15,000	(47,000)
5099900004	Consulting - General	63,046	68,192	176,929	130,000	30,000	(100,000)
	Total Expenses	2,020,790	1,403,761	871,961	1,106,912	543,266	(563,646)

Notes

The significant reduction in the FY 15 budget is due to a number of divisions and expenses moving to Division 44 (Performance Office) and Division 43 (Agency-wide).

PERSONNEL SUMMARY

Count	Classification	FY 14	FY 15	Variance
		Authorized FTEs	Requested FTEs	
1	Chief Executive Officer/General Manager	1.00	1.00	0.00
0	General Manager Staff Analyst	1.00	0.00	(1.00)
1	Clerk of the Board	1.00	1.00	0.00
1	Special Assistant to the General Manager/Administrative Analyst	1.00	1.00	0.00
0	Compliance Officer	1.00	0.00	(1.00)
0	Project Contract Support	0.70	0.00	(0.70)
0	Advanced Technology Project Manager	0.70	0.00	(0.70)
3	Total FTEs	6.40	3.00	(3.40)

Notes

The General Manager Staff Analyst position has moved to Division 44 and has been retitled to Chief Performance Officer/Assistant General Manager.

The Advanced Technology Project Manager position has been moved to Division 44 and has been retitled to Deputy Chief Performance Officer/Capital Projects.

The Compliance Officer position and the Project Contract Support position that were approved during FY 14 have also been moved to Division 44.

EXECUTIVE OFFICE

Division 40

Account #	Item Description	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010200500	Admin Salaries	445,609	278,314	(167,295)
5010201610	Admin Salaries-OT	-	-	-
5010700000	Allocated Salaries	-	(12,370)	(12,370)
5020000000	Fringe Benefits	219,553	148,572	(70,981)
	Sub-total	665,162	414,516	(250,646)
5030200000	Public Notices			
	Public Records Request General	2,000	5,000	3,000
	Sub-total	2,000	5,000	3,000
5030300005	Legal Services - General			
	Legal services	168,000	-	(168,000)
	Sub-total	168,000	-	(168,000)
5049900000	Printing Administration			
	General printing costs	5,000	5,000	-
	Sub-total	5,000	5,000	-
5049900001	Office Supplies - General			
	Various Office Supplies	5,000	5,500	500
	Sub-total	5,000	5,500	500
5090100000	Membership & Subscriptions			
	APTA	21,000	21,000	-
	California Transit Association	10,500	10,500	-
	Conference of Minority Transit Officials	3,350	3,350	-
	CalAct	700	700	-
	Cal-Start	1,500	1,500	-
	Sub-Total	37,050	37,050	-
5090200000	Travel Meetings/Seminars			
	Annual APTA Conference	3,500	2,500	(1,000)
	COMTO National	2,500	2,500	-
	Annual APTA Conference	3,500	2,500	(1,000)
	Annual APTA CEO Seminar	3,500	2,500	(1,000)
	APTA Legislative Conference	2,500	2,500	-
	APTA Bus & Paratransit Conference	3,500	2,500	(1,000)
	CalAct Autumn Conference	1,000	1,000	-
	CalStart Conference - Heavy Duty	1,200	1,200	-
	CTA Legislative Conference	1,000	1,000	-
	APTA Committee Meetings	1,500	1,500	-
	Sub-Total	23,700	19,700	(4,000)
5090200002	Board Meeting Expenses			
	General Board meeting costs	3,000	4,500	1,500
	Sub-total	3,000	4,500	1,500
5090200003	Board Member Compensation			
	Compensation based on meetings attended	6,000	7,000	1,000
	Sub-total	6,000	7,000	1,000
5099900002	Miscellaneous Expense			

EXECUTIVE OFFICE

Division 40

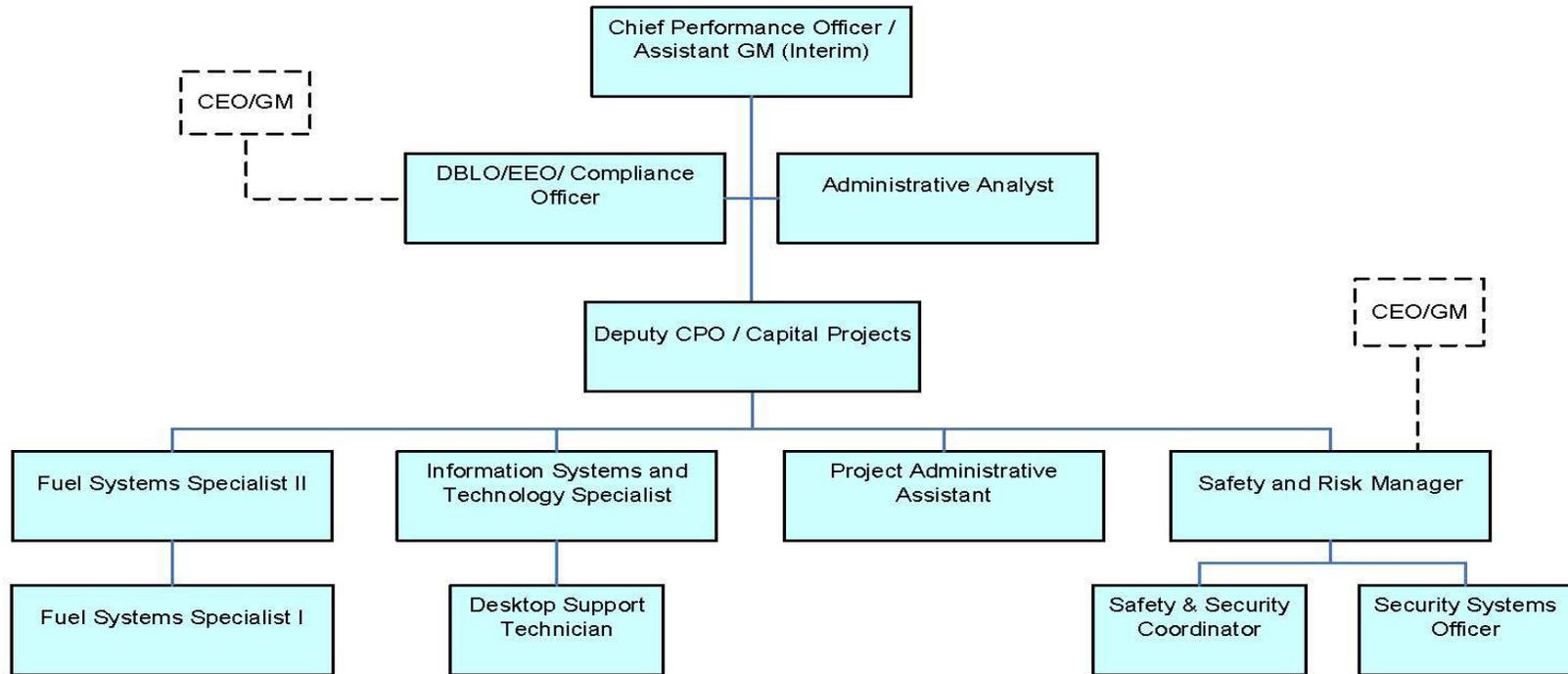
Account #	Item Description	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
	Fees for general administration expenses (i.e. city/community events, etc.)	62,000	15,000	(47,000)
	Sub-total	62,000	15,000	(47,000)
5099900004	Consulting - General			
	General Assessments	130,000	30,000	(100,000)
	Sub-total	130,000	30,000	(100,000)
	Total Expenses	1,106,912	543,266	(563,646)

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PERFORMANCE OFFICE

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Performance Office



PERFORMANCE OFFICE

Division 44

FUNCTIONS & RESPONSIBILITIES

The Performance Office is responsible for improving the overall efficiency of the systems and processes that support SunLine Operations.

FY 15 GOALS & OBJECTIVES

- Improve the quality of information and data produced by SunLine Departments.
- Improve the implementation of Capital Projects.
- Ensure compliance with federal, state and local laws.
- Establish higher levels of personal accountability for performance.

EXPENSE BUDGET SUMMARY - PERFORMANCE OFFICE (DIV 44)

Account #	Item Description	FY 12 Actuals	FY 13 Actuals	FY 14 Estimates	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010200500	Admin Salaries	-	-	-	-	364,112	364,112
5010201610	Admin Salaries-OT	-	-	-	-	-	-
5010700000	Allocated Salaries	-	-	-	-	-	-
	Grant Allocated Salaries	-	-	-	-	(64,277)	(64,277)
5020000000	Fringe Benefits	-	-	-	-	201,654	201,654
5030200000	Public Notices	-	-	-	-	1,500	1,500
5049900000	Printing Administration	-	-	-	-	500	500
5049900001	Office Supplies - General	-	-	-	-	3,000	3,000
5090100000	Membership & Subscriptions	-	-	-	-	500	500
5090200000	Travel Meetings/ Seminars	-	-	-	-	19,000	19,000
5099900002	Miscellaneous Expense	-	-	-	-	400	400
5099900004	Consulting - General	-	-	-	-	50,000	50,000
	Total Expenses	-	-	-	-	576,389	576,389

Notes

The majority of the expenses recognized in this department are transferred from Division 40. The Travel and Seminars highlight the commitment of the Agency to adequately train the incumbent to fully perform the FTA required duties of the EEO, DBE, and ADA Compliance Officer.

PERFORMANCE OFFICE

Division 44

PERSONNEL SUMMARY

Count	Classification	FY 14	FY 15	Variance
		Authorized FTEs	Requested FTEs	
1	Chief Performance Officer/Assistant General Manager	0.00	1.00	1.00
1	DBLO/EEO/Compliance Officer	0.00	1.00	1.00
1	Project Administrative Assistant	0.00	0.70	0.70
1	Administrative Analyst	0.00	1.00	1.00
1	Deputy Chief Performance Officer/Capital Projects	0.00	0.70	0.70
5	Total FTEs	0.00	4.40	4.40

Notes

The positions above moved from Division 40 with the exception of the Administrative Analyst, which is a new position. The Deputy Chief Performance Officer and the Project Administrative Assistant is reflected as .70 FTE as 30 percent of the salary for those positions will be allocated to capital grants.

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PERFORMANCE OFFICE

Division 44

Account #	Item Description	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010200500	Admin Salaries	-	364,112	364,112
5010201610	Admin Salaries-OT	-	-	-
5010700000	Allocated Salaries	-	-	-
	Grant Allocated Salaries	-	(64,277)	(64,277)
5020000000	Fringe Benefits	-	201,654	201,654
	Sub-total	-	501,489	501,489
5030200000	Public Notices			
	Notices relating to DBE, EEO and ADA	-	1,500	1,500
	Sub-total	-	1,500	1,500
5049900000	Printing Administration			
	Printing of Performance and Project Materials	-	500	500
	Sub-total	-	500	500
5049900001	Office Supplies - General			
	Office Supplies for New Offices	-	3,000	3,000
	Sub-total	-	3,000	3,000
5090100000	Membership & Subscriptions			
	DBE, EEO, ADA Subscriptions	-	500	500
	Sub-total	-	500	500
5090200000	Travel Meetings/Seminars			
	EEO, DBE, ADA Seminars	-	4,000	4,000
	APTA Seminars	-	7,000	7,000
	DBE Outreach	-	2,000	2,000
	CTA Seminars	-	2,000	2,000
	Cal Act Seminar	-	2,000	2,000
	FTA Sponsored Technology Events	-	2,000	2,000
	Sub-total	-	19,000	19,000
5099900002	Miscellaneous Expense			
	DBE Workshop	-	3,000	3,000
	Expenses Associated with Public Events	-	400	400
	Sub-total	-	400	400
5099900004	Consulting - General			
	Subject Matter Experts to Supplement Staff	-	50,000	50,000
	Sub-total	-	50,000	50,000
	Total	-	576,389	576,389

SUNFUELS

Div 9 (Outside Sales)

FUNCTIONS & RESPONSIBILITIES

SunFuels is a department within SunLine Transit Agency (STA) that offers alternative fuels to STA and the public. SunFuels is the only alternative fueling station in the Coachella Valley that offers Clean Natural Gas (CNG), Hydrogen Clean Natural Gas (HCNG) and Hydrogen fuels. SunFuels is responsible for the operations and maintenance of the SunLine CNG and Hydrogen fueling infrastructure. SunFuels provides daily fueling capabilities to STA vehicles and the public. SunFuels produces up to 1.78 million Gas Gallon Equivalents (GGEs) per year.

FY 15 GOALS & OBJECTIVES

- Produce 400,000 GGE for public sales.
- Maintain 99% reliability on fueling infrastructure.
- Promote and establish means to expand and maintain external fuel sales.

EXPENSE BUDGET SUMMARY - SUNFUELS (DIV 9 OUTSIDE SALES)

Account #	Item Description	FY 12 Actuals	FY 13 Actuals	FY 14 Estimates	FY 14	FY 15	Variance
					Approved Budget	Proposed Budget	
5010200500	Admin Salaries			25,841	27,000	25,408	(1,592)
5010201610	Admin Salaries - OT			184	-	-	-
5010700000	Allocated Salaries			11,615	(5,846)	12,500	18,346
5020000000	Fringe Benefits			23,020	17,180	14,973	(2,207)
5030200000	Advertising & Marketing			-	150	150	-
5030500010	Contract Svc-Gen			4,582	6,600	6,600	-
5030500012	Uniforms			331	300	390	90
5030600900	Answering Services			310	342	342	-
5039900005	Shipping/Freight			98	150	105	(45)
5039900007	Inventory-Sales Tax			293	600	450	(150)
5039900008	Inventory-Freight Charges			184	900	225	(675)
5049900001	Office Supplies			-	75	75	-
5049900010	Mat/Supplies - CNG TPalms			3,705	2,775	3,750	975
5049900011	Mat/Supplies - Hydrogen			1,957	-	-	-
5049900012	Mat/Supplies - CNG Indio			1,466	510	510	-
5049900400	Repair Parts - CNG - TPalms			4,572	6,000	6,000	-
5049900450	Repair Parts - CNG - Indio			510	3,000	3,000	-

SUNFUELS

Div 9 (Outside Sales)

5050200001	Electricity - CNG Thousand Palms			10,531	8,159	12,500	4,341
5050200002	Electricity - CNG Indio			17,498	19,020	22,800	3,780
5050200020	Gas - CNG Thousand Palms			159,787	104,440	164,000	59,560
5050200021	Gas - CNG Indio			105,971	96,123	109,000	12,877
5070500000	Fuel Taxes			32,027	30,000	33,000	3,000
5090200000	Travel Meetings/Seminars			676	-	-	-
5090801000	Bank Adjustments/Fees			1,959	4,500	4,500	-
5099900004	Permits & Licenses			-	225	225	-
5099909000	Allocated Indirect Expenses			10,431	-	11,500	
	Total Expenses			417,547	322,203	432,003	109,800

Notes

Division 9 was created in FY 14 therefore no actuals are reflected for FY 12 and FY 13.

PERSONNEL SUMMARY

Count	Classification	FY 14 Base FTE's	FY 15 Proposed Base FTE's	Variance
1	Fuel Systems Specialist II	0.30	0.30	0.00
1	Fuel Systems Specialist I	0.30	0.30	0.00
1	Total FTEs	0.30	0.30	0.00

SUNFUELS

Div 9 (Outside Sales)

Account #	Item Description	FY 14	FY 15	Variance
		Approved Budget	Proposed Budget	
5010200500	Admin Salaries	27,000	25,408	(1,592)
5010201610	Admin Salaries - OT	-	-	-
5010700000	Allocated Salaries	(5,846)	12,500	18,346
5020000000	Fringe Benefits	17,180	14,973	(2,207)
	Sub-total	38,334	52,881	14,547
5030200000	Advertising & Marketing			
	Printed Media Materials	150	150	-
	Sub-total	150	150	-
5030500010	Contract Svc-Gen			
	Safety Klean	3,000	3,000	-
	Broadlux So Cal Gas	3,600	3,600	-
	Sub-total	6,600	6,600	-
5030500012	Uniforms			
	G & K	300	390	90
	Sub-total	300	390	90
5030600900	Answering Services			
	Customer 24 Hour Svc/Emerg SL Fuel Stations	342	342	-
	Sub-total	342	342	-
5039900005	Shipping/Freight			
	Various	150	105	(45)
	Sub-total	150	105	(45)
5039900007	Inventory-Sales Tax			
	Various	600	450	(150)
	Sub-total	600	450	(150)
5039900008	Inventory-Freight Charges			
	Various	900	225	(675)
	Sub-total	900	225	(675)
5049900001	Office Supplies			
	Office Depot	75	75	-
	Sub-total	75	75	-
5049900010	Mat/Supplies - CNG TPalms			
	Gate Way/CECO	1,100	2,075	975
	Genuine Parts	250	250	-
	SoCo	400	400	-
	Kaman	200	200	-
	McMaster	475	475	-
	Grainger	175	175	-
	Hoke Controls	175	175	-
	Sub-total	2,775	3,750	975
5049900012	Mat/Supplies - CNG Indio			
	Strickland	310	310	-
	Hoke	100	100	-
	Napa	100	100	-
	Sub-total	510	510	-
5049900400	Repair Parts - CNG - TPalms			
	OPW	3,000	3,000	-
	Greenfiled	1,000	1,000	-
	Control Motion Solution	1,000	1,000	-
	CECO	1,000	1,000	-

SUNFUELS

Div 9 (Outside Sales)

Account #	Item Description	FY 14	FY 15	Variance
		Approved Budget	Proposed Budget	
	Sub-total	6,000	6,000	-
5049900450	Repair Parts - CNG - Indio			
	IMW	2,000	2,000	-
	OPW	500	500	-
	AtlasCop Co	500	500	-
	Sub-total	3,000	3,000	-
5050200001	Electricity - CNG Thousand Palms			
	IID	8,159	12,500	4,341
	Sub-total	8,159	12,500	4,341
5050200002	Electricity - CNG Indio			
	IID	19,020	22,800	3,780
	Sub-total	19,020	22,800	3,780
5050200020	Gas - CNG Thousand Palms			
	Southern California Gas Co	104,440	164,000	59,560
	Sub-total	104,440	164,000	59,560
5050200021	Gas - CNG Indio			
	Southern California Gas Co	96,123	109,000	12,877
	Sub-total	96,123	109,000	12,877
5070500000	Fuel Taxes			
	Fuel Taxes	30,000	33,000	3,000
	Sub-total	30,000	33,000	3,000
5090801000	Bank Adjustments/Fees			
	Various	4,500	4,500	-
	Sub-total	4,500	4,500	-
5099900004	Permits & Licenses			
	Various	225	225	-
	Sub-total	225	225	-
5099909000	Allocated Indirect Expenses			
	Indirect costs allocated to SunFuels for Support Services	-	11,500	11,500
	Sub-total	-	11,500	11,500
	Total	322,203	432,003	109,800

SUNFUELS

Div 10 (Inside Sales)

FUNCTIONS & RESPONSIBILITIES

SunFuels is responsible for the operations and maintenance of the SunLine CNG and Hydrogen fueling infrastructure. SunFuels provides daily fueling capabilities to STA vehicles and the public. SunFuels produces up to 1.78 million Gas Gallon Equivalents (GGEs) per year.

