



SunLine Transit Agency
February 28, 2024
10:45 a.m. – 11:15 a.m.

AGENDA

FINANCE/AUDIT COMMITTEE

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

NOTICE TO THE PUBLIC

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

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

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

ITEM

RECOMMENDATION

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

ITEM

RECOMMENDATION

5. FINALIZATION OF AGENDA

6. PUBLIC COMMENTS

RECEIVE COMMENTS

NON AGENDA ITEMS

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

7. COMMITTEE MEMBER COMMENTS

RECEIVE COMMENTS

8. CONSENT CALENDAR

RECEIVE & FILE

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

8a) Checks \$1,000 and Over Report for December 2023 (PAGE 4-8)

8b) Credit Card Statement for December 2023 (PAGE 9-15)

8c) Monthly Budget Variance Report for December 2023 (PAGE 16-20)

8d) Contracts Signed in Excess of \$25,000 for January 2024 (PAGE 21-22)

8e) Union & Non-Union Pension Investment Asset Summary for December 2023 (PAGE 23-34)

8f) Ridership Report for January 2024 (PAGE 35-38)

8g) SunDial Operational Notes for January 2024 (PAGE 39-41)

8h) Metrics for January 2024 (PAGE 42-65)

8i) Quarterly Performance Summary for Q4 of Calendar Year 2023 (PAGE 66-70)

8j) Board Member Attendance for January 2024 (PAGE 71-72)

9. AGREEMENT FOR SPECIALIZED LEGAL COUNSEL

(Staff: Luis Garcia, Chief Financial Officer)

APPROVE

(PAGE 73-76)

10. AWARD FOR CONTRACT FOR RADIO SYSTEM REPLACEMENT

(Staff: Walter Watcher, Deputy Chief of Project Delivery)

APPROVE

(PAGE 77-78)

ITEM

11. **SUNLINE'S FY24 RAISE GRANT APPLICATION**
(Staff: Karina Daza, Grants Analyst)

12. **ADJOURN**

**RECOMMENDATION
INFORMATION**
(PAGE 79)

SunLine Transit Agency**CONSENT CALENDAR**

DATE: February 28, 2024

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Checks \$1,000 and Over Report December 2023

Summary:

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

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

Vendor	Check #	Amount
<i>Integrated Cryogenic Solutions LLC</i>	694866	\$279,599.27
<i>Model1 Commercial Vehicles Inc.</i>	694709	\$143,604.06
<i>Tyler Technologies Inc.</i>	694742	\$68,804.15

Recommendation:

Receive and file.

**SunLine Transit Agency
Checks \$1,000 and Over
December 2023**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
PERMA - INSURANCE	Jan-Mar 2024 General Liab/Workers Comp/Liab Trust Premium	694803	12/13/2023	508,673.90
CALPERS	Group Health Premium	694907	12/27/2023	414,183.09
INTEGRATED CRYOGENIC SOLUTIONS LLC	WIP-Liquid Hydrogen Refueling -Project Acct#2211-01	694866	12/20/2023	279,599.27
MODEL1 COMMERCIAL VEHICLES, INC.	WIP-Two (2) New Micro Transit Vehicles-Project Acct#2417-01	694709	12/06/2023	143,604.06
ANEW RNG, LLC	Utilities	694839	12/20/2023	114,084.09
IMPERIAL IRRIGATION DIST	Utilities	694781	12/13/2023	94,933.06
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	694960	12/27/2023	78,790.53
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	694823	12/13/2023	78,698.90
TYLER TECHNOLOGIES, INC.	Computer/Network Software Agreement	694742	12/06/2023	68,804.15
SO CAL GAS CO.	Utilities	694814	12/13/2023	52,739.77
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	694746	12/06/2023	46,464.19
VASQUEZ AND COMPANY LLP	Audit Services	694964	12/27/2023	43,540.00
TRUGUARD SECURITY SERVICES, INC	Security Guard Services	694741	12/06/2023	40,803.75
BURKE, WILLIAMS & SORENSEN, LLP	Legal Service	694754	12/13/2023	33,308.40
TEC EQUIPMENT, INC.	Inventory Repair Parts	694819	12/13/2023	33,147.20
PACKET FUSION, INC.	Computer/Network Software Agreement	694728	12/06/2023	30,835.53
MUTUAL OF OMAHA INSURANCE COMPANY	Supplement Benefits LTD/STD/LIFE Ins Prem	694941	12/27/2023	30,060.03
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	694898	12/20/2023	28,317.44
DECALS BY DESIGN, INC.	Advertising Student Art Contest Bus Wrap	694710	12/06/2023	28,003.25
PERMA - INSURANCE	General Liability Trust Account	694881	12/20/2023	27,564.63
SHUTTLE BUS LEASING	Vehicle/Bus Leasing	694813	12/13/2023	26,866.50
MICHELIN NORTH AMERICA, INC.	Lease Tires Services	694872	12/20/2023	26,840.36
LA QUINTA RESORT & CLUB	Employee Expenses	694697	12/01/2023	19,705.50
TYLER TECHNOLOGIES, INC.	Computer/Network Software Agreement	694822	12/13/2023	19,700.46
LA QUINTA RESORT & CLUB	Employee Expenses	694698	12/04/2023	18,889.88
CALIFORNIA TRANSIT ASSOCIATION	Annual Membership	694909	12/27/2023	18,000.00
THE LEFLORE GROUP LLC	WIP-Liquid Hydrogen Refueling -Project Acct#2211-03	694885	12/20/2023	17,777.25
VERIZON WIRELESS	Wireless Telephone Service	694827	12/13/2023	17,366.19
COACHELLA VALLEY TAXI	SunRide Ride Share Expenses	694870	12/20/2023	16,330.31
NFI PARTS	Inventory Repair Parts	694830	12/20/2023	14,340.73
DAHL, TAYLOR AND ASSOCIATES, INC.	WIP-Liquid Hydrogen Refueling -Project Acct#2211-02	694850	12/20/2023	11,300.62
FRANKLIN TRUCK PARTS, INC	Inventory Repair Parts	694860	12/20/2023	11,235.35
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	694829	12/13/2023	11,099.35
4IMPRINT, INC.	Advertising	694699	12/06/2023	10,355.08
SONSRAY FLEET SERVICES	Inventory Repair Parts	694739	12/06/2023	9,510.52
DYNAMIC BUILDING MAINTENANCE INC	Janitorial Services	694713	12/06/2023	9,410.00
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	694886	12/20/2023	9,301.36
TOWNSEND PUBLIC AFFAIRS, INC	Consulting-General	694958	12/27/2023	9,000.00
OPENAPPS, INC.	Repair Parts-CNG	694726	12/06/2023	8,105.75

**SunLine Transit Agency
Checks \$1,000 and Over
December 2023**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
COMPLETE COACH WORKS	Repair Parts-Fixed Route	694847	12/20/2023	8,081.25
NFI PARTS	Inventory Repair Parts	694748	12/13/2023	7,775.30
TRACKIT LLC	Computer/Network Software Agreement	694892	12/20/2023	7,715.00
OLD GREEN HOUSE LLC	Planning Consultant	694884	12/20/2023	6,900.00
ROBERT BACH	Consulting-General	694948	12/27/2023	6,895.94
DOCUSIGN, INC.	Computer/Network Software Agreement	694853	12/20/2023	6,703.35
AMALGAMATED TRANSIT UNION	Union Dues	694904	12/27/2023	6,586.26
AMALGAMATED TRANSIT UNION	Union Dues	694749	12/13/2023	6,564.12
A AND A FLEET PAINTING INC	WIP-Decals for Eight (8) Leased Buses-Project Acct#2450-01	694900	12/27/2023	6,188.00
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	694877	12/20/2023	5,416.97
PDC MACHINES, INC	Inventory Repair Parts	694880	12/20/2023	5,065.96
CALIFORNIA DENTAL NETWORK, INC.	Dental Benefits	694844	12/20/2023	5,012.95
RIDECO US INC	SunRide Ride Share Expenses	694883	12/20/2023	4,630.70
AMERICAN MOVING PARTS	Inventory Repair Parts	694837	12/20/2023	4,605.68
ANDREA CARTER & ASSOCIATES	Marketing & Communication Services	694906	12/27/2023	4,550.00
IMPERIAL IRRIGATION DIST	Utilities	694932	12/27/2023	4,489.20
JOSEPH LYNN FRIEND	Contracted Services	694867	12/20/2023	4,383.75
ALLIED REFRIGERATION, INC	Freon & Coolant	694704	12/06/2023	4,367.24
GARON WYATT INVESTIGATIVE SERVICES, LLC.	Insurance Loss	694861	12/20/2023	4,315.19
TPX COMMUNICATIONS	Communication Service	694891	12/20/2023	4,167.27
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	694808	12/13/2023	3,957.43
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	694950	12/27/2023	3,899.56
AMERICAN MOVING PARTS	Inventory Repair Parts	694750	12/13/2023	3,873.33
GILLIG LLC	Inventory Repair Parts	694774	12/13/2023	3,752.59
CHARTER COMMUNICATIONS	Utilities	694816	12/13/2023	3,704.08
SAFETY-KLEEN CORPORATION	Contract Svc-Haz Waste Removal	694951	12/27/2023	3,694.00
BEST BUY RESTAURANT EQUIPMENT	WIP-Fixed Assets-Misc Equipment-Project Acct#2413-06	694842	12/20/2023	3,604.44
C.A.E. L.L.C.	Miscellaneous Expense	694969	12/29/2023	3,500.00
MAKAI SOLUTIONS	WIP-Fixed Assets-Facility Improvements-Project Acct#2413-02	694788	12/13/2023	3,479.53
AMAZON CAPITAL SERVICES, INC	Facility Maintenance	694835	12/20/2023	3,472.79
I/O CONTROLS CORP #201115	Inventory Repair Parts	694865	12/20/2023	3,411.85
SMART CHEMISTRY CORPORATION	WIP-H2 Testing for SoCalGas/Hydrogen- Project Acct#2107-02	694954	12/27/2023	3,300.00
AMAZON CAPITAL SERVICES, INC	Computer Supplies	694705	12/06/2023	3,205.59
MODEL1 COMMERCIAL VEHICLES, INC.	Inventory Repair Parts	694913	12/27/2023	3,060.42
VERONICA MANZO STUMPF	WIP-Consultant TAM Software Project Acct #1512-01	694828	12/13/2023	2,975.00
LA QUINTA RESORT & CLUB	Employee Expenses	694899	12/21/2023	2,953.13
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	694758	12/13/2023	2,936.12
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	694908	12/27/2023	2,936.12
GRAINGER	Small Tools & Equipment	694776	12/13/2023	2,876.84

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Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
SC FUELS	Unleaded/Diesel Fuel	694735	12/06/2023	2,802.07
CMD CORPORATION	Inventory Repair Parts	694846	12/20/2023	2,789.29
NFI PARTS	Inventory Repair Parts	694701	12/06/2023	2,637.82
KAMBRIAN CORPORATION	Computer/Network Software Agreement	694868	12/20/2023	2,588.40
JESSE FRESCAS JR.	WIP- Coachella Transit Hub -Project Acct#2212-00	694935	12/27/2023	2,560.00
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	694729	12/06/2023	2,557.78
RONALD D. COLLINS	Legal Services	694806	12/13/2023	2,500.00
PRUDENTIAL OVERALL SUPPLY	Uniforms	694732	12/06/2023	2,485.14
COACH GLASS	Inventory Repair Parts	694934	12/27/2023	2,465.00
NAPA AUTO PARTS	Inventory Repair Parts	694791	12/13/2023	2,299.06
GRAINGER	Inventory Repair Parts	694863	12/20/2023	2,273.33
HD INDUSTRIES	Inventory Repair Parts	694777	12/13/2023	2,262.98
ALPHA MEDIA LLC	SunRide Ride Share Expenses	694834	12/20/2023	2,250.00
VALLEY OFFICE EQUIPMENT, INC.	Copier Service	694826	12/13/2023	2,139.46
ANDERSON COMMUNICATIONS	Radio Repeater Hill Top Rental	694752	12/13/2023	2,100.00
SAFETY-KLEEN CORPORATION	Contract Svc-Haz Waste Removal	694887	12/20/2023	2,097.65
RIDE COACH AND BUS LLC	Repair Parts-Fixed Route	694843	12/20/2023	2,077.20
HOME DEPOT CREDIT SERVICES	Facility Maintenance	694778	12/13/2023	2,041.48
AMERICAN SECURITY GROUP	Security Services	694706	12/06/2023	2,028.75
HYDROGEN FUEL CELL BUS COUNCIL DC	Membership & Subscriptions	694931	12/27/2023	2,000.00
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	694755	12/13/2023	1,952.34
FLW, INC.	Inventory Repair Parts	694923	12/27/2023	1,851.46
C V WATER DISTRICT	Utilities	694912	12/27/2023	1,848.38
OMNITRACS, LLC	General Services	694725	12/06/2023	1,820.00
LA QUINTA RESORT & CLUB	Employee Expenses	694747	12/07/2023	1,806.86
SECTRAN SECURITY INC.	Bank Adjustment Fees	694736	12/06/2023	1,792.15
EDITH HERNANDEZ	Reimbursement Expense	694767	12/13/2023	1,751.41
FENCEWORKS RENTAL SYSTEMS, INC	WIP-Center of Excellence Facility- Project Acct#1808-00	694924	12/27/2023	1,704.00
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	694756	12/13/2023	1,684.45
FULTON DISTRIBUTING	Shop Supplies	694852	12/20/2023	1,673.98
DEWEY PEST CONTROL	Contract Services-Maintenance	694712	12/06/2023	1,660.00
SWRCB ACCOUNTING OFFICE	Permits & Licenses	694956	12/27/2023	1,651.00
DESERT SUN PUBLISHING CO., THE	Public Notices	694916	12/27/2023	1,645.60
PLAZA TOWING, INC.	Towing Services	694731	12/06/2023	1,575.00
CITY CAB	Taxi Voucher Program	694811	12/13/2023	1,530.34
FRONTIER COMMUNICATIONS	Utilities- OPS Bldg	694773	12/13/2023	1,525.00
MILE3 WEB DEVELOPMENT	Website Maintenance	694721	12/06/2023	1,470.00
WILLIAM LOPER	Consulting-General	694896	12/20/2023	1,450.00
ELDORADO NATIONAL (CALIFORNIA), INC.	Inventory Repair Parts	694920	12/27/2023	1,449.47

**SunLine Transit Agency
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Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
CNTY OF RIVERSIDE DIV. OF WEIGHTS &	Permits & Licenses	694910	12/27/2023	1,446.00
PDC MACHINES, INC	Inventory Repair Parts	694802	12/13/2023	1,406.59
MONA BABAUTA	Reimbursement Expense	694789	12/13/2023	1,404.03
SAFEGWAY SIGN COMPANY	Bus Stop Supplies	694888	12/20/2023	1,401.08
CARQUEST AUTO PARTS STORES	Inventory Repair Parts	694760	12/13/2023	1,383.58
RAMON ALLEN	Reimbursement Expense	694946	12/27/2023	1,302.57
SOCALGAS	Utilities	694815	12/13/2023	1,298.26
GRAINGER	WIP-SoCalGas/Hydrogen Demonstration-Project Acct#2107-02	694930	12/27/2023	1,280.02
EDWARD LA MONTE JOHNSON	Reimbursement Expense	694854	12/20/2023	1,253.12
CUMMINS SALES AND SERVICE	Repair Parts-Fixed Route	694849	12/20/2023	1,200.00
MITSUBISHI ELECTRIC US INC.	Contracted Services-General	694873	12/20/2023	1,196.00
SEFAC USA, INC.	Facility Maintenance	694812	12/13/2023	1,189.37
WELTYS ENTERPRISES, INC.	Printing Expense	694965	12/27/2023	1,159.45
SAFETY-KLEEN CORPORATION	Contract Svc-Haz Waste Removal	694810	12/13/2023	1,149.39
GILLIG LLC	Inventory Repair Parts	694862	12/20/2023	1,145.20
ROMAINE ELECTRIC CORP.	Inventory Repair Parts	694734	12/06/2023	1,023.63
GEORGE HERNANDEZ	Reimbursement Expense	694928	12/27/2023	1,000.00
STEVE KELSO	Reimbursement Expense	694955	12/27/2023	1,000.00
JORGE GARCIA	Reimbursement Expense	694936	12/27/2023	1,000.00
Total Checks Over \$1,000	\$2,742,332.54			
Total Checks Under \$1,000	\$21,814.40			
Total Checks	\$2,764,146.94			

SunLine Transit Agency

CONSENT CALENDAR

DATE: February 28, 2024

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Credit Card Statement for December 2023

Summary:

The attached report summarizes the Agency's credit card expenses for December 2023. The report summarizes transactions for the credit card utilized for Procurement which aligns with the statement closing date of December 31, 2023.

Recommendation:

Receive and file.

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 12/31/2023

Name on Card: Walter Watcher (Procurement Card)

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
1	11/29/23	12/1/2023	APTA	2023 APTA Safety and Risk Management Seminar for (Bryan Valenzuela) - Travel		\$ 575.00
2	11/29/23	12/1/2023	APTA	2023 APTA Safety and Risk Management Seminar for (Bryan Valenzuela) - Credit for Incorrect Training	\$ (275.00)	
3	12/01/23	12/4/2023	Microsoft	Microsoft Teams Office 365 for December		\$ 204.65
4	12/04/23	12/5/2023	Grasshopper	SolVan Toll Free Number & Web Traffic		\$ 20.31
5	12/04/23	12/6/2023	La Quinta Hotel	Year-end Gala Deposit to Hold Facility - Full Amount Refunded on Jan. 2024 Statement		\$ 2,137.50
6	12/08/23	12/8/2023	Canva	Canva Subscription		\$ 119.99
7	12/11/23	12/12/2023	IART Global	Membership Renewal		\$ 700.00
8	12/12/23	12/12/2023	PD Chamber of Commerce	2024 Employment Posters		\$ 400.83
9	12/13/23	12/14/2023	City of Indio	Fire Dept. Plan Review Fees		\$ 2,275.06
10	12/13/23	12/14/2023	City of Indio	Fire Dept. Plan Review Fees (Processing Fee)		\$ 68.25
11	12/15/23	12/18/2023	SP Ada Sign Depot	CA Handicap Parking Signs (9)		\$ 435.90
12	12/15/23	12/18/2023	Air Compressor Services	STARS Air Compressor Parts		\$ 537.34
13	12/16/23	12/18/2023	Dk Hardware Supply LLC	Replacement Pile Weather-strip		\$ 192.88
14	12/18/23	12/19/2023	Sp Ram Mounts	RAM Key Locking Powered Docks for Samsung Tablet (3)		\$ 797.32
15	12/19/23	12/20/2023	Boothfilterstore.com	Paint Booth Filter Media		\$ 318.89
16	12/19/23	12/22/2023	Westin Hotels	2023 APTA Safety and Risk Management Seminar for (Bryan Valenzuela) - Lodging		\$ 1,170.25
17	12/21/23	12/22/2023	City of Indio	Building Permit Fees		\$ 1,106.03
18	12/21/23	12/22/2023	City of Indio	Building Permit Fees (Processing Fee)		\$ 33.18

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
19	12/26/23	12/27/2023	Alco Covers LLC	Lube Bay Net Replacement		\$ 674.73
20	12/28/23	12/29/2023	Smk	Online Forms for Solvan		\$ 19.00
21	12/28/23	12/29/2023	Microsoft	Microsoft Teams Office 365 Credit for Cancelled Licenses	\$ (132.39)	
					\$ (407.39)	\$ 11,787.11



Reporting Period : 12/1/2023 - 12/29/2023

Statement Summary

Name	Walter Watcher	Company	Sunline Transit Agency
Account #	XXXX-XXXX-XXX [REDACTED]	Currency	US Dollar
Reporting Period	12/1/2023 - 12/29/2023		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 11/29/2023	12/1/2023	Apta 202-4964800, DC					575.00
		Purchase Apta	General Ledger Code: 5090100000 Fund: 00				
Approved Travel for Bryan Valenzuela – APTA Safety and Risk Management Seminar - Safety Dept							
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2 11/29/2023	12/1/2023	Apta 2024964800, DC					-275.00
		Credit Voucher Apta	General Ledger Code: 5090100000 Fund: 00				
Authorized Travel for Bryan Valenzuela – APTA Safety and Risk Management Seminar - Safety Dept Credit for Incorrect Training							
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3 12/1/2023	12/4/2023	Msft * E0800q0q92 Msbill.Info, WA					204.65
		Purchase Msft * E0800q0q92	General Ledger Code: 5030300011 Fund: 00				
Microsoft Teams Office 365 for December - IT Dept							
<hr/>							
4 12/4/2023	12/5/2023	Grasshopper.Com Logmein.Com, MA					20.31
		Purchase Grasshopper.Com	General Ledger Code: 5099900002 Fund: 00				
Grasshopper - SolVan Toll Free Number & web Traffic - Taxi Dept							
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Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
5 12/4/2023	12/6/2023	La Quinta Hotel 617-9130461, CA					2,137.50
		Purchase La Quinta Hotel	General Ledger Code: 5090200000 Fund: 00				
		La Quinta & Club - SunLine's Year-End Gala- Deposit to Hold Facility. Full Amount Refunded on January Statement - HR Dept					
6 12/8/2023	12/8/2023	Canva* I03993-1909436 Httpscanva.Co, DE					119.99
		Purchase Canva* I03993-1909436	General Ledger Code: 5099900002 Fund: 00				
		PR 20013 - Canva Subscription for Maintenance Department					
7 12/11/2023	12/12/2023	latr.Global latr.Globalab, NY					700.00
		Purchase latr.Global	General Ledger Code: 5090100000 Fund: 00				
		International Association of Transportation Membership Renewal - Taxi Dept					
8 12/12/2023	12/12/2023	Pd Chamber Of Commerce Www.Pdacc.Org, CA					400.83
		Purchase Pd Chamber Of Commerce	General Ledger Code: 5090100000 Fund: 00				
		PR 20250 - 2024 Employment Posters - HR Dept					
9 12/13/2023	12/14/2023	Indioca*misc Gov 760-391-4115, CA					2,275.06
		Purchase Indioca*misc Gov	General Ledger Code: 5099900002 Fund: 00				
		City of Indio - Plan Review Fees - Facilities Maintenance Dept					
10 12/13/2023	12/14/2023	Tyl*indio Serv Fee 972-713-3700, TX					68.25
		Purchase Tyl*indio Serv Fee	General Ledger Code: 5099900002 Fund: 00				
		City of Indio - Plan Review Fees - Facilities Maintenance Dept					

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
11 12/15/2023	12/18/2023	Sp Ada Sign Depot Httpsadasignd, CA					435.90
		Purchase Sp Ada Sign Depot	General Ledger Code: 5099900002 Fund: 00				
		PR 20251 CA Handicap Parking Signs Facilities Maintenance Dept					
12 12/15/2023	12/18/2023	Sp Air Compressor Svcs Httpsaircompr, SC					537.34
		Purchase Sp Air Compressor Svcs	General Ledger Code: 5099900002 Fund: 00				
		PR 20278 - SoCalGas - STARS air compressor parts - SunFuels Dept					
13 12/16/2023	12/18/2023	Dk Hardware Supply Llc 305-851-2811, FL					192.88
		Purchase Dk Hardware Supply Llc	General Ledger Code: 5049900011 Fund: 00				
		PR 20286 Replacement Pile Weatherstrip - Facilities Maintenance					
14 12/18/2023	12/19/2023	Sp Ram Mounts Rammount.Com, WA					797.32
		Purchase Sp Ram Mounts	General Ledger Code: 5099900002 Fund: 00				
		PR 20183 Ram Powered Dock for SamsungTablet 3 - Taxi Dept					
15 12/19/2023	12/20/2023	Boothfilterstore.Com 410-543-8802, MD					318.89
		Purchase Boothfilterstore.Com	General Ledger Code: 5049900010 Fund: 00				
		15. PR 20144 - Paintbooth filter media - Facilities Maintenance Dept					
16 12/19/2023	12/22/2023	Westin (Westin Hotels) 512-3912333, TX					1,170.25
		Purchase Westin (Westin Hotels)	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Bryan Valenzuela – Lodging - APTA Safety and Risk Management Seminar Safety Dept					

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
17	12/21/2023	12/22/2023	Indioca*misc Gov 760-391-4115, CA				1,106.03
Purchase Indioca*misc Gov			General Ledger Code: 5099900002				
City of Indio - Permit Fees - Facilities Maintenance Dept			Fund: 00				
<hr/>							
18	12/21/2023	12/22/2023	Tyl*indio Serv Fee 972-713-3700, TX				33.18
Purchase Tyl*indio Serv Fee			General Ledger Code: 5099900002				
City of Indio - Permit Fees - Facilities Maintenance Dept			Fund: 00				
<hr/>							
19	12/26/2023	12/27/2023	Alco Covers Llc 904-2908007, FL				674.73
Purchase Alco Covers Llc			General Ledger Code: 5099900002				
PR 20259 - Lube Bay Net Replacement - Facilities Maintenance Dept			Fund: 00				
<hr/>							
20	12/28/2023	12/29/2023	Smk 813-4213676, CA				19.00
Purchase Smk			General Ledger Code: 5099900002				
PR19576 - Wufoo -Pop-up ox Web-based forms for SolVan - SolVan web forms - Taxi Dept			Fund: 00				
<hr/>							
21	12/28/2023	12/29/2023	Microsoft*365 Msbill.Info, WA				-132.39
Credit Voucher Microsoft*365			General Ledger Code: 5030300011				
Microsoft Teams - Office 365 - credit for cancelled licenses - IT Dept			Fund: 00				
<hr/>							
							Transaction Count: 21
							Total: 11,379.72

Employee Signature _____ Date _____

Authorized Approver Signature _____ Date _____

SunLine Transit Agency
CONSENT CALENDAR

DATE: February 28, 2024 **RECEIVE & FILE**

TO: Finance/Audit Committee
Board of Directors

RE: Monthly Budget Variance Report for December 2023

Summary:

The budget variance report compares revenues and expenses to the respective line item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values. The budgetary figures are represented as a straight line budget. Accordingly, the current monthly budget values are calculated by taking 1/12th of the annual budget. The FYTD budget values for the month of December 2023 are equal to 6/12^{ths} of the yearly budget.

Year to Date Summary

- As of December 31, 2023, the Agency's FYTD revenues are \$280,354 or 23.28% above the FYTD budget.
- As of December 31, 2023, the Agency's FYTD expenditures are \$1,570,662 or 6.62% below the FYTD budget.

Monthly Spotlight:

- The negative variance in operator and mechanic wages is primarily due to unexpected arbitration awards in the maintenance department.

Recommendation:

Receive and file.

