



SunLine Transit Agency
March 27, 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 January 2024 (PAGE 3-7)

8b) Credit Card Statement for January 2024 (PAGE 8-15)

8c) Monthly Budget Variance Report for January 2024 (PAGE 16-20)

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

8e) Union & Non-Union Pension Investment Asset Summary for January 2024 (PAGE 23-34)

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

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

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

8i) Board Member Attendance for February 2024 (PAGE 66-67)

**9. LIQUID HYDROGEN STATION CHANGE ORDER/
CHANGE DIRECTIVE**

APPROVE
(PAGE 68-69)

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

**10. ADDITIONAL BOARD APPROVAL – FINANCIAL
AUDITING SERVICES**

APPROVE
(PAGE 70-71)

(Staff: Luis Garcia, Chief Financial Officer)

**11. SUNLINE'S FISCAL YEAR 2024 BUS AND BUS
FACILITIES GRANT APPLICATION**

INFORMATION
(PAGE 72)

(Staff: Luis Garcia, Chief Financial Officer)

12. ADJOURN

SunLine Transit Agency**CONSENT CALENDAR**

DATE: March 27, 2024

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Checks \$1,000 and Over Report January 2024

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 January which required signature from the Chair or Vice Chair.

Vendor	Check #	Amount
<i>Integrated Cryogenic Solutions LLC</i>	695165	\$229,192.64
<i>Insight Public Sector, Inc.</i>	694993	\$127,276.36
<i>Three Peaks Corp</i>	695187	\$77,445.90

Recommendation:

Receive and file.

**SunLine Transit Agency
Checks \$1,000 and Over
January 2024**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
CALPERS	Group Health Premiums	695149	01/24/2024	411,692.74
INTEGRATED CRYOGENIC SOLUTIONS LLC	WIP-Liquid Hydrogen Refueling -Project Acct#2211-01	695165	01/24/2024	229,192.64
INSIGHT PUBLIC SECTOR, INC.	Computer/Network Software Agreement	694993	01/03/2024	127,276.36
ANEW RNG, LLC	Utilities	695094	01/17/2024	94,458.63
IMPERIAL IRRIGATION DIST	Utilities	695113	01/17/2024	86,098.62
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	695191	01/24/2024	78,563.53
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	695080	01/10/2024	78,153.84
THREE PEAKS CORP	WIP- Coachella Transit Hub- Project Acct#2212-00	695187	01/24/2024	77,445.90
SO CAL GAS CO.	Utilities	695073	01/10/2024	53,748.80
SHUTTLE BUS LEASING	Vehicle/Bus Leasing	695072	01/10/2024	49,600.00
SHUTTLE BUS LEASING	Vehicle/Bus Leasing	695128	01/17/2024	49,600.00
CENTER FOR TRANSPORTATION AND THE	WIP-Liquid Hydrogen Refueling Station-Project Acct#2014-00	695098	01/17/2024	47,160.58
HANSON BRIDGETT LLP	Legal Services	695089	01/12/2024	44,490.60
ADT COMMERCIAL LLC	WIP-Access Control Replacement-Project Acct#2113-00	695011	01/03/2024	42,278.48
TRUGUARD SECURITY SERVICES, INC	Security Guard Services	695135	01/17/2024	39,487.50
TRUGUARD SECURITY SERVICES, INC	Security Guard Services	695013	01/03/2024	38,821.25
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	695240	01/31/2024	38,273.75
TEC EQUIPMENT, INC.	Inventory Repair Parts	695130	01/17/2024	36,335.91
CALIFORNIA DEPARTMENT OF TAX & FEE	Annual Use Fuel Tax for 2023	695201	01/26/2024	36,101.00
MUTUAL OF OMAHA INSURANCE COMPANY	Supplement Benefits LTD/STD/LIFE Ins Prem	695171	01/24/2024	31,489.53
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	695016	01/03/2024	28,279.20
MICHELIN NORTH AMERICA, INC.	Lease Tires Services	695056	01/10/2024	26,642.34
MICHELIN NORTH AMERICA, INC.	Lease Tires Services	695221	01/31/2024	26,357.30
EAM SOLUTIONS, LLC	WIP-TAM Software Implementation- Project Acct#1512-00	695041	01/10/2024	25,715.20
ATKINSON, ANDELSON, LOYA RUUD AND ROMO	Legal Service	695024	01/10/2024	22,846.00
TOLAR MFG. CO., INC	Repair Claims	695078	01/10/2024	22,313.32
VERIZON WIRELESS	Wireless Telephone Service	695083	01/10/2024	19,556.37
GST	WIP-Information Technology Misc Supply-Project Acc#1804-02	695110	01/17/2024	15,576.61
CUSTOM INDUSTRIES, INC	Inventory Repair Parts	695038	01/10/2024	14,655.47
DAHL, TAYLOR AND ASSOCIATES, INC.	WIP-Liquid Hydrogen Refueling -Project Acct#2211-02	695101	01/17/2024	14,108.36
THE LEFLORE GROUP LLC	WIP-Liquid Hydrogen Refueling -Project Acct#2211-02	695125	01/17/2024	13,689.25
PALMER KAZANJIAN WOHL HODSON LLP	Legal Service	695174	01/24/2024	13,442.00
NFI PARTS	Inventory Repair Parts	695139	01/24/2024	13,008.87
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	695069	01/10/2024	12,648.59
ENTERPRISE HOLDINGS, LLC	TDM & Vanpool Program	695104	01/17/2024	12,600.00
CALIFORNIA DEPARTMENT OF TAX & FEE	Annual Exempt Bus Operator Use Fuel Tax 2023	695199	01/26/2024	11,095.00
SC FUELS	Lubricants- Oil	695007	01/03/2024	10,614.46
DOVE PRINTING	Printing Expense	695115	01/17/2024	9,973.34
COACHELLA VALLEY TAXI	SunRide Ride Share Expenses	694996	01/03/2024	9,511.29

**SunLine Transit Agency
Checks \$1,000 and Over
January 2024**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
DYNAMIC BUILDING MAINTENANCE INC	Janitorial Services	694985	01/03/2024	9,410.00
TOWNSEND PUBLIC AFFAIRS, INC	Consulting-General	695189	01/24/2024	9,000.00
COACHELLA CITY OF	WIP- Coachella Transit Hub- Project Acct#2212-00	695153	01/24/2024	8,672.18
JACKSON LEWIS P.C.	Insurance Loss	695166	01/24/2024	8,415.00
GENFARE, LLC	Inventory Repair Parts	695217	01/31/2024	7,434.94
JIM'S DESERT RADIATOR AND A/C SERVICE	Inventory Repair Parts	695208	01/31/2024	6,892.12
AMALGAMATED TRANSIT UNION	Union Dues	695142	01/24/2024	6,491.98
AMALGAMATED TRANSIT UNION	Union Dues	695020	01/10/2024	6,491.98
SOCALGAS	Utilities	695074	01/10/2024	6,473.71
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	695126	01/17/2024	6,432.78
WORK ZONE CAM LLC	WIP- Coachella Transit Hub- Project Acct#2212-00	695087	01/10/2024	5,459.96
RIDECO US INC	SunRide Ride Share Expenses	695065	01/10/2024	5,274.00
ANDREA CARTER & ASSOCIATES	Marketing & Communication Services	695093	01/17/2024	5,230.00
C.A.E. L.L.C.	Miscellaneous Expense	695148	01/24/2024	5,212.50
FONTANA RADIATOR SERVICE, INC.	Inventory Repair Parts	695159	01/24/2024	5,140.81
GENFARE, LLC	Repair Parts-Fixed Route	694990	01/03/2024	5,096.25
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	695225	01/31/2024	5,012.45
CALIFORNIA DENTAL NETWORK, INC.	Dental Benefits	695096	01/17/2024	4,948.53
US BANK VOYAGER FLEET SYSTEMS	Unleaded/Diesel Fuel	695082	01/10/2024	4,937.04
THE LEFLORE GROUP LLC	WIP-WCCoE Training Workshop-Project Acct#2320-00	695005	01/03/2024	4,684.07
ALLIED REFRIGERATION, INC	Freon & Coolant	695091	01/17/2024	4,644.87
ROBERT BACH	Consulting-General	695067	01/10/2024	4,637.78
MODEL1 COMMERCIAL VEHICLES, INC.	Inventory Repair Parts	694982	01/03/2024	4,550.71
TWO KNIGHTS INSURANCE SERVICES	Benefit Management Expenses	695236	01/31/2024	4,447.00
NFI PARTS	Inventory Repair Parts	695018	01/10/2024	4,344.74
TPX COMMUNICATIONS	Communication Service	695190	01/24/2024	4,170.07
TRAPEZE SOFTWARE GROUP INC.	WIP-Timekeeping Software Integration-Project Acct#2213-00	695079	01/10/2024	4,051.25
TOOLTOPIA	WIP-Fixed Assets- Misc Equipment-Project Acct#2413-07	695188	01/24/2024	4,042.86
PRUDENTIAL OVERALL SUPPLY	Uniforms	695123	01/17/2024	3,976.23
AMAZON CAPITAL SERVICES, INC	Facility Maintenance	694974	01/03/2024	3,848.91
IMPERIAL IRRIGATION DIST	Utilities	695164	01/24/2024	3,793.50
SAFETY-KLEEN CORPORATION	Lubricants- Oil	695006	01/03/2024	3,603.41
SC FUELS	Lubricants- Oil	695231	01/31/2024	3,514.80
ALPHA MEDIA LLC	SunRide Ride Share Expenses	695141	01/24/2024	3,500.00
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	695150	01/24/2024	3,203.59
FRANKLIN TRUCK PARTS, INC	Inventory Repair Parts	695045	01/10/2024	3,167.03
TRANSIT RESOURCES, INC.	Inventory Repair Parts	695134	01/17/2024	3,085.17
SC FUELS	Lubricants- Oil	695183	01/24/2024	3,017.01
HTEC HYDROGEN TECHNOLOGY & ENERGY	WIP-WCCoE Training Workshop-Project Acct#2320-00	695112	01/17/2024	3,009.57

**SunLine Transit Agency
Checks \$1,000 and Over
January 2024**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
CHARTER COMMUNICATIONS	Utilities	695129	01/17/2024	2,974.98
FORENSIC DRUG TESTING SERVICES	Alcohol & Drug Testing	695106	01/17/2024	2,901.95
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	695119	01/17/2024	2,890.26
CENTER FOR TRANSPORTATION AND THE	WIP-Liquid Hydrogen Refueling Station-Project Acct#2014-00	695152	01/24/2024	2,839.42
GARON WYATT INVESTIGATIVE SERVICES, LLC.	Insurance Loss	695108	01/17/2024	2,821.00
HEPTAGON SEVEN CONSULTING, INC.	WIP- Coachella Transit Hub- Project Acct#2212-00	695049	01/10/2024	2,820.72
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	695031	01/10/2024	2,819.66
CDW GOVERNMENT, INC	SunRide Ride Share Expenses	694980	01/03/2024	2,805.09
AMAZON CAPITAL SERVICES, INC	Facility Maintenance	695092	01/17/2024	2,773.79
BALLARD POWER SYSTEMS	Inventory Repair Parts	694976	01/03/2024	2,769.18
CARQUEST AUTO PARTS STORES	Inventory Repair Parts	695033	01/10/2024	2,702.67
FPS SPECIALISTS IN FIRE SYSTEMS	Emergency Preparedness Supplies	694994	01/03/2024	2,620.00
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	695062	01/10/2024	2,568.89
DECALS BY DESIGN, INC.	WIP-H1 Ride Bus Decals-Project Acct#2315-01	695102	01/17/2024	2,548.06
PRUDENTIAL OVERALL SUPPLY	Uniforms	695003	01/03/2024	2,479.13
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	695027	01/10/2024	2,466.65
HOME DEPOT CREDIT SERVICES	Facility Maintenance	695050	01/10/2024	2,363.17
JESSE FRESCAS JR.	WIP- Coachella Transit Hub- Project Acct#2212-00	695114	01/17/2024	2,320.00
CALIFORNIA DEPARTMENT OF TAX & FEE	Quarterly Used Sales Tax Oct-Dec 2023	695030	01/10/2024	2,314.00
AMAZON CAPITAL SERVICES, INC	Facility Maintenance	695203	01/31/2024	2,306.24
GILLIG LLC	Inventory Repair Parts	695047	01/10/2024	2,214.27
FULTON DISTRIBUTING	Cleaning Supplies-Vehicles	695210	01/31/2024	2,150.15
ANDERSON COMMUNICATIONS	Radio Repeater Hill Top Rental	695205	01/31/2024	2,100.00
WELTYS ENTERPRISES, INC.	Advertising	695084	01/10/2024	2,058.28
ADT COMMERCIAL LLC	WIP-Access Control Replacement-Project Acct#2113-00	695133	01/17/2024	2,036.12
MICHAEL MORROW	WIP-WCCoE Training Workshop-Project Acct#2320-00	695055	01/10/2024	2,000.00
FORENSIC DRUG TESTING SERVICES	Alcohol & Drug Testing	694989	01/03/2024	1,963.00
C V WATER DISTRICT	Utilities	695155	01/24/2024	1,890.24
VALLEY OFFICE EQUIPMENT, INC.	Copier Service	695136	01/17/2024	1,868.76
OMNITRACS, LLC	General Services	695059	01/10/2024	1,820.00
GRAINGER	Inventory Repair Parts	695111	01/17/2024	1,808.45
COACH AND EQUIPMENT MFG CORP	Inventory Repair Parts	695035	01/10/2024	1,802.34
SONSRAY FLEET SERVICES	Repair Parts-Fixed Route	695238	01/31/2024	1,782.42
PETE'S AUTOMOTIVE SERVICES, INC.	Outside Repair-Support Vehicle	695175	01/24/2024	1,744.11
GRAINGER	Facility Maintenance	695162	01/24/2024	1,719.68
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	695028	01/10/2024	1,708.07
SONSRAY FLEET SERVICES	Outside Repair-Fixed Route	695077	01/10/2024	1,703.76
SWRCB ACCOUNTING OFFICE	Permits & Licenses	695235	01/31/2024	1,651.00
HTEC HYDROGEN TECHNOLOGY & ENERGY	Consulting-General	695163	01/24/2024	1,650.00

**SunLine Transit Agency
Checks \$1,000 and Over
January 2024**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
PLAZA TOWING, INC.	Towing Services	695228	01/31/2024	1,635.00
CALIFORNIA DEPARTMENT OF TAX & FEE	Annual User Use Fuel Tax for 2024	695200	01/26/2024	1,591.00
ROMAINE ELECTRIC CORP.	Inventory Repair Parts	695004	01/03/2024	1,581.34
FRONTIER COMMUNICATIONS	Utilities- OPS Bldg	695107	01/17/2024	1,525.00
GILLIG LLC	Inventory Repair Parts	695109	01/17/2024	1,516.17
TOTAL CARE WORK INJURY CLINIC	Medical Exam & Testing	695198	01/24/2024	1,505.00
BROADLUX, INC.	Contract Services- General	695025	01/10/2024	1,480.00
BROADLUX, INC.	Contract Services- General	695095	01/17/2024	1,480.00
WELTYS ENTERPRISES, INC.	Advertising	695195	01/24/2024	1,476.75
MILE3 WEB DEVELOPMENT	Website Maintenance	695057	01/10/2024	1,470.00
PLAZA TOWING, INC.	Towing Services	695178	01/24/2024	1,425.00
WILLIAM LOPER	Consulting-General	695086	01/10/2024	1,400.00
DS AIR	Materials & Supplies	694981	01/03/2024	1,399.93
SECTRAN SECURITY INC.	Bank Adjustment Fees	695184	01/24/2024	1,381.06
JESSUP AUTO PLAZA	Repair Parts-Support Vehicle	695227	01/31/2024	1,371.27
DESERT HOSE & SUPPLY CORP.	Paratransit Repair Parts	695157	01/24/2024	1,328.56
PARKHOUSE TIRE, INC.	Inventory Repair Parts	695120	01/17/2024	1,307.17
NFI PARTS	Inventory Repair Parts	695202	01/31/2024	1,200.64
GRAINGER	Inventory Repair Parts	695218	01/31/2024	1,193.69
SECTRAN SECURITY INC.	Bank Adjustment Fees	695008	01/03/2024	1,145.26
DESERT HOSE & SUPPLY CORP.	Inventory Repair Parts	695040	01/10/2024	1,123.99
DESERT AIR CONDITIONING, INC.	Contract Services-A/C	695039	01/10/2024	1,077.00
AMAZON CAPITAL SERVICES, INC	Facility Maintenance	695143	01/24/2024	1,075.00
RIVERSIDE COUNTY SHERIFF'S OFFICE	Garnishment	695180	01/24/2024	1,069.34
GALLAGHER BENEFIT SERVICES, INC	Consulting-General	695046	01/10/2024	1,050.00
JOSEPH LYNN FRIEND	Contracted Services	695167	01/24/2024	1,050.00
VERONICA MANZO STUMPF	WIP-Consultant TAM Software -Project Acct #1512-01	695137	01/17/2024	1,025.00
QUADIENT FINANCE USA, INC.	Postage	695124	01/17/2024	1,000.00
Total Checks Over \$1,000	\$2,337,880.11			
Total Checks Under \$1,000	\$20,289.28			
Total Checks	\$2,358,169.39			

SunLine Transit Agency

CONSENT CALENDAR

DATE: March 27, 2024

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Credit Card Statement for January 2024

Summary:

The attached report summarizes the Agency's credit card expenses for January 2024. The report summarizes transactions for the credit card utilized for Procurement which aligns with the statement closing date of January 31, 2024.

Recommendation:

Receive and file.

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 1/31/2024

Name on Card: Walter Watcher (Procurement Card)

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
1	12/29/23	1/2/2024	La Quinta Hotel	SunLine's Year-End Gala- Deposit to Hold Facility - Refund	\$ (2,137.50)	\$ -
2	01/02/24	1/4/2024	Alaska Air	California Transit Works (CTW) Annual Meeting 2024 - Flight Dioselyn Ayala		\$ 258.21
3	01/04/24	1/5/2024	Grasshopper.Com	SolVan Toll Free Number & Web Traffic		\$ 21.83
4	01/04/24	1/8/2024	Westin Hotels	CTW Annual Meeting 2024 - Lodging for Dioselyn Ayala		\$ 274.89
5	01/05/24	1/8/2024	Expedia	CTW Annual Meeting 2024 - Lodging for Sharon Barone		\$ 293.06
6	01/05/24	1/8/2024	Alaska Air	CTW Annual Meeting 2024 - Flight for Sharon Barone		\$ 228.20
7	01/08/24	1/10/2024	Alaska Air	CTW Annual Meeting 2024 - Flight for Vanessa Mora		\$ 378.20
8	01/08/24	1/10/2024	Alaska Air	CTW Annual Meeting 2024 - Flight for Isabel Vizcarra		\$ 378.20
9	01/09/24	1/9/2024	Expedia	CTW Annual Meeting 2024 - Lodging for Vanessa Mora & Isabel Vizcarra		\$ 591.16
10	01/09/24	1/9/2024	Expedia	CTW Annual Meeting 2024 - Lodging for Vanessa Mora - Refund	\$ (295.58)	\$ -
11	01/09/24	1/9/2024	Expedia	CTW Annual Meeting 2024 - Lodging for Isabel Vizcarra - Refund	\$ (295.58)	\$ -
12	01/09/24	1/11/2024	Alaska Air	CTW Annual Meeting 2024 - Flight for Ray Allen		\$ 478.20
13	01/12/24	1/15/2024	Sam's Club	Refreshments for Boardroom		\$ 191.73
14	01/12/24	1/15/2024	Assessor Clerk Record Riv	Coachella Transit Hub California Environmental Quality Act (CEQA) Filing Fee		\$ 50.00
15	01/12/24	1/15/2024	APTA	Marketing Communications & Customer Experience Workshop Registration Fee for Carmen Cubero & Tina Hamel		\$ 1,590.00
16	01/12/24	1/15/2024	Riverside Co Assessor Cle	Coachella Transit Hub CEQA Filing Fee - Credit Card Processing Fee		\$ 1.14

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
17	01/16/24	1/18/2024	United	APTA Marketing Communications & Customer Experience Workshop Flight Fee for Carmen Cubero		\$ 195.00
18	01/16/24	1/18/2024	United	APTA Marketing Communications & Customer Experience Workshop Flight Fee for Carmen Cubero		\$ 192.00
19	01/16/24	1/18/2024	United	APTA Marketing Communications & Customer Experience Workshop Flight for Carmen Cubero		\$ 903.53
20	01/19/24	1/22/2024	Embassy Suites	Transportation Safety Institute Training - Lodging for Vanessa Mora		\$ 807.04
21	01/25/24	1/25/2024	Wpy*federal Grants Traini	Federal Grants Institute Training - Registration fee for Karina Daza		\$ 649.00
22	01/25/24	1/25/2024	Wpy*federal Grants Traini	Federal Grants Institute Training - Registration Fee for Isabella Amadeo		\$ 649.00
23	01/26/24	1/29/2024	Cq San Francisco	CTW Annual Meeting 2024 - Lodging for Vanessa Mora		\$ 370.30
24	01/26/24	1/29/2024	Cq San Francisco	CTW Annual Meeting 2024 - Lodging for Isabel Vizcarra		\$ 370.30
25	01/26/24	1/29/2024	Cq San Francisco	CTW Annual Meeting 2024 - Lodging for Ray Allen		\$ 370.30
26	01/27/24	1/29/2024	Staples	Payroll W2C A and B Forms		\$ 72.22
27	01/28/24	1/29/2024	Smk	SolVan Web Forms		\$ 19.00
					\$ (2,728.66)	\$ 9,332.51



Reporting Period : 12/30/2023 - 1/31/2024

Statement Summary

Name	Walter Watcher	Company	Sunline Transit Agency
Account #	XXXX-XXXX-XXXX	Currency	US Dollar
Reporting Period	12/30/2023 - 1/31/2024		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 12/29/2023	1/2/2024	La Quinta Hotel La Quinta, CA					-2,137.50
		Credit Voucher La Quinta Hotel	General Ledger Code: 5090200000 Fund: 00				
		La Quinta & Club - SunLine's Year-End Gala- Deposit to Hold Facility - Refund - HR Dept					
2 1/2/2024	1/4/2024	Alaska Air Seattle, WA					258.21
		Purchase Alaska Air	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Dioselyn Ayala – CTW Annual Meeting 2024 - Flight - Executive Dept					
3 1/4/2024	1/5/2024	Grasshopper.Com Logmein.Com, MA					21.83
		Purchase Grasshopper.Com	General Ledger Code: 5099900002 Fund: 00				
		PR 19508 - Grasshopper - SolVan Toll Free Number & web Traffic - Taxi Dept					
4 1/4/2024	1/8/2024	Westin (Westin Hotels) 650-6923500, CA					274.89
		Purchase Westin (Westin Hotels)	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Dioselyn Ayala – CTW Annual Meeting 2024 - Lodging - Executive Dept					

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
5	1/5/2024	1/8/2024	Expedia 72728200309692 Expedia.Com, WA				293.06
	Purchase Expedia 72728200309692		General Ledger Code: 5090200000 Fund: 00				
	Approved Travel for Sharon Barone – CTW Annual Meeting 2024 - Lodging - HR Dept						
6	1/5/2024	1/8/2024	Alaska Air Seattle, WA				228.20
	Purchase Alaska Air		General Ledger Code: 5090200000 Fund: 00				
	Approved Travel for Sharon Barone – CTW Annual Meeting 2024 - Flight - HR Dept						
7	1/8/2024	1/10/2024	Alaska Air Seattle, WA				378.20
	Purchase Alaska Air		General Ledger Code: 5090200000 Fund: 00				
	Approved Travel for Vanessa Mora – CTW Annual Meeting 2024 - Flight - Safety Dept						
8	1/8/2024	1/10/2024	Alaska Air Seattle, WA				378.20
	Purchase Alaska Air		General Ledger Code: 5090200000 Fund: 00				
	Approved Travel for Isabel Vizcarra – CTW Annual Meeting 2024 - Flight - Operations Dept						
9	1/9/2024	1/9/2024	Expedia 72732064111057 Expedia.Com, WA				591.16
	Purchase Expedia 72732064111057		General Ledger Code: 5090200000 Fund: 00				
	Approved Travel for Vanessa Mora and Isabel Vizcarra – CTW Annual Meeting 2024 - Safety Dept Incorrect booking for Lodging - credit on line 10 and 11						
10	1/9/2024	1/9/2024	Expedia 72732064111057 Expedia.Com, WA				-295.58
	Credit Voucher Expedia 72732064111057		General Ledger Code: 5090200000 Fund: 00				
	Approved Travel for Vanessa Mora – CTW Annual Meeting 2024 - Safety Dept Lodging Credit						