FY 15 GOALS & OBJECTIVES

- Produce 1,385,000 GGE's for inside sales.
- Maintain 99% reliability on fueling infrastructure.
- Seek efficacies to lower the cost of producing fuels.

EXPENSE BUDGET SUMMARY - SUNFUELS (DIV 10 INSIDE SALES)

Account #	Item Description	FY 12 Actuals	FY 13 Actuals	FY 14 Estimates	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010200500	Admin Salaries	50,282	18,044	57,219	63,000	59,285	(3,715)
5010201610	Admin Salaries - OT	2,300	545	1,650	-	-	-
5010700000	Allocated Salaries	8,402	1,972	-	(13,640)	-	13,640
5020000000	Fringe Benefits	(37,357)	14,412	38,078	40,088	34,938	(5,150)
5030200000	Ads & Mktg Development	-	-	-	350	350	-
5030500010	Contract Svc-General	17,962	4,115	10,690	15,400	15,400	-
5030500011	Contract Svc-H2	(6,318)	7,311	59,378	63,100	85,000	21,900
5030500012	Uniforms	540	185	771	700	910	210
5030600900	Answering Services	947	241	722	798	798	-
5039900005	Shipping/Freight	528	339	229	350	245	(105)
5039900007	Inventory-Sales Tax	1,993	406	1,159	1,400	1,050	(350)
5039900008	Inventory-Freight Charges	750	173	430	2,100	525	(1,575)
5049900001	Office Supplies	(22)	130	300	175	175	-
5049900010	Mat/Supplies-CNG TPalms	12,966	651	8,646	6,475	8,750	2,275
5049900011	Mat/Supplies-Hydrogen	17,406	1,912	4,672	12,000	12,000	-
5049900012	Mat/Supplies-CNG Indio	(27,513)	75	3,420	1,190	1,190	-
5049900300	Repair Parts-Hydrogen	6,841	3,574	5,833	6,000	6,000	-
5049900400	Repair Parts-CNG - TPalms	14,980	5,850	10,375	14,000	14,000	-
5049900450	Repair Parts-CNG - Indio	11,025	2,870	2,821	7,000	7,000	-
5050200001	Electricity - CNG Thousand Palms	45,817	10,924	47,556	36,842	56,500	19,658
5050200002	Electricity - CNG Indio	56,030	13,043	28,502	30,980	37,200	6,220
5050200003	Electricity - Hydrogen	22,306	3,948	18,637	21,113	42,000	20,887
5050200020	Gas - CNG Thousand Palms	596,217	139,225	721,551	471,621	748,000	276,379
5050200021	Gas - CNG Indio	307,603	76,858	235,137	213,485	243,000	29,515
5050200022	Gas - Hydrogen	(817,650)	7,090	35,420	34,417	69,000	34,583
5070500000	Fuel Taxes	27,550	21,706	78,783	70,000	80,000	10,000
5090200000	Travel Meetings/Seminars	-	-	4,506	9,000	9,000	-
5090801000	Bank Adjustments/Fees	894	3,321	4,581	10,500	10,500	-

SUNFUELS

Div 10 (Inside Sales)

5099900004	Permits & Licenses	320	72	435	525	525	-
5099909000	Allocated Indirect Expenses	8,417	1,968	-	-	-	-
5100200000	Self Consumed Fuel	(0.25)	-	(1,368,935)	-	(1,518,018)	(1,518,018)
	Total Expenses	323,217	340,960	12,567	1,118,969	25,323	(1,093,646)

Notes

FY 15 proposed budget reflects self-consumed fuel (consumption used internally) to enhance transparency of SunFuels Operations.

PERSONNEL SUMMARY

Count	Classification	FY 14 Base FTE's	FY 15 Proposed Base FTE's	Variance
1	Fuel Systems Specialist II	0.70	0.70	0.00
1	Fuel Systems Specialist I	0.70	0.70	0.00
1	Total FTEs	1.40	1.40	0.00

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SUNFUELS

Division 10 (Inside Sales)

Account #	Item Description	FY 14	FY 15	Variance
		Approved Budget	Proposed Budget	
5010200500	Admin Salaries	63,000	59,285	(3,715)
5010201610	Admin Salaries - OT	-	-	-
5010700000	Allocated Salaries	(13,640)	-	13,640
5020000000	Fringe Benefits	40,088	34,938	(5,150)
	Sub-total	89,448	94,223	4,775
5030200000	Ads & Mktg Development			
	Advertising	350	350	-
	Sub-total	350	350	-
5030500010	Contract Svc-General			
	Broadlux	8,400	8,400	-
	So Cal Gas Co	3,500	3,500	-
	Safety Kleen	3,500	3,500	-
	Sub-total	15,400	15,400	-
5030500011	Contract Svc-H2			
	Hyradix	50,000	71,900	-
	Culligan Water Service	7,500	7,500	-
	Smart Chemistry	5,600	5,600	-
	Sub-total	63,100	85,000	-
5030500012	Uniforms			
	Uniform Services	700	910	210
	Sub-total	700	910	210
5030600900	Answering Services			
	Customer 24 hr service /emergency	798	798	-
	Sub-total	798	798	-
5039900005	Shipping/Freight			
	Various	350	245	(105)
	Sub-total	350	245	(105)
5039900007	Inventory-Sales Tax			
	Various	1,400	1,050	(350)
	Sub-total	1,400	1,050	(350)
5039900008	Inventory-Freight Charges			
	Various	2,100	525	(1,575)
	Sub-total	2,100	525	(1,575)
5049900001	Office Supplies			
	Office Depot	175	175	-
	Sub-total	175	175	-
5049900010	Mat/Supplies-CNG TPAlms			
	Gate Way/CECO	3,500	5,775	2,275
	Genuine Parts	250	250	-
	SoCo	450	450	-
	Kaman	450	450	-
	McMaster	375	375	-
	Grainger	725	725	-
	Hoke Controls	725	725	-
	Sub-total	6,475	8,750	2,275
5049900011	Mat/Supplies-Hydrogen			
	Cameron Welding	6,500	6,000	(500)
	Coast Filtration	3,500	2,500	(1,000)
	Hoke Controls	500	500	-

SUNFUELS

Division 10 (Inside Sales)

Account #	Item Description	FY 14	FY 15	Variance
		Approved Budget	Proposed Budget	
	San Diego Fitting	500	500	-
	McMaster	500	500	-
	Grainger	500	500	-
	OPW	-	1,500	1,500
	Sub-total	12,000	12,000	-
5049900012	Mat/Supplies-CNG Indio			
	Strickland	420	420	-
	Hoke	420	420	-
	Napa	350	350	-
	Sub-total	1,190	1,190	-
5049900300	Repair Parts-Hydrogen			
	Hyradix	6,000	6,000	-
	Sub-total	6,000	6,000	-
5049900400	Repair Parts-CNG - TPalms			
	OPW	3,500	3,500	-
	Greenfield	3,500	3,500	-
	Control Motion Solution	3,500	3,500	-
	CECO	3,500	3,500	-
	Sub-total	14,000	14,000	-
5049900450	Repair Parts-CNG - Indio			
	IMW	2,500	2,500	-
	OPW	2,000	2,000	-
	AtlasCop Co.	2,500	2,500	-
	Sub-total	7,000	7,000	-
5050200001	Electricity - CNG Thousand Palms			
	IID	36,842	56,500	10,233
	Sub-total	36,842	56,500	10,233
5050200002	Electricity - CNG Indio			
	IID	30,980	37,200	620
	Sub-total	30,980	37,200	620
5050200003	Electricity - Hydrogen			
	IID	21,113	42,000	20,887
	Sub-total	21,113	42,000	20,887
5050200020	Gas - CNG Thousand Palms			
	Southern California Gas Co.	471,621	748,000	276,379
	Sub-total	471,621	748,000	276,379
5050200021	Gas - CNG Indio			
	Southern California Gas Co	213,485	243,000	29,515
	Sub-total	213,485	243,000	29,515
5050200022	Gas - Hydrogen			
	Southern California Gas Co	34,417	69,000	34,583
	Sub-total	34,417	69,000	34,583
5070500000	Fuel Taxes			
	Various	70,000	80,000	10,000
	Sub-total	70,000	80,000	10,000
5090200000	Travel Meetings/Seminars			
	NGV Institute	3,000	3,000	-
	Aerial School	4,000	4,000	-
	NTT	2,000	2,000	-
	Sub-total	9,000	9,000	-

SUNFUELS

Division 10 (Inside Sales)

Account #	Item Description	FY 14	FY 15	Variance
		Approved Budget	Proposed Budget	
5090801000	Bank Adjustments/Fees			
	Various	10,500	10,500	-
	Sub-total	10,500	10,500	-
5099900004	Permits & Licenses			
	Various	525	525	-
	Sub-total	525	525	-
5099909000	Allocated Indirect Expenses			
	Sub-total	-	-	-
5100200000	Self Consumed Fuel	-	(1,518,018)	(1,518,018)
	Total Expenses	1,118,969	25,323	(1,093,646)

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RISK MANAGEMENT

Division 15

FUNCTIONS & RESPONSIBILITIES

Risk Management is a division within the Performance Office and is responsible for all aspects of managing risks for SunLine Transit Agency, including employee safety, security and general liability. Risk Management is responsible for trending claims data and communicating the trends with other departments. The Risk Management staff work with the various departments to develop mitigations to data trends to reduce overall workers' compensation and general liability claims.

FY 15 GOALS & RESPONSIBILITIES

- Respond timely to the Public Entity Risk Management Authority (PERMA) on 100% of all general liability claims.
- Reduce workers' compensation and general liability claims costs 5% by communicating monthly trends and developing mitigation plans with departments.
- Increase the SunLine Safety Culture through safety/security related training and outreach.

EXPENSE BUDGET SUMMARY - RISK MANAGEMENT (DIV 15)

Account #	Item Description	FY 12 Actuals	FY 13 Actuals	FY 14 Estimates	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010200500	Admin Salaries	150,284	69,205	126,570	161,143	135,236	(25,907)
5010201610	Overtime	-	24	-	-	-	-
5020000000	Fringe Benefits	107,346	63,788	96,216	80,572	101,878	21,306
5030300001	ID Badge Supplies	-	-	-	-	1,500	1,500
5030300010	Contracted Services	-	6,086	10,819	9,000	8,500	(500)
5030300013	Uniforms	742	502	489	-	5,300	5,300
5030300050	Employee Incentives Services	24,375	28,337	34,667	27,136	20,000	(7,136)
5030700000	Security Services	44,029	57,332	67,237	71,680	70,000	(1,680)
5030700001	Substance Abuse Program Audits	3,050	-	-	-	5,000	5,000
5030700005	Camera Maint. Agreement	10,823	538	719	-	-	-
5049900001	Office Supplies	2,434	80	578	-	1,000	1,000
5049900009	Material/Supplies	3,333	4,545	6,050	4,250	7,650	3,400
5049900010	Training Supplies	2,463	3,193	4,857	8,750	8,100	(650)
5049901000	Emergency Preparedness Supplies	2,475	108	7,271	4,500	6,000	1,500
5060400000	Insurance Losses	-	682,230	334	-	-	-
5090100000	Memberships & Subscriptions	-	-	-	1,245	10,265	9,020
5090200001	Training	-	-	-	-	6,400	6,400

RISK MANAGEMENT

Division 15

5090201000	Employee Expenses	25	-	-	-	-	-
5099900002	Miscellaneous Expense	-	-	109	6,550	400	(6,150)
5099901000	APTA Safety Project	4,174	-	-	-	-	-
Total Expenses		355,553	915,966	355,916	374,826	387,229	12,403

PERSONNEL SUMMARY

Count	Classification	FY 14 Base FTE's	FY 15 Proposed Base FTE's	Variance
1	Security Systems Officer	1.00	1.00	0.00
1	Safety & Security Coordinator	1.00	1.00	0.00
1	Safety & Risk Manager	1.00	1.00	0.00
3	Total FTEs	3.00	3.00	0.00

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RISK MANAGEMENT

Division 15

Account #	Item Description	FY 14	FY 15	Variance
		Approved Budget	Proposed Budget	
5010200500	Admin Salaries	161,143	135,236	(25,907)
5020000000	Fringe Benefits	80,572	101,878	21,306
	Sub-total	241,715	237,114	(4,601)
5030300001	I.D. Badge Supplies			
	Access Cards	-	1,500	1,500
	Sub-total	-	1,500	1,500
5030300010	Contracted Services			
	Environmental Monitoring Div 1	7,000	6,800	(200)
	Environmental Monitoring Div 2	2,000	1,700	(300)
	Sub-total	9,000	8,500	(500)
5030300013	Uniforms			
	Uniform Rental	-	900	900
	Staff shirts/hats, Etc.	-	900	900
	Reflective Safety Vest Replacements	-	3,500	3,500
	Sub-total	-	5,300	5,300
5030300050	Employee Incentive Services			
	Safety Incentive Program	27,136	20,000	(7,136)
	Sub-total	27,136	20,000	(7,136)
5030700000	Security Services			
	Allied Barton	71,680	70,000	(1,680)
	Sub-total	71,680	70,000	(1,680)
5030700001	Substance Abuse Program Audits			
	Substance abuse program audits	-	5,000	5,000
	Sub-total	-	5,000	5,000
5049900001	Office Supplies			
	Office Supplies	-	1,000	1,000
	Sub-total	-	1,000	1,000
5049900009	Materials and Supplies			
	National Safety Week Recognition	3,000	3,000	-
	First Aid /CPR Supplies	-	3,000	3,000
	First Aid Kit Supplies	500	750	250
	National Safety Council Materials	400	400	-
	CERT Emergency Disaster Materials	350	500	150
	Sub-total	4,250	7,650	3,400
5049900010	Training Supplies			
	Safety Training Video	600	600	-
	Safety Posters/Banners	150	1,500	1,350

RISK MANAGEMENT

Division 15

Account #	Item Description	FY 14	FY 15	Variance
		Approved Budget	Proposed Budget	
	First Aid/CPR Train the Trainer	-	1,000	1,000
	TSI Certification Class	5,000	5,000	-
	Various	3,000	-	(3,000)
	Sub-total	8,750	8,100	(650)
5049901000	Emergency Preparedness Supplies			
	Quake Care	4,500	6,000	1,500
	Sub-total	4,500	6,000	1,500
5090100000	Memberships & Subscriptions			
	National Safety Council	400	400	-
	JJ Keller (Safety Mgt Tool)	845	845	-
	APTA Bus Safety Mgt Program	-	9,020	9,020
	Sub-total	1,245	10,265	9,020
5090200001	Training			
	Risk Management Training	-	6,400	6,400
	Sub-total	-	6,400	6,400
5099900002	Miscellaneous Expense			
	Risk Management Staff Training	6,400	-	(6,400)
	First Aid/CPR Trainer	150	-	(150)
	LiveScan	-	-	-
	911 Mass Contact System	-	400	400
	Sub-total	6,550	400	(6,150)
	Total	374,826	387,229	12,403

INFORMATION TECHNOLOGY

Division 42

FUNCTIONS & RESPONSIBILITIES

The Information Technology (IT) Division 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. IT also interfaces with vendors for application improvements and issue resolution. In addition, IT is responsible for data integrity management and planning for the future needs of the Agency.

FY 15 GOALS & OBJECTIVES

- Equipment upgrades for improved systems performance, enterprise application deployment, and failure mitigation.
- Provide and install an enterprise VoIP phone
- Improve network and systems security.
- Improve disaster recovery performance and scope.
- Provide increased communication platforms for all employees.

EXPENSE BUDGET SUMMARY - INFORMATION TECHNOLOGY (DIV 42)

Account #	Item Description	FY 12 Actuals	FY 13 Actuals	FY 14 Estimates	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010200500	Admin Salaries	26,375	91,444	75,380	103,543	108,804	5,261
5010201610	Admin Salaries - OT	-	141	667	-	-	-
5010700000	Allocated Salaries	(200)	(742)	(1,875)	(34,839)	(2,091)	32,748
5020000000	Fringe Benefits	16,382	64,472	48,104	47,932	51,216	3,284
5030200006	Communications	86,467	94,007	71,296	69,000	114,380	45,380
5030300009	Contracted Services	78,892	746	6,760	5,000	6,000	1,000
5030300011	Computer/Network Software Agmt	51,058	26,983	53,836	176,498	268,581	92,083
5030500000	Office Equipment Maintenance	19,342	20,269	1,417	2,500	30,000	27,500
5049900001	Office Supplies	1,183	680	1,646	1,500	16,000	14,500
5049900010	Computer Supplies	10,006	10,104	10,624	15,000	20,000	5,000
5090200000	Travel Meetings/Seminars	-	-	-	3,000	4,000	1,000
	Total Expenses	289,506	308,105	267,855	389,134	616,890	227,756

Notes:

For FY 15 budget line items for Communications, Office Equipment Maintenance and Office Supplies were moved from Div 43 (Agency-wide) to Div 42 (Information Technology).

