



**SunLine Transit Agency/  
SunLine Services Group  
March 22, 2023  
12:00 p.m.**

**Joint Regular Meeting of the SunLine Transit Agency &  
SunLine Services Group Board of Directors  
Regular Board of Directors Meeting**

**Board 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 for thirty (30) days after the meeting.

In compliance with the Brown Act, agenda materials distributed to the Board 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](http://www.sunline.org).

In compliance with the Americans with Disabilities Act, Government Code Section 54954.2, and the Federal Transit Administration Title VI, please contact the Clerk of the Board at (760) 343-3456 if special assistance is needed to participate in a Board meeting, including accessibility and translation services. Notification of at least 72 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**

**ITEM**

**RECOMMENDATION**

**4. PRESENTATIONS**

a) Recognition

**5. FINALIZATION OF AGENDA**

**6. APPROVAL OF MINUTES**

**APPROVE**

a) [February 22, 2023 Joint Board Meeting](#)

(PAGE 4-7)

**7. PUBLIC COMMENTS**

**RECEIVE COMMENTS**

**NON AGENDA ITEMS**

Members of the public may address the Board regarding any item within the subject matter jurisdiction of the Board; 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. Each person's presentation is limited to a maximum of three (3) minutes.

**8. BOARD MEMBER COMMENTS**

**RECEIVE COMMENTS**

**9. CONSENT CALENDAR**

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

**RECEIVE & FILE**

9a) [Checks \\$1,000 and Over Report for January 2023](#)

(PAGE 8-12)

9b) [Credit Card Statement for January 2023](#)

(PAGE 13-21)

9c) [Monthly Budget Variance Report for January 2023](#)

(PAGE 22-26)

9d) [Contracts Signed in Excess of \\$25,000 for February 2023](#)

(PAGE 27-28)

9e) [Union & Non-Union Pension Investment Asset Summary January 2023](#)

(PAGE 29-40)

9f) [Ridership Report for February 2023](#)

(PAGE 41-44)

9g) [SunDial Operational Notes for February 2023](#)

(PAGE 45-47)

9h) [Metrics for February 2023](#)

(PAGE 48-70)

9i) [Quarterly Performance Summary for Q4 of Calendar Year 2022](#)

(PAGE 71-75)

9j) [Board Member Attendance for February 2023](#)

(PAGE 76-77)

9k) [SSG/SRA Checks \\$1,000 and Over Report for January 2023](#)

(PAGE 78-79)

<u>ITEM</u>	<u>RECOMMENDATION</u>
9l) SSG Monthly Budget Variance Report for January 2023	(PAGE 80-82)
9m) Taxi Trip Data – February 2023	(PAGE 83-84)
<b>10. NOTICE OF EXEMPTION FOR DIVISION II AT INDIO FOR HYDROGEN FUELING STATION</b> (Kathleen Kelly, Chair of Finance/Audit Committee; Staff: Rudy Le Flore, Chief Project Consultant)	<b>APPROVE</b> (PAGE 85)
<b>11. RESOLUTION NO. 095 SETTING SPECIAL MUSIC FESTIVAL VENUE FEE</b> (Kathleen Kelly, Chair of Taxi Committee; Staff: Jill Plaza, Taxi/Contracted Transportation Services Administrator)	<b>APPROVE</b> (PAGE 86-88)
<b>12. FY24 SUNLINE SERVICES GROUP (SSG) TAXICAB PERMITTING FEES</b> (Kathleen Kelly, Chair of Taxi Committee; Staff: Jill Plaza, Taxi/Contracted Transportation Services Administrator)	<b>APPROVE</b> (PAGE 89-93)
<b>13. GENERAL COUNSEL’S REPORT</b>	
<b>14. CEO/GENERAL MANAGER’S REPORT</b>	
<b>15. CLOSED SESSION</b>	
a) <b><u>CONFERENCE WITH LABOR NEGOTIATORS</u></b> Pursuant to Government Code section 54957.6 Agency designated representatives: Gloria Salazar, Interim CEO/GM SunLine, Irma Rodriguez Moisa, Special Legal Counsel Employee organizations: Amalgamated Transit Union Local 1277	
b) <b><u>PUBLIC EMPLOYEE APPOINTMENT</u></b> Pursuant to Government Code section 54957(b)(1) Titles: CEO/General Manager; Chief of Staff; Chief Financial Officer; Chief Performance Officer; Chief of Information Technology; Deputy Chief Transportation Officer; Deputy Chief Maintenance Officer	
<b>16. NEXT MEETING DATE</b>	
April 26, 2023 at 12 p.m. Board Room 32-505 Harry Oliver Trail Thousand Palms, CA 92276	
<b>17. ADJOURN</b>	

## **MINUTES**

### **Joint SunLine Transit Agency/SunLine Services Group Board of Directors Meeting February 22, 2023**

A joint regular meeting of the SunLine Transit Agency and SunLine Services Group Board of Directors was held at 12:00 p.m. on Wednesday, February 22, 2023 via Zoom videoconference, pursuant to California Government Code section 54953(e).

#### **1. CALL TO ORDER**

The meeting was called to order at 12:00 p.m. by Chairperson Glenn Miller.

#### **2. FLAG SALUTE**

Board Member Peabody led the pledge of allegiance.

#### **3. ROLL CALL**

##### Members Present:

Glenn Miller, Chair, SunLine Agency Board Member, City of Indio  
Lisa Middleton, Vice-Chair, SunLine Agency Board Member, City of Palm Springs  
Denise Delgado, SunLine Agency Board Member, City of Coachella  
Nancy Ross, SunLine Agency Board Member, City of Cathedral City  
Russell Betts, SunLine Agency Board Member, City of Desert Hot Springs  
Ty Peabody, SunLine Agency Board Member, City of Indian Wells  
John Peña, SunLine Agency Board Member, City of La Quinta  
Kathleen Kelly, SunLine Agency Board Member, City of Palm Desert  
Lynn Malotto, SunLine Agency Board Member, City of Rancho Mirage  
Supervisor V. Manuel Perez, SunLine Agency Board Member, County of Riverside

#### **4. PRESENTATIONS**

None

#### **5. FINALIZATION OF AGENDA**

No changes to the agenda.

**SUNLINE TRANSIT AGENCY/  
SUNLINE SERVICES GROUP  
BOARD OF DIRECTORS MEETING - MINUTES  
FEBRUARY 22, 2023**

**6. APPROVAL OF MINUTES FOR THE JOINT STA/SSG JANUARY 25, 2023  
BOARD MEETING**

Board Member Peabody moved to approve the minutes of the January 25, 2023 Joint STA/SSG Board meeting. The motion was seconded by Board Member Mallotto. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

**7. PUBLIC COMMENTS**

Six (6) public comments were made by:

- Anthony Garcia
- Bill Meyers
- Robert Sneed
- Joseph Raeck
- Irma Gallo
- Gina Lopez

One (1) written comment from Allen West was distributed to the Board of Directors.

**8. BOARD MEMBER COMMENTS**

None

**9. CONSENT CALENDAR**

Board Member Peabody moved to approve the consent calendar. The motion was seconded by Board Member Ross. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

**10. ENHANCED SECURITY GUARD SERVICES**

An oral report was provided by Bryan Valenzuela, Deputy Chief Safety Officer, on this information item.

**11. GENERAL COUNSEL'S REPORT**

General Counsel had no updates to report.

**12. CEO/GENERAL MANAGER'S REPORT**

CEO/General Manager, Lauren Skiver, provided a brief oral report.

**SUNLINE TRANSIT AGENCY/  
SUNLINE SERVICES GROUP  
BOARD OF DIRECTORS MEETING - MINUTES  
FEBRUARY 22, 2023**

**13. CLOSED SESSION**

**a) CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**

Pursuant to Government Code section 54956.9(d)(1)

Two (2) matters:

Navarrete v. SunLine Transit Agency  
Riverside Co. Superior Court; Case No. CVRI2103875 (previously consolidated with CVRI2104825)

Javier Francisco Rendon (deceased) v. SunLine Transit Agency  
Workers Compensation Appeals Board, Case No. ADJ 15111949

a) There was no reportable action taken

**b) CONFERENCE WITH LABOR NEGOTIATORS**

Pursuant to Government Code section 54957.6

Agency designated representatives: Lauren Skiver, CEO/GM SunLine, Irma Rodriguez Moisa, Special Legal Counsel

Employee organizations: Amalgamated Transit Union Local 1277

b) There was no reportable action taken

**c) PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Pursuant to Government Code section 54957(b)

Positions: Chief Executive Officer/General Manager

c) There was no reportable action taken

**d) CONFERENCE WITH LABOR NEGOTIATOR**

Pursuant to Government Code section 54957.6

Labor Negotiator: Board Chair Glenn Miller, General Counsel Eric Vail

Employee Organizations:

- Unrepresented Employee – Chief Executive Officer/General Manager

d) There was no reportable action taken

**14. NEXT MEETING DATE**

March 22, 2023 at 12 p.m.

**SUNLINE TRANSIT AGENCY/  
SUNLINE SERVICES GROUP  
BOARD OF DIRECTORS MEETING - MINUTES  
FEBRUARY 22, 2023**

**15. ADJOURN**

The SunLine Services Group and SunLine Transit Agency meeting concurrently adjourned at 1:09 p.m.

Respectfully Submitted,

Edith Hernandez  
Clerk of the Board

*A recording of the February 22, 2023 Board proceedings is available [here](#).*

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

DATE: March 22, 2023

**RECEIVE & FILE**TO: Finance/Audit Committee  
Board of Directors

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

Summary:

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

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

<b>Vendor</b>	<b>Check #</b>	<b>Amount</b>
<i>New Flyer Of America, Inc.</i>	691680	\$936,312.83
<i>New Flyer Of America, Inc.</i>	691681	\$936,312.83
<i>New Flyer Of America, Inc.</i>	691683	\$936,312.83
<i>New Flyer Of America, Inc.</i>	691682	\$936,312.83
<i>Insight Public Sector, Inc.</i>	691671	\$127,276.36

Recommendation:

Receive and file.

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

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
NEW FLYER OF AMERICA INC.	WIP- FC29 New Flyer Buses Purchase 5 of 5- Project Acct#2217	691680	01/11/2023	936,312.83
NEW FLYER OF AMERICA INC.	WIP- FC28 New Flyer Buses Purchase 4 of 5- Project Acct#2217	691681	01/11/2023	936,312.83
NEW FLYER OF AMERICA INC.	WIP- FC26 New Flyer Buses Purchase 2 of 5- Project Acct#2217	691683	01/11/2023	936,312.83
NEW FLYER OF AMERICA INC.	WIP- FC27 New Flyer Buses Purchase 3 of 5- Project Acct#2217	691682	01/11/2023	936,312.83
CALPERS	Group Health Premiums	691807	01/27/2023	352,270.49
ANEW RNG, LLC	Utilities	691799	01/27/2023	198,763.56
IMPERIAL IRRIGATION DIST	Utilities	691830	01/27/2023	140,655.02
INSIGHT PUBLIC SECTOR, INC.	Computer/Network Software Agreement	691671	01/11/2023	127,276.36
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	691866	01/27/2023	120,543.97
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	691786	01/19/2023	119,537.60
SO CAL GAS CO.	Utilities	691710	01/11/2023	58,668.31
TRAPEZE SOFTWARE GROUP INC.	Computer/Network Software Agreement	691782	01/19/2023	45,613.00
MUTUAL OF OMAHA INSURANCE COMPANY	Supplement Benefits LTD/STD/LIFE Ins Prem	691841	01/27/2023	43,222.08
JESSUP AUTO PLAZA	WIP- Purchase 5 of 5 Chevy Bolts- Project Acct#2111	691766	01/19/2023	27,781.31
JESSUP AUTO PLAZA	WIP- Purchase 4 of 5 Chevy Bolts- Project Acct#2111	691765	01/19/2023	27,781.31
MUTUAL OF OMAHA INSURANCE COMPANY	Supplement Benefits LTD/STD/LIFE Ins Prem	691627	01/06/2023	27,195.69
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	691793	01/19/2023	26,785.04
TEC EQUIPMENT, INC.	Inventory Repair Parts	691779	01/19/2023	26,742.80
HD INDUSTRIES	Repair Parts-Fixed Route	691669	01/11/2023	24,783.98
CORPORATE TRADITIONS LLC	Employee Development program	691614	01/06/2023	23,692.25
BURKE, WILLIAMS & SORENSEN, LLP	Legal Service	691803	01/27/2023	20,844.00
THE LEFLORE GROUP LLC	Projects Consultant	691856	01/27/2023	18,933.75
THE LEFLORE GROUP LLC	Projects Consultant	691704	01/11/2023	18,876.38
TRUGUARD SECURITY SERVICES, INC	Security Guard Services	691784	01/19/2023	18,474.74
IBI GROUP, A CALIFORNIA PARTNERSHIP	WIP-Radio System Replacement Consultant-Project Acct#1905	691753	01/19/2023	15,998.06
WSP USA INC.	Taxi Voucher Program	691634	01/06/2023	15,546.50
COACHELLA VALLEY TAXI	SunRide Ride Share Expenses	691757	01/19/2023	15,469.97
COACHELLA VALLEY TAXI	SunRide Ride Share Expenses	691674	01/11/2023	15,437.57
CART MART, INC	WIP- Maintenance Tools & Equipment- Project Acct#2207	691655	01/11/2023	14,939.38
OLD GREEN HOUSE LLC	Planning Consultant	691854	01/27/2023	14,616.00
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	691719	01/11/2023	14,524.26
IMPERIAL IRRIGATION DIST	Utilities	691754	01/19/2023	14,492.63
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	691726	01/11/2023	13,918.73
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	691771	01/19/2023	12,904.71
UNUM	Group Dental & Vision Premiums	691777	01/19/2023	12,240.17
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	691763	01/19/2023	11,046.24
VERIZON WIRELESS	Wireless Telephone Service	691722	01/11/2023	10,836.04
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	691690	01/11/2023	10,213.41
ROMAINE ELECTRIC CORP.	Inventory Repair Parts	691770	01/19/2023	9,859.13

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

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
DOVE PRINTING	Printing Expense	691675	01/11/2023	9,795.55
SOCALGAS	Utilities	691711	01/11/2023	9,552.49
GLORIA G. SALAZAR	Consulting	691667	01/11/2023	9,187.50
TRAPEZE SOFTWARE GROUP INC.	Computer/Network Software Agreement	691865	01/27/2023	9,123.00
TOWNSEND PUBLIC AFFAIRS, INC	Consulting-General	691863	01/27/2023	9,000.00
PROFESSIONAL PLASTICS INC	Bus Stop Supplies	691695	01/11/2023	8,857.05
DESERT AIR CONDITIONING, INC.	Contract Services A/C	691745	01/19/2023	8,378.00
NFI PARTS	Inventory Repair Parts	691637	01/11/2023	7,806.92
DYNAMIC BUILDING MAINTENANCE INC	Janitorial Services	691748	01/19/2023	7,734.00
BATTERY RUSH	WIP-Fixed Assets Misc Equipment- Project Acct#2316-04	691645	01/11/2023	6,610.66
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	691874	01/27/2023	6,597.00
NFI PARTS	Inventory Repair Parts	691609	01/06/2023	6,518.96
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	691848	01/27/2023	6,240.45
HEPTAGON SEVEN CONSULTING, INC.	WIP-Coachella Transit Hub - Project Acct#2212	691827	01/27/2023	6,206.55
AMALGAMATED TRANSIT UNION	Union Dues	691797	01/27/2023	5,776.18
AMALGAMATED TRANSIT UNION	Union Dues	691640	01/11/2023	5,744.26
COMPLETE COACH WORKS	Repair Parts-Fixed Route	691659	01/11/2023	5,314.04
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Marketing & Communication Services	691857	01/27/2023	5,156.47
COACHELLA VALLEY TAXI	SunRide Ride Share Expenses	691835	01/27/2023	5,074.11
US BANK VOYAGER FLEET SYSTEMS	Unleaded/Diesel Fuel	691869	01/27/2023	4,876.40
ANDREA CARTER & ASSOCIATES	Marketing & Communication Services	691798	01/27/2023	4,800.00
WAYNE ELECTRIC COMPANY	Repair Parts-Fixed Route	691790	01/19/2023	4,677.36
ROBERTSON AIR SYSTEMS	Facility Maintenance	691755	01/19/2023	4,650.00
SC FUELS	Lubricants- Oil	691859	01/27/2023	4,605.08
A AND A FLEET PAINTING INC	Repair Claims	691729	01/19/2023	4,554.38
RIDECO US INC	SunRide Ride Share Expenses	691851	01/27/2023	4,483.40
4IMPRINT, INC.	Advertising	691636	01/11/2023	4,455.67
COCKRELL ELECTRIC, INC.	Contract Services-General	691613	01/06/2023	4,451.00
FRANKLIN TRUCK PARTS, INC	Inventory Repair Parts	691666	01/11/2023	4,308.33
TPX COMMUNICATIONS	Communication Service	691864	01/27/2023	4,146.82
OPW FUELING COMPONENTS	Inventory Repair Parts	691847	01/27/2023	4,105.74
JESSE FRESCAS JR.	WIP-COE Project Acct# 1808/Coachella Hub-Project Acct #2212	691832	01/27/2023	4,080.00
XENIA RACING WRAPS	Contract Services-Maintenance	691725	01/11/2023	3,960.00
AVAIL TECHNOLOGIES	Inventory Repair Parts	691734	01/19/2023	3,894.78
INLAND EMPIRE COLLISION	Repair Claims	691778	01/19/2023	3,720.70
NFI PARTS	Repair Parts-Fixed Route	691730	01/19/2023	3,697.46
CALIFORNIA DEPARTMENT OF TAX & FEE	Quarterly Used Sale Tax	691650	01/11/2023	3,652.00
IMPERIAL IRRIGATION DIST	Utilities	691621	01/06/2023	3,621.42
WELTYS ENTERPRISES, INC.	Advertising	691872	01/27/2023	3,573.54

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

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
CALIFORNIA DEPARTMENT OF TAX & FEE	Annual User Use Fuel Tax for 2022	691806	01/27/2023	3,340.00
CARISSA SANCHEZ	Reimbursement Expense	691654	01/11/2023	3,321.00
SONSRAY FLEET SERVICES	Inventory Repair Parts	691716	01/11/2023	3,304.44
J-A CUSTOM UPHOLSTERY	WIP-Fixed Assets Misc Equipment-Project Acct#2314	691623	01/06/2023	3,298.00
CHARTER COMMUNICATIONS	Utilities	691776	01/19/2023	3,262.72
NAPA AUTO PARTS	Inventory Repair Parts	691843	01/27/2023	2,807.94
TRAPEZE SOFTWARE GROUP INC.	WIP-Timekeeping Software Integration – Project #2213	691718	01/11/2023	2,789.08
BEST BUY BUSINESS ADVANTAGE ACCOUNT	SunRide Ride Share Expenses	691626	01/06/2023	2,732.54
ROBERT HALF	Temporary Help	691702	01/11/2023	2,717.88
YELLOW CAB OF THE DESERT	Taxi Voucher Program	691876	01/27/2023	2,644.73
TRANSIT PRODUCTS & SERVICES	Inventory Repair Parts	691781	01/19/2023	2,636.00
FORENSIC DRUG TESTING SERVICES	Alcohol & Drug Testing	691821	01/27/2023	2,625.00
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	691651	01/11/2023	2,584.66
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	691808	01/27/2023	2,584.66
R.S. HUGHES COMPANY	Emergency Preparedness Supplies	691699	01/11/2023	2,574.70
YELLOW CAB OF THE DESERT	Taxi Voucher Program	691795	01/19/2023	2,529.75
BROADLUX, INC.	Contract Services-General	691647	01/11/2023	2,484.00
VALLEY OFFICE EQUIPMENT, INC.	Copier Service	691788	01/19/2023	2,471.45
PLAZA TOWING, INC.	Towing Services	691767	01/19/2023	2,325.00
YELLOW CAB OF THE DESERT	Taxi Voucher Program	691727	01/11/2023	2,318.30
SAFETY-KLEEN CORPORATION	Contract Svc-Haz Waste Removal	691772	01/19/2023	2,272.88
PRUDENTIAL OVERALL SUPPLY	Uniforms	691768	01/19/2023	2,257.83
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	691648	01/11/2023	2,220.38
SAFETY-KLEEN CORPORATION	Contract Svc-Haz Waste Removal	691706	01/11/2023	2,210.00
PRUDENTIAL OVERALL SUPPLY	Uniforms	691696	01/11/2023	2,170.57
PAUL ASSOCIATES	Printing Expense	691849	01/27/2023	2,048.65
GRAINGER	Facility Maintenance	691668	01/11/2023	2,002.48
YELLOW CAB OF THE DESERT	Taxi Voucher Program	691875	01/27/2023	1,914.59
HOME DEPOT CREDIT SERVICES	Facility Maintenance	691828	01/27/2023	1,896.10
SC FUELS	Lubricants- Oil	691708	01/11/2023	1,891.03
YELLOW CAB OF THE DESERT	Taxi Voucher Program	691794	01/19/2023	1,881.21
WILLIAM LOPER	Consulting-General	691792	01/19/2023	1,825.00
NFI PARTS	Inventory Repair Parts	691796	01/27/2023	1,769.83
CARQUEST AUTO PARTS STORES	Inventory Repair Parts	691809	01/27/2023	1,760.87
PARKHOUSE TIRE, INC.	Inventory Repair Parts	691692	01/11/2023	1,737.45
ALLIED REFRIGERATION, INC	Freon & Coolant	691639	01/11/2023	1,721.27
COUNTY OF RIVERSIDE	WIP- COE Project Acct# 1808	691814	01/27/2023	1,650.00
FULTON DISTRIBUTING	Shop Supplies	691747	01/19/2023	1,578.68
FRONTIER COMMUNICATIONS	Utilities- OPS Bldg	691750	01/19/2023	1,525.00

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

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
MSC INDUSTRIAL SUPPLY CO	Shop Supplies	691679	01/11/2023	1,503.59
ROBERT HALF	Temporary Help	691853	01/27/2023	1,491.60
MILE3 WEB DEVELOPMENT	Website Maintenance	691678	01/11/2023	1,470.00
SERVEXO	Security Services	691774	01/19/2023	1,423.50
CDW GOVERNMENT, INC	SunRide Ride Share Expenses	691811	01/27/2023	1,419.25
TOPS N BARRICADES, INC.	Bus Stop Supplies	691717	01/11/2023	1,410.80
TOTAL CARE WORK INJURY CLINIC	Medical Exam & Testing	691873	01/27/2023	1,400.00
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	691649	01/11/2023	1,385.31
OMNITRACS, LLC	General Services	691686	01/11/2023	1,380.00
DS AIR	Materials & Supplies	691657	01/11/2023	1,369.52
NETFILE, INC	Board Meeting Expenses	691845	01/27/2023	1,350.00
EVERSOFT, INC.	Contract Services-General	691663	01/11/2023	1,309.40
OPW FUELING COMPONENTS	Inventory Repair Parts	691629	01/06/2023	1,275.00
BROADLUX, INC.	Contract Services-General	691802	01/27/2023	1,242.00
ELDORADO NATIONAL (CALIFORNIA), INC.	Inventory Repair Parts	691616	01/06/2023	1,197.57
ROBERT HALF	Temporary Help	691769	01/19/2023	1,193.28
WAYNE ELECTRIC COMPANY	Inventory Repair Parts	691723	01/11/2023	1,063.91
QUADIENT FINANCE USA, INC.	Postage	691697	01/11/2023	1,000.00
CITY OF PALM DESERT	Membership & Subscriptions	691739	01/19/2023	1,000.00
<b>Total Checks Over \$1,000</b>	\$5,755,293.43			
<b>Total Checks Under \$1,000</b>	\$40,164.24			
<b>Total Checks</b>	\$5,795,457.67			

**SunLine Transit Agency**

**CONSENT CALENDAR**

DATE: March 22, 2023

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Credit Card Statements for January 2023

Summary:

The attached report summarizes the Agency's credit card expenses for January 2023. Credit card transactions through the CEO/General Manager credit card align with the statement closing date of February 3, 2023. The report also summarizes transactions for the credit card utilized for Procurement which aligns with the statement closing date of January 31, 2023.

Recommendation:

Receive and file.

**SunLine Transit Agency Visa Credit Card Statement**

**Closing Date: 02/03/2023**

**Name on Card: Lauren Skiver**

	Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1	1/11/2023	1/13/2023	APTA	2023 Marketing & Communications Workshop February 26-March 1, 2023 - Registration; Ruby Galvan, Communications Coordinator		\$845.00
2	1/11/2023	1/13/2023	Planet Hollywood	2023 Marketing & Communications Workshop in Las Vegas, NV - Lodging Deposit; Ruby Galvan, Communications Coordinator		\$106.58
3	1/17/2023	1/18/2023	Expedia	Expedia Booking Fee for Flight from Palm Springs, CA to Washington, DC for Travel to 2023 APTA Legislative Conference in Washington, DC; Lauren Skiver, CEO/General Manager		\$6.12
4	1/17/2023	1/19/2023	United Airlines	United Airlines Flight from Palm Springs, CA to Washington, DC for Travel to 2023 APTA Legislative Conference in Washington, DC; Lauren Skiver, CEO/General Manager		\$497.20
5	1/17/2023	1/19/2023	Delta Airlines	Delta Airlines Flight from Washington, DC to Palm Springs, CA for Travel from 2023 APTA Legislative Conference in Washington, DC; Lauren Skiver, CEO/General Manager		\$209.20
6	1/23/2023	1/25/2023	APTA	2023 APTA Legislative Conference March 10-14, 2023 - Registration; Lauren Skiver, CEO/General Manager		\$975.00
7	1/23/2023	1/25/2023	APTA	2023 APTA Legislative Conference March 10-14, 2023 - Registration; Brittney Sowell, Chief of Staff <i>*Registration canceled; reimbursement in future statement</i>		\$975.00
8	1/25/2023	1/26/2023	Staples	Staples office supplies; Binders for Metrics Books <i>*Receipt Pending</i>		\$12.58
9	1/25/2023	1/26/2023	Staples	Staples office supplies; Additional Binders for Metrics Books <i>*Receipt Pending</i>		\$156.86
10	1/26/2023	1/27/2023	American Airlines	American Airlines Roundtrip Flight from Palm Springs, CA to Detroit, MI for Travel to Bus World North America Conference in Detroit, MI; Harman Singh, Deputy Chief Performance Officer		\$800.41
11	1/31/2023	2/2/2023	Domino's	Domino's Catering Order; Youth Sustainability Advisory Committee Meeting		\$17.22
<b>Credits and Charges:</b>					<b>\$0.00</b>	<b>\$4,601.17</b>



SUB ACCOUNT MEMO STATEMENT

Prepared For	SUNLINE TRANSIT LAURA SKIVER
Sub Account Number	[REDACTED]
Statement Closing Date	02/03/23
Next Statement Date	03/03/23

For Customer Service Call:  
800-231-5511

Inquiries or Questions:  
Wells Fargo SBL PO Box 29482  
Phoenix, AZ 85038-8650

Monthly Spending Limit*	\$40,000
-------------------------	----------

\*Available funds are subject to the monthly spending limit and the available credit on the control account.

Sub Account Summary

Purchases and Other Charges	+	\$4,601.17
Cash Advances	+	\$0.00
Credits	-	\$0.00
Statement Total		\$4,601.17

The transactions detailed reflect activity on this card number only. The company control account has been billed for all transactions. Please refer payment inquiries to your company card administrator or owner.