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
11	1/9/2024	1/9/2024	Expedia 72732064111057 Expedia.Com, WA				-295.58
			Credit Voucher Expedia 72732064111057				
			General Ledger Code: 5090200000 Fund: 00				
			Approved Travel for Isabel Vizcarra – CTW Annual Meeting 2024 - Operations Dept Lodging Credit				
12	1/9/2024	1/11/2024	Alaska Air Seattle, WA				478.20
			Purchase Alaska Air				
			General Ledger Code: 5090200000 Fund: 00				
			Approved Travel for Ray Allen - CTW Annual Meeting 2024 - Flight Charge - Maintenance Dept				
13	1/12/2024	1/15/2024	Sams Club #6609 Palm Desert, CA				191.73
			Purchase Sams Club #6609				
			General Ledger Code: 5099900002 Fund: 00				
			PR 20455 Refreshments for Board Room - Facilities Dept				
14	1/12/2024	1/15/2024	Assessor Clerk Record Riv 951-9556200, CA				50.00
			Purchase Assessor Clerk Record Riv				
			General Ledger Code: 5070500000 Fund: 00				
			PR 20413 Coachella Transit Hub CEQA Filing - Performance Dept				
15	1/12/2024	1/15/2024	Apta 202-4964800, DC				1,590.00
			Purchase Apta				
			General Ledger Code: 5090100000 Fund: 00				
			APTA Marketings Communications & Customer Experience Workshop Registration Fee for Carmen Cubero and Tina Hamel				
			Marketing Dept				
16	1/12/2024	1/15/2024	Riverside Co Assessor Cle 951-9556200, IN				1.14
			Purchase Riverside Co Assessor Cle				
			General Ledger Code: 5070500000 Fund: 00				
			PR 20413 Coachella Transit Hub CEQA Filing - Performance Dept				

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
17 1/16/2024	1/18/2024	United 800-932-2732, TX					195.00
		Purchase United	General Ledger Code: 5090200000				
		Flight - PS to New Orleans	Fund: 00				
		Approved Travel for Carmen Cubero - APTA Marketing Communications & Customer Experience Workshop - Marketing Dept					
18 1/16/2024	1/18/2024	United 800-932-2732, TX					192.00
		Purchase United	General Ledger Code: 5090200000				
		Flight - New Orleans to PS	Fund: 00				
		Approved Travel for Carmen Cubero - APTA Marketing Communications & Customer Experience Workshop - Marketing Dept					
19 1/16/2024	1/18/2024	United 800-932-2732, TX					903.53
		Purchase United	General Ledger Code: 5090200000				
		Flight taxes and Fees	Fund: 00				
		Approved Travel for Carmen Cubero - APTA Marketing Communications & Customer Experience Workshop - Marketing Dept					
20 1/19/2024	1/22/2024	Embassy Suites 714-9381111, CA					807.04
		Purchase Embassy Suites	General Ledger Code: 5090200000				
		Approved Travel for Vanessa Mora – Transportation Safety Institute – 2403 Transit System Security - Safety Dept					
21 1/25/2024	1/25/2024	Wpy*federal Grants Traini 855-999-3729, GA					649.00
		Purchase Wpy*federal Grants Traini	General Ledger Code: 5090200001				
		Approved Travel for Karina Daza – Federal Grants Institute 2024 - Finance Dept					
22 1/25/2024	1/25/2024	Wpy*federal Grants Traini 855-999-3729, GA					649.00
		Purchase Wpy*federal Grants Traini	General Ledger Code: 5090200001				
		Approved Travel for Isabella Amadeo - Federal Grants Institute 2024 - Finance Dept					

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
23 1/26/2024	1/29/2024	Cq San Francisco San Francisco, CA					370.30
Purchase Cq San Francisco			General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Vanessa Mora – CTW Annual Meeting 2024 - Lodging Charge - Safety Dept							
24 1/26/2024	1/29/2024	Cq San Francisco San Francisco, CA					370.30
Purchase Cq San Francisco			General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Isabel Vizcarra – CTW Annual Meeting 2024 - Lodging Charge - Operations Dept							
25 1/26/2024	1/29/2024	Cq San Francisco San Francisco, CA					370.30
Purchase Cq San Francisco			General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Ray Allen - CTW Annual Meeting 2024 - Lodging Charge - Maintenance Dept							
26 1/27/2024	1/29/2024	Staples Inc Staples.Com, MA					72.22
Purchase Staples Inc			General Ledger Code: 5039900003 Fund: 00				
PR 20534 PAYROLL W2C A AND B FORMS (STAPLES) - Finance Dept							
27 1/28/2024	1/29/2024	Smk 813-4213676, CA					19.00
Purchase Smk			General Ledger Code: 5099900002 Fund: 00				
PR19576 - Wufoo -Pop-up ox Web-based forms for SolVan - SolVan web forms - Taxi Dept							
							Transaction Count: 27
							Total: 6,603.85

Employee Signature _____ Date _____

Authorized Approver Signature _____ Date _____

SunLine Transit Agency**CONSENT CALENDAR**

DATE: March 27, 2024

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Monthly Budget Variance Report for January 2024

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 January 2024 are equal to 7/12^{ths} of the yearly budget.

Year to Date Summary

- As of January 31, 2024, the Agency's FYTD revenues are \$323,783 or 23.05% above the FYTD budget.
- As of January 31, 2024, the Agency's FYTD expenditures are \$1,381,793 or 4.99% 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
January 2024

Description	FY24 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Revenues:								
Passenger Revenue	1,550,964	162,855	129,247	33,608	984,409	904,729	79,680	36.5%
Other Revenue	857,170	81,252	71,431	9,821	744,118	500,016	244,102	13.2%
Total Operating Revenue	2,408,134	244,107	200,678	43,429	1,728,527	1,404,745	323,783	28.2%
Operating Expenses:								
Operator & Mechanic Salaries & Wages	9,642,603	880,338	803,550	(76,788)	6,137,259	5,624,852	(512,407)	36.4%
Operator & Mechanic Overtime	1,226,000	131,672	102,167	(29,506)	839,259	715,167	(124,092)	31.5%
Administration Salaries & Wages	7,325,230	557,898	610,436	52,538	4,004,313	4,273,051	268,738	45.3%
Administration Overtime	109,250	13,989	9,104	(4,885)	111,566	63,729	(47,837)	-2.1%
Fringe Benefits	11,591,219	998,263	965,935	(32,328)	5,960,788	6,761,544	800,757	48.6%
Communications	230,400	24,100	19,200	(4,900)	170,370	134,400	(35,970)	26.1%
Legal Services	400,000	48,840	33,333	(15,507)	399,339	233,333	(166,006)	0.2%
Computer/Network Software Agreement	861,455	52,777	71,788	19,011	369,302	502,515	133,213	57.1%
Uniforms	129,360	13,507	10,780	(2,727)	45,099	75,460	30,361	65.1%
Contracted Services	855,022	46,623	71,252	24,629	377,767	498,763	120,996	55.8%
Equipment Repairs	14,000	957	1,167	210	11,354	8,167	(3,187)	18.9%
Security Services	295,000	41,662	24,583	(17,079)	285,677	172,083	(113,594)	3.2%
Fuel - CNG	2,530,920	203,171	210,910	7,739	1,219,334	1,476,370	257,036	51.8%
Fuel - Hydrogen	1,418,612	57,310	118,218	60,907	500,253	827,524	327,271	64.7%
Tires	259,155	18,459	21,596	3,137	125,490	151,174	25,684	51.6%
Office Supplies	72,285	6,823	6,024	(799)	31,472	42,166	10,694	56.5%
Travel/Training	163,720	13,803	13,643	(160)	52,311	95,503	43,192	68.0%
Repair Parts	1,809,339	171,001	150,778	(20,222)	1,096,322	1,055,448	(40,875)	39.4%
Facility Maintenance	51,450	3,419	4,288	869	42,177	30,013	(12,165)	18.0%
Electricity - CNG & Hydrogen	1,530,000	66,106	127,500	61,394	576,520	892,500	315,980	62.3%
Natural Gas	2,610,000	185,274	217,500	32,226	1,147,118	1,522,500	375,382	56.0%
Water and Gas	19,001	1,283	1,583	301	6,921	11,084	4,163	63.6%
Insurance Losses	1,079,253	267,231	89,938	(177,294)	755,057	629,564	(125,493)	30.0%
Insurance Premium - Property	125,000	16,047	10,417	(5,630)	112,327	72,917	(39,411)	10.1%
Repair Claims	85,000	312	7,083	6,772	52,319	49,583	(2,736)	38.4%
Fuel Taxes	114,400	7,883	9,533	1,650	66,749	66,733	(15)	41.7%
Other Expenses	6,911,896	576,217	575,991	(226)	3,530,634	4,031,939	501,306	48.9%
Self Consumed Fuel	(3,992,196)	(260,481)	(332,683)	(72,202)	(1,719,587)	(2,328,781)	(609,194)	56.9%
Total Operating Expenses (Before Depreciation)	47,467,374	4,144,483	3,955,615	(188,869)	26,307,508	27,689,302	1,381,793	44.6%
Operating Expenses in Excess of Operating Revenue		\$ (3,900,377)			\$ (24,578,981)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	8,456,000	731,961	704,667	(27,294)	4,612,591	4,932,667	320,075	45.5%
State - LTF, LCTOP	26,808,875	2,320,605	2,234,073	(86,532)	14,623,745	15,638,510	1,014,766	45.5%
Federal	9,794,365	847,811	816,197	(31,614)	5,342,645	5,713,380	370,735	45.5%
Total Subsidies	45,059,240	3,900,377	3,754,937	(145,440)	24,578,981	26,284,557	1,705,576	45.5%
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -			

SunLine Transit Agency
Budget Variance Report
January 2024

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	2,582,160	2,491,192	(90,969)	17,053,184	17,438,343	385,159	43.0%
Services	5,560,654	442,175	463,388	21,213	2,972,364	3,243,715	271,351	46.5%
Fuels & Lubricants	4,115,207	279,263	342,934	63,671	1,844,009	2,400,537	556,528	55.2%
Tires	259,155	18,459	21,596	3,137	125,490	151,174	25,684	51.6%
Materials and Supplies	2,313,768	201,521	192,814	(8,707)	1,347,653	1,349,698	2,045	41.8%
Utilities	4,504,781	286,716	375,398	88,682	1,953,137	2,627,789	674,652	56.6%
Casualty & Liability	3,309,926	455,316	275,827	(179,489)	2,150,868	1,930,790	(220,078)	35.0%
Taxes and Fees	114,400	7,883	9,533	1,650	66,749	66,733	(15)	41.7%
Miscellaneous Expenses	1,387,377	131,470	115,615	(15,856)	513,641	809,303	295,662	63.0%
Self Consumed Fuel	(3,992,196)	(260,481)	(332,683)	(72,202)	(1,719,587)	(2,328,781)	(609,194)	56.9%
Total Operating Expenses (Before Depreciation)	47,467,374	4,144,483	3,955,615	(188,869)	26,307,508	27,689,302	1,381,793	44.6%
Revenues:								
Passenger Revenue	1,550,964	162,855	129,247	33,608	984,409	904,729	79,680	36.5%
Other Revenue	857,170	81,252	71,431	9,821	744,118	500,016	244,102	13.2%
Total Operating Revenue	2,408,134	244,107	200,678	43,429	1,728,527	1,404,745	323,783	28.2%
Net Operating Gain (Loss)		\$ (3,900,377)			\$ (24,578,981)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	8,456,000	731,961	704,667	(27,294)	4,612,591	4,932,667	320,075	45.5%
State - LTF, LCTOP	26,808,875	2,320,605	2,234,073	(86,532)	14,623,745	15,638,510	1,014,766	45.5%
Federal - CMAQ,5307,5309,5310,5311,5311(f),5312	9,794,365	847,811	816,197	(31,614)	5,342,645	5,713,380	370,735	45.5%
Total Subsidies	45,059,240	3,900,377	3,754,937	(145,440)	24,578,981	26,284,557	1,705,576	45.5%
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 January, ridership was at 1.6% above FY23 FYTD totals.
- Total system ridership was 24,612 trips above FY23 FYTD amounts.

Ridership

	FY23-Jan.	FY24-Jan.	Variance	%Δ
Fixed Route	218,953	219,727	774	0.4%
Paratransit	9,013	10,067	1,054	11.7%
SolVan	1,613	2,076	463	28.7%
SunRide	622	2,033	1,411	226.8%
System Total	230,201	233,903	3,702	1.6%

Ridership

	FYTD-FY23	FYTD-FY24	Variance	%Δ
Fixed Route	1,452,839	1,457,663	4,824	0.3%
Paratransit	61,376	70,189	8,813	14.4%
SolVan	11,209	13,470	2,261	20.2%
SunRide	3,853	12,567	8,714	226.2%
System Total	1,529,277	1,553,889	24,612	1.6%

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. Services were reduced in February 2024.

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 and January.

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 negative variance is primarily due FYTD a reconciliation of insurance losses with the risk pool.

Insurance Premium - Property

- Insurance premiums for property increased exceeding budgeted amount.

Repair Claims

- Repair claim expenses are within an acceptable range of the budget.

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: March 27, 2024 **RECEIVE & FILE**

TO: Finance/Audit Committee
Board of Directors

RE: Contracts Signed between \$25,000 and \$250,000 for February 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) purchase order executed in February 2024 between \$25,000 and \$250,000:

Vendor	Purpose	Amount
On The Fly Services	Pest Control Services - Buses	\$28,608.00
EAM Solutions	Software Renewal	\$69,502.00
Trane US	H2 Chiller Maintenance	\$40,124.00
All American Building Services	Indio Showroom Enclosure	\$74,763.97

Recommendation:

Receive and file.

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

Vendor	Product/Service	Need	Budgeted	Budgeted Amount	Cost	Type
On The Fly Services	Pest Control	Pest Services for Bus Fleet	FY24 FY25	\$43,962.00	\$28,608.00	Agreement
EAM Solutions	Software Renewal	Transportation Asset Management System (TAMS)	FY24 FY25	\$69,502.00	\$69,502.00	Purchase Order
Trane US	Maintenance	H2 Chiller Maintenance	FY24 FY25	\$40,124.00	\$40,124.00	Agreement
All American Building Services	Construction	Indio Showroom Enclosure	FY24	\$74,763.97	\$74,763.97	Agreement

SunLine Transit Agency
CONSENT CALENDAR

DATE: March 27, 2024 **RECEIVE & FILE**

TO: Finance/Audit Committee
Board of Directors

RE: Union & Non-Union Pension Investment Asset Summary for January 2024

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 January, 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	34.2%	16% – 56%
	International Equity	17.6%	0% - 39%
	Other	4.4%	0% – 20%
Income Assets			
	Fixed Income	38.0%	25% - 65%
	Other	5.1%	0% – 20%
Real Return Assets		0.0%	0% – 20%
Cash Equivalents		0.6%	0% – 20%

Non-Union

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	34.2%	16% – 56%
	International Equity	17.6%	0% - 39%
	Other	4.4%	0% – 20%
Income Assets			
	Fixed Income	38.0%	25% - 65%
	Other	5.1%	0% – 20%
Real Return Assets		0.0%	0% – 20%
Cash Equivalents		0.8%	0% – 20%

Components may not sum to 100.0% due to rounding.

For the month of January, the market value of assets decreased and increased by \$22,105 and \$21,346 for the union and non-union plans, respectively.

Month to Month Asset Comparison

Month	Market Value - Union	Market Value – Non-Union
December 2023	\$39,927,610	\$39,846,211
January 2024	\$39,905,505	\$39,867,557
Increase (Decrease)	(\$22,105)	\$21,346

Recommendation:

Receive and file.

Detail of Securities Held & Market Analytics

For the Month Ending **January 31, 2024**

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	3,307.00	96.41	318,827.87	99.10	327,723.70	8,895.83	0.82
ISHARES CORE U.S. AGGREGATE	464287226	AGG	3,322.00	99.13	329,309.86	99.10	329,210.20	(99.66)	0.83
ISHARES CORE U.S. AGGREGATE	464287226	AGG	17,918.00	98.65	1,767,610.70	99.10	1,775,673.80	8,063.10	4.45
ISHARES CORE U.S. AGGREGATE	464287226	AGG	6,446.00	92.77	597,994.78	99.10	638,798.60	40,803.82	1.60
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	1,776.00	57.68	102,441.46	52.00	92,352.00	(10,089.46)	0.23
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	965.00	61.01	58,874.65	52.00	50,180.00	(8,694.65)	0.13
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	2,389.00	60.31	144,080.59	52.00	124,228.00	(19,852.59)	0.31
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	633.00	56.99	36,074.67	52.00	32,916.00	(3,158.67)	0.08
Security Type Sub-Total			45,630.00		3,818,232.96	760.40	3,832,530.30	14,297.34	9.60
Exchange-Traded Fund - Equity									
ISHARES MSCI EMERGING MKTS EX CHINA ETF	46434G764	EMXC	3,139.00	52.15	163,698.85	54.06	169,694.34	5,995.49	0.43
ISHARES MSCI EMERGING MKTS EX CHINA ETF	46434G764	EMXC	3,140.00	52.57	165,069.49	54.06	169,748.40	4,678.91	0.43
VANGUARD FTSE ALL-WLD EX-US SMCP ETF	922042718	VSS	1,464.00	111.96	163,909.44	111.43	163,133.52	(775.92)	0.41
VANGUARD FTSE ALL-WLD EX-US SMCP ETF	922042718	VSS	1,464.00	112.48	164,670.72	111.43	163,133.52	(1,537.20)	0.41
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	6,816.00	38.86	264,869.76	47.38	322,942.08	58,072.32	0.81
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,614.00	37.17	97,162.38	47.38	123,851.32	26,688.94	0.31
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,193.00	42.18	92,500.74	47.38	103,904.34	11,403.60	0.26
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,629.00	39.68	104,318.72	47.38	124,562.02	20,243.30	0.31
VANGUARD TOTAL INTL STOCK	921909768	VXUS	3,480.00	52.07	181,203.60	56.97	198,255.60	17,052.00	0.50
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,875.00	51.82	148,982.21	56.97	163,788.75	14,806.54	0.41
VANGUARD TOTAL INTL STOCK	921909768	VXUS	18,820.00	47.87	900,909.64	56.97	1,072,175.40	171,265.76	2.69
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,834.00	54.46	99,879.64	56.97	104,482.98	4,603.34	0.26
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,586.00	56.53	146,186.58	56.97	147,324.42	1,137.84	0.37
VANGUARD TOTAL INTL STOCK	921909768	VXUS	8,244.00	52.51	432,892.44	56.97	469,660.68	36,768.24	1.18

Detail of Securities Held & Market Analytics

For the Month Ending January 31, 2024

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	6,979.00	65.37	456,217.23	56.97	397,593.63	(58,623.60)	1.00
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,586.00	56.20	145,333.20	56.97	147,324.42	1,991.22	0.37
VANGUARD TOTAL INTL STOCK	921909768	VXUS	553.00	64.35	35,585.55	56.97	31,504.41	(4,081.14)	0.08
VANGUARD TOTAL INTL STOCK	921909768	VXUS	593.00	56.01	33,213.93	56.97	33,783.21	569.28	0.08
VANGUARD TOTAL INTL STOCK	921909768	VXUS	17,752.00	52.12	925,234.24	56.97	1,011,331.44	86,097.20	2.53
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,932.00	53.54	103,439.28	56.97	110,066.04	6,626.76	0.28
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	625.00	199.58	124,737.50	239.87	149,918.75	25,181.25	0.38
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	4,809.00	195.76	941,409.84	239.87	1,153,534.83	212,124.99	2.88
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	433.00	233.92	101,287.36	239.87	103,863.71	2,576.35	0.26
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	2,772.00	225.33	624,614.76	239.87	664,919.64	40,304.88	1.67
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	764.00	191.49	146,298.36	239.87	183,260.68	36,962.32	0.46
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	624.00	198.24	123,701.76	239.87	149,678.88	25,977.12	0.38
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	276.00	216.58	59,776.08	239.87	66,204.12	6,428.04	0.17
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	1,546.00	226.21	349,720.35	239.87	370,839.02	21,118.67	0.93
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	21,761.00	169.04	3,678,479.44	239.87	5,219,811.07	1,541,331.63	13.08
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	20,572.00	204.04	4,197,510.88	239.87	4,934,605.64	737,094.76	12.37
Security Type Sub-Total			145,875.00		15,172,813.97	3,602.84	18,224,896.86	3,052,082.89	45.70

Money Market Mutual Fund

FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	259,000.51	1.00	259,000.51	1.00	259,000.51	0.00	0.65
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Security Type Sub-Total			259,000.51		259,000.51	1.00	259,000.51	0.00	0.65
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Mutual Fund - Bond

ARISTOTLE FUNDS FLOATING RATE INC I	04045F592	PLFRX	1.61	9.33	14.99	9.51	15.27	0.28	0.00
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	388,132.19	11.11	4,311,177.57	10.14	3,935,660.43	(375,517.14)	9.86
BBH LIMITED DURATION I	05528X851	BBBIX	11.92	10.11	120.53	10.28	122.54	2.01	0.00
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	188,029.56	10.51	1,976,185.02	9.32	1,752,435.52	(223,749.50)	4.39
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	128,175.44	5.19	664,716.81	5.13	657,539.99	(7,176.82)	1.65
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTRQX	268,767.17	13.91	3,738,774.28	12.04	3,235,956.72	(502,817.56)	8.11

Detail of Securities Held & Market Analytics

For the Month Ending **January 31, 2024**

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	201,200.28	10.08	2,028,422.70	8.76	1,762,514.43	(265,908.27)	4.42
Security Type Sub-Total				1,174,318.16		12,719,411.90	65.18	11,344,244.90	(1,375,167.00)	28.43
Mutual Fund - Equity										
GOLDMAN SACHS GQG PTNRS INTL OPPS INSTL		38147N293	GSIMX	26,584.21	18.32	487,118.99	20.43	543,115.43	55,996.44	1.36
HARDING LOEVNER INTERNATIONAL EQUITY POR		412295107	HLMIX	18,363.09	28.95	531,566.14	25.08	460,546.20	(71,019.94)	1.15
HRTFRD SCHR EM MRKT EQ-SDR		41665H789	SEMTX	20,199.83	15.19	306,926.65	14.94	301,785.51	(5,141.14)	0.76
JENSEN QUALITY GROWTH-Y		476313408	JENYX	11,174.56	54.46	608,510.67	59.72	667,344.50	58,833.83	1.67
JOHCM INTERNATIONAL SELECT I		46653M849	JOHIX	21,077.91	26.06	549,380.76	23.14	487,742.82	(61,637.94)	1.22
Security Type Sub-Total				97,399.60		2,483,503.21	143.31	2,460,534.46	(22,968.75)	6.16
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	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	47,698.68	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	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	21,070.00	1.00	21,070.00	105.24	22,173.44	1,103.44	0.06
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
GOLUB CAPITAL PARTNERS INT'L XIV		GOLUB0090	SA467	1,290,943.00	1.00	1,290,943.00	106.63	1,376,474.14	85,531.14	3.45
GOLUB CAPITAL PARTNERS INT'L XIV		GOLUB0090	SA467	180,000.00	1.00	180,000.00	106.63	191,925.86	11,925.86	0.48
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

Detail of Securities Held & Market Analytics

For the Month Ending **January 31, 2024**

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	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	309,750.00	1.00	309,750.00	129.48	401,063.59	91,313.59	1.01	
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	
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	180,319.43	1.00	180,319.43	129.48	233,477.19	53,157.76	0.59	
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	
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	127,930.57	1.00	127,930.57	129.48	165,644.21	37,713.64	0.42	
Security Type Sub-Total			3,264,871.27		3,264,871.27	2,406.70	3,784,298.06	519,426.79	9.49	
Managed Account Sub-Total			4,987,094.54		37,717,833.82	6,979.43	39,905,505.09	2,187,671.27	100.03	
Securities Sub-Total			\$4,987,094.54		\$37,717,833.82	\$6,979.43	\$39,905,505.09	\$2,187,671.27	100.03%	
Accrued Interest								\$0.00		
Total Investments								\$39,905,505.09		