SunLine Transit Agency
Budget Variance Report
December 2023

Description	FY24 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY24 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Revenues:								
Passenger Revenue	1,550,964	133,818	129,247	4,571	821,554	775,482	46,072	47.0%
Other Revenue	857,170	92,165	71,431	20,734	662,866	428,585	234,281	22.7%
Total Operating Revenue	2,408,134	225,983	200,678	25,305	1,484,421	1,204,067	280,354	38.4%
Operating Expenses:								
Operator & Mechanic Salaries & Wages	9,642,603	821,662	803,550	(18,112)	5,256,920	4,821,302	(435,619)	45.5%
Operator & Mechanic Overtime	1,226,000	75,425	102,167	26,741	707,587	613,000	(94,587)	42.3%
Administration Salaries & Wages	7,325,230	557,168	610,436	53,268	3,446,415	3,662,615	216,200	53.0%
Administration Overtime	109,250	8,495	9,104	609	97,578	54,625	(42,953)	10.7%
Fringe Benefits	11,591,219	688,406	965,935	277,529	4,962,525	5,795,610	833,085	57.2%
Communications	230,400	28,496	19,200	(9,296)	146,269	115,200	(31,069)	36.5%
Legal Services	400,000	71,706	33,333	(38,373)	350,499	200,000	(150,499)	12.4%
Computer/Network Software Agreement	861,455	58,051	71,788	13,737	316,526	430,728	114,202	63.3%
Uniforms	129,360	5,883	10,780	4,897	31,591	64,680	33,089	75.6%
Contracted Services	855,022	41,874	71,252	29,378	331,144	427,511	96,367	61.3%
Equipment Repairs	14,000	51	1,167	1,115	10,397	7,000	(3,397)	25.7%
Security Services	295,000	39,752	24,583	(15,168)	244,015	147,500	(96,515)	17.3%
Fuel - CNG	2,530,920	158,593	210,910	52,317	1,016,163	1,265,460	249,297	59.9%
Fuel - Hydrogen	1,418,612	59,934	118,218	58,284	442,943	709,306	266,363	68.8%
Tires	259,155	16,848	21,596	4,748	107,031	129,578	22,546	58.7%
Office Supplies	72,285	1,789	6,024	4,235	24,649	36,143	11,493	65.9%
Travel/Training	163,720	2,309	13,643	11,334	38,508	81,860	43,352	76.5%
Repair Parts	1,809,339	174,534	150,778	(23,756)	925,322	904,670	(20,652)	48.9%
Facility Maintenance	51,450	3,802	4,288	485	38,758	25,725	(13,033)	24.7%
Electricity - CNG & Hydrogen	1,530,000	70,026	127,500	57,474	510,414	765,000	254,586	66.6%
Natural Gas	2,610,000	148,224	217,500	69,276	961,844	1,305,000	343,156	63.1%
Water and Gas	19,001	1,008	1,583	575	5,638	9,501	3,862	70.3%
Insurance Losses	1,079,253	51,306	89,938	38,632	487,826	539,627	51,801	54.8%
Insurance Premium - Property	125,000	16,047	10,417	(5,630)	96,281	62,500	(33,781)	23.0%
Repair Claims	85,000	26,734	7,083	(19,651)	52,007	42,500	(9,507)	38.8%
Fuel Taxes	114,400	4,621	9,533	4,912	58,865	57,200	(1,665)	48.5%
Other Expenses	6,911,896	574,712	575,991	1,279	2,954,416	3,455,948	501,532	57.3%
Self Consumed Fuel	(3,992,196)	(218,526)	(332,683)	(114,157)	(1,459,106)	(1,996,098)	(536,992)	63.5%
Total Operating Expenses (Before Depreciation)	47,467,374	3,488,930	3,955,615	466,684	22,163,025	23,733,687	1,570,662	53.3%
Operating Expenses in Excess of Operating Revenue		\$ (3,262,947)			\$ (20,678,604)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	8,456,000	612,338	704,667	92,329	3,880,631	4,228,000	347,369	54.1%
State - LTF, LCTOP	26,808,875	1,941,354	2,234,073	292,719	12,303,139	13,404,438	1,101,298	54.1%
Federal	9,794,365	709,255	816,197	106,942	4,494,834	4,897,183	402,349	54.1%
Total Subsidies	45,059,240	3,262,947	3,754,937	491,989	20,678,604	22,529,620	1,851,016	54.1%
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -			

SunLine Transit Agency
Budget Variance Report
December 2023

Description	FY24 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY24 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Expenses:								
Wages & Benefits	29,894,302	2,151,157	2,491,192	340,035	14,471,024	14,947,151	476,127	51.6%
Services	5,560,654	460,930	463,388	2,458	2,530,190	2,780,327	250,137	54.5%
Fuels & Lubricants	4,115,207	230,811	342,934	112,123	1,564,746	2,057,604	492,858	62.0%
Tires	259,155	16,848	21,596	4,748	107,031	129,578	22,546	58.7%
Materials and Supplies	2,313,768	206,101	192,814	(13,287)	1,146,132	1,156,884	10,752	50.5%
Utilities	4,504,781	252,208	375,398	123,190	1,666,421	2,252,391	585,970	63.0%
Casualty & Liability	3,309,926	265,813	275,827	10,014	1,695,551	1,654,963	(40,588)	48.8%
Taxes and Fees	114,400	4,621	9,533	4,912	58,865	57,200	(1,665)	48.5%
Miscellaneous Expenses	1,387,377	118,968	115,615	(3,353)	382,171	693,689	311,518	72.5%
Self Consumed Fuel	(3,992,196)	(218,526)	(332,683)	(114,157)	(1,459,106)	(1,996,098)	(536,992)	63.5%
Total Operating Expenses (Before Depreciation)	47,467,374	3,488,930	3,955,615	466,684	22,163,025	23,733,687	1,570,662	53.3%
Revenues:								
Passenger Revenue	1,550,964	133,818	129,247	4,571	821,554	775,482	46,072	47.0%
Other Revenue	857,170	92,165	71,431	20,734	662,866	428,585	234,281	22.7%
Total Operating Revenue	2,408,134	225,983	200,678	25,305	1,484,421	1,204,067	280,354	38.4%
Net Operating Gain (Loss)		\$ (3,262,947)			\$ (20,678,604)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	8,456,000	612,338	704,667	92,329	3,880,631	4,228,000	347,369	54.1%
State - LTF, LCTOP	26,808,875	1,941,354	2,234,073	292,719	12,303,139	13,404,438	1,101,298	54.1%
Federal - CMAQ, 5307, 5309, 5310, 5311, 5311(f), 5312	9,794,365	709,255	816,197	106,942	4,494,834	4,897,183	402,349	54.1%
Total Subsidies	45,059,240	3,262,947	3,754,937	491,989	20,678,604	22,529,620	1,851,016	54.1%
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -			

Budget Variance Analysis - SunLine Transit Agency

Passenger Revenue

- The favorable variance in passenger revenue is due to higher than anticipated ridership for FY24.
- As of December, ridership was at 1.0% above FY23 FYTD totals.
- Total system ridership was 10,898 trips above FY23 FYTD amounts.

Ridership

	FY23-Dec.	FY24-Dec.	Variance	%Δ
Fixed Route	202,560	210,100	7,540	3.7%
Paratransit	8,529	9,390	861	10.1%
SolVan	1,525	1,642	117	7.7%
SunRide	586	2,036	1,450	247.4%
System Total	213,200	223,168	9,968	4.7%

Ridership

	FYTD-FY23	FYTD-FY24	Variance	%Δ
Fixed Route	1,031,326	1,027,836	(3,490)	-0.3%
Paratransit	43,834	50,732	6,898	15.7%
SolVan	8,071	9,752	1,681	20.8%
SunRide	2,689	8,498	5,809	216.0%
System Total	1,085,920	1,096,818	10,898	1.0%

Other Revenue

- The positive variance in other revenue is primarily due to outside fuel sales of CNG.

Operator & Mechanic Salaries & Wages

- The unfavorable variance in wages is primarily due to unexpected arbitration awards.

Operator & Mechanic Overtime

- The unfavorable variance is primarily attributed to overtime due to the vehicle maintenance as needed.

Administration Salaries & Wages

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

Administration Overtime

- The unfavorable variance is primarily attributed to overtime in the Operations and Maintenance departments.

Fringe Benefits

- Savings in fringe benefit expenditures are associated with vacancies across the Agency and budgeted cost increases scheduled to take effect in January 2024.

Communications

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

Legal Services

- Legal services have had higher expenses due to legal representation for labor issues.

Computer/Network Software Agreement

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

Uniforms

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

Contracted Services

- Savings in contract services costs are primarily attributed to marketing and towing services.

Equipment Repairs

- The unfavorable balance in equipment repair costs are primarily associated with unexpected repairs conducted in September.

Security Services

- Security service are unfavorable primarily due to costs associated with increased service hours.

Fuel - CNG

- The positive variance is primarily attributed to fewer actual miles over budgeted estimates for FY24.

Fuel - Hydrogen

- The savings in the fuel - hydrogen is primarily attributed to lower usage of hydrogen fixed route vehicles as the agency is not utilizing the full fleet due to fueling issues.

Tires

- Tire expenses are less than anticipated due to fewer miles driven in FY24.

Office Supplies

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

Travel/Training

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

Repair Parts

- The unfavorable variance is due to higher than usual repairs for fixed route vehicles in the month of December.

Facility Maintenance

- The unfavorable balance in facility maintenance expenses is primarily attributed to tree cleanup on Agency property in October.

Electricity - CNG & Hydrogen

- Electricity - CNG & Hydrogen expenses are less than anticipated due to fewer miles driven in FY24.

Natural Gas

- The positive variance is primarily attributed to lower usage of CNG fixed route vehicles over budgeted estimates for FY24.

Water and Gas

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

Insurance Losses

- The positive variance is primarily due fewer YTD losses than anticipated.

Insurance Premium - Property

- Insurance premiums for property increased exceeding budgeted amount.

Repair Claims

- Repair claim expenses are unfavorable due to repairs conducted in the month of December related to bus shelter replacements.

Fuel Taxes

- Fuel tax expenses increased due to an increase in outside fuel sales.

Other Expenses

- The favorable variance is primarily due to YTD savings in contracted services.

Self-Consumed Fuel

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

SunLine Transit Agency
CONSENT CALENDAR

DATE: February 28, 2024 **RECEIVE & FILE**

TO: Finance/Audit Committee
Board of Directors

RE: Contracts Signed between \$25,000 and \$250,000 for January 2024

Summary:

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

There were three (3) agreements and one (1) amendment executed in January 2024 between \$25,000 and \$250,000:

January 2024

Vendor	Purpose	Amount
Red Hawk Fence	Fencing for Haskell Property	\$63,144.03
Hanson Bridgett LLP	Legal Services	\$250,000.00
Enterprise Rent-A-Car	Temporary Vanpool Services	\$48,600.00
Joseph Friend	IT Consulting	\$42,000.00

Recommendation:

Receive and file.

Contracts Signed Between \$25,000 and \$250,000
January 2024

Vendor	Product/Service	Need	Budgeted	Budgeted Amount	Cost	Type
Red Hawk Fence	Fencing	Fencing for Haskell Property	FY24	\$63,144.03	\$63,144.03	Agreement
Hanson Bridgett LLP	Legal Services	Legal Services	FY24 FY25	\$250,000.00	\$250,000.00	Agreement
Enterprise Rent-A-Car	Vanpool Services	Temporary Vanpool Services	FY24 FY25	\$48,600.00	\$48,600.00	Agreement
Joseph Friend	IT Consulting	IT Support	FY24	\$42,000.00	\$42,000.00	Amendment

SunLine Transit Agency
CONSENT CALENDAR

DATE: February 28, 2024 **RECEIVE & FILE**

TO: Finance/Audit Committee
Board of Directors

RE: Union & Non-Union Pension Investment Asset Summary for December 2023

Summary:

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

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

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

Union

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	33.8%	16% – 56%
	International Equity	17.9%	0% - 39%
	Other	4.4%	0% – 20%
Income Assets			
	Fixed Income	38.0%	25% - 65%
	Other	5.2%	0% – 20%
Real Return Assets		0.0%	0% – 20%

Cash Equivalents	0.7%	0% – 20%
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Non-Union

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	33.8%	16% – 56%
	International Equity	17.8%	0% - 39%
	Other	4.4%	0% – 20%
Income Assets			
	Fixed Income	38.0%	25% - 65%
	Other	5.2%	0% – 20%
Real Return Assets		0.0%	0% – 20%
Cash Equivalents		0.7%	0% – 20%

Components may not sum to 100.0% due to rounding.

For the month of December, the market value of assets increased by \$1,602,185 and \$1,604,097 for the union and non-union plans, respectively.

Month to Month Asset Comparison

Month	Market Value - Union	Market Value – Non-Union
November 2023	\$38,325,425	\$38,242,114
December 2023	\$39,927,610	\$39,846,211
Increase (Decrease)	\$1,602,185	\$1,604,097

Recommendation:

Receive and file.

Detail of Securities Held & Market Analytics

For the Month Ending **December 31, 2023**

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Bond									
ISHARES CORE U.S. AGGREGATE	464287226	AGG	17,918.00	98.65	1,767,610.70	99.25	1,778,361.50	10,750.80	4.45
ISHARES CORE U.S. AGGREGATE	464287226	AGG	3,307.00	96.41	318,827.87	99.25	328,219.75	9,391.88	0.82
ISHARES CORE U.S. AGGREGATE	464287226	AGG	6,446.00	92.77	597,994.78	99.25	639,765.50	41,770.72	1.60
ISHARES CORE U.S. AGGREGATE	464287226	AGG	3,322.00	99.13	329,309.86	99.25	329,708.50	398.64	0.83
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	7,097.00	50.33	357,192.01	52.00	369,044.00	11,851.99	0.92
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	631.00	56.69	35,771.39	52.00	32,812.00	(2,959.39)	0.08
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,146.00	61.13	70,054.98	52.00	59,592.00	(10,462.98)	0.15
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	965.00	61.01	58,874.65	52.00	50,180.00	(8,694.65)	0.13
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	633.00	56.99	36,074.67	52.00	32,916.00	(3,158.67)	0.08
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,776.00	57.68	102,441.46	52.00	92,352.00	(10,089.46)	0.23
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	2,389.00	60.31	144,080.59	52.00	124,228.00	(19,852.59)	0.31
Security Type Sub-Total			45,630.00		3,818,232.96	761.00	3,837,179.25	18,946.29	9.60
Exchange-Traded Fund - Equity									
ISHARES MSCI EMERGING MKTS EX CHINA ETF	46434G764	EMXC	3,140.00	52.57	165,069.49	55.41	173,987.40	8,917.91	0.44
ISHARES MSCI EMERGING MKTS EX CHINA ETF	46434G764	EMXC	3,139.00	52.15	163,698.85	55.41	173,931.99	10,233.14	0.44
VANGUARD FTSE ALL-WLD EX-US SMCP ETF	922042718	VSS	1,464.00	112.48	164,670.72	115.03	168,403.92	3,733.20	0.42
VANGUARD FTSE ALL-WLD EX-US SMCP ETF	922042718	VSS	1,464.00	111.96	163,909.44	115.03	168,403.92	4,494.48	0.42
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,614.00	37.17	97,162.38	47.90	125,210.60	28,048.22	0.31
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,193.00	42.18	92,500.74	47.90	105,044.70	12,543.96	0.26
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	6,816.00	38.86	264,869.76	47.90	326,486.40	61,616.64	0.82
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,629.00	39.68	104,318.72	47.90	125,929.10	21,610.38	0.32
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,979.00	65.37	456,217.23	57.96	404,502.84	(51,714.39)	1.01
VANGUARD TOTAL INTL STOCK	921909768	VXUS	8,244.00	52.51	432,892.44	57.96	477,822.24	44,929.80	1.20
VANGUARD TOTAL INTL STOCK	921909768	VXUS	17,752.00	52.12	925,234.24	57.96	1,028,905.92	103,671.68	2.58
VANGUARD TOTAL INTL STOCK	921909768	VXUS	18,820.00	47.87	900,909.64	57.96	1,090,807.20	189,897.56	2.73
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,586.00	56.53	146,186.58	57.96	149,884.56	3,697.98	0.38
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,875.00	51.82	148,982.21	57.96	166,635.00	17,652.79	0.42

Detail of Securities Held & Market Analytics

For the Month Ending December 31, 2023

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Equity									
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,932.00	53.54	103,439.28	57.96	111,978.72	8,539.44	0.28
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,586.00	56.20	145,333.20	57.96	149,884.56	4,551.36	0.38
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,834.00	54.46	99,879.64	57.96	106,298.64	6,419.00	0.27
VANGUARD TOTAL INTL STOCK	921909768	VXUS	553.00	64.35	35,585.55	57.96	32,051.88	(3,533.67)	0.08
VANGUARD TOTAL INTL STOCK	921909768	VXUS	3,480.00	52.07	181,203.60	57.96	201,700.80	20,497.20	0.51
VANGUARD TOTAL INTL STOCK	921909768	VXUS	593.00	56.01	33,213.93	57.96	34,370.28	1,156.35	0.09
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	4,809.00	195.76	941,409.84	237.22	1,140,790.98	199,381.14	2.86
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	1,546.00	226.21	349,720.35	237.22	366,742.12	17,021.77	0.92
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	276.00	216.58	59,776.08	237.22	65,472.72	5,696.64	0.16
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	20,572.00	204.04	4,197,510.88	237.22	4,880,089.84	682,578.96	12.22
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	764.00	191.49	146,298.36	237.22	181,236.08	34,937.72	0.45
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	624.00	198.24	123,701.76	237.22	148,025.28	24,323.52	0.37
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	625.00	199.58	124,737.50	237.22	148,262.50	23,525.00	0.37
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	2,772.00	225.33	624,614.76	237.22	657,573.84	32,959.08	1.65
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	21,761.00	169.04	3,678,479.44	237.22	5,162,144.42	1,483,664.98	12.93
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	433.00	233.92	101,287.36	237.22	102,716.26	1,428.90	0.26

Security Type Sub-Total			145,875.00		15,172,813.97	3,600.20	18,175,294.71	3,002,480.74	45.55
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Money Market Mutual Fund

FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	281,304.91	1.00	281,304.91	1.00	281,304.91	0.00	0.71
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Security Type Sub-Total			281,304.91		281,304.91	1.00	281,304.91	0.00	0.71
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Mutual Fund - Bond

ARISTOTLE FUNDS FLOATING RATE INC I	04045F592	PLFRX	1.61	9.33	14.99	9.53	15.30	0.31	0.00
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	387,103.58	11.11	4,300,850.28	10.17	3,936,843.39	(364,006.89)	9.86
BBH LIMITED DURATION I	05528X851	BBBIX	11.86	10.11	119.95	10.26	121.72	1.77	0.00
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	187,261.05	10.51	1,969,022.44	9.33	1,747,145.55	(221,876.89)	4.38
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	127,509.31	5.19	661,299.56	5.15	656,672.92	(4,626.64)	1.64
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTRQX	267,659.44	13.92	3,725,437.22	12.06	3,227,972.85	(497,464.37)	8.08

Detail of Securities Held & Market Analytics

For the Month Ending **December 31, 2023**

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]										
Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Mutual Fund - Bond										
VOYA INTERMEDIATE BOND R6		92913L569	IIBZX	200,401.02	10.09	2,021,421.23	8.79	1,761,524.99	(259,896.24)	4.41
Security Type Sub-Total				1,169,947.86		12,678,165.67	65.29	11,330,296.72	(1,347,868.95)	28.37
Mutual Fund - Equity										
GOLDMAN SACHS GQG PTNRS INTL OPPS INSTL		38147N293	GSIMX	26,584.21	18.32	487,118.99	19.81	526,633.22	39,514.23	1.32
HARDING LOEVNER INTERNATIONAL EQUITY POR		412295107	HLMIX	18,363.09	28.95	531,566.14	25.95	476,522.09	(55,044.05)	1.19
HRTFRD SCHR EM MRKT EQ-SDR		41665H789	SEMTX	20,199.83	15.19	306,926.65	15.64	315,925.40	8,998.75	0.79
JENSEN QUALITY GROWTH-Y		476313408	JENYX	11,174.56	54.46	608,510.67	59.06	659,969.30	51,458.63	1.65
JOHCM INTERNATIONAL SELECT I		46653M849	JOHIX	21,077.91	26.06	549,380.76	23.18	488,585.94	(60,794.82)	1.22
Security Type Sub-Total				97,399.60		2,483,503.21	143.64	2,467,635.95	(15,867.26)	6.17
Separate Account										
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	20,682.89	1.00	20,682.89	105.24	21,766.05	1,083.16	0.05
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	49,000.00	1.00	49,000.00	105.24	51,566.13	2,566.13	0.13
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	24,500.00	1.00	24,500.00	105.24	25,783.07	1,283.07	0.06
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	45,325.00	1.00	45,325.00	105.24	47,698.67	2,373.67	0.12
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	45,325.00	1.00	45,325.00	105.24	47,698.68	2,373.68	0.12
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	45,325.00	1.00	45,325.00	105.24	47,698.67	2,373.67	0.12
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	45,325.00	1.00	45,325.00	105.24	47,698.67	2,373.67	0.12
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	49,000.00	1.00	49,000.00	105.24	51,566.13	2,566.13	0.13
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	45,325.00	1.00	45,325.00	105.24	47,698.67	2,373.67	0.12
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	49,980.00	1.00	49,980.00	105.24	52,597.45	2,617.45	0.13
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	21,070.00	1.00	21,070.00	105.24	22,173.44	1,103.44	0.06
GOLUB CAPITAL PARTNERS INT'L XIV		GOLUB0090	SA467	1,342,543.00	1.00	1,342,543.00	106.40	1,428,478.32	85,935.32	3.58
GOLUB CAPITAL PARTNERS INT'L XIV		GOLUB0090	SA467	180,000.00	1.00	180,000.00	106.40	191,521.68	11,521.68	0.48
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV007	SA425	191,676.07	1.00	191,676.07	129.48	248,181.74	56,505.67	0.62

Detail of Securities Held & Market Analytics

For the Month Ending **December 31, 2023**

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]										
Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage	
Separate Account										
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	252,000.00	1.00	252,000.00	129.48	326,289.02	74,289.02	0.82	
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	127,930.57	1.00	127,930.57	129.48	165,644.21	37,713.64	0.41	
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	309,750.00	1.00	309,750.00	129.48	401,063.59	91,313.59	1.00	
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	55,556.72	1.00	55,556.72	129.48	71,934.71	16,377.99	0.18	
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	130,837.59	1.00	130,837.59	129.48	169,408.21	38,570.62	0.42	
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	180,319.43	1.00	180,319.43	129.48	233,477.19	53,157.76	0.58	
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	105,000.00	1.00	105,000.00	129.48	135,953.76	30,953.76	0.34	
Security Type Sub-Total			3,316,471.27		3,316,471.27	2,406.25	3,835,898.06	519,426.79	9.59	
Managed Account Sub-Total			5,056,628.64		37,750,491.99	6,977.38	39,927,609.60	2,177,117.61	99.99	
Securities Sub-Total			\$5,056,628.64		\$37,750,491.99	\$6,977.38	\$39,927,609.60	\$2,177,117.61	99.99%	
Accrued Interest							\$0.00			
Total Investments							\$39,927,609.60			

Detail of Securities Held & Market Analytics

For the Month Ending **December 31, 2023**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Bond									
ISHARES CORE U.S. AGGREGATE	464287226	AGG	17,957.00	98.65	1,771,458.05	99.25	1,782,232.25	10,774.20	4.47
ISHARES CORE U.S. AGGREGATE	464287226	AGG	3,372.00	99.13	334,266.36	99.25	334,671.00	404.64	0.84
ISHARES CORE U.S. AGGREGATE	464287226	AGG	3,317.00	96.41	319,791.97	99.25	329,212.25	9,420.28	0.83
ISHARES CORE U.S. AGGREGATE	464287226	AGG	6,272.00	92.77	581,852.81	99.25	622,496.00	40,643.19	1.56
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,779.00	57.68	102,614.50	52.00	92,508.00	(10,106.50)	0.23
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	7,130.00	50.33	358,852.90	52.00	370,760.00	11,907.10	0.93
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	633.00	56.99	36,074.67	52.00	32,916.00	(3,158.67)	0.08
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,113.00	61.13	68,037.69	52.00	57,876.00	(10,161.69)	0.15
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	2,405.00	60.31	145,045.55	52.00	125,060.00	(19,985.55)	0.31
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	631.00	56.69	35,771.39	52.00	32,812.00	(2,959.39)	0.08
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	982.00	61.01	59,911.82	52.00	51,064.00	(8,847.82)	0.13
Security Type Sub-Total			45,591.00		3,813,677.71	761.00	3,831,607.50	17,929.79	9.61
Exchange-Traded Fund - Equity									
ISHARES MSCI EMERGING MKTS EX CHINA ETF	46434G764	EMXC	3,133.00	52.15	163,385.95	55.41	173,599.53	10,213.58	0.44
ISHARES MSCI EMERGING MKTS EX CHINA ETF	46434G764	EMXC	3,134.00	52.57	164,754.07	55.41	173,654.94	8,900.87	0.44
VANGUARD FTSE ALL-WLD EX-US SMCP ETF	922042718	VSS	1,462.00	112.48	164,445.76	115.03	168,173.86	3,728.10	0.42
VANGUARD FTSE ALL-WLD EX-US SMCP ETF	922042718	VSS	1,461.00	111.96	163,573.56	115.03	168,058.83	4,485.27	0.42
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,614.00	37.17	97,162.38	47.90	125,210.60	28,048.22	0.31
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	6,915.00	38.86	268,716.90	47.90	331,228.50	62,511.60	0.83
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,211.00	42.18	93,259.98	47.90	105,906.90	12,646.92	0.27
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,484.00	39.68	98,565.12	47.90	118,983.60	20,418.48	0.30
VANGUARD TOTAL INTL STOCK	921909768	VXUS	632.00	64.35	40,669.20	57.96	36,630.72	(4,038.48)	0.09
VANGUARD TOTAL INTL STOCK	921909768	VXUS	8,570.00	52.51	450,010.70	57.96	496,717.20	46,706.50	1.25
VANGUARD TOTAL INTL STOCK	921909768	VXUS	17,679.00	52.12	921,429.48	57.96	1,024,674.84	103,245.36	2.57
VANGUARD TOTAL INTL STOCK	921909768	VXUS	3,770.00	52.07	196,303.90	57.96	218,509.20	22,205.30	0.55
VANGUARD TOTAL INTL STOCK	921909768	VXUS	18,935.00	47.87	906,414.66	57.96	1,097,472.60	191,057.94	2.75
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,375.00	54.46	74,882.50	57.96	79,695.00	4,812.50	0.20

Detail of Securities Held & Market Analytics

For the Month Ending December 31, 2023

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Equity									
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,714.00	53.54	91,767.56	57.96	99,343.44	7,575.88	0.25
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,469.00	56.20	138,757.80	57.96	143,103.24	4,345.44	0.36
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,470.00	56.53	139,629.10	57.96	143,161.20	3,532.10	0.36
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,875.00	51.82	148,982.21	57.96	166,635.00	17,652.79	0.42
VANGUARD TOTAL INTL STOCK	921909768	VXUS	580.00	56.01	32,485.80	57.96	33,616.80	1,131.00	0.08
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,883.00	65.37	449,941.71	57.96	398,938.68	(51,003.03)	1.00
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	1,551.00	226.21	350,851.40	237.22	367,928.22	17,076.82	0.92
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	499.00	198.24	98,921.76	237.22	118,372.78	19,451.02	0.30
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	983.00	191.49	188,234.67	237.22	233,187.26	44,952.59	0.59
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	20,562.00	204.04	4,195,470.48	237.22	4,877,717.64	682,247.16	12.24
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	4,931.00	195.76	965,292.56	237.22	1,169,731.82	204,439.26	2.94
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	500.00	199.58	99,790.00	237.22	118,610.00	18,820.00	0.30
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	21,691.00	169.04	3,666,646.64	237.22	5,145,539.02	1,478,892.38	12.91
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	2,790.00	225.33	628,670.70	237.22	661,843.80	33,173.10	1.66
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	138.00	216.58	29,888.04	237.22	32,736.36	2,848.32	0.08
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	433.00	233.92	101,287.36	237.22	102,716.26	1,428.90	0.26
Security Type Sub-Total			145,444.00		15,130,191.95	3,600.20	18,131,697.84	3,001,505.89	45.51

Money Market Mutual Fund

FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	281,422.22	1.00	281,422.22	1.00	281,422.22	0.00	0.71
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Security Type Sub-Total			281,422.22		281,422.22	1.00	281,422.22	0.00	0.71
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Mutual Fund - Bond

ARISTOTLE FUNDS FLOATING RATE INC I	04045F592	PLFRX	1.62	9.34	15.10	9.53	15.41	0.31	0.00
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	386,189.51	11.11	4,290,233.92	10.17	3,927,547.31	(362,686.61)	9.86
BBH LIMITED DURATION I	05528X851	BBBIX	11.91	10.11	120.46	10.26	122.24	1.78	0.00
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	186,803.43	10.52	1,964,338.20	9.33	1,742,875.98	(221,462.22)	4.37
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	127,172.00	5.18	659,385.20	5.15	654,935.82	(4,449.38)	1.64
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTRQX	267,043.23	13.91	3,715,110.50	12.06	3,220,541.32	(494,569.18)	8.08