Sub Account Transactions

Trans	Post	Reference Number	Description	Credits	Charges
01/11	01/13	24639230QS66QGH9T	APTA 202-4964800 DC		845.00
01/11	01/13	24943000Q05MW86PT	PLANET HOLLYWD ADV DEPO 8662094732 NV		106.58
01/17	01/18	24692160H31FTASGN	EXPEDIA 72472915099069 EXPEDIA.COM WA		6.12
01/17	01/19	24692160J325RD457	UNITED 0167912670300800-932-2732 TX		497.20
		03/10/23	SKIVER/LAURA LEE		
		1 UA H	PALM SPRINGS DENVER		
		2 UA H	DENVER WASHINGTON		
		11617270	EXPEDIA.COM TRAVEL		
01/17	01/19	24717050JTADGFLTE	DELTA AIR 0067912664101SEATTLE WA		209.20
		03/14/23	SKIVER/LAURA LE		
		1 DL V	WASHINGTON MINNEAPOLIS		
		2 DL V	MINNEAPOLIS PALM SPRINGS		
		11617270	EXPEDIA.COM TRA		
01/23	01/25	24639230RS66KD1JY	APTA 202-4964800 DC		975.00
01/23	01/25	24639230RS66KD5PR	APTA 202-4964800 DC		975.00
01/25	01/26	24164070T31T7S4XG	STAPLES DIRECT 800-3333330 MA		12.58
01/25	01/26	24164070T3272KXVS	STAPLES DIRECT 800-3333330 MA		156.86
01/26	01/27	24943000SJEENL3HX	AMERICAN AIR0012366657479FORT WORTH TX		800.41
		02/05/23	SINGH/HARMANJIT		
		1 AA L	PALM SPRINGS PHOENIX		
		2 AA L	PHOENIX DETROIT		
		3 AA L	DETROIT FORT WORTH		
		001	AAL		
01/31	02/02	244450010EJ0NW8EL	DOMINO'S 8148 562-522-2583 CA		17.22
02/03	02/03	000000000000COMPC	TOTAL PURCHASES \$4,601.17		
			TOTAL \$4,601.17		

All transactions detailed above have been billed to the company control account.

See reverse side for important information.

The transactions detailed on this statement are for informational use only.

Sub Account Number	[REDACTED]
No Payment is due on this Sub Account	

  
 ELITE CARD PAYMENT CENTER YTG  
 PO BOX 77066 29  
 MINNEAPOLIS MN 55480-7766

SUNLINE TRANSIT  
 LAURA SKIVER  
 32505 HARRY OLIVER TRL 63855  
 THOUSAND PALMS CA 92276-3501 S311  


SunLine Transit Agency Visa Credit Card Statement

Closing Date: 01/31/2023

Name on Card: Walter Watcher (Procurement Card)

Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
1/2/2023	1/3/2023	Amazon	Alexa for Business subscription		\$ 6.40
1/3/2023	1/4/2023	Amazon	Logitech keyboards		\$ 74.31
1/4/2023	1/5/2023	Amazon	Graffiti remover return	\$ 198.00	\$ -
1/5/2023	1/6/2023	Amazon	Air filter regulator		\$ 274.92
1/6/2023	1/6/2023	Wayfair	Steel trash can		\$ 96.96
1/11/2023	1/12/2023	Amazon	Return of air filter regulator	\$ 274.92	\$ -
1/12/2023	1/13/2023	Party Time	Table/chairs rental for California Hydrogen Bus Council event		\$ 500.00
1/13/2023	1/16/2023	Branom Instrument	CNG needle valves		\$ 191.97
1/13/2023	1/16/2023	Cardio Partners	Replacement safety equipment		\$ 753.48
1/14/2023	1/16/2023	Amazon	Water hose		\$ 47.40
1/14/2023	1/16/2023	JME	Replacement air filter regulator		\$ 387.32
1/17/2023	1/18/2023	Unique Bites	Lunch for California Hydrogen Business Council event		\$ 1,006.47
1/17/2023	1/18/2023	Amazon	Hazard signs		\$ 143.30
1/17/2023	1/19/2023	Sam's Club	Refreshments for SoCal Gas event		\$ 324.41
1/20/2023	1/20/2023	Ring	Yearly subscription		\$ 199.95
1/25/2023	1/26/2023	Coverstore	Patio furniture cover/partial(ref #19)		\$ 25.32
1/25/2023	1/26/2023	Amazon	Solar charge controller		\$ 295.63
1/25/2023	1/26/2023	Jackson Racing	Rotrex SX150 oil for buses		\$ 1,223.17
1/25/2023	1/26/2023	Coverstore	Patio furniture cover/remainder(ref #16)		\$ 223.03
1/26/2023	1/27/2023	JME	Credit memo for air filter regulator	\$ 314.70	\$ -
1/27/2023	1/30/2023	Amazon	Battery and charger		\$ 161.57
1/27/2023	1/30/2023	Party Time	Additional chair rental for California Hydrogen Bus Council event		\$ 74.12
1/27/2023	1/30/2023	Amazon	Sensor faucet control		\$ 357.72
1/27/2023	1/30/2023	Amazon	Tablet display		\$ 104.28
1/27/2023	1/30/2023	Home Depot	Fiberglass step ladder		\$ 226.18
1/29/2023	1/30/2023	Amazon	Stencil set		\$ 23.89
1/30/2023	1/31/2023	Amazon	Quarterly safety incentive awards		\$ 438.01
				\$ 787.62	\$ 7,159.81



Reporting Period : 12/31/2022 - 1/31/2023

**Statement Summary**

<b>Name</b>	Walter Watcher	<b>Company</b>	Sunline Transit Agency
<b>Account #</b>	XXXX-XXXX-XXXX-7572	<b>Currency</b>	US Dollar
<b>Reporting Period</b>	12/31/2022 - 1/31/2023		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 1/2/2023	1/3/2023	Amazon Web Services					6.40
		Purchase Amazon Web Services	General Ledger Code: 5039903800 Fund: 00				
		Amazon - Alexa for Business subscription - Executive					
<hr/>							
2 1/3/2023	1/4/2023	Amazon.Com*r89gq3q13					74.31
		Purchase Amazon.Com*r89gq3q13	General Ledger Code: 5099900002 Fund: 00				
		Amazon - Wireless Keyboards (3) - IT Dept					
<hr/>							
3 1/4/2023	1/5/2023	Amazon.Com					-198.00
		Credit Voucher Amazon.Com	General Ledger Code: 5099900002 Fund: 00				
		Amazon - Credit for Damaged (returned) Order - Maintenance					
<hr/>							
4 1/5/2023	1/6/2023	Amazon.Com*8129n6h83 Amzn					274.92
		Purchase Amazon.Com*8129n6h83 Amzn	General Ledger Code: 5099900002 Fund: 00				
		Amazon - 1/2" Air Filter/Regulator - Facilities					
<hr/>							
5 1/6/2023	1/6/2023	Wf* Wayfair3582545677					96.96
		Purchase Wf* Wayfair3582545677	General Ledger Code: 5099900002 Fund: 00				
		Wayfair - Metal Trashcan - Facilities					

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
6 1/11/2023	1/12/2023	Amazon.Com Amzn.Com/Bill					-274.92
		Credit Voucher Amazon.Com Amzn.Com/Bill	General Ledger Code: 5099900002 Fund: 00				
Amazon - CREDIT for Damaged (returned) Order - Facilities							
7 1/12/2023	1/13/2023	Pp*partytimere					500.00
		Purchase Pp*partytimere	General Ledger Code: 5030303260 Fund: 00				
Party Time Rentals - Table and Chair Rental STARS Event - Executive							
8 1/13/2023	1/16/2023	Branom Instrument Comp					191.97
		Purchase Branom Instrument Comp	General Ledger Code: 5099900002 Fund: 00				
Branom - Wika Needle Valves (2) - SunFuels							
9 1/13/2023	1/16/2023	Dxe Medical Inc					753.48
		Purchase Dxe Medical Inc	General Ledger Code: 5020300000 Fund: 00				
DXE / Cardio Partners - Replacement AED device - Safety Dept							
10 1/14/2023	1/16/2023	Amazon.Com*vj27w4dl3					47.40
		Purchase Amazon.Com*vj27w4dl3	General Ledger Code: 5099900002 Fund: 00				
Amazon - HD Water Hose 100' - SunFuels							
11 1/14/2023	1/16/2023	John M Ellsworth Co Inc					387.32
		Purchase John M Ellsworth Co Inc	General Ledger Code: 5049900010 Fund: 00				
JME - 1/2" Air Regulator/Filter - Facilities							

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
12 1/17/2023	1/18/2023	Sq *unique Bite Eatery					1,006.47
		Purchase Sq *unique Bite Eatery	General Ledger Code: 5099900002 Fund: 00				
		UniQue Bite Eatery - STARS Event - Executive					
13 1/17/2023	1/18/2023	Amzn Mktp Us					143.30
		Purchase Amzn Mktp Us	General Ledger Code: 5099900002 Fund: 00				
		Amazon - NFPA Hazard Compliance Signs (6) - Facilities					
14 1/17/2023	1/19/2023	Samsclub #6609					324.41
		Purchase Samsclub #6609	General Ledger Code: 5099900002 Fund: 00				
		Sams Club - Soda Refreshments STARS Event - Facilities Dept					
15 1/20/2023	1/20/2023	Ring Yearly Plan					199.95
		Purchase Ring Yearly Plan	General Ledger Code: 5030300011 Fund: 00				
		Ring - Camera System Subscription (year) - Safety Dept					
16 1/25/2023	1/26/2023	Coverstorexx.Comxxxxx					25.32
		Purchase Coverstorexx.Comxxxxx	General Ledger Code: 5099900002 Fund: 00				
		Coverstore.com - Straps for Furniture Cover (4) - Facilities					
17 1/25/2023	1/26/2023	Amazon.Com*st9zr9z33					295.63
		Purchase Amazon.Com*st9zr9z33	General Ledger Code: 5099900002 Fund: 00				
		Amazon - Solar Charge Controllers for Bus Shelters (17) - Stops & Zones					

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
18 1/25/2023	1/26/2023	Jackson Racing					1,223.17
		Purchase Jackson Racing	General Ledger Code: 5049900022 Fund: 00				
		Jackson Racing - Specialty Lubricant (Rotrex) for FC Buses (10) - Finance Inventory					
19 1/25/2023	1/26/2023	Dciwww.Coverstore.Com					223.03
		Purchase Dciwww.Coverstore.Com	General Ledger Code: 5099900002 Fund: 00				
		Coverstore.com - Furniture Cover - Facilities					
20 1/26/2023	1/27/2023	John M Ellsworth Co Inc					-314.70
		Credit Voucher John M Ellsworth Co Inc	General Ledger Code: 5049900010 Fund: 00				
		JME - Return of 3/8" Air Filter/Regulator (less restock charge) - Facilities					
21 1/27/2023	1/30/2023	Amzn Mktp Us					161.57
		Purchase Amzn Mktp Us	General Ledger Code: 5099900002 Fund: 00				
		Amazon - Power Tool Charger & Batteries (2) - Facilities					
22 1/27/2023	1/30/2023	Pp*partytimere					74.12
		Purchase Pp*partytimere	General Ledger Code: 5030303260 Fund: 00				
		Party Time Rentals - Additional Chairs STARS Event - Executive					
23 1/27/2023	1/30/2023	Amzn Mktp Us					357.72
		Purchase Amzn Mktp Us	General Ledger Code: 5099900002 Fund: 00				
		Amazon - Sensor Faucet Control (2) - Facilities					



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

DATE: March 22, 2023

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Monthly Budget Variance Report for January 2023

Summary:

The budget variance report compares revenues and expenses to the respective line item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values. The budgetary figures are represented as a straight line budget. Accordingly, the current monthly budget values are calculated by taking 1/12<sup>th</sup> of the annual budget. The FYTD budget values for the month of January 2023 are equal to 7/12<sup>ths</sup> of the yearly budget.

Year to Date Summary

- As of January 31, 2023, the Agency's FYTD revenues are \$101,511 or 11.11% above the FYTD budget due to an increase in ridership over FY22.
- As of January 31, 2023, the Agency's FYTD expenditures are \$2,385,353 or 8.9% below the FYTD budget.

Monthly Spotlight:

- The negative variance in Natural Gas CNG is primarily attributed to increased usage of CNG fixed route vehicles over budgeted estimates and an increase in the cost of natural gas.

Recommendation:

Receive and file.

SunLine Transit Agency  
Budget Variance Report  
January 2023

Description	FY23 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY23 FYTD Budget	Positive (Negative)	Percentage Remaining
<b>Operating Revenues:</b>								
Passenger Revenue	1,529,001	151,734	127,417	24,317	991,795	891,917	99,878	35.1%
Other Revenue	37,500	3,655	3,125	530	23,508	21,875	1,633	37.3%
<b>Total Operating Revenue</b>	<b>1,566,501</b>	<b>155,389</b>	<b>130,542</b>	<b>24,847</b>	<b>1,015,303</b>	<b>913,792</b>	<b>101,511</b>	<b>35.2%</b>
<b>Operating Expenses:</b>								
Operator & Mechanic Salaries & Wages	10,601,638	747,232	883,470	136,238	4,959,372	6,184,289	1,224,916	53.2%
Operator & Mechanic Overtime	1,067,000	166,561	88,917	(77,645)	915,447	622,417	(293,031)	14.2%
Administration Salaries & Wages	6,986,398	533,865	582,200	48,335	3,590,883	4,075,399	484,516	48.6%
Administration Overtime	105,449	13,641	8,787	(4,854)	61,649	61,512	(137)	41.5%
Fringe Benefits	11,124,750	866,019	927,063	61,044	5,656,334	6,489,438	833,104	49.2%
Communications	277,879	22,991	23,157	165	145,145	162,096	16,951	47.8%
Legal Services	398,485	59,773	33,207	(26,566)	328,342	232,450	(95,892)	17.6%
Computer/Network Software Agreement	750,000	52,610	62,500	9,890	417,657	437,500	19,843	44.3%
Uniforms	132,610	8,367	11,051	2,683	28,316	77,356	49,040	78.6%
Contracted Services	704,809	41,900	58,734	16,834	343,526	411,139	67,613	51.3%
Equipment Repairs	34,000	0	2,833	2,833	1,712	19,833	18,122	95.0%
Security Services	200,000	19,600	16,667	(2,933)	134,533	116,667	(17,866)	32.7%
Fuel - CNG	1,599,327	220,657	133,277	(87,380)	1,428,600	932,941	(495,660)	10.7%
Fuel - Hydrogen	1,250,000	143,570	104,167	(39,404)	861,034	729,167	(131,867)	31.1%
Tires	237,165	19,958	19,764	(194)	124,493	138,346	13,853	47.5%
Office Supplies	71,085	3,155	5,924	2,769	35,178	41,466	6,288	50.5%
Travel/Training	136,980	417	11,415	10,998	44,586	79,905	35,319	67.5%
Repair Parts	1,627,700	123,461	135,642	12,181	949,694	949,492	(202)	41.7%
Facility Maintenance	49,300	14,705	4,108	(10,597)	40,009	28,758	(11,251)	18.8%
Electricity - CNG & Hydrogen	1,345,000	152,798	112,083	(40,714)	932,473	784,583	(147,889)	30.7%
Natural Gas	1,325,000	276,354	110,417	(165,937)	1,555,989	772,917	(783,073)	-17.4%
Water and Gas	13,500	1,356	1,125	(231)	7,010	7,875	865	48.1%
Insurance Losses	1,650,000	32,924	137,500	104,576	510,155	962,500	452,345	69.1%
Insurance Premium - Property	79,394	11,113	6,616	(4,496)	77,788	46,313	(31,475)	2.0%
Repair Claims	200,000	8,969	16,667	7,697	115,784	116,667	882	42.1%
Fuel Taxes	70,998	8,546	5,916	(2,629)	72,933	41,415	(31,517)	-2.7%
Other Expenses	7,014,340	416,276	584,528	168,252	3,459,078	4,091,698	632,621	50.7%
Self Consumed Fuel	(2,967,162)	(365,760)	(247,264)	118,496	(2,299,781)	(1,730,845)	568,936	22.5%
<b>Total Operating Expenses (Before Depreciation)</b>	<b>46,085,646</b>	<b>3,601,061</b>	<b>3,840,471</b>	<b>239,409</b>	<b>24,497,940</b>	<b>26,883,294</b>	<b>2,385,353</b>	<b>46.8%</b>
<b>Operating Expenses in Excess of Operating Revenue</b>		<b>\$ (3,445,672)</b>			<b>\$ (23,482,637)</b>			
<b>Subsidies:</b>								
Local - Measure A, Commuter 10, Haul Pass	11,231,000	869,252	935,917	66,665	5,924,047	6,551,417	627,370	47.3%
State - LTF, LCTOP	24,349,683	1,884,606	2,029,140	144,535	12,843,795	14,203,982	1,360,187	47.3%
Federal	8,938,462	691,815	744,872	53,057	4,714,795	5,214,103	499,307	47.3%
<b>Total Subsidies</b>	<b>44,519,145</b>	<b>3,445,672</b>	<b>3,709,929</b>	<b>264,256</b>	<b>23,482,637</b>	<b>25,969,501</b>	<b>2,486,864</b>	<b>47.3%</b>
<b>Net Operating Gain (Loss) After Subsidies</b>	<b>\$ -</b>	<b>\$ -</b>			<b>\$ -</b>			

SunLine Transit Agency  
Budget Variance Report  
January 2023

Description	FY23 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY22 FYTD Budget	Positive (Negative)	Percentage Remaining
<b>Operating Expenses:</b>								
Wages & Benefits	29,885,236	2,327,319	2,490,436	163,117	15,183,686	17,433,054	2,249,368	49.2%
Services	5,284,960	348,776	440,413	91,638	2,755,999	3,082,893	326,895	47.9%
Fuels & Lubricants	3,064,617	385,103	255,385	(129,718)	2,409,221	1,787,693	(621,527)	21.4%
Tires	237,165	19,958	19,764	(194)	124,493	138,346	13,853	47.5%
Materials and Supplies	2,265,936	157,121	188,828	31,707	1,196,644	1,321,796	125,152	47.2%
Utilities	3,029,280	466,259	252,440	(213,819)	2,701,288	1,767,080	(934,208)	10.8%
Casualty & Liability	3,561,934	190,208	296,828	106,620	1,719,644	2,077,795	358,151	51.7%
Taxes and Fees	70,998	8,546	5,916	(2,629)	72,933	41,415	(31,517)	-2.7%
Miscellaneous Expenses	1,652,682	63,530	137,724	74,193	633,815	964,065	330,250	61.6%
Self Consumed Fuel	(2,967,162)	(365,760)	(247,264)	118,496	(2,299,781)	(1,730,845)	568,936	22.5%
<b>Total Operating Expenses (Before Depreciation)</b>	<b>46,085,646</b>	<b>3,601,061</b>	<b>3,840,471</b>	<b>239,409</b>	<b>24,497,940</b>	<b>26,883,294</b>	<b>2,385,353</b>	<b>46.8%</b>
<b>Revenues:</b>								
Passenger Revenue	1,529,001	151,734	127,417	24,317	991,795	891,917	99,878	35.1%
Other Revenue	37,500	3,655	3,125	530	23,508	21,875	1,633	37.3%
<b>Total Operating Revenue</b>	<b>1,566,501</b>	<b>155,389</b>	<b>130,542</b>	<b>24,847</b>	<b>1,015,303</b>	<b>913,792</b>	<b>101,511</b>	<b>35.2%</b>
<b>Net Operating Gain (Loss)</b>		<b>\$ (3,445,672)</b>			<b>\$ (23,482,637)</b>			
<b>Subsidies:</b>								
Local - Measure A, Commuter 10, Haul Pass	11,231,000	869,252	935,917	66,665	5,924,047	6,551,417	627,370	47.3%
State - LTF, LCTOP	24,349,683	1,884,606	2,029,140	144,535	12,843,795	14,203,982	1,360,187	47.3%
Federal - CMAQ,5307,5309,5310,5311,5311(f),5312	8,938,462	691,815	744,872	53,057	4,714,795	5,214,103	499,307	47.3%
<b>Total Subsidies</b>	<b>44,519,145</b>	<b>3,445,672</b>	<b>3,709,929</b>	<b>264,256</b>	<b>23,482,637</b>	<b>25,969,501</b>	<b>2,486,864</b>	<b>47.3%</b>
<b>Net Operating Gain (Loss) After Subsidies</b>	<b>\$ -</b>	<b>\$ -</b>			<b>\$ -</b>			

**Budget Variance Analysis - SunLine Transit Agency**

**Passenger Revenue**

- The positive variance in passenger revenue is due to an 20.4% increase in ridership over FY22.
- As of January, ridership was at 20.4% above FY22 FYTD totals.
- Total system ridership was 259,213 trips above FY22 FYTD amounts.

**Ridership**

	FY22-January	FY23-January	Variance	%Δ
Fixed Route	175,966	218,953	42,987	24.4%
Paratransit	7,505	9,013	1,508	20.1%
SolVan	1,272	1,613	341	26.8%
SunRide	312	622	310	99.4%
System Total	185,055	230,201	45,146	24.4%

**Ridership**

	FYTD-FY22	FYTD-FY23	Variance	%Δ
Fixed Route	1,200,012	1,452,839	252,827	21.1%
Paratransit	57,551	61,376	3,825	6.6%
SolVan	9,501	11,209	1,708	18.0%
SunRide	3,005	3,858	853	28.4%
System Total	1,270,069	1,529,282	259,213	20.4%

**Other Revenue**

- Other revenue is within an accepted range of the budget amount.

**Operator & Mechanic Salaries & Wages**

- The positive variance in operator and mechanic wage expenditures is attributed to absences and vacant positions.

**Operator & Mechanic Overtime**

- The negative variance is primarily attributed to required overtime for operators and mechanics to cover absences.

**Administration Salaries & Wages**

- The positive variance in administrative salaries and wages is attributed to vacant positions across the Agency.

**Administration Overtime**

- Administrative overtime expenses are within an accepted range of the budget amount.

**Fringe Benefits**

- Savings in fringe benefit expenditures are associated with vacancies across the Agency.

**Communications**

- Savings in communications are primarily attributed to fewer YTD cellular expenditures.

**Legal Services**

- Legal service fees are a variable cost that change depending on usage; expenditures vary from month-to-month.
- Legal services have had higher expenses due to negotiations and labor legal counsel.

**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**

- The positive variance in contracted services is attributed to multiple expense line items which have not yet been incurred.

**Equipment Repairs**

- The positive variance in equipment repair is attributed to fewer YTD repairs than budgeted.

**Security Services**

- Security service costs have increased due to an increase in scope and services of the security guards.

**Fuel - CNG**

- The negative variance is primarily attributed to increased usage of CNG fixed route vehicles over budgeted estimates for FY23.
- The negative variance is also attributed to an increase in the cost of natural gas.

**Fuel - Hydrogen**

- The negative variance is attributed to an increase cost of hydrogen production.

**Tires**

- The lower tire expenditures are attributed to fewer miles than the budgeted amount.

**Office Supplies**

- Office Supplies expenditures are within an acceptable range of the budgeted amount.

**Travel/Training**

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

**Repair Parts**

- The negative variance is primarily attributed to higher FYTD expenses for fixed route vehicles in the months of September through November.

**Facility Maintenance**

- The negative variance primarily due to bus vacuum repairs in the month of January.

**Electricity - CNG & Hydrogen**

- The unfavorable variance is due to the increased kilowatt usage in production of hydrogen.

**Natural Gas**

- The negative variance is attributed to increased natural gas usage due to an increase in outside fuel sales and cost of natural gas used to produce CNG.

**Water and Gas**

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

**Insurance Losses**

- Insurance loss experience has not exceeded budgeted expectations as of January.

**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**

- The negative variance in fuel taxes is due to larger fleet fuel sales.

**Other Expenses**

- Costs vary from month to month depending on the needs of the Agency or when programs are active.

**Self-Consumed Fuel**

- The positive variance in self-consumed fuel is due to higher fuel cost.

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

DATE: March 22, 2023 **RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Contracts Signed between \$25,000 and \$250,000 for February 2023

Summary:

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

There was two (2) agreements and two (2) amendments executed between \$25,000 and \$250,000:

<b>Vendor</b>	<b>Purpose</b>	<b>Amount</b>
Staged Right Events, Inc	Event Management for West Coast Center of Excellence	\$28,000.00
Krauthamer & Associates	Executive Search for CEO Position	\$83,334.00
Palmer Kazanjian Wohl Hodson	Legal Services	\$75,000.00
Veronica Stumpf	Project Management for Payroll Services RFP	\$35,000.00

Recommendation:

Receive and file.

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

**February 2023**

<b>Vendor</b>	<b>Product/Service</b>	<b>Need</b>	<b>Budgeted</b>	<b>Budgeted Amount</b>	<b>Cost</b>	<b>Type</b>
Staged Right Events, Inc	Events Management	West Coast Center of Excellence Events	FY23	\$28,000.00	\$28,000.00	Agreement
Krauthamer & Associates	Executive Search	Search for CEO Position	FY23	\$83,334.00	\$83,334.00	Agreement
Palmer Kazanjian Wohl Hodson	Legal Services	HR Specialized Legal Services	FY23	\$75,000.00	\$75,000.00	Amendment
Veronica Stumpf	Project Management	Project Management for Payroll Services RFP	FY23	\$35,000.00	\$35,000.00	Amendment

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

DATE: March 22, 2023 **RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

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

Summary:

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

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

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

## Union

Asset Class		Actual	Range
<b>Growth Assets</b>			
	Domestic Equity	35.6%	16% – 56%
	International Equity	18.9%	0% - 39%
	Other	1.4%	0% – 20%
<b>Income Assets</b>			
	Fixed Income	42.4%	25% - 65%
	Other	0.9%	0% – 20%
<b>Real Return Assets</b>		0.0%	0% – 20%
<b>Cash Equivalents</b>		0.8%	0% – 20%

## Non-Union

Asset Class		Actual	Range
<b>Growth Assets</b>			
	Domestic Equity	35.7%	16% – 56%
	International Equity	18.9%	0% - 39%
	Other	1.4%	0% – 20%
<b>Income Assets</b>			
	Fixed Income	42.4%	25% - 65%
	Other	0.9%	0% – 20%
<b>Real Return Assets</b>		0.0%	0% – 20%
<b>Cash Equivalents</b>		0.6%	0% – 20%

*Components may not sum to 100.0% due to rounding.*

For the month of January, the market value of assets increased by \$1,855,293 and \$1,821,958 for the union and non-union plans, respectively.

## Month to Month Asset Comparison

Month	Market Value - Union	Market Value – Non-Union
December 2022	\$34,783,095	\$34,889,571
January 2023	\$36,638,388	\$36,711,529
Increase (Decrease)	\$1,855,293	\$1,821,958

Recommendation:

Receive and file.