INFORMATION TECHNOLOGY

Division 42

PERSONNEL SUMMARY

Count	Classification	FY 14 Base FTE's	FY 15 Proposed Base FTE's	Variance
1	Information Systems & Technoloy Specialist	1.00	1.00	0.00
1	Desktop Support Technician	1.00	1.00	0.00
2	Total FTEs	2.00	2.00	0.00

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INFORMATION TECHNOLOGY

Division 42

Account #	Item Description	FY 14	FY 15	Variance
		Approved Budget	Proposed Budget	
5010200500	Admin Salaries	103,543	108,804	5,261
5010201610	Admin Salaries - OT	-	-	-
5010700000	Allocated Salaries	(34,839)	(2,091)	32,748
5020000000	Fringe Benefits	47,932	51,216	3,284
	Sub Total	116,636	157,929	41,293
5030200006	Communications			
	Verizon	-	7,301	7,301
	Verizon Wireless	1,500	22,451	20,951
	TelePacific	35,000	43,200	8,200
	Time Warner	31,300	40,228	8,928
	Muzak	1,200	1,200	-
	Sub-total	69,000	114,380	45,380
5030300011	Computer/Network Software Agmt			
	Fleet-Net	26,760	27,440	680
	Trapeze	73,888	77,612	3,724
	CDW	-	700	700
	Cummins	1,500	1,359	(141)
	Misc. Software	1,000	5,000	4,000
	Support Contract for Cisco & HP	6,200	6,009	(191)
	AVAIL	54,000	109,137	55,137
	Axcient	12,000	34,659	22,659
	Lansweeper	-	1,038	1,038
	Antivirus Software	-	5,126	5,126
	Stancil	-	500	500
	Boyer Safety Software	550	-	(550)
	BlueRidge Software	600	-	(600)
	Sub-total	176,498	268,581	92,083
5030300009	Contracted Services			
	Third-party IT support services	5,000	6,000	1,000
	Sub-total	5,000	6,000	1,000
5030500000	Office Equipment Maintenance			
	Valley Office Equipment	200	500	300
	Cintas document shredding	2,300	2,500	200
	Copier Lease	-	27,000	27,000
	Sub-total	2,500	30,000	27,500
5049900010	Computer Supplies			
	Computer equipment upgrades	15,000	20,000	5,000
	Sub-total	15,000	20,000	5,000
5049900001	Office Supplies			
	General office supplies	1,500	1,000	(500)
	Copy Paper	-	15,000	15,000
	Sub-total	1,500	16,000	14,500
5090200000	Travel Meetings/Seminars			

INFORMATION TECHNOLOGY

Division 42

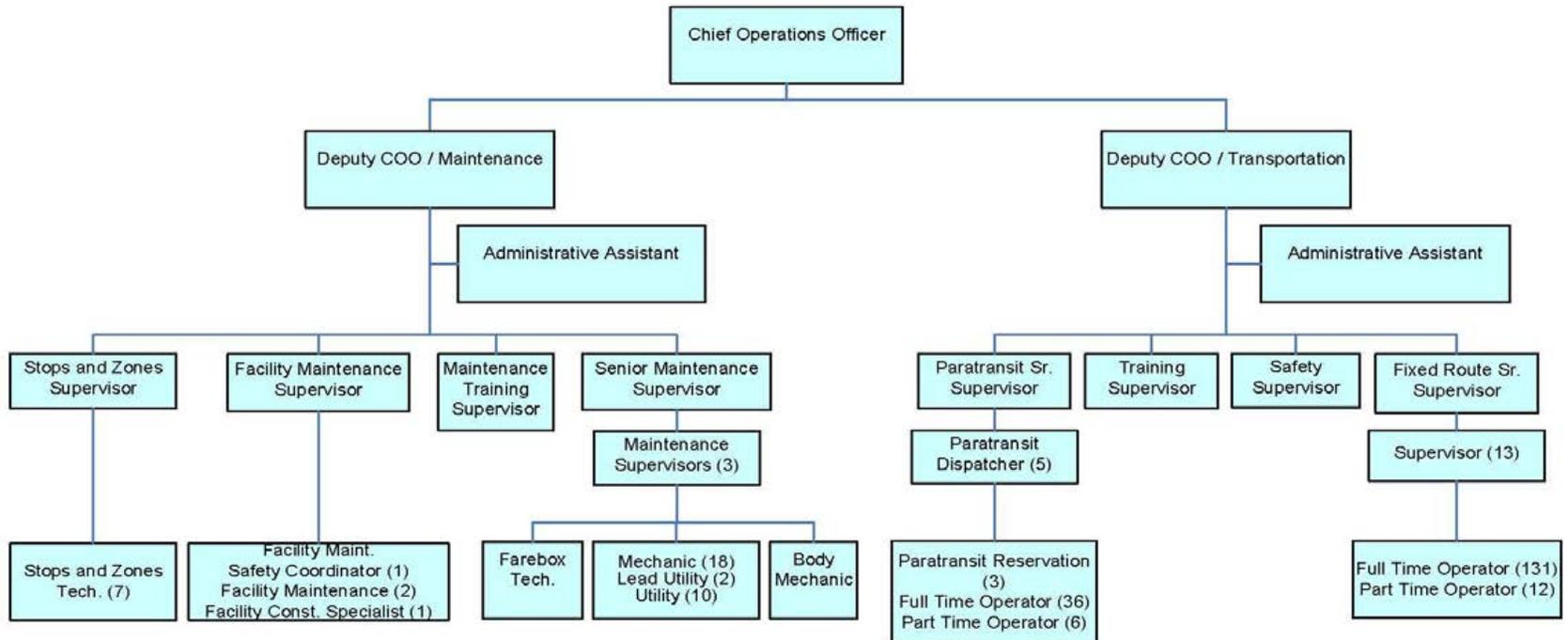
Account #	Item Description	FY 14	FY 15	Variance
		Approved Budget	Proposed Budget	
	Travel Expenses to conferences (i.e. CTA, APTA & Trapeze User Group).	3,000	4,000	1,000
	Sub-total	3,000	4,000	1,000
	Total	389,134	616,890	227,756

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OPERATIONS OFFICE

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Operations Office



OPERATIONS

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

FUNCTIONS & RESPONSIBILITIES

Operations Department is responsible for the daily transit services provided to the public by SunBus and SunDial. The daily service for both fixed route and paratransit encompasses over 1,100 square miles with an annual ridership of 4.8 million.

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 is available within 3/4 of a mile on either side of any local SunBus route (not including Commuter Link 220).

FY 15 GOALS & OBJECTIVES

- Maintain the current on-time performance standards above 80%.
- Expand service levels to support new demands for transit services in FY 15.
- Improve customer service by utilizing information technology.
- Improve staff development by expanding training programs.

EXPENSE BUDGET SUMMARY - OPERATIONS ADMIN (DIV 11)

Account #	Item Description	FY 12 Actuals	FY 13 Actuals	FY 14 Estimates	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010200500	Admin Salaries	793,781	834,171	846,319	838,204	842,357	4,153
5010201500	Customer Service Salaries	83,308	79,750	83,315	92,316	-	(92,316)
5010201610	Admin Salaries - Overtime	2,698	1,338	1,854	-	6,270	6,270
5020000000	Fringe Benefits	652,716	706,999	689,324	558,313	580,046	21,733
5030300013	Uniforms	28,095	31,879	36,296	32,400	37,000	4,600
5030303250	Consulting for Business Process Review	4,446	3,046	467	5,000	60,000	55,000
5039900003	Printing Expense	1,612	4,096	2,117	3,200	3,200	-
5049900001	Office Supplies	2,865	2,097	907	3,200	3,200	-
5049900011	Materials & Supplies	1,980	5,415	7,566	7,000	7,000	-
5090200000	Travel Meetings/Seminars	-	6,729	25,972	12,500	12,500	-
5090200001	Training	-	-	-	50,000	30,500	(19,500)
5090200002	Access Committee Expenses	477	738	594	1,200	1,200	-
5090201000	Employee Expense	1,503	1,413	3,465	2,500	2,500	-
5090201002	Miscellaneous Employee Reimbursements	-	5,494	1,578	-	-	-
5099900004	Bus Rodeo Expenses	6,937	10,315	8,726	10,000	10,000	-
	Total Expenses	1,580,419	1,693,481	1,708,500	1,615,833	1,595,773	(20,060)

OPERATIONS

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

EXPENSE BUDGET SUMMARY - OPERATIONS UNION (DIV 12)

Account #	Item Description	FY 12 Actuals	FY 13 Actuals	FY 14 Estimates	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010101010	Operator Wages - FT	3,789,153	4,040,988	4,296,906	4,601,167	5,252,287	651,120
5010101015	Operator Wages - Consultant	70,650	-	-	-	-	-
5010101020	Operator Wages Overtime - FT	572,814	583,842	727,404	500,000	500,000	-
5020000000	Fringe Benefits	2,330,866	2,561,995	2,533,506	2,977,619	2,861,268	(116,351)
	Total Expenses	6,763,482	7,186,826	7,557,816	8,078,786	8,613,555	534,769

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

Account #	Item Description	FY 12 Actuals	FY 13 Actuals	FY 14 Estimates	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010200500	Admin Salaries	298,822	293,879	301,650	311,359	335,172	23,813
5010201610	Admin Salaries-OT	2,397	1,571	1,385	2,000	2,000	-
5020000000	Fringe Benefits	237,857	253,182	244,997	188,015	257,901	69,886
5030300013	Paratransit Uniforms	9,169	10,804	11,170	11,000	11,000	-
5039900003	General Services	-	70,424	14,880	18,000	18,000	-
5049900001	Office Supplies	2,422	2,042	1,620	1,500	1,500	-
5049900011	Paratransit Supplies	1,414	513	2,204	1,500	1,500	-
	Total Expenses	552,081	632,415	577,906	533,374	627,073	93,699

EXPENSE BUDGET SUMMARY - SUNDIAL OPS UNION (DIV 14)

Account #	Item Description	FY 12 Actuals	FY 13 Actuals	FY 14 Estimates	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010101010	Paratransit Operator Wages	997,586	1,032,447	1,161,096	1,170,844	1,211,158	40,314
5010101020	Paratransit Operator Wages OT	175,757	213,857	269,249	175,000	250,000	75,000
5020000000	Fringe Benefits	597,304	664,199	624,333	710,267	598,565	(111,702)
	Total Expenses	1,770,648	1,910,504	2,054,677	2,056,111	2,059,723	3,612

PERSONNEL SUMMARY

Count	Classification	FY 14 Base FTE's	FY 15 Proposed Base FTE's	Variance
	Fixed Route			
1	Chief Operations Officer	1.00	1.00	0.00

OPERATIONS

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

1	Deputy Chief Operations Officer/Transportation	1.00	1.00	0.00
1	Administrative Assistant	1.00	1.00	0.00
0	Operations Services Coordinator	1.00	0.00	(1.00)
1	Fixed Route Senior Supervisor	1.00	1.00	0.00
13	Operations Supervisor/Dispatcher	14.00	13.00	(1.00)
131	Motor Coach Operator - Full Time	131.00	131.00	0.00
16	Motor Coach Operator - Part Time (.75)	12.00	12.00	0.00
0	Information Specialist	3.00	0.00	(3.00)
1	Training Supervisor	0.00	1.00	1.00
1	Safety Supervisor	1.00	1.00	0.00
166	Sub-Total	166.00	162.00	(4.00)
	Paratransit			
1	Paratransit Senior Supervisor	1.00	1.00	0.00
5	Paratransit Dispatcher	5.00	5.00	0.00
4	Paratransit Reservationist	3.00	4.00	1.00
36	Paratransit Operators - Full Time	36.00	36.00	0.00
6	Paratransit Operators - Part Time (.75)	3.00	4.50	1.50
52	Sub-Total	48.00	50.50	2.50
218	Total FTEs	214.00	212.50	(1.50)

Notes:

This Director of Operations position was retitled to Chief Operations Officer (COO).

The Deputy Chief Operations Officer/Transportation is a title change from the Re-org. This was previously listed as Operations Manager.

The Operations Services Coordinators and the Information Specialist (customer service positions) moved to Customer & Community Relations (Div 45).

The Safety Supervisor moved to Maintenance during FY 14. Two Operations supervisors/Dispatchers were reclassified to the Training Supervisor and the Safety Supervisor.

OPERATIONS

Division 11

Account #	Item Description	FY 14	FY 15	Variance
		Approved Budget	Proposed Budget	
5010200500	Admin Salaries	838,204	842,357	4,153
5010201500	Customer Service Salaries	92,316	-	(92,316)
5010201610	Admin Salaries - Overtime	-	6,270	6,270
5020000000	Fringe Benefits	558,313	580,046	21,733
	Sub-total	1,488,833	1,428,673	(60,160)
5030300013	Uniforms			
	Employee Uniforms (i.e. G&K Services)	32,400	37,000	4,600
	Sub-total	32,400	37,000	4,600
5030303250	Consulting for Business Process Review			
	Consulting for business process review. Subject matter experts to assist with software training & operational assessments (i.e. Trapeze).	5,000	60,000	55,000
	Sub-total	5,000	60,000	55,000
5039900003	Printing Expense			
	Printing Expense	3,200	3,200	-
	Sub-total	3,200	3,200	-
5049900001	Office Supplies			
	Office Depot	3,200	3,200	-
	Sub-total	3,200	3,200	-
5049900011	Materials & Supplies			
	Various (i.e. Grainger, Costco, Home Depot.)	7,000	7,000	-
	Sub-total	7,000	7,000	-
5090200000	Travel Meetings/Seminars			
	NTI Training	2,000	2,000	-
	TSI Training	4,500	4,500	-
	Various	6,000	6,000	-
	Sub-total	12,500	12,500	-
5090200001	Training			
	Various	30,000	10,000	(20,000)
	Learning Institute	-	6,000	6,000
	TSI Certifications	-	2,500	2,500
	Trapeze User Group Conference	-	1,500	1,500
	California Transit Association (CTA) Conference	-	2,000	2,000
	APTA Annual Conference	-	2,500	2,500
	APTA Leadership	20,000	6,000	(14,000)
	Sub-total	50,000	30,500	(19,500)
5090200002	Access Committee Expenses			
	Access Committee Meetings	1,200	1,200	-
	Sub-total	1,200	1,200	-
5090201000	Employee Expense			
	Various	2,500	2,500	-
	Sub-total	2,500	2,500	-
5099900004	Bus Rodeo Expenses			
	Various (i.e. APTA Registration, Hotels, etc.)	10,000	10,000	-
	Sub-total	10,000	10,000	-
	Total	1,615,833	1,595,773	(20,060)

MAINTENANCE

Division 21, 22, 13 (Maintenance Portion Only)

FUNCTIONS & RESPONSIBILITIES

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

FY 15 GOALS & OBJECTIVES

- Streamline work processes and enhancing troubleshooting of mechanical systems.
- Improve customer service information utilizing information technology.
- Increase maintenance service levels for anticipated expansion of transit services.
- Increase staff training and staff development.
- Re-size the support vehicles and equipment to support transit expansions.

EXPENSE BUDGET SUMMARY - MAINTENANCE ADMIN (DIV 21)

Account #	Item Description	FY 12 Actuals	FY 13 Actuals	FY 14 Estimates	FY 14	FY 15	Variance
					Approved Budget	Proposed Budget	
5010200500	Admin Salaries	615,671	490,557	521,054	444,394	449,344	4,950
5010201610	Admin Salaries-OT	392	-	368	-	-	-
5010700000	Allocated Salaries	(1,824)	(2,816)	(120,000)	(120,000)	(932)	119,068
5020000000	Fringe Benefits	410,652	379,872	368,371	266,301	299,695	33,394
5039900006	Outside Repair - Fixed Route	16,969	19,051	131,878	25,000	15,000	(10,000)
5039900007	Outside Repair - Support Vehicle	1,092	2,300	4,053	2,000	2,000	-
5039900008	AT Bus Warranty	-	-	-	-	-	-
5040100101	Lubricants - Oil	74,032	74,129	92,611	75,000	100,000	25,000
5040100102	Freon & Coolant	12,413	23,172	15,237	20,000	20,000	-
5040101000	Fuel - CNG Support Vehicles	20,870	28,444	30,860	52,335	29,110	(23,225)
5040101001	Fuel - CNG Fixed Route	793,792	870,235	1,020,126	-	1,149,912	1,149,912
5040102000	Fuel - Unleaded	2,340	3,991	7,446	3,000	5,000	2,000
5040102100	Fuel - Diesel	566	-	-	100	100	-
5040102200	Fuel - Hydrogen	136,173	121,674	127,458	-	144,000	144,000
5040200001	Tires - Fixed Route	161,829	174,556	196,653	207,053	219,476	12,423
5040200002	Tires - Support Vehicles	8,177	10,432	8,763	10,000	10,000	-
5040200003	Tires - Tools & Services Supplies	251	-	1,221	250	500	250
5049900001	Office Supplies	1,858	2,435	1,652	2,600	2,600	-
5049900025	Glass Replacement - Support Vehicle	1,800	780	1,127	1,000	1,500	500
5090200000	Travel Meetings/Seminars	-	-	-	3,000	3,000	-
5090200001	Training	-	-	15,177	-	10,000	10,000
5090201000	Employee Expenses	397	2,275	82	2,000	500	(1,500)

MAINTENANCE

Division 21, 22, 13 (Maintenance Portion Only)

5090400100	Discounts Taken	(417)	(185)	-	-	-	-
	Total Expenses	2,257,033	2,200,903	2,424,136	994,033	2,460,805	1,466,772

EXPENSE BUDGET SUMMARY - MAINTENANCE MECHANICS (DIV 22)

Account #	Item Description	FY 12 Actuals	FY 13 Actuals	FY 14 Estimates	FY 14	FY 15	Variance
					Approved Budget	Proposed Budget	
5010201200	Mechanic Wages	1,178,486	1,193,323	1,213,714	1,515,936	1,316,973	(198,963)
5010201210	Mechanic Overtime	49,663	45,095	36,258	40,000	40,000	-
5010700000	Allocated Salaries		(19,215)	(18,968)	(14,340)	(35,900)	(21,560)
5010700001	Grant allocation	-	-	-	-	-	-
5020000000	Fringe Benefits	703,838	733,919	694,655	950,322	720,581	(229,741)
5030300014	Uniforms	15,787	15,377	15,388	19,000	19,000	-
5030500001	Fire Extinguishers	205	-	-	700	800	100
5030500002	Radio Maintenance	1,792	1,980	4,177	3,670	4,000	330
5030500003	Equip Repairs - Shop Equipment	1,092	1,025	3,114	1,000	1,000	-
5030500004	Equip Repairs - Vault & Farebox	2,237	3,522	1,101	3,000	3,000	-
5039900004	Contract Svc - Maint	73,574	80,446	70,469	72,000	73,000	1,000
5039900005	Contract Svc - Freight	4,099	4,010	5,264	4,000	5,000	1,000
5039900006	Contract Svc - Towing	4,850	10,300	19,287	7,000	7,000	-
5039900007	Inventory - Sales Tax	26,459	34,352	54,707	40,000	55,000	15,000
5039900008	Inventory - Freight Charges	6,606	6,929	9,366	9,000	10,000	1,000
5049900015	Cosmetic Maintenance Exterior	4,209	6,764	2,846	5,000	5,000	-
5049900016	Cleaning Supplies - Vehicles	9,174	8,314	8,181	9,000	9,000	-
5049900017	Shop Supplies Misc.	23,511	20,491	18,902	21,000	21,000	-
5049900018	Mechanic Tools/Shoes	13,487	14,098	14,216	16,000	17,000	1,000
5049900019	Small Tools & Equipment	2,409	2,273	4,456	2,000	2,000	-
5049900020	Decals - Fixed Route	826	474	-	1,220	1,220	-
5049900021	Repair Parts - Fixed Route	396,854	532,133	601,870	534,330	700,000	165,670
5049900022	Repair Parts - Support Vehicles	21,222	30,780	33,054	20,000	25,000	5,000
5049900023	Vandalism/Seat Repair	279	-	170	1,000	1,000	-
5049900024	Repair Parts - Fuel Cell	-	-	-	-	-	-
5070500000	Fuel Taxes	14,068	14,709	15,647	-	15,500	15,500
5099900004	Permits & Licenses	9,942	9,700	11,459	12,000	13,000	1,000
	Total Expenses	2,564,671	2,750,798	2,819,332	3,272,838	3,029,174	(243,664)

MAINTENANCE

Division 21, 22, 13 (Maintenance Portion Only)

EXPENSE BUDGET SUMMARY - MAINTENANCE SUNDIAL (DIV 13 MAINTENANCE ONLY PORTION)

Account #	Item Description	FY 12 Actuals	FY 13 Actuals	FY 14 Estimates	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5039900001	Paratransit Contract Svc-Towing	425	1,345	1,200	1,200	1,300	100
5039900002	Paratransit Outside Vehicle Repair	2,583	3,318	16,235	3,500	3,500	-
5040101001	Paratransit Fuel-CNG	150,315	184,748	189,483	-	194,016	194,016
5040200005	Paratransit Tires	29,555	21,065	24,120	20,000	30,000	10,000
5049900006	Paratransit Repair Parts	76,250	64,909	50,090	60,000	60,000	-
5049900007	Paratransit Glass Replacement	1,095	995	740	3,000	2,000	(1,000)
5039900006	Contracted Services	4,960	61	-	-	-	-
5039900007	Inventory Sales Tax	5,555	-	-	-	-	-
5039900008	Inventory Freight Charges	1,361	-	-	-	-	-
5049900200	Paratransit Decals	-	-	-	200	200	-
	Total Expenses	272,099	276,441	281,867	87,900	291,016	203,116

PERSONNEL SUMMARY

Count	Classification	FY 14 Base FTE's	FY 15 Proposed Base FTE's	Variance
1	Deputy Chief Operations Office/Maintenance	1.00	1.00	0.00
1	Senior Maintenance Supervisor	0.00	1.00	1.00
1	Administrative Assistant	1.00	1.00	0.00
0	Facility Maintenance Supervisor	1.00	0.00	(1.00)
3	Maintenance Supervisor	4.00	3.00	(1.00)
1	Maintenance Training Supervisor	1.00	1.00	0.00
16	Mechanic A	17.00	16.00	(1.00)
2	Mechanic B	2.00	2.00	0.00
1	Body Mechanic A	2.00	1.00	(1.00)
2	Lead Utility	2.00	2.00	0.00
10	Utility	9.00	10.00	1.00
1	Farebox Technician	1.00	1.00	0.00
39	Total FTEs	41.00	39.00	(2.00)

Notes:

The Facility Maintenance Supervisor has been moved to Division 24 (Facilities Maintenance).
The Assistant to the Director of Maintenance has been retitled to Administrative Assistant.