Detail of Securities Held & Market Analytics

For the Month Ending **January 31, 2024**

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	6,272.00	92.77	581,852.81	99.10	621,555.20	39,702.39	1.56
ISHARES CORE U.S. AGGREGATE	464287226	AGG	17,957.00	98.65	1,771,458.05	99.10	1,779,538.70	8,080.65	4.46
ISHARES CORE U.S. AGGREGATE	464287226	AGG	3,317.00	96.41	319,791.97	99.10	328,714.70	8,922.73	0.82
ISHARES CORE U.S. AGGREGATE	464287226	AGG	3,372.00	99.13	334,266.36	99.10	334,165.20	(101.16)	0.84
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	982.00	61.01	59,911.82	52.00	51,064.00	(8,847.82)	0.13
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	1,113.00	61.13	68,037.69	52.00	57,876.00	(10,161.69)	0.15
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	633.00	56.99	36,074.67	52.00	32,916.00	(3,158.67)	0.08
Security Type Sub-Total			45,591.00		3,813,677.71	760.40	3,826,969.80	13,292.09	9.59
Exchange-Traded Fund - Equity									
ISHARES MSCI EMERGING MKTS EX CHINA ETF	46434G764	EMXC	3,134.00	52.57	164,754.07	54.06	169,424.04	4,669.97	0.43
ISHARES MSCI EMERGING MKTS EX CHINA ETF	46434G764	EMXC	3,133.00	52.15	163,385.95	54.06	169,369.98	5,984.03	0.42
VANGUARD FTSE ALL-WLD EX-US SMCP ETF	922042718	VSS	1,462.00	112.48	164,445.76	111.43	162,910.66	(1,535.10)	0.41
VANGUARD FTSE ALL-WLD EX-US SMCP ETF	922042718	VSS	1,461.00	111.96	163,573.56	111.43	162,799.23	(774.33)	0.41
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,614.00	37.17	97,162.38	47.38	123,851.32	26,688.94	0.31
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	6,915.00	38.86	268,716.90	47.38	327,632.70	58,915.80	0.82
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,484.00	39.68	98,565.12	47.38	117,691.92	19,126.80	0.30
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,211.00	42.18	93,259.98	47.38	104,757.18	11,497.20	0.26
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,883.00	65.37	449,941.71	56.97	392,124.51	(57,817.20)	0.98
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,875.00	51.82	148,982.21	56.97	163,788.75	14,806.54	0.41
VANGUARD TOTAL INTL STOCK	921909768	VXUS	8,570.00	52.51	450,010.70	56.97	488,232.90	38,222.20	1.22
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,375.00	54.46	74,882.50	56.97	78,333.75	3,451.25	0.21
VANGUARD TOTAL INTL STOCK	921909768	VXUS	18,935.00	47.87	906,414.66	56.97	1,078,726.95	172,312.29	2.71
VANGUARD TOTAL INTL STOCK	921909768	VXUS	17,679.00	52.12	921,429.48	56.97	1,007,172.63	85,743.15	2.53

Detail of Securities Held & Market Analytics

For the Month Ending January 31, 2024

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	3,770.00	52.07	196,303.90	56.97	214,776.90	18,473.00	0.54
VANGUARD TOTAL INTL STOCK	921909768	VXUS	632.00	64.35	40,669.20	56.97	36,005.04	(4,664.16)	0.09
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,470.00	56.53	139,629.10	56.97	140,715.90	1,086.80	0.35
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,714.00	53.54	91,767.56	56.97	97,646.58	5,879.02	0.24
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,469.00	56.20	138,757.80	56.97	140,658.93	1,901.13	0.35
VANGUARD TOTAL INTL STOCK	921909768	VXUS	580.00	56.01	32,485.80	56.97	33,042.60	556.80	0.08
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	138.00	216.58	29,888.04	239.87	33,102.06	3,214.02	0.08
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	21,691.00	169.04	3,666,646.64	239.87	5,203,020.17	1,536,373.53	13.05
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	433.00	233.92	101,287.36	239.87	103,863.71	2,576.35	0.26
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	1,551.00	226.21	350,851.40	239.87	372,038.37	21,186.97	0.93
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	983.00	191.49	188,234.67	239.87	235,792.21	47,557.54	0.59
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	20,562.00	204.04	4,195,470.48	239.87	4,932,206.94	736,736.46	12.37
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	4,931.00	195.76	965,292.56	239.87	1,182,798.97	217,506.41	2.97
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	2,790.00	225.33	628,670.70	239.87	669,237.30	40,566.60	1.68
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	500.00	199.58	99,790.00	239.87	119,935.00	20,145.00	0.30
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	499.00	198.24	98,921.76	239.87	119,695.13	20,773.37	0.30
Security Type Sub-Total			145,444.00		15,130,191.95	3,602.84	18,181,352.33	3,051,160.38	45.60

Money Market Mutual Fund

FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	302,533.39	1.00	302,533.39	1.00	302,533.39	0.00	0.76
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Security Type Sub-Total			302,533.39		302,533.39	1.00	302,533.39	0.00	0.76
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Mutual Fund - Bond

ARISTOTLE FUNDS FLOATING RATE INC I	04045F592	PLFRX	1.62	9.34	15.10	9.51	15.38	0.28	0.00
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	387,215.70	11.11	4,300,536.83	10.14	3,926,367.15	(374,169.68)	9.85
BBH LIMITED DURATION I	05528X851	BBBIX	11.97	10.11	121.04	10.28	123.05	2.01	0.00
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	187,570.07	10.51	1,971,483.28	9.32	1,748,153.02	(223,330.26)	4.38
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	127,836.37	5.18	662,793.41	5.13	655,800.59	(6,992.82)	1.64
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTRQX	268,148.41	13.90	3,728,416.86	12.04	3,228,506.81	(499,910.05)	8.10

Detail of Securities Held & Market Analytics

For the Month Ending **January 31, 2024**

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	200,693.19	10.08	2,023,015.44	8.76	1,758,072.35	(264,943.09)	4.41
Security Type Sub-Total				1,171,477.32		12,686,381.96	65.18	11,317,038.35	(1,369,343.61)	28.38
Mutual Fund - Equity										
GOLDMAN SACHS GQG PTNRS INTL OPPS INSTL		38147N293	GSIMX	26,528.24	18.32	486,093.48	20.43	541,972.02	55,878.54	1.36
HARDING LOEVNER INTERNATIONAL EQUITY POR		412295107	HLMIX	18,332.57	28.93	530,449.56	25.08	459,780.75	(70,668.81)	1.15
HRTFRD SCHR EM MRKT EQ-SDR		41665H789	SEMTX	20,162.83	15.19	306,364.44	14.94	301,232.71	(5,131.73)	0.76
JENSEN QUALITY GROWTH-Y		476313408	JENYX	11,151.07	54.46	607,232.90	59.72	665,941.93	58,709.03	1.67
JOHCM INTERNATIONAL SELECT I		46653M849	JOHIX	21,021.51	26.08	548,223.76	23.14	486,437.70	(61,786.06)	1.22
Security Type Sub-Total				97,196.22		2,478,364.14	143.31	2,455,365.11	(22,999.03)	6.16
Separate Account										
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	49,000.00	1.00	49,000.00	105.24	51,566.13	2,566.13	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	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	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	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	47,698.67	2,373.67	0.12
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	1,290,943.00	1.00	1,290,943.00	106.63	1,376,474.14	85,531.14	3.45
GOLUB CAPITAL PARTNERS INT'L XIV		GOLUB0091	SA468	180,000.00	1.00	180,000.00	106.63	191,925.86	11,925.86	0.48
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 **January 31, 2024**

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	130,837.59	1.00	130,837.59	129.48	169,408.21	38,570.62	0.42
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	55,556.72	1.00	55,556.72	129.48	71,934.71	16,377.99	0.18
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	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	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
Security Type Sub-Total				3,264,871.27		3,264,871.27	2,406.70	3,784,298.06	519,426.79	9.49
Managed Account Sub-Total				5,027,113.20		37,676,020.42	6,979.43	39,867,557.04	2,191,536.62	99.98
Securities Sub-Total				\$5,027,113.20		\$37,676,020.42	\$6,979.43	\$39,867,557.04	\$2,191,536.62	99.98%
Accrued Interest								\$0.00		
Total Investments								\$39,867,557.04		

SunLine Transit Agency
CONSENT CALENDAR

DATE: March 27, 2024

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Ridership Report for February 2024

Summary:

	Monthly Ridership		Monthly Variance	
	Feb 24	Feb 23	Net	Percent
Fixed Route	224,607	213,317	11,290	5.3%
SolVan	1,699	1,626	73	4.5%
SunRide	1,900	784	1,116	142.3%
Taxi Voucher*	191	267	(76)	(28.5)%
SunDial	9,695	8,895	800	9.0%
Total	238,092	224,889	13,203	5.9%

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

Yearly Ridership	
Fiscal Year 2024	1,793,340
Fiscal Year 2023	1,755,838
Ridership Increase	37,502

Fiscal year to date system ridership increased by 37,502 rides or 2.1% 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.



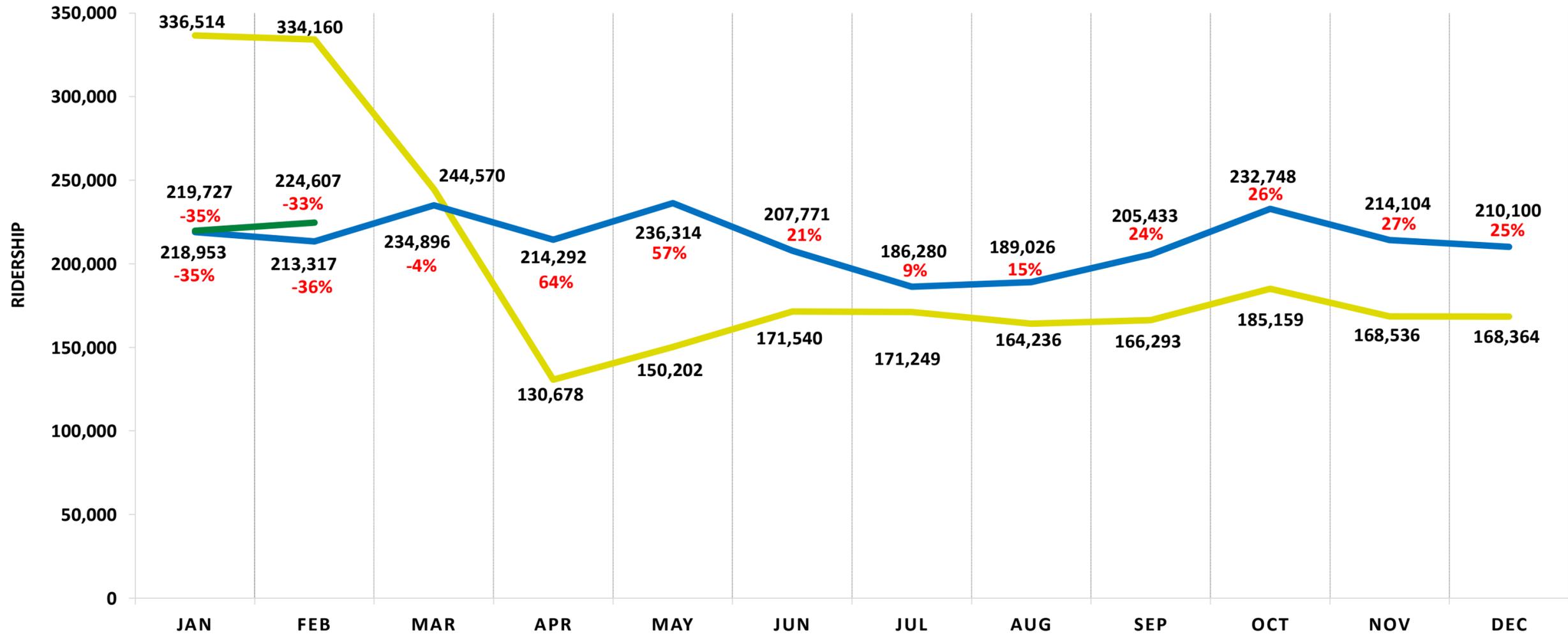
SunLine Transit Agency Monthly Ridership Report February 2024

Fixed Route		FY 2024		FY 2023		Monthly KPI		Bikes		Wheelchairs	
		Feb 2024	Feb 2023	YTD	YTD	Passengers/ Rev. Hours	Passengers/ Rev. Miles	Monthly	FYTD	Monthly	FYTD
Route 1EV	Coachella - Hwy 111 - Palm Desert Mall	51,558	-	389,709	-	16.9	1.4	2,323	18,633	232	2,426
Route 1WV	Palm Springs - Hwy 111 - Palm Desert Mall	35,810	85,562	293,723	689,081	13.9	1.2	1,291	12,557	285	2,817
Route 2	Desert Hot Springs - Palm Springs - Cathedral City	60,528	56,715	474,137	442,060	17.5	1.3	2,006	16,253	593	4,566
Route 3	Desert Hot Springs - Desert Edge	8,456	5,598	54,522	46,344	12.8	0.8	314	1,754	86	562
Route 4	Westfield Palm Desert - Palm Springs	20,061	17,396	143,410	137,486	10.9	0.8	738	6,749	93	804
Route 5	Desert Hot Springs - CSUSB - Palm Desert	2,923	1,955	12,294	14,131	6.4	0.3	92	390	8	36
Route 6	Coachella - Fred Waring - Westfield Palm Desert	4,020	8,652	22,594	64,263	8.5	0.5	132	742	13	111
Route 7	Bermuda Dunes - Indian Wells - La Quinta	8,152	6,431	60,241	45,798	13.4	1.0	242	2,498	14	114
Route 8	North Indio - Coachella -Thermal/Mecca	16,273	13,663	118,609	109,629	9.9	0.7	534	3,674	72	669
Route 9	North Shore - Mecca - Oasis	5,163	7,851	36,238	50,353	7.8	0.3	56	429	4	49
Route 10	Indio - CSUSB - San Bernardino - Metrolink	3,731	2,784	22,952	17,897	17.3	0.2	21	240	10	80
Route 200 SB	Palm Springs High School AM Tripper	201	138	1,411	2,072	16.9	1	1	9	1	6
Route 400 SB	Raymond Cree / Palm Springs HS Tripper		146	-	679	-	-	-	-	-	-
Route 401 SB	Palm Canyon / Stevens AM Tripper		-	-	-	-	-	-	-	-	-
Route 402 NB	Palm Canyon / Stevens AM Tripper		21	-	178	-	-	-	-	-	-
Route 403 NB	Vista Chino /Sunrise PM Tripper		24	-	407	-	-	-	-	-	-
Route 500 SB	Westfield Palm Desert PM Tripper	559	290	1,993	1,734	42.7	2.8	0	3	-	1
Route 501 NB	Palm Desert High School AM Tripper		-	-	-	-	-	-	-	-	-
Route 700 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo AM Tripper	267	250	2,289	2,227	18.8	1.2	2	23	-	3
Route 701 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo PM Tripper	659	468	5,666	4,705	50.5	3.3	3	60	2	3
Route 800 NB	Shadow Hills High School AM Tripper	1,963	686	12,665	7,605	106.4	5.2	-	41	1	1
Route 801 SB	Jackson / 44th PM Tripper	2,718	1,874	16,486	13,609	138.5	8.1	-	3	-	53
Route 802 SB	Hwy 111 / Golf Center Pkwy PM Tripper	413	673	3,607	4,228	30.3	1.6	-	-	-	38
Route 803 NB	Shadow Hills High School AM Tripper	1,153	2,140	9,724	11,670	98.5	4.8	-	117.0	-	8.0
Fixed Route Total		224,607	213,317	1,682,270	1,666,156	14.2	1.0	7,755	64,175	1,414	12,347
SolVan		1,699	1,626	15,169	12,835	5.3	0.1				
SunRide		1,900	784	14,467	4,637	1.2	0.2				
Taxi Voucher		191	267	1,550	1,939						
SunDial		9,695	8,895	79,884	70,271	2.0	0.1				
System Total		238,092	224,889	1,793,340	1,755,838	10.3	0.7				
		Feb-24	Feb-23								
	Weekdays:	21	20								
	Saturdays:	4	4								
	Sundays:	4	4								
	Total Days:	29	28								

Haul Pass COD contributed with 7,784 rides, CSUSB with 2,764 rides.
 Mobile Ticketing contributed with 34,655 rides, the total for February 2024 includes 176 paratransit mobile tickets.

Fixed Route Ridership COVID-19 Recovery

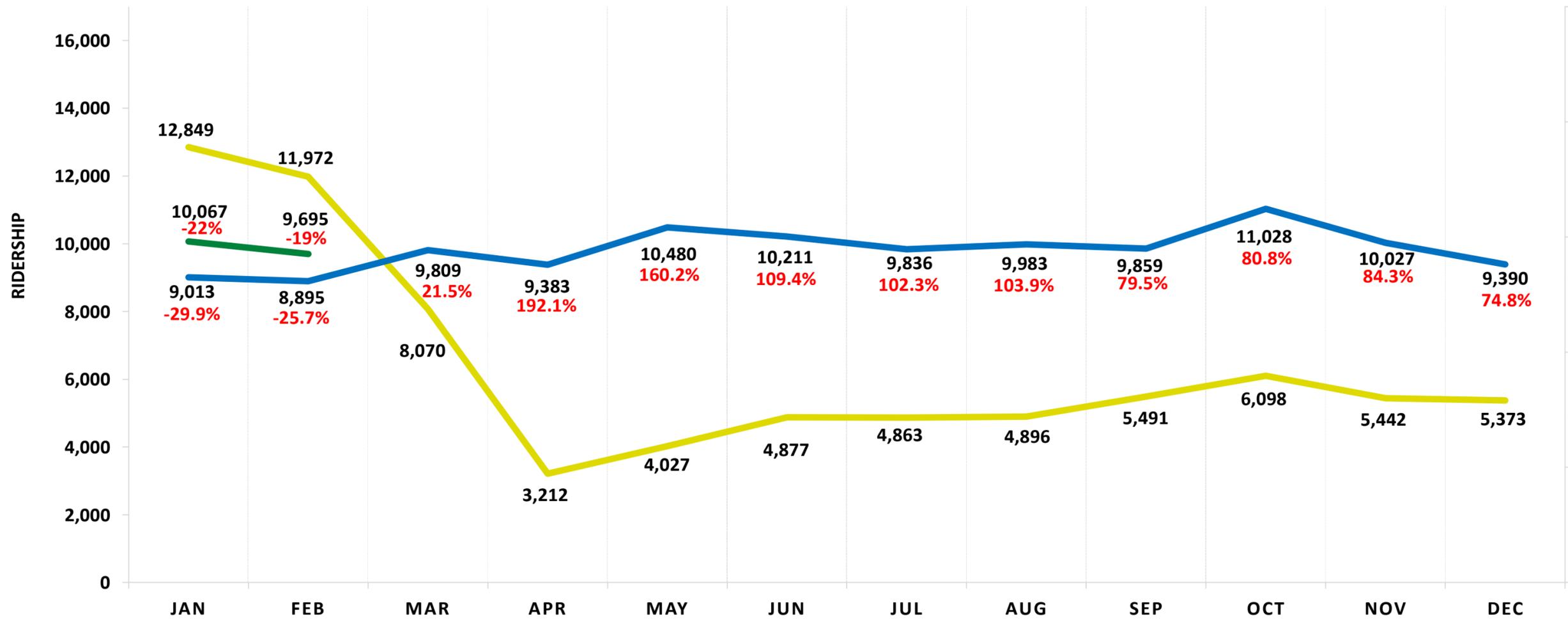
— CY 2020
 — CY 2023
 — CY 2024
 %VAR. 2020 vs 2023
 %VAR. 2020 vs 2024



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: March 27, 2024

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Paratransit Operational Notes for February 2024

Summary:

The attached report summarizes Paratransit's operation for the month of February 2024. The on-time performance for Paratransit in February 2024 was 84.1%, which did not meet the service standard goal of 85%. This shortfall was attributed to unexpected road closures due to weather conditions, along with an increase in trips and passengers. Fiscal-year-to-date, Paratransit has maintained an on-time performance of 89.3%.

Total vehicle miles for February 2024 increased by 1,600 compared to February 2023. Total trips for the month of February 2024 were 9,304 when compared to February 2023, this is an increase of 875 trips or 10.3%.

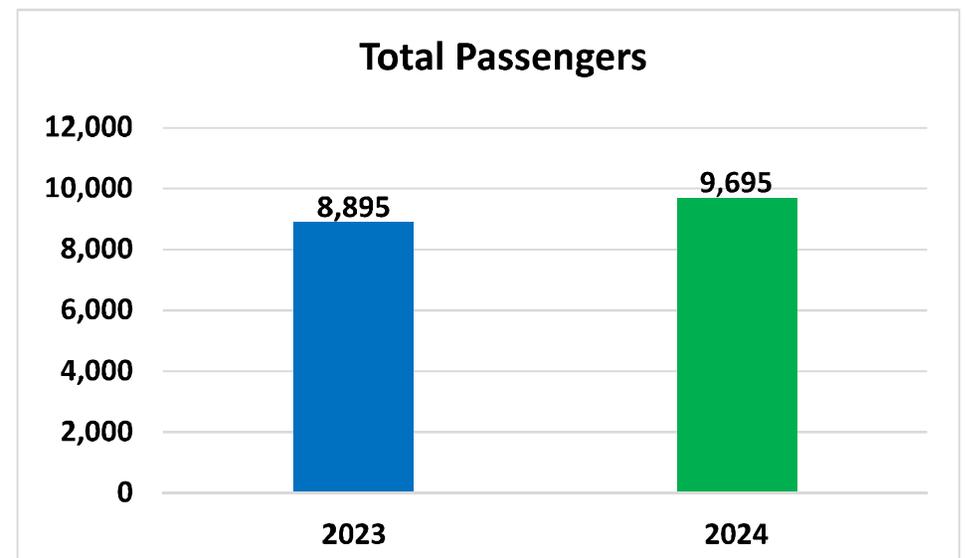
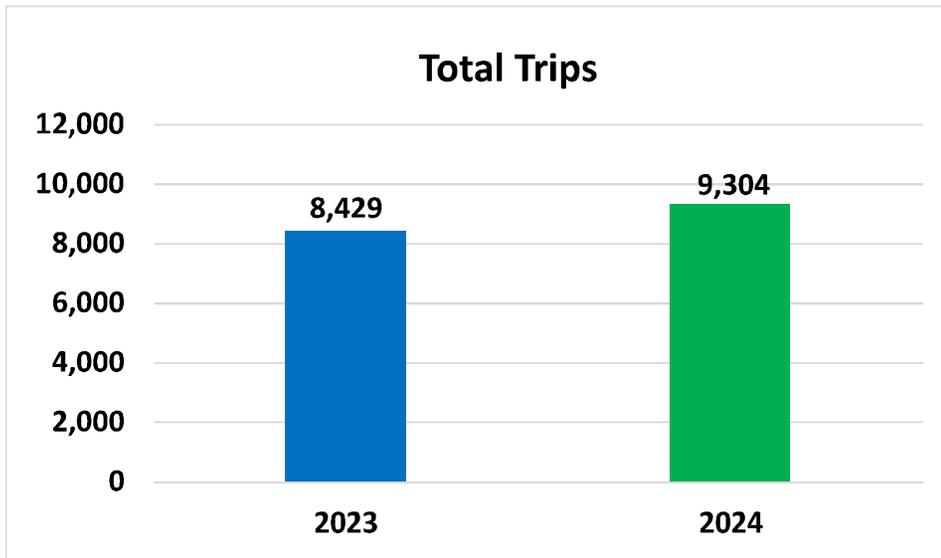
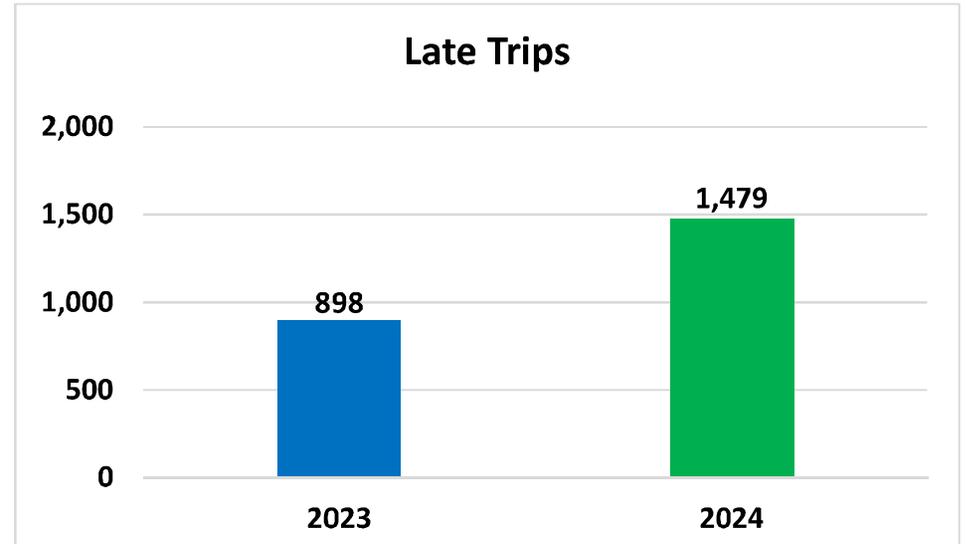
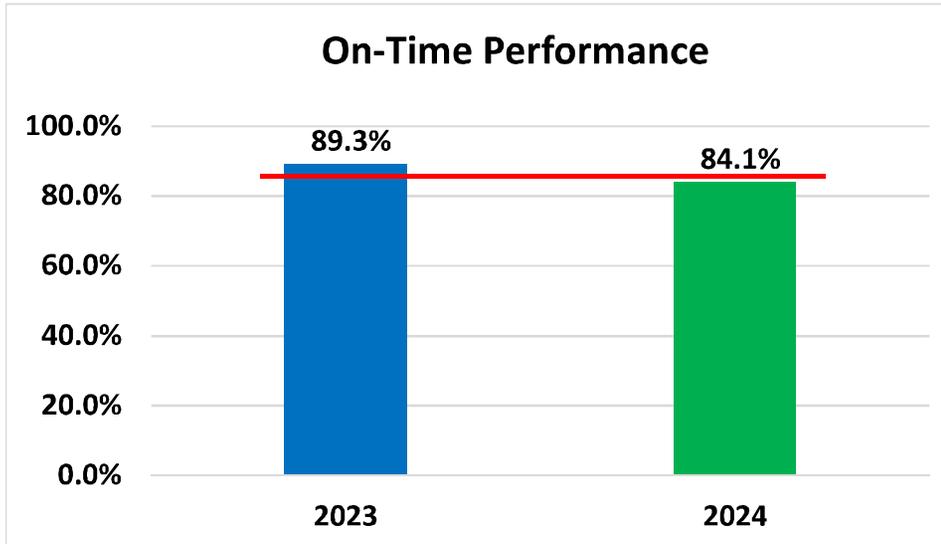
Total passengers for the month of February 2024 were 9,695 when compared to February 2023, this is an increase of 800 passengers or 9.0%. Mobility device boardings for February 2024 decreased by 272 or 15% compared to February 2023. Field Supervisors exceeded their monthly goal of 60 On-Board inspections by 25 and exceeded their goal of 60 Pre-Trip and Trailing Evaluations by 24 evaluations.