**Detail of Securities Held & Market Analytics**

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

**SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]**

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Ticker</b>	<b>Shares</b>	<b>Average Cost/Share</b>	<b>Original Cost</b>	<b>Market Price</b>	<b>Market Value</b>	<b>Unreal G/L on Cost</b>	<b>Percentage</b>
<b>Exchange-Traded Fund - Bond</b>										
ISHARES CORE U.S. AGGREGATE		464287226	AGG	19,342.00	98.65	1,908,088.30	100.22	1,938,455.24	30,366.94	5.29
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	631.00	56.69	35,771.39	51.68	32,610.08	(3,161.31)	0.09
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	2,389.00	60.31	144,080.59	51.68	123,463.52	(20,617.07)	0.34
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	1,146.00	61.13	70,054.98	51.68	59,225.28	(10,829.70)	0.16
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	2,720.00	57.68	156,892.32	51.68	140,569.60	(16,322.72)	0.38
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	633.00	56.99	36,074.67	51.68	32,713.44	(3,361.23)	0.09
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	7,097.00	50.33	357,192.01	51.68	366,772.96	9,580.95	1.00
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	965.00	61.01	58,874.65	51.68	49,871.20	(9,003.45)	0.14

**Security Type Sub-Total** **34,923.00** **2,767,028.91** **461.98** **2,743,681.32** **(23,347.59)** **7.49**

<b>Exchange-Traded Fund - Equity</b>										
INVESCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	3,263.00	156.88	511,899.11	151.73	495,094.99	(16,804.12)	1.35
INVESCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	2,440.00	155.89	380,371.12	151.73	370,221.20	(10,149.92)	1.01
INVESCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	2,500.00	138.29	345,724.75	151.73	379,325.00	33,600.25	1.04
INVESCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	161.00	143.44	23,093.84	151.73	24,428.53	1,334.69	0.07
INVESCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	4,594.00	140.55	645,686.70	151.73	697,047.62	51,360.92	1.90
ISHARES CORE S&P MIDCAP ETF		464287507	IJH	751.00	234.30	175,958.55	264.29	198,481.79	22,523.24	0.54
ISHARES CORE S&P MIDCAP ETF		464287507	IJH	610.00	239.53	146,112.45	264.29	161,216.90	15,104.45	0.44
ISHARES CORE S&P MIDCAP ETF		464287507	IJH	2,656.00	276.40	734,118.40	264.29	701,954.24	(32,164.16)	1.92
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,818.00	94.10	171,073.44	103.64	188,417.52	17,344.08	0.51
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	3,251.00	117.36	381,537.03	103.64	336,933.64	(44,603.39)	0.92
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	884.00	106.82	94,428.35	103.64	91,617.76	(2,810.59)	0.25
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,234.00	106.97	132,000.86	103.64	127,891.76	(4,109.10)	0.35
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,257.00	107.25	134,813.12	103.64	130,275.48	(4,537.64)	0.36
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,784.00	95.51	170,388.77	103.64	184,893.76	14,504.99	0.50
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	5,979.00	49.91	298,408.30	45.76	273,599.04	(24,809.26)	0.75
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	2,193.00	42.18	92,500.74	45.76	100,351.68	7,850.94	0.27
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	15,565.00	42.95	668,507.41	45.76	712,254.40	43,746.99	1.94
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	6,816.00	38.86	264,869.76	45.76	311,900.16	47,030.40	0.85
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	9,194.00	39.68	364,817.92	45.76	420,717.44	55,899.52	1.15

Detail of Securities Held & Market Analytics

For the Month Ending January 31, 2023

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Exchange-Traded Fund - Equity</b>									
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	3,049.00	49.33	150,405.34	45.76	139,522.24	(10,883.10)	0.38
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,614.00	37.17	97,162.38	45.76	119,616.64	22,454.26	0.32
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,932.00	53.54	103,439.28	56.21	108,597.72	5,158.44	0.30
VANGUARD TOTAL INTL STOCK	921909768	VXUS	18,820.00	47.87	900,909.64	56.21	1,057,872.20	156,962.56	2.89
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,979.00	65.37	456,217.23	56.21	392,289.59	(63,927.64)	1.07
VANGUARD TOTAL INTL STOCK	921909768	VXUS	553.00	64.35	35,585.55	56.21	31,084.13	(4,501.42)	0.08
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,875.00	51.82	148,982.21	56.21	161,603.75	12,621.54	0.44
VANGUARD TOTAL INTL STOCK	921909768	VXUS	8,244.00	52.51	432,892.44	56.21	463,395.24	30,502.80	1.26
VANGUARD TOTAL INTL STOCK	921909768	VXUS	21,430.00	52.12	1,116,931.60	56.21	1,204,580.30	87,648.70	3.29
VANGUARD TOTAL INTL STOCK	921909768	VXUS	593.00	56.01	33,213.93	56.21	33,332.53	118.60	0.09
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	433.00	233.92	101,287.36	204.43	88,518.19	(12,769.17)	0.24
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	764.00	191.49	146,298.36	204.43	156,184.52	9,886.16	0.43
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	1,546.00	226.21	349,720.35	204.43	316,048.78	(33,671.57)	0.86
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	27,008.00	169.04	4,565,432.32	204.43	5,521,245.44	955,813.12	15.07
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	4,809.00	195.76	941,409.84	204.43	983,103.87	41,694.03	2.68
<b>Security Type Sub-Total</b>			<b>168,599.00</b>		<b>15,316,198.45</b>	<b>3,965.51</b>	<b>16,683,618.05</b>	<b>1,367,419.60</b>	<b>45.52</b>
<b>Money Market Mutual Fund</b>									
FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	280,445.86	1.00	280,445.86	1.00	280,445.86	0.00	0.77
<b>Security Type Sub-Total</b>			<b>280,445.86</b>		<b>280,445.86</b>	<b>1.00</b>	<b>280,445.86</b>	<b>0.00</b>	<b>0.77</b>
<b>Mutual Fund - Bond</b>									
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	417,096.44	11.14	4,645,852.54	10.18	4,246,041.79	(399,810.75)	11.59
BBH LIMITED DURATION I	05528X851	BBBIX	106,535.51	10.00	1,065,367.34	10.06	1,071,747.19	6,379.85	2.93
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	197,270.95	10.60	2,090,705.21	9.49	1,872,101.33	(218,603.88)	5.11
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	59,803.76	5.62	335,928.84	5.02	300,214.88	(35,713.96)	0.82
PACIFIC FUNDS FLOATING RATE INCOME FUND	69447T771	PLFRX	215.24	9.34	2,010.32	9.34	2,010.32	0.00	0.01
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTRQX	283,146.80	14.11	3,995,934.66	12.13	3,434,570.64	(561,364.02)	9.37

**Detail of Securities Held & Market Analytics**

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

<b>SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]</b>										
<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Ticker</b>	<b>Shares</b>	<b>Average Cost/Share</b>	<b>Original Cost</b>	<b>Market Price</b>	<b>Market Value</b>	<b>Unreal G/L on Cost</b>	<b>Percentage</b>
<b>Mutual Fund - Bond</b>										
VOYA INTERMEDIATE BOND R6		92913L569	IIBZX	211,992.34	10.21	2,163,963.09	8.83	1,871,892.39	(292,070.70)	5.11
<b>Security Type Sub-Total</b>				<b>1,276,061.04</b>		<b>14,299,762.00</b>	<b>65.05</b>	<b>12,798,578.54</b>	<b>(1,501,183.46)</b>	<b>34.94</b>
<b>Mutual Fund - Equity</b>										
HARDING LOEVNER INTERNATIONAL EQUITY POR		412295107	HLMIX	27,166.56	27.62	750,346.39	25.46	691,660.63	(58,685.76)	1.89
HRTFRD SCHR EM MRKT EQ-SDR		41665H789	SEMTX	21,733.96	19.29	419,204.67	16.01	347,960.70	(71,243.97)	0.95
JENSEN QUALITY GROWTH-Y		476313408	JENYX	33,754.25	51.40	1,734,969.00	56.12	1,894,288.33	159,319.33	5.17
JOHCM INTERNATIONAL SELECT I		46653M849	JOHIX	15,699.95	27.19	426,844.20	21.64	339,746.95	(87,097.25)	0.93
MFS EMERGING MARKETS DEBT R6		552746364	MEDHX	0.01	11.25	0.09	11.90	0.10	0.01	0.00
VANGUARD TOT INST ST IDX - ADM		921909818	VTIAX	0.00	33.33	0.03	30.21	0.03	0.00	0.00
<b>Security Type Sub-Total</b>				<b>98,354.73</b>		<b>3,331,364.38</b>	<b>161.34</b>	<b>3,273,656.74</b>	<b>(57,707.64)</b>	<b>8.94</b>
<b>Separate Account</b>										
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	12,074.46	1.00	12,074.46	101.66	12,275.26	200.80	0.03
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	45,325.00	1.00	45,325.00	101.66	46,078.75	753.75	0.13
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	22,050.00	1.00	22,050.00	101.66	22,416.69	366.69	0.06
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	49,980.00	1.00	49,980.00	101.66	50,811.16	831.16	0.14
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	21,070.00	1.00	21,070.00	101.66	21,420.39	350.39	0.06
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	49,000.00	1.00	49,000.00	101.66	49,814.87	814.87	0.14
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	49,000.00	1.00	49,000.00	101.66	49,814.87	814.87	0.14
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	34,300.00	1.00	34,300.00	101.66	34,870.41	570.41	0.10
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	30,625.00	1.00	30,625.00	101.66	31,134.29	509.29	0.09
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	24,500.00	1.00	24,500.00	101.66	24,907.43	407.43	0.07
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV007	SA425	191,676.07	1.00	191,676.07	131.59	252,222.38	60,546.31	0.69
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV007	SA425	68,756.25	1.00	68,756.25	131.59	90,474.86	21,718.61	0.25
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV007	SA425	130,837.59	1.00	130,837.59	131.59	172,166.35	41,328.76	0.47

**Detail of Securities Held & Market Analytics**

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

SUNLINE EMPLOYEES RETIREMENT BARGAINING [REDACTED]									
Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Security Type Sub-Total</b>			<b>729,194.37</b>		<b>729,194.37</b>	<b>1,411.39</b>	<b>858,407.71</b>	<b>129,213.34</b>	<b>2.37</b>
<b>Managed Account Sub-Total</b>			<b>2,587,578.00</b>		<b>36,723,993.97</b>	<b>6,066.27</b>	<b>36,638,388.22</b>	<b>(85,605.75)</b>	<b>100.03</b>
<b>Securities Sub-Total</b>			<b>\$2,587,578.00</b>		<b>\$36,723,993.97</b>	<b>\$6,066.27</b>	<b>\$36,638,388.22</b>	<b>(\$85,605.75)</b>	<b>100.03%</b>
<b>Accrued Interest</b>							<b>\$0.00</b>		
<b>Total Investments</b>							<b>\$36,638,388.22</b>		



**Detail of Securities Held & Market Analytics**

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

**SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN**

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Ticker</b>	<b>Shares</b>	<b>Average Cost/Share</b>	<b>Original Cost</b>	<b>Market Price</b>	<b>Market Value</b>	<b>Unreal G/L on Cost</b>	<b>Percentage</b>
<b>Exchange-Traded Fund - Bond</b>										
ISHARES CORE U.S. AGGREGATE		464287226	AGG	19,401.00	98.65	1,913,908.65	100.22	1,944,368.22	30,459.57	5.30
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	631.00	56.69	35,771.39	51.68	32,610.08	(3,161.31)	0.09
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	1,113.00	61.13	68,037.69	51.68	57,519.84	(10,517.85)	0.16
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	2,405.00	60.31	145,045.55	51.68	124,290.40	(20,755.15)	0.34
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	2,734.00	57.68	157,699.85	51.68	141,293.12	(16,406.73)	0.38
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	7,130.00	50.33	358,852.90	51.68	368,478.40	9,625.50	1.00
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	633.00	56.99	36,074.67	51.68	32,713.44	(3,361.23)	0.09
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	982.00	61.01	59,911.82	51.68	50,749.76	(9,162.06)	0.14

**Security Type Sub-Total** **35,029.00** **2,775,302.52** **461.98** **2,752,023.26** **(23,279.26)** **7.50**

<b>Exchange-Traded Fund - Equity</b>										
INVESCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	2,515.00	138.29	347,799.10	151.73	381,600.95	33,801.85	1.04
INVESCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	3,264.00	156.88	512,055.99	151.73	495,246.72	(16,809.27)	1.35
INVESCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	2,437.00	155.89	379,903.45	151.73	369,766.01	(10,137.44)	1.01
INVESCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	4,620.00	140.55	649,341.00	151.73	700,992.60	51,651.60	1.90
ISHARES CORE S&P MIDCAP ETF		464287507	IJH	616.00	239.53	147,549.62	264.29	162,802.64	15,253.02	0.44
ISHARES CORE S&P MIDCAP ETF		464287507	IJH	2,662.00	276.40	735,776.80	264.29	703,539.98	(32,236.82)	1.92
ISHARES CORE S&P MIDCAP ETF		464287507	IJH	751.00	234.30	175,958.55	264.29	198,481.79	22,523.24	0.54
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,233.00	106.97	131,893.89	103.64	127,788.12	(4,105.77)	0.35
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,256.00	107.25	134,705.87	103.64	130,171.84	(4,534.03)	0.35
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	3,250.00	117.36	381,419.68	103.64	336,830.00	(44,589.68)	0.92
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	886.00	106.82	94,641.99	103.64	91,825.04	(2,816.95)	0.25
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,798.00	95.51	171,725.90	103.64	186,344.72	14,618.82	0.51
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,836.00	94.10	172,767.23	103.64	190,283.04	17,515.81	0.52
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	3,112.00	49.33	153,513.09	45.76	142,405.12	(11,107.97)	0.39
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	2,614.00	37.17	97,162.38	45.76	119,616.64	22,454.26	0.33
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	9,189.00	39.68	364,619.52	45.76	420,488.64	55,869.12	1.15
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	2,211.00	42.18	93,259.98	45.76	101,175.36	7,915.38	0.28
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	15,623.00	42.95	670,998.48	45.76	714,908.48	43,910.00	1.95
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	6,915.00	38.86	268,716.90	45.76	316,430.40	47,713.50	0.86

Detail of Securities Held & Market Analytics

For the Month Ending January 31, 2023

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Exchange-Traded Fund - Equity</b>									
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	5,980.00	49.91	298,458.21	45.76	273,644.80	(24,813.41)	0.75
VANGUARD TOTAL INTL STOCK	921909768	VXUS	21,287.00	52.12	1,109,478.44	56.21	1,196,542.27	87,063.83	3.26
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,883.00	65.37	449,941.71	56.21	386,893.43	(63,048.28)	1.05
VANGUARD TOTAL INTL STOCK	921909768	VXUS	580.00	56.01	32,485.80	56.21	32,601.80	116.00	0.09
VANGUARD TOTAL INTL STOCK	921909768	VXUS	632.00	64.35	40,669.20	56.21	35,524.72	(5,144.48)	0.10
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,714.00	53.54	91,767.56	56.21	96,343.94	4,576.38	0.26
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,875.00	51.82	148,982.21	56.21	161,603.75	12,621.54	0.44
VANGUARD TOTAL INTL STOCK	921909768	VXUS	8,570.00	52.51	450,010.70	56.21	481,719.70	31,709.00	1.31
VANGUARD TOTAL INTL STOCK	921909768	VXUS	18,935.00	47.87	906,414.66	56.21	1,064,336.35	157,921.69	2.90
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	433.00	233.92	101,287.36	204.43	88,518.19	(12,769.17)	0.24
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	4,931.00	195.76	965,292.56	204.43	1,008,044.33	42,751.77	2.75
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	983.00	191.49	188,234.67	204.43	200,954.69	12,720.02	0.55
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	1,551.00	226.21	350,851.40	204.43	317,070.93	(33,780.47)	0.86
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	26,984.00	169.04	4,561,375.36	204.43	5,516,339.12	954,963.76	15.03
<b>Security Type Sub-Total</b>			<b>169,126.00</b>		<b>15,379,059.26</b>	<b>3,813.78</b>	<b>16,750,836.11</b>	<b>1,371,776.85</b>	<b>45.65</b>
<b>Money Market Mutual Fund</b>									
FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	236,758.68	1.00	236,758.68	1.00	236,758.68	0.00	0.64
<b>Security Type Sub-Total</b>			<b>236,758.68</b>		<b>236,758.68</b>	<b>1.00</b>	<b>236,758.68</b>	<b>0.00</b>	<b>0.64</b>
<b>Mutual Fund - Bond</b>									
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	418,069.11	11.14	4,656,037.78	10.18	4,255,943.55	(400,094.23)	11.59
BBH LIMITED DURATION I	05528X851	BBBIX	106,786.09	10.00	1,067,873.15	10.06	1,074,268.02	6,394.87	2.93
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	197,734.61	10.60	2,095,962.49	9.49	1,876,501.46	(219,461.03)	5.11
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	60,104.14	5.62	337,618.79	5.02	301,722.77	(35,896.02)	0.82
PACIFIC FUNDS FLOATING RATE INCOME FUND	69447T771	PLFRX	216.23	9.34	2,019.61	9.34	2,019.61	0.00	0.01
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTRQX	283,812.70	14.11	4,004,843.64	12.13	3,442,648.07	(562,195.57)	9.38
VOYA INTERMEDIATE BOND R6	92913L569	IIBZX	212,489.19	10.21	2,169,424.64	8.83	1,876,279.51	(293,145.13)	5.11

Detail of Securities Held & Market Analytics

For the Month Ending January 31, 2023

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN										
Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Security Type Sub-Total</b>				<b>1,279,212.06</b>		<b>14,333,780.10</b>	<b>65.05</b>	<b>12,829,382.99</b>	<b>(1,504,397.11)</b>	<b>34.95</b>
<b>Mutual Fund - Equity</b>										
HARDING LOEVNER INTERNATIONAL EQUITY POR		412295107	HLMIX	27,260.23	27.58	751,954.90	25.46	694,045.43	(57,909.47)	1.89
HRTFRD SCHR EM MRKT EQ-SDR		41665H789	SEMTX	21,806.78	19.29	420,684.42	16.01	349,126.52	(71,557.90)	0.95
JENSEN QUALITY GROWTH-Y		476313408	JENYX	33,855.64	51.41	1,740,587.34	56.12	1,899,978.63	159,391.29	5.18
JOHCM INTERNATIONAL SELECT I		46653M849	JOHIX	15,756.43	27.17	428,171.05	21.64	340,969.15	(87,201.90)	0.93
MFS EMERGING MARKETS DEBT R6		552746364	MEDHX	0.01	11.25	0.09	11.90	0.10	0.01	0.00
VANGUARD TOTAL STOCK MARKET INDEX		922908801	VITSX	0.00	75.00	0.03	99.54	0.04	0.01	0.00
<b>Security Type Sub-Total</b>				<b>98,679.09</b>		<b>3,341,397.83</b>	<b>230.67</b>	<b>3,284,119.87</b>	<b>(57,277.96)</b>	<b>8.95</b>
<b>Separate Account</b>										
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	22,050.00	1.00	22,050.00	101.66	22,416.69	366.69	0.06
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	49,980.00	1.00	49,980.00	101.66	50,811.16	831.16	0.14
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	21,070.00	1.00	21,070.00	101.66	21,420.39	350.39	0.06
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	34,300.00	1.00	34,300.00	101.66	34,870.41	570.41	0.10
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	30,625.00	1.00	30,625.00	101.66	31,134.29	509.29	0.08
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	12,074.46	1.00	12,074.46	101.66	12,275.26	200.80	0.03
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	49,000.00	1.00	49,000.00	101.66	49,814.87	814.87	0.14
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	24,500.00	1.00	24,500.00	101.66	24,907.43	407.43	0.07
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	45,325.00	1.00	45,325.00	101.66	46,078.75	753.75	0.13
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	49,000.00	1.00	49,000.00	101.66	49,814.87	814.87	0.14
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	68,756.25	1.00	68,756.25	131.59	90,474.86	21,718.61	0.25
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	130,837.59	1.00	130,837.59	131.59	172,166.35	41,328.76	0.47
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	191,676.07	1.00	191,676.07	131.59	252,222.38	60,546.31	0.69
<b>Security Type Sub-Total</b>				<b>729,194.37</b>		<b>729,194.37</b>	<b>1,411.39</b>	<b>858,407.71</b>	<b>129,213.34</b>	<b>2.36</b>

**Detail of Securities Held & Market Analytics**

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

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]										
Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage	
<b>Managed Account Sub-Total</b>			2,547,999.20		36,795,492.76	5,983.87	36,711,528.62	(83,964.14)	100.05	
<b>Securities Sub-Total</b>			\$2,547,999.20		\$36,795,492.76	\$5,983.87	\$36,711,528.62	(\$83,964.14)	100.05%	
<b>Accrued Interest</b>							\$0.00			
<b>Total Investments</b>							\$36,711,528.62			

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

DATE: March 22, 2023

**RECEIVE & FILE**TO: Finance/Audit Committee  
Board of Directors

RE: Ridership Report for February 2023

Summary:

	Monthly Ridership		Monthly Variance	
	Feb-23	Feb-22	Net	Percent
Fixed Route	213,317	175,268	38,049	21.7%
SolVan	1,580	1,234	346	28%
SunRide	784	317	467	59.6%
Taxi Voucher*	267	218	49	18.4%
SunDial	8,895	7,838	1,057	13.5%
<b>Total</b>	<b>224,843</b>	<b>184,875</b>	<b>39,968</b>	<b>24.6%</b>

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

Yearly Ridership	
<b>Fiscal Year 2023</b>	1,775,797
<b>Fiscal Year 2022</b>	1,456,911
<b>Ridership Increase</b>	<b>298,886</b>

Fiscal year to date system ridership is up by 298,886 rides or 20.5% increase 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.

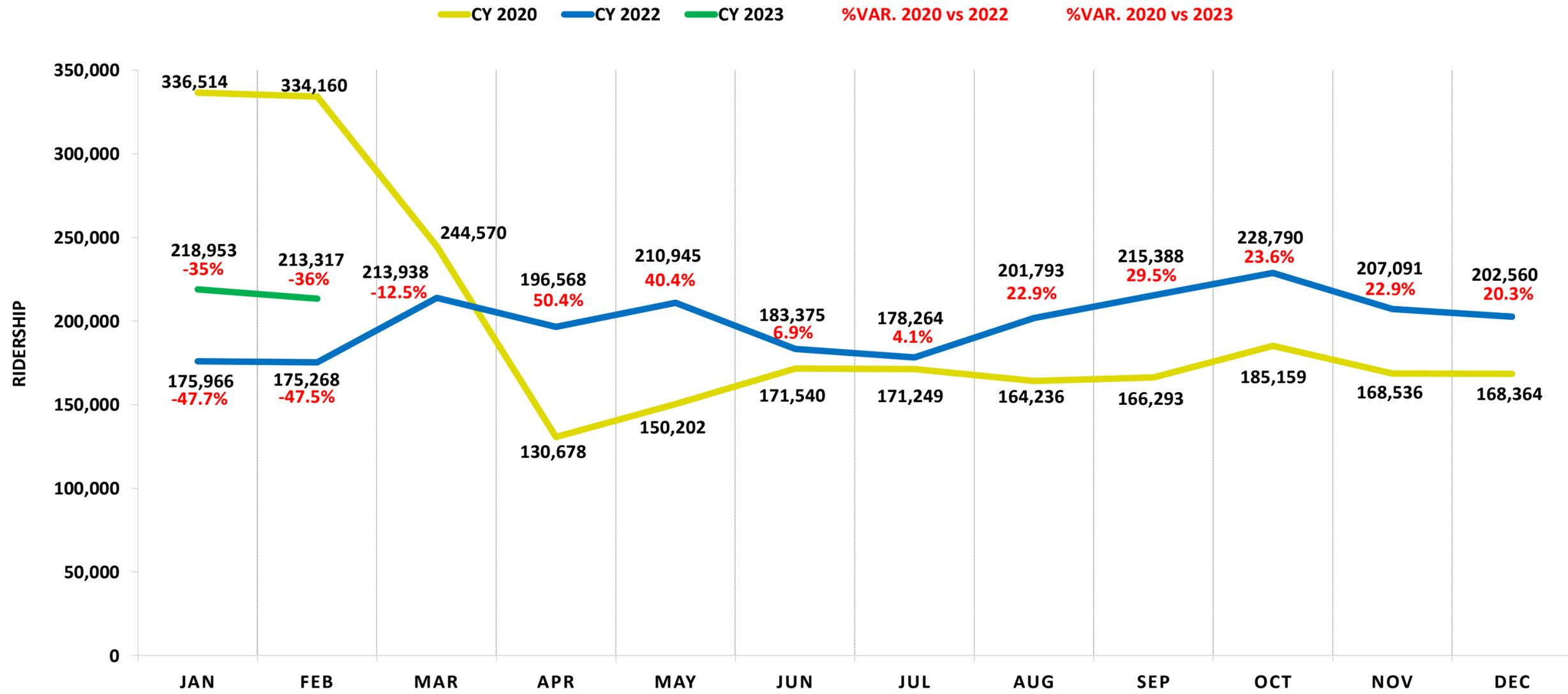


## SunLine Transit Agency Monthly Ridership Report February 2023

Fixed Route	FY 2023		FY 2022		Monthly KPI		Bikes		Wheelchairs	
	Feb 2023	Feb 2022	YTD	YTD	Passengers/ Rev. Hours	Passengers/ Rev. Miles	Monthly	FYTD	Monthly	FYTD
Route 1	85,562	70,539	689,081	566,316	15.7	1.0	3,321	30,200	676	5,893
Route 2	56,715	45,246	442,060	378,126	20.2	1.5	1,995	17,114	559	4,314
Route 3	5,598	5,447	46,344	37,925	13.9	0.8	128	1,049	31	662
Route 4	17,396	15,036	137,486	120,060	10.0	0.7	860	5,435	105	831
Route 5	1,955	1,382	14,131	6,630	7.6	0.3	48	456	10	43
Route 6	8,652	6,608	64,263	47,484	7.1	0.5	312	2,277	43	354
Route 7	6,431	5,414	45,798	41,896	11.8	0.8	213	1,737	31	311
Route 8	13,663	10,709	109,629	80,506	9.4	0.6	397	3,276	61	497
Route 9	7,851	5,968	50,353	40,084	6.8	0.3	49	415	32	159
Route 10	2,784	1,305	17,897	11,345	13.2	0.2	24	179	6	39
Route 200 SB	138	355	2,072	2,161	29.9	1.6	-	12	-	1
Route 400 SB	146	179	679	1,149	9.5	0.5	-	-	-	1
Route 401 SB	-	-	-	206	-	-	-	-	-	-
Route 402 NB	21	57	178	319	3.3	0.2	-	-	-	2
Route 403 NB	24	195	407	810	14.3	0.5	2	8	-	-
Route 500 SB	290	314	1,734	1,599	37.8	2.4	-	11	-	3
Route 501 NB	-	-	-	95	-	-	-	5	-	-
Route 700 SB/NB	250	446	2,227	2,510	20.5	1.3	-	71	-	1
Route 701 SB/NB	468	1,105	4,705	5,770	41.6	2.8	5	26	1	3
Route 800 NB	686	2,304	7,605	13,327	64.6	3.2	-	3	-	-
Route 801 SB	1,874	2,659	13,609	13,951	114.4	6.7	62	122	-	4
Route 802 SB	673	-	4,228	2,006	36.1	1.9	17	25	-	8
Route 803 NB	2,140	-	11,670	1,005	118	6	-	1	-	-
<b>Fixed Route Total</b>	<b>213,317</b>	<b>175,268</b>	<b>1,666,156</b>	<b>1,375,280</b>	<b>13.7</b>	<b>0.9</b>	<b>7,433</b>	<b>62,422</b>	<b>1,555</b>	<b>13,126</b>
SolVan	1,580	1,234	12,789	10,735						
SunRide	784	317	4,642	3,322						
Taxi Voucher	267	218	1,939	2,185						
SunDial	8,895	7,838	70,271	65,389	1.9	0.1				
<b>System Total</b>	<b>224,843</b>	<b>184,875</b>	<b>1,755,797</b>	<b>1,456,911</b>	<b>10.5</b>	<b>0.7</b>				
	Feb-23	Feb-22								
Weekdays:	20	20								
Saturdays:	4	4								
Sundays:	4	4								
<b>Total Days:</b>	<b>28</b>	<b>28</b>								

On Sunday, May 2, 2021, SunLine resumed fare collection. Haul Pass Programs returned, Haul Pass COD contributed with 6,768 rides, CSUSB with 1881 rides. Mobile Ticketing contributed with 35,138 rides, the total for February 2023 includes 115 paratransit mobile tickets.