Detail of Securities Held & Market Analytics

For the Month Ending **December 31, 2023**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]										
Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Mutual Fund - Bond										
VOYA INTERMEDIATE BOND R6		92913L569	IIBZX	199,895.97	10.09	2,016,031.74	8.79	1,757,085.53	(258,946.21)	4.41
Security Type Sub-Total				1,167,117.66		12,645,235.12	65.29	11,303,123.61	(1,342,111.51)	28.36
Mutual Fund - Equity										
GOLDMAN SACHS GQG PTNRS INTL OPPS INSTL		38147N293	GSIMX	26,528.24	18.32	486,093.48	19.81	525,524.51	39,431.03	1.32
HARDING LOEVNER INTERNATIONAL EQUITY POR		412295107	HLMIX	18,332.57	28.93	530,449.56	25.95	475,730.08	(54,719.48)	1.19
HRTFRD SCHR EM MRKT EQ-SDR		41665H789	SEMTX	20,162.83	15.19	306,364.44	15.64	315,346.70	8,982.26	0.79
JENSEN QUALITY GROWTH-Y		476313408	JENYX	11,151.07	54.46	607,232.90	59.06	658,582.22	51,349.32	1.65
JOHCM INTERNATIONAL SELECT I		46653M849	JOHIX	21,021.51	26.08	548,223.76	23.18	487,278.56	(60,945.20)	1.22
Security Type Sub-Total				97,196.22		2,478,364.14	143.64	2,462,462.07	(15,902.07)	6.17
Separate Account										
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	24,500.00	1.00	24,500.00	105.24	25,783.07	1,283.07	0.06
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	45,325.00	1.00	45,325.00	105.24	47,698.68	2,373.68	0.12
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	49,000.00	1.00	49,000.00	105.24	51,566.13	2,566.13	0.13
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	45,325.00	1.00	45,325.00	105.24	47,698.67	2,373.67	0.12
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	49,000.00	1.00	49,000.00	105.24	51,566.13	2,566.13	0.13
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	45,325.00	1.00	45,325.00	105.24	47,698.67	2,373.67	0.12
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	20,682.89	1.00	20,682.89	105.24	21,766.05	1,083.16	0.05
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	45,325.00	1.00	45,325.00	105.24	47,698.67	2,373.67	0.12
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	49,980.00	1.00	49,980.00	105.24	52,597.45	2,617.45	0.13
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	21,070.00	1.00	21,070.00	105.24	22,173.44	1,103.44	0.06
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	45,325.00	1.00	45,325.00	105.24	47,698.67	2,373.67	0.12
GOLUB CAPITAL PARTNERS INT'L XIV		GOLUB0091	SA468	180,000.00	1.00	180,000.00	106.40	191,521.68	11,521.68	0.48
GOLUB CAPITAL PARTNERS INT'L XIV		GOLUB0091	SA468	1,342,543.00	1.00	1,342,543.00	106.40	1,428,478.32	85,935.32	3.59
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	191,676.07	1.00	191,676.07	129.48	248,181.74	56,505.67	0.62

Detail of Securities Held & Market Analytics

For the Month Ending **December 31, 2023**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]										
Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage	
Separate Account										
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV008	SA426	309,750.00	1.00	309,750.00	129.48	401,063.59	91,313.59	1.01	
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV008	SA426	127,930.57	1.00	127,930.57	129.48	165,644.21	37,713.64	0.42	
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV008	SA426	252,000.00	1.00	252,000.00	129.48	326,289.02	74,289.02	0.82	
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV008	SA426	180,319.43	1.00	180,319.43	129.48	233,477.19	53,157.76	0.59	
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV008	SA426	130,837.59	1.00	130,837.59	129.48	169,408.21	38,570.62	0.43	
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV008	SA426	105,000.00	1.00	105,000.00	129.48	135,953.76	30,953.76	0.34	
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV008	SA426	55,556.72	1.00	55,556.72	129.48	71,934.71	16,377.99	0.18	
Security Type Sub-Total			3,316,471.27		3,316,471.27	2,406.25	3,835,898.06	519,426.79	9.64	
Managed Account Sub-Total			5,053,242.37		37,665,362.41	6,977.38	39,846,211.30	2,180,848.89	100.00	
Securities Sub-Total			\$5,053,242.37		\$37,665,362.41	\$6,977.38	\$39,846,211.30	\$2,180,848.89	100.00%	
Accrued Interest								\$0.00		
Total Investments								\$39,846,211.30		

SunLine Transit Agency
CONSENT CALENDAR

DATE: February 28, 2024

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Ridership Report for January 2024

Summary:

	Monthly Ridership		Monthly Variance	
	Jan 24	Jan 23	Net	Percent
Fixed Route	219,727	218,953	774	0.4%
SolVan	2,076	1,613	463	28.7%
SunRide	2,033	622	1,411	226.8%
Taxi Voucher*	196	217	(21)	(9.7)%
SunDial	10,067	9,609	1,054	11.7%
Total	234,099	230,418	3,681	1.6%

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

Yearly Ridership	
Fiscal Year 2024	1,555,248
Fiscal Year 2023	1,530,993
Ridership Increase	24,255

Fiscal year to date system ridership increased by 24,255 rides or 1.6% compared to the previous fiscal year. The baseline of the attached COVID-19 Recovery chart is calendar year 2020, this allows a comparison of three (3) years.

Recommendation:

Receive and file.



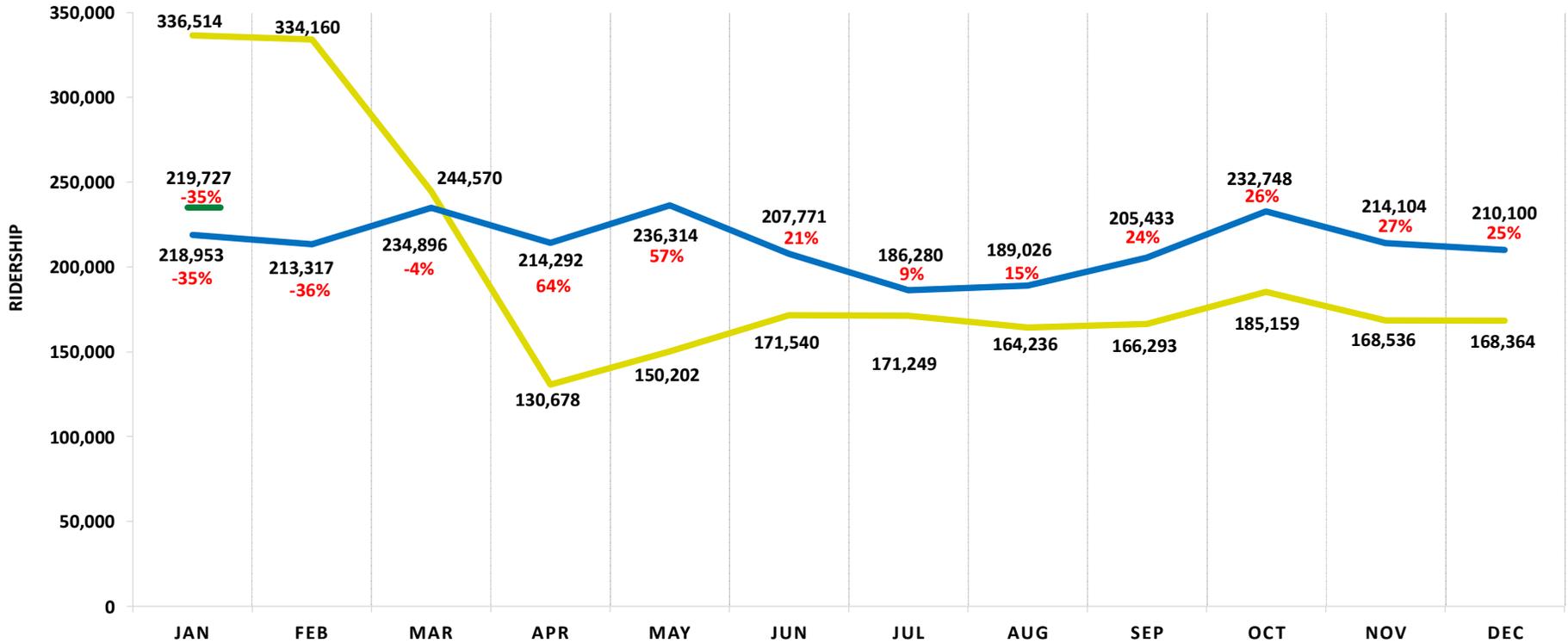
SunLine Transit Agency Monthly Ridership Report January 2024

Fixed Route	FY 2024		FY 2023		Monthly KPI		Bikes		Wheelchairs		
	Jan 2024	Jan 2023	YTD	YTD	Passengers/ Rev. Hours	Passengers/ Rev. Miles	Monthly	FYTD	Monthly	FYTD	
Route 1EV	Coachella - Hwy 111 - Palm Desert Mall	50,039	-	338,151	-	16.6	1.3	2,360	16,310	253	2,194
Route 1WV	Palm Springs - Hwy 111 - Palm Desert Mall	36,571	91,957	257,913	603,519	13.8	1.2	1,240	11,266	304	2,532
Route 2	Desert Hot Springs - Palm Springs - Cathedral City	62,811	58,397	413,609	385,345	17.5	1.3	2,114	14,247	680	3,973
Route 3	Desert Hot Springs - Desert Edge	7,696	6,046	46,066	40,746	13.1	0.8	246	1,440	67	476
Route 4	Westfield Palm Desert - Palm Springs	19,583	17,040	123,348	120,090	10.8	0.7	834	6,011	85	711
Route 5	Desert Hot Springs - CSUSB - Palm Desert	1,705	1,836	9,371	12,176	6.4	0.3	48	298	7	28
Route 6	Coachella - Fred Waring - Westfield Palm Desert	3,235	8,546	18,574	55,611	8.7	0.5	97	610	12	98
Route 7	Bermuda Dunes - Indian Wells - La Quinta	8,168	6,706	52,089	39,367	14.0	1.1	332	2,256	18	100
Route 8	North Indio - Coachella -Thermal/Mecca	15,782	13,250	102,337	95,966	9.7	0.6	511	3,140	66	597
Route 9	North Shore - Mecca - Oasis	5,288	6,533	31,075	42,502	7.6	0.3	71	373	4	45
Route 10	Indio - CSUSB - San Bernardino - Metrolink	2,299	1,604	19,221	15,113	16.6	0.2	27	219	20	70
Route 200 SB	Palm Springs High School AM Tripper	142	225	1,210	1,934	17.1	1	-	8	-	5
Route 400 SB	Raymond Cree / Palm Springs HS Tripper		112	-	533	-	-	-	-	-	-
Route 401 SB	Palm Canyon / Stevens AM Tripper		-	-	-	-	-	-	-	-	-
Route 402 NB	Palm Canyon / Stevens AM Tripper		16	-	157	-	-	-	-	-	-
Route 403 NB	Vista Chino /Sunrise PM Tripper		42	-	383	-	-	-	-	-	-
Route 500 SB	Westfield Palm Desert PM Tripper	397	184	1,434	1,444	37.0	2.4	0	3	-	1
Route 501 NB	Palm Desert High School AM Tripper		-	-	-	-	-	-	-	-	-
Route 700 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo AM Tripper	245	346	2,022	1,977	19.6	1.2	-	21	-	3
Route 701 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo PM Tripper	718	485	5,007	4,237	53.3	3.5	5	57	-	1
Route 800 NB	Shadow Hills High School AM Tripper	1,862	1,108	10,703	6,919	107.0	5.3	24	41	-	-
Route 801 SB	Jackson / 44th PM Tripper	1,969	1,978	13,768	11,735	137.7	8.1	-	3	2	53
Route 802 SB	Hwy 111 / Golf Center Pkwy PM Tripper	266	820	3,194	3,555	31.9	1.6	-	-	-	38
Route 803 NB	Shadow Hills High School AM Tripper	951	1,722	8,571	9,530	103.3	5.1	-	117.0	4	8.0
Fixed Route Total		219,727	218,953	1,457,663	1,452,839	14.1	1.0	7,909	48,982	1,522	9,228
SoIVan		2,076	1,613	13,470	11,209	5.3	0.1				
SunRide		2,033	622	12,567	3,853	1.2	0.2				
Taxi Voucher		196	217	1,359	1,672						
SunDial		10,067	9,013	70,189	61,376	2.0	0.1				
System Total		234,099	230,418	1,555,248	1,530,949	10.3	0.7				
		Jan-24	Jan-23								
	Weekdays:	22	21								
	Saturdays:	4	4								
	Sundays:	5	6								
	Total Days:	31	31								

Haul Pass COD contributed with 5,051 rides, CSUSB with 1,270 rides.
 Mobile Ticketing contributed with 33,947 rides, the total for January 2024 includes 261 paratransit mobile tickets.

Fixed Route Ridership COVID-19 Recovery

— CY 2020
 — CY 2023
 — CY 2024
 %VAR. 2020 vs 2023
 %VAR. 2020 vs 2024

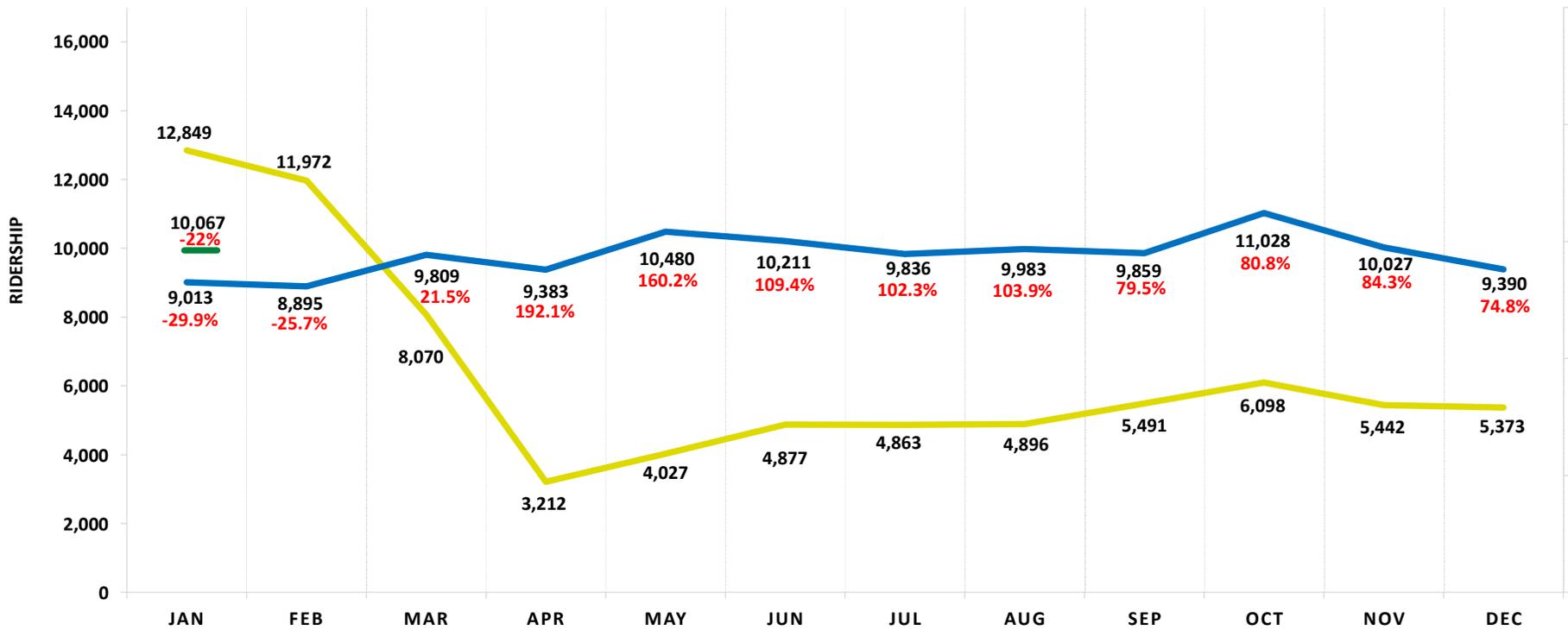


The COVID-19 pandemic caused a major national and global disruption with closures of businesses, schools and entertainment venues due to the implementation of national and statewide public health policies. Variances are in red close to their corresponding ridership number. 2023 and 2024 are referring to the baseline of 2020.

CY 2020 will remain on the chart since it is the baseline needed to compare ridership recovery for CY 2023 & CY 2024. CY 2021/2022 have been removed to reflect the two (2) most recent years in recovery.

Paratransit Ridership COVID-19 Recovery

— CY 2020
 — CY 2023
 — CY 2024
 %VAR. 2020 vs 2023
 %VAR. 2020 vs 2024



The COVID-19 pandemic caused a major national and global disruption with closures of businesses, schools and entertainment venues due to the implementation of national and statewide public health policies. Variances are in red close to their corresponding ridership number. 2023 and 2024 are referring to the baseline of 2020. CY 2020 will remain on the chart since it is the baseline needed to compare ridership recovery for CY 2023 & CY 2024. CY 2021/2022 have been removed to reflect the two (2) most recent years in recovery.

SunLine Transit Agency
CONSENT CALENDAR

DATE: February 28, 2024

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Paratransit Operational Notes for January 2024

Summary:

The attached report summarizes Paratransit's operation for the month of January 2024. This report identifies that for the month of January, the on-time performance for Paratransit exceeded the internal service goal of 85%, which is comparable to the fixed route service standard goal. The on-time performance for the month of January was 89.5%. Fiscal-year-to-date, Paratransit has maintained an on-time performance of 90.0%.

Total vehicle miles for January 2024 decreased by 2,706 when compared to January 2023. Total trips for the month of January 2024 were 9,583 when compared to January 2023, this is an increase of 954 trips or 11.1%.

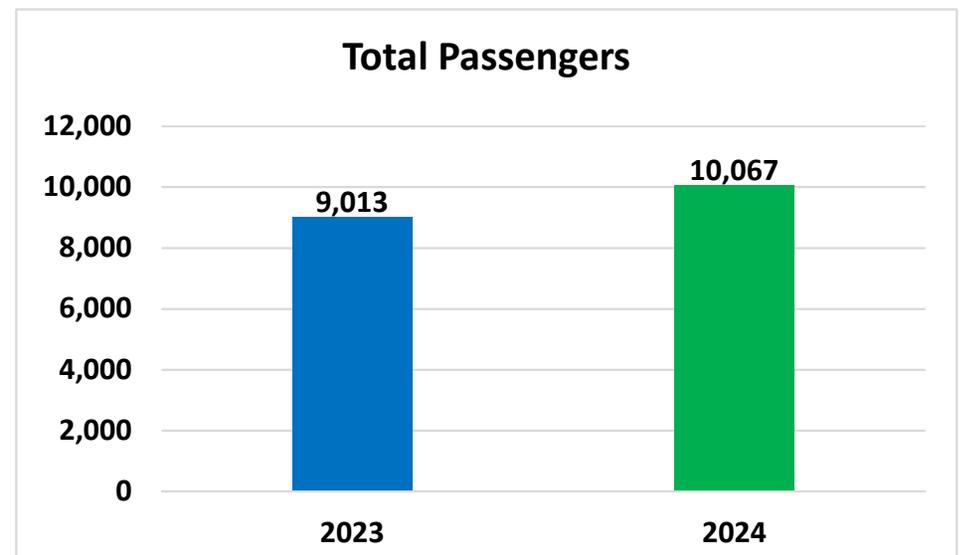
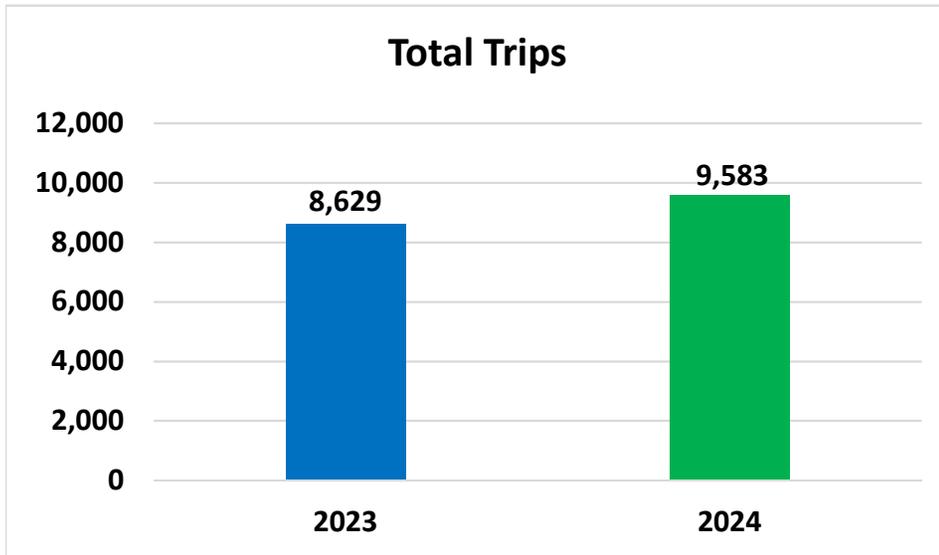
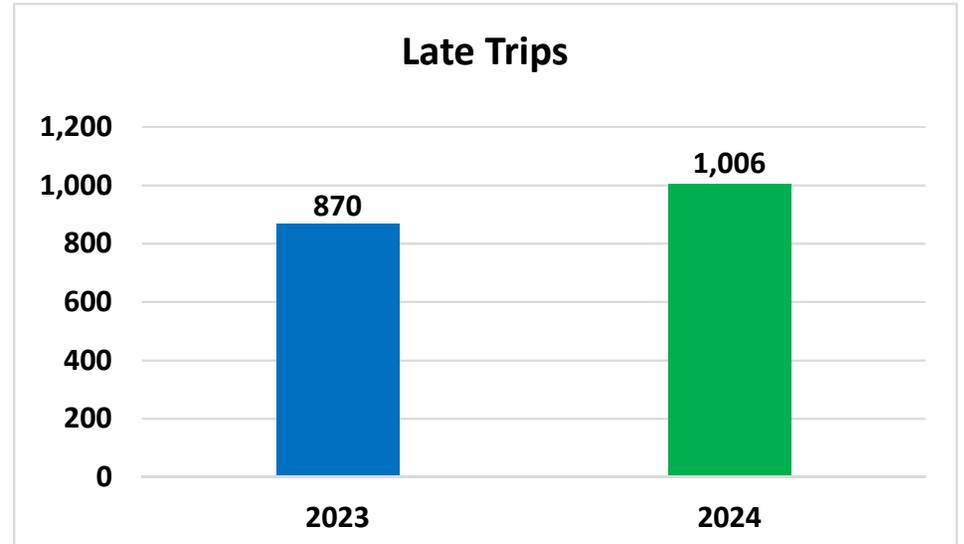
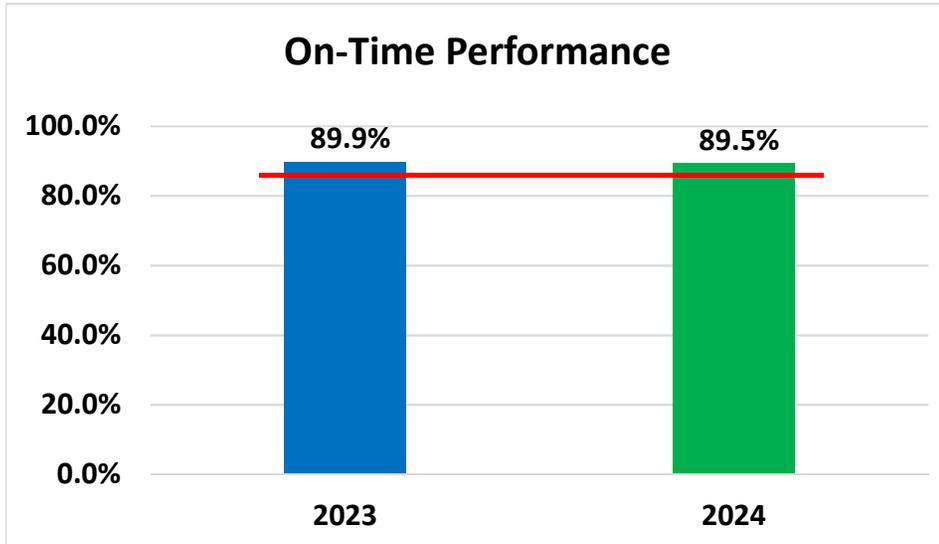
Total passengers for the month of January 2024 were 10,067 when compared to January 2023, this is an increase of 1,054 passengers or 11.7%. Mobility device boardings for January 2024 decreased by 45 or 3% when compared to January 2023. Field Supervisors performed 60 On-Board inspections and 70 Pre-Trip and Trailing evaluations. The Field Supervisors met their monthly goal of 60 On-Board inspections and exceeded their goal of 60 Pre-Trip and Trailing Evaluations by ten (10).

Recommendation:

Receive and file.