Recommendation:

Receive and file.

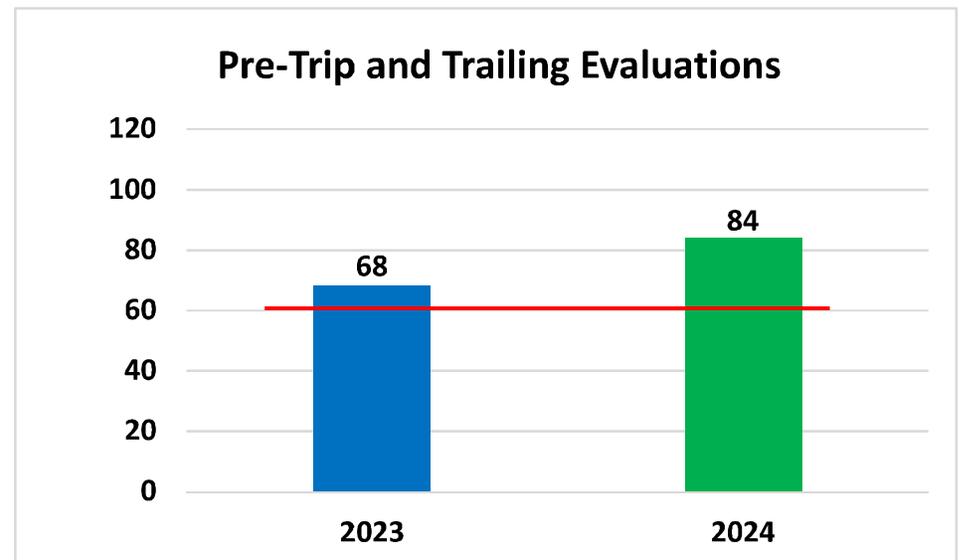
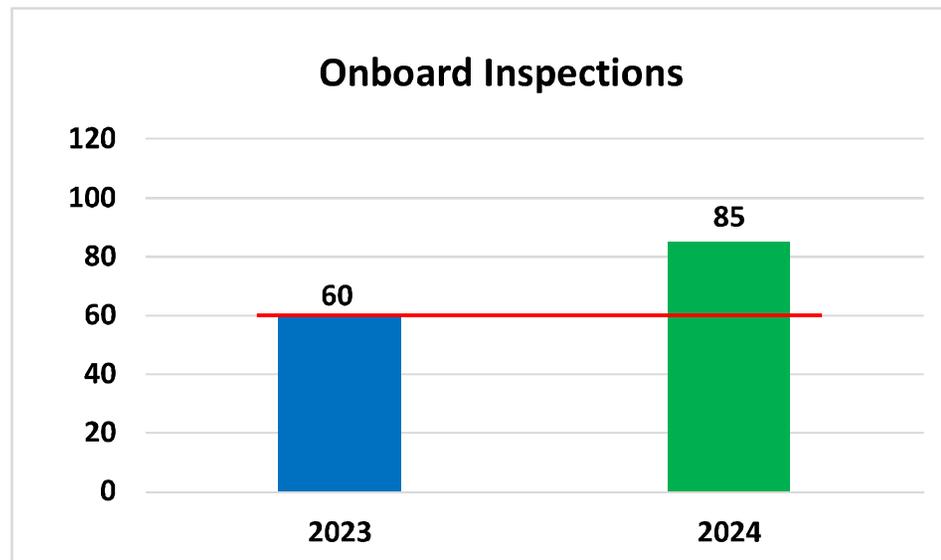
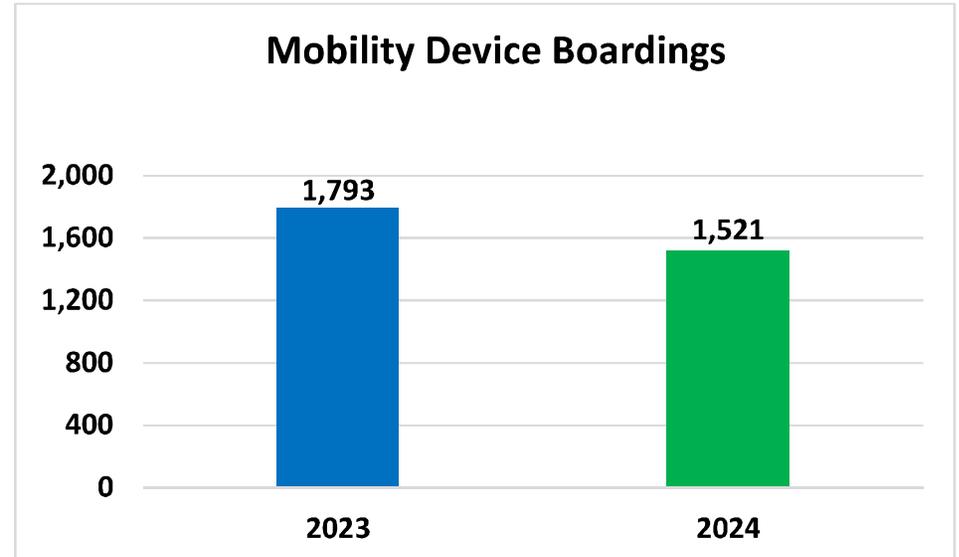
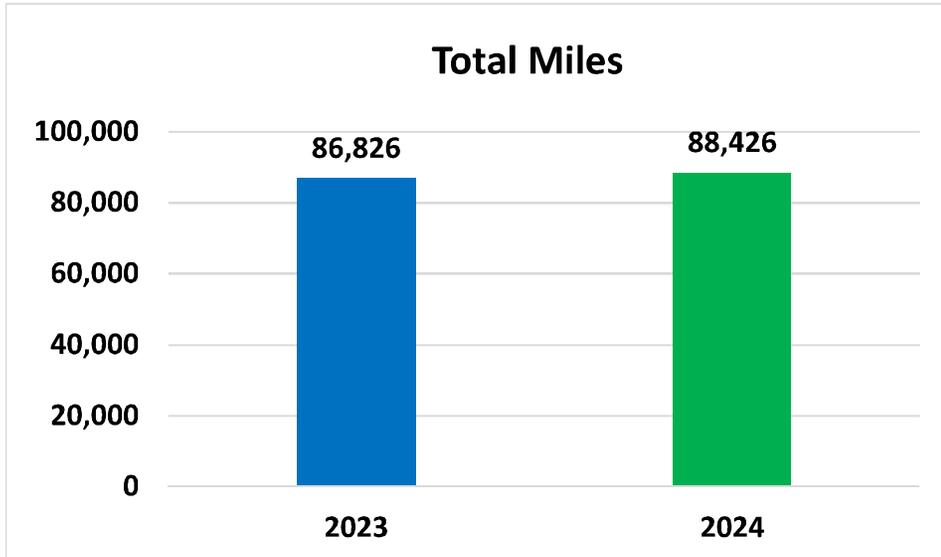
Paratransit Operational Charts

February 2023 vs. February 2024



Paratransit Operational Charts

February 2023 vs. February 2024



SunLine Transit Agency

CONSENT CALENDAR

DATE: March 27, 2024

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Metrics for February 2024

Summary:

The metrics packet includes data highlighting on-time performance, early departures, late departures, 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, La Quinta and Palm Springs. Included in this packet is ridership data for the mobile ticketing usage of the Token Transit application and the Haul Pass programs with the various High Schools in the Coachella Valley, College of the Desert (COD) and California State University San Bernardino (CSUSB) Palm Desert Campus.

SunRide

- SunRide system-wide was down 6% in February when compared to January 2024, but is up by 146% compared to February 2023.
- Palm Springs saw an increase of 38% in February 2024 over January 2024 and was up 201% over February 2023.
- Mecca/North Shore saw a 40% drop in ridership in February when compared to January. However, ridership is up 82% over February 2023.

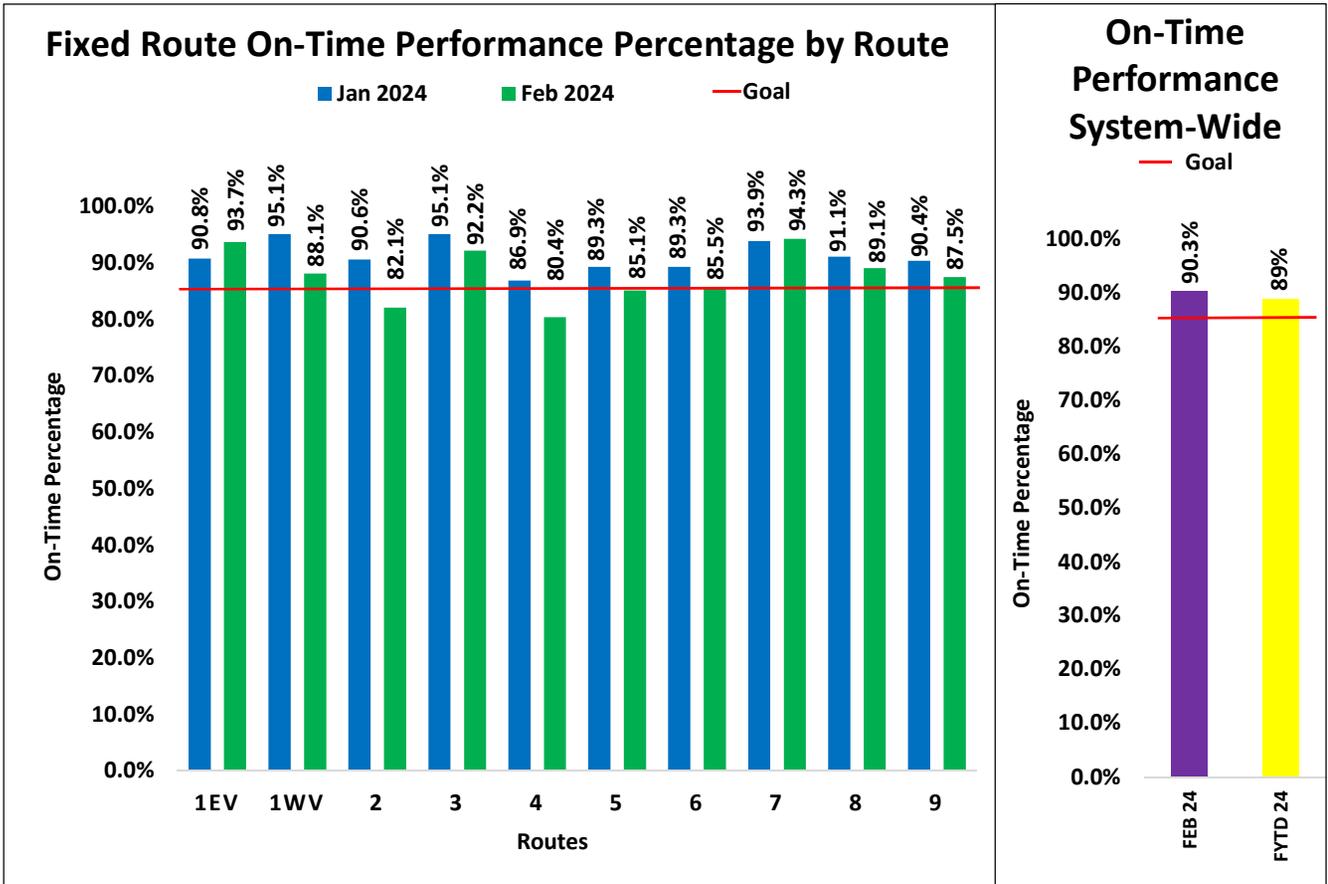
Fixed Route

- Fixed route's on-time performance had a decrease of 1.1% from January 2024 at 91.4% to February 2024 at 90.3%. For February, the Agency exceeded the service standard goal of 85%.
- However, Routes 2 & 4 did not meet their service standard goal due to weather increments and road closures at Gene Autry Trl. and Vista Chino wash.
- Late departures had an increase of 3.9% in February 2024, when compared to the previous month.

- Early departures had a decrease of 0.1% in February 2024, when compared to the previous month.
- For February 2024, 22% of SunLine's fixed route operator workforce was absent when compared to February 2023 at 23%.
- For February 2024, the workforce was at a total of 144 operators when compared to February 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.

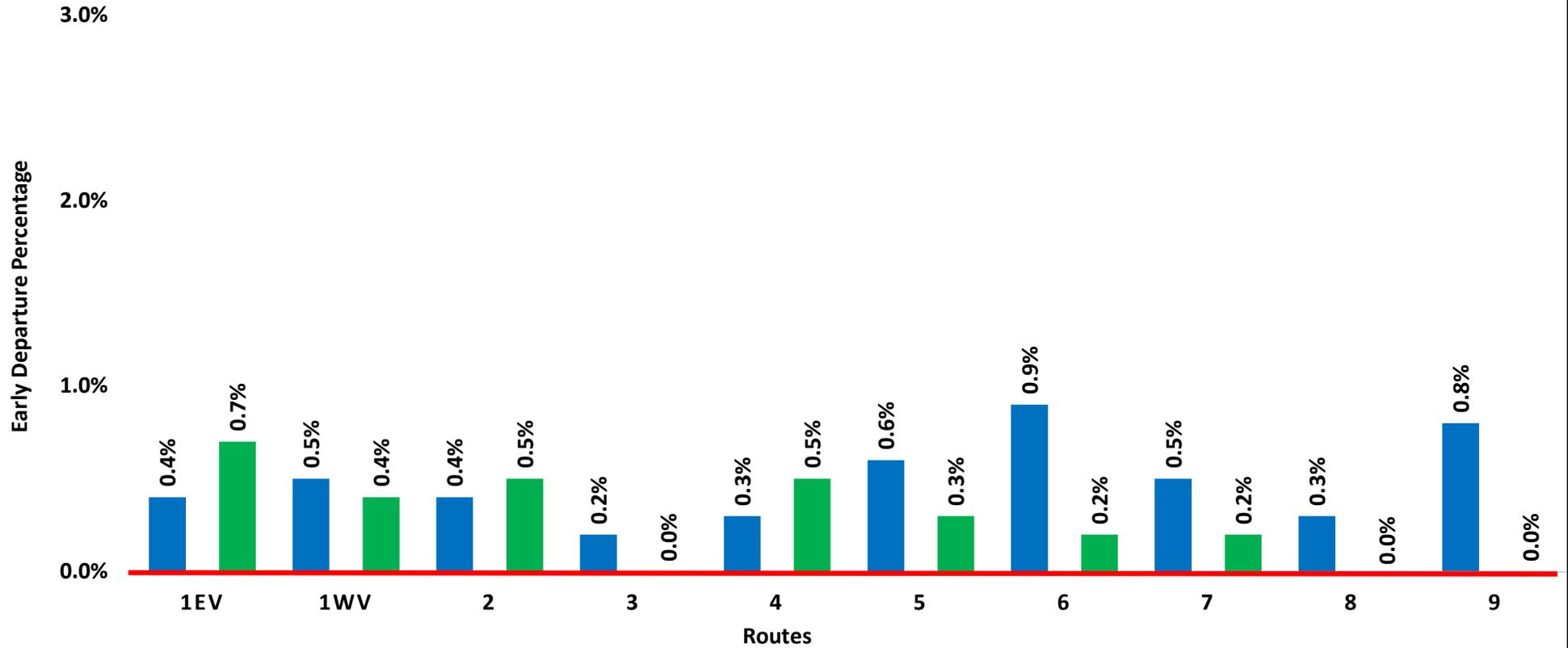
Goal: Minimum target for On-Time Performance is 85%.

Note: For the month of February 2024, the Agency's on-time performance was at 90.3% when compared to February 2023 at 75.6%. This is an increase of 14.7%.

Fixed Route Early Departure Percentage by Route

■ Jan 2024

■ Feb 2024

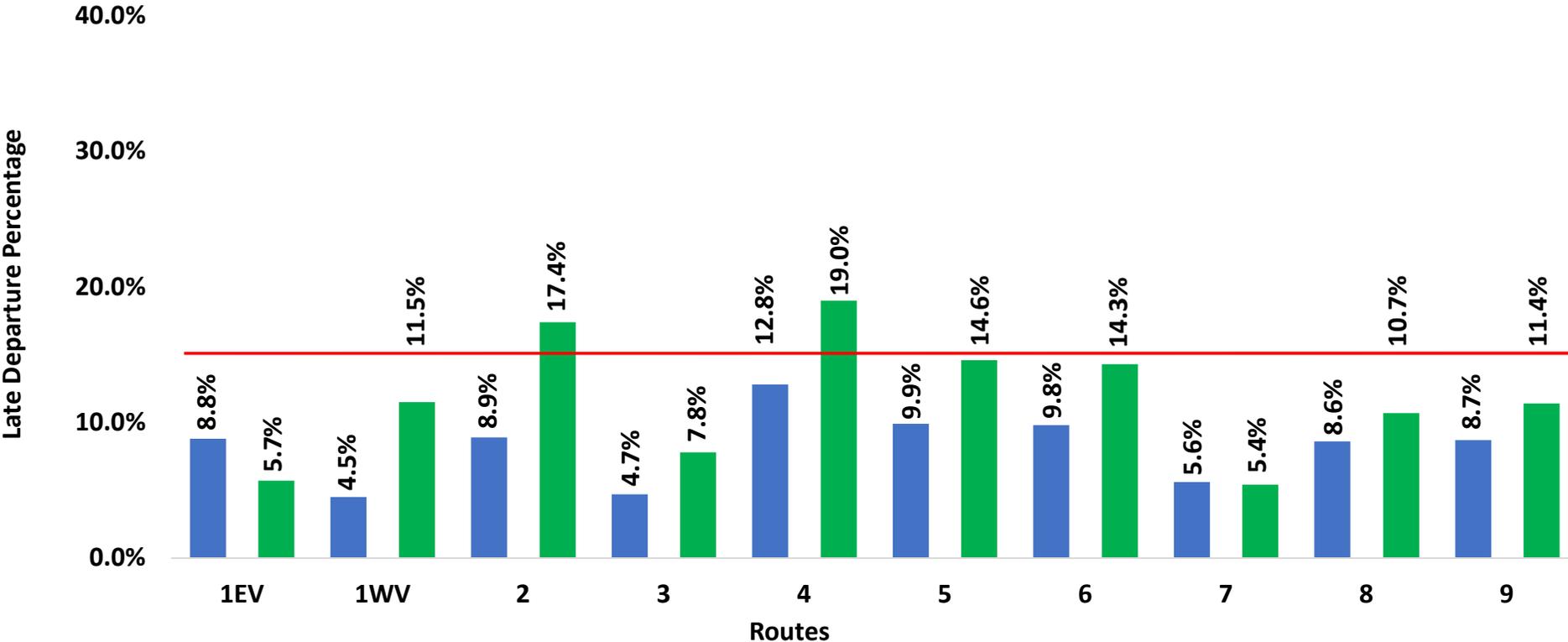


Early Departure: When a bus leaves a time point ahead of the scheduled departure time.

Goal: To reduce early departures to 0%.

Fixed Route Late Departure Percentage by Route

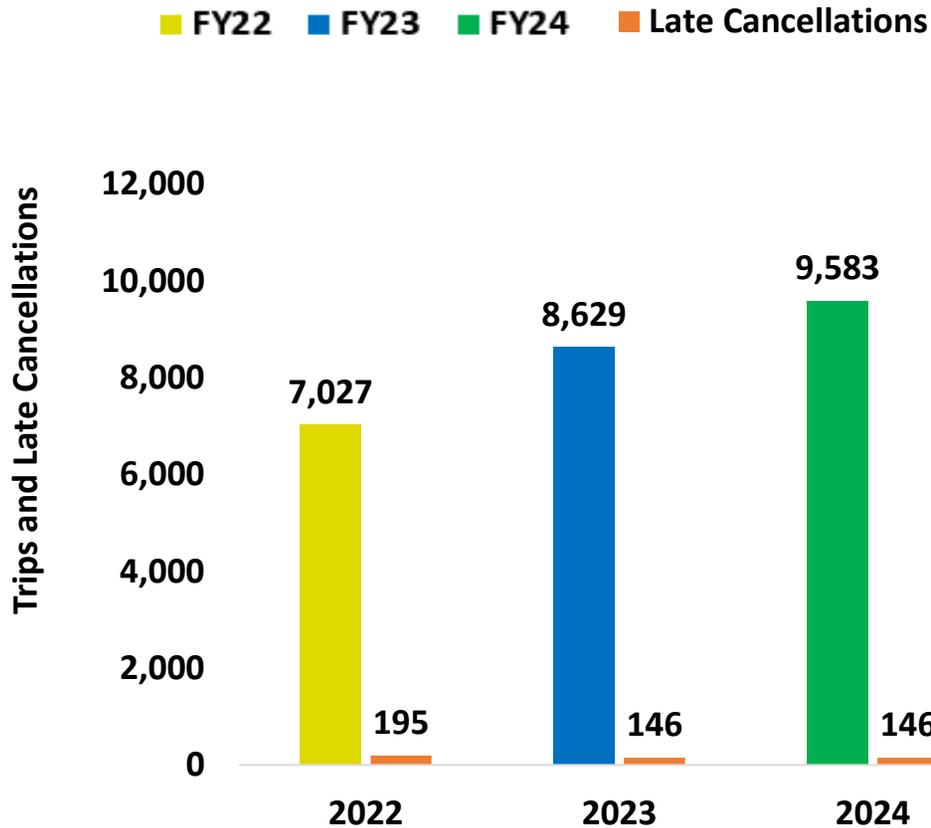
Jan 2024 Feb 2024 Goal



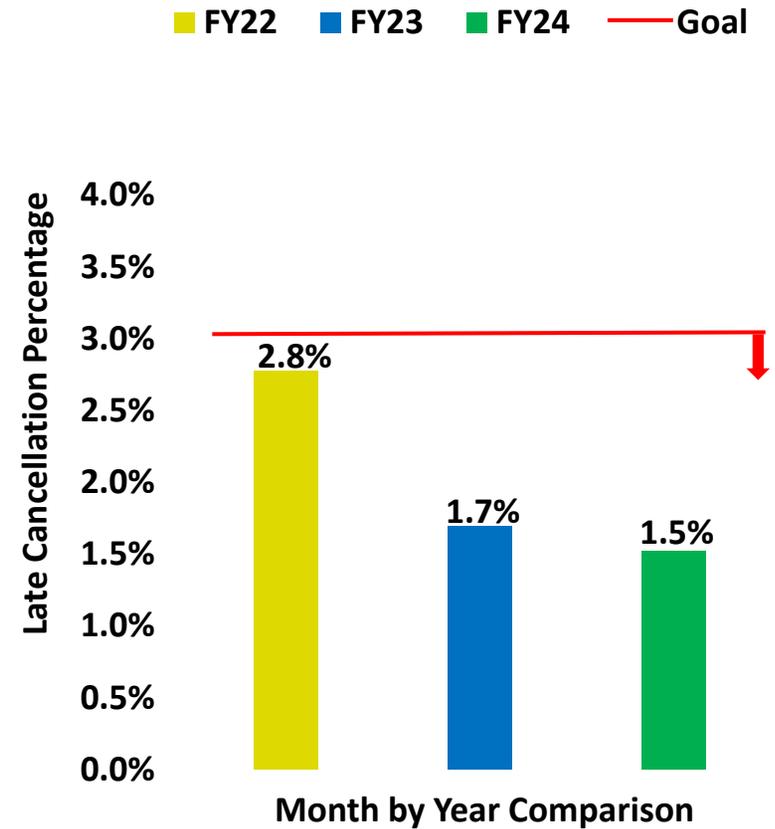
Late Departure: When a bus leaves a time point after the scheduled departure time and the route is running late with a departure greater than five (5) minutes.