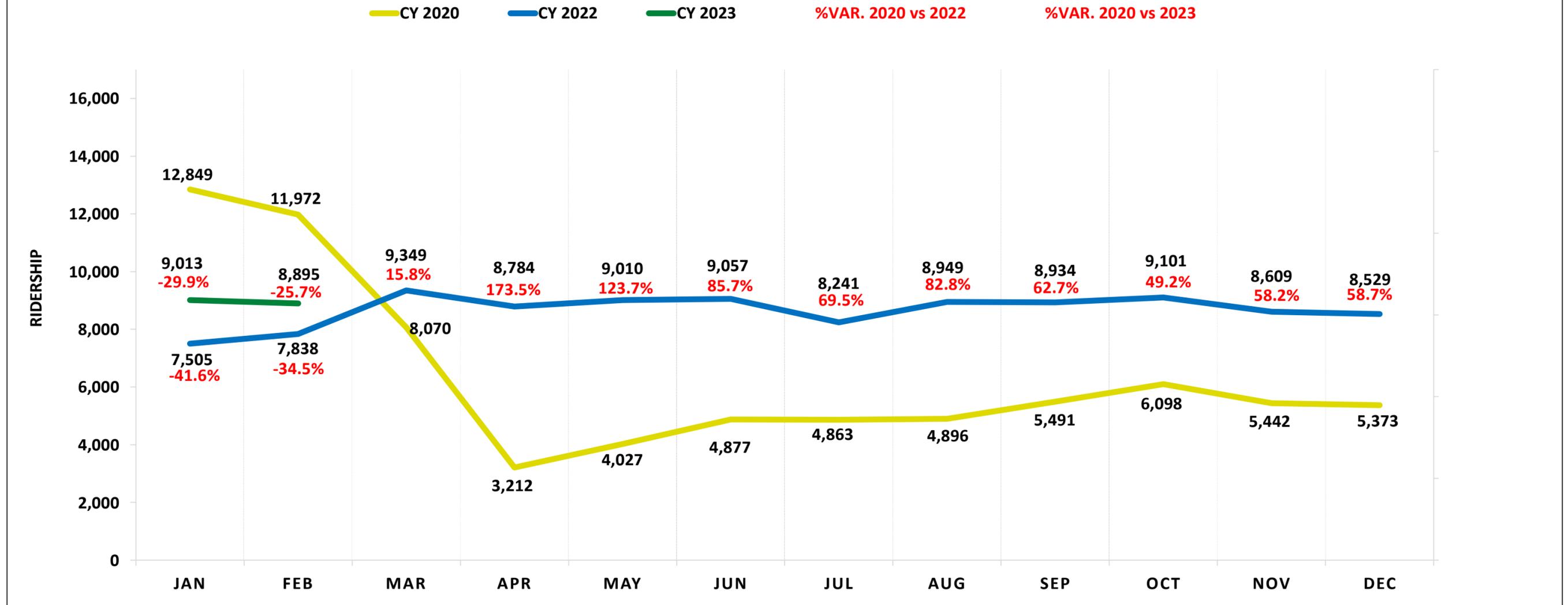
## Fixed Route Ridership COVID-19 Recovery



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

**Ridership:**  
 FY 2022 Actual = 2,303,785  
 FY 2023 SRTP Predicted = 2,506,993

## Paratransit Ridership COVID-19 Recovery



Beginning January 2022, instead of comparing the ridership to the 2019 pre COVID levels, we will be moving forward with comparing from 2020 and 2022. Variances are in red close to their corresponding ridership number. 2022 and 2023 are referring to the baseline of 2020. January 2020 and February 2020 show pre-pandemic COVID-19 ridership numbers.

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

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

DATE: March 22, 2023

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: SunDial Operational Notes for February 2023

Summary:

The attached report summarizes SunDial's operation for the month of February 2023. This report identifies that for the month of February, the on-time performance for SunDial did meet the internal service goal of 85% which is comparable to the fixed route service goal. The on-time performance for the month of February was 89.4%.

Fiscal-year-to-date, SunDial has maintained an on-time performance of 87.9%. Total vehicle miles for February 2023 increased by 6,545 compared to February 2022. Total trips for the month of February were 8,429. When compared to February 2022, this is an increase of 992 trips or 13.3%.

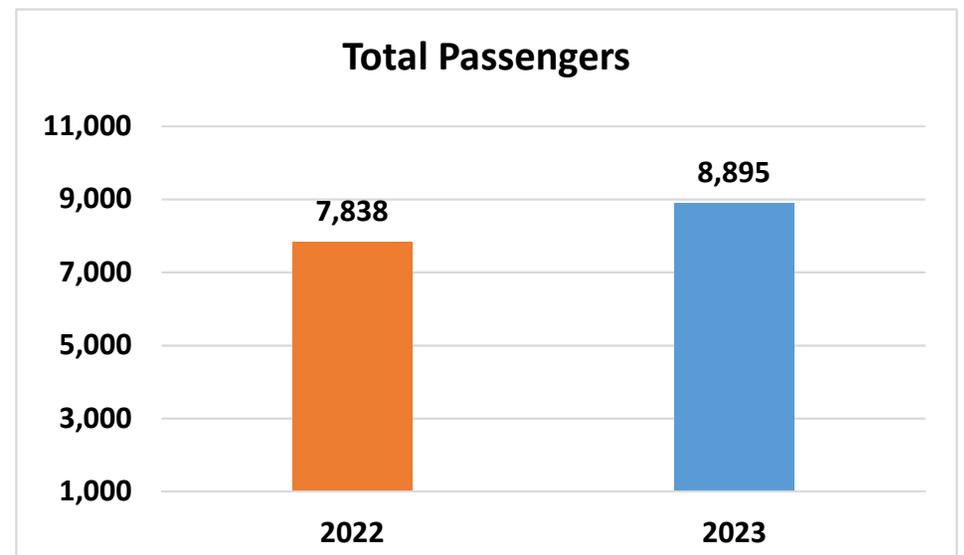
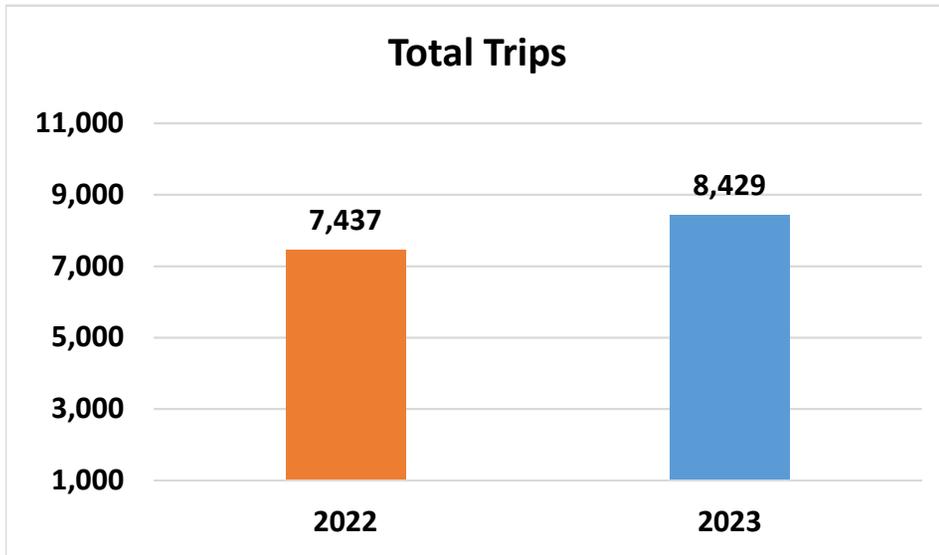
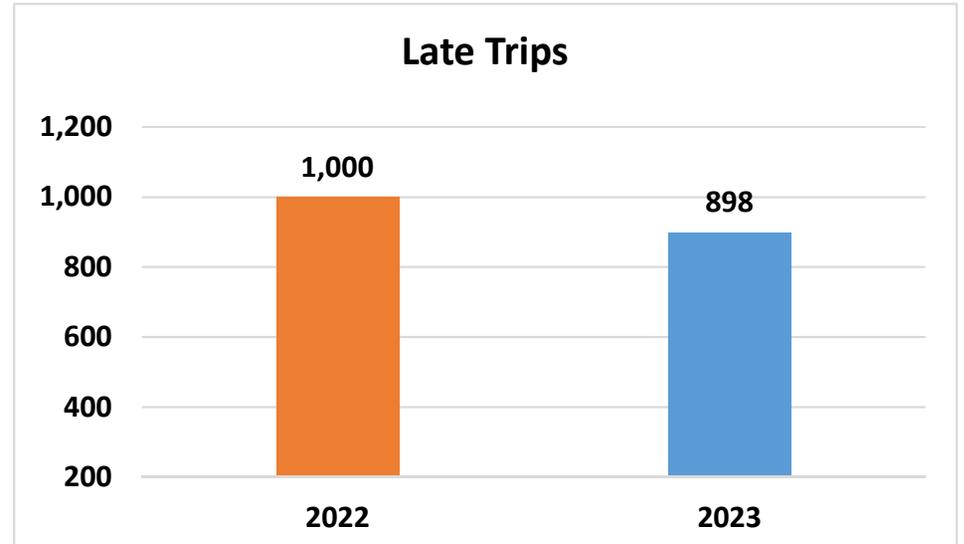
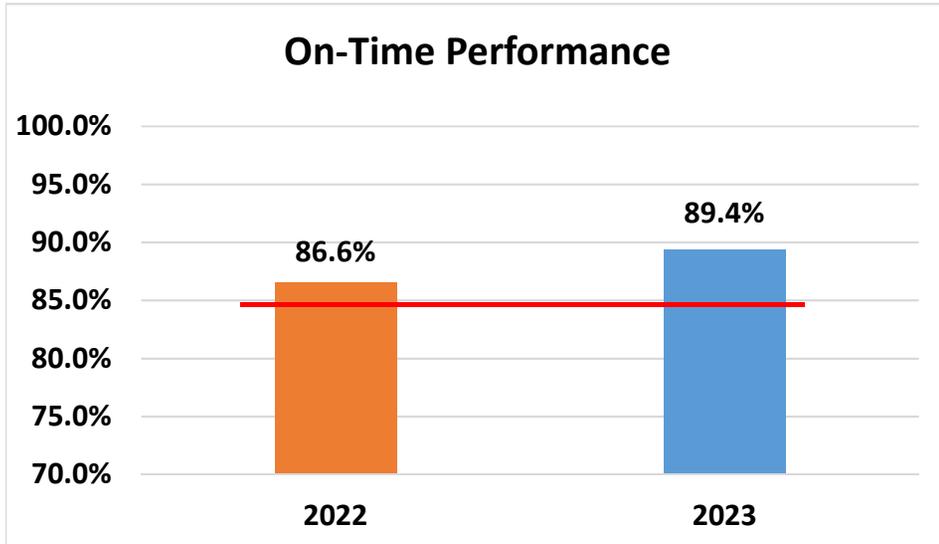
Total passengers for the month of February were 8,895. When compared to February 2022, this is a increase of 1,057 passengers or 13.5%. Mobility device boardings for February 2023 increased by 305 or 27% compared to February 2022. Field Supervisors performed 58 onboard inspections and 60 safety evaluations which included pre-trip inspections and trailing evaluations.

Recommendation:

Receive and file.

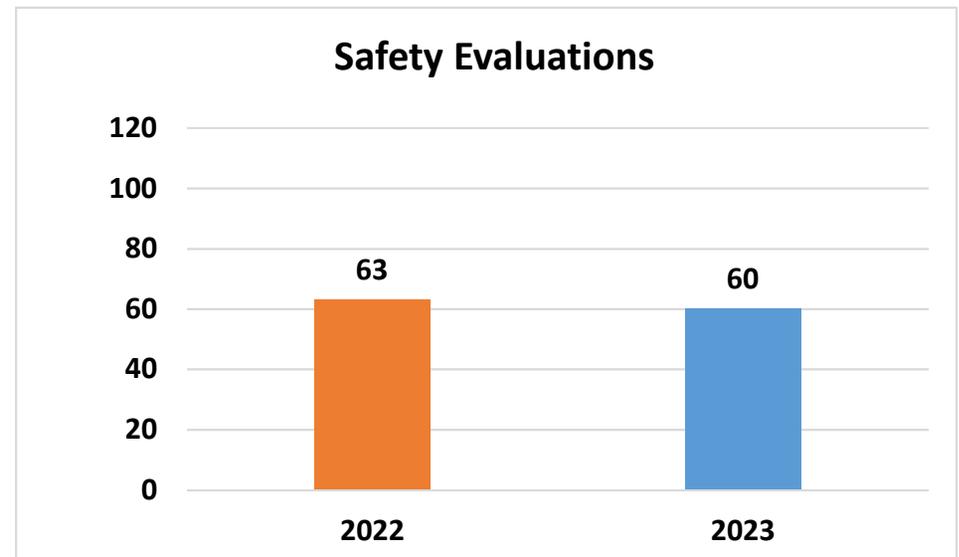
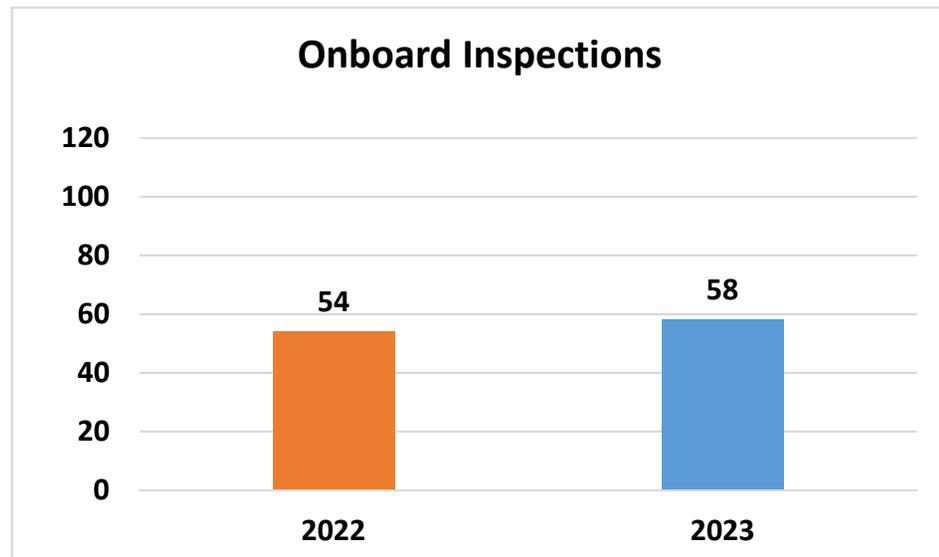
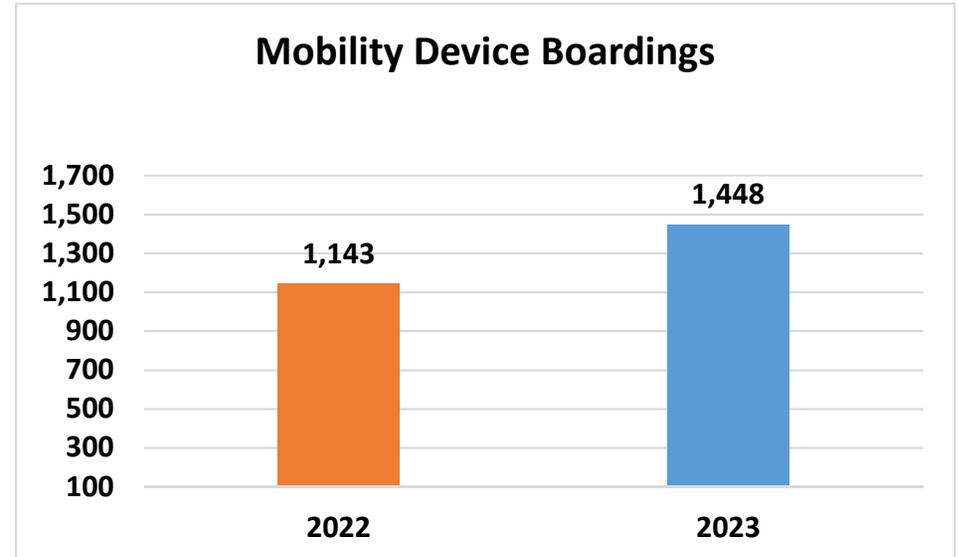
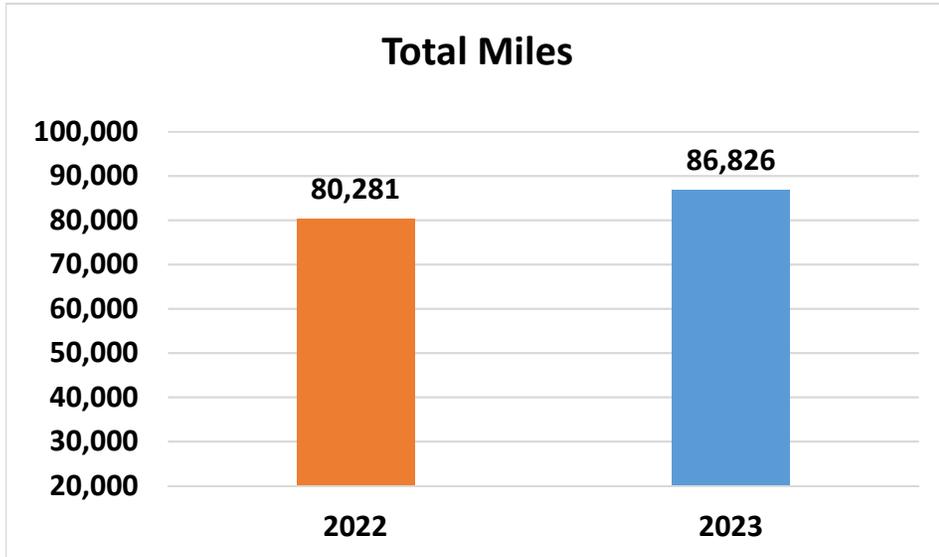
# SunDial Operational Charts

## February 2022 vs. February 2023



# SunDial Operational Charts

## February 2022 vs. February 2023



## SunLine Transit Agency

### CONSENT CALENDAR

DATE: March 22, 2023

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Metrics for February 2023

#### 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, trip booking method and geo-fence metrics for Desert Hot Springs/Desert Edge, Palm Desert, Coachella, Mecca/North Shore, Indio, Cathedral City and Palm Springs. Included in this packet is ridership data for the mobile ticketing usage of the Token Transit application and the Haul Pass programs with the various High Schools in the Coachella Valley, College of the Desert (COD) and California State University San Bernardino (CSUSB) Palm Desert Campus.

#### SunRide

- SunRide continues to grow with 727 rides by 784 passengers, up 17% from its second highest month.
- Desert Hot Springs had its best month to date with 180 rides by 205 passengers, up 15% from its second highest month.
- Palm Desert remains strong with 250 rides by 264 passengers, it's best month to date.
- Indio had its best month with 68 rides by 70 passengers.
- Palm Springs has grown by 83% in one month with 84 rides by 91 passengers.

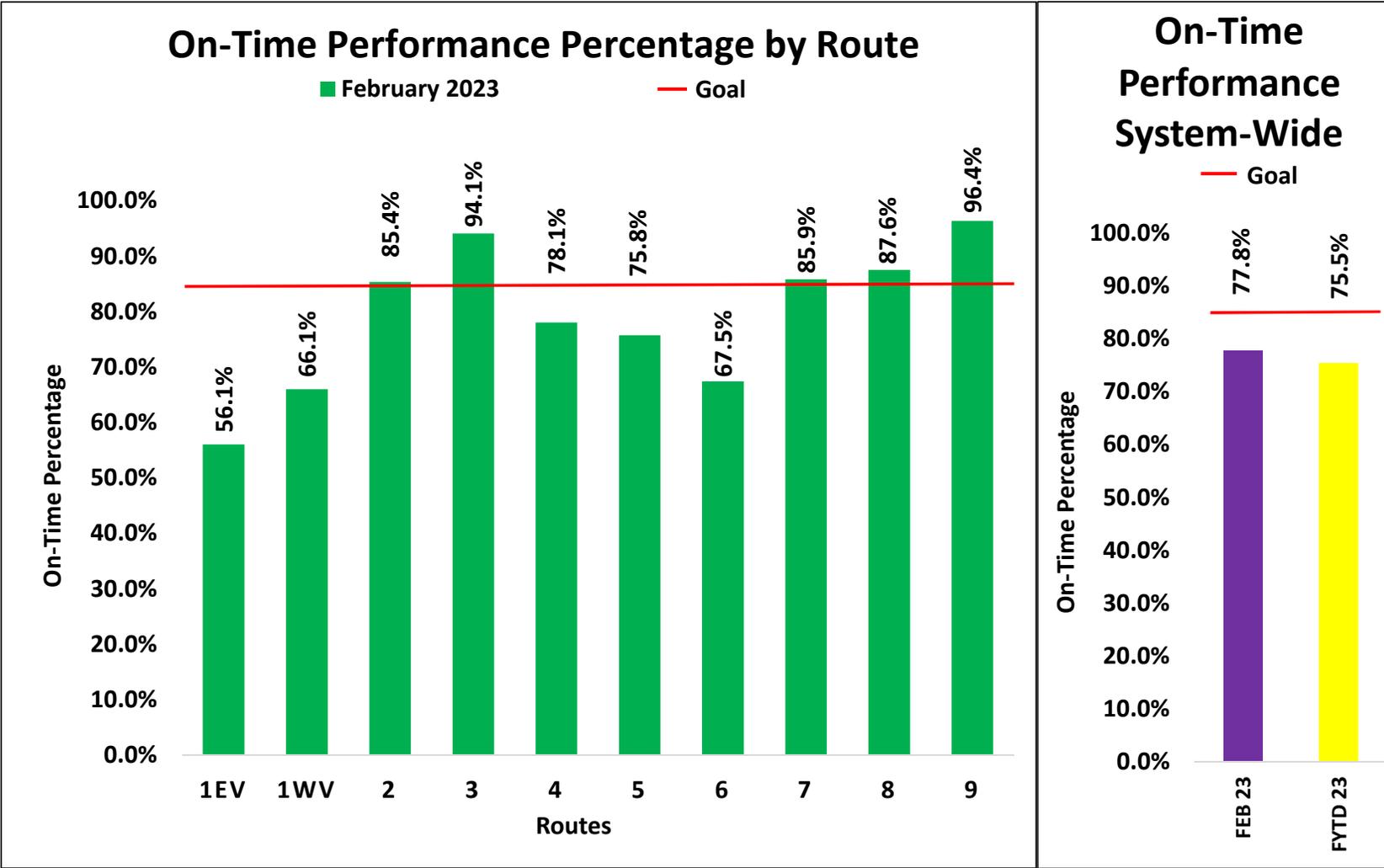
#### Fixed Route

- Fixed route's on-time performance had an increase of 2.4% from January 2023 to February 2023.
- For the month of February 2023, the Agency did not meet its service standard goal of 85%. Routes 1, 4, 5 and 6 did not meet their on-time performance for

- the month. All routes were impacted due to construction, weather conditions, traffic, shortage of operators and events throughout the Valley.
- Route 1 – New division to 1EV & 1WV, staff has observed running times of the route and will adjust with the upcoming service change.
  - Routes 1, 2 & 4 – Tour De Palm Springs (February 10-13, 2023) & Black History Parade (February 26, 2023) affected service with traffic delays.
  - Route 5 – Ongoing construction on Cook St. throughout the entire month of February.
  - Route 6 – Staff has observed running times for the route and will adjust with the upcoming service change.
- Early departures decreased when compared to the previous month from 0.7% to 0.5%, only Route 2 saw an increase of 0.1%. Management will continue monitoring early departures and take appropriate corrective action when needed.
  - Late departures for February had an increase of 0.5% when compared to the previous month. This was due to the impact made by the events mentioned above.
  - Route 5 continues to experience high traffic delays exiting Desert Hot Springs by the I-10 and evening traffic delays at Palm Dr. going northbound. Heavy traffic also affects Cook St. corridor in both directions due to construction delays causing high late departures.
  - For the month of February 2023, 23% of SunLine's fixed route operator workforce was absent which is an increase when compared to February 2022 at 18%.

Recommendation:

Receive and file.



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

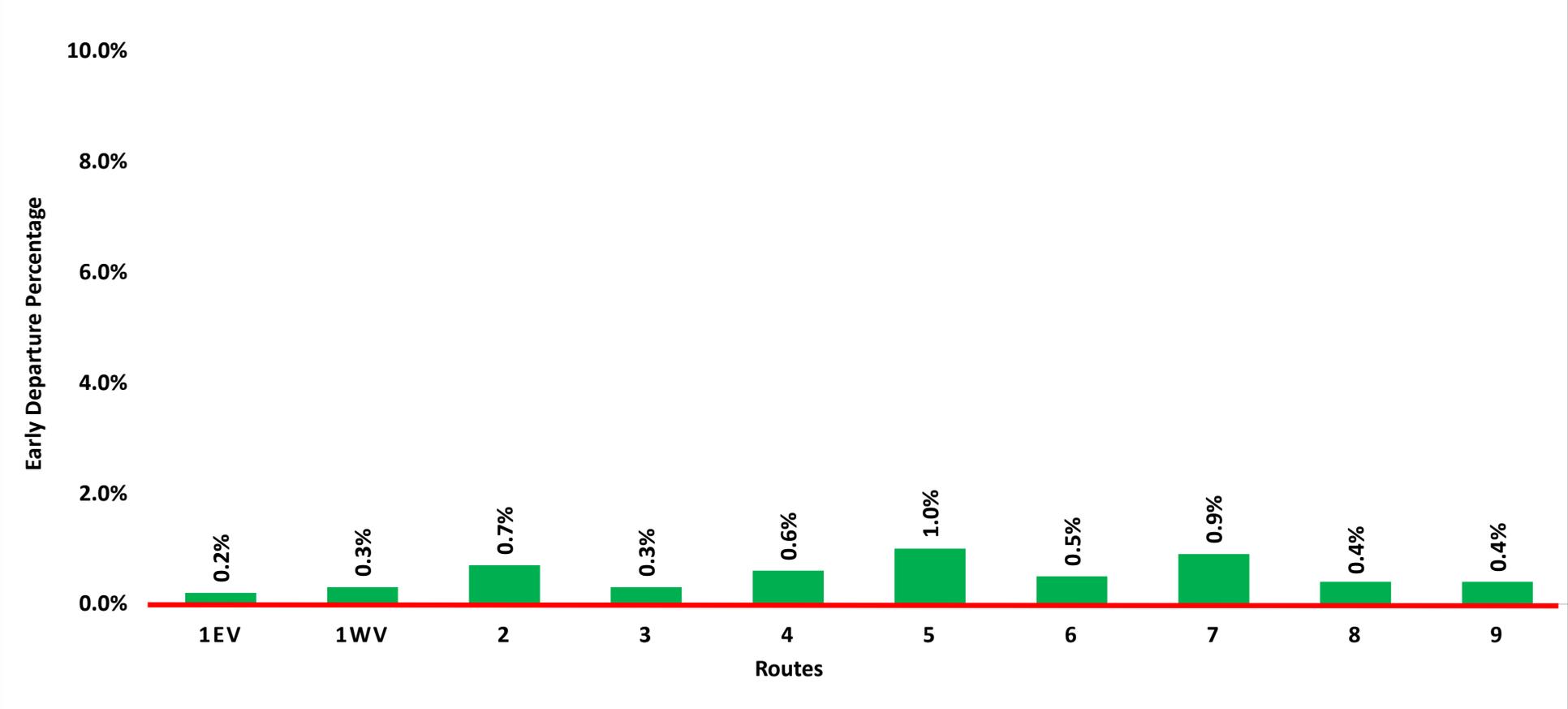
Goal: Minimum target for On-Time Performance is 85%.

Note: For the month of February 2023, the Agency's on-time performance was at 77.8% when compared to February 2022 at 80.6%. This is a decrease of 2.8%.

Multiple routes experienced heavy delays due to weather conditions and road closures, in addition new route division and bid assignments require time for customers and operators to adjust.

# Early Departure Percentage by Route

February 2023

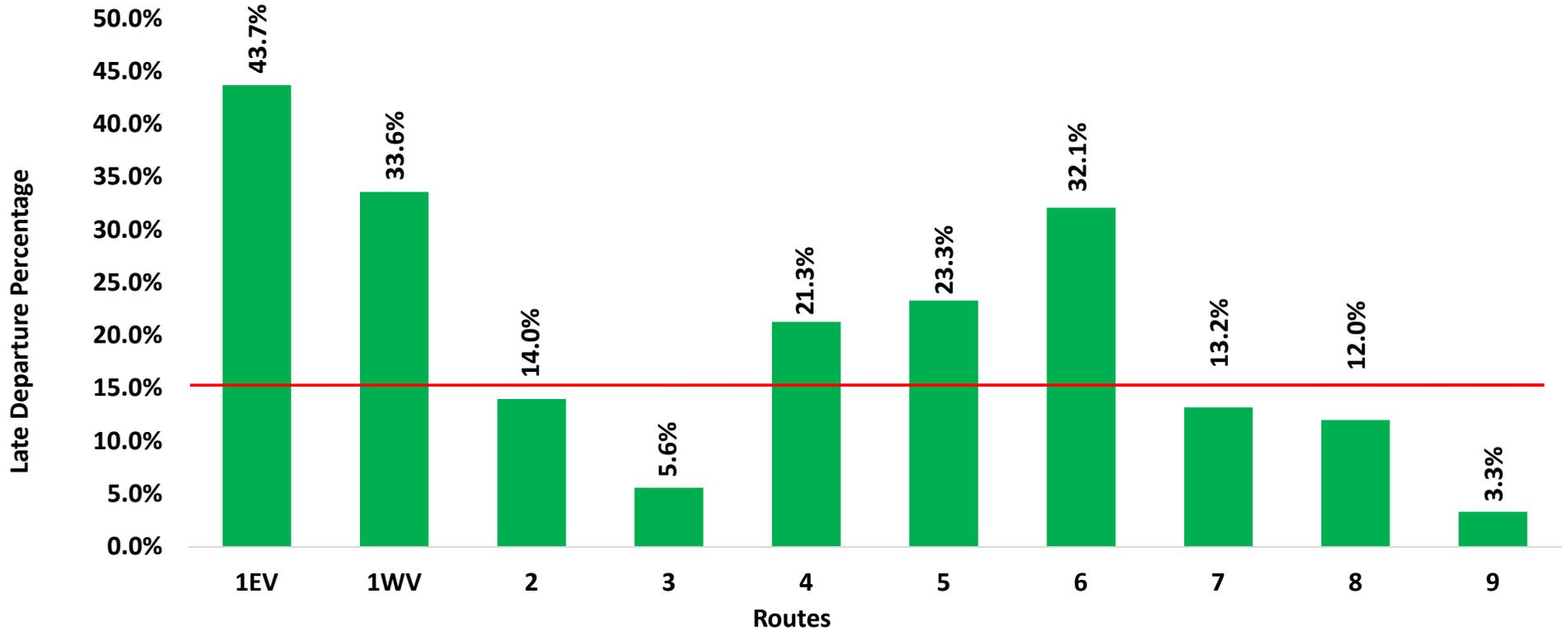


Early Departure Definition: When a bus leaves a time point ahead of the scheduled departure time.