MAINTENANCE

DIVISION 21

Account #	Item Description	FY 14	FY 15	Variance
		Approved Budget	Proposed Budget	
5010200500	Admin Salaries	444,394	449,344	4,950
5010201610	Admin Salaries-OT	-	-	-
5010700000	Allocated Salaries	(120,000)	(932)	119,068
5020000000	Fringe Benefits	266,301	299,695	33,394
	Sub-total	590,695	748,107	157,412
5039900006	Outside Repair - Fixed Route			
	Repairs to fixed route fleet performed outside our shops	25,000	15,000	(10,000)
	Sub-total	25,000	15,000	(10,000)
5039900007	Outside Repair - Support Vehicles			
	Repairs to support fleet performed outside our shops	2,000	2,000	-
	Sub-total	2,000	2,000	-
5040100101	Lubricants - Oil			
	All lubes and oils used the fleet	75,000	100,000	25,000
	Sub-total	75,000	100,000	25,000
5040100102	Freon & Coolant			
	Freon & Coolant costs for fleet	20,000	20,000	-
	Sub-total	20,000	20,000	-
5040101000	Fuel - CNG Support Vehicles			
	Fuel for CNG support vehicles	52,335	29,110	(23,225)
	Sub-total	52,335	29,110	(23,225)
5040101001	Fuel - CNG Fixed Route			
	Fuel for CNG fixed route vehicles	-	1,149,912	1,149,912
	Sub-total	-	1,149,912	1,149,912
5040202000	Fuel - Unleaded			
	Unleaded fuel used for landscaping equipment and in two support vehicles that run on unleaded	3,000	5,000	2000
	Sub-total	3,000	5,000	2,000
5040202100	Fuel - Diesel			
	Diesel fuel for portable steam cleaner	100	100	-
	Sub-total	100	100	-
5040102200	Fuel - Hydrogen			
	Hydrogen fuel	-	144,000	144,000
	Sub-total	-	144,000	144,000
5040200001	Tires - Fixed Route			
	Tire Lease Program	207,053	219,476	12,423
	Sub-total	207,053	219,476	12,423
5040200002	Tires - Support Vehicles			
	Purchased tires & lease tires	10,000	10,000	-
	Sub-total	10,000	10,000	-
5040200003	Tires - Tools & Services Supplies			
	Small tools for tire service	250	500	250
	Sub-total	250	500	250
5049900001	Office Supplies			
	Office supplies for maintenance offices	2600	2600	-
	Sub-total	2600	2600	-
5049900025	Glass Replacement - Support Vehicles			
	Replacement of damaged vehicle glass	1000	1500	500
	Sub-total	1000	1500	500

MAINTENANCE**DIVISION 21**

Account #	Item Description	FY 14	FY 15	Variance
		Approved Budget	Proposed Budget	
5090200000	Travel Meetings/Seminars			
	Travel for Ad staff and Maintenance Management to attend seminars and other similar functions.	3000	3000	-
	Sub-total	3000	3000	-
5090201000	Employee Expenses			
	Small misc. expenses for employees	2000	500	(1,500)
	Sub-total	2000	500	(1,500)
5090200001	Training			
	Costs to send employees and ad staff to training throughout the year or even have onsite training.	-	10,000	10,000
	Sub-total	-	10,000	10,000
	Total	994,033	2,460,805	1,466,772

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MAINTENANCE

DIVISION 22				
Account #	Item Description	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010201200	Mechanic Wages	1,515,936	1,316,973	(198,963)
5010201210	Mechanic Overtime	40,000	40,000	-
5010700000	Allocated Salaries	(14,340)	(35,900)	(21,560)
5010700001	Grant allocation	-	-	-
5020000000	Fringe Benefits	950,322	720,581	(229,741)
	Sub-total	2,491,918	2,041,654	(450,264)
5030300014	Uniforms			
	Maintenance employee uniforms	19,000	19,000	-
	Sub-total	19,000	19,000	-
5030500001	Fire Extinguishers			
	Vehicle fire extinguishers needing service	700	800	100
	Sub-total	700	800	100
5030500002	Radio Maintenance			
	Parts and hardware needed to keep radios in vehicles operational	3,670	4,000	330
	Sub-total	3,670	4,000	330
5030500003	Equip Repairs - Shop Equipment			
	Minor parts to repair shop equipment. Can normally be done in-house.	1,000	1,000	-
	Sub-total	1,000	1,000	-
5030500004	Equip Repairs - Vault & Farebox			
	Parts to repair vaults and fareboxes	3,000	3,000	-
	Sub-total	3,000	3,000	-
5039900004	Contract Svc - Maint			
	Lease tire maintainer, on property	63,000	64,000	1,000
	Parts cleaning tank service	9,000	9,000	-
	Sub-total	72,000	73,000	1,000
5039900005	Contract Svc - Freight			
	Freight expenses for shipping and receiving materials	4,000	5,000	1,000
	Sub-total	4,000	5,000	1,000
5039900006	Contract Svc - Towing			
	Towing of fixed route and support vehicles when needed	7,000	7,000	-
	Sub-total	7,000	7,000	-
5039900007	Inventory - Sales Tax			
	Sales tax on inventory parts	40,000	55,000	15,000
	Sub-total	40,000	55,000	15,000
5039900008	Inventory - Freight Charges			
	Freight charges on inventory parts	9,000	10,000	1,000
	Sub-total	9,000	10,000	1,000
5049900015	Cosmetic Maint Repairs			

MAINTENANCE

DIVISION 22				
Account #	Item Description	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
	Minor cosmetic repairs of vehicle interiors and exteriors	5,000	5,000	-
	Sub-total	5,000	5,000	-
5049900016	Cleaning Supplies - Vehicles			
	Chemicals, rags, ETC. used in the cleaning of vehicles.	9,000	9,000	-
	Sub-total	9,000	9,000	-
5049900017	Shop Supplies Misc.			
	Nuts, bolts, chemicals, welding supplies, ETC. used in general repair of vehicles.	21,000	21,000	-
	Sub-total	21,000	21,000	-
5049900018	Mechanic Tools/Shoes			
	Mechanics tool and shoe allowance	16,000	17,000	1,000
	Sub-total	16,000	17,000	1,000
5049900019	Small Tools & Equipment			
	Small Tools & Equipment used in the repair of vehicles, facilities and equipment.	2,000	2,000	-
	Sub-total	2,000	2,000	-
5049900020	Decals - Fixed Route			
	Minor decal replacements on FR vehicles	1,220	1,220	-
	Sub-total	1,220	1,220	-
5049900021	Repair Parts - Fixed Route			
	All parts needed to maintain FR buses for one year.	534,330	700,000	165,670
	Sub-total	534,330	700,000	165,670
5049900022	Repair Parts - Support Vehicles			
	All parts need to maintain support vehicle for one year.	20,000	25,000	5,000
	Sub-total	20,000	25,000	5,000
5049900023	Vandalism/Seat Repair			
	Minor repairs to seats damaged by vandalism.	1,000	1,000	-
	Sub-total	1,000	1,000	-
5070500000	Fuel Taxes			
	Fuel Taxes	-	15,500	15,500
	Sub-total	-	15,500	15,500
5099900004	Permits & Licenses			
	Various permits and licenses, including DMV, Air Quality, ETC.	12,000	13,000	1,000
	Sub-total	12,000	13,000	1,000
	Total	3,272,838	3,029,174	(243,664)

MAINTENANCE

Division 13 (Maintenance portion only)

Account #	Item Description	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5039900001	Paratransit Contract Svc-Towing			
	Towing services for paratransit vehicles	1,200	1,300	100
	Sub-total	1,200	1,300	100
5039900002	Paratransit Outside Vehicle Repair			
	Outside repair parts for paratransit vehicles	3,500	3,500	-
	Sub-total	3,500	3,500	-
5040101001	Paratransit Fuel-CNG			
	Fuel for paratransit vehicles	-	194,016	194,016
	Sub-total	-	194,016	194,016
5040200005	Paratransit Tires			
	Tire lease	20,000	30,000	10,000
	Sub-total	20,000	30,000	10,000
5049900006	Paratransit Repair Parts			
	Repair parts for paratransit vehicles	60,000	60,000	-
	Sub-total	60,000	60,000	-
5049900007	Paratransit Glass Replacement			
	Glass replacement for paratransit vehicles	3,000	2,000	(1,000)
		3,000	2,000	(1,000)
5049900200	Paratransit Decals			
	Decals for paratransit vehicles	200	200	-
	Sub-total	200	200	-
	Total	87,900	291,016	203,116

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FACILITY MAINTENANCE

Division 23 & 24

FUNCTIONS & RESPONSIBILITIES

Facilities Maintenance is a division of the Maintenance Department. Facilities Maintenance is responsible for maintenance, inspections, repairs and rehabilitation of facilities and buildings for administration and operations located at Thousand Palms and Indio. Facilities Maintenance ensures facilities are safe and sanitary for employees and customers.

FY 15 GOALS & OBJECTIVES

- Coordinate the transition from existing administrative facilities to new administrative building.
- Complete project running natural gas to the Maintenance Shop.
- Reseal Maintenance shop floor.

EXPENSE BUDGET SUMMARY - FACILITY MAINTENANCE TP (DIV 23)

Account #	Item Description	FY 12 Actuals	FY 13 Actuals	FY 14 Estimates	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010201210	Groundskeeper Wages	147,891	116,405	112,727	176,180	211,256	35,076
5010201710	Groundskeeper Overtime	3,942	3,384	2,253	1,000	2,170	1,170
5010700000	Allocated Salaries	(1,150)	(952)	(871)	(1,150)	(1,100)	50
5020000000	Fringe Benefits	97,490	68,126	73,529	129,639	126,430	(3,209)
5030500005	Contract Svs - Haz Waste Remove	11,409	7,345	8,627	6,790	8,500	1,710
5030500010	Contract Svs - General	18,289	29,919	25,220	34,820	34,820	-
5030600000	Contract Svs - Custodial	45,612	43,417	43,444	45,200	45,200	-
5030600100	Air Conditioning Expenses	8,290	3,657	6,993	7,000	7,000	-
5030600200	Uniforms Service Expenses	1,100	972	1,084	900	1,000	100
5030600300	Rental Equipment Expenses	-	117	1,362	900	1,500	600
5030600500	Pest Control Service	298	237	1,038	1,800	1,200	(600)
5030600600	Contract Svs - AC	3,214	4,262	2,126	3,500	3,500	-
5030600700	Fire Extinguishers	894	1,256	352	2,800	2,800	-
5030600800	Floor Mat Rental	2,542	2,506	2,904	2,500	3,000	500
5030600950	Leased Property Services	3,481	3,482	3,486	4,000	4,000	-

FACILITY MAINTENANCE

Division 23 & 24

5030600975	Radio Repeater Hilltop Rental	10,800	10,800	10,800	11,300	11,300	-
5040300100	Plumbing related Expenses	4,613	6,044	9,951	4,500	4,500	-
5040300200	Electrical related Expenses	14,540	5,745	7,841	6,500	6,500	-
5040300600	Shoe Allowance	153	387	338	750	750	-
5049900002	Board Room and Learning Center Supplies	4,701	4,975	6,286	5,200	5,900	700
5049900026	Facility Maintenance - Main Fac	17,800	19,099	18,561	19,000	19,000	-
5049900030	Cleaning Supplies - Main Fac	7,454	7,394	6,672	7,000	7,000	-
5050200001	Utilities Main Facility	160,513	154,972	150,922	175,300	180,000	4,700
5050200003	Trash Pickup - Main Facility	12,752	13,111	14,532	15,000	15,000	-
5090201000	Employee Expenses	58	-	132	300	200	(100)
	Total Expenses	576,686	506,661	510,311	660,729	701,426	40,697

EXPENSE BUDGET SUMMARY - FACILITY MAINTENANCE INDIO (DIV 24)

Account #	Item Description	FY 12 Actuals	FY 13 Actuals	FY 14 Estimates	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5030500010	Contract Svs - General	1,914	-	385	-	-	-
5030600000	Contract Svs - Custodial	9,636	12,360	12,360	12,672	13,000	328
5030600100	Air Conditioning Expenses	2,255	580	961	2,100	2,100	-
5030600600	Contract Svs - AC	-	289	-	1,000	1,000	-
5030600500	Pest Control Service	805	647	669	660	700	40
5030600700	Fire Extinguishers	423	397	271	500	500	-
5030600800	Floor Mat Rental	797	655	655	700	700	-
5040300100	Plumbing related Exp	551	645	467	1,000	1,000	-
5040300200	Electrical related Expenses	443	314	535	1,000	1,000	-
5049900027	Facility Maint - Indio Fac	4,341	6,903	5,303	1,000	3,000	2,000
5049900031	Cleaning Supplies - Indio Facility	522	-	-	-	-	-
5050200002	Utilities Indio Facility	32,544	26,070	22,122	32,522	33,497	975

FACILITY MAINTENANCE

Division 23 & 24

5050200004	Trash Pickup - Indio Facility	12,012	13,881	13,493	14,000	14,000	-
5050202000	Utilities Gas & Water	3,459	3,345	2,885	5,200	5,200	-
	Total Expenses	69,703	66,085	60,106	72,354	75,697	3,343

PERSONNEL SUMMARY

Count	Classification	FY 14 Base	FY 15	Variance
		FTE's	Proposed Base FTE's	
2	Facility Maintenance Crew	2.00	2.00	0.00
1	Facility Maintenance Supervisor	0.00	1.00	1.00
1	Facility Maintenance Safety Coordinator	1.00	1.00	0.00
1	Facility/Construction Specialist	1.00	1.00	0.00
5	Total FTEs	4.00	5.00	1.00

Notes:

The Facility Maintenance Supervisor moved from Division 21. This is not a new position.

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FACILITY MAINTENANCE

Division 23

Account #	Item Description	FY 14	FY 15	Variance
		Approved Budget	Proposed Budget	
5010201210	Groundskeeper Wages	176,180	211,256	35,076
5010201710	Groundskeeper Overtime	1,000	2,170	1,170
5010700000	Allocated Salaries	(1,150)	(1,100)	50
5020000000	Fringe Benefits	129,639	126,430	(3,209)
	Sub-total	305,669	338,756	33,087
5030500005	Contract Svc - Haz Waste Removal			
	Removal hazardous chemicals	5,000	6,500	1,500
	Bio Hazard removal	1,790	2,000	210
	Sub-total	6,790	8,500	1,710
5030500010	Contract Svc - General			
	Shop Vehicle Lift Service	9,600	9,600	-
	Bus wash water softening	2,400	2,400	-
	Property Camera and Alarms	13,000	13,000	-
	Bus wash monthly PMI	6,620	6,620	-
	Employee drinking water	3,200	3,200	-
	Sub-total	34,820	34,820	-
5030600000	Contract Svc - Custodial			
	Contract Janitorial service for offices	45,200	45,200	-
	Sub-total	45,200	45,200	-
5030600100	Air Conditioning Expense			
	Materials for maintenance of all building HVACs	7,000	7,000	-
	Sub-total	7,000	7,000	-
5030600200	Uniform Service Expenses			
	Uniforms for Facility Maint Techs	900	1,000	100
	Sub-total	900	1,000	100
5030600300	Rental Equipment Expenses			
	Equipment rented for maintenance of facilities	900	1,500	600
	Sub-total	900	1,500	600
5030600500	Pest Control Service			
	Monthly pest control maintenance	1,800	1,200	(600)
	Sub-total	1,800	1,200	(600)
5030600600	Contract Svc - AC			
	Bi annual HVAC service all facilities	3,500	3,500	-
	Sub-total	3,500	3,500	-
5030600700	Fire Extinguishers			
	Annual fire extinguisher Inspections	1,200	1,200	-
	Fire sprinkler inspections shop	1,600	1,600	-
	Sub-total	2,800	2,800	-
5030600800	Floor Mat Rental			
	Monthly rental of floor mats all facilities	2,500	3,000	500
	Sub-total	2,500	3,000	500
5030600950	Leased Property Services			
	HR Mobile Office lease	4,000	4,000	-
	Sub-total	4,000	4,000	-
5030600975	Radio Repeater Hilltop Rental			
	Rental of tower space for two way radios	11,300	11,300	-
	Sub-total	11,300	11,300	-
5040300100	Plumbing Related Expenses			

FACILITY MAINTENANCE

Division 23

Account #	Item Description	FY 14	FY 15	Variance
		Approved Budget	Proposed Budget	
	Materials for plumbing repairs	4,500	4,500	-
	Sub-total	4,500	4,500	-
5040300200	Electrical Related Expenses			
	Materials for electrical repairs	6,500	6,500	-
	Sub-total	6,500	6,500	-
5040300600	Shoe Allowance			
	Shoe allowance for facility maintenance employees	750	750	-
	Sub-total	750	750	-
5049900002	Board Room and Zweig Supplies			
	Food and drinks for meetings	5,200	5,900	700
	Sub-total	5,200	5,900	700
5049900026	Facility Maintenance - Main Fac			
	Materials needed to maintain facilities other than plumbing and electrical	19,000	19,000	-
	Sub-total	19,000	19,000	-
5049900030	Cleaning Supplies - Main Fac			
	Cleaning supplies to maintain all facilities	7,000	7,000	-
	Sub-total	7,000	7,000	-
5050200001	Utilities Main Facility			
	Propane, FY15 only	20,000	-	(20,000)
	Water	9,000	9,000	-
	Direct TV	1,100	1,100	-
	Electric: New Admin with some old	145,000	155,000	10,000
	Gas: New Admin building and shop connected to gas	200	14,900	14,700
	Sub-total	175,300	180,000	4,700
5050200003	Trash Pickup - Main Facility			
	Monthly trash pickup service	15,000	15,000	-
	Sub-total	15,000	15,000	-
5090201000	Employee Expenses			
	Misc. employee expenses	300	200	(100)
	Sub-total	300	200	(100)
	Total	660,729	701,426	40,697

FACILITY MAINTENANCE

Division 24

Account #	Item Description	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5030500010	Contract Svc - Custodial			
	Monthly office janitorial contract	12,672	13,000	328
	Sub-total	12,672	13,000	328
5030600100	Air Conditioning Expenses			
	Materials for all facility HVAC maintenance	2,100	2,100	-
	Sub-total	2,100	2,100	-
5030600600	Contract Svs - AC			
	Bi annual AC service all buildings	1,000	1,000	-
	Sub-total	1,000	1,000	-
5030600500	Pest Control Service			
	General pest control buildings	660	700	40
	Sub-total	660	700	40
5030600700	Fire Extinguishers			
	Annual fire extinguisher service	500	500	-
	Sub-total	500	500	-
5030600800	Floor Mat Rental			
	Floor mat rental for office areas and walkways.	700	700	-
	Sub-total	700	700	-
5040300100	Plumbing Related Exp			
	Materials for misc. plumbing repairs	1,000	1,000	-
	Sub-total	1,000	1,000	-
5040300200	Electrical Related Expenses			
	Materials for misc. electrical repairs	1,000	1,000	-
	Sub-total	1,000	1,000	-
5049900027	Facility Maint - Indio Fac			
	Materials for general repair of facilities	1,000	3,000	2,000
	Sub-total	1,000	3,000	2,000
5050200002	Utilities Indio Facility			
	Electrical cost for Indio facility	32,522	33,497	975
	Sub-total	32,522	33,497	975
5050200004	Trash Pickup - Indio Facility			
	Trash from facility and most of the trash is from S&Z shelter maintenance	14,000	14,000	-
	Sub-total	14,000	14,000	-
5050202000	Utilities Gas & Water			
	Gas, water and sewage expenses	5,200	5,200	-
	Sub-total	5,200	5,200	-
	Total	72,354	75,697	3,343

STOPS AND ZONES

Division 25

FUNCTIONS & RESPONSIBILITIES

Stops & Zones is a division of the Maintenance Department and is responsible for maintaining clean, safe, and sanitary bus stop facilities. Also, Stops and Zones coordinates with the Planning Department for the relocation, installation and removal of bus stops.