Goal: To ensure late departures remain below 15%.

Paratransit Total Trips vs. Late Cancellations January



Late Cancellations by Percentage



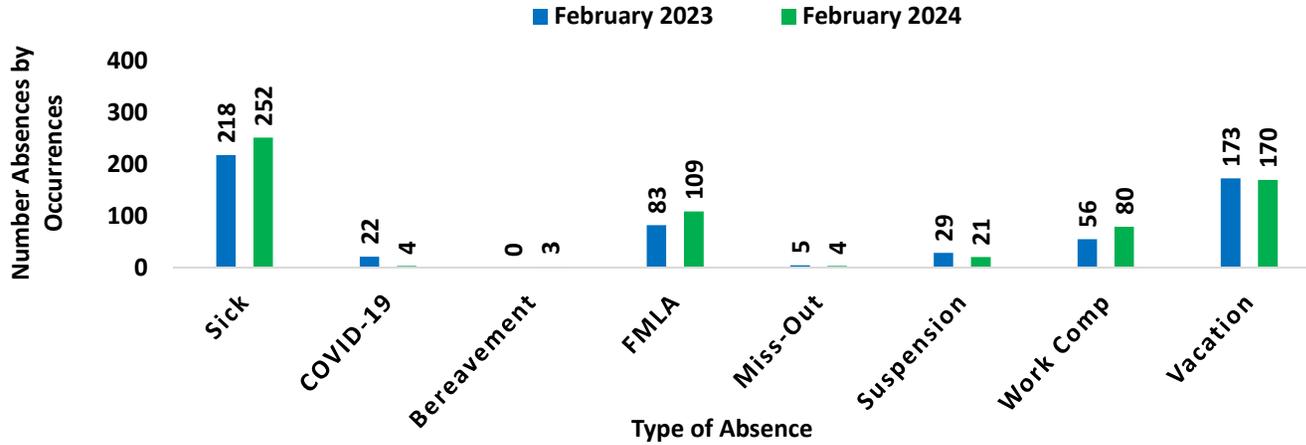
Trip: A one-way trip booked by the rider. A round trip is counted as two (2) trips.

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

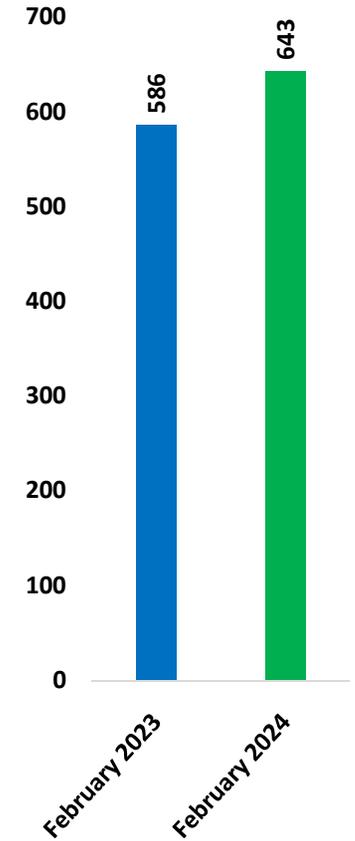
Goal for Late Cancellations: 3% or below.

Total Trips: Total one-way trips completed.

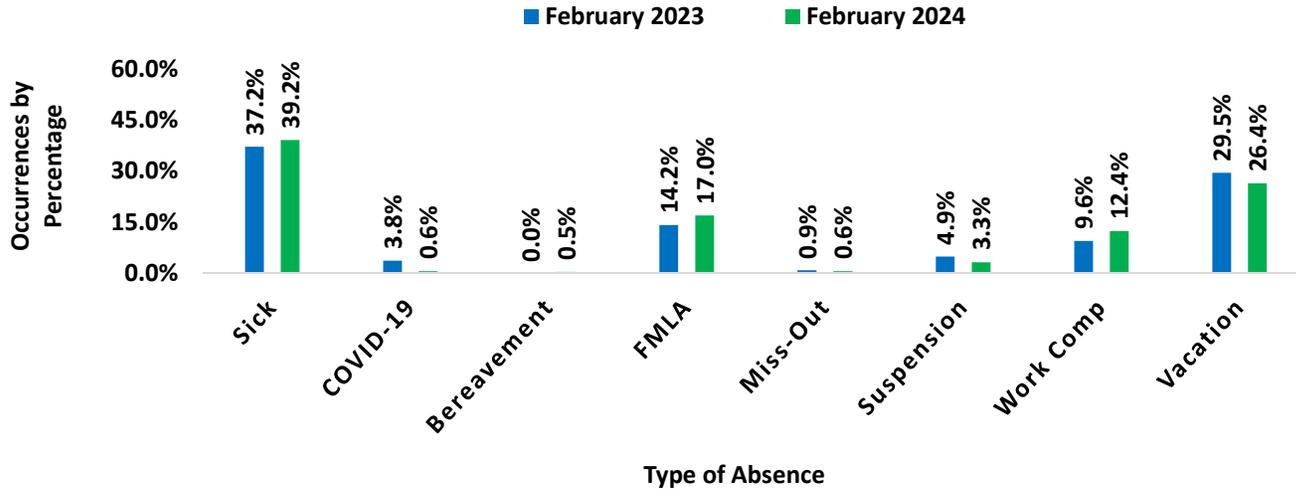
Fixed Route Operator Absence by Type



Fixed Route Total Absence Occurrences

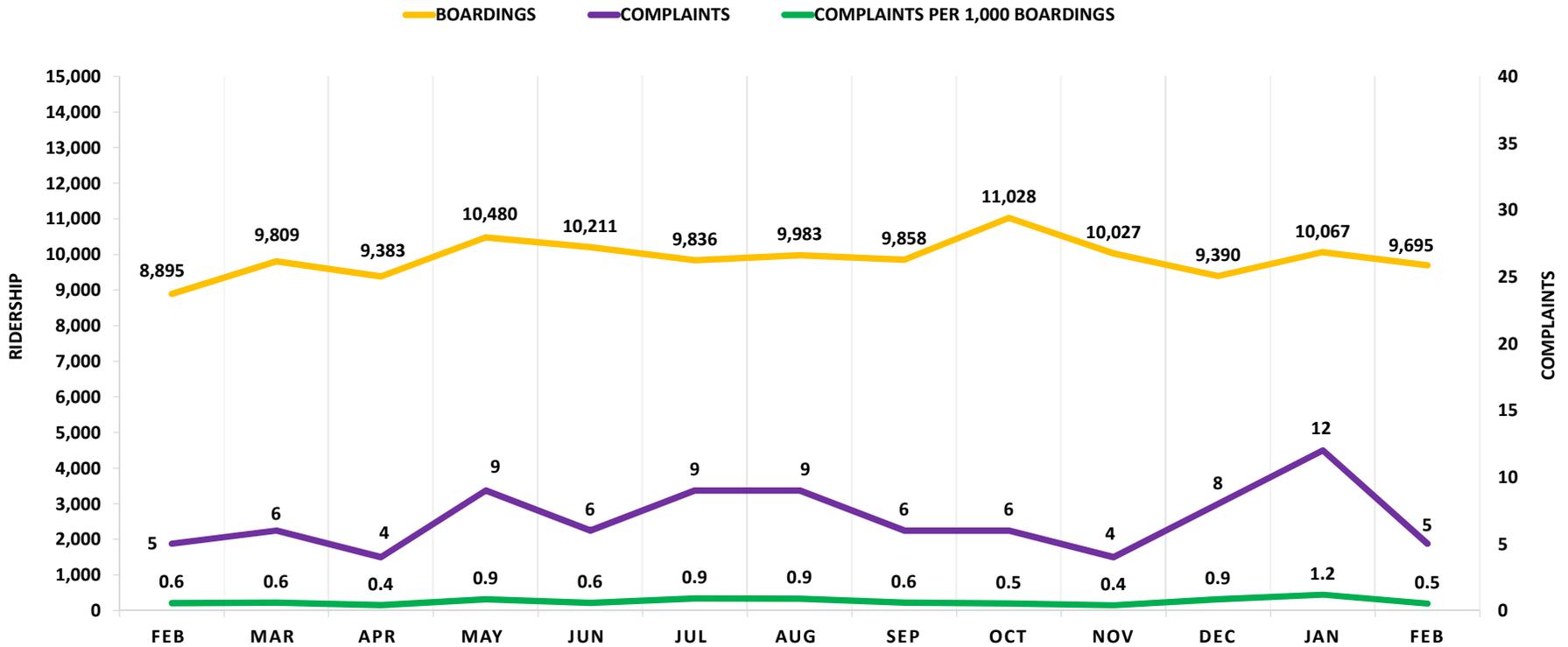


Fixed Route Operator Absence Type by Percentage



This chart includes unplanned/unscheduled and COVID-19 absences for Fixed Route drivers. For the month of February 2024, 22% of SunLine's fixed route operator workforce was absent when compared to February 2023 at 23%. For the month of February 2024, workforce was at a total of 145 operators when compared to February 2023 at 134 operators.

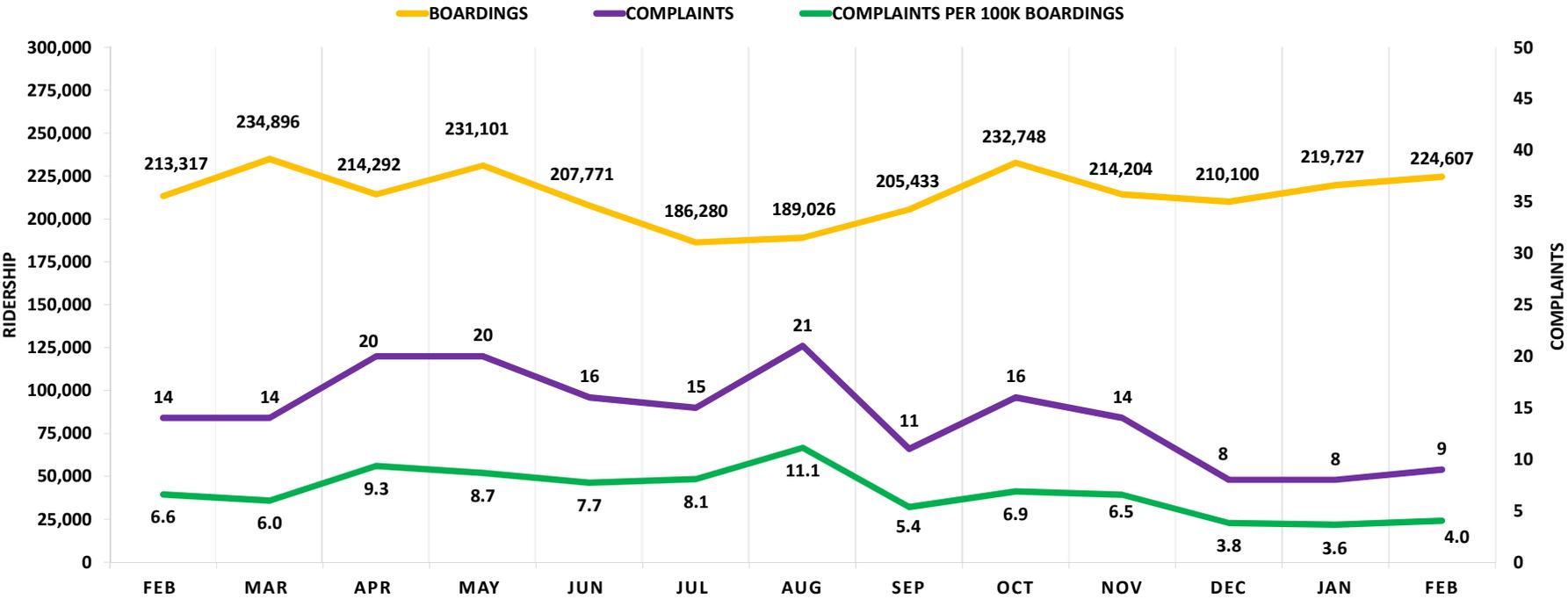
Paratransit Customer Complaints February 2023 to February 2024



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 February, 99.95% of our total boardings did not receive a complaint.

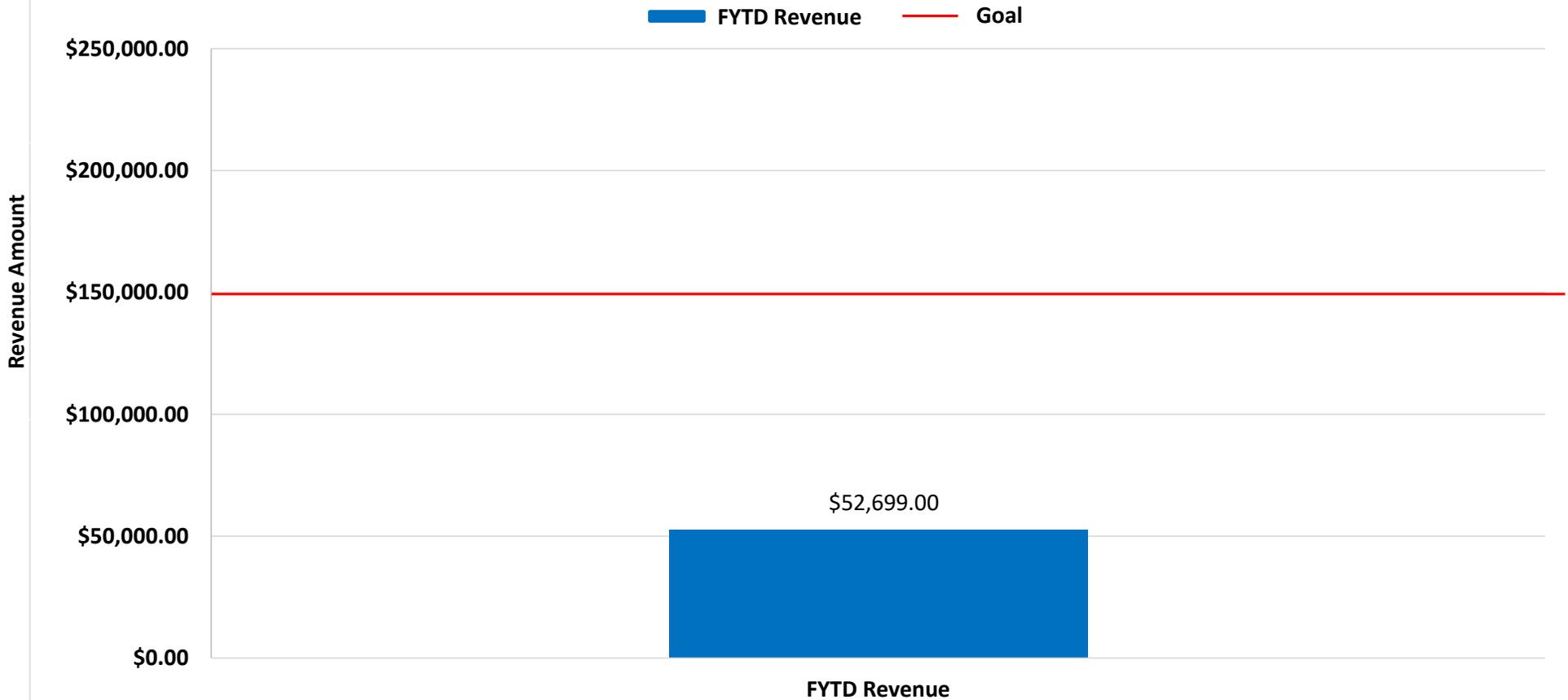
Fixed Route Customer Complaints February 2023 to February 2024



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 February, 99.99% of our total boardings did not receive a complaint.

Advertising Revenue FYTD Revenue vs. Yearly Goal January 2024

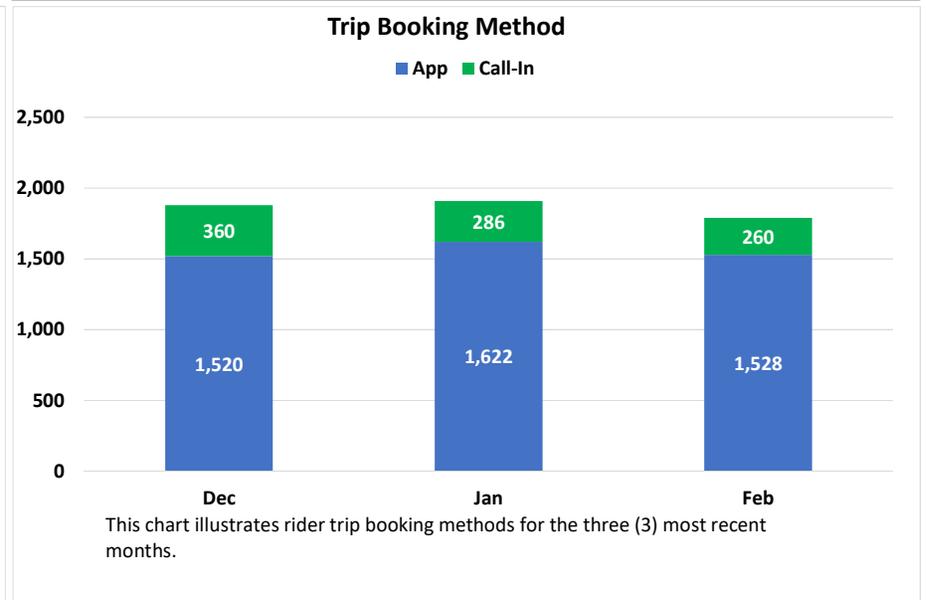
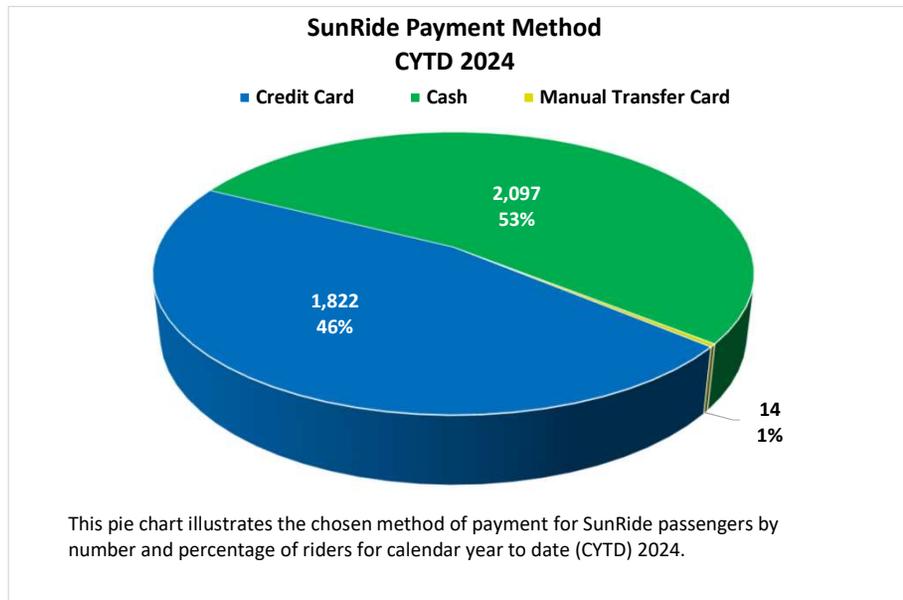
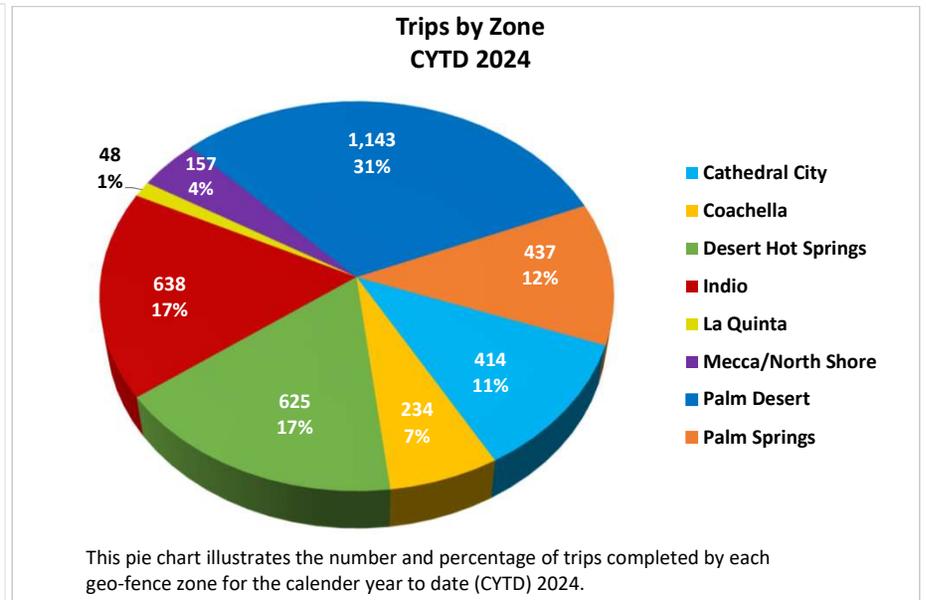
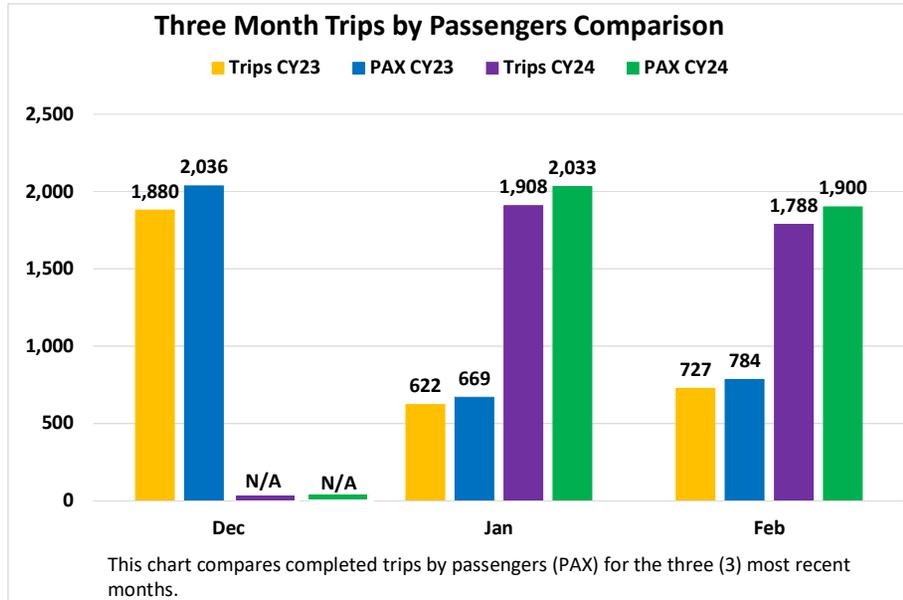


Advertising revenue tracks revenue of invoiced contracts for bus shelter and bus wrap advertising. The graph tracks FYTD revenue versus our yearly goal. The yearly goal for FY24 is \$150,000 (*advertising revenues follow Finance Department reporting from the previous two (2) months*).