Goal: To reduce early departures to 0%.

## Late Departure Percentage by Route

■ February 2023    — Goal

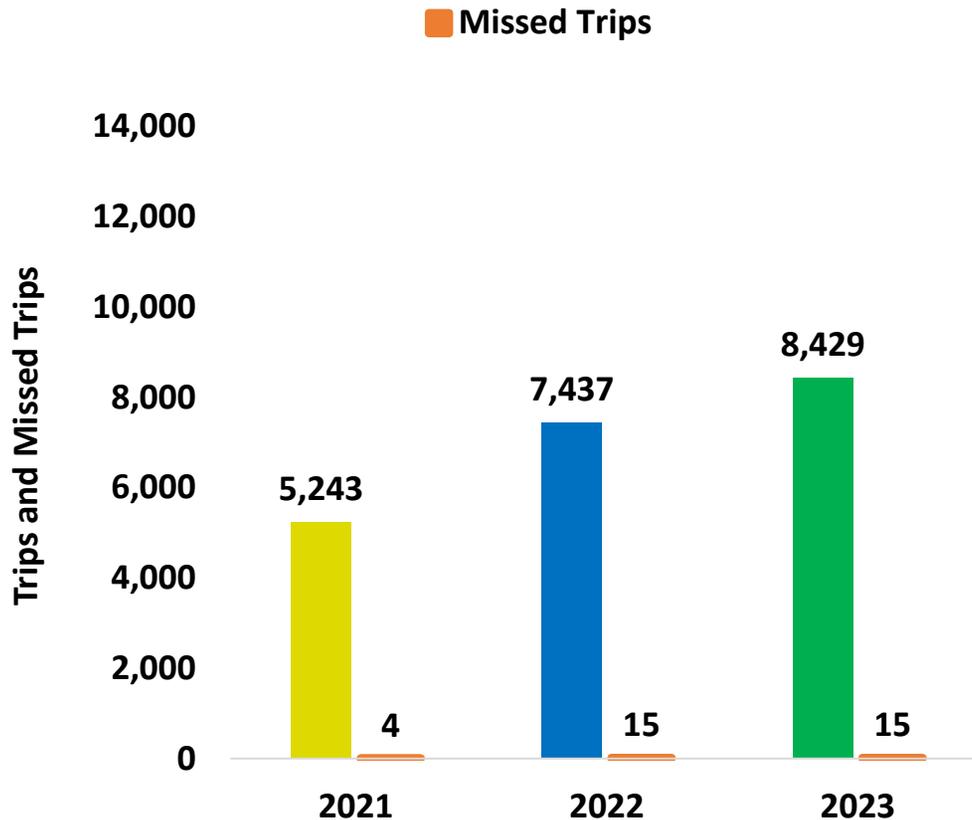


Late Departure Definition: When a bus leaves a time point after the scheduled departure time and the route is running late with a departure greater than five (5) minutes.

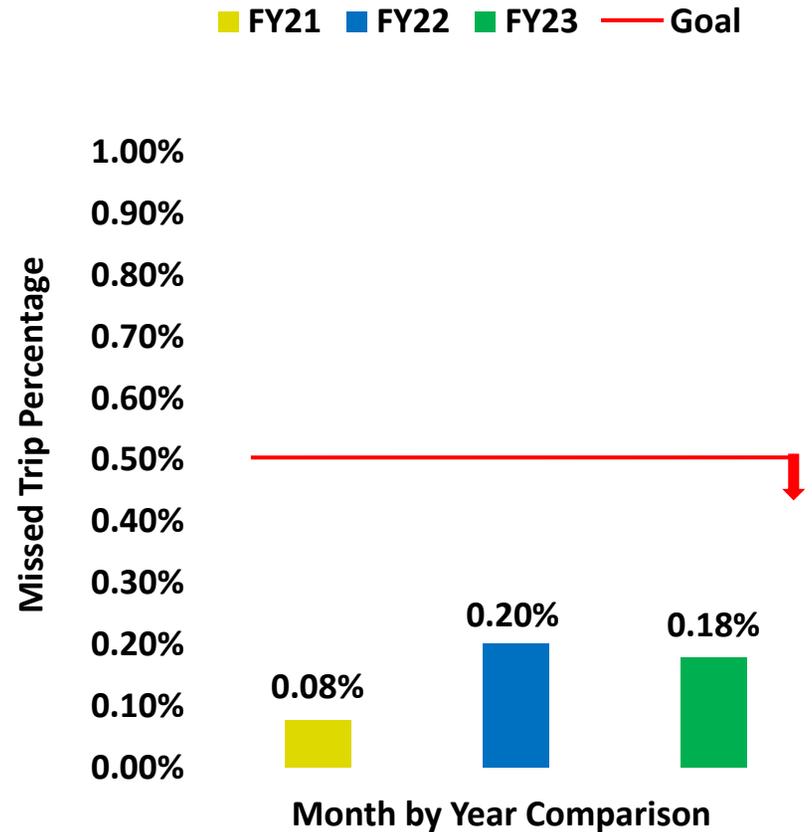
Goal: To ensure late departures remain below 15%.

Note: For the month of February, we did not meet the Agency's overall goal of 85% due to road closures/detours caused by construction, weather conditions, heavy ridership, traffic, shortage of operators and events throughout the Coachella Valley.

## Total Trips vs. Missed Trips February



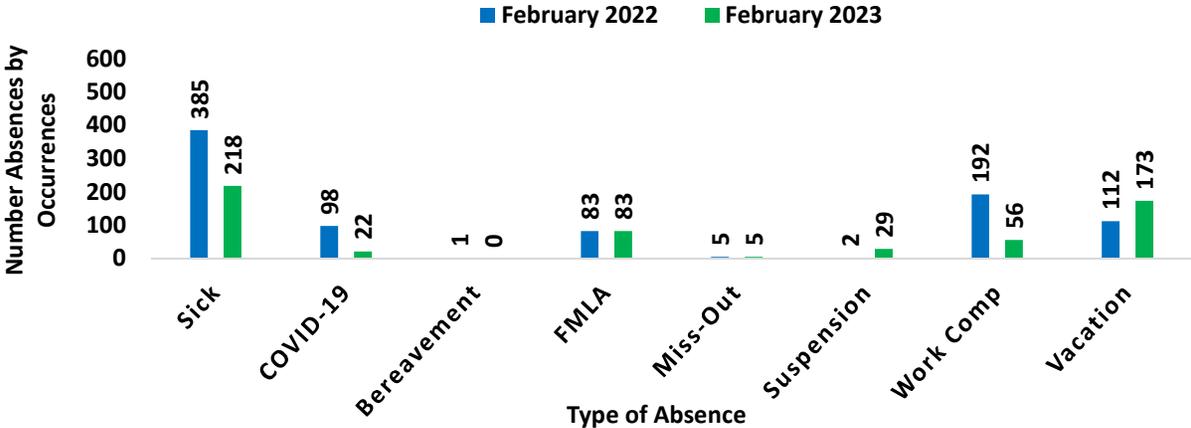
## Missed Trips by Percentage



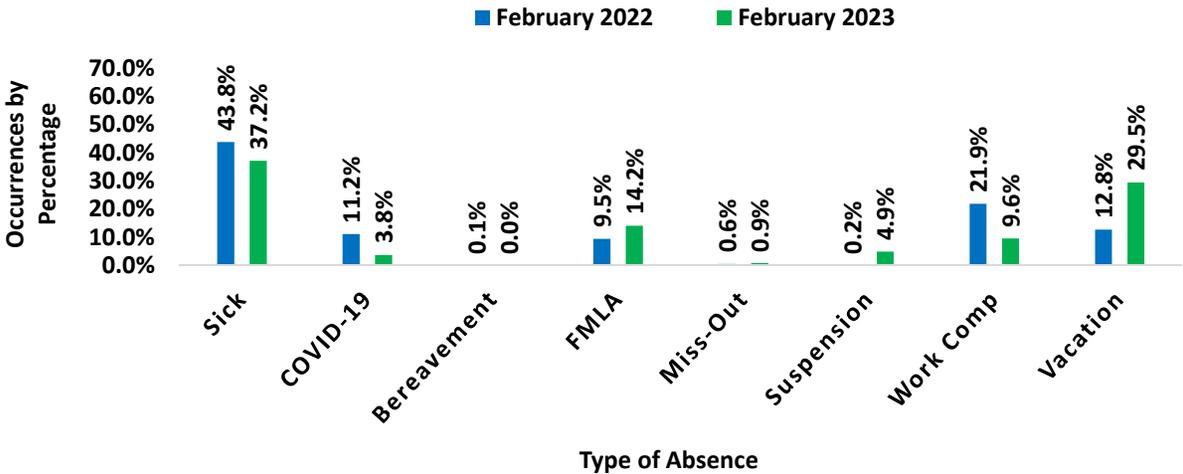
**Missed Trip:** A trip is considered missed by the Agency when the vehicle arrives outside of the pick-up window and the rider does not take the trip. Similarly, if a vehicle arrives before the beginning of the pick-up window and the rider does not board and the vehicle departs, it is a missed trip.

**Goal for Missed Trips:** 0.50% or below, which is the industry standard for missed trips.

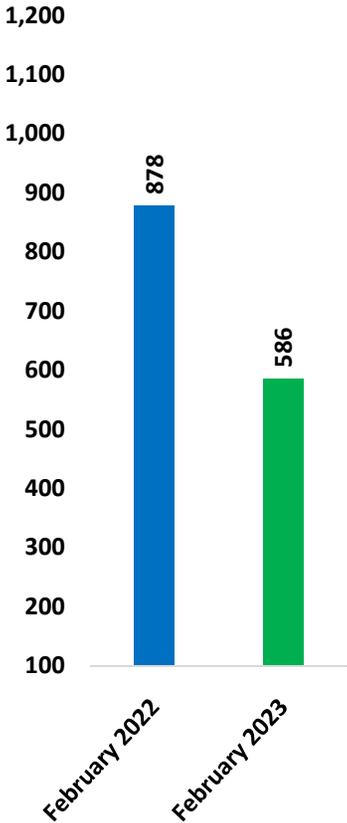
### Operator Absence by Type



### Operator Absence Type by Percentage

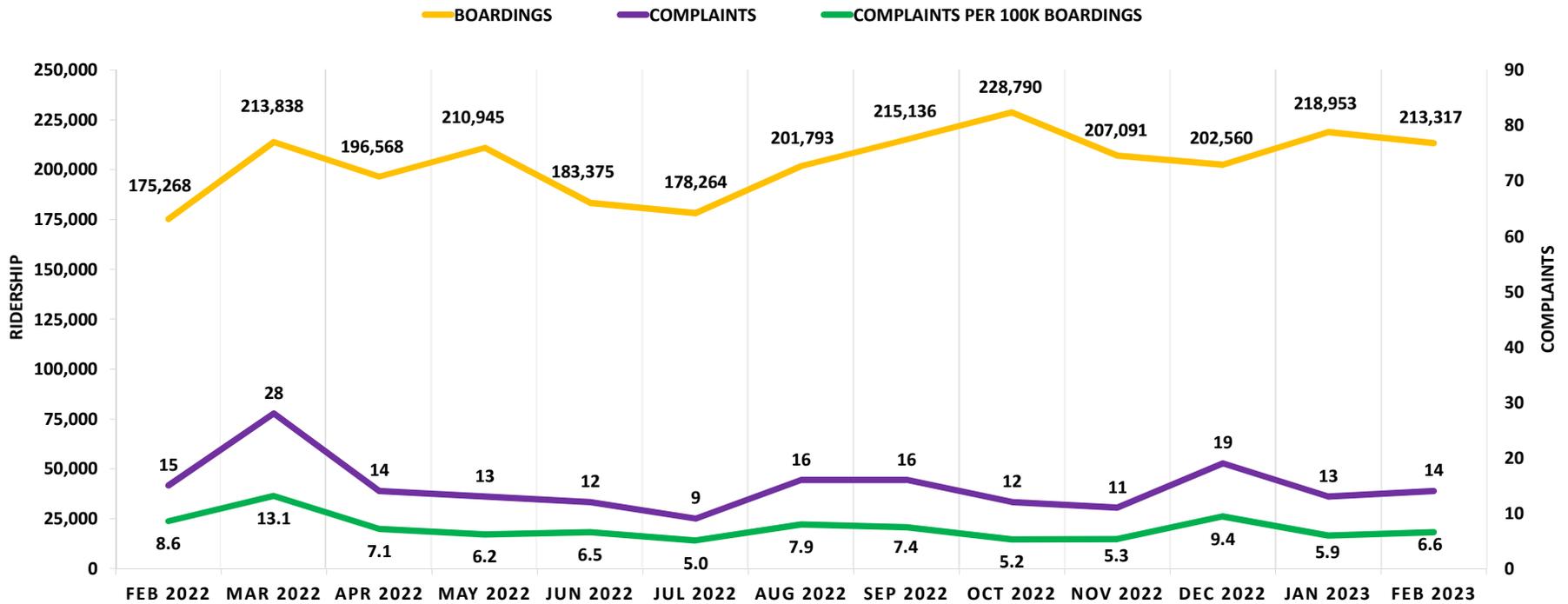


### Total Absence Occurrences



This chart includes unplanned/unscheduled and COVID-19 absences for Fixed Route drivers. For the month of February 2022, 18% of SunLine's fixed route operator workforce was absent when compared to February 2023 at 23%. Workforce for January 2022 was at a total of 159 operators when compared to February 2023 at 135 operators.

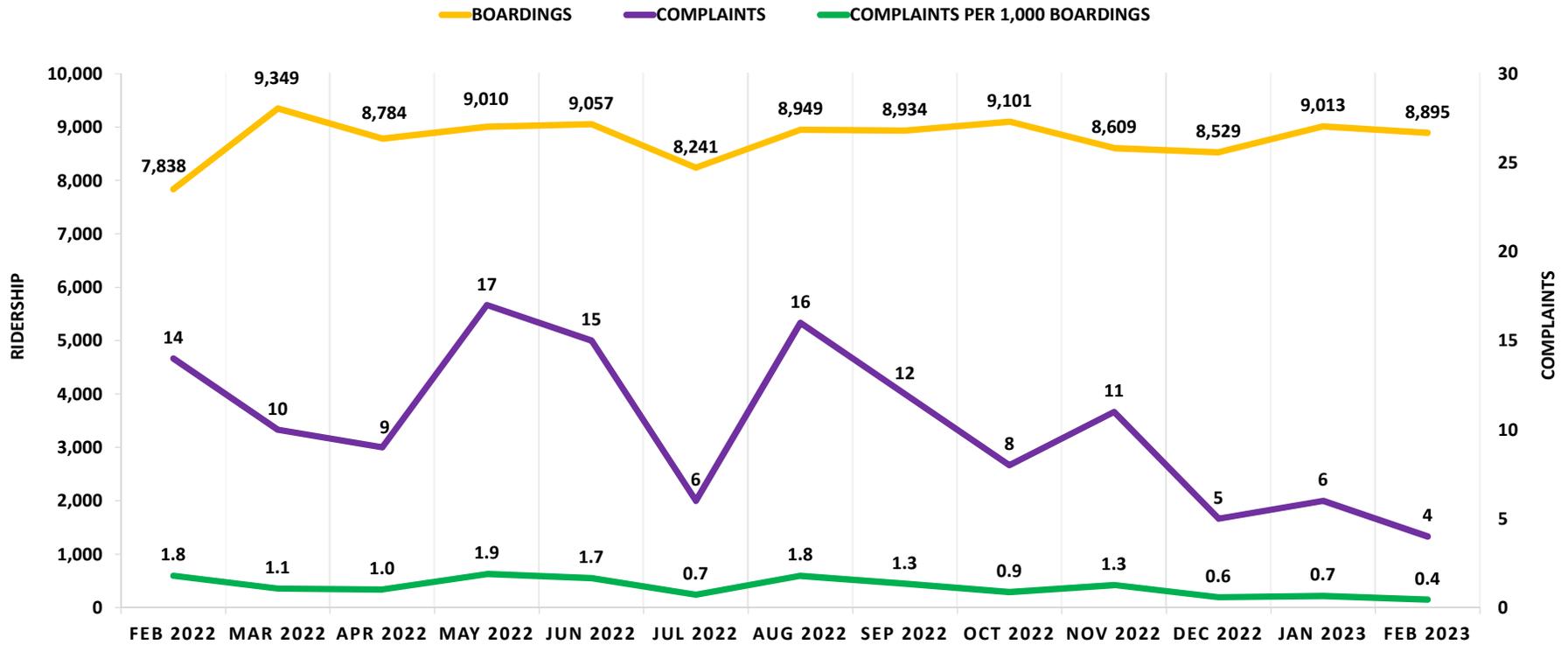
## Fixed Route Customer Complaints February 2023



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.

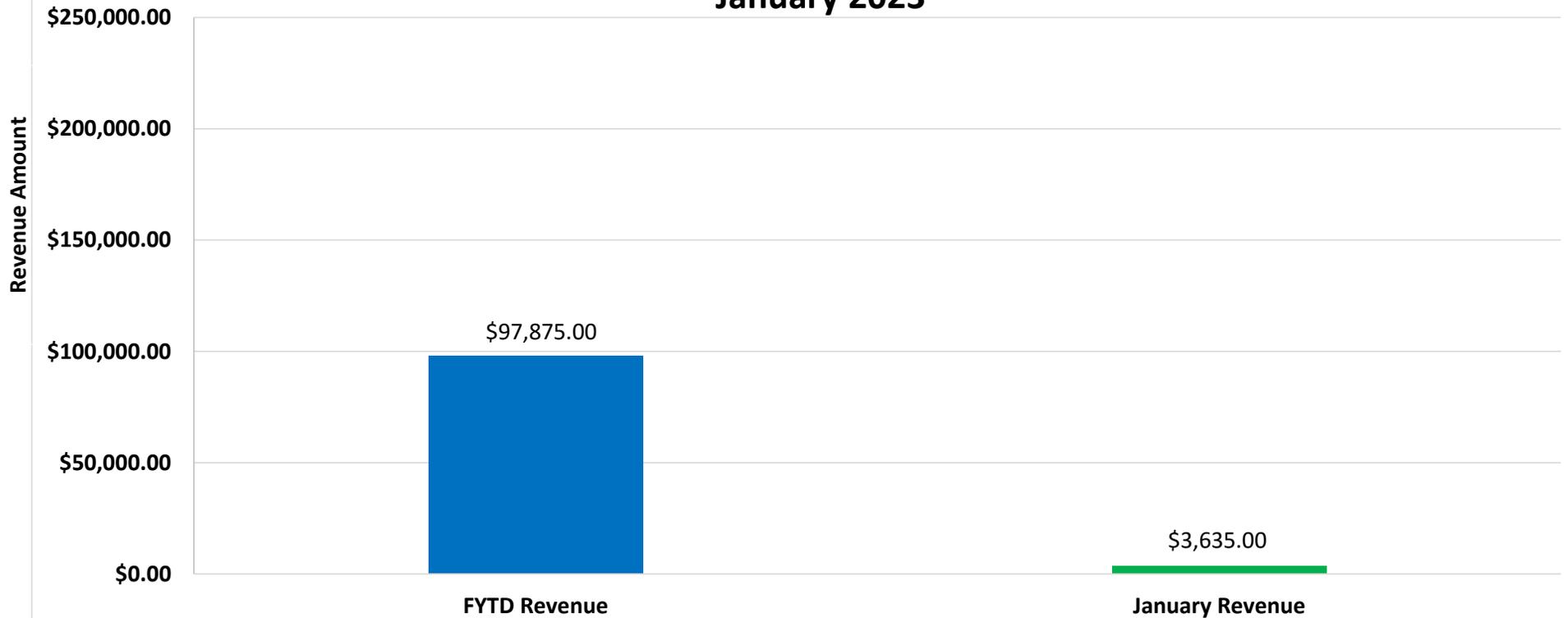
## Paratransit Customer Complaints February 2023



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, 99.96% of our total boardings did not receive a complaint.

### Advertising Revenue FYTD Budget vs FYTD Agency Revenue January 2023

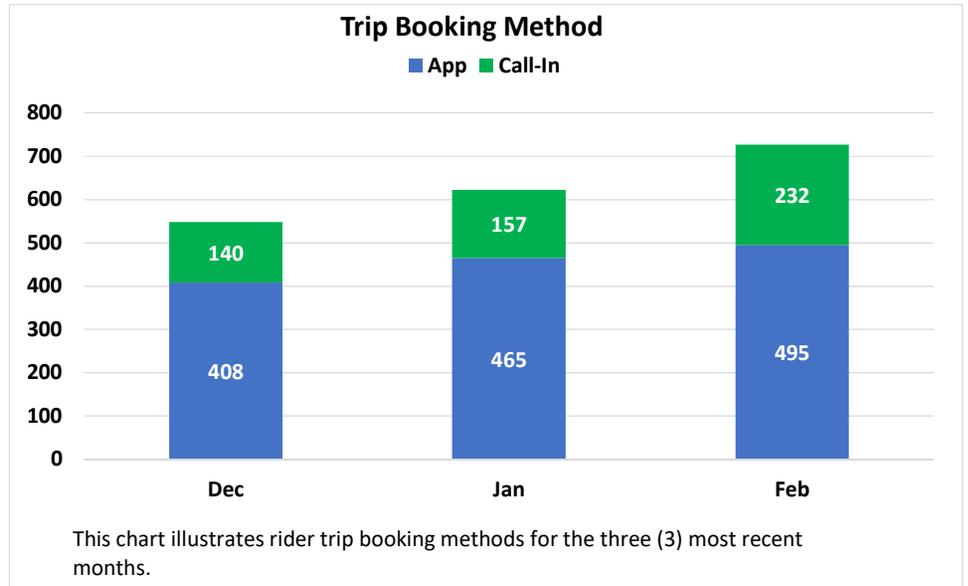
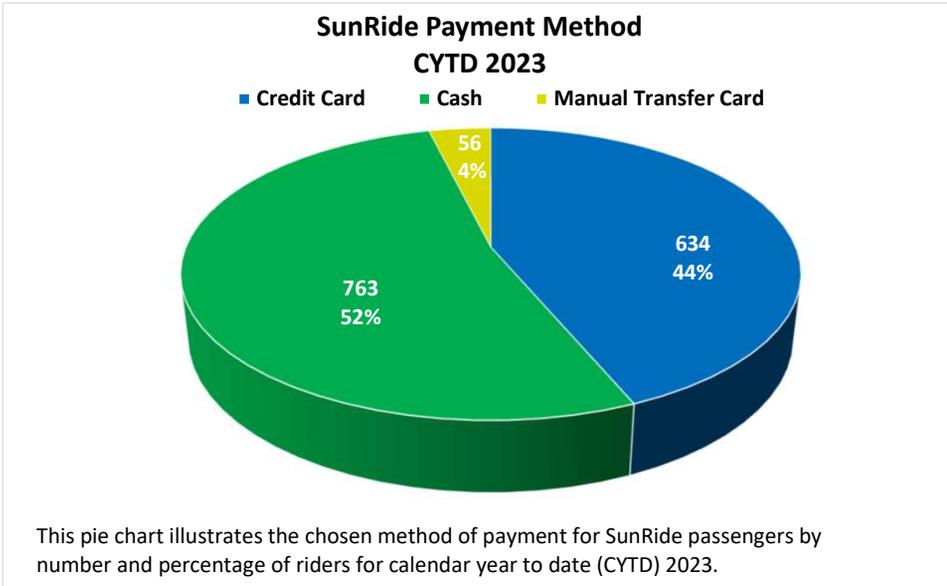
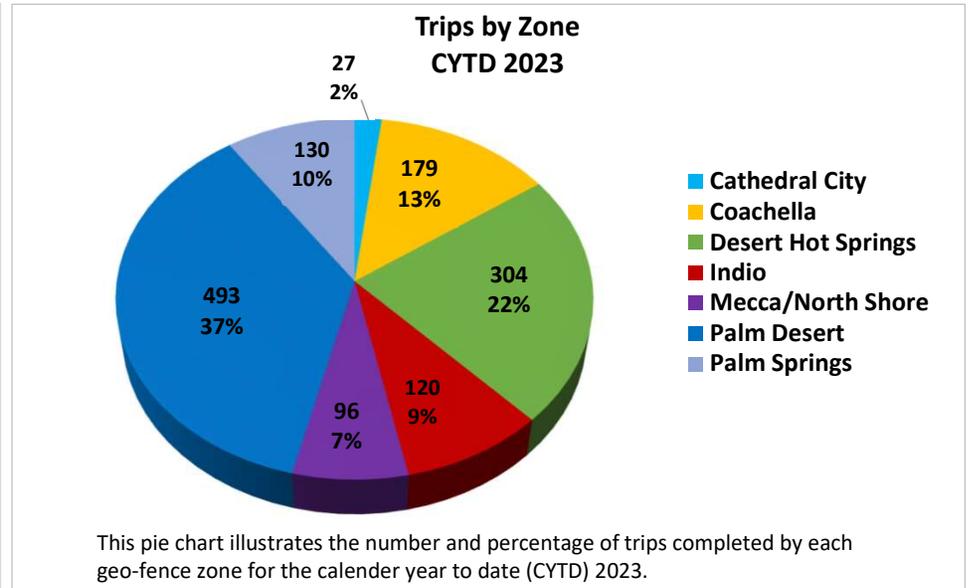
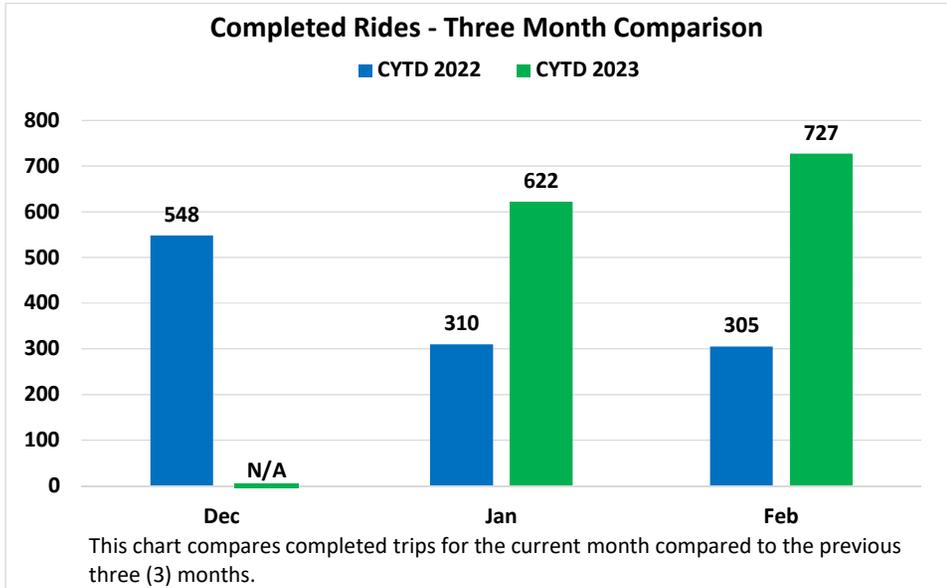


Advertising revenue tracks revenue of invoiced contracts for bus shelter and bus wrap advertising. The graph tracks FYTD revenue accrued with the monthly revenue accrued. The annual budget amount for FY23 is \$250,000 (*advertising revenues follow Finance Department reporting from the previous two (2) months*).