FY 15 GOALS & OBJECTIVES

- Ensure service and installation of over 20 new bus
- Prepare for expansion of new bus stops and zones.
- Maintain and service existing bus stops and zones.
- Replace old worn out lighting systems with newer lower amperage systems.

EXPENSE BUDGET SUMMARY - STOPS & ZONES (DIV 25)

Account #	Item Description	FY 13 Actuals	FY 13 Actuals	FY 14 Estimates	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010200500	Admin Salaries	41,164	44,147	47,264	57,000	52,404	(4,596)
5010201500	Bargaining Salaries	190,231	192,067	228,468	271,160	251,589	(19,571)
5010201510	Bargaining Overtime	5,629	7,075	5,246	3,000	375	(2,625)
5020000000	Fringe Benefits	163,771	170,220	168,195	220,974	174,475	(46,499)
5030500000	City Revenue Sharing	3,900	-	-	-	-	-
5030600200	Uniforms	3,043	3,144	4,476	2,900	4,500	1,600
5030600250	Equipment Rental	-	-	-	1,500	1,500	-
5040102000	Unleaded Gasoline	1,936	2,137	1,354	2,300	2,500	200
5040102001	Diesel Fuel	-	-	-	100	100	-
5040300600	Shoe Allowance	565	420	580	900	1,050	150
5049900001	Office Supplies	156	-	557	200	300	100
5049900029	Bus Stop Supplies	26,985	26,538	22,820	27,000	30,000	3,000
5050200001	Utilities - Shelter	1,885	1,566	1,969	2,000	1,000	(1,000)
5090201000	Employee Expenses	33	132	-	250	250	-
	Total Expenses	439,298	447,446	480,929	589,284	520,043	(69,241)

PERSONNEL SUMMARY

	FY 14 Base	FY 15
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STOPS AND ZONES

Division 25

Count	Classification	FY 14 Base FTE's	Proposed Base FTE's	Variance
1	Stops & Zones Supervisor	1.00	1.00	0.00
7	Stops & Zones Technician	8.00	7.00	(1.00)
8	Total FTEs	9.00	8.00	(1.00)

Notes:

Two Stops & Zones Technicians were approved during the FY 14 mid-year budget adjustment. Only one position was filled and is no longer being requested during FY 15.

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STOPS & ZONES

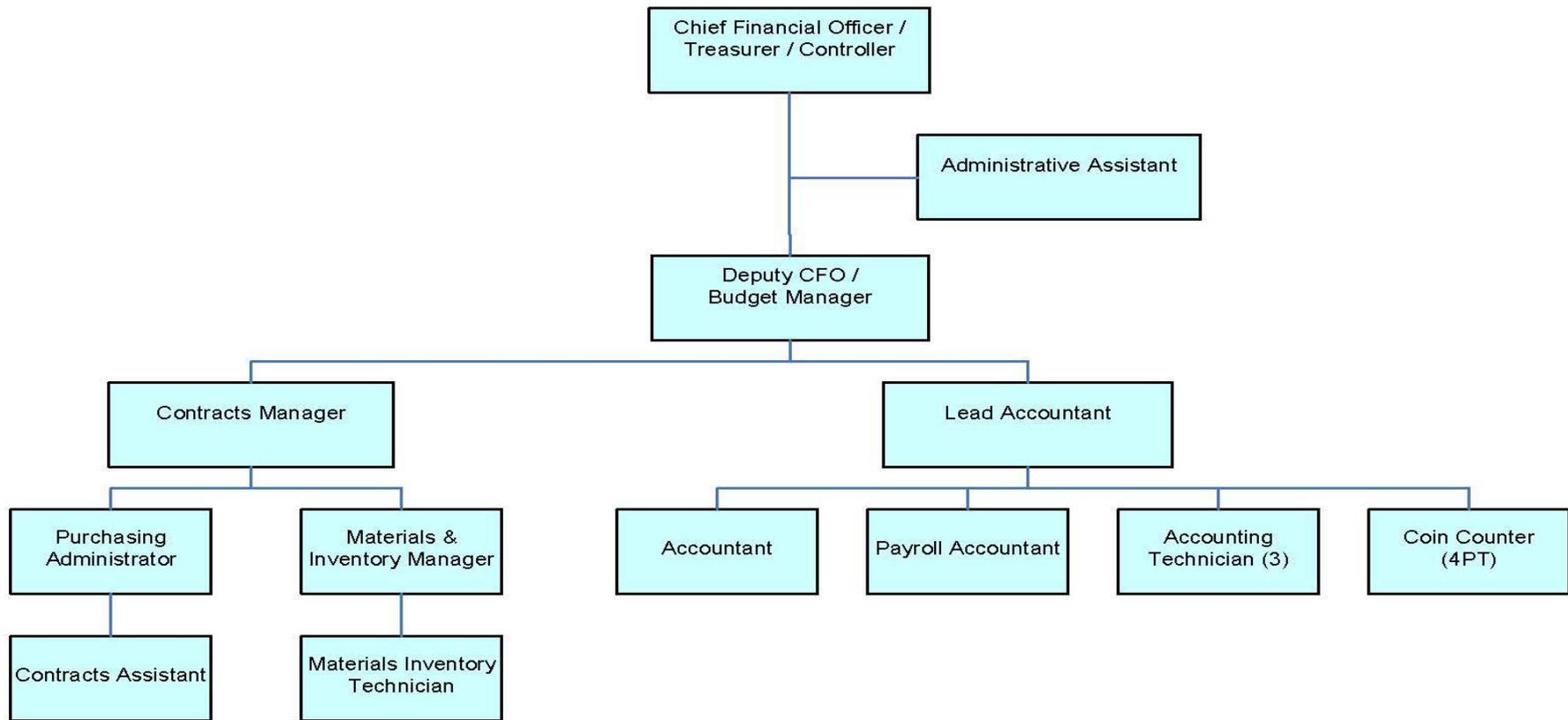
Division 25

Account #	Item Description	FY 14	FY 15	Variance
		Approved Budget	Proposed Budget	
5010200500	Admin Salaries	57,000	52,404	(4,596)
5010201500	Bargaining Salaries	271,160	251,589	(19,571)
5010201510	Bargaining Overtime	3,000	375	(2,625)
5020000000	Fringe Benefits	220,974	174,475	(46,499)
	Sub-total	552,134	478,843	(73,291)
5030600200	Uniforms			
	Uniform rental for S&Z Personnel	2,900	4,500	1,600
	Sub-total	2,900	4,500	1,600
5030600250	Equipment Rental			
	Misc. equipment rental	1,500	1,500	-
	Sub-total	1,500	1,500	-
5040102000	Unleaded Gasoline			
	Gasoline used for cleaning equipment	2,300	2,500	200
	Sub-total	2,300	2,500	200
5040102001	Diesel Fuel			
	Rarely used, for HD portable steam equipment	100	100	-
	Sub-total	100	100	-
504300600	Shoe Allowance			
	Shoe allowance for S&Z employees	900	1,050	150
	Sub-total	900	1,050	150
5049900001	Office Supplies			
	General office supplies S&Z office	200	300	100
	Sub-total	200	300	100
5049900029	Bus Stop Supplies			
	Materials used to maintain all bus stops and shelters.	27,000	30,000	3,000
	Sub-total	27,000	30,000	3,000
5050200001	Utilities - Shelter			
	Electric for some shelters connected to power.	2,000	1,000	(1,000)
	Sub-total	2,000	1,000	(1,000)
5090201000	Employee Expenses			
	Misc. employee expenses	250	250	-
	Sub-total	250	250	-
	Total	589,284	520,043	(69,241)

FINANCE OFFICE

DRAFT

Finance Office



FINANCE OFFICE

Division 41

FUNCTIONS & RESPONSIBILITIES

The Finance Department is responsible for the budget, accounting, revenue collections and sales, contracts/procurement, materials management and inventory control, warranty administration, cash management, investment portfolio, payroll, and lost and found for the Agency. The Finance Department is responsible for the development of all financial statements, coordination of financial audits, and development of sales and taxation documents and specialized reports for SunFuels.

FY 15 GOALS & OBJECTIVES

- Assess system needs and begin the process to procure a new accounting system.
- Assess and improve process integration and
- Develop a fiscal policy and procedures manual the encompasses all fiscal related policies and
- Streamline and automate procurement and contract processes.

EXPENSE BUDGET SUMMARY - FINANCE (DIV 41)

Account #	Item Description	FY 12 Actuals	FY 13 Actuals	FY 14 Estimates	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010200500	Admin Salaries	450,957	469,409	560,891	676,864	736,649	59,785
	Grant Allocated Salaries	-	-	-	-	(107,100)	(107,100)
5010201610	Admin Salaries - OT	2,205	1,052	3,279	-	5,000	5,000
5010700000	Allocated Salaries	(11,338)	(11,209)	(14,892)	(10,514)	(5,778)	4,736
5020000000	Fringe Benefits	280,633	335,819	372,044	343,689	422,847	79,158
5030300009	Contracted Services	26,996	2,300	160	5,000	5,000	-
5030300015	Audit Services	22,000	22,023	6,627	45,000	115,000	70,000
5030303240	Management Consulting	28,620	31,938	2,827	5,000	-	(5,000)
5030303241	Training Services	622	10,300	393	5,000	10,000	5,000
5030400000	Temporary Help Services	56,976	63,466	81,660	-	15,000	15,000
5049900001	Office Supplies	12,388	12,432	13,586	8,000	13,500	5,500
5079900000	Property & Other Taxes	384	83	258	-	-	-
5090200000	Travel Meeting/ Seminars	-	-	363	1,500	3,000	1,500

FINANCE OFFICE

Division 41

5090200002	Mileage Reimbursement	4,950	1,576	1,002	2,000	2,000	-
5090201000	Employee Expenses	1,168	2,606	4,548	4,500	5,600	1,100
5090801000	Bank Service Fees	6,440	8,846	12,011	7,000	12,500	5,500
5090801040	Pass Outlet Commission	26,214	30,461	30,346	30,000	30,000	-
5099900002	Miscellaneous Expense	0	8,500	27	-	-	-
5110101050	Interest Expense	203	180	162	3,000	1,500	(1,500)
5129900200	Bad Debt Expense	798	-	11	1,000	1,000	-
	Total Expenses	910,215	989,784	1,075,304	1,127,039	1,265,718	138,679

PERSONNEL SUMMARY

Count	Classification	FY 14 Base FTE's	FY 15 Proposed Base FTE's	Variance
1	Chief Financial Officer/Treasurer/Controller	1.00	1.00	0.00
1	Deputy Chief Financial Officer/Budget Manager	1.00	0.50	(0.50)
0	Accounting Manager	1.00	0.00	(1.00)
1	Purchasing Administrator	1.00	1.00	0.00
1	Lead Accountant	0.00	1.00	1.00
1	Accountant	2.00	1.00	(1.00)
1	Payroll Accountant	1.00	1.00	0.00
3	Accounting Technician	2.00	3.00	1.00
1	Administrative Assistant	1.00	1.00	0.00
1	Materials & Inventory Manager	1.00	1.00	0.00
1	Materials & Inventory Technician	1.00	1.00	0.00
3	Coin Counter - Part Time (.75)	2.00	2.50	0.50
1	Contracts Manager	1.00	0.25	(0.75)
1	Contracts Assistant	1.00	0.25	(0.75)
17	Total FTEs	16.00	14.50	(1.50)

Notes:

The Director of Finance and Budget Manager positions were retitled as part of the re-org to Chief Financial Officer/Treasurer/Controller and Deputy Chief Financial Officer/Budget Manager, respectively.
One Accountant position has been reclassified to Lead Accountant.

FINANCE OFFICE

Division 41

The Contracts Manager, Contracts Assistant and Deputy Chief Financial Officer/Budget Manager positions are reflected at less than one (1) full-time equivalent due to a percentage of salaries being allocated to capital grants.

DRAFT

FINANCE

Division 41

Account #	Item Description	FY 14	FY 15	Variance
		Approved Budget	Proposed Budget	
5010200500	Admin Salaries	676,864	736,649	59,785
	Grant Allocated Salaries			
	Salaries allocated to capital grants	-	(107,100)	(107,100)
5010201610	Admin Salaries - OT	-	5,000	5,000
5010700000	Allocated Salaries			
	Salaries allocated to SSG for support services.	(10,514)	(5,778)	4,736
5020000000	Fringe Benefits	343,689	422,847	79,158
	Sub-total	1,010,039	1,051,618	41,579
5030300009	Contracted Services			
	Various internal assessments	5,000	5,000	-
	Sub-total	5,000	5,000	-
5030300015	Audit Services			
	FY 14 Financial Statement & Single Audit	-	50,000	50,000
	Process Review	-	25,000	25,000
	Fare Collection Review	-	20,000	20,000
	Misc. Reviews & Assessments	45,000	20,000	(25,000)
	Sub-total	45,000	115,000	70,000
5030303240	Management Consulting			
	Various (External subject matter experts to assist with process changes, performance, and new system integration.)	5,000	-	(5,000)
	Sub-total	5,000	-	(5,000)
5030303241	Training Services			
	Fleetnet training, team development, etc.	5,000	10,000	5,000
	Sub-total	5,000	10,000	5,000
5030400000	Temporary Help Services			
	Temporary employees	-	15,000	15,000
	Sub-total	-	15,000	15,000
5049900001	Office Supplies			
	Various office supplies	8,000	13,500	5,500
	Sub-total	8,000	13,500	5,500
5090200000	Travel Meeting/Seminars			
	Registration fees, lodging and other associated travel costs for training, meetings and seminars.	1,500	3,000	1,500
	Sub-total	1,500	3,000	1,500
5090200002	Mileage Reimbursement			
	Mileage reimbursement for employees	2,000	2,000	-
	Sub-total	2,000	2,000	-
5090201000	Employee Expenses			
	Various expenses (i.e. coin room uniforms, etc.)	4,500	5,600	1,100
	Sub-total	4,500	5,600	1,100
5090801000	Bank Service Fees			
	Sectran Security	2,500	3,000	500

FINANCE

Division 41

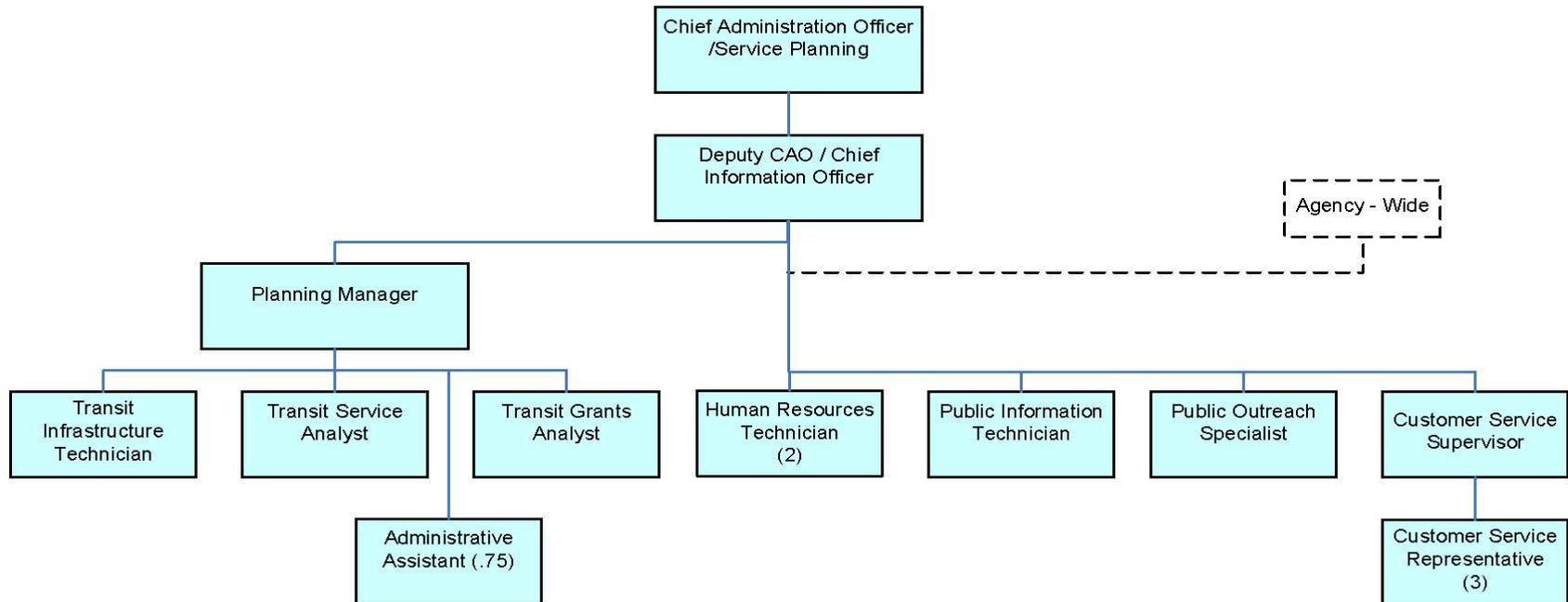
Account #	Item Description	FY 14	FY 15	Variance
		Approved Budget	Proposed Budget	
	Merchant and Bank Fees	4,500	9,500	5,000
	Sub-total	7,000	12,500	5,500
5090801040	Pass Outlet Commission			
	Costs related to commissions earned by pass outlets	30,000	30,000	-
	Sub-total	30,000	30,000	-
5110101050	Interest Expense			
	Various	3,000	1,500	(1,500)
	Sub-total	3,000	1,500	(1,500)
5129900200	Bad Debt Expense			
	Various	1,000	1,000	-
	Sub-total	1,000	1,000	-
	Total	1,127,039	1,265,718	138,679

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ADMINISTRATION OFFICE

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Administration Office



ADMINISTRATION OFFICE

Division 32, 45 & 49

FUNCTIONS & RESPONSIBILITIES

The Administration Office provides a range of support functions for SunLine Transit Agency, including human resources, planning, and community and customer relations.