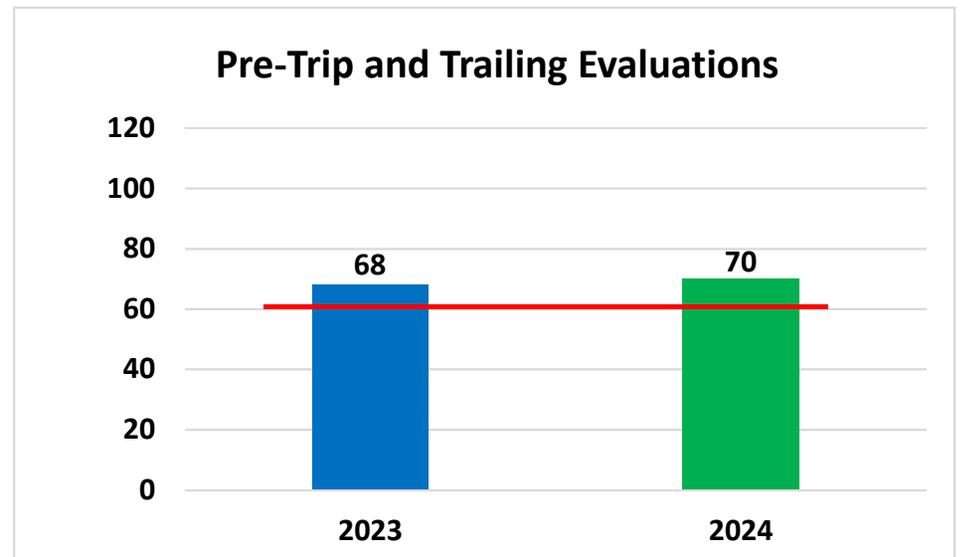
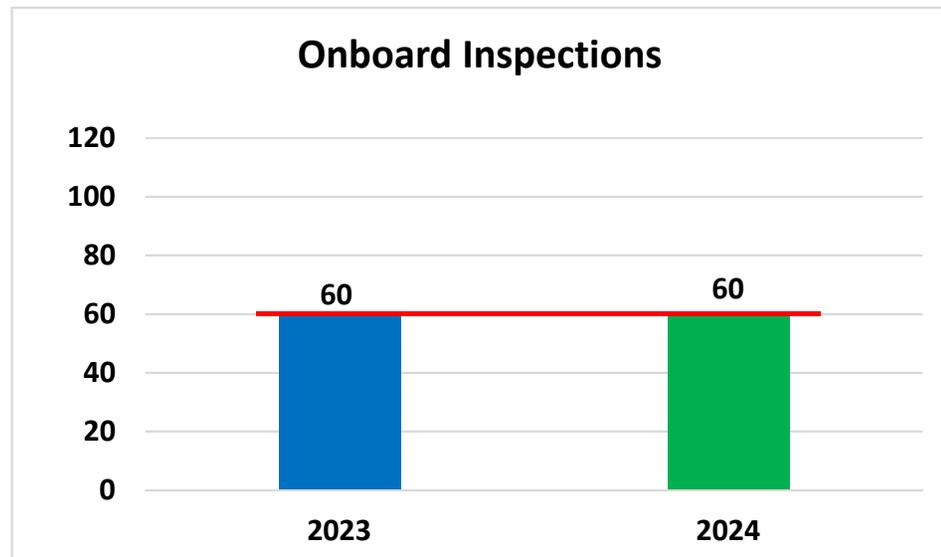
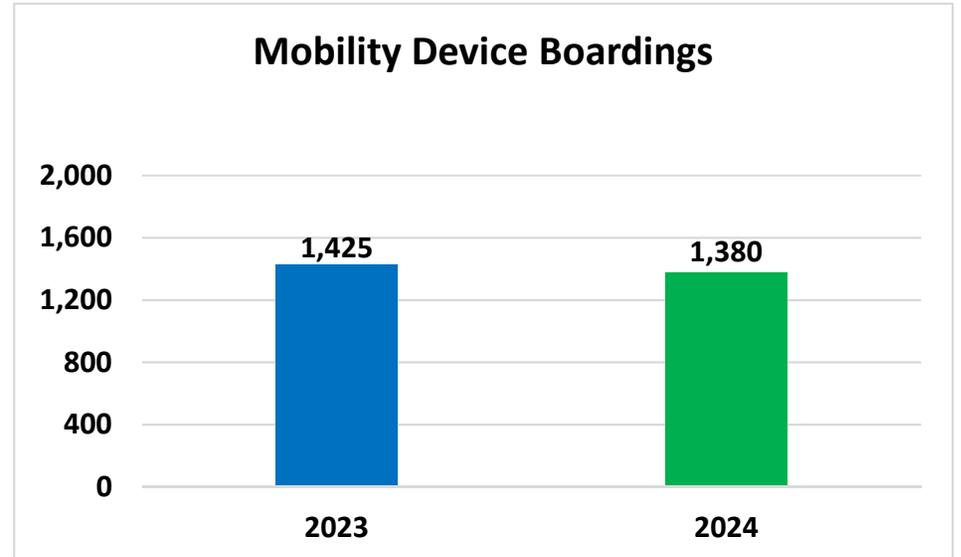
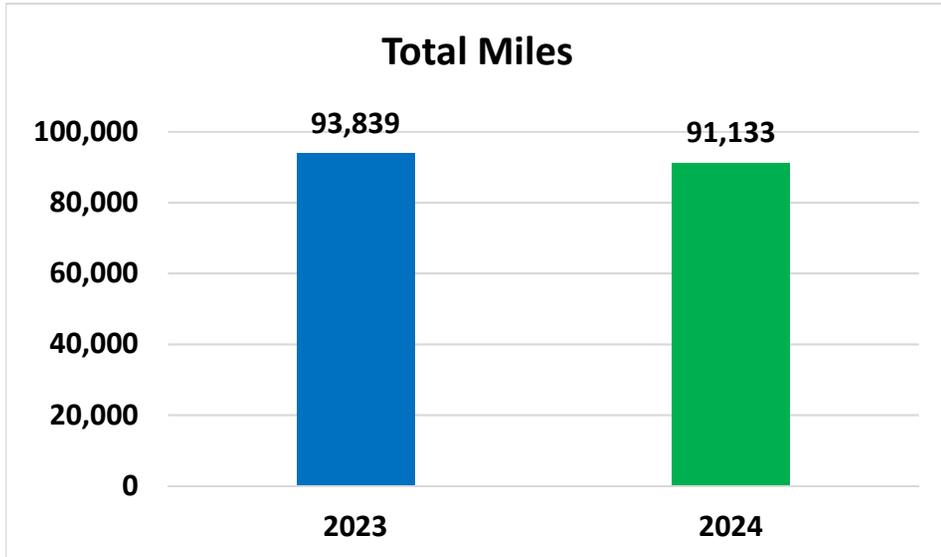
Paratransit Operational Charts

January 2023 vs. January 2024



Paratransit Operational Charts

January 2023 vs. January 2024



SunLine Transit Agency
CONSENT CALENDAR

DATE: February 28, 2024
TO: Finance/Audit Committee
Board of Directors
RE: Metrics for January 2024

RECEIVE & FILE

Summary:

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

SunRide

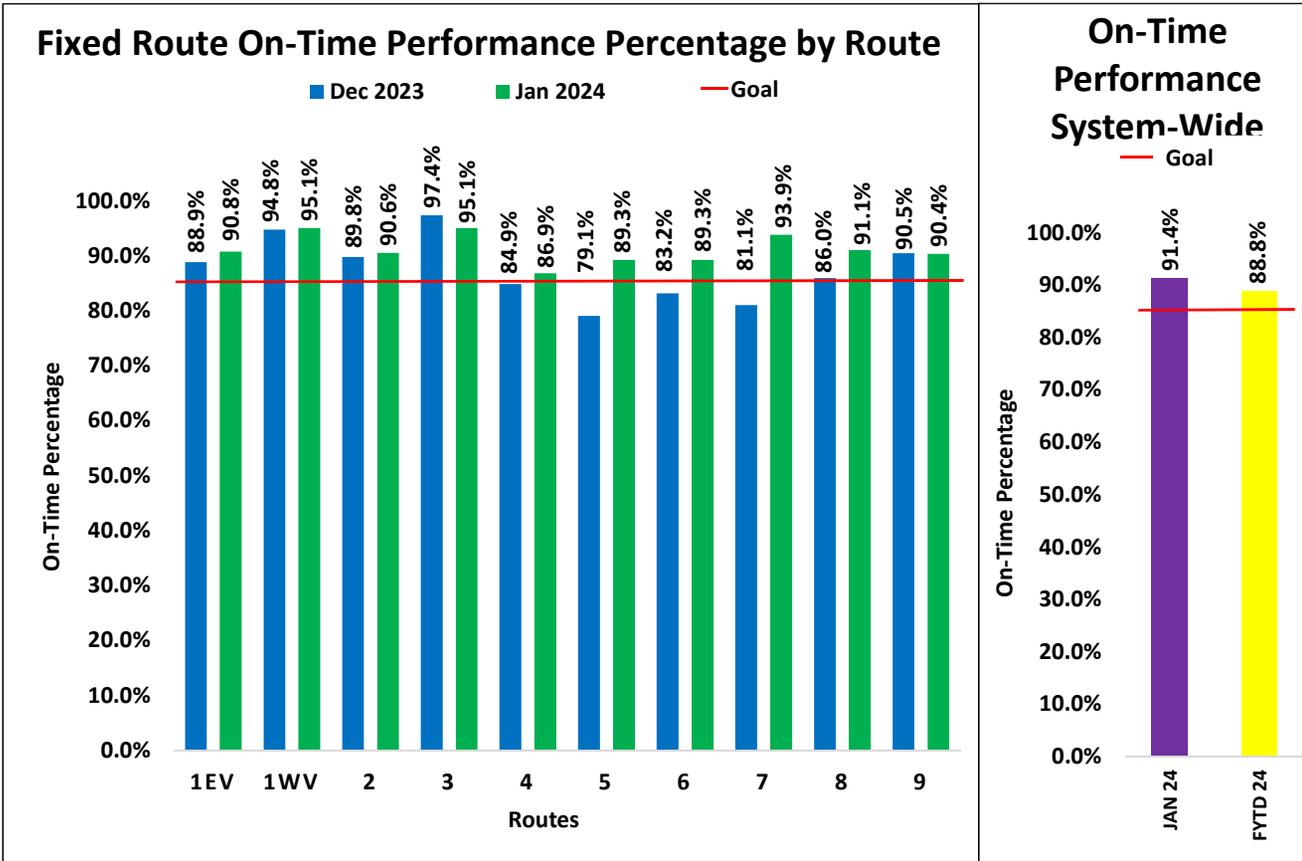
- SunRide system-wide was up slightly in January. Overall, in December, SunRide is up 207% over January 2023.
- Desert Hot Springs/Desert Edge was up 20% over December with 337 trips by 364 passengers, and is up 172% compared to January 2023.
- Indio continues to grow with 328 trips by 356 passengers, a 4% increase over December and a 531% increase over January 2023.
- Mecca/North Shore saw a 45% increase in ridership between the hours of 10:00 AM and 2:00 PM when it is supplementing fixed route.
- Coachella had a 38% decrease in January 2024 when compared to January 2023, but was up 33% when compared to December 2023.

Fixed Route

- Fixed route's on-time performance had an increase of 3% from December 2023 at 88.4% to January 2024 at 91.4%. For the month of January the Agency exceed its service standard goal of 85%.
- Late departures had a decrease of 3.1% in January 2024, when compared to the previous month.
- Early departures had an increase in January of 0.1%, when compared to the previous month.
- For the month of January 2024, 18% of SunLine's fixed route operator workforce was absent when compared to January 2023 at 27%.
- For the month of January 2024, workforce was at a total of 145 operators when compared to January 2023 at 134 operators.

Recommendation:

Receive and file.



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

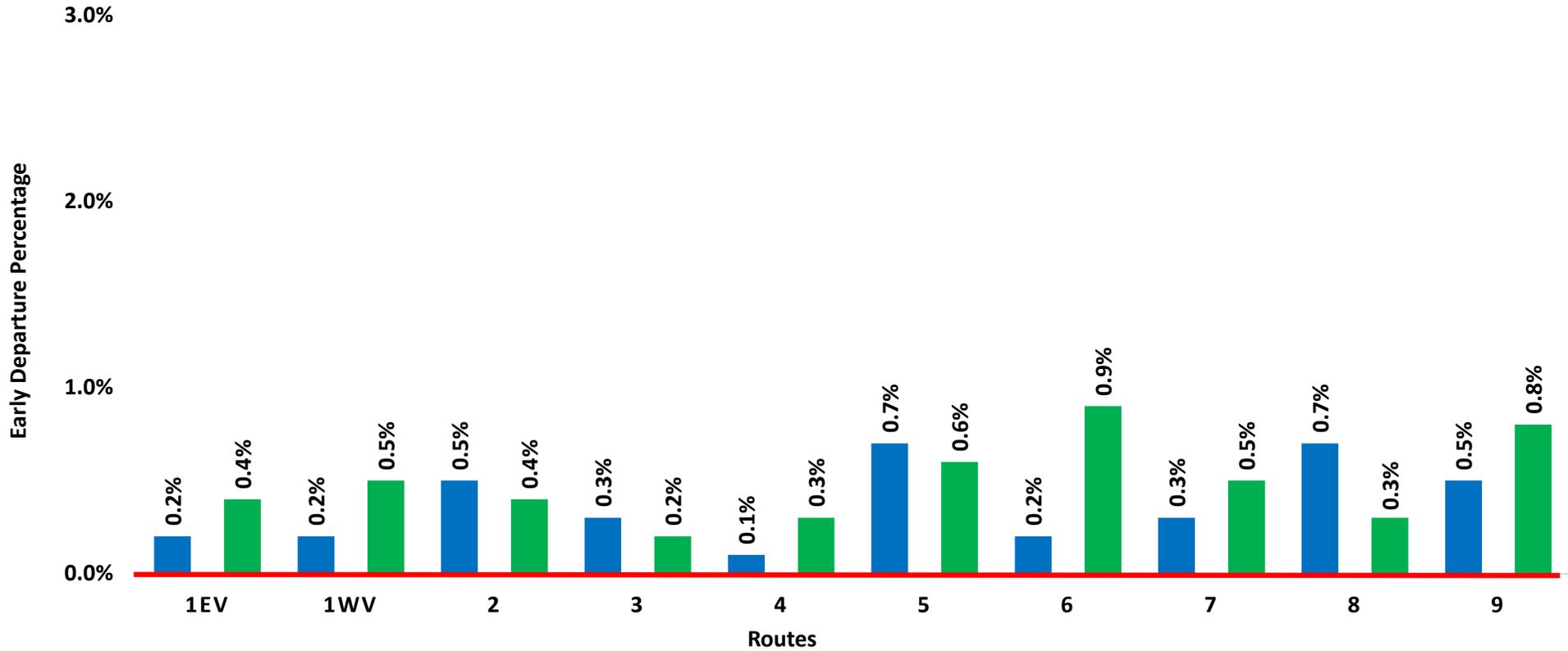
Goal: Minimum target for On-Time Performance is 85%.

Note: : For the month of January 2024, the Agency's on-time performance was at 91.4% when compared to January 2023 at 75.5%. This is an increase of 15.9%.

Fixed Route Early Departure Percentage by Route

■ Dec 2023

■ Jan 2024

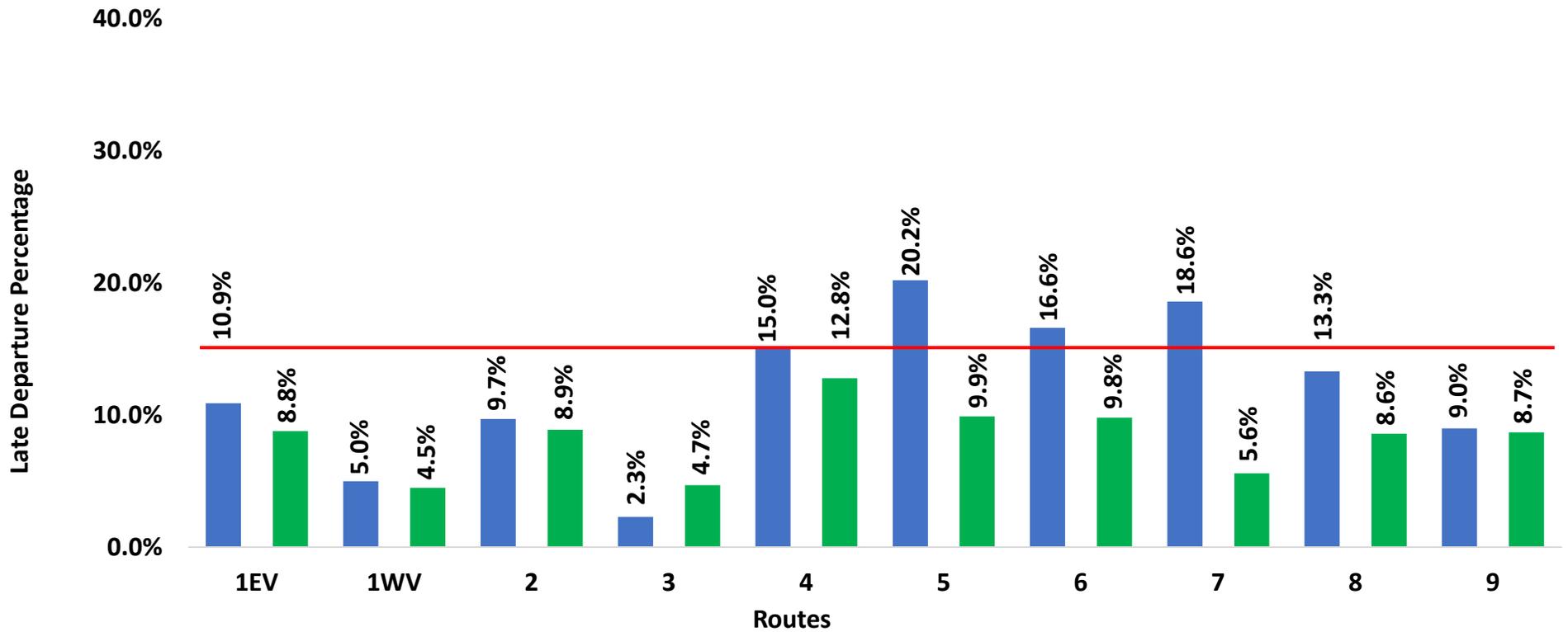


Early Departure: When a bus leaves a time point ahead of the scheduled departure time.

Goal: To reduce early departures to 0%.

Fixed Route Late Departure Percentage by Route

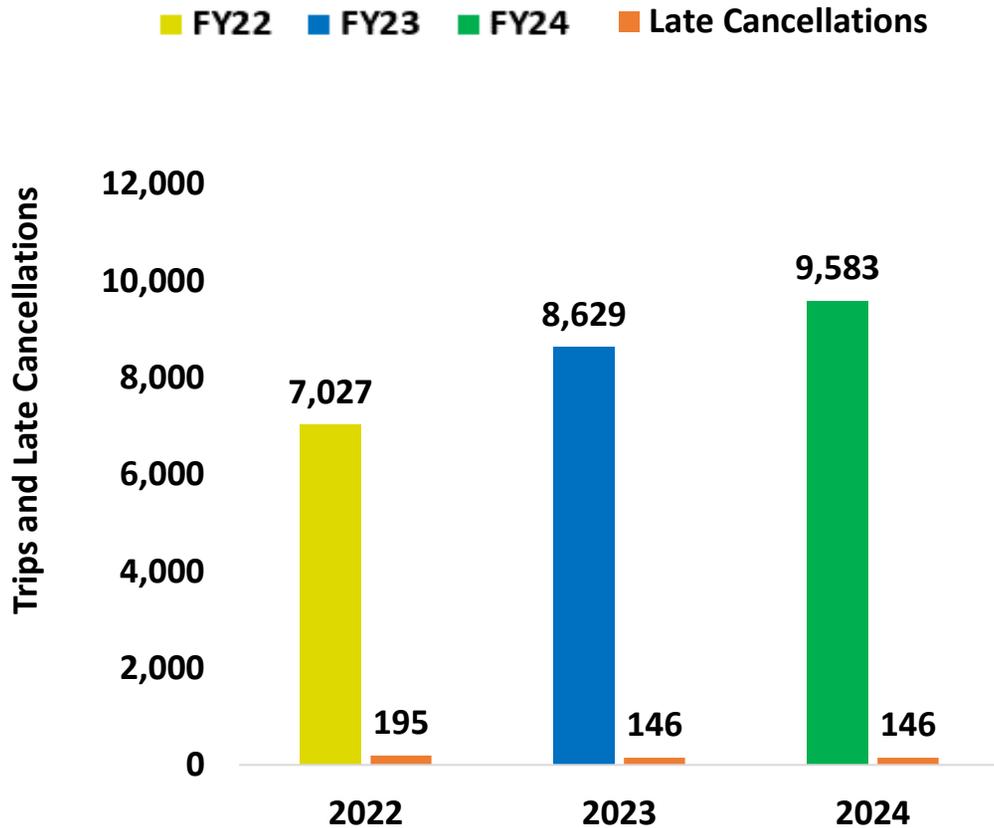
■ Dec 2023
 ■ Jan 2024
 — Goal



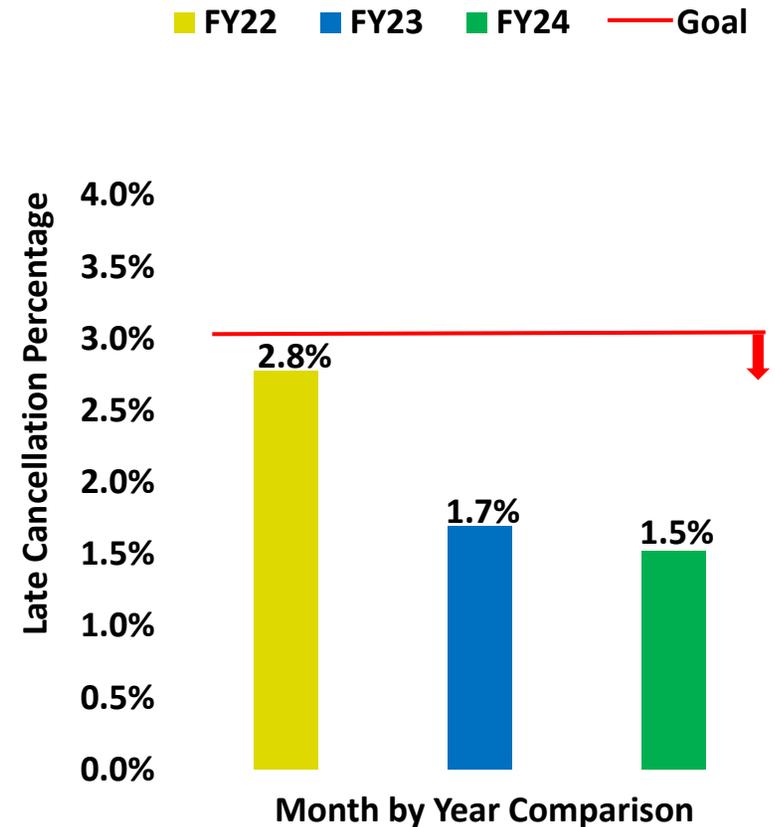
Late Departure: When a bus leaves a time point after the scheduled departure time and the route is running late with a departure greater than five (5) minutes.

Goal: To ensure late departures remain below 15%.

Paratransit Total Trips vs. Late Cancellations January



Late Cancellations by Percentage



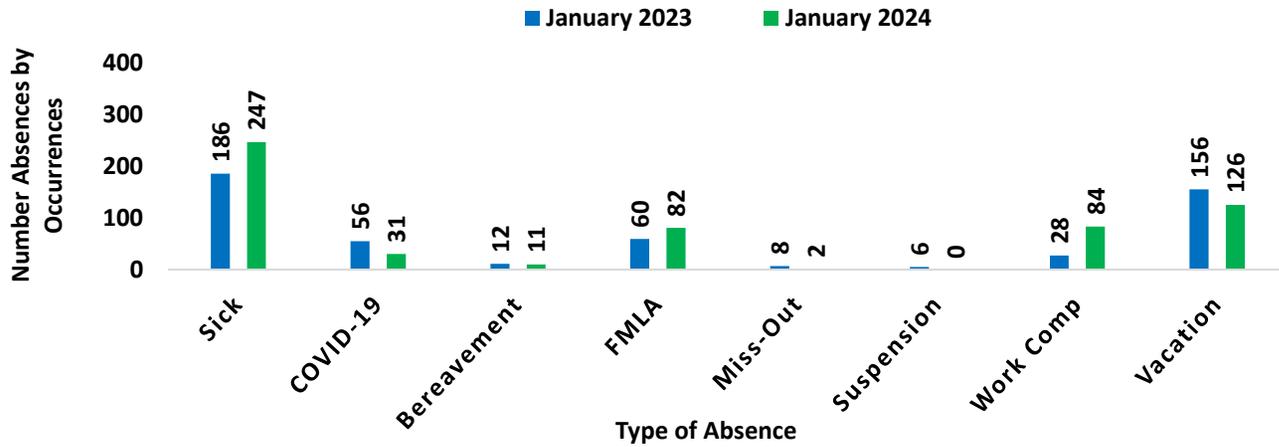
Trip: A one-way trip booked by the rider. A round trip is counted as two (2) trips.

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

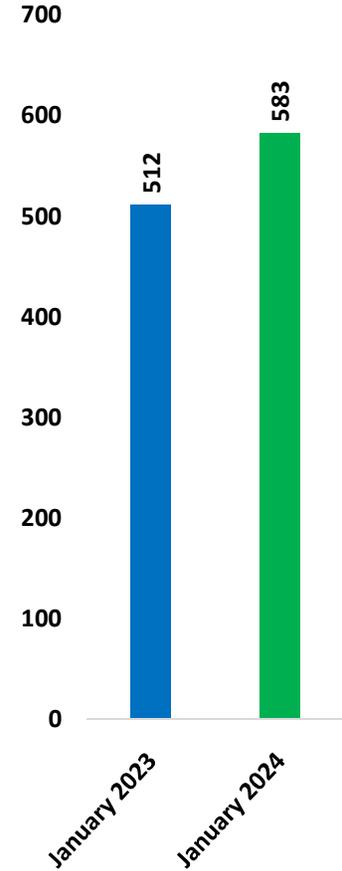
Goal for Late Cancellations: 3% or below.

Total Trips: Total one-way trips completed.

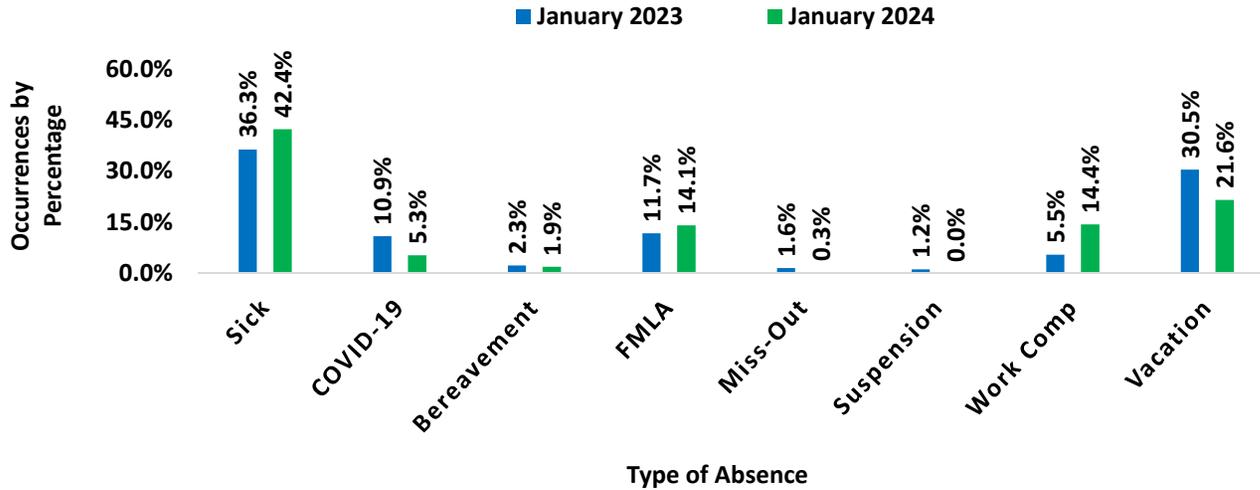
Fixed Route Operator Absence by Type



Fixed Route Total Absence Occurrences

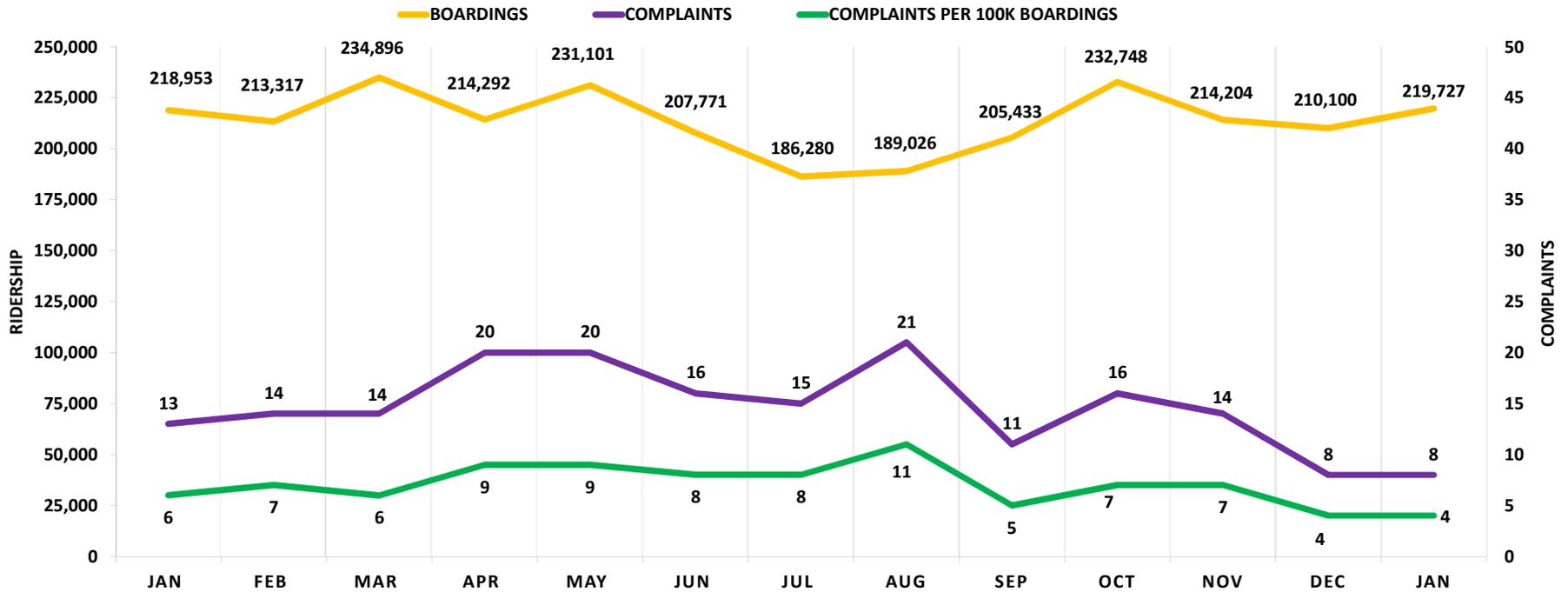


Fixed Route Operator Absence Type by Percentage



This chart includes unplanned/unscheduled and COVID-19 absences for Fixed Route drivers. For the month of January 2024, 18% of SunLine's fixed route operator workforce was absent when compared to January 2023 at 27%. For the month of January 2024, workforce was at a total of 145 operators when compared to January 2023 at 134 operators.