SunRide System-Wide Metrics CYTD 2024

Total Completed Trips: 3,696

Total Number of Passengers: 3,933

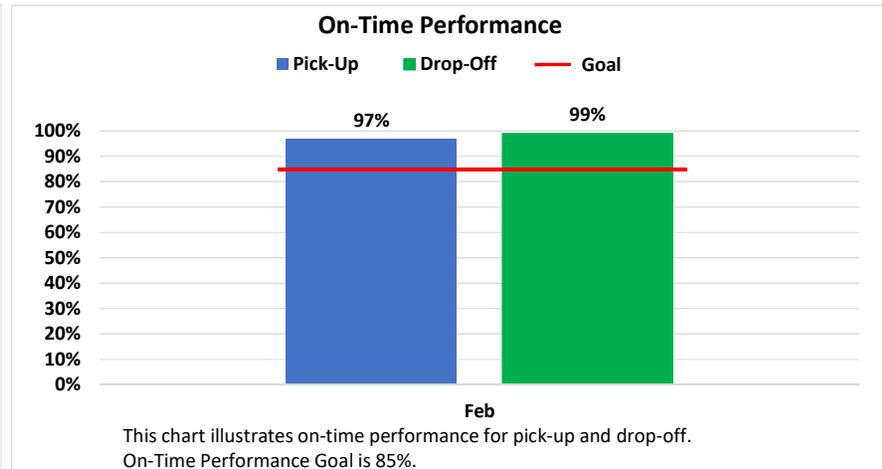
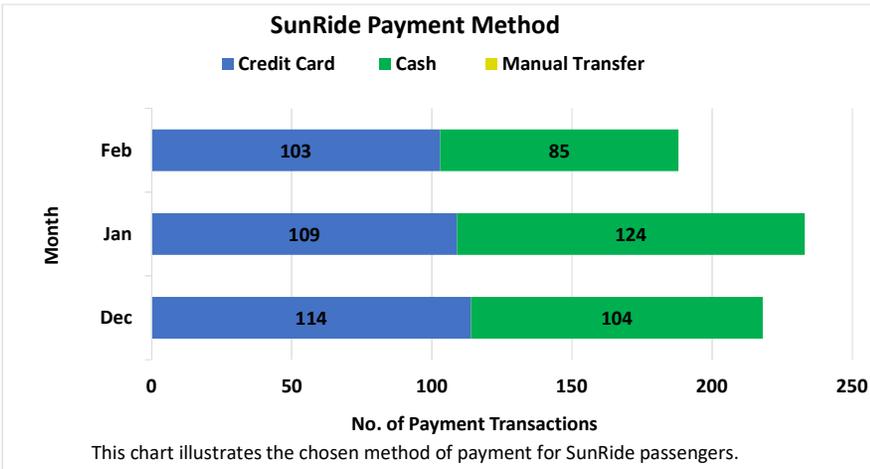
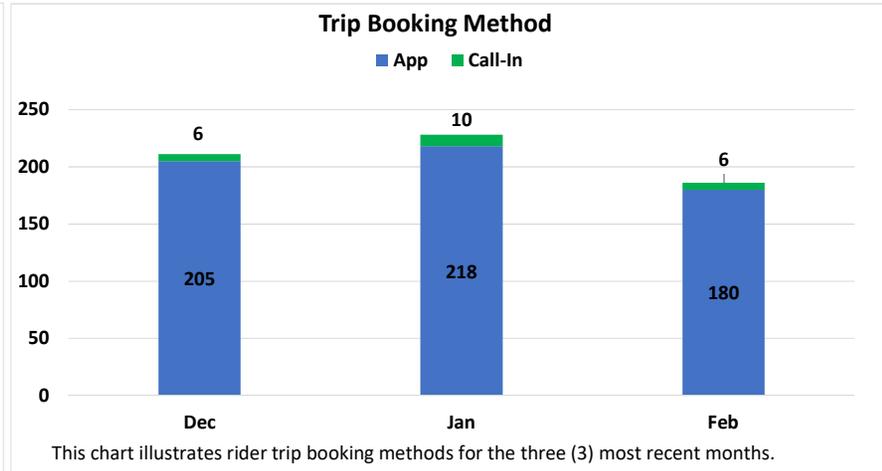
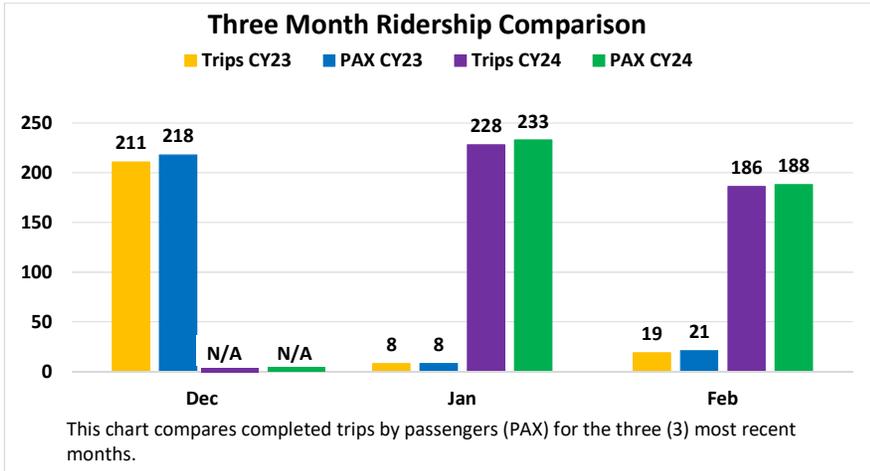


Percentage of Trips System-wide as Ridesharing: 28%.
 [Based on No. of Shared Rides for the month (507) divided by Total Trips Completed (1,788)].

Cathedral City Geo-Fence Metrics CYTD 2024

Total Completed Trips: 414

Total Number of Passengers: 421



Percentage of Trips as Ridesharing: Six (6) percent.
 [Based on No. of Shared Rides for the month (11) divided by Total Trips Completed (186).]

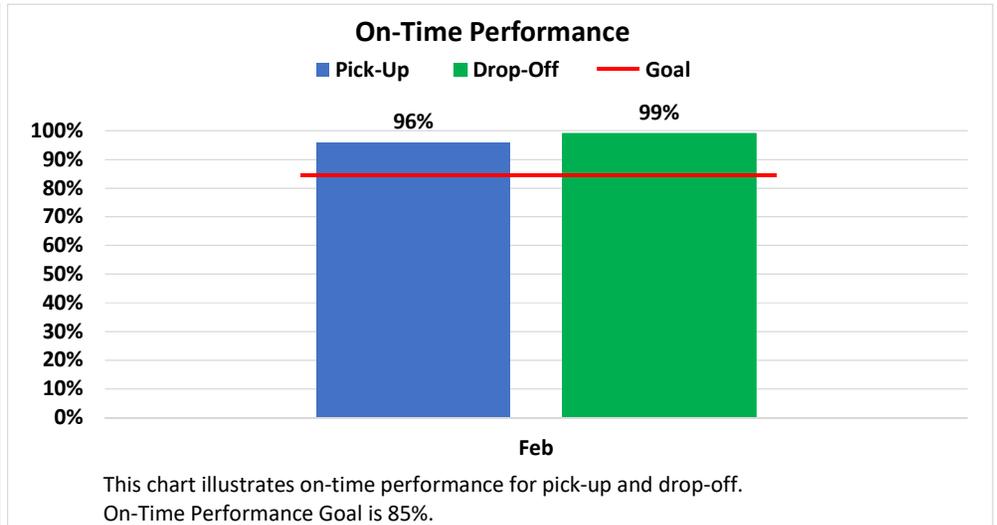
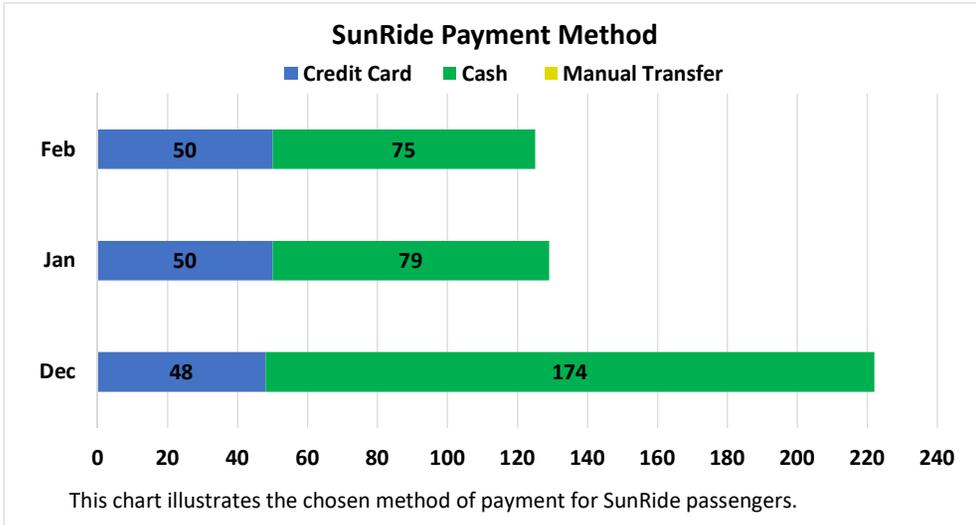
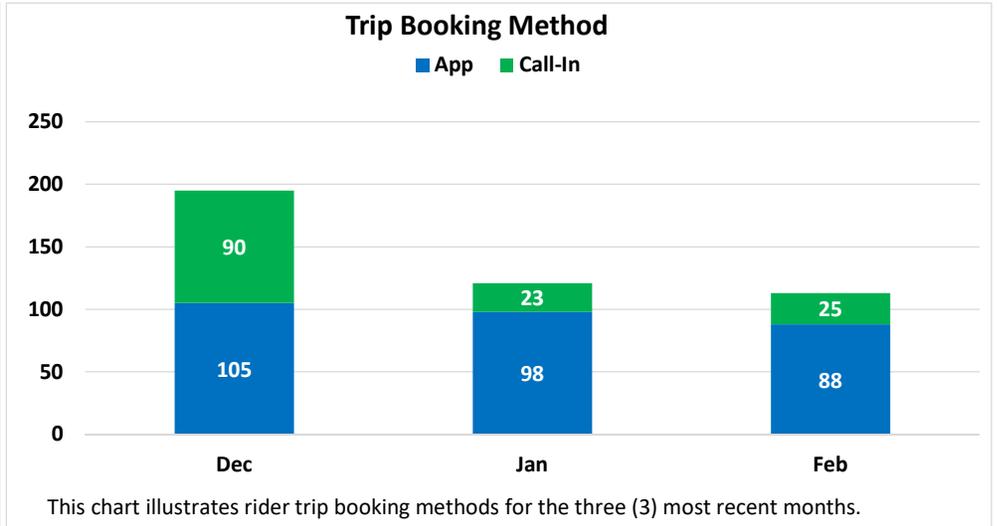
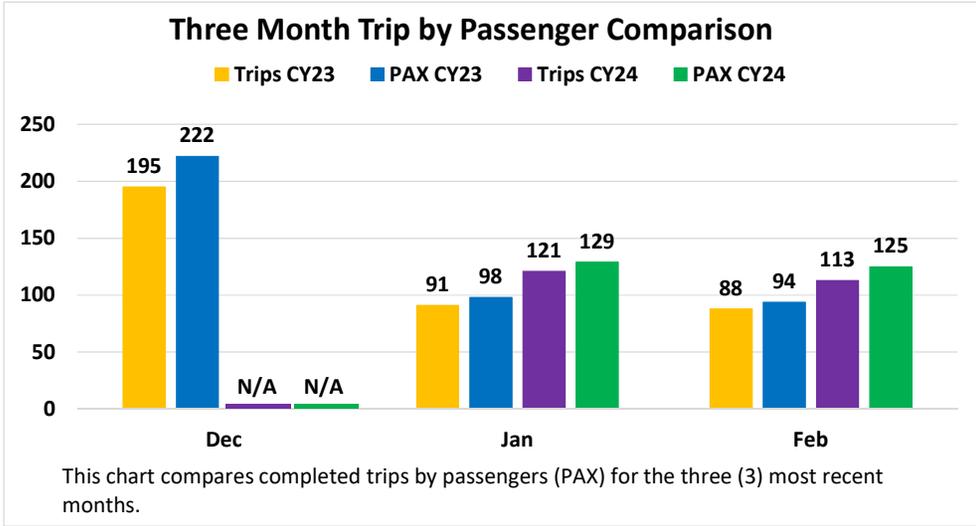
Customer Satisfaction Rating
 Avg. rider trip rating 5.0
 Goal: 4.5

EXCEEDS GOAL

Coachella Geo-Fence Metrics CYTD 2024

Total Completed Trips: 234

Total Number of Passengers: 254



Combined Zone: Coachella-Indio-LaQuinta
Percentage of Trips as Ridesharing: 15%.
 [Based on No. of Shared Rides for the month (69) divided by Total Trips Completed (448).]

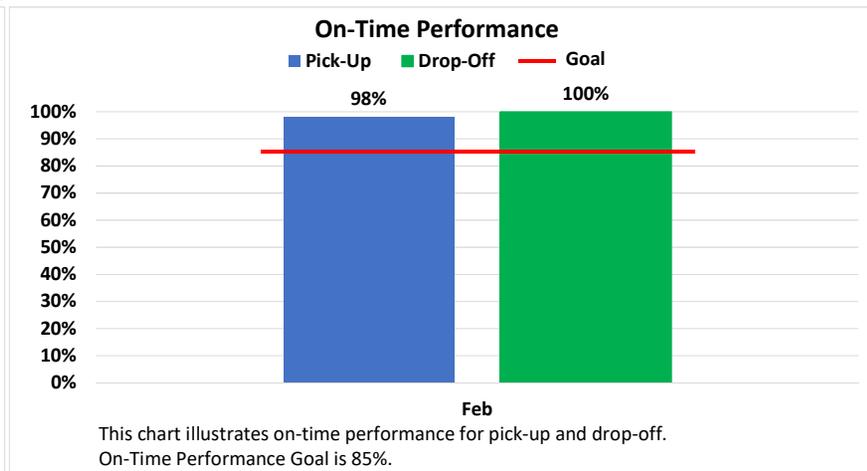
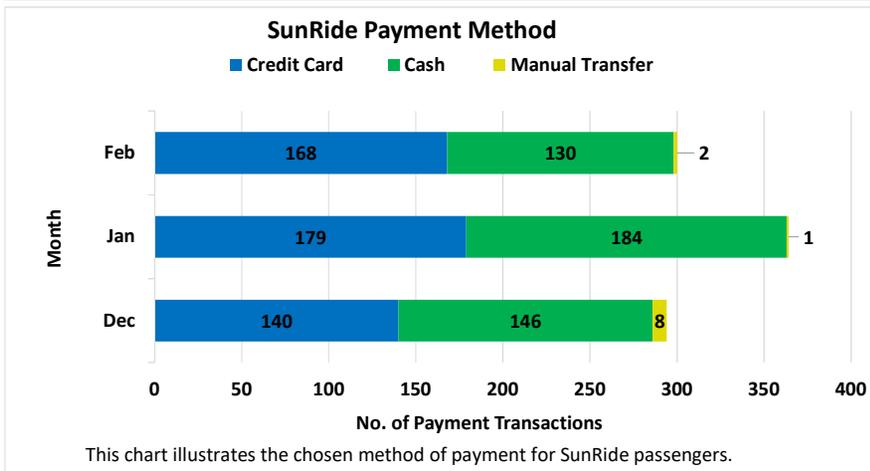
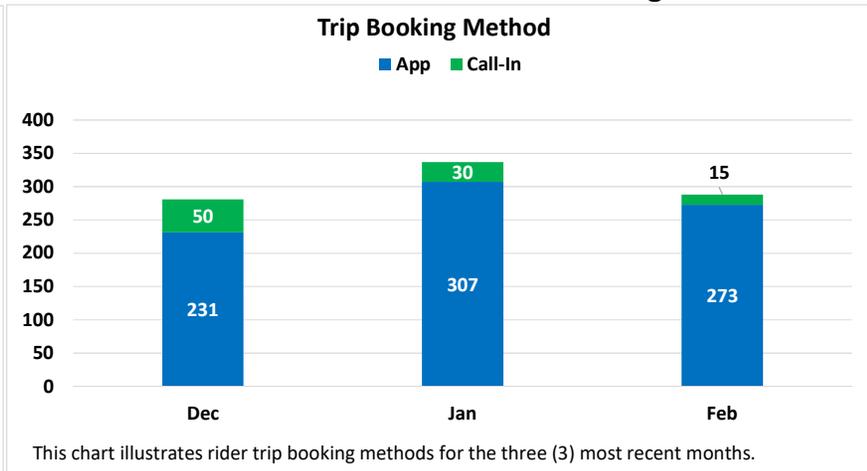
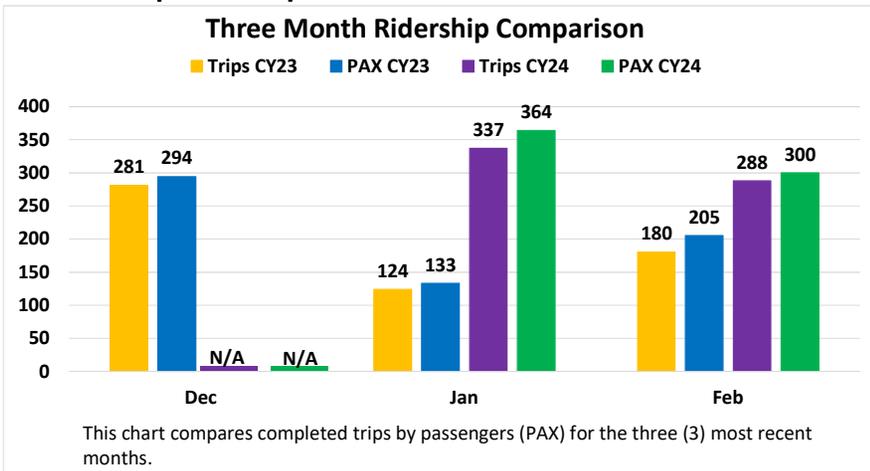
Customer Satisfaction Rating
 Avg. rider trip rating: 5.0
 Goal: 4.5



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

Total Completed Trips: 625

Total Number of Passengers: 664



Percentage of Trips as Ridesharing: 40%.
 [Based on No. of Shared Rides for the month (116) divided by Total Trips Completed (288).]

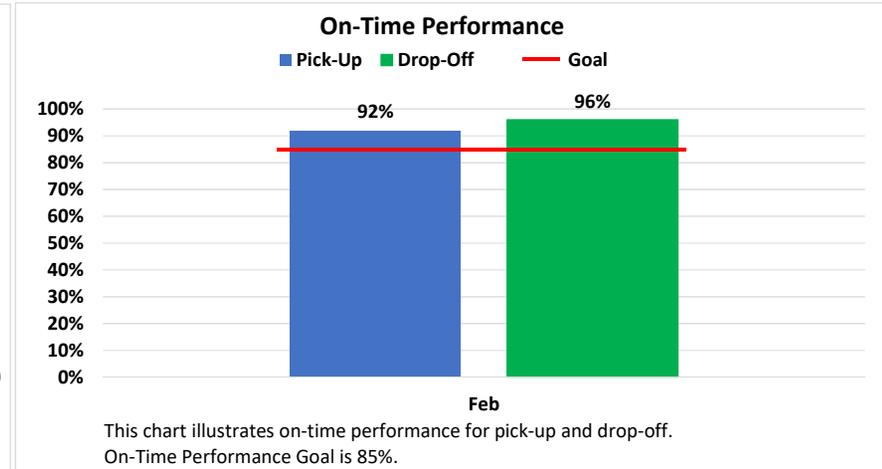
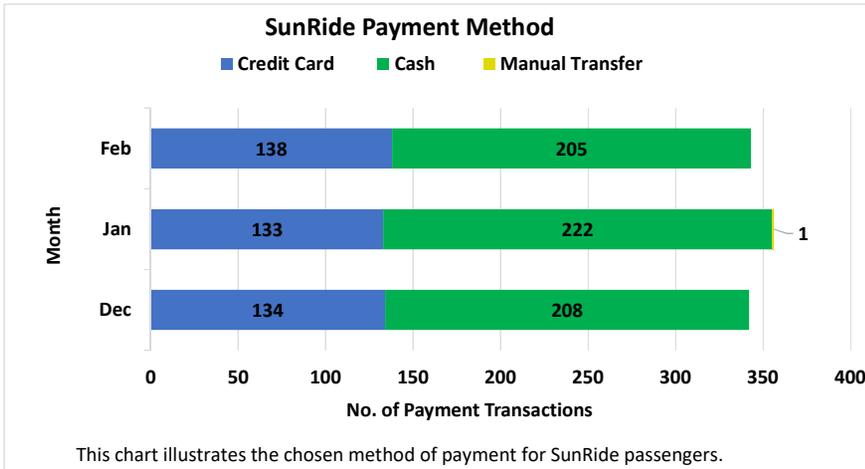
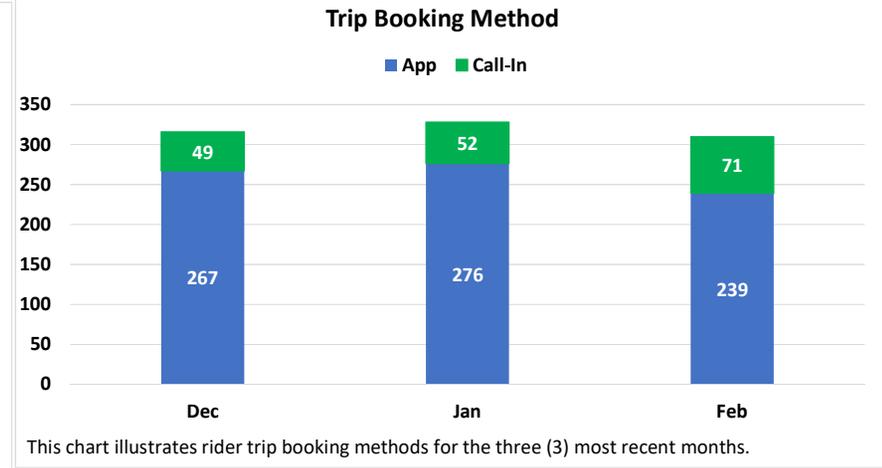
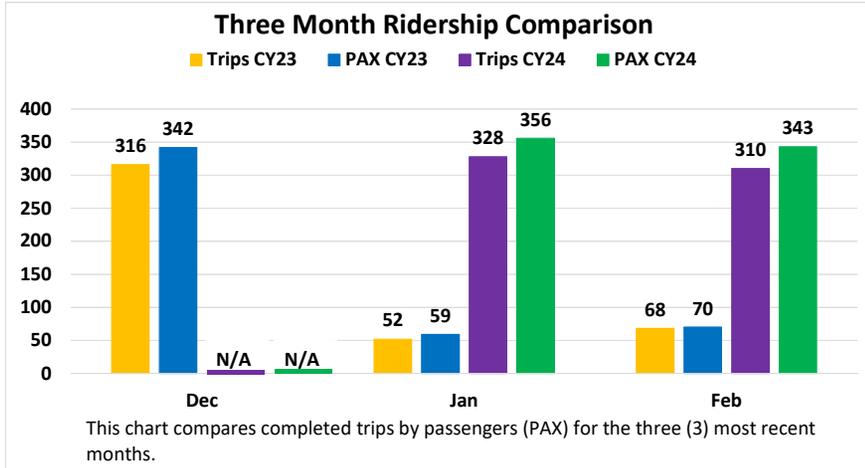
Customer Satisfaction Rating
 Avg. rider trip rating 5.0
 Goal: 4.5



Indio Geo-Fence Metrics CYTD 2024

Total Completed Trips: 638

Total Number of Passengers: 699



Combined Zone: Coachella-Indio-LaQuinta
Percentage of Trips as Ridesharing: 15%.
 [Based on No. of Shared Rides for the month (69) divided by Total Trips Completed (448).]