FY 15 GOALS & OBJECTIVES

- Create outreach videos on riding the bus programs and services.
- Expand social media usage.
- Have 100% of Supervisors complete AB1825 sexual harassment training .
- Reduce workers compensation claims by 5%.
- Implement performance-based compensation plan for non-bargaining employees.
- Increase ridership to at least 5.2 million in FY 15 by continued operation of service improvements implemented in FY 14.
- Complete the Indio Facility Future Needs Study, the Bus Rapid Transit Study, and the Bus Rider Survey Study.

EXPENSE BUDGET SUMMARY - HUMAN RESOURCES (DIV 32)

Account #	Item Description	FY 12 Actuals	FY 13 Actuals	FY 14 Estimates	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010200500	Admin Salaries	121,990	107,857	163,196	169,769	165,038	(4,731)
5010201610	Admin Salaries - OT	53	256	563	-	-	-
5010700000	Allocated Salaries	(925)	(847)	(1,241)	-	(398)	(398)
5020000000	Fringe Benefits	100,213	73,366	108,082	84,885	99,252	14,367
5030300001	Benefits Management Expenses	50,822	53,813	76,714	40,000	48,000	8,000
5030300002	Legal Services - Labor Counsel	76,729	60,792	165,288	80,000	30,000	(50,000)
5030300003	Medical-Exams and Testing	25,791	26,778	39,053	31,000	31,000	-
5030400000	Temporary Help Services	-	31,091	-	-	-	-
5039900003	Printing Expense	-	2,003	-	2,200	2,200	-
5049900000	HR Training	-	1,997	1,533	4,500	4,400	(100)
5049900001	Office Supplies	721	1,981	966	3,677	3,677	-
5090100000	Memberships and Subscriptions	-	-	-	-	890	890
5090200000	Travel Meeting/Seminars	-	-	-	2,500	2,500	-
5090201000	Employee Event Expense	4,956	3,463	3,653	11,600	11,500	(100)
5090201001	Employee Wellness Plan Expense	1,294	1,788	1,349	2,000	2,000	-
5090800000	Recruiting Employees	8,808	16,002	17,441	13,450	13,450	-
5090800100	Employee Recognition	100	-	-	-	-	-
5090800125	Tuition Reimbursement	4,000	7,726	2,813	6,000	6,000	-

ADMINISTRATION OFFICE

Division 32, 45 & 49

5099900001	Staff Development	5,093	5,423	2,323	14,750	14,750	-
5099900004	Consulting-HR	-	-	-	5,000	5,000	-
	Total Expenses	399,645	393,491	581,732	471,331	439,259	(32,072)

EXPENSE BUDGET SUMMARY - COMMUNITY & CUSTOMER RELATIONS (DIV 45)

Account #	Item Description	FY 12 Actuals	FY 13 Actuals	FY 14 Estimates	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010200500	Admin Salaries	101,615	107,579	109,250	123,698	250,854	127,156
5010201610	Admin Salaries - OT	27	235	552	-	-	-
5010700000	Allocated Salaries	(2,112)	-	-	(3,000)	-	3,000
5020000000	Fringe Benefits	71,062	79,368	76,540	59,686	182,621	122,935
5030303240	Management Consulting	43,154	33,366	24,000	50,000	100,000	50,000
5030303260	Advertising	9,091	15,914	11,529	25,609	24,609	(1,000)
5030303270	SunLine Event Expenses	44,502	37,345	27,142	37,593	20,000	(17,593)
5039900003	Printing - Fare Media	31,252	40,836	61,025	55,000	65,000	10,000
5049900009	Office Supplies	1,744	1,726	2,284	2,166	2,166	-
5090100000	Memberships & Subscriptions	-	-	2,635	11,850	11,850	-
5090200001	Seminars & Training	-	-	-	1,800	1,800	-
5090201000	Employee Expense Training	108	78	-	-	-	-
	Total Expenses	300,443	316,447	314,957	364,402	658,900	294,498

Notes

Community & Customer Relations (Division 45) is a consolidation of marketing and customer service and will be managed under the Administration Office. Actual expenses reported are a combination of Marketing Expenses and Customer Service Salaries.

EXPENSE BUDGET SUMMARY - SERVICE PLANNING (DIV 49)

Account #	Item Description	FY 12 Actuals	FY 13 Actuals	FY 14 Estimates	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010200500	Admin Salaries	184,823	296,472	185,327	279,989	309,418	29,429
5010201610	Admin Salaries - OT	-	-	950	-	-	-
5010700000	Allocated Salaries	-	-	(4,744)	-	-	-
5020000000	Fringe Benefits	143,866	201,267	82,491	120,000	192,287	72,287
5030200000	G.I.S. Services - CVAG	338	-	-	-	-	-
5030200010	Consulting	19,815	54,439	2,000	25,000	7,500	(17,500)
5030200015	Marketing/Advertising	14,207	-	-	-	-	-
5030400000	Temporary Help Services	26,055	19,773	3,626	20,000	2,500	(17,500)
5039900003	Printing Expense	4,749	6,969	6,543	-	-	-
5039900004	Taxi Voucher - New Freedom Program	38,311	93,152	153,202	90,000	180,000	90,000

ADMINISTRATION OFFICE

Division 32, 45 & 49

5039900005	ILP - NF Program Expenses	7,935	-	29,731	-	55,000	55,000
5039900006	Desert Samaritans - NF Program Exp	(1,852)	-	6,480	-	-	-
5039900007	CVAG - JARC Program Expenses	49,193	33,433	54,974	-	55,570	55,570
5039900008	RCTC - JARC Program Expenses	32,559	31,948	20,937	-	24,000	24,000
5039900009	Fare Study	-	-	-	-	-	-
5039900010	Riverside Commuterlink Expenses	-	17,783	29,936	25,000	32,500	7,500
5039900011	RCTC - New Freedom Program Expenses	-	3,239	-	-	-	-
5049900001	Office Supplies	1,836	192	1,540	1,250	1,200	(50)
5090100000	Memberships & Subscriptions	-	-	-	375	-	(375)
5090201000	Employee Expenses	4	-	-	500	500	-
5099900001	Staff Development	(3,052)	-	-	2,000	1,000	(1000)
5099900002	Miscellaneous Expense	1,125	54	-	-	-	-
	Grant Pass-Through				-	(134,570)	(134,570)
	Total Expenses	519,913	758,721	572,994	564,114	726,905	162,791

PERSONNEL SUMMARY

Count	Classification	FY 14 Base FTE's	FY 15 Proposed Base FTE's	Variance
1	Chief Administration Officer/Service Planning	1.00	1.00	0.00
1	Deputy Chief Administration Officer/Information Officer	1.00	1.00	0.00
1	Planning Manager	0.00	1.00	1.00
1	Transit Grants Analyst	1.00	1.00	0.00
1	Transit Infrastructure Technician	1.00	1.00	0.00
1	Transit Service Analyst	1.00	1.00	0.00
1	Administrative Assistant (.75)	0.00	0.75	0.75
2	Human Resources Technicians	2.00	2.00	0.00
1	Public Information Technician	1.00	1.00	0.00
1	Public Outreach Specialist	1.00	1.00	0.00
1	Customer Service Supervisor	1.00	1.00	0.00
3	Customer Service Representative	3.00	3.00	0.00
	Total FTE's	13.00	14.75	1.75

Notes

The Administration Office is a comprised of positions previously presented in HR, Marketing, Customer Service (Operations) and Planning.

The Planning Manager is the only new proposed position for FY 15.

HUMAN RESOURCES

Division 32

Account #	Item Description	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010200500	Admin Salaries	169,769	165,038	(4,731)
5020000000	Fringe Benefits	84,885	99,252	14,367
5010700000	Allocated Salaries	-	(398)	(398)
	Sub-total	254,654	263,892	9,238
5030300001	Benefits Management Expense			
	Pension Third Party Administrator	40,000	40,000	-
	Actuarials Studies of Retirement	-	8,000	8,000
	Sub-total	40,000	48,000	8,000
5030300002	Legal Services - Labor Counsel			
	Thomas Hock Labor Relations	20,000	-	(20,000)
	Employee Relations Attorney	25,000	30,000	5,000
	Negotiation Costs	35,000	-	(35,000)
	Sub-total	80,000	30,000	(50,000)
5030303260	Medical Exams - Testing			
	EMC Occupational Medicine	15,000	15,000	-
	Cal-Test	13,000	13,000	-
	VTT and Licenses	3,000	3,000	-
	Sub-total	31,000	31,000	-
5039900003	Printing Expense			
	Handbook Supplements/New	800	800	-
	MOU (300)	800	800	-
	Promotional Materials	600	600	-
	Sub-total	2,200	2,200	-
5049900000	HR Training Supplies			
	Various	4,500	4,400	(100)
	Sub-total	4,500	4,400	(100)
5049900001	Office Supplies			
	Various	3,677	3,677	-
	Sub-total	3,677	3,677	-
5099900004	Consulting - HR			
	Various	5,000	5,000	-
	Sub-total	5,000	5,000	-
5090201000	Employee Event Expense			
	Holiday Event/EOQ Plaques	500	200	(300)
	Holiday Party	800	1,000	200
	Employee Spring Event	2,000	2,000	-
	Recognition & Rewards	7,000	7,000	-
	Additional Incentive/ Summer	500	500	-
	Health and Benefits Fair	800	800	-
	Sub-total	11,600	11,500	(100)
5090201001	Employee Wellness Plan Expenses			
	Various	2,000	2,000	-
	Sub-total	2,000	2,000	-
5090800000	Recruiting Expenses			
	Recruitment Ads	7,000	7,000	-
	Job Fair Fees	1,000	1,000	-
	Recruitment brochures	150	150	-
	Background Checks	1,800	1,800	-
	Relocation/Misc.	3,500	3,500	-
	Sub-total	13,450	13,450	-
5099900001	Staff Development			
	Employee Training/Development	7,850	7,850	-

HUMAN RESOURCES

Division 32

Account #	Item Description	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
	Travel Expenses, outside trainers	1,600	1,600	-
	Westgate Transit Certificate Program	3,000	3,000	-
	Personnel Advisor	200	200	-
	Individual Training Seminars	500	500	-
	Applicable Webinars	1,600	1,600	-
	Sub-total	14,750	14,750	-
5090201001	Tuition Reimbursement			
	Bachelor Degrees	4,000	4,000	-
	Other Educational Courses	2,000	2,000	-
	Sub-total	6,000	6,000	-
5090300000	Travel - Meetings/Seminars			
	PIHRA Conference	2,500	2,500	-
	Sub-total	2,500	2,500	-
5090100000	Memberships and Subscriptions			
	IPMA-Human Resources	-	390	390
	CALPELRA	-	500	500
	Sub-total	-	890	890
	Total	471,331	439,259	(32,072)

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COMMUNITY & CUSTOMER RELATIONS

Division 45

Account #	Item Description	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010200500	Admin Salaries	123,698	250,854	127,156
	Allocated Salaries	(3,000)	-	3,000
5020000000	Fringe Benefits	59,686	182,621	122,935
	Sub-total	180,384	433,475	253,091
5030303260	Advertising			
	SuperMedia - Yellow Pages	5,209	5,209	-
	Print-TV Radio	10,000	10,000	-
	Traveling with Francois	1,000	-	(1,000)
	Everything Under the Sun	4,000	4,000	-
	Office Depot	1,000	1,000	-
	Promotional Items	4,400	4,400	-
	Sub-total	25,609	24,609	(1,000)
5030303240	Management Consulting			
	Website Hosting	8,000	8,000	-
	Public Relations Firm	25,000	25,000	-
	Annual Report	12,000	12,000	-
	Social Media Consultant	5,000	5,000	-
	Outsourced Marketing	-	50,000	50,000
	Sub-total	50,000	100,000	50,000
5039900003	Printing-Fare Media			
	Rider's Guides	25,000	30,000	5,000
	GFI	20,000	25,000	5,000
	Zweig Learning Center	2,000	2,000	-
	Information Pamphlets	5,000	5,000	-
	Event Promotional Materials	3,000	3,000	-
	Sub-total	55,000	65,000	10,000
5030303270	SunLine Event Expense			
	Various	37,593	20,000	(17,593)
	Sub-total	37,593	20,000	(17,593)
5049900009	Office Supplies			
	Business Card Stock	250	250	-
	Laminated Pouches	168	168	-
	Laminated Rolls	582	582	-
	Card Stock	540	540	-
	Special Project Supplies	626	626	-
	Sub-total	2,166	2,166	-
5090200001	Travel-Meetings/Seminars			
	Various	1,800	1,800	-
	Sub-total	1,800	1,800	-
5090100000	Memberships and Subscriptions			
	CV Economic Partnership	10,000	10,000	-
	Rotary	500	500	-
	Costco	200	200	-
	Radio Service	150	150	-
	PSDRCCVA	1,000	1,000	-
	Sub-total	11,850	11,850	-
	Total Expenses	364,402	658,900	294,498

SERVICE PLANNING

Division 49

Account #	Item Description	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5010200500	Admin Salaries			
	Admin Salaries	279,989	309,418	29,429
5020000000	Fringe Benefits			
	Fringe Benefits for staff	120,000	192,287	72,287
	Sub-total	399,989	501,705	101,716
5030200010	Consulting Services			
	Consulting services for Trapeze scheduling services and GIS analysis and other special analysis.	25,000	7,500	(17,500)
	Sub-total	25,000	7,500	(17,500)
5039900010	Riverside Commuterlink Expenses			
	Riverside Commuterlink Expenses. These are expenses for press ads (radio, print, billboards) for Commuter Link promotion.	25,000	32,500	7,500
	Sub-total	25,000	32,500	7,500
5039900004	Taxi Voucher - New Freedom Program			
	These funds pay taxi companies for the full cost of taxi trips provided under the taxi voucher program.	90,000	180,000	90,000
	Sub-total	90,000	180,000	90,000
5039900005	ILP - New Freedom Program			
	ILP - NF Program Expenses. This is for payment of FTA 5317 funding to ILP for a volunteer driver mileage reimbursement program under the Federal New Freedom program. ILP funds the local match. This budget is just for the pass through of FTA grant funding to ILP. The previous budget excluded this payment (as a pass through). This year it will be reported within the budget.	-	55,000	55,000
	Sub-total	-	55,000	55,000
5039900007	CVAG - JARC Program			
	CVAG - JARC Program Expenses. These funds are pass through of FTA grant funding to CVAG.	-	55,570	55,570
	Sub-total	-	55,570	55,570
5039900008	RCTC - JARC Program Expenses			
	This is for payment of FTA 5316 JARC funding and is a pass-through grant to RCTC for a rideshare program for the Coachella Valley.	-	24,000	24,000
	Sub-total	-	24,000	24,000
5030400000	Temporary Help Services			
	Temporary Staff	20,000	2,500	(17,500)
	Sub-total	20,000	2,500	(17,500)
5049900001	Office Supplies			
	Misc. Office Supplies	1,250	1,200	(50)
	Sub-total	1,250	1,200	(50)
5090201000	Employee Expenses			
	Parking, Mileage,, etc.	500	500	-
	Sub-total	500	500	-

SERVICE PLANNING

Division 49

Account #	Item Description	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
5099900001	Staff Development			
	Training and Webinars	2,000	1,000	(1,000)
	Sub-total	2,000	1,000	(1,000)
5090100000	Memberships & Subscriptions			
	Various Transit publications	375	-	(375)
	Sub-total	375	-	(375)
	Pass Through	-	(134,570)	(134,570)
	Total	564,114	726,905	162,791

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AGENCY-WIDE

Division 43

FUNCTIONS & RESPONSIBILITIES

Agency-wide includes costs not specific to any particular department or division, but are costs that are used to support the overall business operations of the agency. This section includes costs such as insurance premiums, general liability and workers compensation. This division is now managed by the Administration Office.

FY 15 GOALS & OBJECTIVES

- Mitigate workers' compensation liabilities.
- Mitigate general liability and insurance losses.

EXPENSE BUDGET SUMMARY

Account #	Item Description	FY 12 Actuals	FY 13 Actuals	FY 14 Estimates	FY 14 Approved	FY 15 Proposed	Variance
5030200006	Communications	-	-	27,791	22,026	-	(22,026)
5030300005	Legal Services - General	-	-	-	-	250,000	250,000
5030500000	Office Equipment Maint.	-	-	23,963	15,500	-	(15,500)
5049900002	Office Supplies - Postage	-	-	17,820	20,000	20,000	-
5049900003	Office Supplies - Copy Machine	-	-	9,267	15,000	-	(15,000)
5060100000	Insurance - Auto Physical Damage	-	-	117,752	115,200	120,200	5,000
5060100100	Insurance Premium - Property	-	-	11,937	10,000	9,919	(81)
5060300000	Insurance - General Liability	-	-	176,912	276,000	293,760	17,760
5060300100	Repair Claims	-	-	50,292	15,000	45,000	30,000
5060401000	Insurance Premium - WC	-	-	753,447	753,621	885,049	131,428
5060800000	Insurance Admin	-	-	109,444	63,105	88,697	25,592
5090201000	Employee Expenses	-	-	-	20,400	20,000	(400)
5090201001	Insurance Losses - Gen & WC	-	-	323,681	-	375,000	375,000
	Total Expenses	-	-	1,622,305	1,325,852	2,107,625	781,773

Notes

Legal Services moved from Division 40. Prior year actuals and FY 14 budget for legal expenses is reflected in Division 40 (Executive Office).

All Communications, Office Equipment Copy Machine and other associated expenses have been moved and consolidated in Division 42 (Information Technology) managed by the Performance Office.