## SunRide System-Wide Metrics CYTD 2023

**Total Completed Trips: 1,349**

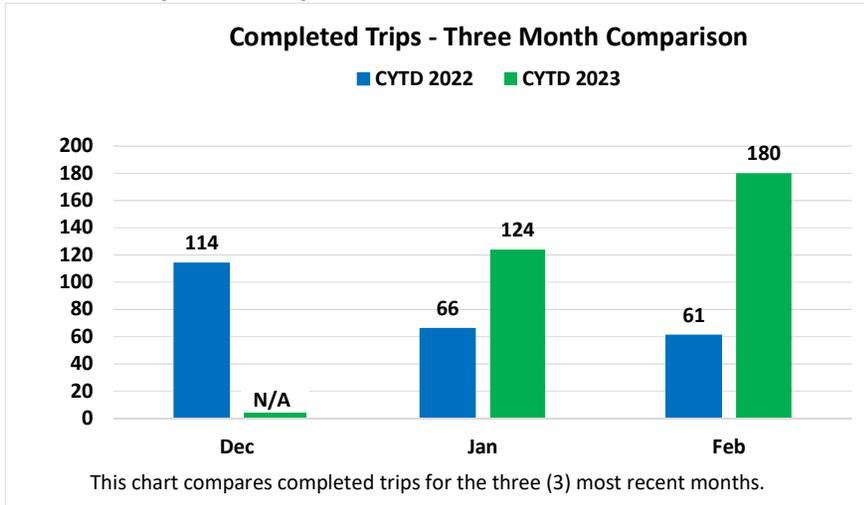
**Total Number of Passengers: 1,453**



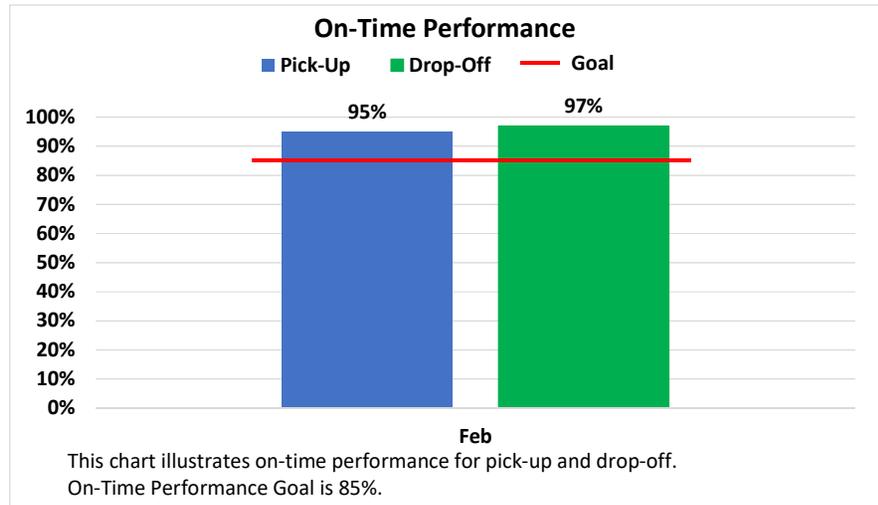
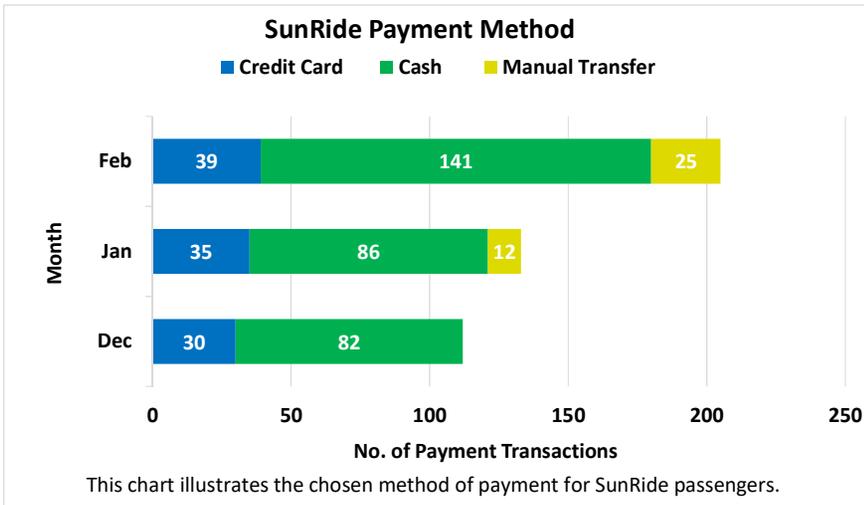
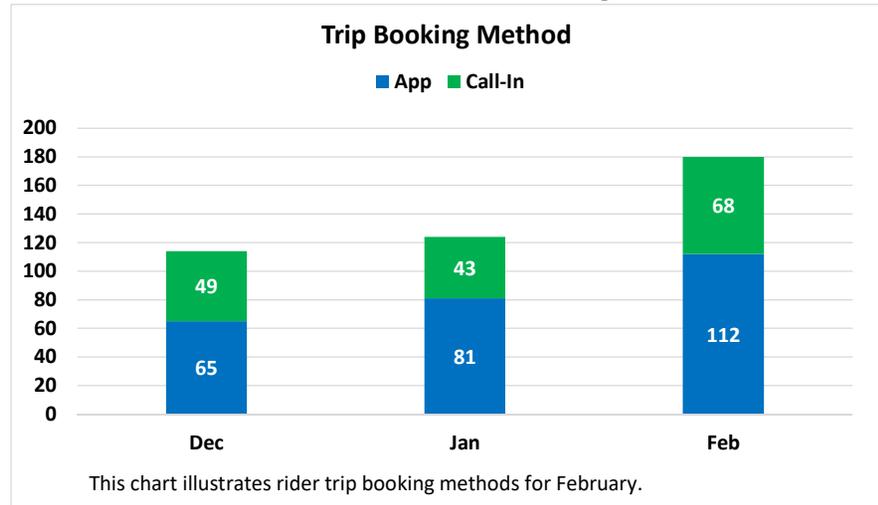
Percentage of Trips System-wide as Ridesharing: 13%

## Desert Hot Springs/Desert Edge Geo-Fence Metrics CYTD 2023

**Total Completed Trips: 304**



**Total Number of Passengers: 338**



Percentage of Trips as Ridesharing: 21%

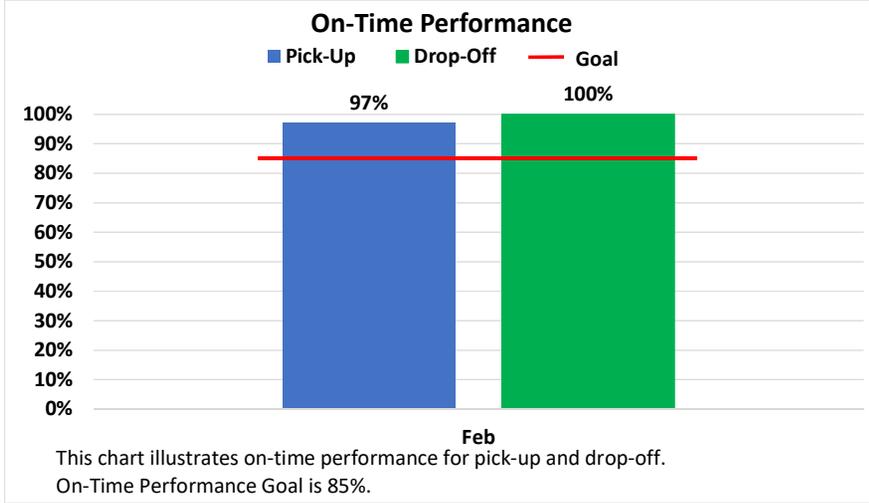
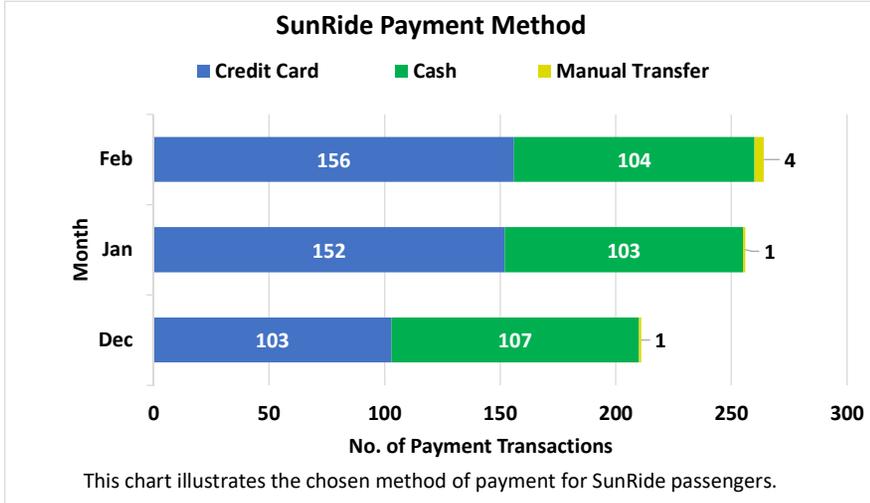
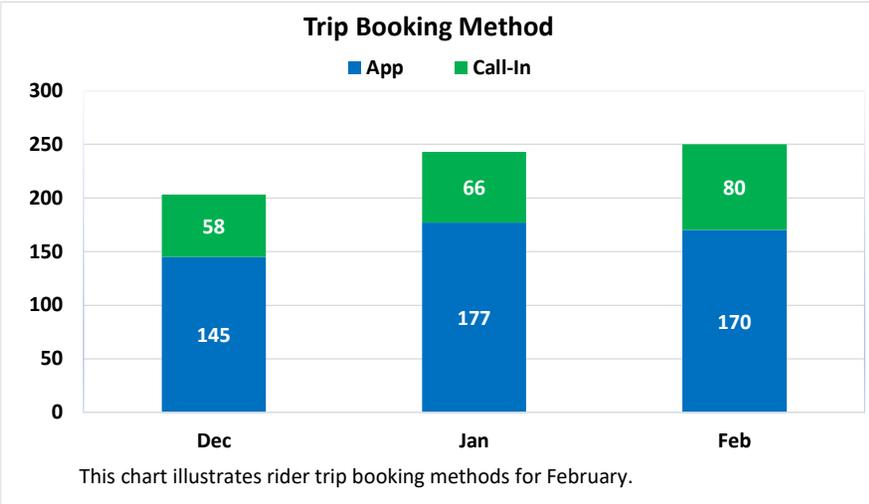
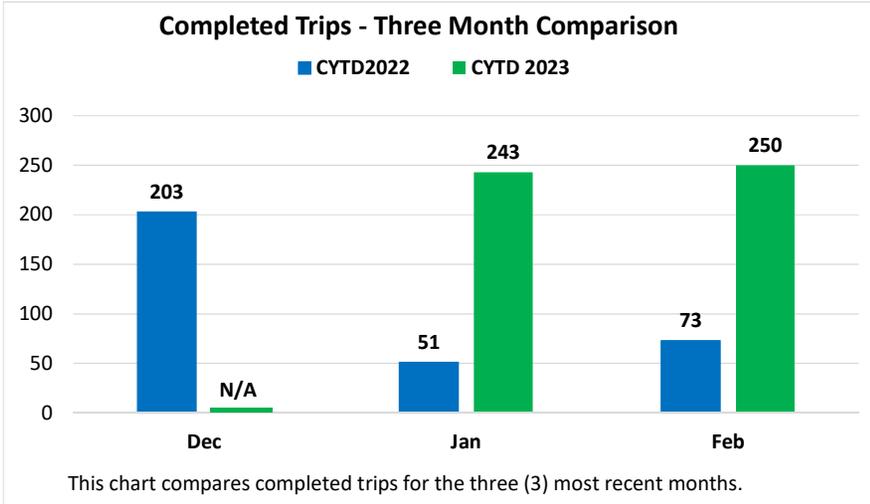
**Customer Satisfaction Rating**  
Avg. rider trip rating 4.9  
Goal: 4.5



## Palm Desert Geo-Fence Metrics CYTD 2023

**Total Completed Trips: 493**

**Total Number of Passengers: 520**



Percentage of Trips as Ridesharing: 28%

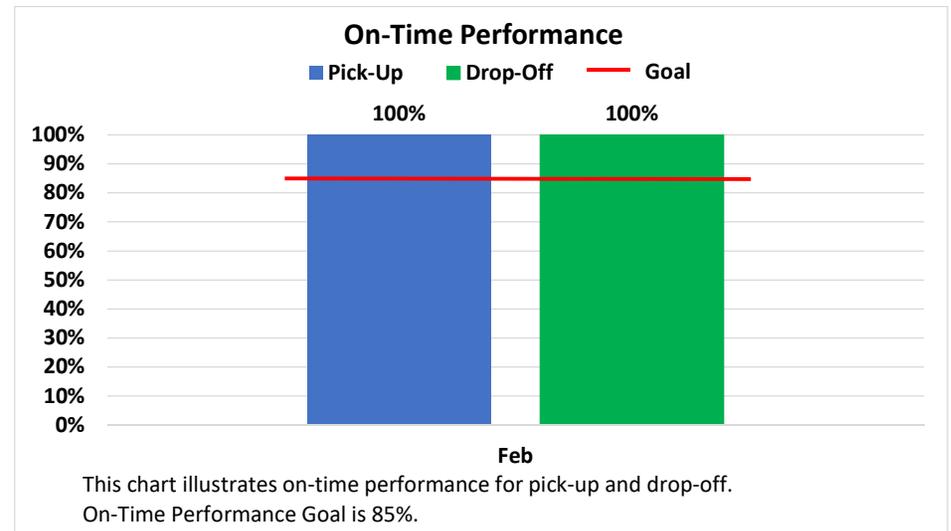
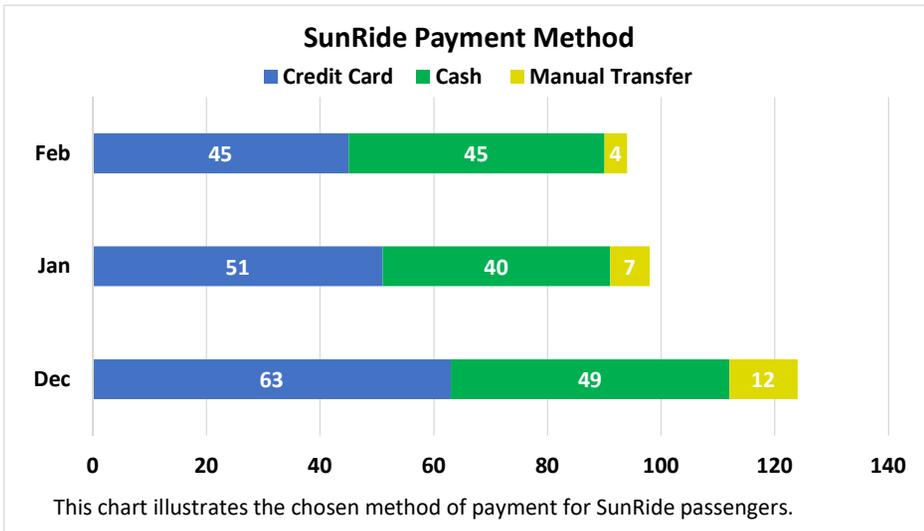
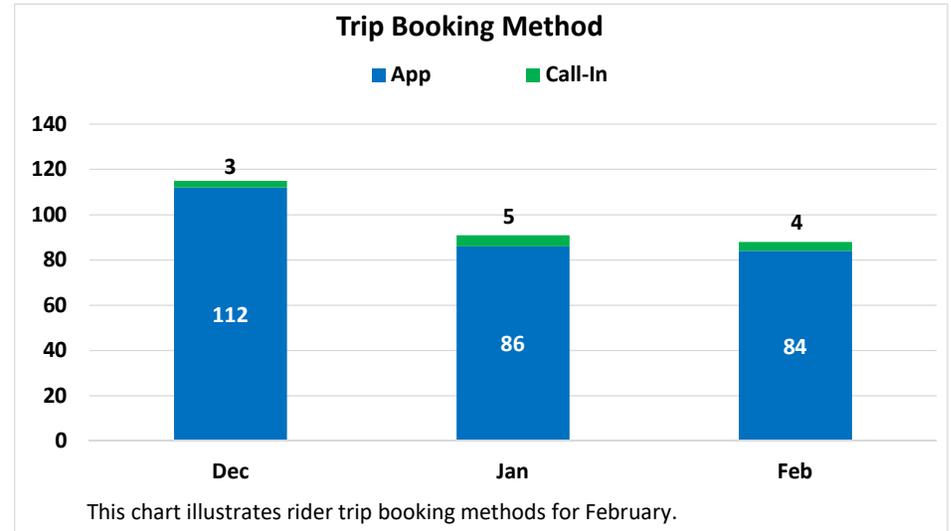
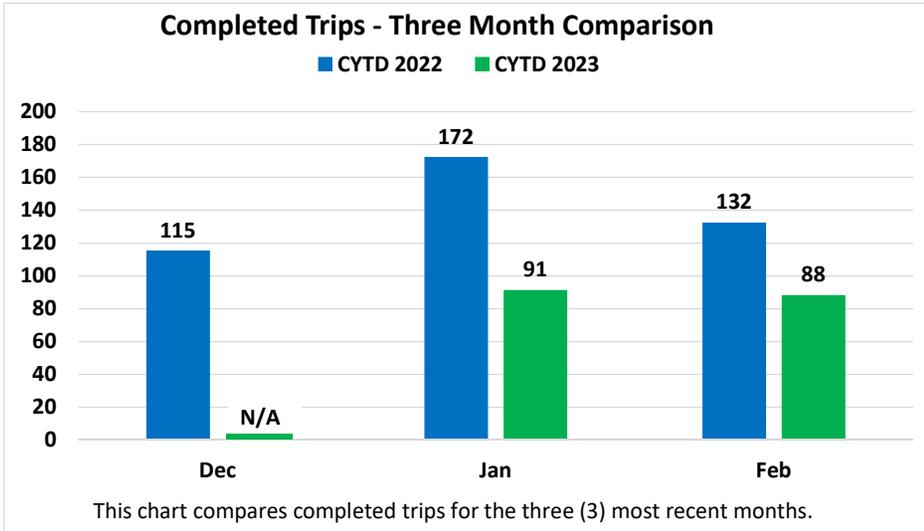
**Customer Satisfaction Rating**  
Avg. rider trip rating: 5.0  
Goal: 4.5



## Coachella Geo-Fence Metrics CYTD 2023

**Total Completed Trips: 179**

**Total Number of Passengers: 192**



Percentage of Trips as Ridesharing: Two (2) percent

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

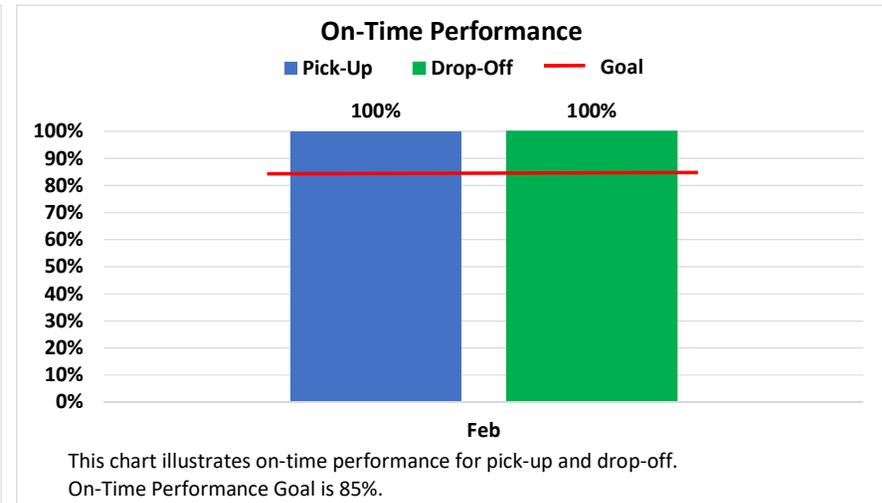
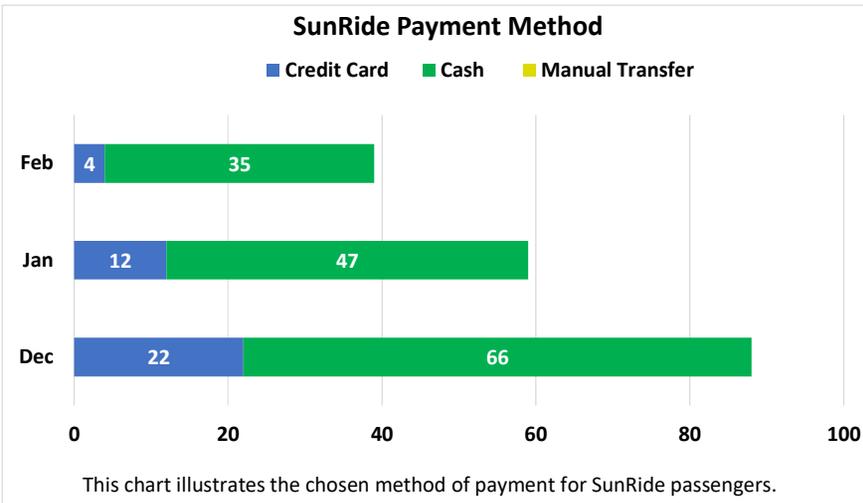
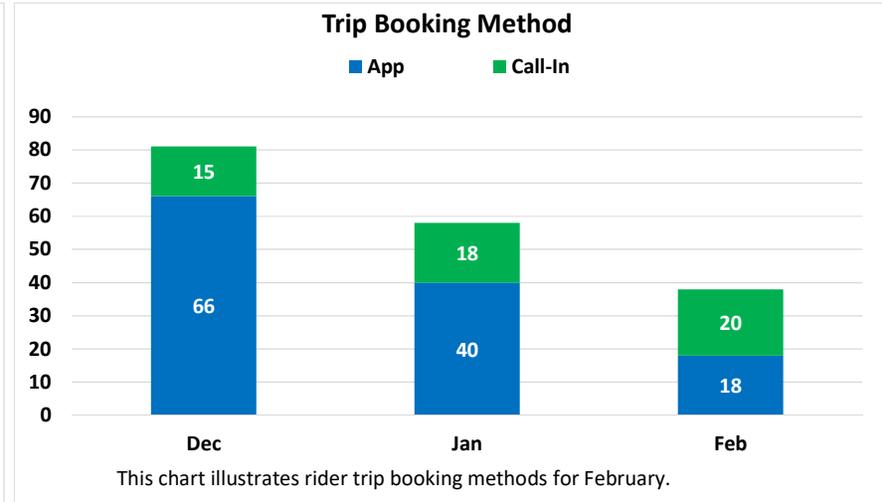
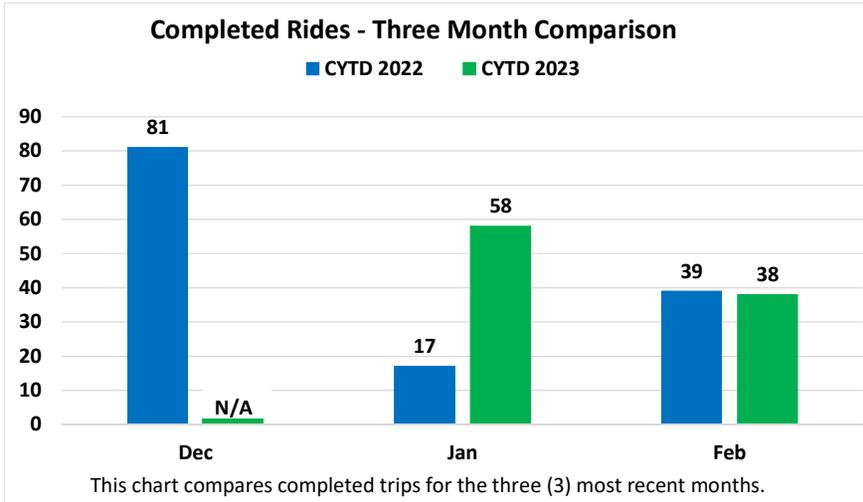


**EXCEEDS GOAL!**

## Mecca/North Shore Geo-Fence Metrics CYTD 2023

**Total Completed Trips: 96**

**Total Number of Passengers: 98**



**Percentage of Trips as Ridesharing: 11%**

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

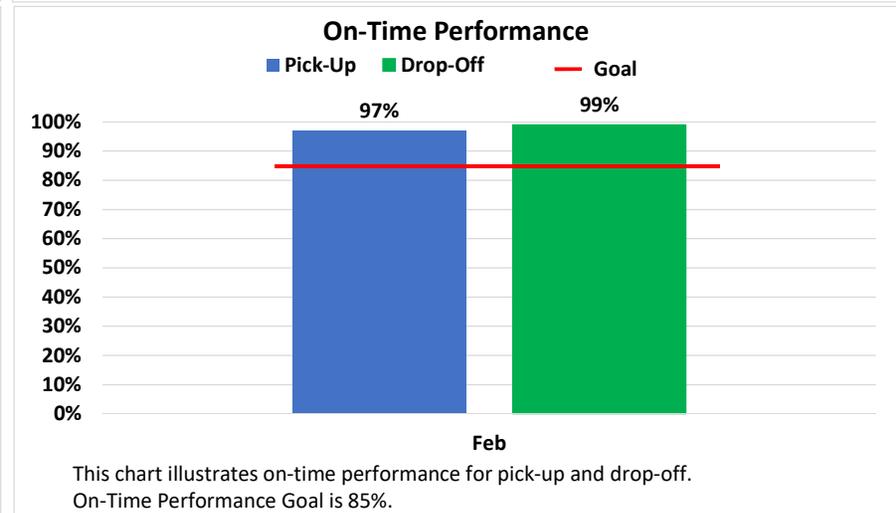
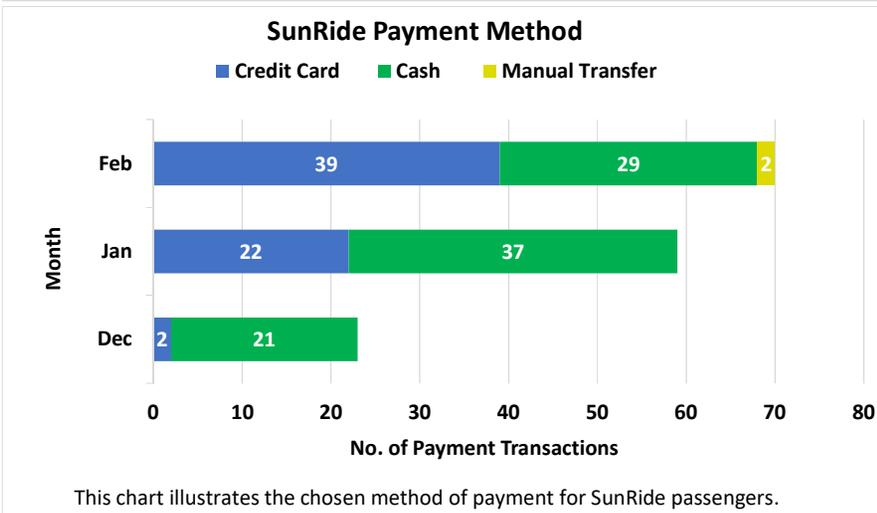
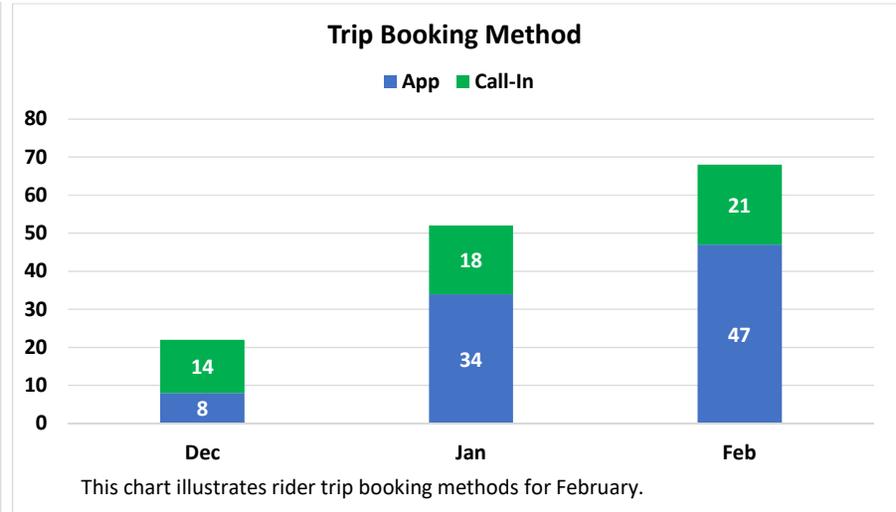
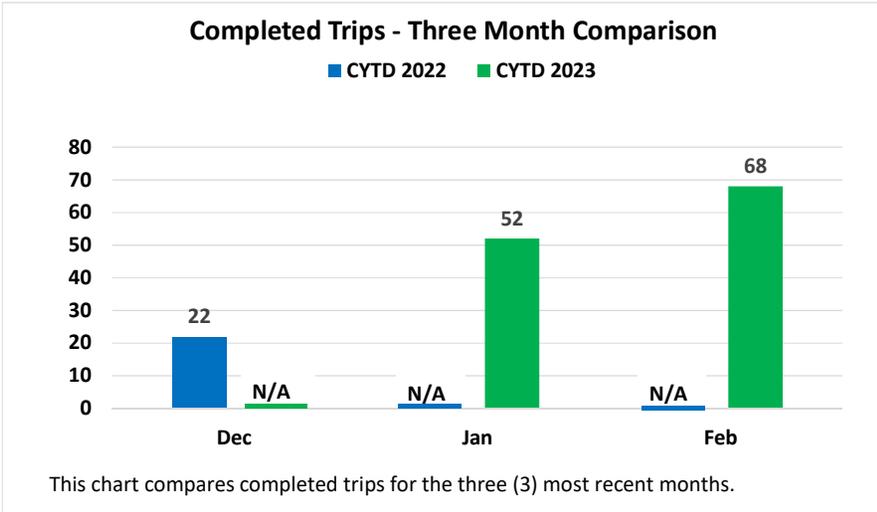