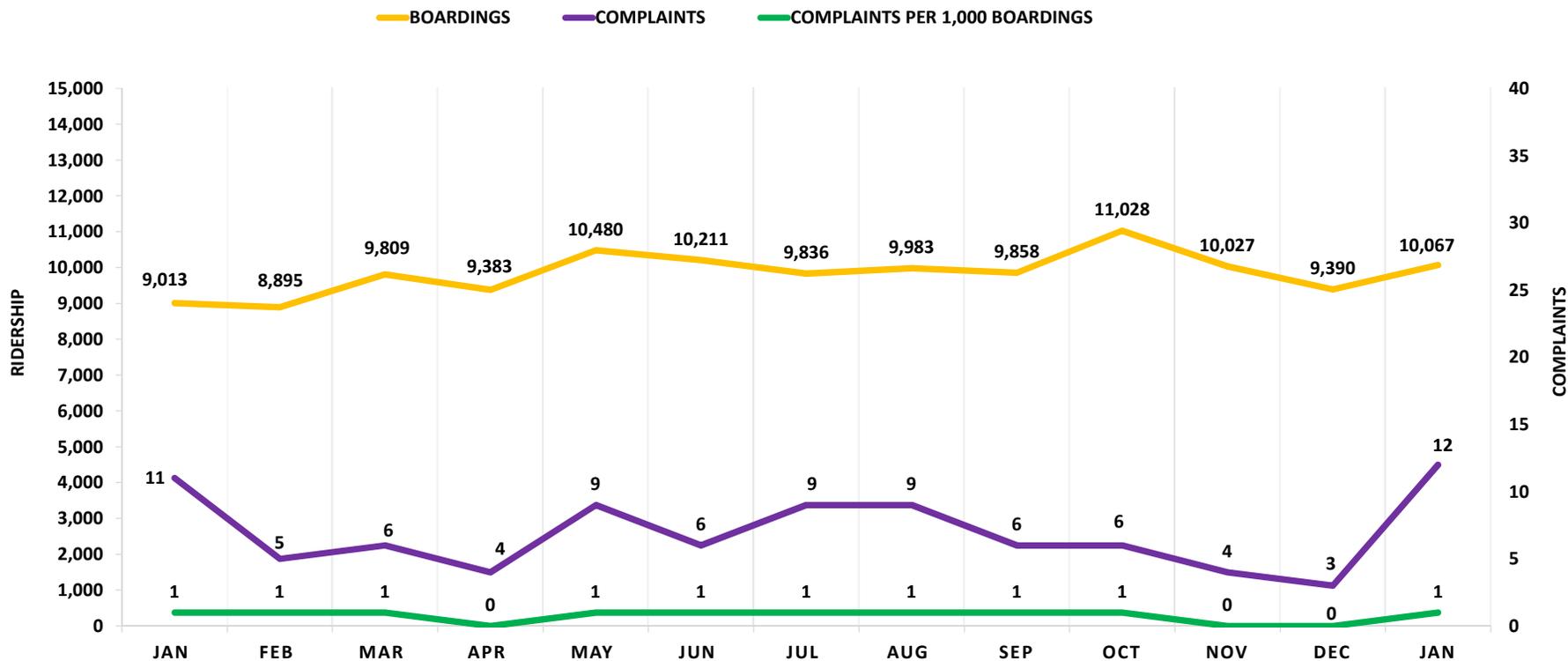
Fixed Route Customer Complaints January 2023 to January 2024



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

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

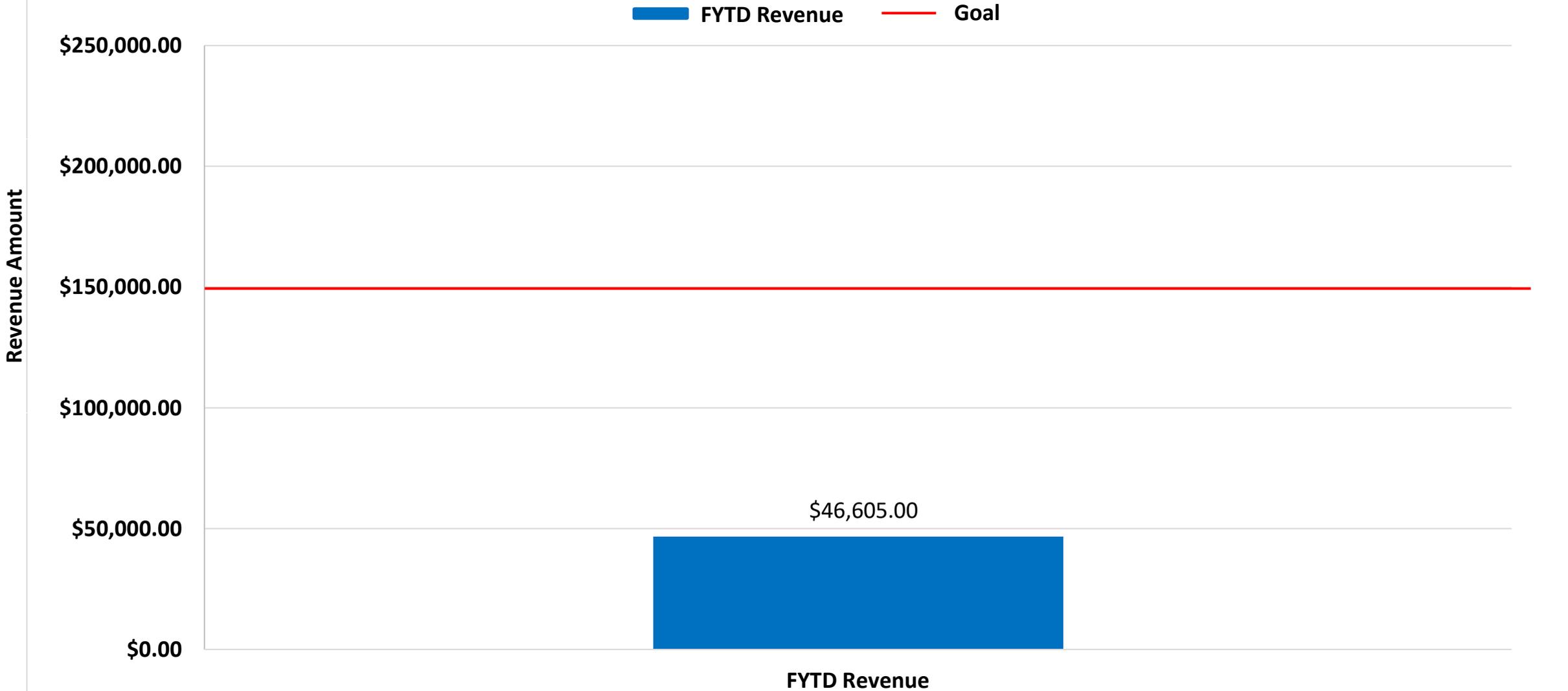
Paratransit Customer Complaints January 2023 to January 2024



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

For the month of January, 99.88% of our total boardings did not receive a complaint.

Advertising Revenue FYTD Revenue vs. Yearly Goal December 2023

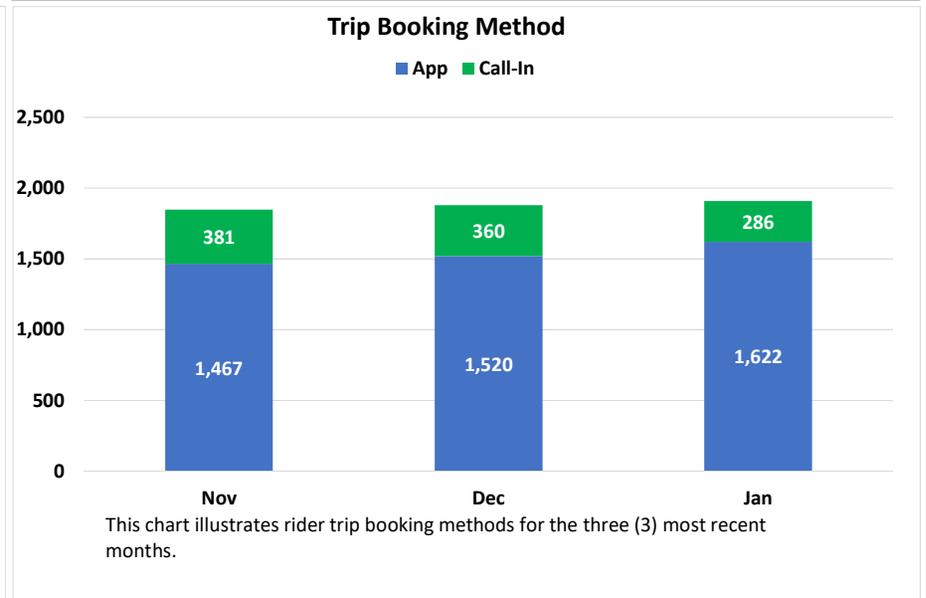
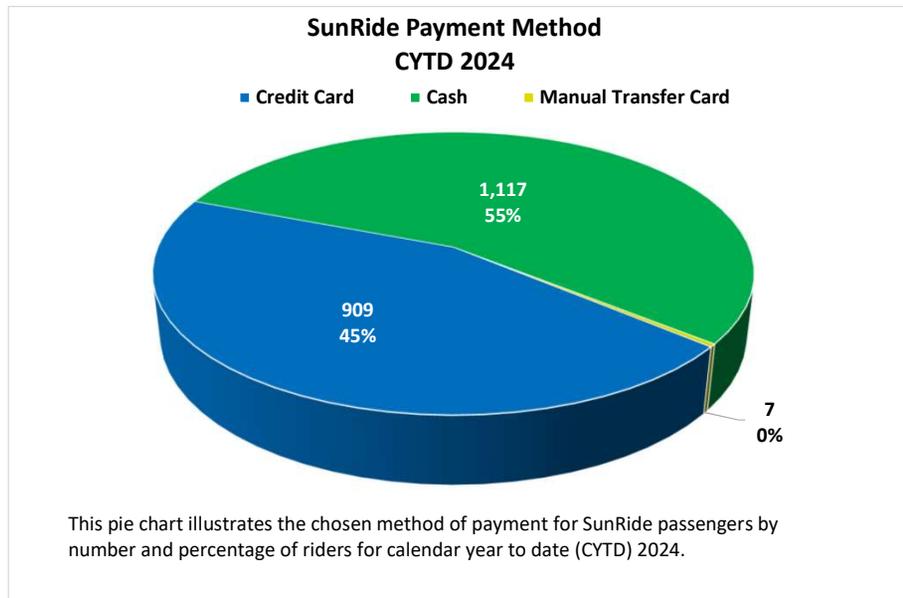
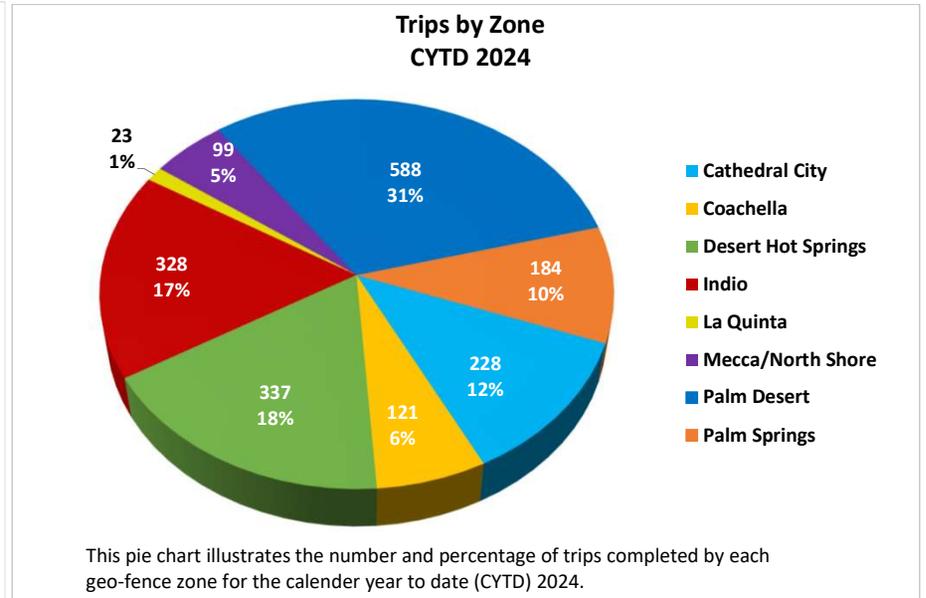
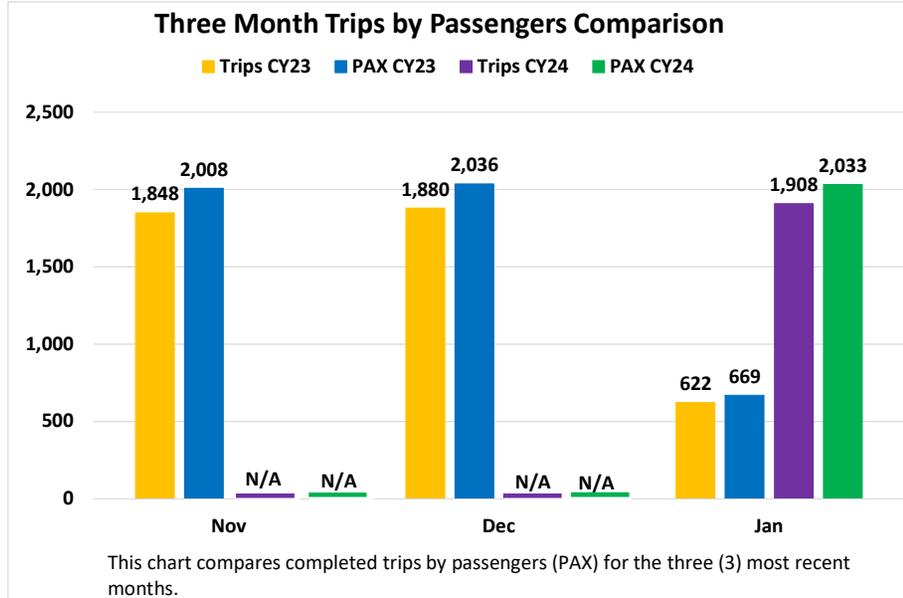


Advertising revenue tracks revenue of invoiced contracts for bus shelter and bus wrap advertising. The graph tracks FYTD revenue versus our yearly goal. The yearly goal for FY24 is \$150,000 (*advertising revenues follow Finance Department reporting from the previous two (2) months*).

SunRide System-Wide Metrics CYTD 2024

Total Completed Trips: 1,891

Total Number of Passengers: 2,033

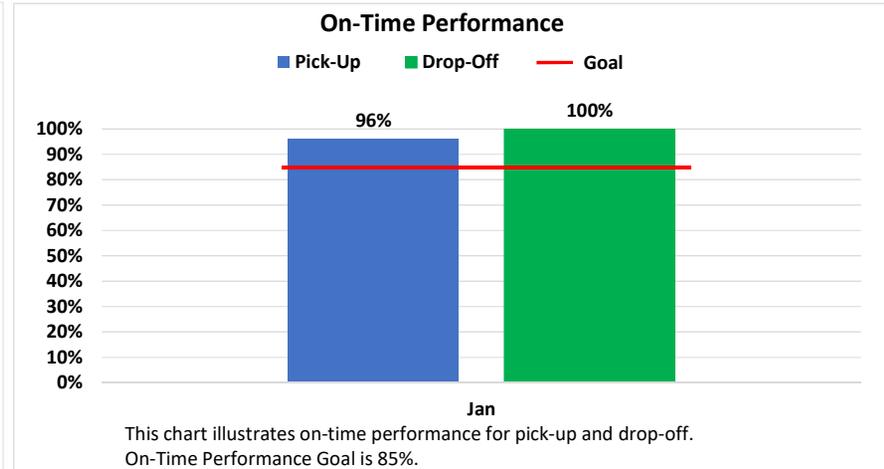
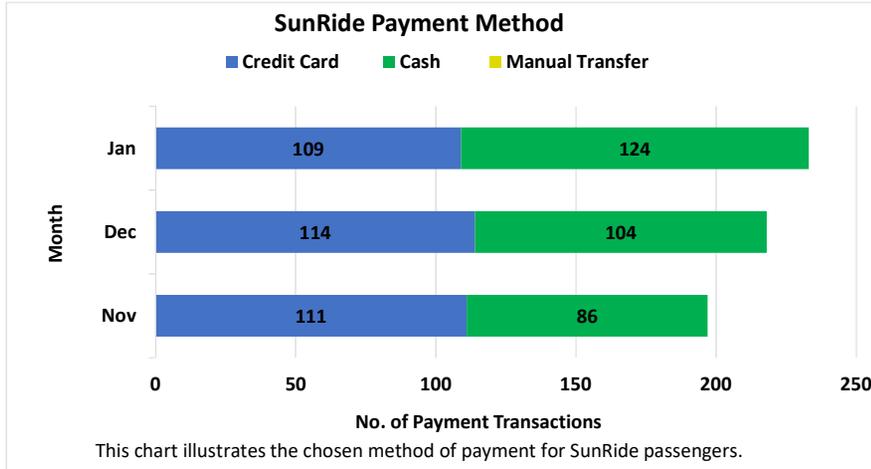
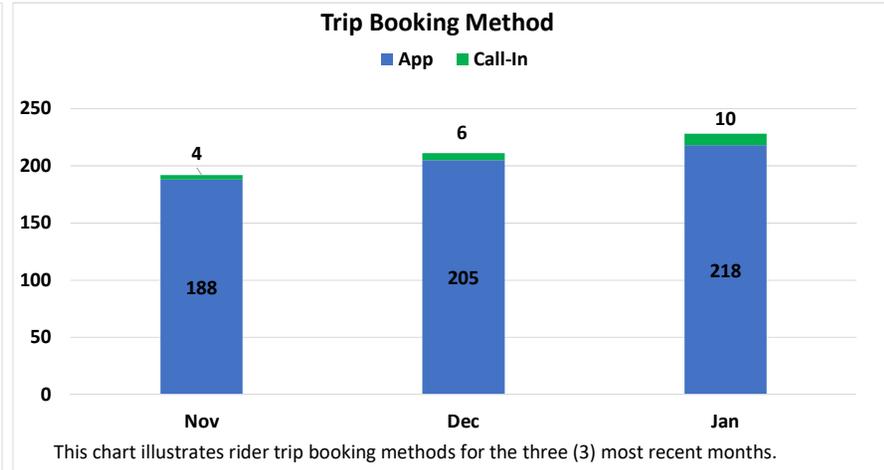
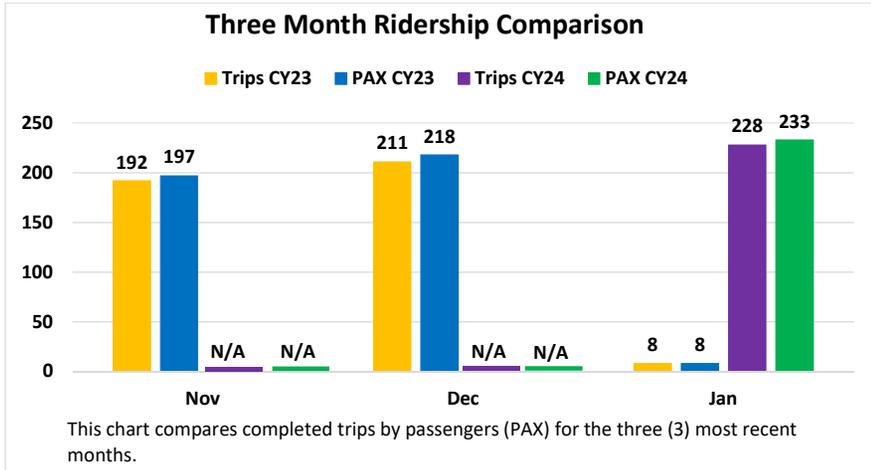


Percentage of Trips System-wide as Ridesharing: 27%.
 [Based on No. of Shared Rides for the month (520) divided by Total Trips Completed (1,908)].

Cathedral City Geo-Fence Metrics CYTD 2024

Total Completed Trips: 228

Total Number of Passengers: 233



Percentage of Trips as Ridesharing: 21%.
 [Based on No. of Shared Rides for the month (47) divided by Total Trips Completed (228).]

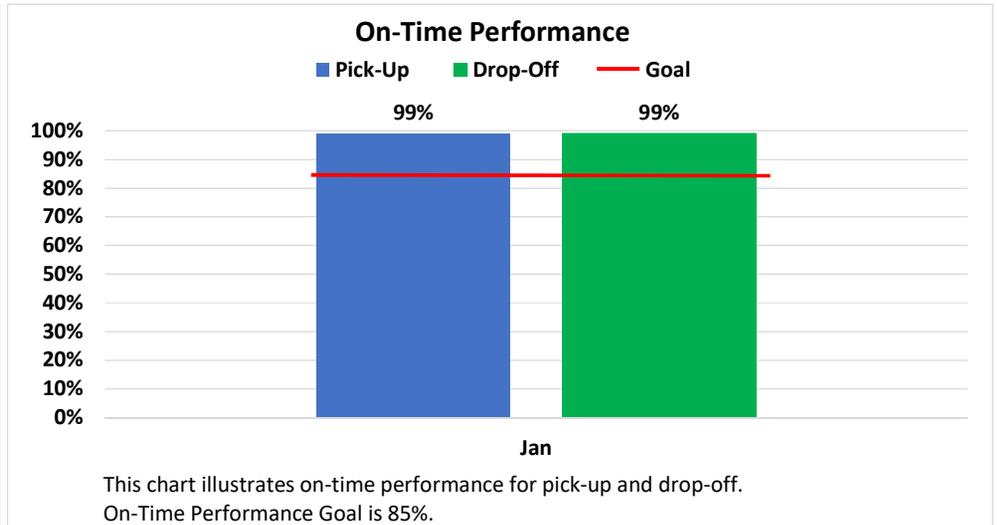
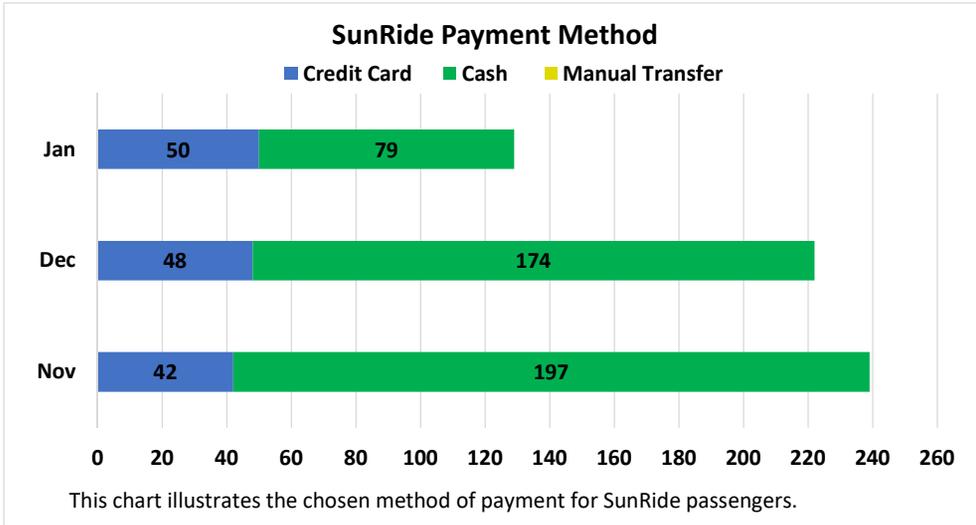
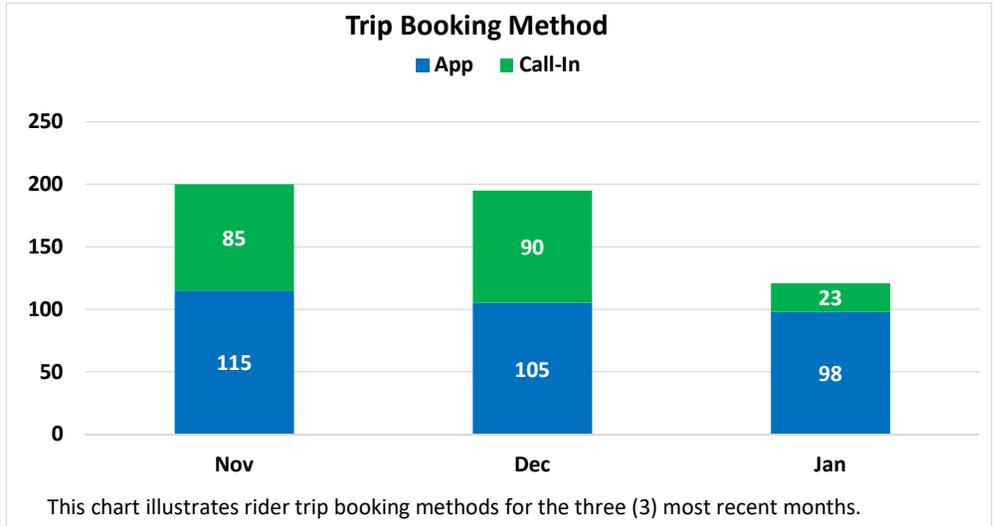
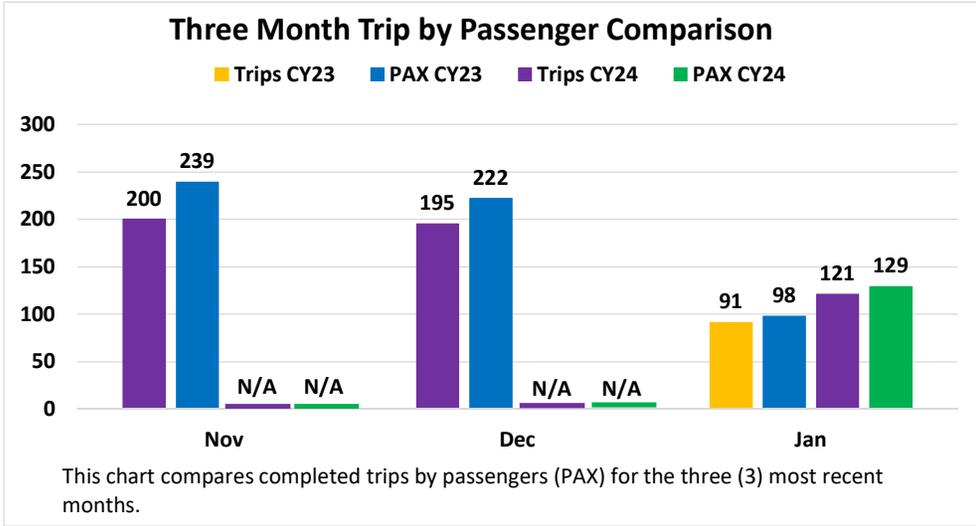
Customer Satisfaction Rating
 Avg. rider trip rating 5.0
 Goal: 4.5

EXCEEDS GOAL

Coachella Geo-Fence Metrics CYTD 2024

Total Completed Trips: 121

Total Number of Passengers: 129



Combined Zone: Coachella-Indio-LaQuinta
Percentage of Trips as Ridesharing: 14%.
 [Based on No. of Shared Rides for the month (68) divided by Total Trips Completed (472).]