AGENCY-WIDE

Division 43

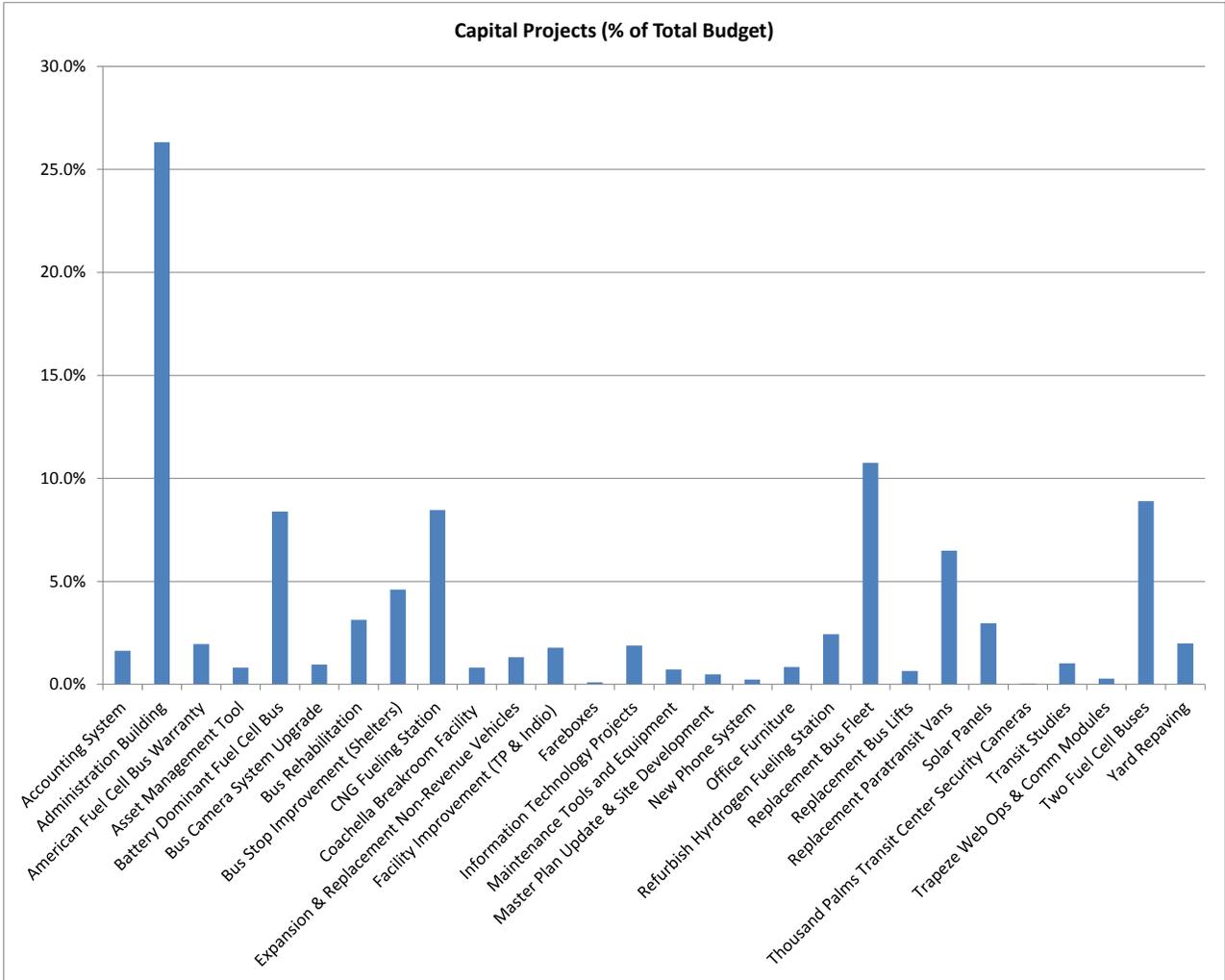
Account #	Item Description	FY 14 Approved Budget	FY 15 Proposed Budget	Variance
503020006	Communications			
	Various	22,026	-	(22,026)
	Sub-total	22,026	-	(22,026)
503030005	Legal Services - General			
	Rutan & Tucker	-	250,000	250,000
	Sub-total	-	250,000	250,000
503050000	Office Equipment Maint.			
	Various	15,500	-	(15,500)
	Sub-total	15,500	-	(15,500)
504990002	Office Supplies - Postage			
	Various	20,000	20,000	-
	Sub-total	20,000	20,000	-
504990003	Office Supplies - Copy Machine			
	Various	15,000	-	(15,000)
	Sub-total	15,000	-	(15,000)
506010000	Insurance - Auto Physical Damage			
	PERMA - Lexington Insurance Co	115,200	120,200	5,000
	Sub-total	115,200	120,200	5,000
506010010	Insurance Premium - Property			
	PERMA - Lexington Insurance Co	10,000	9,919	(81)
	Sub-total	10,000	9,919	(81)
506030000	Insurance - General Liability			
	PERMA	276,000	293,760	17,760
	Sub-total	276,000	293,760	17,760
506030010	Repair Claims			
	Various	15,000	45,000	30,000
	Sub-total	15,000	45,000	30,000
506040100	Insurance Premium - WC			
	PERMA - Adminsure	753,621	885,049	131,428
	Sub-total	753,621	885,049	131,428
506080000	Insurance Admin			
	PERMA	3,105	3,105	-
	ERMA	60,000	85,592	25,592
	Sub-total	63,105	88,697	25,592
509020100	Employee Expenses			
	457 Deferred Comp Match - Admin	20,400	20,000	(400)
	Sub-total	20,400	20,000	(400)
509020101	Insurance Losses - Gen & WC			
	Various	-	375,000	375,000
	Sub-total	-	375,000	375,000
	Total	1,325,852	2,107,625	781,773

CAPITAL BUDGET

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SUMMARY OF CAPITAL PROJECTS

There are planned to be 28 capital projects active at SunLine Transit Agency in FY 15 at a value of \$33,804,990. These include 10 new projects, as well as 18 other ongoing projects carried over from FY 14 (and already funded). The most significant projects in terms of cost include the new administrative building at Thousand Palms, two new Fuel Cell Buses, one new battery dominant fuel cell bus, new fixed route buses and new/replacement paratransit vans, and a replacement CNG fueling station at Thousand Palms. The investments included in this Capital Budget are to ensure SunLine remains a quality provider of public transit service and a leader in alternative fuel technology, through the improvement and replacement of fleet, facilities/equipment, and technology.



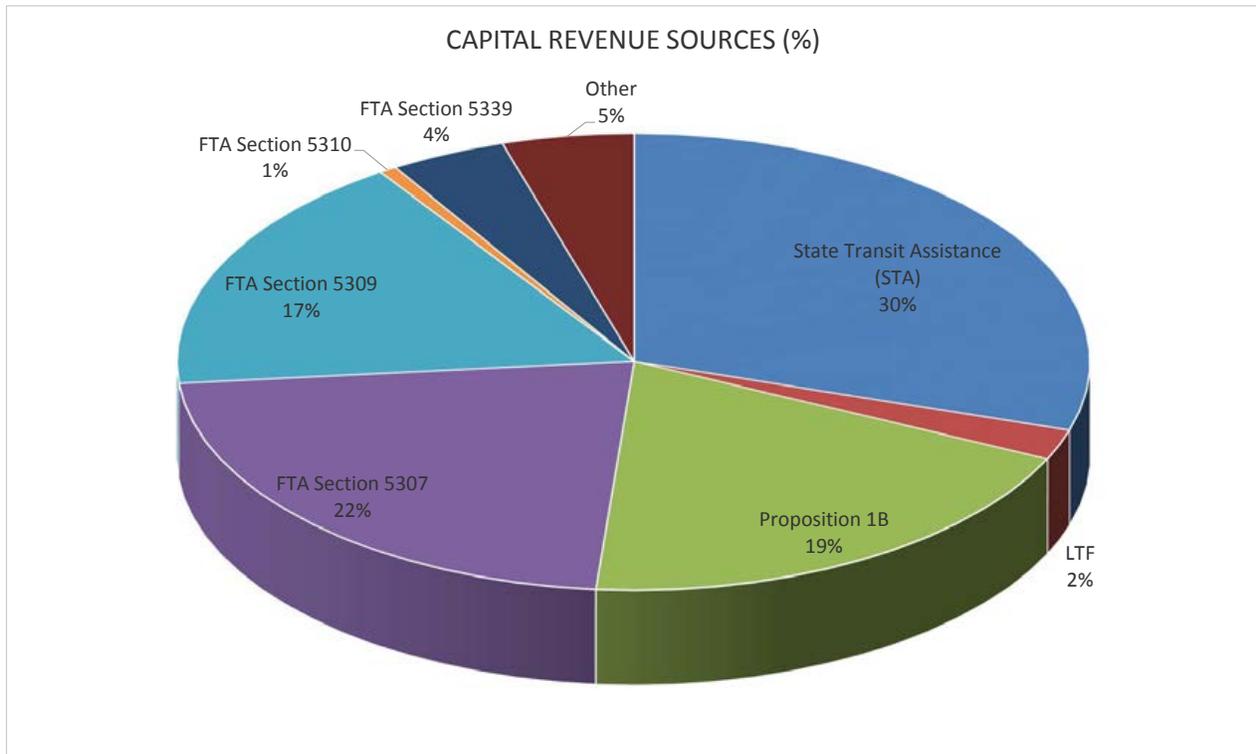
SUMMARY OF CAPITAL PROJECTS

CAPITAL BUDGET SUMMARY

Item Description	Expended Life to Date (Incl. FY 14)	FY 14 Approved Budget	FY 15 Proposed Budget	FY 16 Estimated Remaining	Estimated Project Costs at Completion
Accounting System	-	-	1,000,000	-	1,000,000
Administration Building	10,346,077	11,460,000	5,814,486	-	16,160,563
American Fuel Cell Bus Warranty	835,564	1,200,000	364,436	-	1,200,000
Asset Management Tool	-	-	500,000	-	500,000
Battery Dominant Fuel Cell Bus	-	-	5,151,307	-	5,151,307
Bus Camera System Upgrade	306,618	459,000	287,382	-	594,000
Bus Rehabilitation	-	825,000	825,000	1,100,000	1,925,000
Bus Stop Improvement (Shelters)	1,252,759	2,450,735	980,305	593,696	2,826,760
Estimated Total Funds at Completion	-	2,700,000	2,700,000	2,500,000	5,200,000
Coachella Breakroom Facility	-	-	500,000	-	500,000
Expansion & Replacement Non-Revenue Vehicles	56,798	660,000	553,202	200,000	810,000
Facility Improvement (TP & Indio)	53,314	50,000	836,594	200,000	1,089,908
Fareboxes	56,292	60,000	3,708	-	60,000
Information Technology Projects	500,000	300,000	405,000	250,000	1,155,000
Maintenance Tools and Equipment	161,500	75,000	188,500	100,000	450,000
Master Plan Update & Site Development	-	-	300,000	-	300,000
New Phone System	-	115,000	150,000	-	150,000
Office Furniture	20,568	25,000	498,790	-	519,358
Refurbish Hydrogen Fueling Station	-	-	1,500,000	-	1,500,000
Replacement Bus Fleet	-	-	6,600,000	-	6,600,000
Replacement Bus Lifts	-	-	400,000	-	400,000
Replacement Paratransit Vans	1,448,452	2,120,000	880,000	1,661,548	3,990,000
Solar Panels	2,101	1,819,964	1,817,863	-	1,819,964
Thousand Palms Transit Center Security Cameras	-	-	25,000	-	25,000
Transit Studies	-	287,500	625,000	-	625,000
Trapeze Web Ops & Comm Modules	-	-	175,000	-	175,000
Two Fuel Cell Buses	5,364,306	3,464,307	100,000	-	5,464,306
Yard Repaving	602,767	1,092,465	623,417	-	1,226,184
TOTAL	21,007,115	29,163,971	33,804,990	6,605,244	61,417,349

REVENUE SUMMARY

SunLine Transit Agency has eight (8) sources of revenues for the FY 15 Capital Budget, including various Federal, State and Local funding sources. These will fund the 28 capital projects included in the FY 15 Capital Budget.



Revenue Source	FY 14	FY 15	Variance
	Approved Budget	Proposed Budget	
State Transit Assistance (STA)	5,182,442	10,097,097	4,914,655
Local Transportation Fund (LTF)	-	722,393	722,393
Proposition 1B	10,799,761	6,534,780	(4,264,981)
FTA Section 5307	5,852,594	7,481,726	1,629,132
FTA Section 5309	5,167,626	5,797,307	629,681
FTA CMAQ	750,000	-	(750,000)
FTA Section 5310	-	210,000	210,000
FTA Section 5339	-	1,384,804	1,384,804
Other (CalStart, CEC, AQMD).	1,514,548	1,576,883	62,335
Total Funds by FY	29,266,971	33,804,990	4,538,019
Estimated Total Funds at Completion			

FY 15 PROJECTS BY REVENUE SOURCE

FY 15	STA	LTF	Prop 1 B	FTA Section 5307	FTA Section 5309	FTA Section 5310	FTA Section 5339	Other (i.e. CalSTART, CEC, AQMD, etc.)	FY 15 Proposed Budget
Accounting System	500,000	500,000	-	-	-	-	-	-	1,000,000
Administration Building	-	222,393	5,592,093	-	-	-	-	-	5,814,486
American Fuel Cell Bus Warranty	-	-	-	-	-	-	-	364,436	364,436
Asset Management Tool	100,000	-	-	400,000	-	-	-	-	500,000
Battery Dominant Fuel Cell Bus	-	-	-	-	4,251,307	-	-	900,000	5,151,307
Bus Camera System Upgrade	-	-	287,382	-	-	-	-	-	287,382
Bus Rehabilitation	165,000	-	-	660,000	-	-	-	-	825,000
Bus Stop Maintenance (Shelters)	50,000	-	630,305	300,000	-	-	-	-	980,305
CNG Fueling Station	2,500,000	-	-	200,000	-	-	-	-	2,700,000
Coachella Break room Facility	500,000	-	-	-	-	-	-	-	500,000
Expansion & Replacement Non-Revenue Vehicles	116,640	-	-	436,562	-	-	-	-	553,202
Facility Improvement (TP & Indio)	405,654	-	-	430,940	-	-	-	-	836,594
Fareboxes	742	-	-	2,966	-	-	-	-	3,708
Information Technology Projects	81,000	-	-	324,000	-	-	-	-	405,000
Maintenance Tools and Equipment	46,700	-	-	141,800	-	-	-	-	188,500
Master Plan Update & Site Development	60,000	-	-	240,000	-	-	-	-	300,000
New Phone System	30,000	-	-	120,000	-	-	-	-	150,000
Office Furniture	100,064	-	-	398,726	-	-	-	-	498,790
Refurbish Hydrogen Fueling Station	1,500,000	-	-	-	-	-	-	-	1,500,000
Replacement Bus Fleet	2,915,196	-	-	2,300,000	-	-	1,384,804	-	6,600,000
Replacement Bus Lifts	80,000	-	-	320,000	-	-	-	-	400,000
Replacement & New Paratransit Vans	192,000	-	-	478,000	-	210,000	-	-	880,000
Solar Panels	49,416	-	-	-	1,456,000	-	-	312,447	1,817,863
Thousand Palms Transit Center Security Cameras	-	-	25,000	-	-	-	-	-	25,000
Transit Studies	395,000	-	-	230,000	-	-	-	-	625,000
Trapeze Web Ops & Comm Modules	175,000	-	-	-	-	-	-	-	175,000
Two Fuel Cell Buses	10,000	-	-	-	90,000	-	-	-	100,000
Yard Repaving	124,685	-	-	498,732	-	-	-	-	623,417
Total	10,097,097	722,393	6,534,780	7,481,726	5,797,307	210,000	1,384,804	1,576,883	33,804,990
							Total FY 15 Proposed Budget		33,804,990

CAPITAL PROJECTS

ACCOUNTING SYSTEM

Purchase new accounting system to enhance the Agency's financial management.

PROJECT TYPE:

Project Budget	Total Project Budget
Accounting System	500,000
Total	500,000

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed	FY 16 Remaining	Total Funds at Completion
State Transit Assistance (STA)	State	-	-	500,000	-	500,000
Local Transportation Fund (LTF)	Local	-	-	500,000	-	500,000
Total Funds by FY		-	-	1,000,000	-	1,000,000
Estimated Total Funds at Completion						1,000,000

ADMINISTRATION BUILDING

This project is for the development of an Administration Building and Transit Hub. SunLine staff is currently housed in trailers that have exceeded their 20 year useful life. These trailers are in various stages of disrepair. A modern administration building will lower maintenance costs as well as projecting a positive image for public transportation in the Coachella Valley. This transit hub will accommodate commuter services as well as future transportation expansion.

PROJECT TYPE: CONSTRUCTION

Project Budget	Total Project Budget
Construction	10,887,393
Soft Costs	2,198,625
Off Site Improvements	1,000,000
Contingency	1,574,545
Furniture	500,000
Total	16,160,563

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed Budget	FY 16 Remaining Budget	Total Funds at Completion
Proposition 1B	State	1,525,602	1,525,602	-	-	1,525,602
Proposition 1B	State	2,297,950	2,297,950	-	-	2,297,950
Proposition 1B	State	4,278,775	5,392,698	5,592,093	-	9,870,868
State Transit Assistance (STA)	State	500,000	500,000	-	-	500,000
FTA Section 5307	Federal	400,000	400,000	-	-	400,000
State Transit Assistance (STA)	State	118,750	118,750	-	-	118,750
FTA Section 5309	Federal	475,000	475,000	-	-	475,000
State Transit Assistance (STA)	State	86,025	86,025	-	-	86,025
Estimated Total Funds at Completion	Federal	663,975	663,975	-	-	663,975
Local Transportation Fund (LTF)	Local		-	222,393	-	222,393
Total		10,346,077	11,460,000	5,814,486	-	16,160,563
Estimated Total Funds at Completion						16,160,563

CAPITAL PROJECTS

AMERICAN FUEL CELL BUS WARRANTY

This is a competitive grant won by SunLine to help defray the cost of supporting the American Fuel Cell Bus. This project covers an additional 5 years of warranty for the Fuel Cell and Propulsion System. These warranties are with the original equipment manufacturers. This additional 5 years would add to the base 5 year period to make the total coverage 10 years. \$1.4 Million in federally required match is being

PROJECT TYPE:

Project Budget	Total Project Budget
Warranty Ballard Fuel Cell Bus	700,000
Project Management (SunLine)	150,000
Warranty BAE Propulsion	350,000
Total	1,200,000

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed	FY 16 Remaining	Total Funds at Completion
CalStart (Subrecipient Agreement)	Federal	835,564	1,200,000	364,436	-	1,200,000
Total		835,564	1,200,000	364,436	-	1,200,000
Estimated Total Funds at Completion						1,200,000

ASSET MANAGEMENT TOOL

Purchase new asset management tool.

PROJECT TYPE:

Project Budget	Total Project Budget
Asset management tool	500,000
Total	500,000

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed	FY 16 Remaining	Total Funds at Completion
State Transit Assistance (STA)	State	-	-	100,000	-	100,000
FTA Section 5307	Federal	-	-	400,000	-	400,000
Total Funds by FY		-	-	500,000	-	500,000
Estimated Total Funds at Completion						500,000

BATTERY DOMINANT HYDROGEN FUEL CELL BUS

Purchase one (1) battery dominant hydrogen fuel cell bus.