**EXCEEDS GOAL!**

## Indio Geo-Fence Metrics CYTD 2023

**Total Completed Trips: 120**

**Total Number of Passengers: 129**



Percentage of Trips as Ridesharing: Zero (0) percent

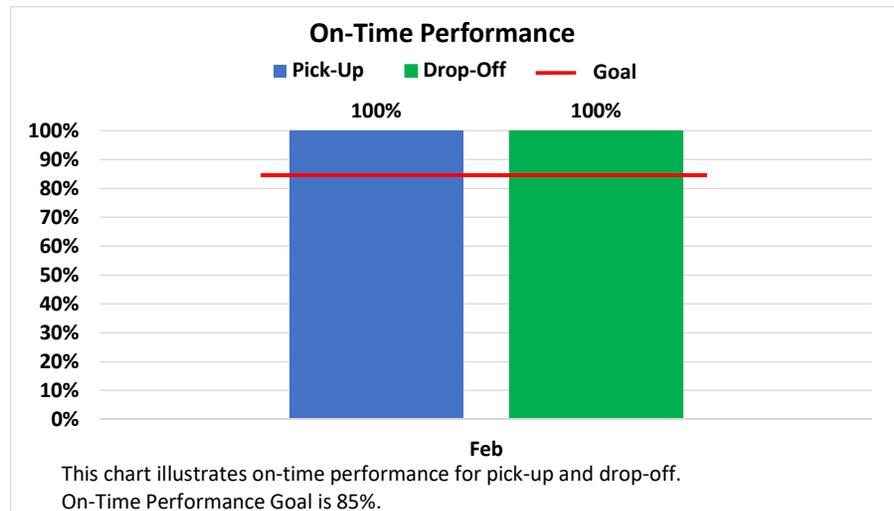
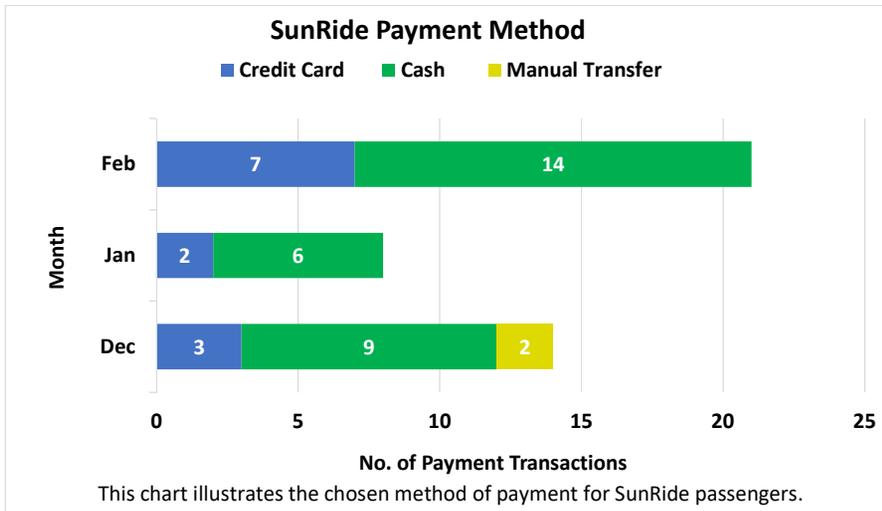
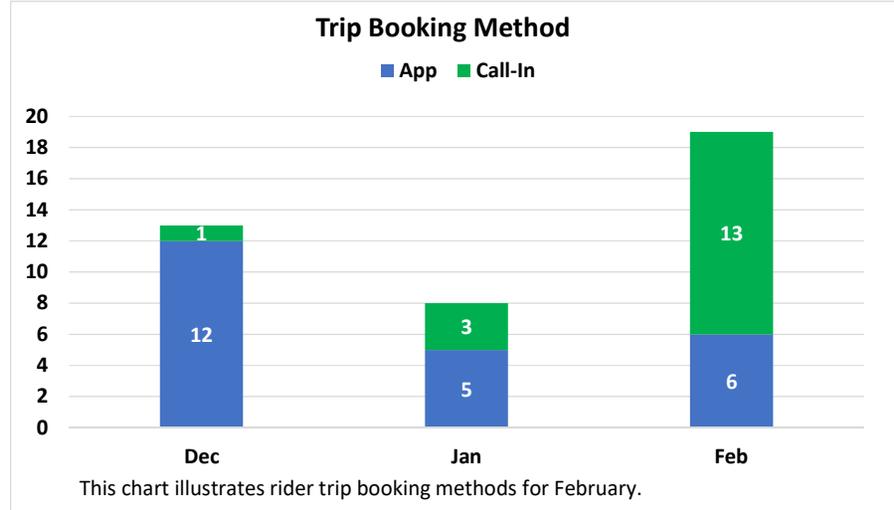
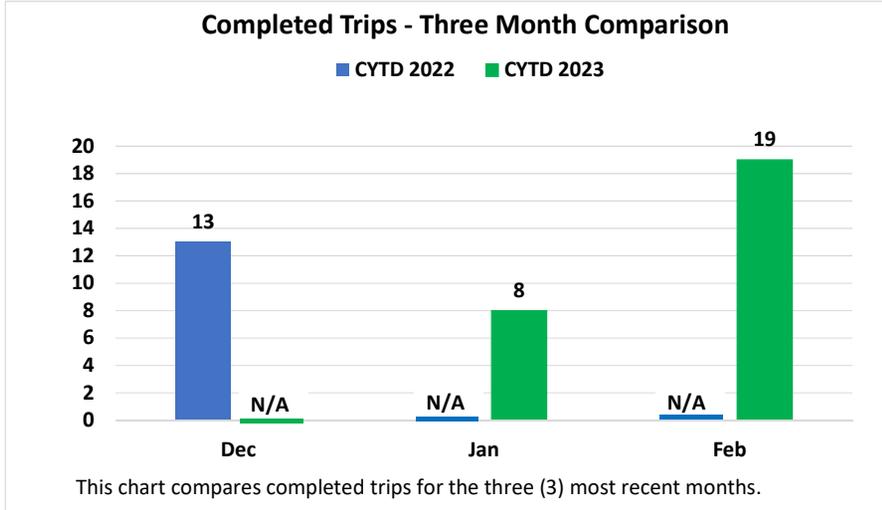
**Customer Satisfaction Rating**  
Avg. rider trip rating 5.0  
Goal: 4.5



## Cathedral City Geo-Fence Metrics CYTD 2023

**Total Completed Trips: 27**

**Total Number of Passengers: 29**



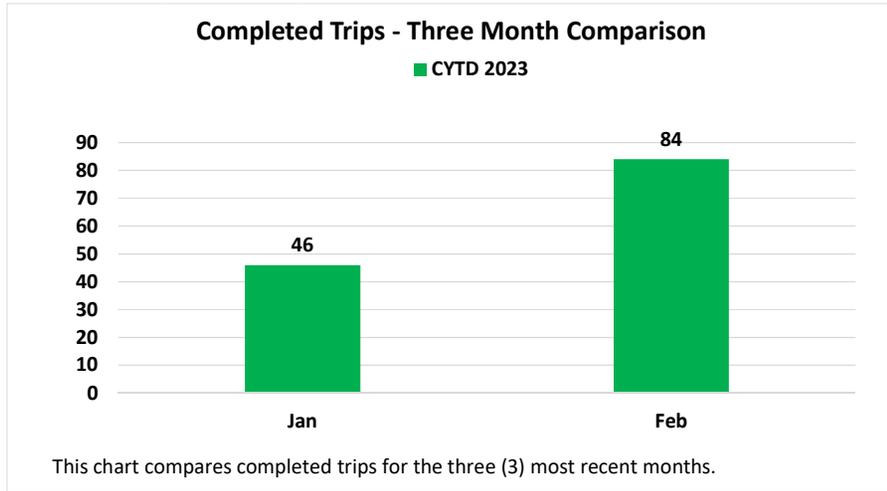
Percentage of Trips as Ridesharing: 11%

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

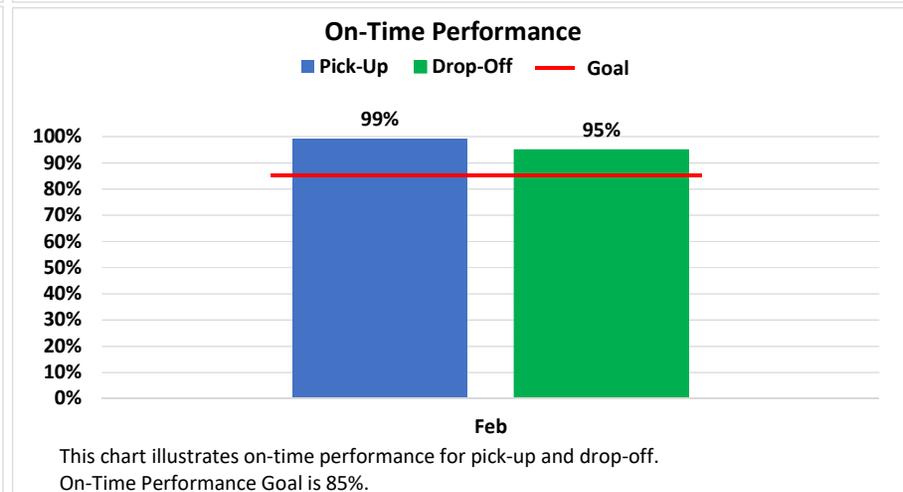
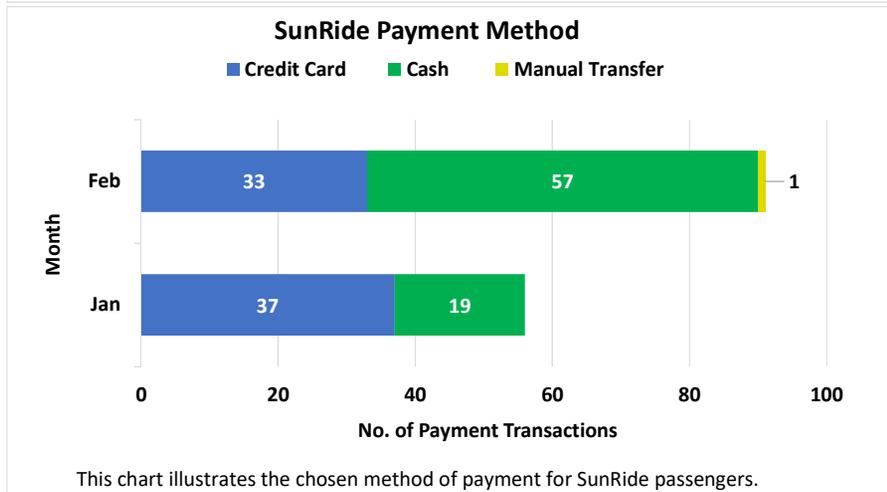
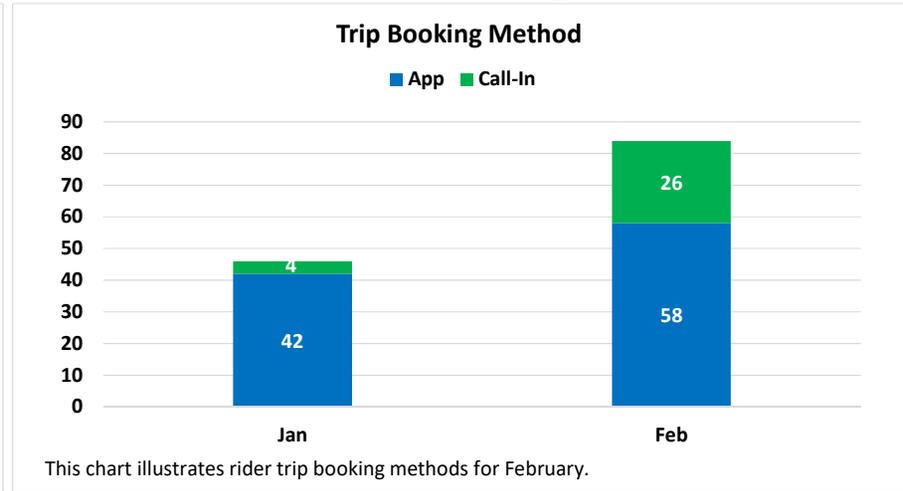


## Palm Springs Geo-Fence Metrics CYTD 2023

**Total Completed Trips: 130**



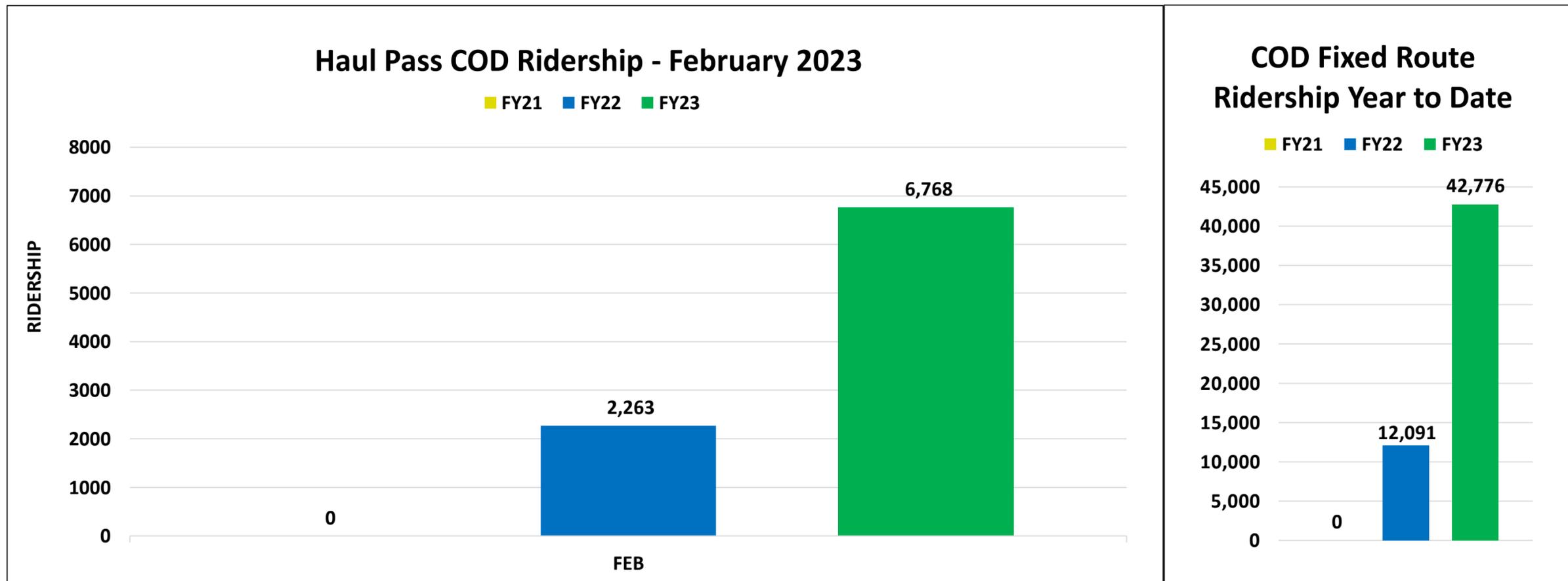
**Total Number of Passengers: 147**



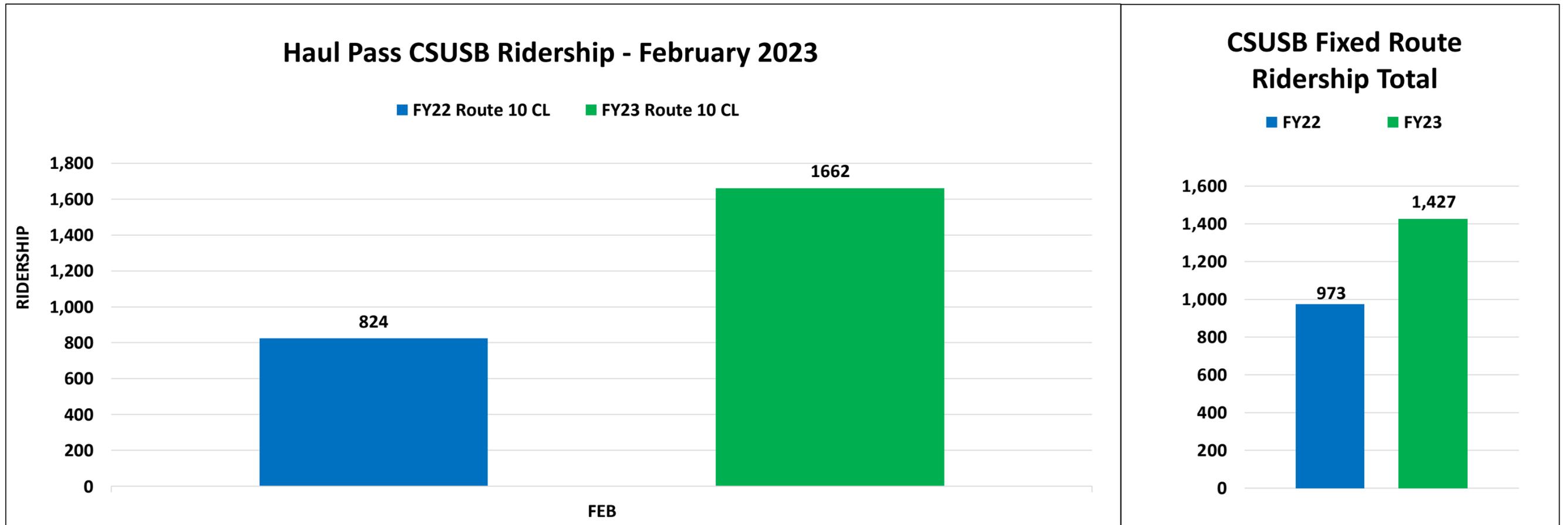
 **Percentage of Trips as Ridesharing: 15%**

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





The Haul Pass program was introduced in August 2018.  
 This chart represents monthly ridership on the Haul Pass COD.  
 Haul Pass COD contributed with 6,768 rides from 389 unique riders.  
 February 2021 has zero (0) ridership data due to SunLine not collecting fares until May 2021.



The Haul Pass CSUSB program was introduced in September 2019.

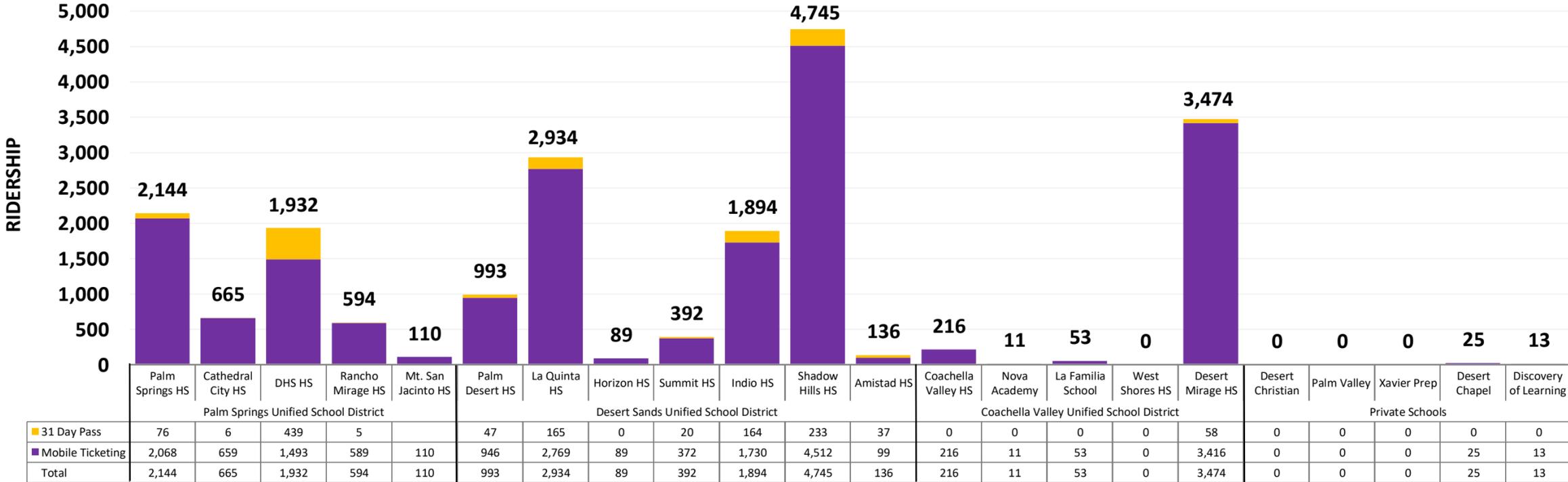
This chart represents monthly ridership on the Haul Pass CSUSB.

CSUSB contributed 1881 rides from 195 unique users. From that total 1662 rides were used on Route 10, and 219 rides on the fixed route system.

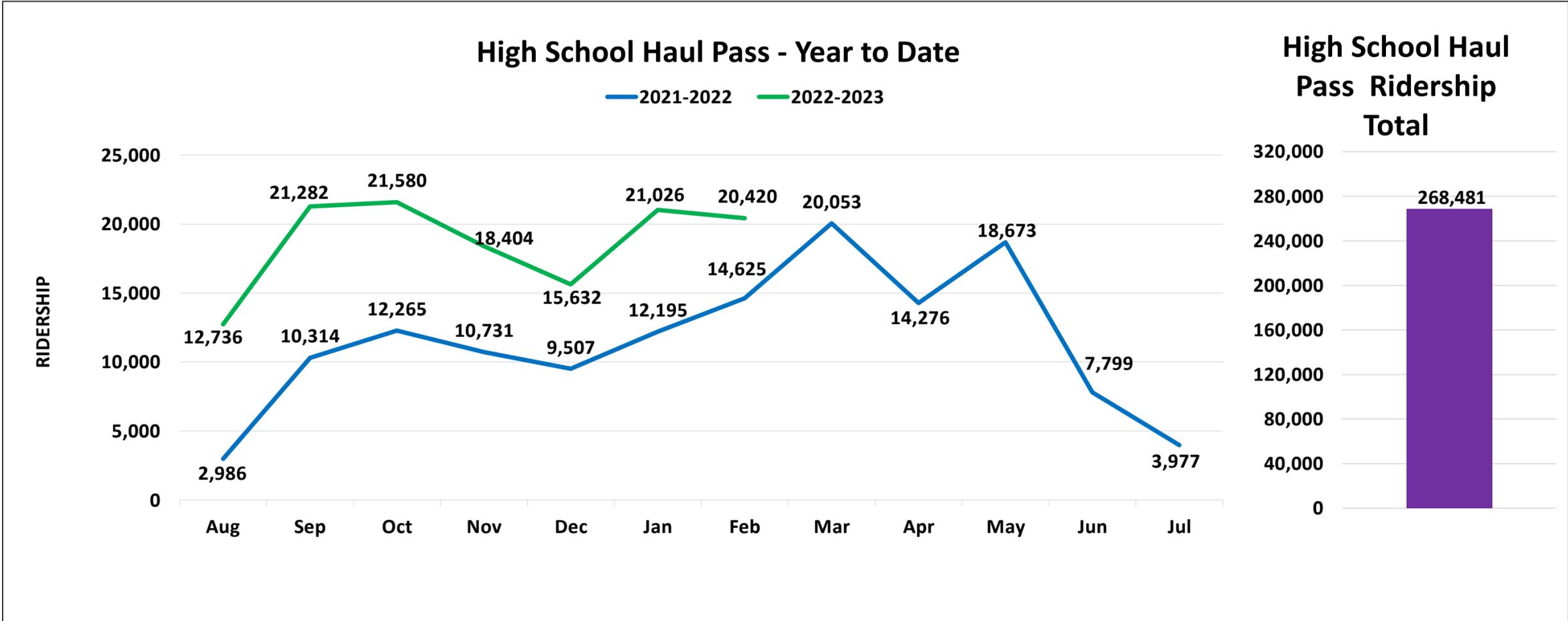
In May 2021, SunLine resumed fare collection.