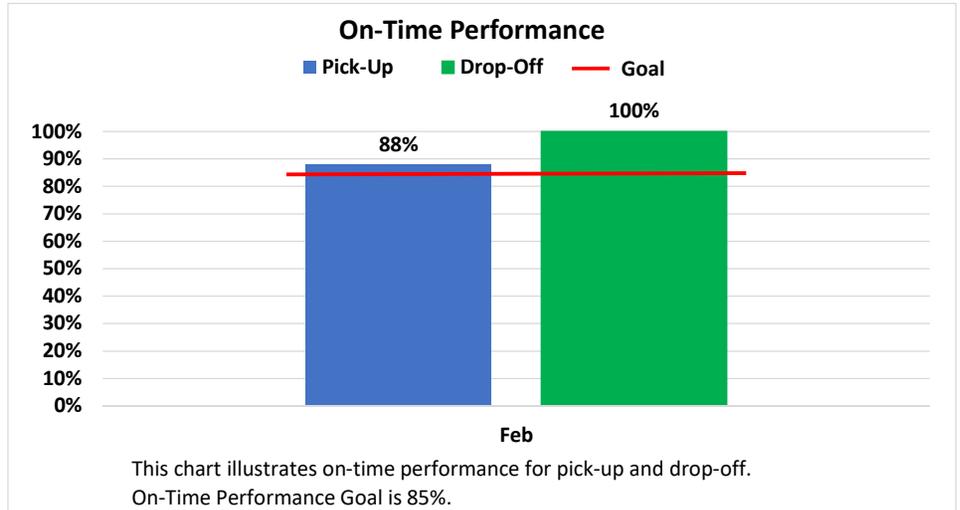
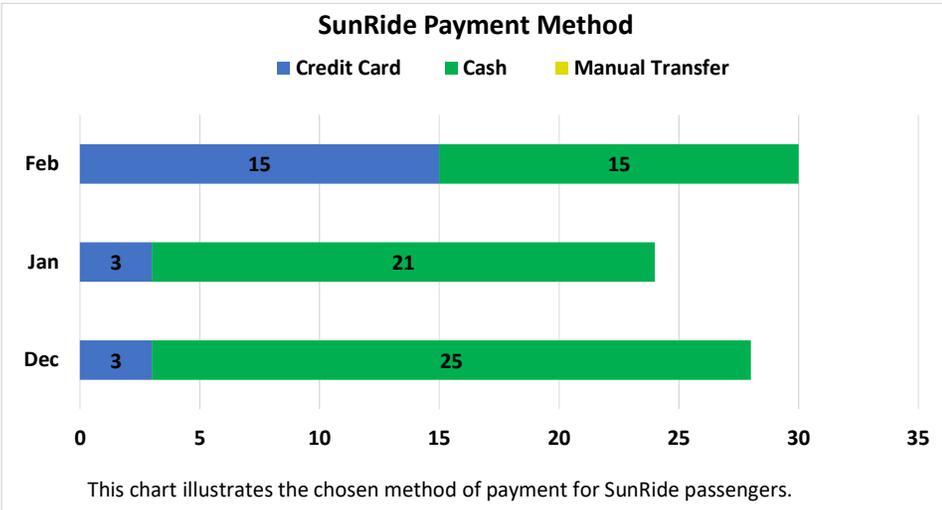
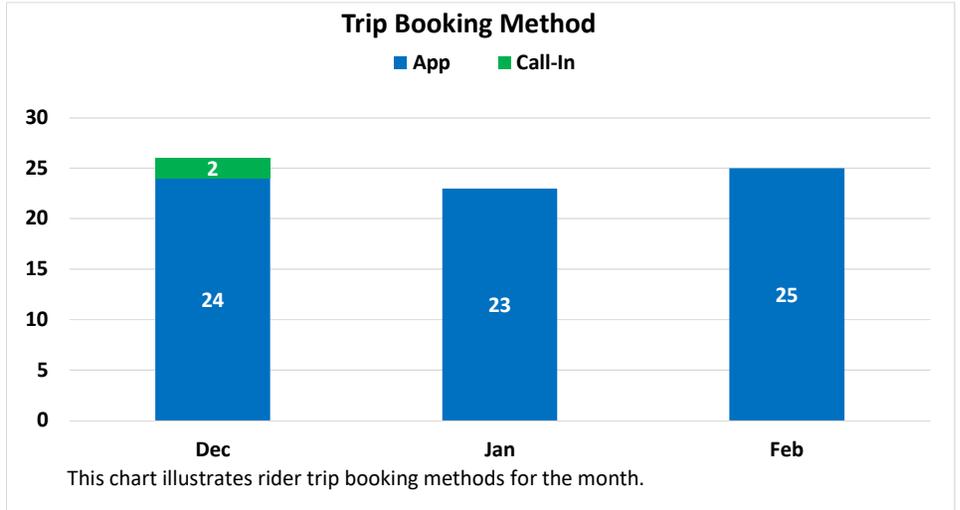
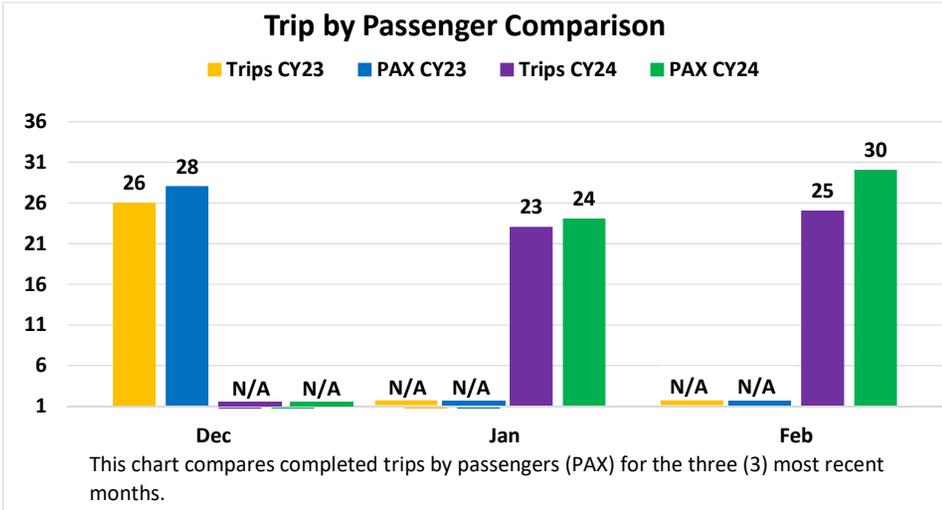
Customer Satisfaction Rating
 Avg. rider trip rating 4.7
 Goal: 4.5



La Quinta Geo-Fence Metrics CYTD 2024

Total Completed Trips: 48

Total Number of Passengers: 54



Combined Zone: Coachella-Indio-LaQuinta

Percentage of Trips as Ridesharing: 15%.

[Based on No. of Shared Rides for the month (69) divided by Total Trips Completed (448).]

Customer Satisfaction Rating

Avg. rider trip rating: 5.0

Goal: 4.5

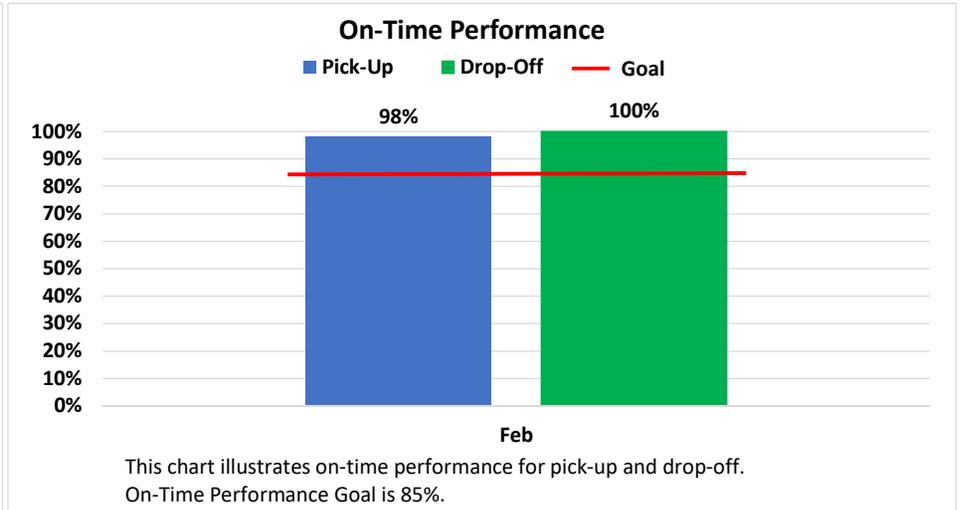
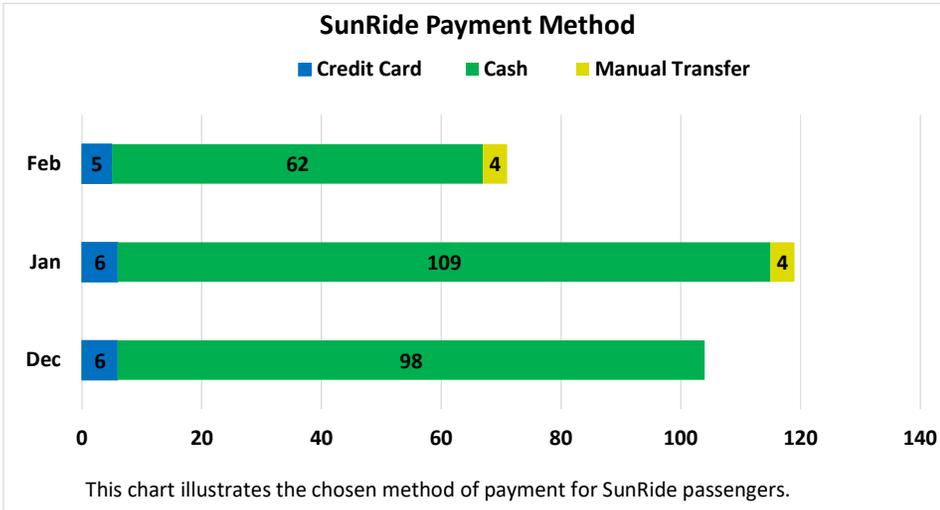
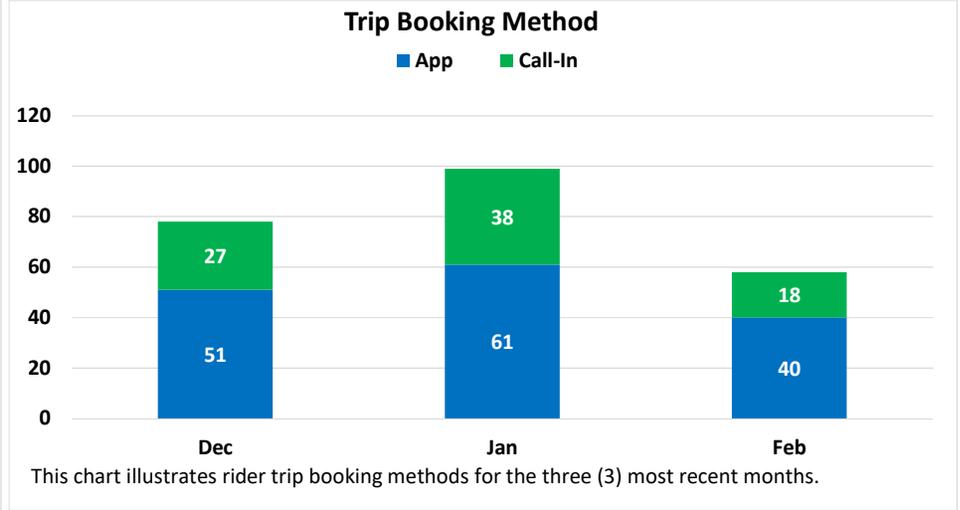
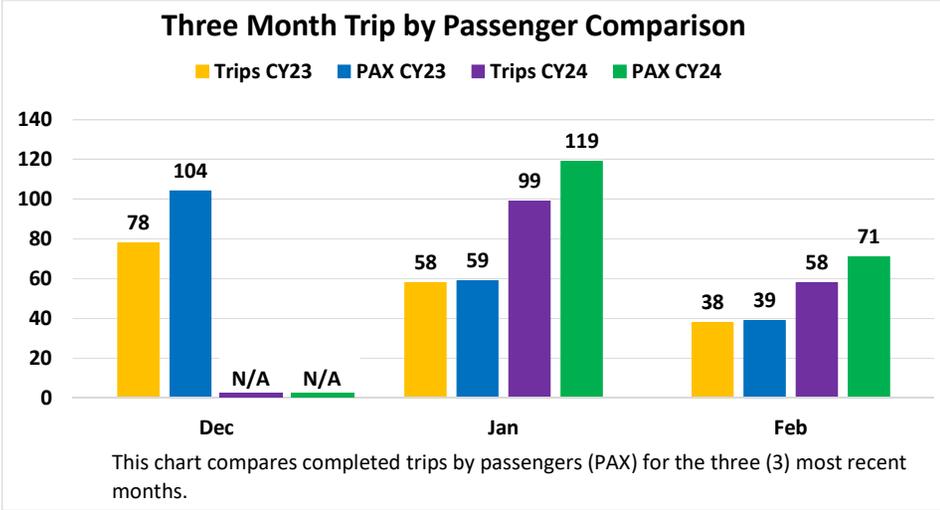


Exceeds Goal

Mecca/North Shore Geo-Fence Metrics CYTD 2024

Total Completed Trips: 157

Total Number of Passengers: 190



Percentage of Trips as Ridesharing: Three (3) percent.
 [Based on No. of Shared Rides for the month (2) divided by Total Trips Completed (58).]

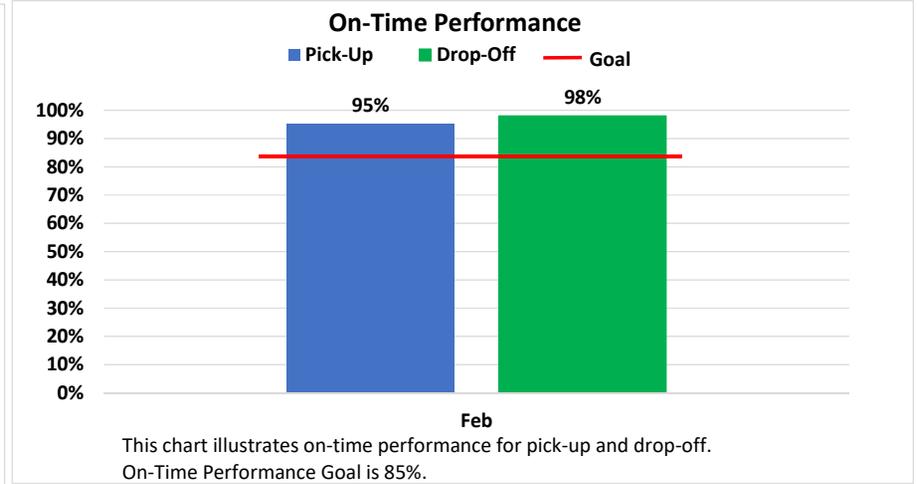
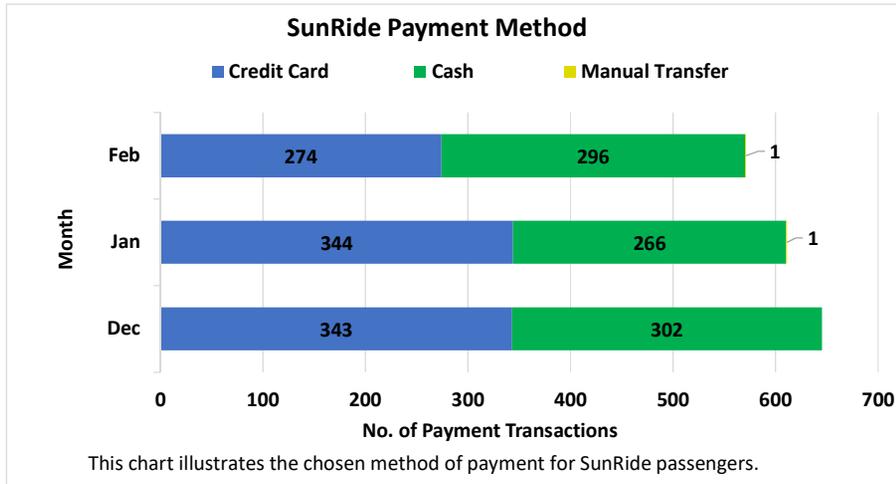
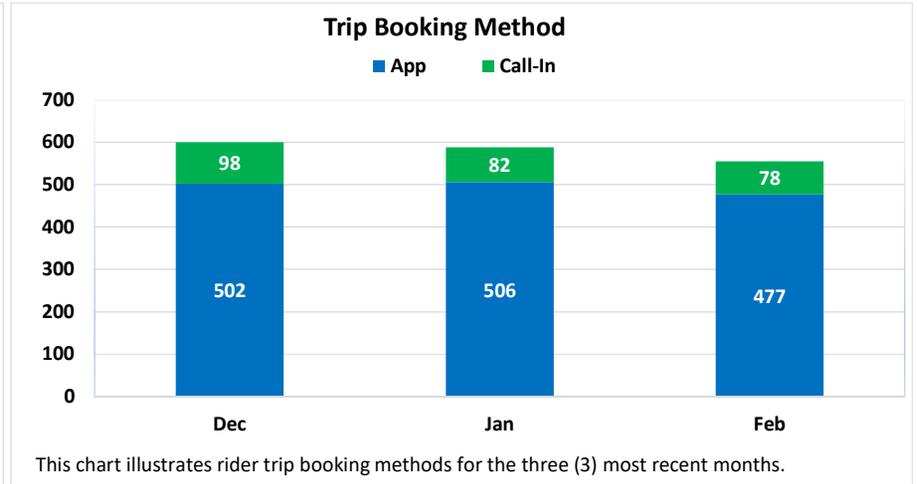
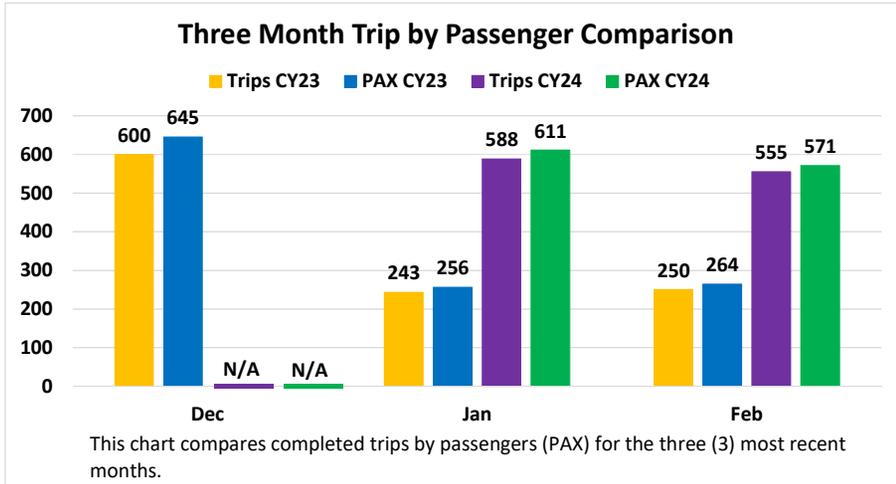
Customer Satisfaction Rating
 Avg. rider trip rating: 5.0
 Goal: 4.5



Palm Desert Geo-Fence Metrics CYTD 2024

Total Completed Trips: 1,143

Total Number of Passengers: 1,182



Percentage of Trips as Ridesharing: 46%.
 [Based on No. of Shared Rides for the month (253) divided by Total Trips Completed (555).]

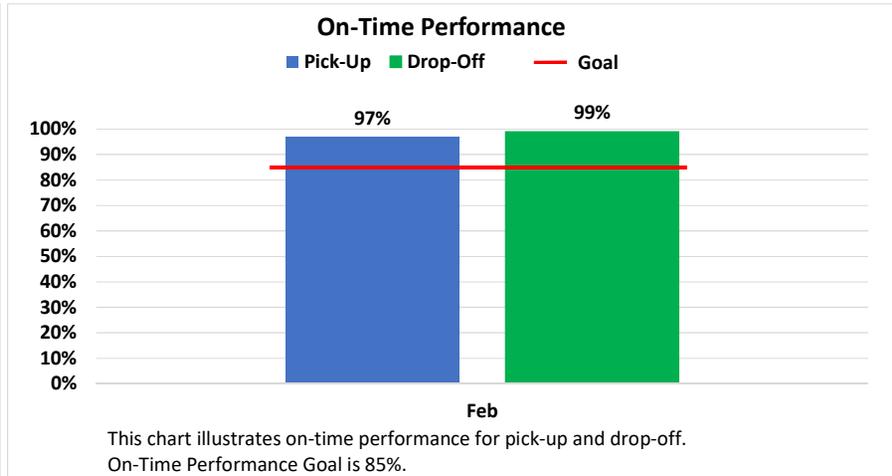
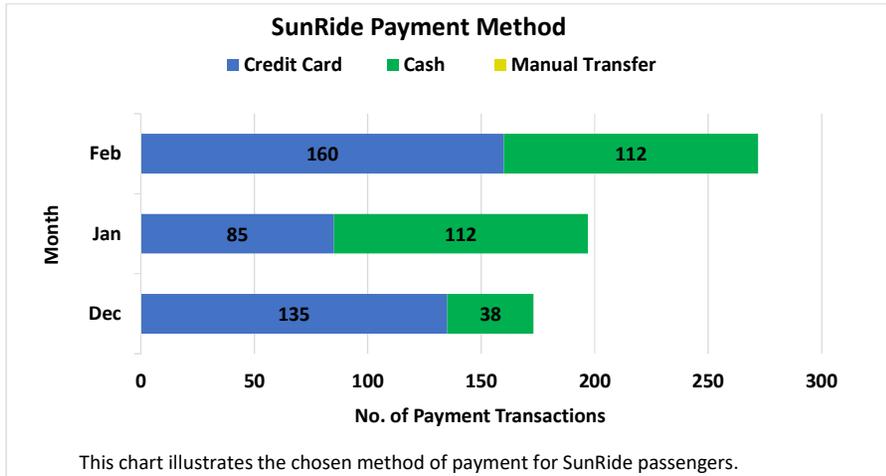
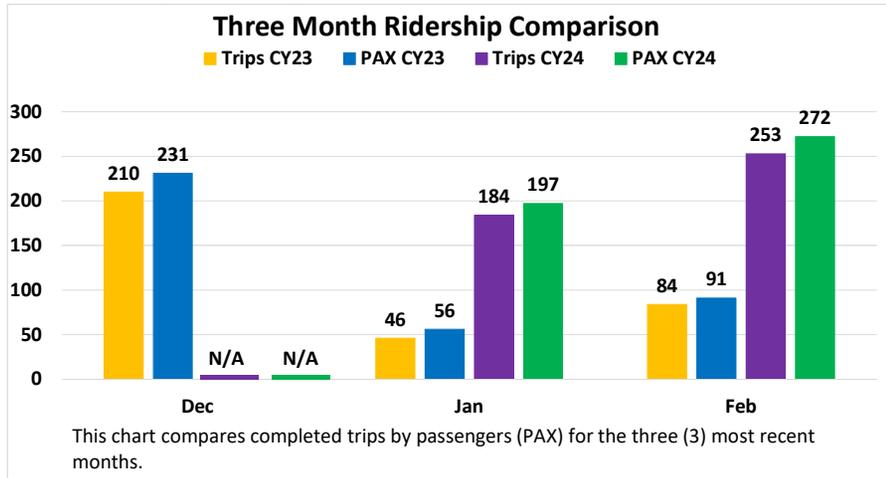
Customer Satisfaction Rating
 Avg. rider trip rating: 5.0
 Goal: 4.5



Palm Springs Geo-Fence Metrics CYTD 2024

Total Completed Trips: 437

Total Number of Passengers: 469

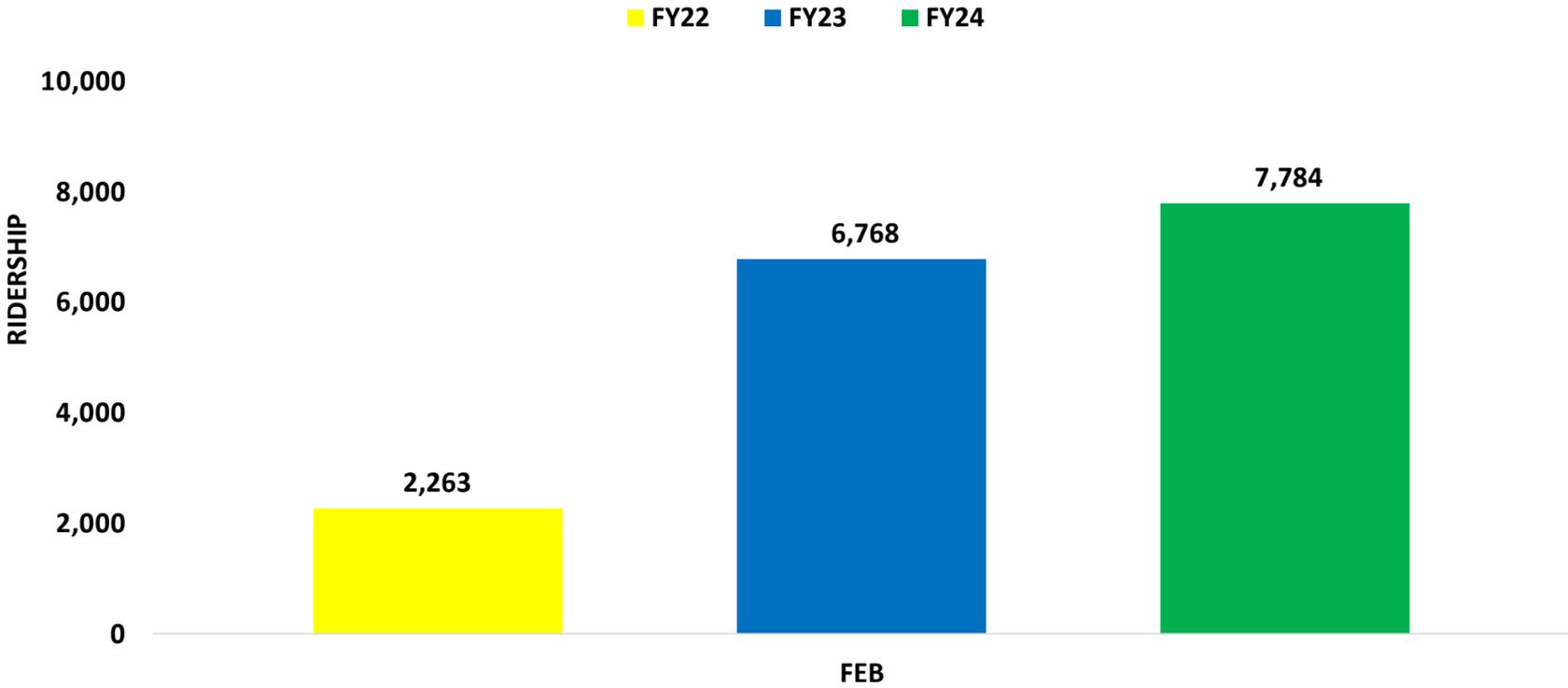


Percentage of Trips as Ridesharing: 22%.
 [Based on No. of Shared Rides for the month (56) divided by Total Trips Completed (253).]