PROJECT TYPE:

Project Budget	Total Project Budget
Fuel Cell Bus	5,151,307
Total	5,151,307

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed	FY 16 Remaining	Total Funds at Completion
California Energy Commission (CEC)	State	-	-	900,000	-	900,000
FTA Section 5309	Federal	-	-	4,251,307	-	4,251,307
Total Funds by FY		-	-	5,151,307	-	5,151,307
Estimated Total Funds at Completion						5,151,307

CAPITAL PROJECTS

BUS CAMERA SYSTEM UPGRADE

Funds requested in this fiscal year will enable SunLine to upgrade the camera system on ten (10) El Dorado buses and fifteen (15) Orion buses in FY 15, completing the upgrade for all fixed route buses. The FY 15 budget includes equipping all vehicles with high performance wireless video link. This project is necessary to provide upgraded camera system technology, including better storage capacity and download functionality. The budget displayed here also includes funding for upgraded camera systems for New Flyer 41 buses which was completed in FY 14.

PROJECT TYPE:

Project Budget	Total Project Budget
Bus Camera System Upgrade	594,000
Total	594,000

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed	FY 16 Remaining	Total Funds at Completion
Proposition 1 B (Safety/Security)	State	306,618	459,000	287,382	-	594,000
Total Funds by FY		306,618.00	459,000	287,382	-	594,000
Estimated Total Funds at Completion						594,000

BUS REHABILITATION

Currently, over half the fixed route fleet has reached six years age and many have 250,000-300,000 miles of operation. These buses are due for an overhaul of their engines and transmissions to ensure they operate reliably to their minimum 12-year or 500,000 mile life. The opportunity will also be taken to replace all seat covers and any faded decals and other visual body defects on these buses. Part or all of this work is proposed to be conducted by outside contractor(s). In FY 15, fifteen (15) buses will be overhauled and in FY 16, twenty (20) additional buses will receive the same overhauls. Separate maintenance agreements cover the fuel cell buses.

PROJECT TYPE:

Project Budget	Total Project Budget
15 Engine and Transmission Overhauls	825,000
20 Engine and Transmission Overhauls	1,100,000
Total	1,925,000

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed	FY 16 Remaining	Total Funds at Completion
State Transit Assistance (STA)	State	-	165,000	165,000	220,000	385,000
FTA Section 5307	Federal	-	660,000	660,000	880,000	1,540,000
Total Funds by FY		-	825,000	825,000	1,100,000	1,925,000
Estimated Total Funds at Completion						1,925,000

Notes:

This project did not incur any costs during FY 14. Available funds have been carried forward to FY 15 and FY 16.

CAPITAL PROJECTS

BUS STOP IMPROVEMENTS (SHELTERS)

The agency makes continued improvements for bus stops to improve the safety and comfort of passengers through new shelters and other amenities. The service area experiences extreme temperatures in summer, making the shelters a valuable addition to bus stop facilities.

PROJECT TYPE:

Project Budget	Total Project Budget
38 New Shelters	531,870
70 New Shelters	1,129,224
25 New Shelters	312,417
25 New Shelters	392,417
Lighting, Safety & Security Enhancements	460,832
Total	2,826,760

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed	FY 16 Remaining	Total Funds at Completion
State Transit Assistance (STA)	State	239,135	275,845	50,000	36,865	326,000
FTA Section 5307	Federal	939,586	1,071,511	300,000	184,414	1,424,000
Proposition 1 B (Safety/Security)	State	74,038	1,103,379	630,305	372,417	1,076,760
Total Funds by FY		1,252,759	2,450,735	980,305	593,696	2,826,760
Estimated Total Funds at Completion						2,826,760

Notes:

The project budget was revised to reflect updated actual funding.

CNG FUELING STATION DESIGN & CONSTRUCTION

The SunLine Thousand Palms CNG fueling station has reached it's 20-years of operation. This is the expected lifespan of this facility. This project will see SunLine Transit Agency hire consultants to prepare a design for a new CNG fueling station in order to put a job out to bid for the replacement of the CNG fueling station. \$200,000 has been allocated for this purpose. \$2,500,000 of the overall \$5,000,000 estimated cost to replace the fueling station has been allocated in this budget year to begin construction. The remaining \$2,500,000 for the project is

PROJECT TYPE:

Project Budget	Total Project Budget
New CNG Fueling Station	5,200,000
Total	5,200,000

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed Budget	FY 16 Remaining Budget	Total Funds at Completion
State Transit Assistance (STA)	State	-	2,500,000	2,500,000	2,500,000	5,000,000
FTA Section 5307	Federal	-	200,000	200,000	-	200,000
Total Funds by FY		-	2,700,000	2,700,000	2,500,000	5,200,000
Estimated Total Funds at Completion*						5,200,000

This project did not incur any costs during FY 14. All available funds are reflected in FY 15 and FY 16.

CAPITAL PROJECTS

COACHELLA BREAKROOM FACILITY

Construct new bus operator break room facility and bus parking at new downtown Coachella Transit Center.

PROJECT TYPE:

Project Budget	Total Project Budget
Coachella Break room	500,000
Total	500,000

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed	FY 16 Remaining	Total Funds at Completion
State Transit Assistance (STA)	State	-	-	500,000	-	500,000
Total Funds by FY		-	-	500,000	-	500,000
Estimated Total Funds at Completion						500,000

EXPANSION & REPLACEMENT NON-REVENUE VEHICLES

In FY 14 two (2) expansion CNG relief cars were purchased. In FY 15 and FY 16 staff plan to replace eight (8) cars, eight (8) trucks, and purchase 2 expansion vehicles.

PROJECT TYPE:

Project Budget	Total Project Budget
2 New and 9 Replacement Vehicles	440,000
2 Replacement Cars, 1 Truck & 1 SUV	170,000
3 Cars & 2 Trucks (Replacement)	200,000
Total	810,000

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed	FY 16 Remaining	Total Funds at Completion
State Transit Assistance (STA)	State	11,360	132,000	116,640	40,000	168,000
FTA Section 5307	Federal	45,438	528,000	436,562	160,000	642,000
Total Funds by FY		56,798	660,000	553,202	200,000	810,000
Estimated Total Funds at Completion						810,000

FACILITY IMPROVEMENTS (THOUSAND PALMS & INDIO)

These are funds used for maintaining of SunLine's facilities at Thousand Palms & Indio.

PROJECT TYPE: EQUIPMENT

Project Budget	Total Project Budget
Misc. Equipment & Service for Facility Improvement Projects	1,089,908
Total	1,089,908

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed Budget	FY 16 Remaining Budget	Total Funds at Completion
State Transit Assistance (STA)	State	10,663	10,000	405,654	40,000	456,317
FTA Section 5307	Federal	42,651	40,000	430,940	160,000	633,591
Total		53,314	50,000	836,594	200,000	1,089,908
Estimated Total Funds at Completion*						1,089,908

Note:

FY 15 proposed budget combines Facility Improvements Thousand Palms and Indio.

CAPITAL PROJECTS

FAREBOXES

These funds are for the purchase of three new fareboxes, and two new trim units, for the two new fuel cell buses and a spare unit for the bus fleet to allow for more extensive maintenance of these units to improve their reliability.

PROJECT TYPE:

Project Budget	Total Project Budget
Fareboxes	60,000
Total	60,000

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed Budget	FY 16 Remaining Budget	Total Funds at Completion
State Transit Assistance (STA)	State	11,258	12,000	742	-	12,000
FTA Section 5307	Federal	45,034	48,000	2,966	-	48,000
Total		56,292	60,000	3,708	-	60,000
Estimated Total Funds at Completion						60,000

INFORMATION TECHNOLOGY SYSTEM PROJECTS

These funds will be used to purchase various IT equipment, software and hardware for existing agency system needs in FY 15 and FY 16.

PROJECT TYPE:

Project Budget	Total Project Budget
IT System Projects	1,155,000
Total	1,155,000

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed	FY 16 Remaining	Total Funds at Completion
State Transit Assistance (STA)	State	300,000	60,000	81,000	250,000	631,000
FTA Section 5307	Federal	200,000	240,000	324,000	-	524,000
Total Funds by FY		500,000	300,000	405,000	250,000	1,155,000
Estimated Total Funds at Completion						1,155,000

MAINTENANCE, TOOLS & EQUIPMENT PROJECT

These are funds used to buy new or replacement tools and equipment for maintaining of SunLine's fleet and facilities.

PROJECT TYPE: EQUIPMENT

Project Budget	Total Project Budget
Misc. Maint, Tools & Equipment	450,000
Total	450,000

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed Budget	FY 16 Remaining Budget	Total Funds at Completion
State Transit Assistance (STA)	State	23,300	15,000	46,700	20,000	90,000
FTA Section 5307	Federal	138,200	60,000	141,800	80,000	360,000
Total		161,500	75,000	188,500	100,000	450,000
Estimated Total Funds at Completion						450,000

CAPITAL PROJECTS

MASTER PLAN UPDATE & SITE DEVELOPMENT

Update Thousand Palms Master Plan and commence site development following relocation to the new Administration Building.

PROJECT TYPE:

Project Budget	Total Project Budget
Master Plan	100,000
Site Development	200,000
Total	300,000

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed	FY 16 Remaining	Total Funds at Completion
State Transit Assistance (STA)	State	-	-	60,000	-	60,000
FTA Section 5307	Federal	-	-	240,000	-	240,000
Total Funds by FY		-	-	300,000	-	300,000
Estimated Total Funds at Completion						300,000

NEW TELEPHONE SYSTEM

These funds are for the purchase of a new phone system for the agency. The existing phone system is out of date and vulnerable to failure.

PROJECT TYPE:

Project Budget	Total Project Budget
New Phone System	150,000
Total	150,000

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed Budget	FY 16 Remaining Budget	Total Funds at Completion
State Transit Assistance (STA)	State	-	23,000	30,000	-	30,000
FTA Section 5307	Federal	-	92,000	120,000	-	120,000
Total		0	115,000	150,000	-	150,000
Estimated Total Funds at Completion						150,000

OFFICE FURNITURE

This funding is used to purchase replacement or new furniture for SunLine's offices and other staff facilities such as operator or mechanic break rooms.

PROJECT TYPE:

Project Budget	Total Project Budget
Misc. Office Furniture	519,358
Total	519,358

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed Budget	FY 16 Remaining Budget	Total Funds at Completion
State Transit Assistance (STA)	State	4,114	6,250	100,064	-	104,178
FTA Section 5307	Federal	16,454	18,750	398,726	-	415,180
Total		20,568	25,000	498,790	-	519,358
Estimated Total Funds at Completion						519,358

CAPITAL PROJECTS

REFURBISH HYDROGEN FUELING STATION

Refurbish hydrogen fueling station at Thousand Palms.

PROJECT TYPE:

Project Budget	Total Project Budget
Refurbish Hydrogen Fueling Station	1,500,000
Total	1,500,000

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed	FY 16 Remaining	Total Funds at Completion
State Transit Assistance (STA)	State	-	-	1,500,000	-	1,500,000
Total Funds by FY		-	-	1,500,000	-	1,500,000
Estimated Total Funds at Completion						1,500,000

REPLACEMENT BUS FLEET

Purchase six (6) replacement 40-ft buses in FY 15 and FY 16.

PROJECT TYPE:

Project Budget	Total Project Budget
Replacement 40 Ft. Buses (12)	6,600,000
Total	6,600,000

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed	FY 16 Remaining	Total Funds at Completion
State Transit Assistance (STA)	State	-	-	2,915,196	-	2,915,196
FTA Section 5307	Federal	-	-	2,300,000	-	2,300,000
FTA Section 5339	Federal	-	-	1,384,804	-	1,384,804
Total Funds by FY		-	-	6,600,000	-	6,600,000
Estimated Total Funds at Completion						6,600,000

Notes:

This funding may be used as match for Federal No Low Emission Vehicle (NOLO) funding which will be used to purchase new fuel cell buses.

REPLACEMENT BUS LIFTS

Purchase two replacement bus lifts for Thousand Palms fleet maintenance.

PROJECT TYPE:

Project Budget	Total Project Budget
2 Replacement Bus Lifts	400,000
Total	400,000

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed	FY 16 Remaining	Total Funds at Completion
State Transit Assistance (STA)	State	-	-	80,000	-	80,000
FTA Section 5307	Federal	-	-	320,000	-	320,000
Total Funds by FY		-	-	400,000	-	400,000
Estimated Total Funds at Completion						400,000

CAPITAL PROJECTS

REPLACEMENT & NEW PARATRANSIT VANS

The project is to replace and purchase new paratransit vans in FY 15 and FY 16.

PROJECT TYPE:

Project Budget	Total Project Budget
4 Replacement Vans	440,000
14 Replacement Vans	1,680,000
13 Replacement Vans	1,430,000
4 Expansion Vans	440,000
Total	3,990,000

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed	FY 16 Remaining	Total Funds at Completion
State Transit Assistance (STA)	State	328,802	363,985	192,000	740,735	1,261,537
FTA Section 5309	Federal	417,247	717,612	-	420,813	838,060
FTA Section 5307	Federal	702,403	1,038,403	478,000	500,000	1,680,403
FTA Section 5310 (Caltrans)	Federal	-	-	210,000	-	210,000
Total Funds by FY		1,448,452	2,120,000	880,000	1,661,548	3,990,000
Estimated Total Funds at Completion						3,990,000

Note

In the FY 14 Board approved 11 replacement vans. This has been reprogrammed for the purchase of 13 paratransit vans for FY 16 based on mileage projections.

The FY 14 approved budget column has been distributed across the funding sources to present more detail.

SOLAR PANEL PROJECT

This project was awarded to SunLine under the Federal State of Good Repair competitive grant program as well as AQMD Competitive Grant funding. This project is to replace and install new solar panels on SunLine's Thousand Palms property. These solar panels will produce 33 percent of the energy needs of SunLine. This will reduce the overall operating costs of the agency.

PROJECT TYPE: CONSTRUCTION

Project Budget	Total Project Budget
Renova (Contractor)	1,650,000
Construction Management	69,964
SunLine Project Management	100,000
Total	1,819,964

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed Budget	FY 16 Remaining Budget	Total Funds at Completion
State Transit Assistance (STA)	State	-	49,416	49,416		49,416
FTA Section 5309	Federal	-	1,456,000	1,456,000		1,456,000
Air Quality Management District (AQMD)	Federal	2,101	314,548	312,447		314,548
Total		2,101	1,819,964	1,817,863	0	1,819,964
Estimated Total Funds at Completion*						1,819,964

CAPITAL PROJECTS

THOUSAND PALMS TRANSIT CENTER SECURITY CAMERAS

Purchase/Install security cameras at new transit center at Thousand Palms.

PROJECT TYPE:

Project Budget	Total Project Budget
Security Cameras	25,000
Total	25,000

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed	FY 16 Remaining	Total Funds at Completion
Proposition 1 B (Safety/Security)	State	-	-	25,000	-	25,000
Total Funds by FY		-	-	25,000	-	25,000
Estimated Total Funds at Completion						25,000

TRANSIT STUDIES

Coachella Valley Bus Rapid Transit Feasibility Study

This study is intended to determine the feasibility of implementing Bus Rapid Transit [BRT] in the Coachella Valley. The study would select the most viable corridor for BRT service based on existing levels of ridership and delay from slow operating speeds. The study would also develop plans for BRT fleet, bus stops, and intelligent transportation systems such as transit signal priority.

Evaluation of Future of SunLine East Valley Operating and Maintenance (O & M) Facility

This study will address SunLine’s need to evaluate the existing satellite O & M facility in the City of Indio to determine the most cost effective future use of this 50+ year old facility which needs replacing. Currently, the facility is used for maintenance and operations for a small part of the bus fleet operating transit lines in the eastern end of the Coachella Valley. The study would examine alternatives such as rebuilding on the existing property, expanding the existing property, closing the existing facility, or relocating to an alternative location in the eastern Coachella Valley. The study will take into account the existing and likely future transit service needs of the eastern Coachella Valley.

Future Fares and Fare Collection Study

This study will comprehensively review SunLine’s existing fares and fare collection practices, including ticket vending machines, fareboxes, pass outlets, and revenue handling processes. A key focus of the study will be evaluating the new technologies such as smart cards.

Bus Rider Survey Study

This study is to complete a comprehensive survey of SunLine’s existing ridership, to build a profile of SunLine’s riders, how they use the system, and their key issues. The results of the study will be key to guiding future service and infrastructure decisions for the agency.

PROJECT TYPE:

Project Budget	Total Project Budget
Transit Rider Study	100,000
Future Needs Indio Operating Division	250,000
Bus Rapid Transit Concept Study	200,000
Fare Collection Study	75,000
Total	625,000

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed	FY 16 Remaining	Total Funds at Completion
State Transit Assistance (STA)	State	-	57,500	395,000.00	-	395,000
FTA Section 5307	Federal	-	230,000	230,000.00	-	230,000
Total Funds by FY		-	287,500	625,000.00	-	625,000
Estimated Total Funds at Completion						625,000

Note:

This project did not incur any costs during FY 14. All available funds are reflected in FY 15. The Project budget has been updated to reflect all available funding.

CAPITAL PROJECTS

TRAPEZE OPS WEB & COMM MODULES (ITS)

Purchase new Trapeze Ops Web and Comm Modules to improve operational efficiencies and customer service.

PROJECT TYPE:

Project Budget	Total Project Budget
New Modules	175,000
Total	175,000

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed	FY 16 Remaining	Total Funds at Completion
State Transit Assistance (STA)	State	-	-	175,000	-	175,000
Total Funds by FY		-	-	175,000	-	175,000
Estimated Total Funds at Completion						175,000

TWO FUEL CELL BUSES

This is a project from a competitive grant won by SunLine to build two additional Hydrogen Fuel Cell Buses. This was part of the TIGGER III program by the FTA to reduce greenhouse gas emissions. These buses will be in revenue service and are in FY 15 and are inspired by the design of the American Fuel Cell Bus.

PROJECT TYPE: EQUIPMENT

Project Budget	Total Project Budget
Bus Procurement	4,944,062
Project Management (SunLine)	100,000
Taxes	420,244
Total	5,464,306

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed Budget	FY 16 Remaining Budget	Total Funds at Completion
State Transit Assistance (STA)	State	536,431	346,431	10,000	-	546,431
FTA Section 5309	Federal	4,827,875	3,117,876	90,000	-	4,917,875
Total		5,364,306	3,464,307	100,000	-	5,464,306
Estimated Total Funds at Completion						5,464,306

YARD REPAVING PROJECT

This project is for the yard repaving bus and car parking and roadways at the existing Thousand Palms and Indio Operating Division, as the existing pavement is broken up and a hazard. The initial yard repaving at Thousand Palms was completed in January 2014. In FY 15 Thousand Palms yard will be resealed and additional work will be completed at the Indio facility.

PROJECT TYPE:

Project Budget	Total Project Budget
Yard Repaving Thousand Palms	1,226,184
Total	1,226,184

Funding Sources	Type	Estimated LTD Expenses	FY 14 Approved Budget	FY 15 Proposed	FY 16 Remaining	Total Funds at Completion
State Transit Assistance (STA)	State	82,054	180,000	124,685	-	206,739
FTA Section 5307	Federal	520,713	912,465	498,732	-	1,019,445
Total Funds by FY		602,767	1,092,465	623,417	-	1,226,184
Estimated Total Funds at Completion						1,226,184