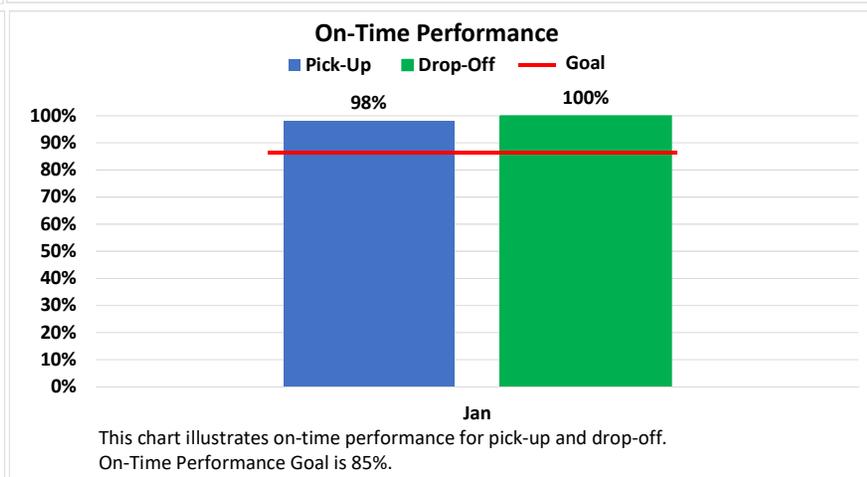
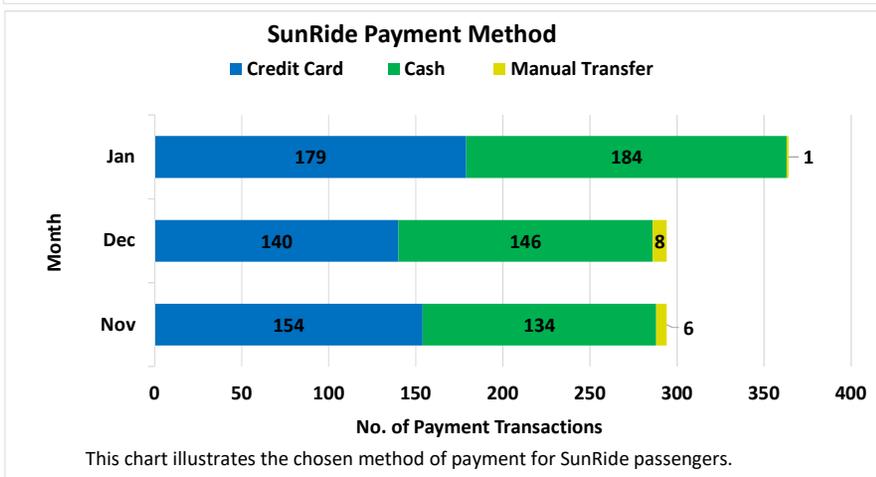
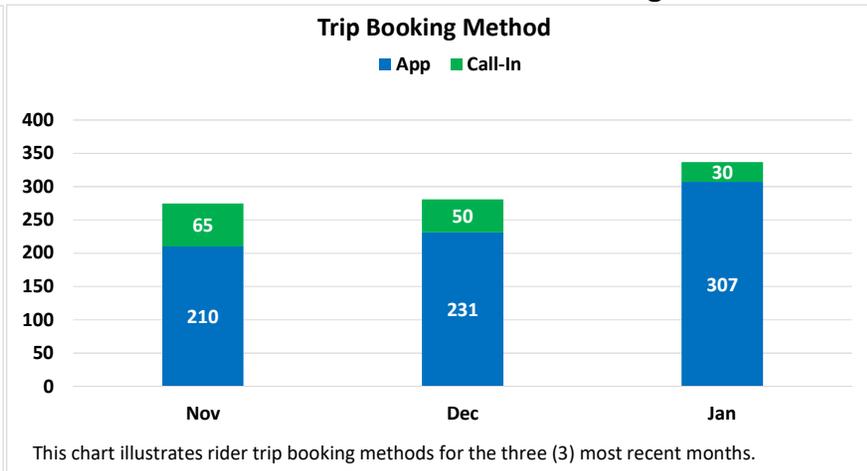
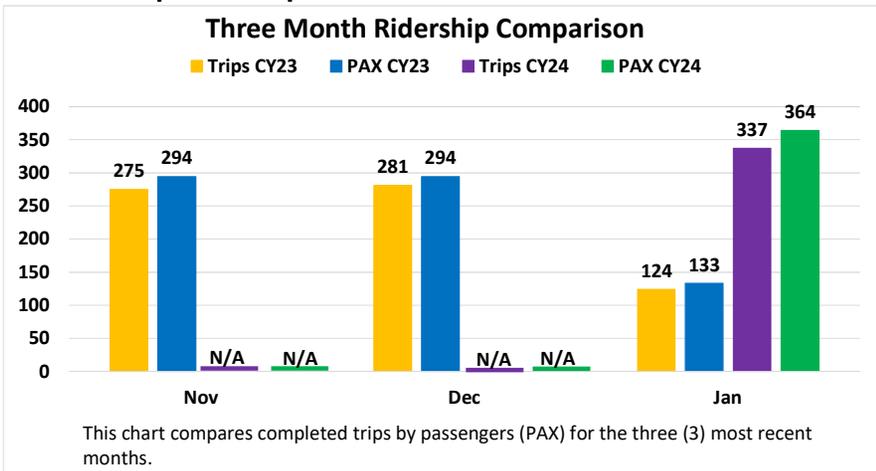
Customer Satisfaction Rating
 Avg. rider trip rating: 4.8
 Goal: 4.5



Desert Hot Springs/Desert Edge Geo-Fence Metrics CYTD 2024

Total Completed Trips: 337

Total Number of Passengers: 364



Percentage of Trips as Ridesharing: 31%.
[Based on No. of Shared Rides for the month (106) divided by Total Trips Completed (337).]

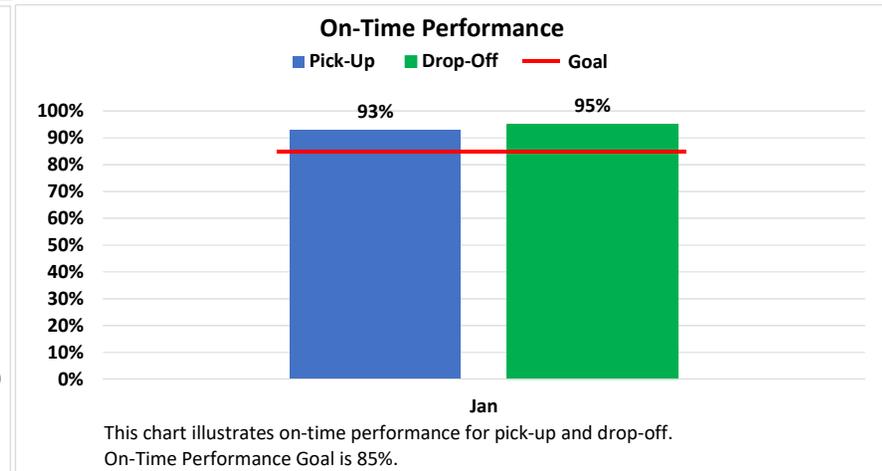
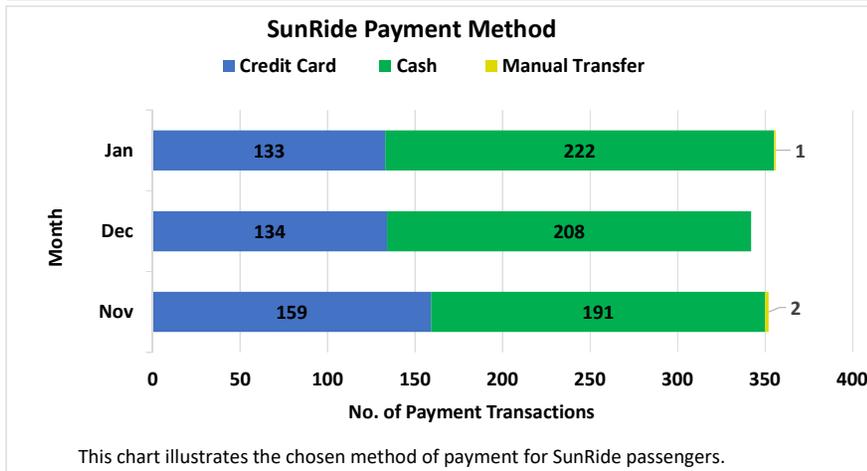
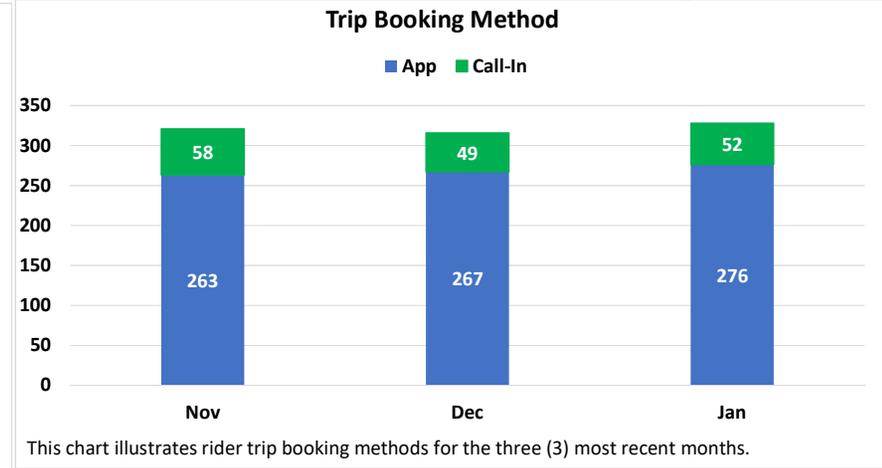
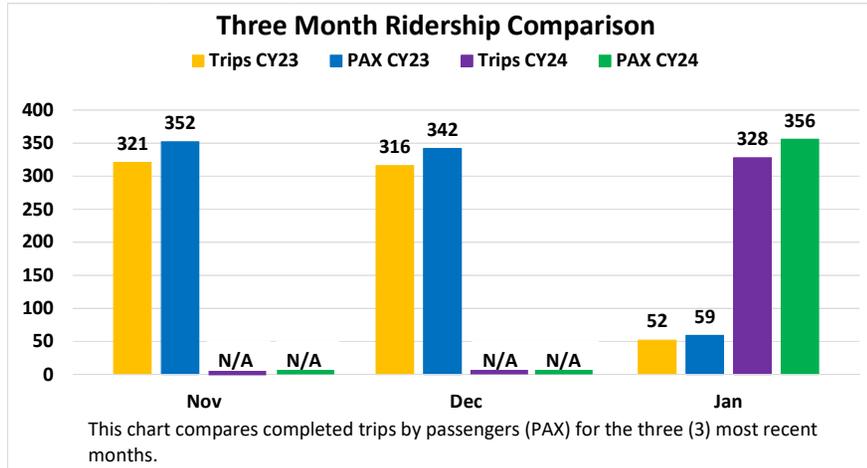
Customer Satisfaction Rating
Avg. rider trip rating 4.9
Goal: 4.5



Indio Geo-Fence Metrics CYTD 2024

Total Completed Trips: 328

Total Number of Passengers: 356



Combined Zone: Coachella-Indio-LaQuinta
Percentage of Trips as Ridesharing: 14%.
 [Based on No. of Shared Rides for the month (68) divided by Total Trips Completed (472).]

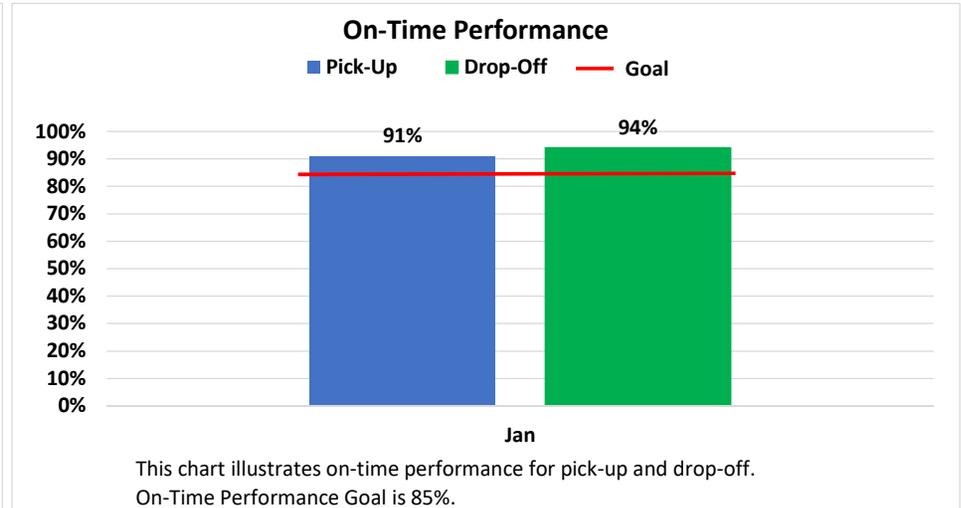
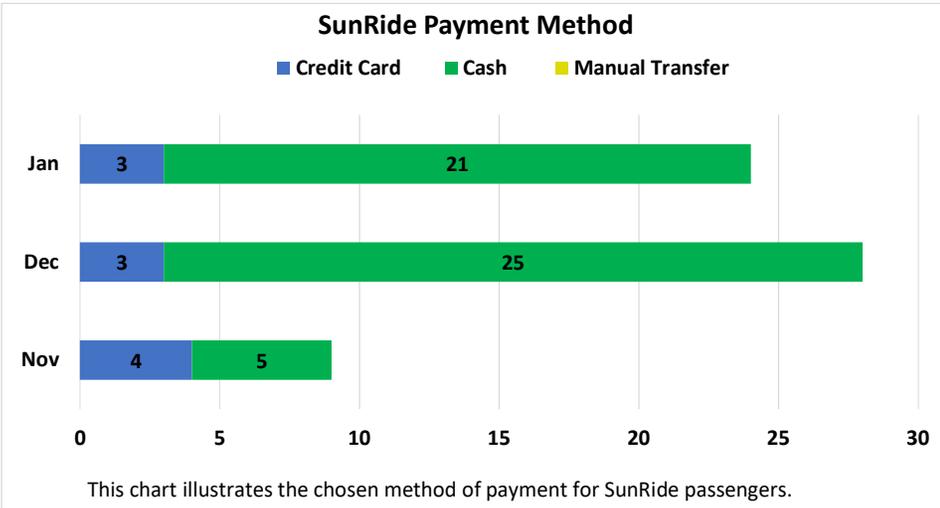
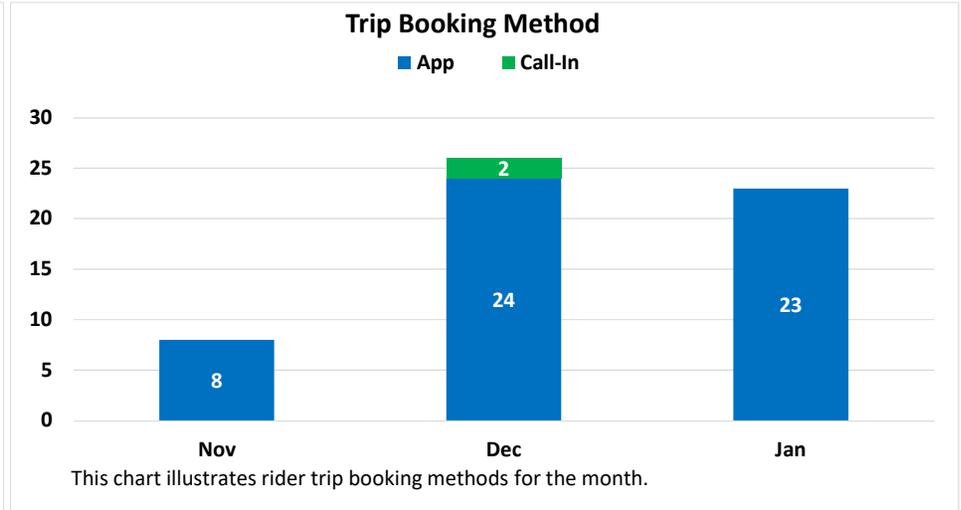
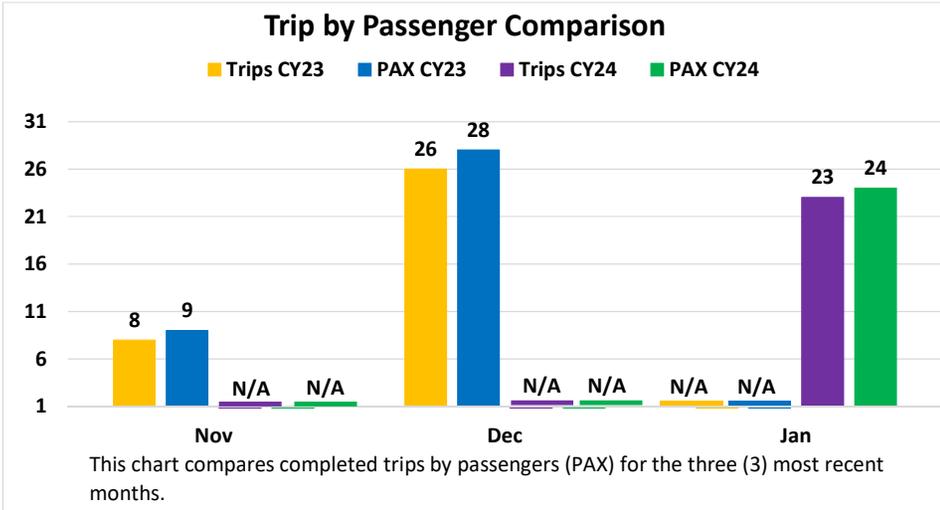
Customer Satisfaction Rating
 Avg. rider trip rating 4.8
 Goal: 4.5



La Quinta Geo-Fence Metrics CYTD 2024

Total Completed Trips: 23

Total Number of Passengers: 24



Combined Zone: Coachella-Indio-LaQuinta

Percentage of Trips as Ridesharing: 14%.

[Based on No. of Shared Rides for the month (68) divided by Total Trips Completed (472).]

Customer Satisfaction Rating

Avg. rider trip rating: 4.7

Goal: 4.5

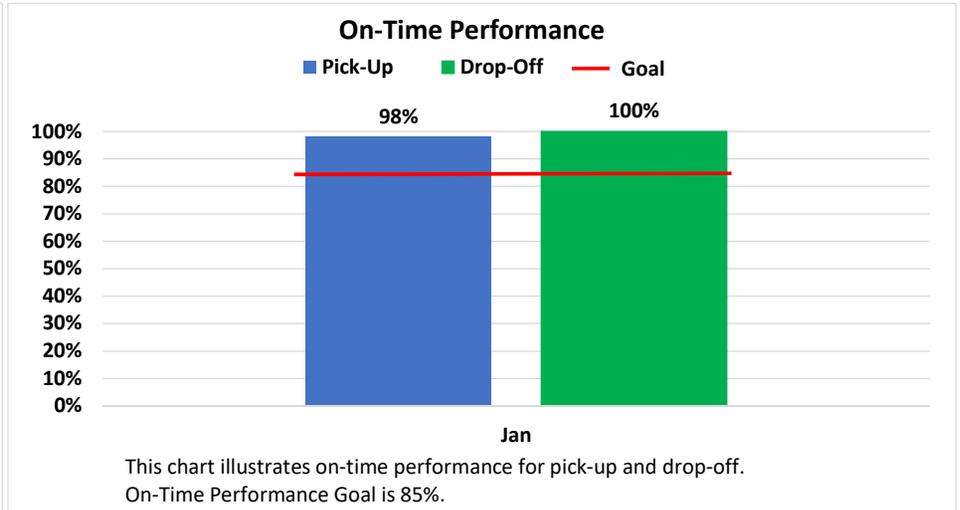
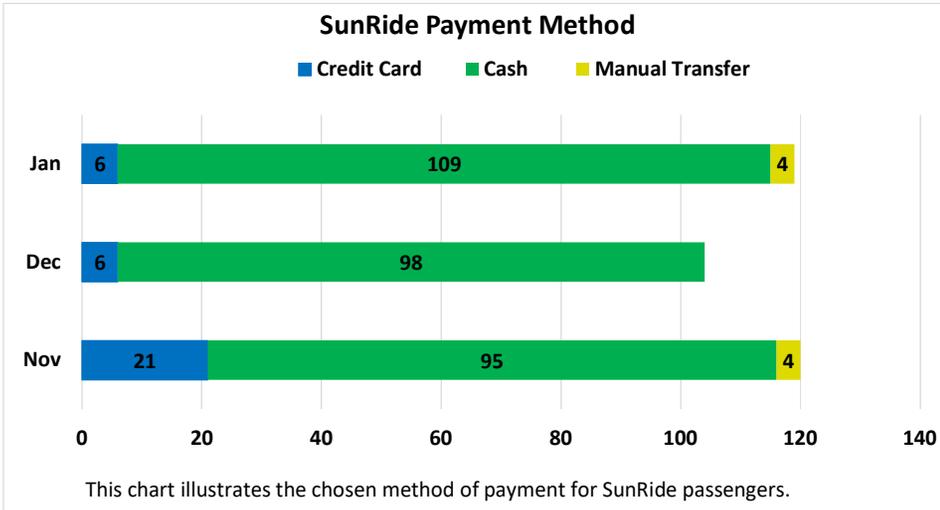
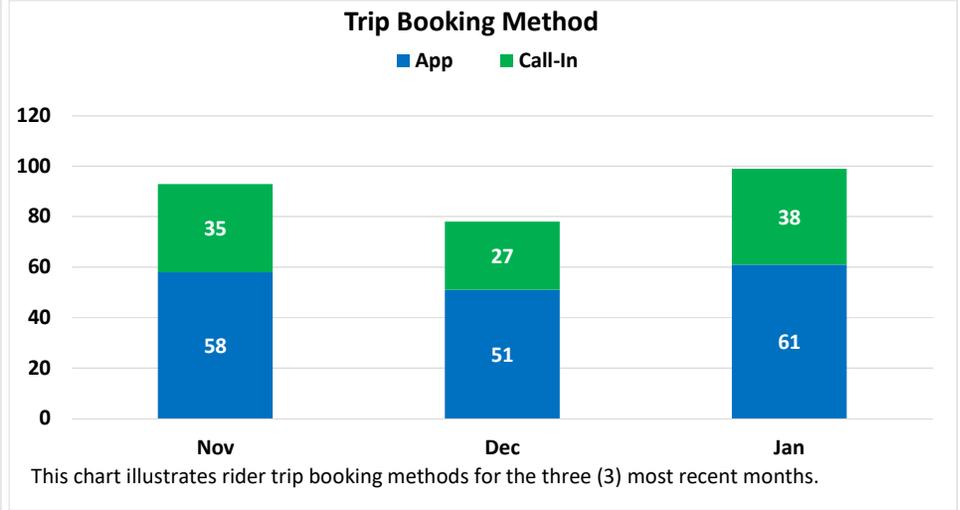
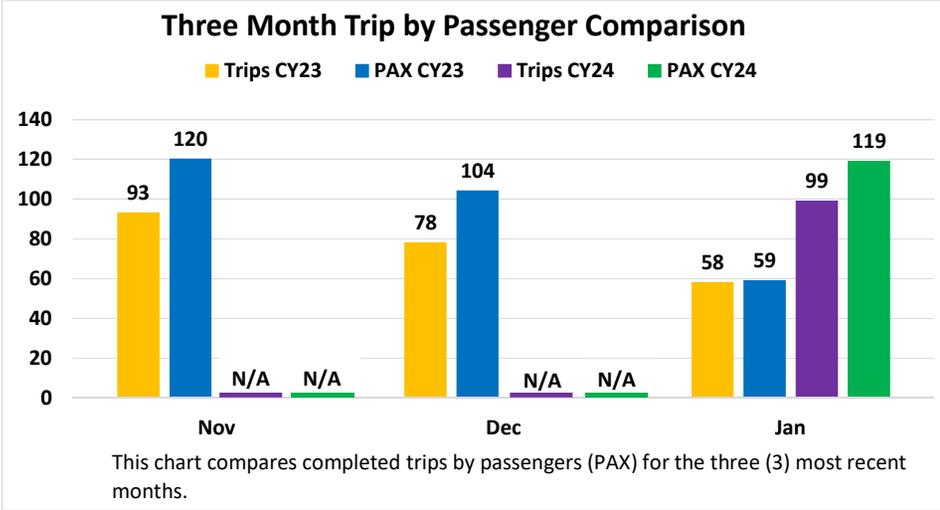


Exceeds Goal

Mecca/North Shore Geo-Fence Metrics CYTD 2024

Total Completed Trips: 99

Total Number of Passengers: 119



Percentage of Trips as Ridesharing: 26%.
[Based on No. of Shared Rides for the month (26) divided by Total Trips Completed (99).]

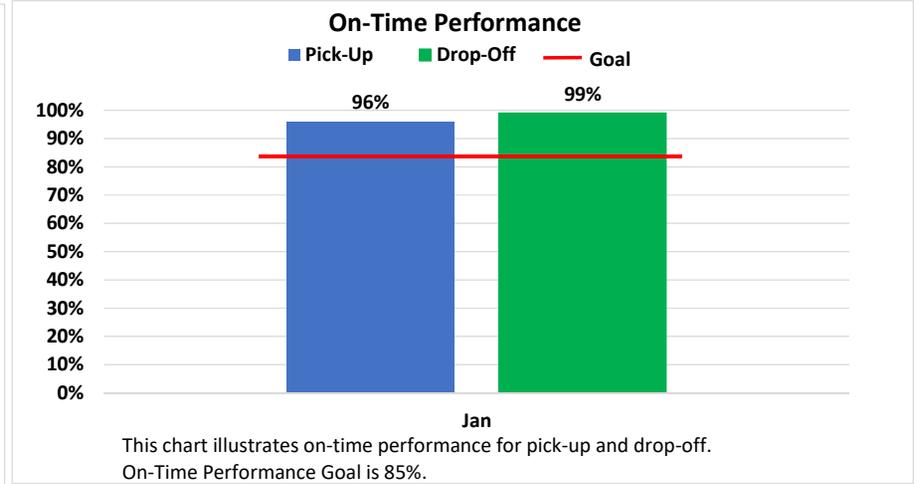
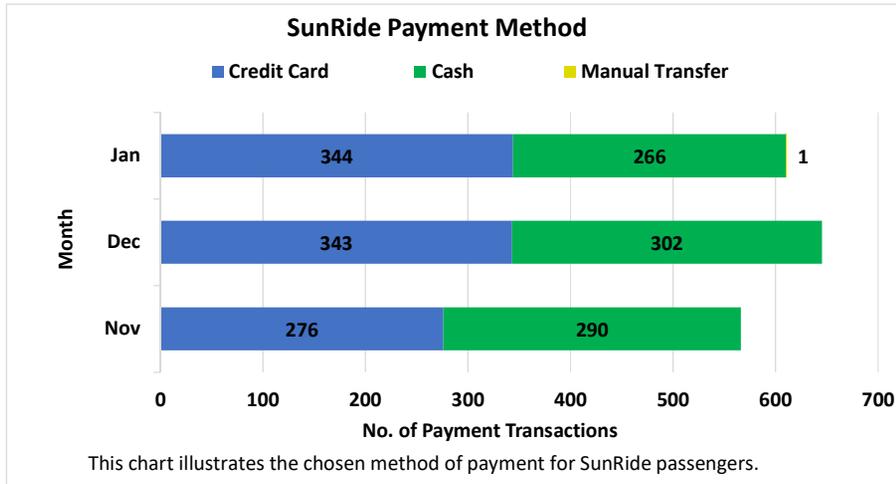
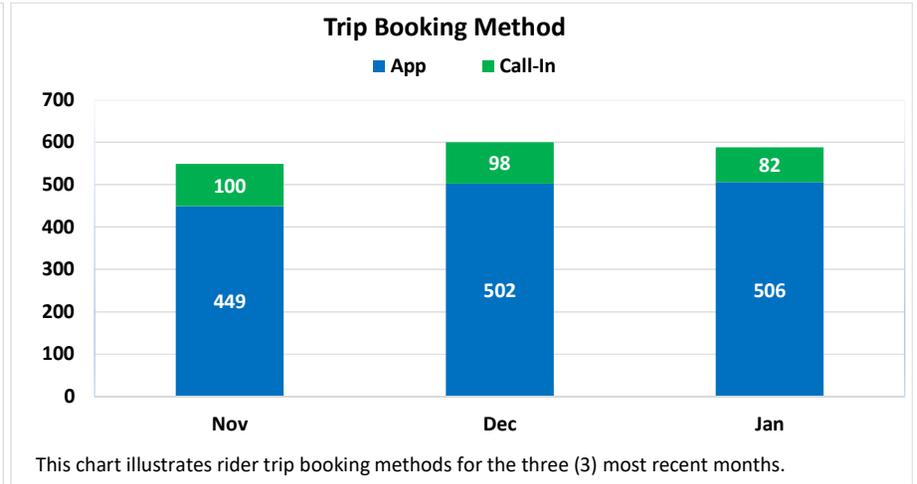
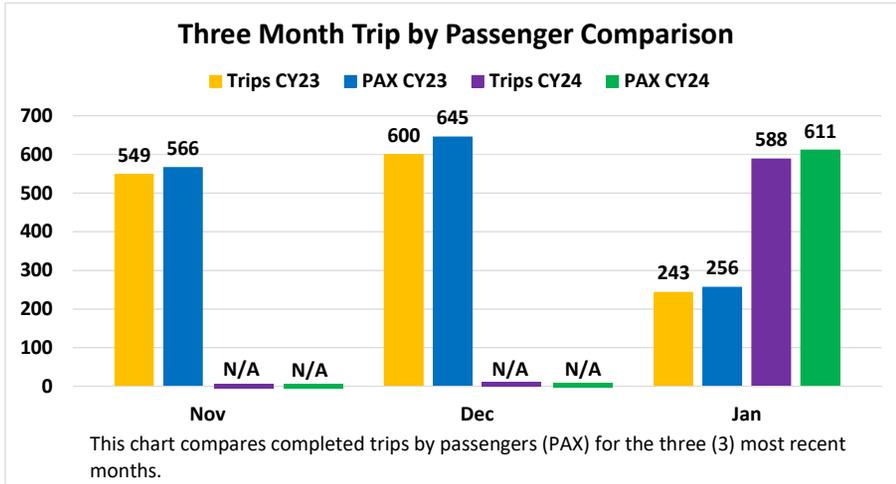
Customer Satisfaction Rating
Avg. rider trip rating: 4.9
Goal: 4.5



Palm Desert Geo-Fence Metrics CYTD 2024

Total Completed Trips: 588

Total Number of Passengers: 611



Percentage of Trips as Ridesharing: 43%.
[Based on No. of Shared Rides for the month (253) divided by Total Trips Completed (588).]