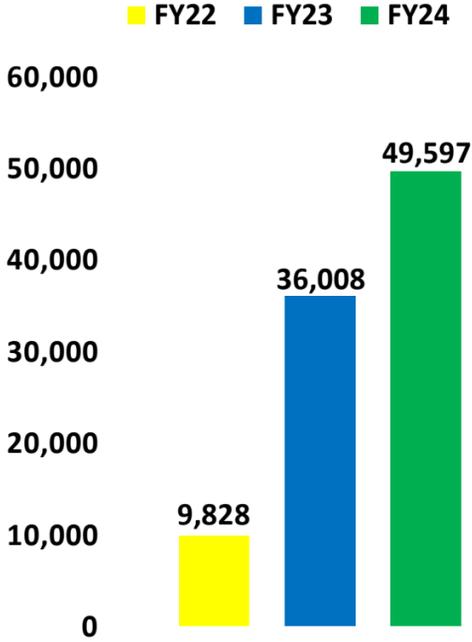
Customer Satisfaction Rating
 Avg. rider trip rating 5.0
 Goal: 4.5



Haul Pass COD Ridership - February 2024



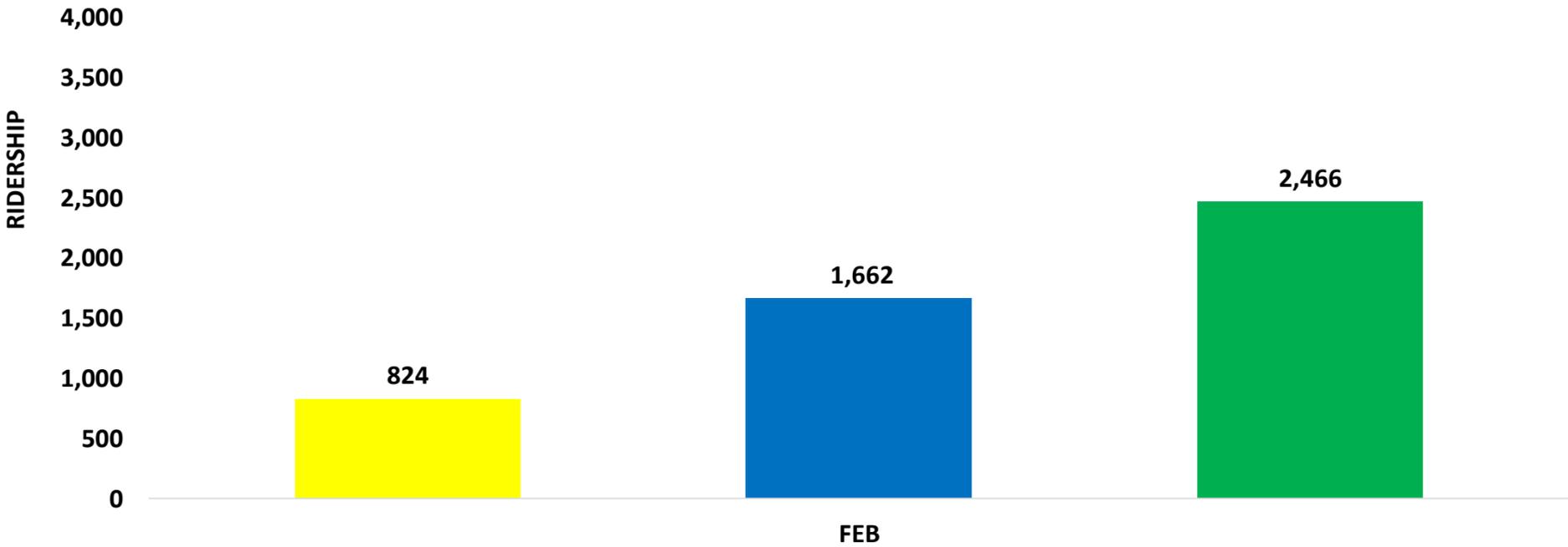
COD Fixed Route Ridership Year to Date



The Haul Pass program was introduced in August 2018. This chart represents monthly ridership on the Haul Pass COD. For the month of February 2024, Haul Pass COD contributed with 7,784 rides from 513 unique riders.

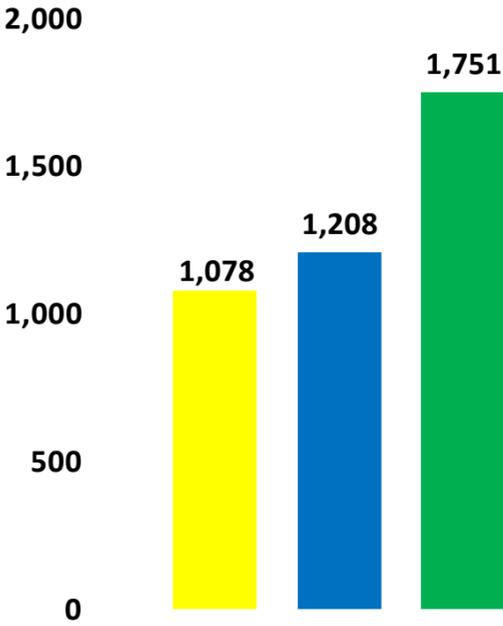
Haul Pass CSUSB Ridership - February 2024

FY22 Route 10 CL FY23 Route 10 CL FY24 Route 10 CL



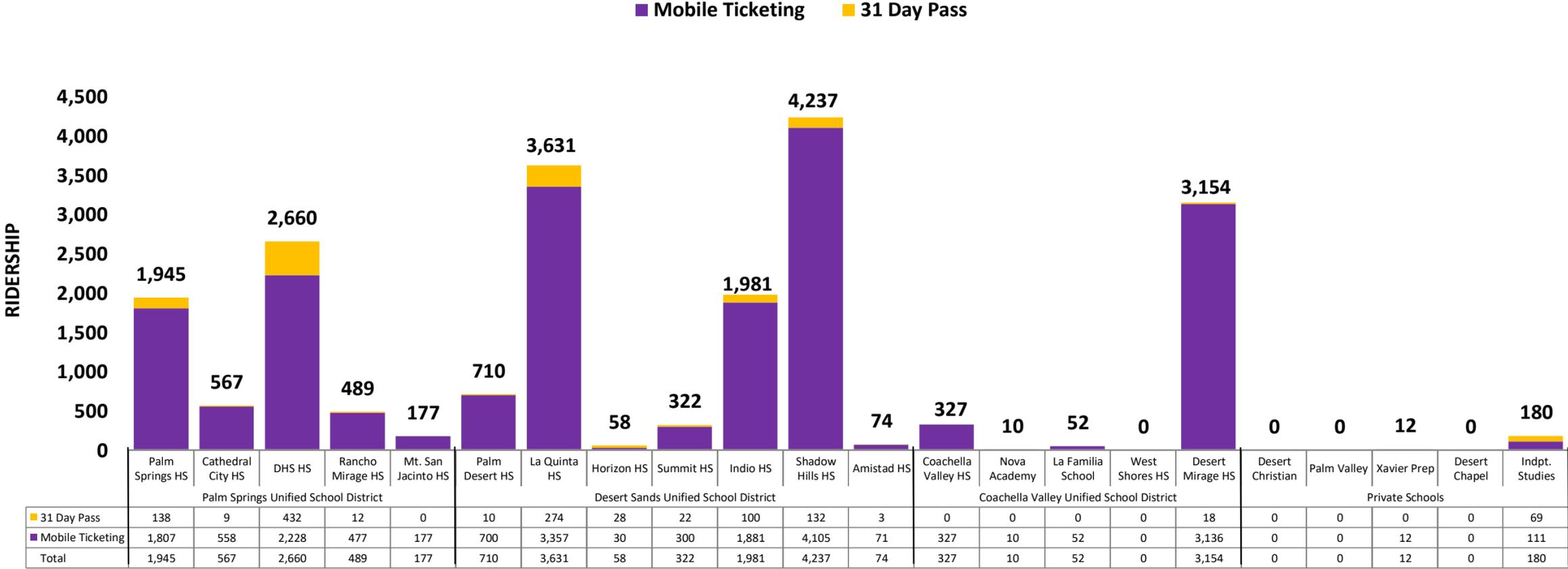
CSUSB Fixed Route Ridership Total

FY22 FY23 FY24



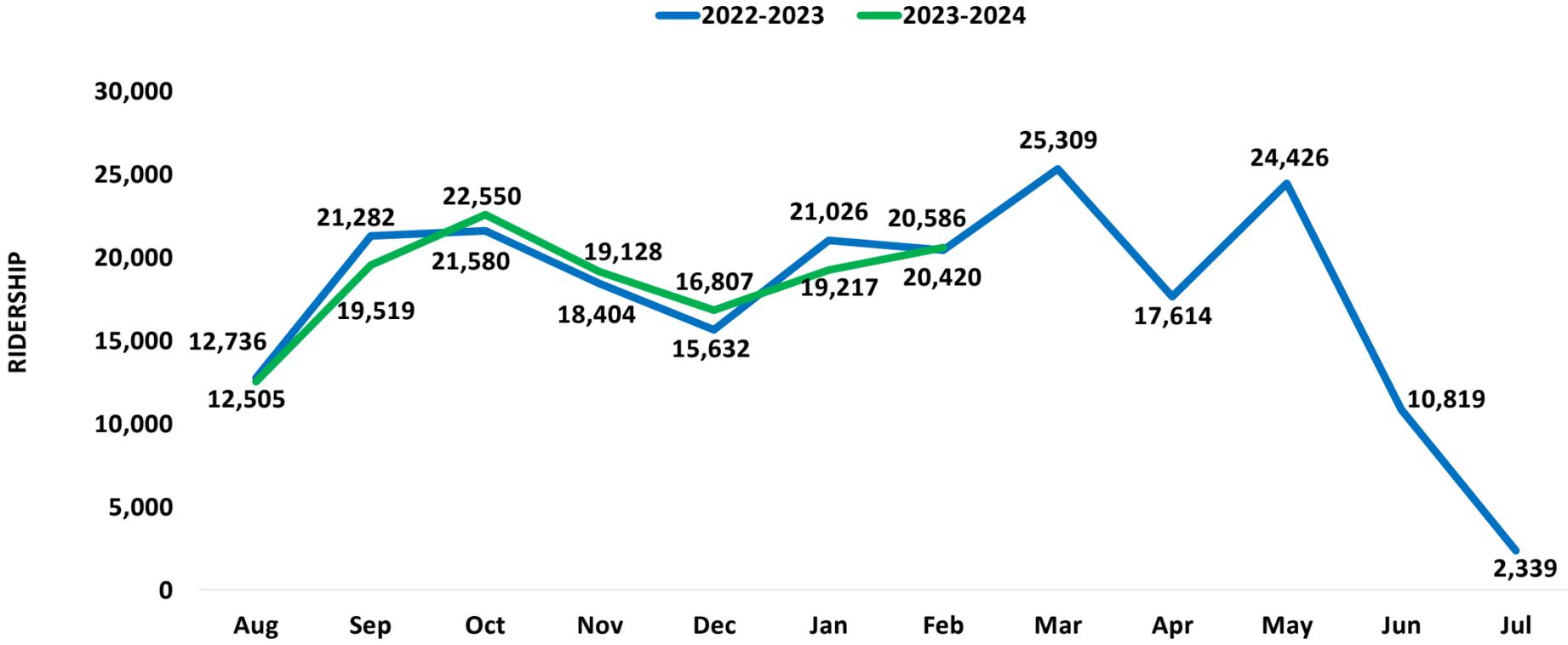
The Haul Pass CSUSB program was introduced in September 2019. This chart represents monthly ridership on the Haul Pass CSUSB. For the month of February 2024, CSUSB contributed 2,764 rides from 247 unique users. From that total, 2,466 rides were used on Route 10 and 298 rides on the fixed route system.

High School Haul Pass - February 2024

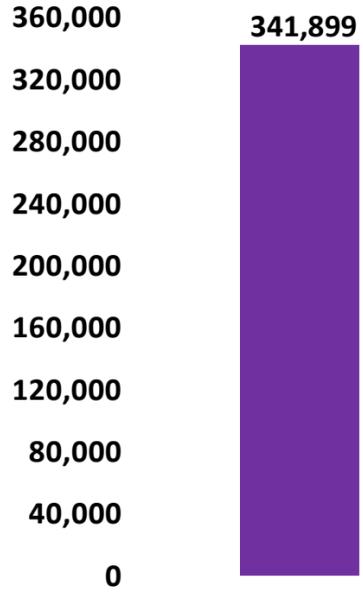


The High School Haul Pass program was introduced in August 2021.
 This chart represents a monthly combination of Mobile Ticketing and 31 Day Pass ridership by school for the High School Haul Pass.
 The total active users as of February 2024 are 3,965 using the High School Haul Pass.

High School Haul Pass - Year to Date

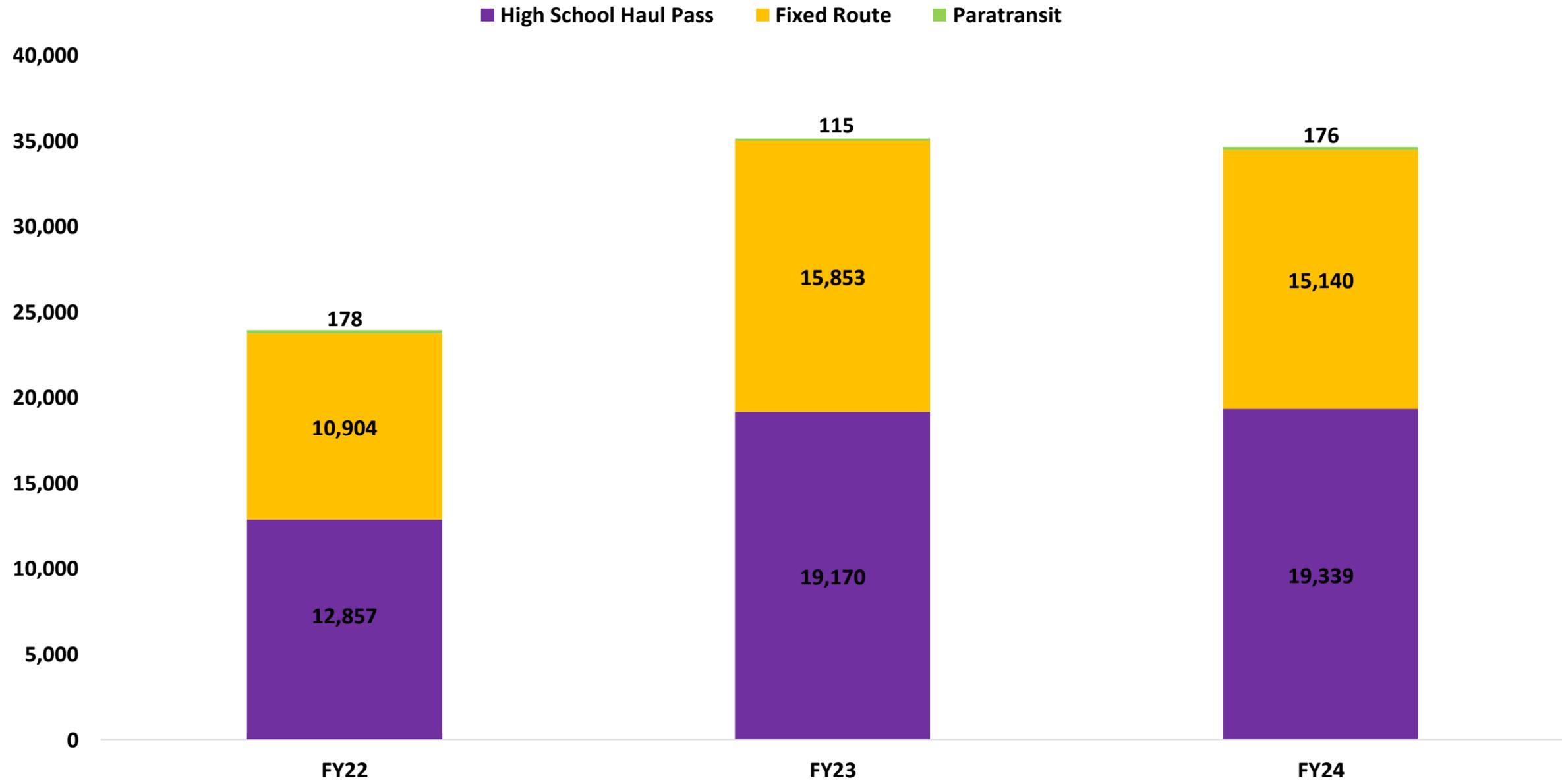


High School Haul Pass Ridership Total



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

Mobile Ticketing Usage - February 2024



This chart represents all monthly mobile ticketing usage by category based on the Token Transit app data. The total for February 2024 includes the following passes used through Token Transit: High School Haul Pass, Fixed Route, Paratransit. A total of 2,184 unique users used mobile ticketing in the month of February 2024. Unique users made a total of 34,655 rides.

SunLine Transit Agency

CONSENT CALENDAR

DATE: March 27, 2024

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Board Member Attendance for February 2024

Summary:

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

Recommendation:

Receive and file.

FY 23/24	Board Member Matrix Attendance													Total Meetings	Total Attended
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun			
Desert Hot Springs	X		X	X		X	X	X					10	6	
Palm Desert	X		X	X		X		X					10	5	
Palm Springs	X		X	X		X	X						10	5	
Cathedral City	X		X	X		X	X	X					10	6	
Rancho Mirage	X		X	X		X	X	X					10	6	
Indian Wells	X		X	X		X	X						10	5	
La Quinta	X		X	X		X	X	X					10	6	
Indio	X		X	X		X	X						10	5	
Coachella	X		X	X			X	X					10	5	
County of Riverside	X		X	X		X	X	X					10	6	

X - ATTENDED (Primary/Alternate)

DARK –

In an effort to preserve the project schedule, staff is requesting the Board approve a not-to-exceed amount of \$55,000 while staff works with Cryogenic to finalize the actual cost for the change. The final change order will include saw cutting, removal of existing asphalt, the addition of crushed base material, the addition of the concrete and a deduction for the asphalt included in the original specifications. Staff will perform a cost analysis on the final change order prior to execution to ensure the costs are reasonable.

Financial Impact

This change is within the approved capital project budget.

Change Order Log

Amount of Original Contract = \$6,200,955		
Approved by the Board		
\$ 1,557,055	CO #1	Bid Alternate 3 – Increase to station capacity
\$ 197,813	CO #2	Increase dispenser capacity dual hose
\$ 182,117	CO #3	Fueling station relocation
Recommendation for approval		
\$ 55,000	CO #4	Additional concrete in the fueling lanes
\$ 1,991,985	Total Changes	
\$ 8,192,940	New Contract Total	

SunLine Transit Agency

DATE: March 27, 2024 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: Luis Garcia, Chief Financial Officer

RE: Additional Board Approval – Financial Auditing Services

Recommendation

Recommend that the Board of Directors authorize an additional \$48,310 with Vasquez and Company, LLP for financial auditing services through April 30, 2025 for SunLine Transit Agency (STA) and SunLine Services Group (SSG).

Background

SunLine's financial auditors complete required yearly audits for the Agency. The Joint Powers Agreement requires that STA and SSG have independent audits of its finances conducted annually. On June 24, 2020, SunLine received Board approval to delegate authority to the CEO/General Manager to negotiate and execute a contract with Vasquez and Company LLP for a one (1) year contract with four (4) option years, in an amount not to exceed \$296,290 for Financial Audit Services related to STA and SSG. SunLine is currently in the third option year of the contract and is able to exercise one (1) final option year.

As a result of increased sector wages and in order to keep experienced personnel, Vasquez submitted a proposal increasing costs. After meeting with the audit firm and conducting a price analysis of available public sector rates, staff determined that the costs were fair and reasonable. In order to exercise option year four (4) with the increased costs, the total not-to-exceed value must be increased by \$48,310 for a total revised five (5) year cost of \$344,600.

Exercising the final option year will allow SunLine to maintain its audit timeline while staying in line with current estimated market rates for auditing services. SunLine anticipates issuing a solicitation in the next six (6) months for a new five (5) year contract for auditing services. In accordance with the Board approved audit rotation policy, the current audit firm will be excluded from the planned solicitation.

Financial Impact

The total financial impact of \$85,000 for the final option year will be related to the audit of FY24 will be budgeted in STA and SSG's FY25 operating budgets.

SunLine Transit Agency

DATE: March 27, 2024 **INFORMATION**

TO: Finance/Audit Committee
Board of Directors

FROM: Luis Garcia, Chief Financial Officer

RE: SunLine's Fiscal Year 2024 Bus and Bus Facilities Grant Application

Background

On February 8, 2024, the U.S. Department of Transportation's Federal Transit Administration (FTA) announced the availability of approximately \$1.5 billion to support traditional and zero-emission vehicle manufacturing, help build bus facilities, and promote workforce development. The funding is available through the Bipartisan Infrastructure Law and will assist transit agencies replace aging buses and facilities, reduce air pollution and improve the reliability of transit systems.

At the February 28, 2024 Board meeting, staff brought forward an information item regarding its RAISE grant submittal. Similarly, staff is providing this item to inform the Board of Directors of its pursuit of additional funding. As such, staff may be reaching out to stakeholders to receive support letters which are required for grant submittal.

SunLine will pursue funding for a capital project that will fund the replacement of its maintenance facility in Thousand Palms. The replacement of SunLine's aging facilities is a top priority for the Agency in order to provide staff the needed resources to support its main operating activities. A new maintenance facility would be equipped with the necessary features required to support the transition to zero emissions as required under the State's Innovative Clean Transit regulation.