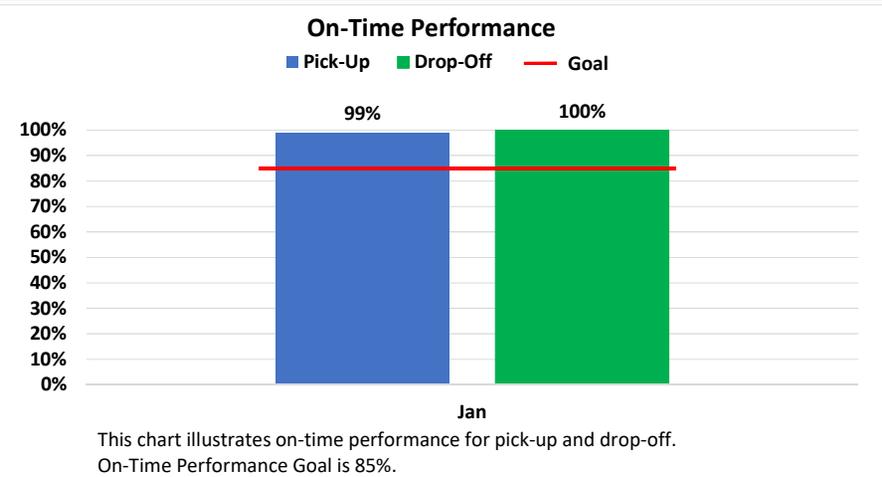
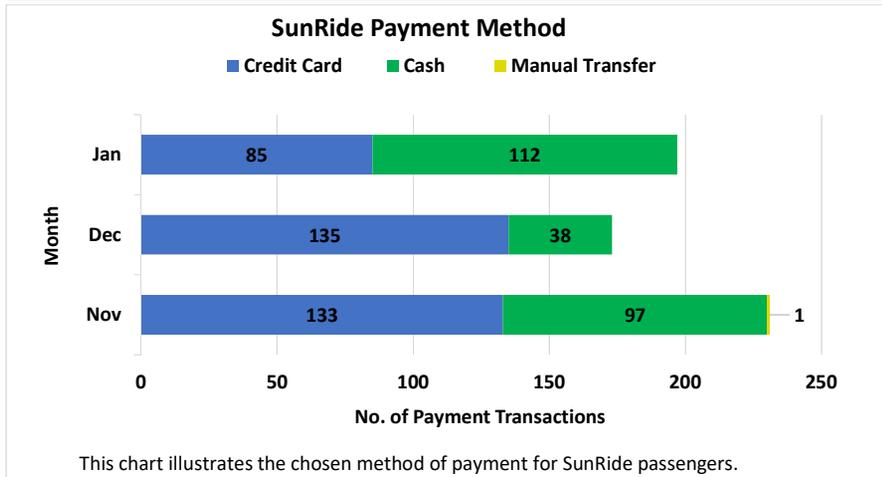
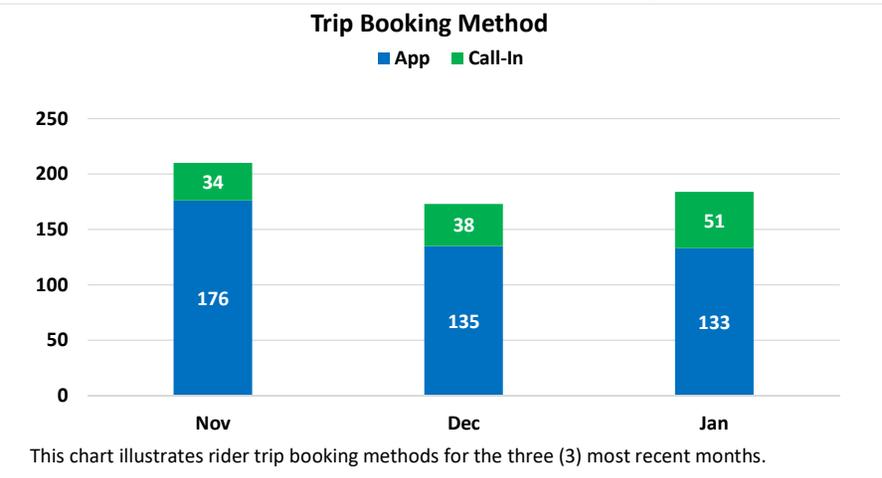
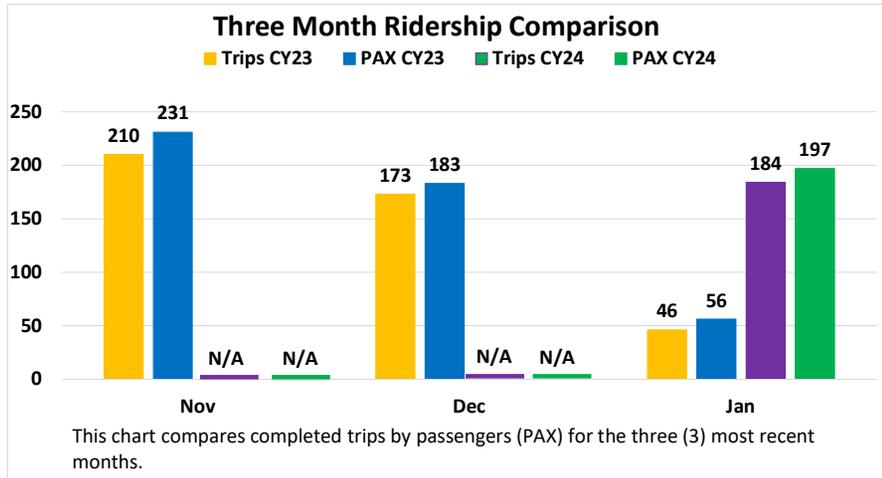
Customer Satisfaction Rating
Avg. rider trip rating: 5.0
Goal: 4.5

★ ★ ★ ★ ★
EXCEEDS GOAL!

Palm Springs Geo-Fence Metrics CYTD 2024

Total Completed Trips: 184

Total Number of Passengers: 197

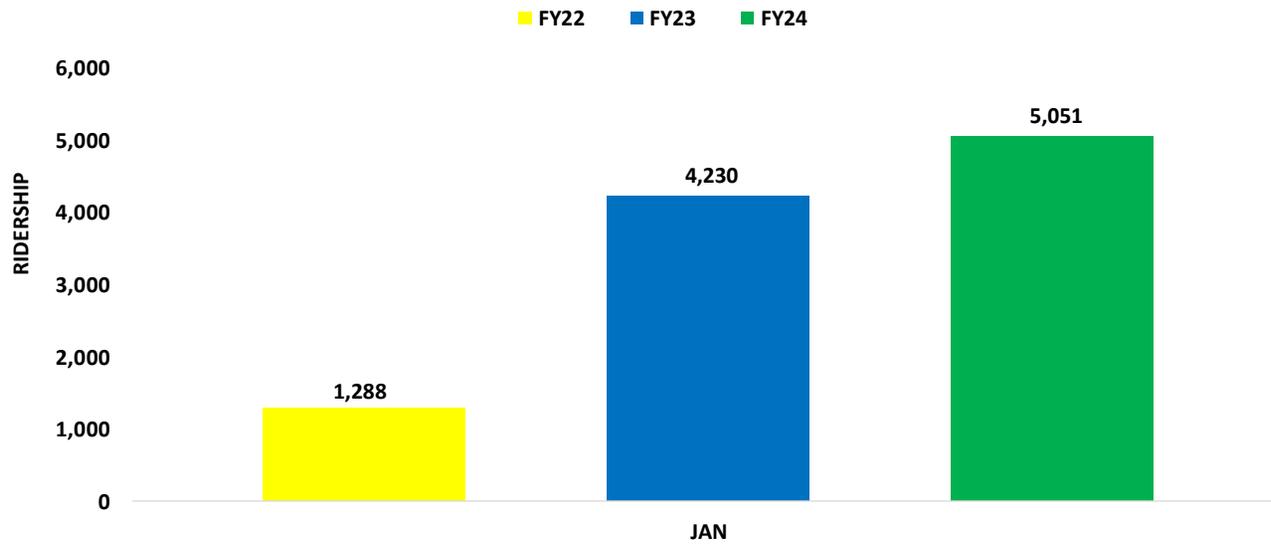


Percentage of Trips as Ridesharing: 11%.
 [Based on No. of Shared Rides for the month (20) divided by Total Trips Completed (184).]

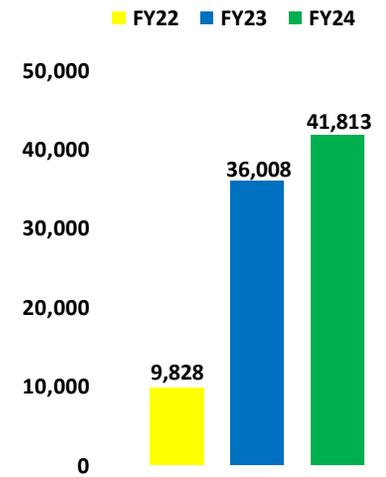
Customer Satisfaction Rating
 Avg. rider trip rating 5.0
 Goal: 4.5



Haul Pass COD Ridership - January 2024

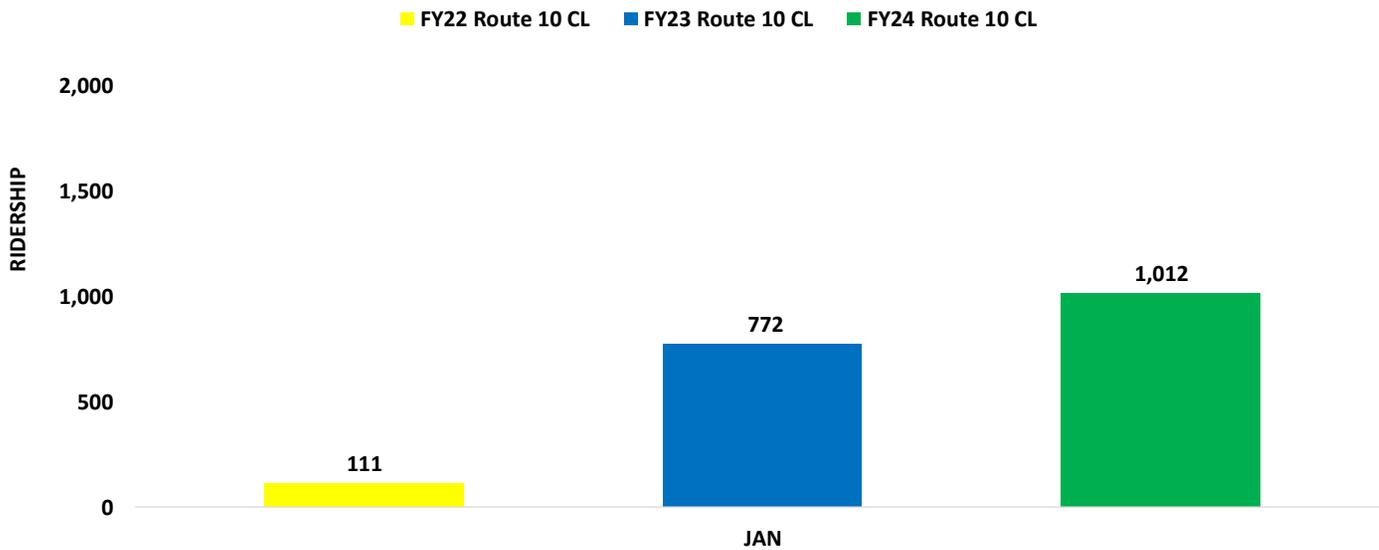


COD Fixed Route Ridership Year to Date

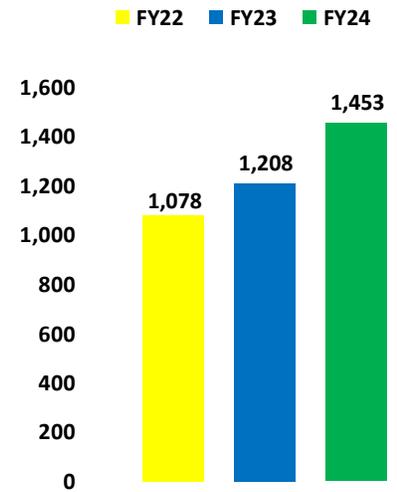


The Haul Pass program was introduced in August 2018.
 This chart represents monthly ridership on the Haul Pass COD.
 For the month of January 2024, Haul Pass COD contributed with 5,051 rides from 428 unique riders.

Haul Pass CSUSB Ridership - January 2024



CSUSB Fixed Route Ridership Total

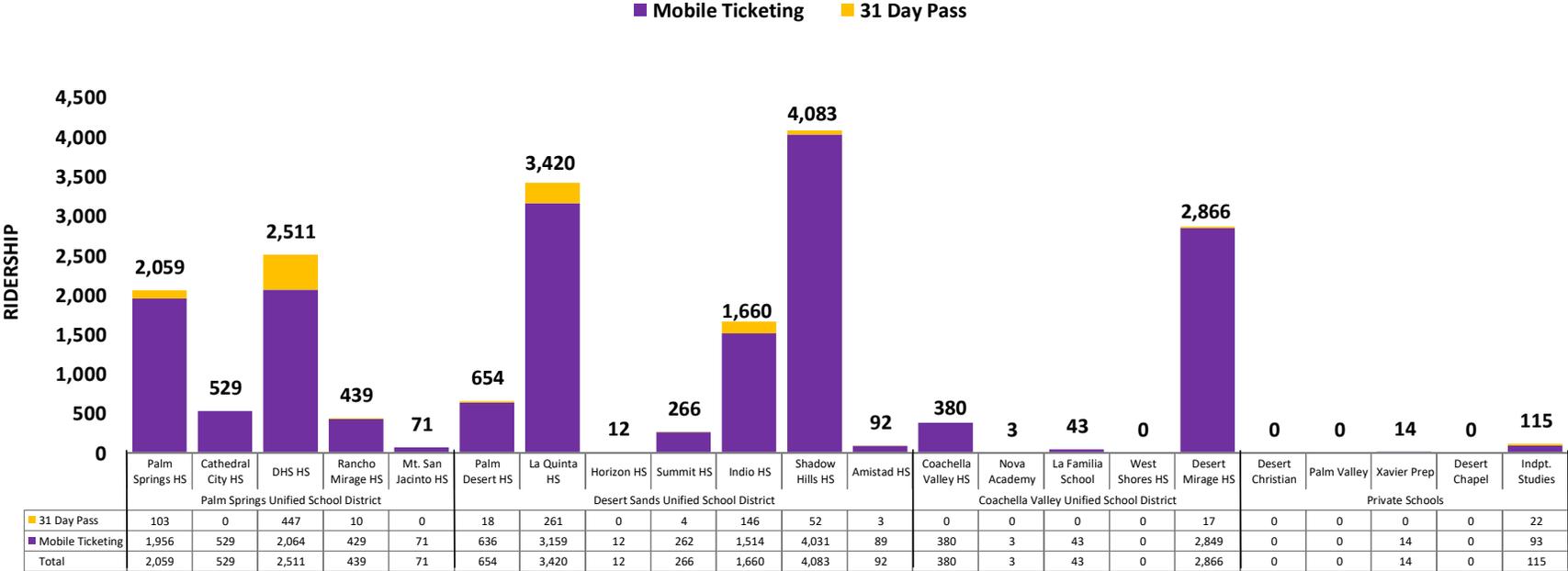


The Haul Pass CSUSB program was introduced in September 2019.

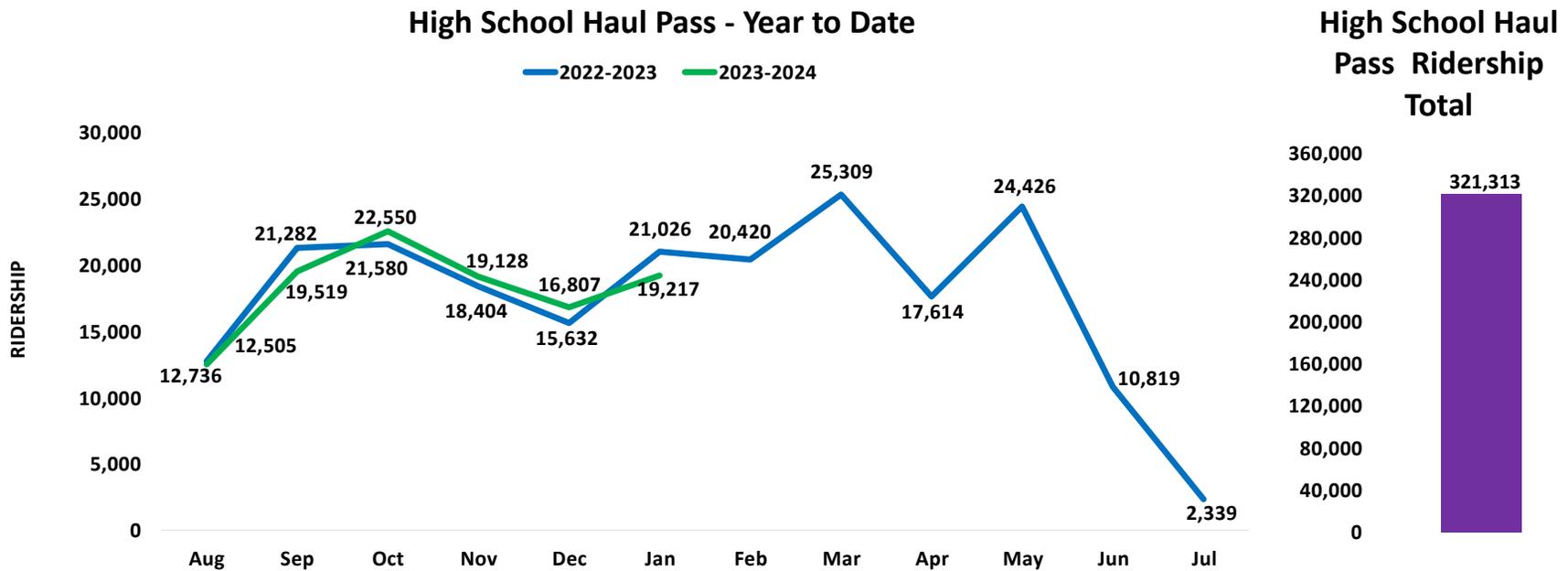
This chart represents monthly ridership on the Haul Pass CSUSB.

For the month of January 2024, CSUSB contributed 1,270 rides from 251 unique users. From that total, 1,012 rides were used on Route 10 and 258 rides on the fixed route system.

High School Haul Pass - January 2024

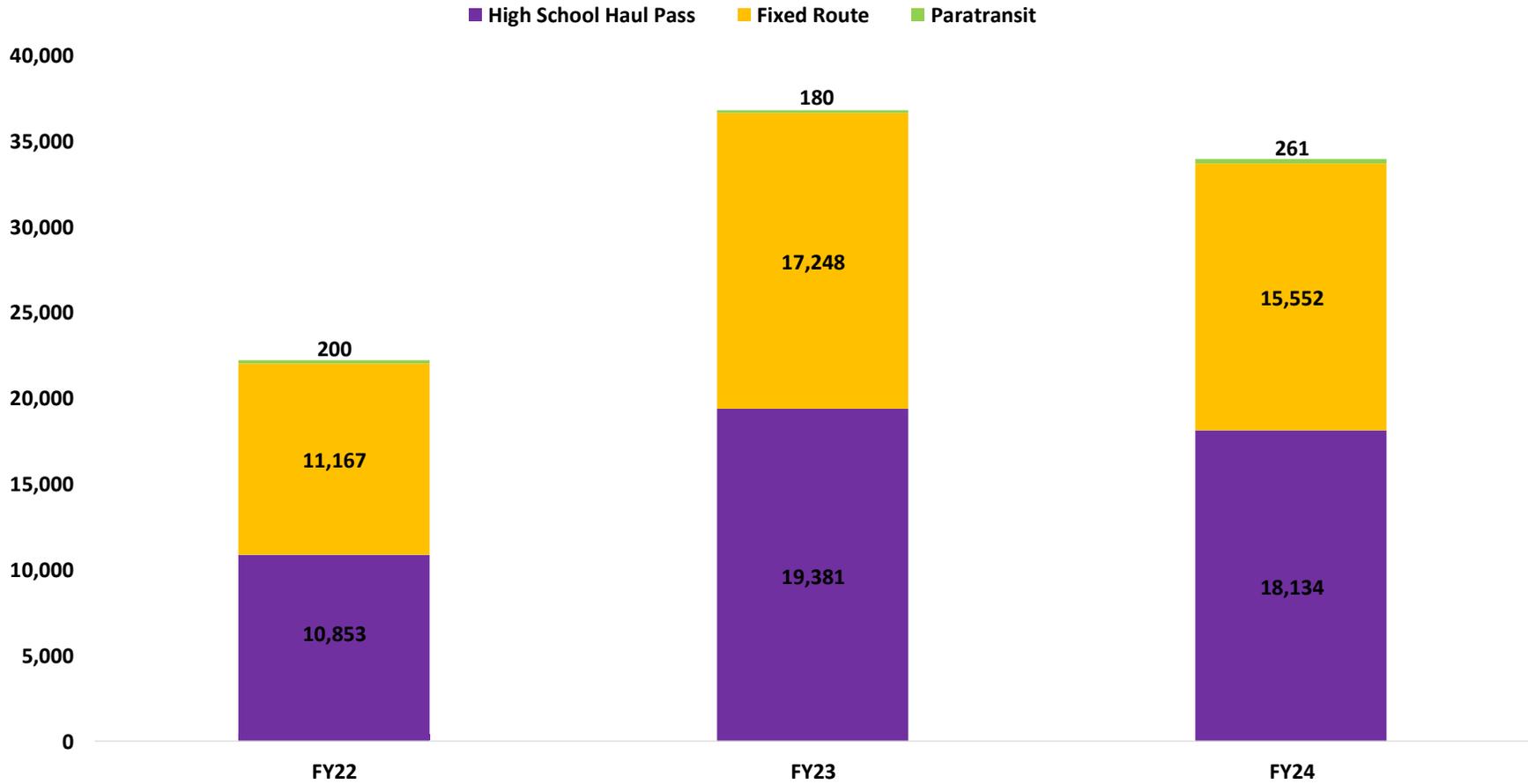


The High School Haul Pass program was introduced in August 2021. This chart represents a monthly combination of Mobile Ticketing and 31 Day Pass ridership by school for the High School Haul Pass. The total active users as of January 2024 are 3,888 using the High School Haul Pass.



The High School Haul Pass program was introduced in August 2021.
 This chart represents monthly ridership comparison for the High School Haul Pass.
 Decrease for High School Haul Pass is due to January 2024 having three (3) less school days compared to January 2023.

Mobile Ticketing Usage - January 2024



This chart represents all monthly mobile ticketing usage by category based on the Token Transit app data. The total for January 2024 includes the following passes used through Token Transit: High School Haul Pass, Fixed Route, Paratransit. A total of 2,179 unique users used mobile ticketing in the month of January 2024. Unique users made a total of 33,947 rides.

SunLine Transit Agency
CONSENT CALENDAR

DATE: February 28, 2024 **RECEIVE & FILE**

TO: Finance/Audit Committee
Board of Directors

RE: Quarterly Performance Summary for Q4 of Calendar Year 2023

Summary:

The following quarterly reports demonstrate the performance of the bargaining and non-bargaining pension plans for the fourth quarter of calendar year 2023. The report shows market value, asset allocation percentage and performance compared to benchmarks. The bargaining and non-bargaining pension assets were up 8.57% and 8.58% for the fourth quarter of calendar year 2023, respectively. Pension plans are measured on long-term performance and it is expected that short-term fluctuations in market performance will exceed or fall short of long-term plan assumptions. The recommended actuarial employer contributions account for the disparity between assumptions.

Recommendation:

Receive and file.

Asset Allocation & Performance

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	2023	1 Year	3 Years	5 Years	Since Inception	Inception Date
Total Fund	39,925,236	100.00	8.57	13.99	13.99	2.47	8.65	6.91	07/01/2017
<i>PFM Blended Benchmark</i>			9.28	14.61	14.61	2.13	7.85	6.31	07/01/2017
Domestic Equity	13,513,023	33.85	12.07	21.66	21.66	N/A	N/A	5.85	04/01/2021
<i>Russell 3000 Index</i>			12.07	25.96	25.96	8.54	15.16	6.93	04/01/2021
Vanguard Total Stock Market ETF	12,853,054	32.19	12.16	26.02	26.02	8.45	15.07	19.49	04/01/2020
<i>Russell 3000 Index</i>			12.07	25.96	25.96	8.54	15.16	19.56	04/01/2020
Jensen Quality Growth Fund	659,969	1.65	9.68	16.91	16.91	8.43	14.36	11.94	04/01/2019
<i>S&P 500</i>			11.69	26.29	26.29	10.00	15.69	13.48	04/01/2019
International Equity	7,129,907	17.86	10.44	16.48	16.48	N/A	N/A	-2.65	04/01/2021
<i>MSCI AC World ex USA (Net)</i>			9.75	15.62	15.62	1.55	7.08	0.43	04/01/2021
Vanguard Total International Stock ETF	3,954,843	9.91	9.97	15.56	15.56	1.81	7.39	12.43	04/01/2020
<i>MSCI AC World ex USA (Net)</i>			9.75	15.62	15.62	1.55	7.08	11.65	04/01/2020
J. O. Hambro International Select	488,586	1.22	10.61	18.12	18.12	-4.45	6.14	4.84	07/01/2017
<i>MSCI AC World ex USA (Net)</i>			9.75	15.62	15.62	1.55	7.08	4.69	07/01/2017
Harding Loevner International Equity	476,522	1.19	12.14	15.06	15.06	-0.14	8.46	6.74	07/01/2020
<i>MSCI AC World ex USA (Net)</i>			9.75	15.62	15.62	1.55	7.08	7.83	07/01/2020
Goldman Sachs GQG Ptnrs Intl Opportunities	526,633	1.32	12.53	22.15	22.15	6.90	12.54	9.97	09/01/2023
<i>MSCI AC World ex USA (Net)</i>			9.75	15.62	15.62	1.55	7.08	6.29	09/01/2023
Vanguard FTSE Developed Markets ETF	682,671	1.71	11.17	17.77	17.77	3.59	8.40	3.47	03/01/2022
<i>MSCI EAFE (net)</i>			10.42	18.24	18.24	4.02	8.16	4.39	03/01/2022
Vanguard FTSE All-World ex-US Small-Cap ETF	336,808	0.84	10.43	15.25	15.25	0.80	6.90	5.75	09/01/2023
<i>MSCI AC World ex USA Small Cap (Net)</i>			10.12	15.66	15.66	1.49	7.89	5.97	09/01/2023
Hartford Schrodgers Emerging Markets Equity	315,925	0.79	8.24	8.98	8.98	-6.91	4.09	0.05	03/01/2018
<i>MSCI EM (net)</i>			7.86	9.83	9.83	-5.08	3.68	-0.16	03/01/2018
iShares MSCI Emerging Markets ex China ETF	347,919	0.87	12.34	18.71	18.71	1.34	6.31	9.48	09/01/2023
<i>MSCI EM (net)</i>			7.86	9.83	9.83	-5.08	3.68	5.04	09/01/2023

Returns are net of mutual fund fees.

Returns are expressed as percentages.

*Asset class level returns may vary from individual underlying manager returns due to cash flows.

Asset Allocation & Performance

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	2023	1 Year	3 Years	5 Years	Since Inception	Inception Date
Other Growth	1,751,952	4.39	0.00	18.07	18.07	N/A	N/A	22.56	04/01/2021
<i>CA US Private Equity Index</i>			0.00	5.84	5.84	12.28	14.81	9.46	04/01/2021
NB Secondary Opportunities Fund V Offshore[CE]	1,751,952	4.39	0.00	21.64	21.64	N/A	N/A	58.39	03/01/2022
<i>CA US Private Equity Index</i>			0.00	5.84	5.84	12.28	14.81	0.48	03/01/2022
Fixed Income	15,167,476	37.99	6.96	7.12	7.12	-2.67	1.70	1.45	07/01/2017
<i>Blmbg. U.S. Aggregate</i>			6.82	5.53	5.53	-3.31	1.10	1.04	07/01/2017
Baird Core Plus	3,936,843	9.86	7.12	6.89	6.89	-2.67	2.01	1.71	07/01/2017
<i>Blmbg. U.S. Aggregate</i>			6.82	5.53	5.53	-3.31	1.10	1.04	07/01/2017
DoubleLine Core Fixed Income	1,747,146	4.38	6.50	6.43	6.43	-2.55	1.08	0.86	09/01/2017
PGIM Total Return Bond Fund	3,227,973	8.09	7.16	7.78	7.78	-3.20	1.73	1.39	09/01/2017
<i>Blmbg. U.S. Aggregate</i>			6.82	5.53	5.53	-3.31	1.10	0.86	09/01/2017
Voya Intermediate Bond	1,761,525	4.41	7.12	7.07	7.07	-3.10	1.62	-0.38	01/01/2020
<i>Blmbg. U.S. Aggregate</i>			6.82	5.53	5.53	-3.31	1.10	-0.72	01/01/2020
iShares Core US Aggregate Bond ETF	3,076,055	7.70	6.69	5.59	5.59	-3.36	1.06	2.26	02/01/2023
<i>Blmbg. U.S. Aggregate</i>			6.82	5.53	5.53	-3.31	1.10	2.38	02/01/2023
iShares Intermediate-Term Corporate Bond ETF	761,124	1.91	8.10	9.17	9.17	-2.64	2.96	0.57	10/01/2019
<i>ICE BofA U.S. Corporate 5-10 Year Index</i>			8.06	8.83	8.83	-2.68	2.99	0.62	10/01/2019
BBH Limited Duration	122	0.00	2.74	7.64	7.64	2.57	3.01	6.22	02/01/2023
<i>Blmbg. U.S. Treasury: 1-3 Year</i>			2.56	4.29	4.29	-0.10	1.28	3.53	02/01/2023
MainStay MacKay High Yield Corp Bond Fund	656,673	1.64	5.82	11.97	11.97	2.83	5.29	2.19	06/01/2021
<i>ICE BofA High Yield Master II</i>			7.06	13.46	13.46	2.00	5.21	1.43	06/01/2021
Other Income	2,081,572	5.21	0.00	8.17	8.17	N/A	N/A	-3.38	09/01/2021
<i>Cliffwater Direct Lending Index</i>			0.00	8.92	8.92	9.30	8.46	8.77	09/01/2021
Golub Capital Partners International XIV[CE]	1,620,000	4.06	0.00	N/A	N/A	N/A	N/A	6.76	04/01/2023
<i>Cliffwater Direct Lending Index</i>			0.00	8.92	8.92	9.30	8.46	6.06	04/01/2023
A TEL Private Debt Partners II[CE]	461,572	1.16	0.00	5.00	5.00	N/A	N/A	5.94	10/01/2021
<i>Cliffwater Direct Lending Index</i>			0.00	8.92	8.92	9.30	8.46	7.83	10/01/2021
Cash Equivalent	281,305	0.70	1.32	4.84	4.84	2.10	1.75	1.68	07/01/2017
First American Prime Obligation - Z	281,305	0.70	1.35	5.12	5.12	2.24	1.90	1.85	07/01/2017

*[Current Estimate] At any point in time the valuation for private equity and other illiquid asset classes may be different from market prices due to an inherent lag effect in the industry. The reporting lag inherent in this process means that there can be a valuation lag of a quarter or, in some cases, even longer. For such illiquid asset classes shown herein, performance is calculated for the relevant period(s) using a roll-forward valuation approach whereby the last reported valuation is adjusted for cash flows to provide an initial estimated valuation, typically resulting in a zero return for the lagging period. Performance is adjusted and finalized when the updated valuation is reported. Returns are gross of management fees. The roll-forward valuation methodology described is consistent with guidance provided within the CFA Institute's Global Investment Performance Standards (GIPS). Performance is calculated using the Modified-Dietz time weighted methodology to maintain consistency with the other returns in this exhibit. For since inception IRR performance, please refer to the fund-specific overview page.

Returns are net of mutual fund fees.

Returns are expressed as percentages.

*Asset class level returns may vary from individual underlying manager returns due to cash flows.

Asset Allocation & Performance

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	2023	1 Year	3 Years	5 Years	Since Inception	Inception Date
Total Fund - Non-Bargaining	39,843,838	100.00	8.58	13.98	13.98	2.48	8.65	6.91	07/01/2017
<i>PFM Blended Benchmark</i>			9.28	14.61	14.61	2.13	7.85	6.31	07/01/2017
Domestic Equity	13,486,965	33.85	12.07	21.67	21.67	N/A	N/A	5.86	04/01/2021
<i>Russell 3000 Index</i>			12.07	25.96	25.96	8.54	15.16	6.93	04/01/2021
Vanguard Total Stock Market ETF	12,828,383	32.20	12.16	26.02	26.02	8.45	15.07	19.49	04/01/2020
<i>Russell 3000 Index</i>			12.07	25.96	25.96	8.54	15.16	19.56	04/01/2020
Jensen Quality Growth Fund	658,582	1.65	9.68	16.91	16.91	8.43	14.36	11.94	04/01/2019
<i>S&P 500</i>			11.69	26.29	26.29	10.00	15.69	13.48	04/01/2019
International Equity	7,107,195	17.84	10.44	16.46	16.46	N/A	N/A	-2.65	04/01/2021
<i>MSCI AC World ex USA (Net)</i>			9.75	15.62	15.62	1.55	7.08	0.43	04/01/2021
Vanguard Total International Stock ETF	3,938,498	9.88	9.97	15.56	15.56	1.81	7.39	12.43	04/01/2020
<i>MSCI AC World ex USA (Net)</i>			9.75	15.62	15.62	1.55	7.08	11.65	04/01/2020
J. O. Hambro International Select	487,279	1.22	10.61	18.12	18.12	-4.45	6.14	4.84	07/01/2017
<i>MSCI AC World ex USA (Net)</i>			9.75	15.62	15.62	1.55	7.08	4.69	07/01/2017
Harding Loevner International Equity	475,730	1.19	12.14	15.06	15.06	-0.14	8.46	6.74	07/01/2020
<i>MSCI AC World ex USA (Net)</i>			9.75	15.62	15.62	1.55	7.08	7.83	07/01/2020
Goldman Sachs GQG Ptnrs Intl Opportunities	525,525	1.32	12.53	22.15	22.15	6.90	12.54	9.97	09/01/2023
<i>MSCI AC World ex USA (Net)</i>			9.75	15.62	15.62	1.55	7.08	6.29	09/01/2023
Vanguard FTSE Developed Markets ETF	681,330	1.71	11.17	17.77	17.77	3.59	8.40	3.47	03/01/2022
<i>MSCI EAFE (net)</i>			10.42	18.24	18.24	4.02	8.16	4.39	03/01/2022
Vanguard FTSE All-World ex-US Small-Cap ETF	336,233	0.84	10.43	15.25	15.25	0.80	6.90	5.75	09/01/2023
<i>MSCI AC World ex USA Small Cap (Net)</i>			10.12	15.66	15.66	1.49	7.89	5.97	09/01/2023
Hartford Schrodgers Emerging Markets Equity	315,347	0.79	8.24	8.98	8.98	-6.91	4.09	0.05	03/01/2018
<i>MSCI EM (net)</i>			7.86	9.83	9.83	-5.08	3.68	-0.16	03/01/2018
iShares MSCI Emerging Markets ex China ETF	347,254	0.87	12.34	18.71	18.71	1.34	6.31	9.48	09/01/2023
<i>MSCI EM (net)</i>			7.86	9.83	9.83	-5.08	3.68	5.04	09/01/2023

Returns are net of mutual fund fees.

Returns are expressed as percentages.

*Asset class level returns may vary from individual underlying manager returns due to cash flows.

Asset Allocation & Performance

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	2023	1 Year	3 Years	5 Years	Since Inception	Inception Date
Other Growth	1,751,952	4.40	0.00	18.07	18.07	N/A	N/A	22.56	04/01/2021
<i>CA US Private Equity Index</i>			0.00	5.84	5.84	12.28	14.81	9.46	04/01/2021
NB Secondary Opportunities Fund V Offshore[CE]	1,751,952	4.40	0.00	21.64	21.64	N/A	N/A	58.39	03/01/2022
<i>CA US Private Equity Index</i>			0.00	5.84	5.84	12.28	14.81	0.48	03/01/2022
Fixed Income	15,134,731	37.99	6.96	7.10	7.10	-2.68	1.70	1.45	07/01/2017
<i>Blmbg. U.S. Aggregate</i>			6.82	5.53	5.53	-3.31	1.10	1.04	07/01/2017
Baird Core Plus	3,927,547	9.86	7.12	6.89	6.89	-2.67	2.01	1.71	07/01/2017
<i>Blmbg. U.S. Aggregate</i>			6.82	5.53	5.53	-3.31	1.10	1.04	07/01/2017
DoubleLine Core Fixed Income	1,742,876	4.37	6.50	6.43	6.43	-2.55	1.08	0.86	09/01/2017
PGIM Total Return Bond Fund	3,220,541	8.08	7.16	7.78	7.78	-3.20	1.73	1.39	09/01/2017
<i>Blmbg. U.S. Aggregate</i>			6.82	5.53	5.53	-3.31	1.10	0.86	09/01/2017
Voya Intermediate Bond	1,757,086	4.41	7.12	7.07	7.07	-3.10	1.62	-0.38	01/01/2020
<i>Blmbg. U.S. Aggregate</i>			6.82	5.53	5.53	-3.31	1.10	-0.72	01/01/2020
iShares Core US Aggregate Bond ETF	3,068,612	7.70	6.69	5.59	5.59	-3.36	1.06	2.26	02/01/2023
<i>Blmbg. U.S. Aggregate</i>			6.82	5.53	5.53	-3.31	1.10	2.38	02/01/2023
iShares Intermediate-Term Corporate Bond ETF	762,996	1.91	8.10	9.17	9.17	-2.64	2.96	0.57	10/01/2019
<i>ICE BofA U.S. Corporate 5-10 Year Index</i>			8.06	8.83	8.83	-2.68	2.99	0.62	10/01/2019
BBH Limited Duration	122	0.00	2.81	7.93	7.93	2.84	3.29	6.49	02/01/2023
<i>Blmbg. U.S. Treasury: 1-3 Year</i>			2.56	4.29	4.29	-0.10	1.28	3.53	02/01/2023
MainStay MacKay High Yield Corp Bond Fund	654,936	1.64	5.82	11.97	11.97	2.83	5.29	2.19	06/01/2021
<i>ICE BofA High Yield Master II</i>			7.06	13.46	13.46	2.00	5.21	1.43	06/01/2021
Other Income	2,081,572	5.22	0.00	8.15	8.15	N/A	N/A	-3.39	09/01/2021
<i>Cliffwater Direct Lending Index</i>			0.00	8.92	8.92	9.30	8.46	8.77	09/01/2021
Golub Capital Partners International XIV[CE]	1,620,000	4.07	0.00	N/A	N/A	N/A	N/A	6.73	04/01/2023
<i>Cliffwater Direct Lending Index</i>			0.00	8.92	8.92	9.30	8.46	6.06	04/01/2023
A TEL Private Debt Partners II[CE]	461,572	1.16	0.00	5.00	5.00	N/A	N/A	5.96	10/01/2021
<i>Cliffwater Direct Lending Index</i>			0.00	8.92	8.92	9.30	8.46	7.83	10/01/2021
Cash Equivalent	281,422	0.71	1.31	4.97	4.97	2.14	1.77	1.70	07/01/2017
First American Prime Obligation - Z	281,422	0.71	1.35	5.12	5.12	2.24	1.90	1.85	07/01/2017

*[Current Estimate] At any point in time the valuation for private equity and other illiquid asset classes may be different from market prices due to an inherent lag effect in the industry. The reporting lag inherent in this process means that there can be a valuation lag of a quarter or, in some cases, even longer. For such illiquid asset classes shown herein, performance is calculated for the relevant period(s) using a roll-forward valuation approach whereby the last reported valuation is adjusted for cash flows to provide an initial estimated valuation, typically resulting in a zero return for the lagging period. Performance is adjusted and finalized when the updated valuation is reported. Returns are gross of management fees. The roll-forward valuation methodology described is consistent with guidance provided within the CFA Institute's Global Investment Performance Standards (GIPS). Performance is calculated using the Modified-Dietz time weighted methodology to maintain consistency with the other returns in this exhibit. For since inception IRR performance, please refer to the fund-specific overview page.

Returns are net of mutual fund fees.

Returns are expressed as percentages.

*Asset class level returns may vary from individual underlying manager returns due to cash flows.

SunLine Transit Agency

CONSENT CALENDAR

DATE: February 28, 2024

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Board Member Attendance for January 2024

Summary:

The attached report summarizes the Board of Directors' attendance for fiscal year to date January 2024.

Recommendation:

Receive and file.

FY 23/24	Board Member Matrix Attendance													
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total Meetings	Total Attended
Desert Hot Springs	X		X	X		X	X						10	5
Palm Desert	X		X	X		X							10	4
Palm Springs	X		X	X		X	X						10	5
Cathedral City	X		X	X		X	X						10	5
Rancho Mirage	X		X	X		X	X						10	5
Indian Wells	X		X	X		X	X						10	5
La Quinta	X		X	X		X	X						10	5
Indio	X		X	X		X	X						10	5
Coachella	X		X	X			X						10	4
County of Riverside	X		X	X		X	X						10	5

X - ATTENDED (Primary/Alternate)

DARK –

SunLine Transit Agency

DATE: February 28, 2024 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: Luis Garcia, Chief Financial Officer

RE: Agreement for Specialized Legal Counsel

Recommendation

Recommend that the Board of Directors delegate authority to the CEO/General Manager to negotiate and execute a contract with Atkinson, Andelson, Loya, Ruud & Romo (AALRR) for specialized labor counsel, upon approval as to form by general counsel. The proposed agreement would be for a period of two (2) years with three (3) option years and a total five (5) year cost not to exceed \$1,080,000.

Background

Historically, SunLine has primarily received legal counsel from one (1) firm providing general legal support. These firms have had the overall experience and attorneys capable of covering the vast majority of the Agency's legal needs across different categories and law. In more recent history, the Agency has seen success by having a separate firm assist with specialized legal services for labor counsel. Separating labor counsel provides an opportunity for greater expertise and also provides another option to traditional general counsel support. The awarded firm would be the primary counsel for items including, but not limited to, assistance with arbitrations, union negotiations, and advising staff on wage and labor issues under the Fair Labor Standards Act.

Currently, the Agency is also reviewing proposals for general counsel which is being scored by an ad-hoc Board committee. The results and recommended award to general counsel is expected to be presented at the March 2024 Board meeting. As the Board selects general counsel, approval was requested and received at the December 6, 2023 legal ad-hoc committee meeting for staff to review and score specialized legal counsel.

On January 9, 2024 staff issued Request for Proposals (RFP) 24-046. The RFP was advertised in a newspaper of general circulation and on Planet Bids. On February 13, 2024, nine (9) proposals were received. An evaluation committee representing staff from Maintenance, Operations, Human Resources and Finance departments evaluated the proposals in accordance with the criteria listed in the RFP. Upon completion of the review, AALRR was identified as the top qualified firm representing the best value for the Agency.

Financial Impact

The estimated financial impact of \$1,080,000 over five (5) years will be funded via the Agency's yearly Board approved operating budget.

Attachments:

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



Price Analysis

Average Hourly Rate	Aleshire & Wynder, LLP	Alvarez-Glasman & Colvin	Atkinson, Andelson, Loya, Ruud &	Burke, Williams & Sorensen, LLP	Hanna, Brophy, MacLean,	Hanson Bridgett LLP	Liebert Cassidy Whitmore	Richard D. Jones, A Professional	Smith Law Offices, LLP
Partner /Shareholder /Principal	\$ 350	\$ 313	\$ 388	\$ 348	\$ 205	\$ 505	\$ 445	\$ 260	\$ 300
Associate /Special or Sr. Counsel	\$ 300	\$ 275	\$ 300		\$ 195	\$ 505	\$ 305	\$ 260	\$ 275
Average Hourly Rate	\$ 325	\$ 294	\$ 344	\$ 348	\$ 200	\$ 505	\$ 375	\$ 260	\$ 288

Proposal Evaluation Score	452.5	429.7	495.3	464.9	408	447.4	442.1	437.1	425.3
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	Difference	Delta
Difference between Lowest and Highest proposal	\$ 305.00	-88.66%
Difference between Atkinson, Andelson, Loya, Ruud & Romo and Hanna, and Lowest proposal	\$ 144.00	-41.86%

There was adequate price competition since nine (9) bidders independently contended for the contract that is to be awarded. Best and Final Offers were requested from the firm with the highest score of all the vendors. Award is based on the highest evaluated proposal score for the evaluation criteria elements; Expertise and Experience, Qualifications and Experience of Key Personnel, and Price. Based on the results of the evaluation committee's scoring, Atkinson, Andelson, Loya, Ruud & Romo is the best value to the Agency. Based upon the results noted above, it is determined that the price submitted by Atkinson, Andelson, Loya, Ruud & Romo is considered fair and reasonable.


Amy Gunderloy, Contract Administrator
21-Feb-24

PLANETBIDS SOLICITATION LIST LEGAL SERVICES - SPECIAL COUNSEL RFP - 24-046

Company Name	Address	City	State	Zip	Contact Name	Email
Albert & Mackenzie	28216 Dorothy Drive Suite 200	Agoura Hills	California	91301	Christine Ulandez	culandez@albmac.com
Aleshire & Wynder, LLP	18881 Von Karman Avenue Suite 1700	Irvine	California	92612	Fred Galante	fgalante@awattorney.com
Alvarez-Glasman & Colvin	13181 Crossroads Parkway North, Suite 400 West Tower	City of Industry	California	91746	Arnold M. Alvarez-Glasman	marredondo@agclawfirm.com
Atkinson, Andelson, Loya, Ruud & Romo	12800 Center Court Drive Suite 300	Cerritos	California	90703	Darrell S. Uran	duan@aallr.com
BDG Law Group, A Professional Law Corporation	10880 Wilshire Blvd., Suite 1015	Los Angeles	California	90024	Mary Ann Latorres	mlatorres@bdgfirm.com
Best Best & Krieger LLP	3390 University Ave. 5th Floor	Riverside	California	92502	RFP Team	rftteam@bbklaw.com
Burke, Williams & Sorensen, LLP	444 South Flower Street Suite 2400	Los Angeles	California	90071	April Van Wye	avanwye@bwslaw.com
Civica Law Group, APC	4000 Barranca Parkway Suite 250 PMB782	Irvine	California	92604	Henry Negrete	hnegrete@civicalaw.com
Clark Hill	555 S Flower St 24th Floor	Los Angeles	California	90071	EJ Park	pitcher@clarkhill.com
Deltek	2291 Wood Oak Dr	Herndon	Virginia	20171	Source Management	sourcemanagement@deltek.com
Gale, Sutow & Associates	5836 Corporate Ave. Suite 210	Cypress	California	90630	Scott Yarnall	scott@galesutow.com
Goldman Magdalin Straatsma LLP	6300 Canoga Ave, Suite 1400	Woodland Hills	California	91367	Dennise Don	gmkrfp@gmklaw.com
Hanna, Brophy, MacLean, McAleer & Jensen, LLP	180 Grand Ave., Suite 750	Oakland	California	94612	JP Navarro	jnavarro@hannabrophy.com
Hanson Bridgett LLP	425 Market Street, 26th Floor	San Francisco	California	94105	Max Stynes	mstynes@hansonbridgett.com
Hawkins Delafield & Wood LLP	300 South Grand Avenue Suite 350	Los Angeles	California	90071	Diane Quan	dquan@hawkins.com
Liebert Cassidy Whitmore	6033 West Century Blvd Floor 5	Los Angeles	California	90045	Cynthia Weldon	proposalrequests@lcwlegal.com
Meyers Nave, A Professional Corporation	1999 Harrison Street, 9th Floor	Oakland	California	94612	Martha	rfs@meyersnave.com
Nixon Peabody LLP	53 State Street	Boston	Massachusetts	02109	Alexandra	afiorentino@nixonpeabody.com
Procopio, Cory, Hargreaves & Savitch LLP	525 B Street Suite 2200	San Diego	California	92101	Amy Wimer	amy.wimer@procopio.com
Richard D. Jones, A Professional Law Corporation	3777 N HARBOR BLVD	FULLERTON	California	92835	Lauren Budd	lmb@jones-mayer.com
Richards, Watson & Gershon	350 S. Grand Avenue, 37th Floor	Los Angeles	California	90071	Michelle Sugg	marketing@rwglaw.com
Smith Law Offices, LLP	4001 11th Street	Riverside	California	92501	Jeff Jones	jjones@smitlaw.com
Stradling Yocca Carlson & Rauth	660 Newport Center Drive Suite 1600	Newport Beach	California	92660	Brian Forbath	bforbath@stradlinglaw.com
SYCR	660 Newport Center Dr.	Newport Beach	California	92660	John	rglyer@sycr.com
The Sohagi Law Group, PLC	11999 San Vicente Blvd. Suite 150	Los Angeles	California	90049	Cheron J. McAleece	cmcaleece@sohagi.com
Transtec Consulting	8181 Folsom Blvd Suite 135	Sacramento	California	95826	Nancy Woods	transtec.consulting@gmail.com
Wood, Smith, Henning & Berman, LLP	10960 Wilshire Blvd. 18th Floor	Los Angeles	California	90024	LCeo	lceo@wshblaw.com

*Bold text indicates vendors who responded to solicitation

SunLine Transit Agency

DATE:	February 28, 2024	ACTION
TO:	Finance/Audit Committee Board of Directors	
FROM:	Walter Watcher, Deputy Chief of Project Delivery	
RE:	Award of Contract for Radio System Replacement	

Recommendation

Recommend that the Board of Directors delegate authority to the CEO/General Manager to negotiate and execute a five (5) year contract including five (5) one-year options with Clever Devices Ltd., for the purchase and implementation of their Voice over Internet Protocol (VoIP) communications system. The total ten (10) year cost is not to exceed \$2,294,758 including tax, upon approval as to form by General Counsel.

Background

Currently, SunLine uses an analog two-way land mobile radio (LMR) system to communicate between operators, dispatch, maintenance and safety staff. The current system has surpassed its useful life and operates at a reduced capacity; spare parts are difficult to find and often only available on the secondhand market. To find a suitable replacement SunLine commenced studies and requirement development efforts to replace the aging LMR communications system.

On October 18, 2023, staff issued Request for Proposals (RFP) 24-029. The RFP was advertised in a newspaper of general circulation and a notice was posted on the Agency's website along with a copy of the RFP document. On December 21, 2023 four (4) proposals were received and all firms were invited to demonstrate their product offering. After the demonstrations, all firms were invited to submit a Best and Final Offer (BAFO) price.

An evaluation committee representing staff from Operations, Maintenance and Safety departments evaluated the proposals and system offerings in accordance with the criteria listed in the RFP that includes technical capability, functional requirement, price, relevant experience, performance, and demonstration. Upon completing the review, it was determined that Clever Devices represented the best value for the Agency. The costs in their proposal reflected an understanding of SunLine's current system along with a design that includes new hardware and software implementation to produce a best practices solution in the industry.

If approved by the Board, the new system will use digital VoIP technology to communicate over each bus's currently installed cellular-based network. The new system will provide higher reliability and improved coverage for SunLine's service area. As each vehicle is upgraded with the new system, the equipment can be provisioned and put into service. Fleet installations will be scheduled for completion in nine (9) months, followed by system acceptance and project closeout. Once the new system is installed staff will decommission SunLine's legacy LMR system.

Financial Impact

The initial capital expense of \$1,122,800 will be covered under project funds approved in the FY19 and FY23 Short Range Transit Plans which represents \$240,000 in Section 5307 and \$882,800 in State Transit Assistance funds. Yearly license renewals are expected to be \$130,218 per year over the next ten (10) years. These expenditures will be incorporated in the Agency's Board approved operating budgets.

SunLine Transit Agency

DATE: February 28, 2024 **INFORMATION**

TO: Finance/Audit Committee
Board of Directors

FROM: Karina Daza, Grants Analyst

RE: SunLine's FY24 RAISE Grant Application

Background

The U.S. Department of Transportation has authorized \$1.5 Billion in funding for FY24 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Program. This funding was approved on November 15, 2021 as part of the Infrastructure Investment and Jobs Act (Bipartisan Infrastructure Law). Eligible projects for this program include capital and planning projects.

SunLine will pursue funding for a planning project that will fund development of a comprehensive master plan to assess the agency's needs as it continues to transition towards one-hundred percent zero-emissions technologies. The plan will take into consideration the projected growth of the Coachella Valley and overall community need.

SunLine's proposed project budget is \$14,890,131 with a federal share of \$11,912,104 and a local match commitment of \$2,978,027. The proposed project will provide direction for a more strategic pursuit of discretionary funding and will provide a competitive advantage for pursuit of capital funding.