### High School Haul Pass - February 2023

■ Mobile Ticketing ■ 31 Day Pass

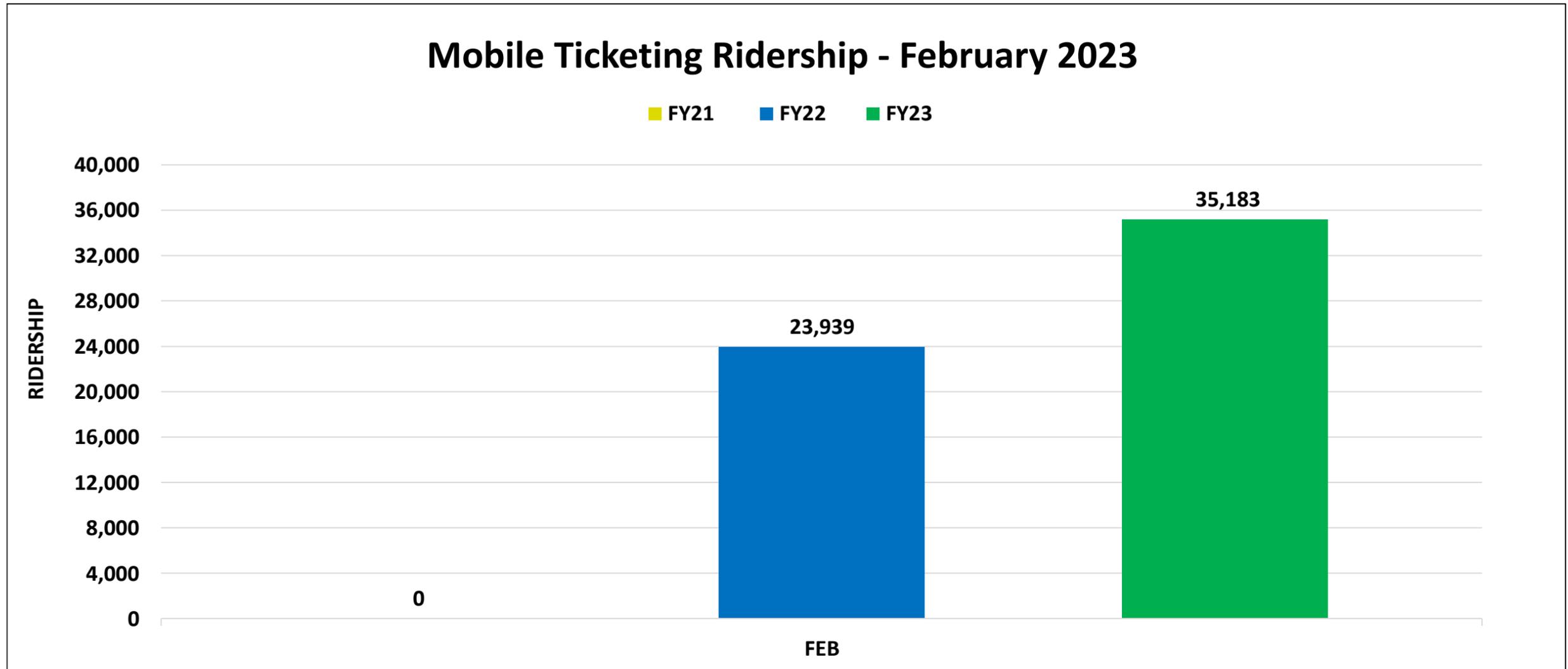


The High School Haul Pass program was introduced in August 2021.  
 This chart represents monthly ridership by school for the High School Haul Pass.  
 The total active users as of February 2023 are 3,299 using the High School Haul Pass.



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

## Mobile Ticketing Ridership - February 2023



This chart represents all monthly mobile ticketing usage based on the Token Transit app data.

The total for February 2023 includes 115 paratransit mobile tickets. A total of 2,090 unique users used mobile ticketing in the month of February 2023.

February 2021 has zero (0) ticket usage due to SunLine not collecting fares until May 2021.

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

DATE: March 22, 2023

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Quarterly Performance Summary for Q4 of Calendar Year 2022

Summary:

The following quarterly reports demonstrate the performance of the bargaining and non-bargaining pension plans for the fourth quarter of calendar year 2022. The report shows market value, asset allocation percentage and performance compared to benchmarks. The bargaining and non-bargaining pension assets were up 6.33% and 6.34% for the fourth quarter of calendar year 2022, respectively. The positive returns mirrored the overall market performance. Pension plans are measured on long-term performance and it is expected that short-term fluctuations in market performance will exceed or fall short of long-term plan assumptions. The recommended actuarial employer contributions account for the disparity between assumptions.

Recommendation:

Receive and file.

## Asset Allocation &amp; Performance

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	2022	1 Year	3 Years	5 Years	Since Inception	Inception Date
<b>Total Fund</b>	<b>34,783,095</b>	<b>100.00</b>	<b>6.33</b>	<b>-16.32</b>	<b>-16.32</b>	<b>3.15</b>	<b>4.63</b>	<b>5.57</b>	<b>07/01/2017</b>
<i>PFM Blended Benchmark</i>			6.21	-15.52	-15.52	1.99	3.91	4.87	07/01/2017
<b>Domestic Equity</b>	<b>12,053,691</b>	<b>34.65</b>	<b>8.13</b>	<b>-18.41</b>	<b>-18.41</b>	<b>N/A</b>	<b>N/A</b>	<b>-2.24</b>	<b>04/01/2021</b>
<i>Russell 3000 Index</i>			7.18	-19.21	-19.21	7.07	8.79	-2.62	04/01/2021
Vanguard Total Stock Market ETF	6,461,457	18.58	7.16	-19.50	-19.50	6.97	8.72	17.20	04/01/2020
<i>Russell 3000 Index</i>			7.18	-19.21	-19.21	7.07	8.79	17.32	04/01/2020
Invesco S&P 500 Equal Weight ETF	1,807,576	5.20	11.58	-11.60	-11.60	8.83	8.92	-6.76	03/01/2022
<i>S&amp;P 500</i>			7.56	-18.11	-18.11	7.66	9.42	-10.98	03/01/2022
Jensen Quality Growth Fund	1,845,007	5.30	9.11	-16.34	-16.34	8.95	11.37	10.65	04/01/2019
<i>S&amp;P 500</i>			7.56	-18.11	-18.11	7.66	9.42	10.29	04/01/2019
iShares Core S&P Mid-Cap ETF	971,672	2.79	10.78	-13.08	-13.08	7.18	6.65	-4.95	10/01/2021
<i>S&amp;P MidCap 400</i>			10.78	-13.06	-13.06	7.23	6.71	-4.92	10/01/2021
iShares Core S&P Small-Cap ETF	967,978	2.78	9.15	-16.20	-16.20	5.70	5.84	-9.62	02/01/2022
<i>S&amp;P SmallCap 600</i>			9.19	-16.10	-16.10	5.80	5.88	-9.53	02/01/2022
<b>International Equity</b>	<b>6,496,342</b>	<b>18.68</b>	<b>16.85</b>	<b>-22.56</b>	<b>-22.56</b>	<b>N/A</b>	<b>N/A</b>	<b>-11.11</b>	<b>04/01/2021</b>
<i>MSCI AC World ex USA (Net)</i>			14.28	-16.00	-16.00	0.07	0.88	-7.34	04/01/2021
Vanguard Total International Stock ETF	3,268,652	9.40	14.71	-15.99	-15.99	0.55	1.13	11.31	04/01/2020
<i>MSCI AC World ex USA (Net)</i>			14.28	-16.00	-16.00	0.07	0.88	10.24	04/01/2020
J. O. Hambro International Select	314,156	0.90	14.62	-32.38	-32.38	-1.42	0.90	2.59	07/01/2017
<i>MSCI AC World ex USA (Net)</i>			14.28	-16.00	-16.00	0.07	0.88	2.81	07/01/2017
Harding Loevner International Equity	636,241	1.83	14.71	-20.23	-20.23	1.37	2.33	3.58	07/01/2020
<i>MSCI AC World ex USA (Net)</i>			14.28	-16.00	-16.00	0.07	0.88	4.86	07/01/2020
Vanguard FTSE Developed Markets ETF	1,960,629	5.64	17.11	-15.35	-15.35	1.35	1.68	-9.60	03/01/2022
<i>MSCI EAFE (net)</i>			17.34	-14.45	-14.45	0.87	1.54	-8.49	03/01/2022
Hartford Schroders Emerging Markets Equity	316,664	0.91	10.48	-22.10	-22.10	-2.87	-1.06	-1.70	03/01/2018
<i>MSCI EM (net)</i>			9.70	-20.09	-20.09	-2.69	-1.40	-2.11	03/01/2018
<b>Other Growth</b>	<b>514,864</b>	<b>1.48</b>	<b>4.05</b>	<b>-18.94</b>	<b>-18.94</b>	<b>N/A</b>	<b>N/A</b>	<b>0.12</b>	<b>04/01/2021</b>
NB Secondary Opportunities Fund V Offshore[CE]	514,864	1.48	0.00	N/A	N/A	N/A	N/A	66.80	03/01/2022
<i>CA US Private Equity Index</i>			N/A	N/A	N/A	N/A	N/A	N/A	03/01/2022

Returns are net of mutual fund fees.

Returns are expressed as percentages.

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

## Asset Allocation &amp; Performance

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	2022	1 Year	3 Years	5 Years	Since Inception	Inception Date
<b>Fixed Income</b>	<b>13,504,075</b>	<b>38.82</b>	<b>2.20</b>	<b>-13.10</b>	<b>-13.10</b>	<b>-2.63</b>	<b>0.19</b>	<b>0.45</b>	<b>07/01/2017</b>
<i>Blmbg. U.S. Aggregate</i>			<i>1.87</i>	<i>-13.01</i>	<i>-13.01</i>	<i>-2.71</i>	<i>0.02</i>	<i>0.24</i>	<i>07/01/2017</i>
Baird Core Plus	4,029,031	11.58	2.51	-12.87	-12.87	-2.10	0.55	0.79	07/01/2017
<i>Blmbg. U.S. Aggregate</i>			<i>1.87</i>	<i>-13.01</i>	<i>-13.01</i>	<i>-2.71</i>	<i>0.02</i>	<i>0.24</i>	<i>07/01/2017</i>
DoubleLine Core Fixed Income	2,027,893	5.83	1.17	-12.76	-12.76	-2.80	-0.17	-0.15	09/01/2017
PGIM Total Return Bond Fund	3,247,059	9.34	2.31	-14.86	-14.86	-3.10	0.09	0.23	09/01/2017
<i>Blmbg. U.S. Aggregate</i>			<i>1.87</i>	<i>-13.01</i>	<i>-13.01</i>	<i>-2.71</i>	<i>0.02</i>	<i>0.00</i>	<i>09/01/2017</i>
Voya Intermediate Bond	2,029,345	5.83	1.65	-14.16	-14.16	-2.75	0.19	-2.75	01/01/2020
<i>Blmbg. U.S. Aggregate</i>			<i>1.87</i>	<i>-13.01</i>	<i>-13.01</i>	<i>-2.71</i>	<i>0.02</i>	<i>-2.71</i>	<i>01/01/2020</i>
iShares Intermediate-Term Corporate Bond ETF	771,415	2.22	3.57	-14.06	-14.06	-2.51	1.06	-1.93	10/01/2019
<i>ICE BofAML U.S. Corporate 5-10 Year Index</i>			<i>3.82</i>	<i>-14.12</i>	<i>-14.12</i>	<i>-2.36</i>	<i>0.91</i>	<i>-1.79</i>	<i>10/01/2019</i>
Pacific Funds Floating Rate Income	1,108,318	3.19	2.72	-0.83	-0.83	1.77	2.77	-1.24	02/01/2022
<i>Credit Suisse Leveraged Loan Index</i>			<i>2.33</i>	<i>-1.06</i>	<i>-1.06</i>	<i>2.34</i>	<i>3.24</i>	<i>-1.41</i>	<i>02/01/2022</i>
MainStay MacKay High Yield Corp Bond Fund	291,014	0.84	3.95	-7.81	-7.81	0.74	2.66	-3.54	06/01/2021
<i>ICE BofAML High Yield Master II</i>			<i>3.98</i>	<i>-11.25</i>	<i>-11.25</i>	<i>-0.25</i>	<i>2.11</i>	<i>-5.53</i>	<i>06/01/2021</i>
<b>Other Income</b>	<b>343,544</b>	<b>0.99</b>	<b>-3.96</b>	<b>-18.45</b>	<b>-18.45</b>	<b>N/A</b>	<b>N/A</b>	<b>-13.02</b>	<b>09/01/2021</b>
A TEL Private Debt Partners II[CE]	343,544	0.99	0.00	5.13	5.13	N/A	N/A	5.28	10/01/2021
<i>Cliffwater Direct Lending Index</i>			<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>10/01/2021</i>
<b>Cash Equivalent</b>	<b>1,870,580</b>	<b>5.38</b>	<b>0.86</b>	<b>1.49</b>	<b>1.49</b>	<b>0.63</b>	<b>1.13</b>	<b>1.11</b>	<b>07/01/2017</b>
First American Prime Obligation - Z	1,870,580	5.38	0.92	1.62	1.62	0.72	1.28	1.27	07/01/2017

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

Returns are net of mutual fund fees.

Returns are expressed as percentages.

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

## Asset Allocation &amp; Performance

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	2022	1 Year	3 Years	5 Years	Since Inception	Inception Date
<b>Total Fund - Non-Bargaining</b>	<b>34,889,570</b>	<b>100.00</b>	<b>6.34</b>	<b>-16.31</b>	<b>-16.31</b>	<b>3.16</b>	<b>4.63</b>	<b>5.58</b>	<b>07/01/2017</b>
<i>PFM Blended Benchmark</i>			<i>6.21</i>	<i>-15.52</i>	<i>-15.52</i>	<i>1.99</i>	<i>3.91</i>	<i>4.87</i>	<i>07/01/2017</i>
<b>Domestic Equity</b>	<b>12,090,271</b>	<b>34.65</b>	<b>8.13</b>	<b>-18.41</b>	<b>-18.41</b>	<b>N/A</b>	<b>N/A</b>	<b>-2.24</b>	<b>04/01/2021</b>
<i>Russell 3000 Index</i>			<i>7.18</i>	<i>-19.21</i>	<i>-19.21</i>	<i>7.07</i>	<i>8.79</i>	<i>-2.62</i>	<i>04/01/2021</i>
Vanguard Total Stock Market ETF	6,481,150	18.58	7.16	-19.50	-19.50	6.97	8.72	17.20	04/01/2020
<i>Russell 3000 Index</i>			<i>7.18</i>	<i>-19.21</i>	<i>-19.21</i>	<i>7.07</i>	<i>8.79</i>	<i>17.32</i>	<i>04/01/2020</i>
Invesco S&P 500 Equal Weight ETF	1,813,085	5.20	11.58	-11.60	-11.60	8.83	8.92	-6.76	03/01/2022
<i>S&amp;P 500</i>			<i>7.56</i>	<i>-18.11</i>	<i>-18.11</i>	<i>7.66</i>	<i>9.42</i>	<i>-10.98</i>	<i>03/01/2022</i>
Jensen Quality Growth Fund	1,850,549	5.30	9.11	-16.34	-16.34	8.95	11.37	10.65	04/01/2019
<i>S&amp;P 500</i>			<i>7.56</i>	<i>-18.11</i>	<i>-18.11</i>	<i>7.66</i>	<i>9.42</i>	<i>10.29</i>	<i>04/01/2019</i>
iShares Core S&P Mid-Cap ETF	974,575	2.79	10.78	-13.08	-13.08	7.18	6.65	-4.95	10/01/2021
<i>S&amp;P MidCap 400</i>			<i>10.78</i>	<i>-13.06</i>	<i>-13.06</i>	<i>7.23</i>	<i>6.71</i>	<i>-4.92</i>	<i>10/01/2021</i>
iShares Core S&P Small-Cap ETF	970,912	2.78	9.15	-16.20	-16.20	5.70	5.84	-9.62	02/01/2022
<i>S&amp;P SmallCap 600</i>			<i>9.19</i>	<i>-16.10</i>	<i>-16.10</i>	<i>5.80</i>	<i>5.88</i>	<i>-9.53</i>	<i>02/01/2022</i>
<b>International Equity</b>	<b>6,518,422</b>	<b>18.68</b>	<b>16.86</b>	<b>-22.55</b>	<b>-22.55</b>	<b>N/A</b>	<b>N/A</b>	<b>-11.10</b>	<b>04/01/2021</b>
<i>MSCI AC World ex USA (Net)</i>			<i>14.28</i>	<i>-16.00</i>	<i>-16.00</i>	<i>0.07</i>	<i>0.88</i>	<i>-7.34</i>	<i>04/01/2021</i>
Vanguard Total International Stock ETF	3,279,255	9.40	14.71	-15.99	-15.99	0.55	1.13	11.31	04/01/2020
<i>MSCI AC World ex USA (Net)</i>			<i>14.28</i>	<i>-16.00</i>	<i>-16.00</i>	<i>0.07</i>	<i>0.88</i>	<i>10.24</i>	<i>04/01/2020</i>
J. O. Hambro International Select	315,286	0.90	14.62	-32.38	-32.38	-1.42	0.90	2.59	07/01/2017
<i>MSCI AC World ex USA (Net)</i>			<i>14.28</i>	<i>-16.00</i>	<i>-16.00</i>	<i>0.07</i>	<i>0.88</i>	<i>2.81</i>	<i>07/01/2017</i>
Harding Loevner International Equity	638,435	1.83	14.71	-20.23	-20.23	1.37	2.33	3.58	07/01/2020
<i>MSCI AC World ex USA (Net)</i>			<i>14.28</i>	<i>-16.00</i>	<i>-16.00</i>	<i>0.07</i>	<i>0.88</i>	<i>4.86</i>	<i>07/01/2020</i>
Vanguard FTSE Developed Markets ETF	1,967,721	5.64	17.11	-15.35	-15.35	1.35	1.68	-9.60	03/01/2022
<i>MSCI EAFE (net)</i>			<i>17.34</i>	<i>-14.45</i>	<i>-14.45</i>	<i>0.87</i>	<i>1.54</i>	<i>-8.49</i>	<i>03/01/2022</i>
Hartford Schroders Emerging Markets Equity	317,725	0.91	10.48	-22.10	-22.10	-2.87	-1.06	-1.70	03/01/2018
<i>MSCI EM (net)</i>			<i>9.70</i>	<i>-20.09</i>	<i>-20.09</i>	<i>-2.69</i>	<i>-1.40</i>	<i>-2.11</i>	<i>03/01/2018</i>
<b>Other Growth</b>	<b>514,864</b>	<b>1.48</b>	<b>4.05</b>	<b>-18.94</b>	<b>-18.94</b>	<b>N/A</b>	<b>N/A</b>	<b>0.12</b>	<b>04/01/2021</b>
NB Secondary Opportunities Fund V Offshore[CE]	514,864	1.48	0.00	N/A	N/A	N/A	N/A	66.80	03/01/2022
<i>CA US Private Equity Index</i>			<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>03/01/2022</i>

Returns are net of mutual fund fees.

Returns are expressed as percentages.

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

## Asset Allocation &amp; Performance

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	2022	1 Year	3 Years	5 Years	Since Inception	Inception Date
<b>Fixed Income</b>	<b>13,546,889</b>	<b>38.83</b>	<b>2.20</b>	<b>-13.10</b>	<b>-13.10</b>	<b>-2.63</b>	<b>0.19</b>	<b>0.46</b>	<b>07/01/2017</b>
<i>Blmbg. U.S. Aggregate</i>			<i>1.87</i>	<i>-13.01</i>	<i>-13.01</i>	<i>-2.71</i>	<i>0.02</i>	<i>0.24</i>	<i>07/01/2017</i>
Baird Core Plus	4,039,101	11.58	2.51	-12.87	-12.87	-2.10	0.55	0.79	07/01/2017
<i>Blmbg. U.S. Aggregate</i>			<i>1.87</i>	<i>-13.01</i>	<i>-13.01</i>	<i>-2.71</i>	<i>0.02</i>	<i>0.24</i>	<i>07/01/2017</i>
DoubleLine Core Fixed Income	2,034,004	5.83	1.17	-12.76	-12.76	-2.80	-0.17	-0.15	09/01/2017
PGIM Total Return Bond Fund	3,256,318	9.33	2.31	-14.86	-14.86	-3.10	0.09	0.23	09/01/2017
<i>Blmbg. U.S. Aggregate</i>			<i>1.87</i>	<i>-13.01</i>	<i>-13.01</i>	<i>-2.71</i>	<i>0.02</i>	<i>0.00</i>	<i>09/01/2017</i>
Voya Intermediate Bond	2,037,799	5.84	1.65	-14.16	-14.16	-2.75	0.19	-2.75	01/01/2020
<i>Blmbg. U.S. Aggregate</i>			<i>1.87</i>	<i>-13.01</i>	<i>-13.01</i>	<i>-2.71</i>	<i>0.02</i>	<i>-2.71</i>	<i>01/01/2020</i>
iShares Intermediate-Term Corporate Bond ETF	773,742	2.22	3.57	-14.06	-14.06	-2.51	1.06	-1.93	10/01/2019
<i>ICE BofAML U.S. Corporate 5-10 Year Index</i>			<i>3.82</i>	<i>-14.12</i>	<i>-14.12</i>	<i>-2.36</i>	<i>0.91</i>	<i>-1.79</i>	<i>10/01/2019</i>
Pacific Funds Floating Rate Income	1,113,448	3.19	2.72	-0.83	-0.83	1.77	2.77	-1.24	02/01/2022
<i>Credit Suisse Leveraged Loan Index</i>			<i>2.33</i>	<i>-1.06</i>	<i>-1.06</i>	<i>2.34</i>	<i>3.24</i>	<i>-1.41</i>	<i>02/01/2022</i>
MainStay MacKay High Yield Corp Bond Fund	292,476	0.84	3.95	-7.81	-7.81	0.74	2.66	-3.54	06/01/2021
<i>ICE BofAML High Yield Master II</i>			<i>3.98</i>	<i>-11.25</i>	<i>-11.25</i>	<i>-0.25</i>	<i>2.11</i>	<i>-5.53</i>	<i>06/01/2021</i>
<b>Other Income</b>	<b>343,544</b>	<b>0.98</b>	<b>-3.96</b>	<b>-18.58</b>	<b>-18.58</b>	<b>N/A</b>	<b>N/A</b>	<b>-13.13</b>	<b>09/01/2021</b>
ATEL Private Debt Partners II[CE]	343,544	0.98	0.00	5.18	5.18	N/A	N/A	5.32	10/01/2021
<i>Cliffwater Direct Lending Index</i>			<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>10/01/2021</i>
<b>Cash Equivalent</b>	<b>1,875,581</b>	<b>5.38</b>	<b>0.86</b>	<b>1.49</b>	<b>1.49</b>	<b>0.63</b>	<b>1.13</b>	<b>1.11</b>	<b>07/01/2017</b>
First American Prime Obligation - Z	1,875,581	5.38	0.92	1.62	1.62	0.72	1.28	1.27	07/01/2017

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

Returns are net of mutual fund fees.

Returns are expressed as percentages.

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

**SunLine Transit Agency**

**CONSENT CALENDAR**

DATE: March 22, 2023

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Board Member Attendance for February 2023

Summary:

The attached report summarizes the Board of Directors' attendance for fiscal year to date February 2023.

Recommendation:

Receive and file.

FY 22/23	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	X					10	6	
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					10	5	
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	X					10	6	
Coachella	X			X		X	X	X					10	5	
County of Riverside	X		X	X		X	X	X					10	6	

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

**DARK –**

**SunLine Services Group**

**CONSENT CALENDAR**

DATE: March 22, 2023

**RECEIVE & FILE**

TO: Taxi Committee  
Board of Directors

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

Summary:

This report lists all of the checks processed at the Agency with a value of over \$1,000 for a given month.

Recommendation:

Receive and file.

**SunLine Regulatory Administration  
Checks \$1,000 and Over  
January 2023**

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
SUNLINE TRANSIT AGENCY	Overhead Allocations Dec 2022	91148	01/19/2023	2,461.67
SUNLINE TRANSIT AGENCY	Payroll Liabilities 01/20/2023	91151	01/27/2023	2,331.44
SUNLINE TRANSIT AGENCY	Payroll Liabilities 01/06/2023	91149	01/19/2023	2,170.15
<b>Total Checks Over \$1,000</b>	\$6,963.26			
<b>Total Checks Under \$1,000</b>	\$1,789.36			
<b>Total Checks</b>	\$8,752.62			

**SunLine Services Group**  
**CONSENT CALENDAR**

DATE: March 22, 2023

**RECEIVE & FILE**

TO: Taxi Committee  
Board of Directors

RE: Monthly Budget Variance Report for January 2023

Summary:

The budget variance report compares revenues and expenses to the respective line item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values. The budgetary figures are represented as a straight line budget. Accordingly, the current monthly budget values are calculated by taking 1/12<sup>th</sup> of the annual budget. The FYTD budget values for the month of January 2023 are equal to 7/12<sup>ths</sup> of the yearly budget.

Year to Date Summary

- As of January 31, 2023, the organization's revenues are \$19,038 or 17.43% above the FYTD budget.
- As of January 31, 2023, expenditures are \$26,834 or 24.6% below the FYTD budget.
- The net FYTD operating gain (loss) after expenses is \$45,872.

Recommendation:

Receive and file.

SunLine Regulatory Administration  
Budget Variance Report  
January 2023

Description	FY23 Total Budget	Current Month			Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY23 FYTD Budget	Positive (Negative)	Percentage Remaining
<b>Revenues:</b>								
Revenue Fines	1,500	100	125	(25)	3,375	875	2,500	-125.0%
New Driver Permit Revenue	750	150	63	88	1,275	438	838	-70.0%
Taxi Business Permit	96,000	13,246	8,000	5,246	61,548	56,000	5,548	35.9%
Driver Transfer Revenue	250	25	21	4	125	146	(21)	50.0%
Driver Renewal Revenue	1,500	250	125	125	1,350	875	475	10.0%
Driver Permit Reinstatement/Replacement	50	-	4	(4)	-	29	(29)	100.0%
Vehicle Permit Revenue	85,000	4,179	7,083	(2,904)	60,565	49,583	10,982	28.7%
Other Revenue	650	-	54	(54)	-	379	(379)	100.0%
Operator Application Fee	1,500	-	125	(125)	-	875	(875)	100.0%
<b>Total Revenue</b>	<b>187,200</b>	<b>17,950</b>	<b>15,600</b>	<b>2,350</b>	<b>128,238</b>	<b>109,200</b>	<b>19,038</b>	<b>17.4%</b>
<b>Expenses:</b>								
Salaries and Wages	89,364	5,267	7,447	2,180	30,489	52,129	21,640	65.9%
Fringe Benefits	32,076	3,194	2,673	(521)	9,988	18,711	8,723	68.9%
Services	27,015	172	2,251	2,080	22,117	15,759	(6,358)	18.1%
Supplies and Materials	4,193	1,602	349	(1,253)	12,004	2,446	(9,559)	-186.3%
Utilities	22,138	469	1,845	1,376	3,280	12,914	9,634	85.2%
Casualty and Liability	5,589	466	466	-	3,260	3,260	-	41.7%
Taxes and Fees	100	-	8	8	-	58	58	100.0%
Miscellaneous	6,725	71	560	490	1,227	3,923	2,696	81.8%
<b>Total Expenses</b>	<b>187,200</b>	<b>11,239</b>	<b>15,600</b>	<b>4,361</b>	<b>82,366</b>	<b>109,200</b>	<b>26,834</b>	<b>24.6%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ 6,711</b>			<b>\$ 45,872</b>			

**Budget Variance Analysis - SunLine Regulatory Administration**

---

**Revenue**

- The positive variance in revenue is largely due to an increase in Vehicle Permit Revenue.
- The negative variance in taxi trips is largely due to the seasonal decline during the summer months and the visitors who were still unable to go home last year due to COVID-19 restrictions who have since returned home.
- As of FYTD23, there is a decrease of 12,243 taxi trips compared to FYTD22.

**Taxi Trips**

	FY22-January	FY23-January	Variance	%Δ
Trips	11,334	11,887	553	4.9%

**Taxi Trips**

	FYTD-FY22	FYTD-FY23	Variance	%Δ
Trips	80,402	68,159	(12,243)	-15.2%

**Salaries and Wages**

- The favorable amount in salary and wage expenses is attributed to a vacant position.

**Fringe Benefits**

- The favorable amount in fringe benefit expenses is attributed to a vacant position.

**Services**

- The unfavorable variance in services is due to temporary help.

**Supplies and Materials**

- The unfavorable variance in supplies and materials is due to the cost of CNG fuel related to higher than anticipated use of CNG vehicle.

**Utilities**

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

**Casualty and Liability**

- Casualty and liability expenses are within an acceptable range of the budget.

**Taxes and Fees**

- The favorable variance in taxes and fees is due to timing of expenses.

**Miscellaneous**

- The favorable variance in miscellaneous is due to timing of expenses for training which have not yet occurred.

**SunLine Services Group**  
**CONSENT CALENDAR**

DATE: March 22, 2023

**RECEIVE & FILE**

TO: Taxi Committee  
Board of Directors

RE: Taxi Trip Data – February 2023

Summary:

The attached charts summarize the total number of taxi trips generated in the Coachella Valley for the previous three (3) month period and total taxi trips for the current fiscal year to date (FYTD) compared to the last two (2) fiscal years.

For the month of February, there were 2,486 fewer taxi trips in February 2023 serviced by one (1) less cab compared to February 2022 (68 cabs in 2023 compared to 69 cabs in 2022).

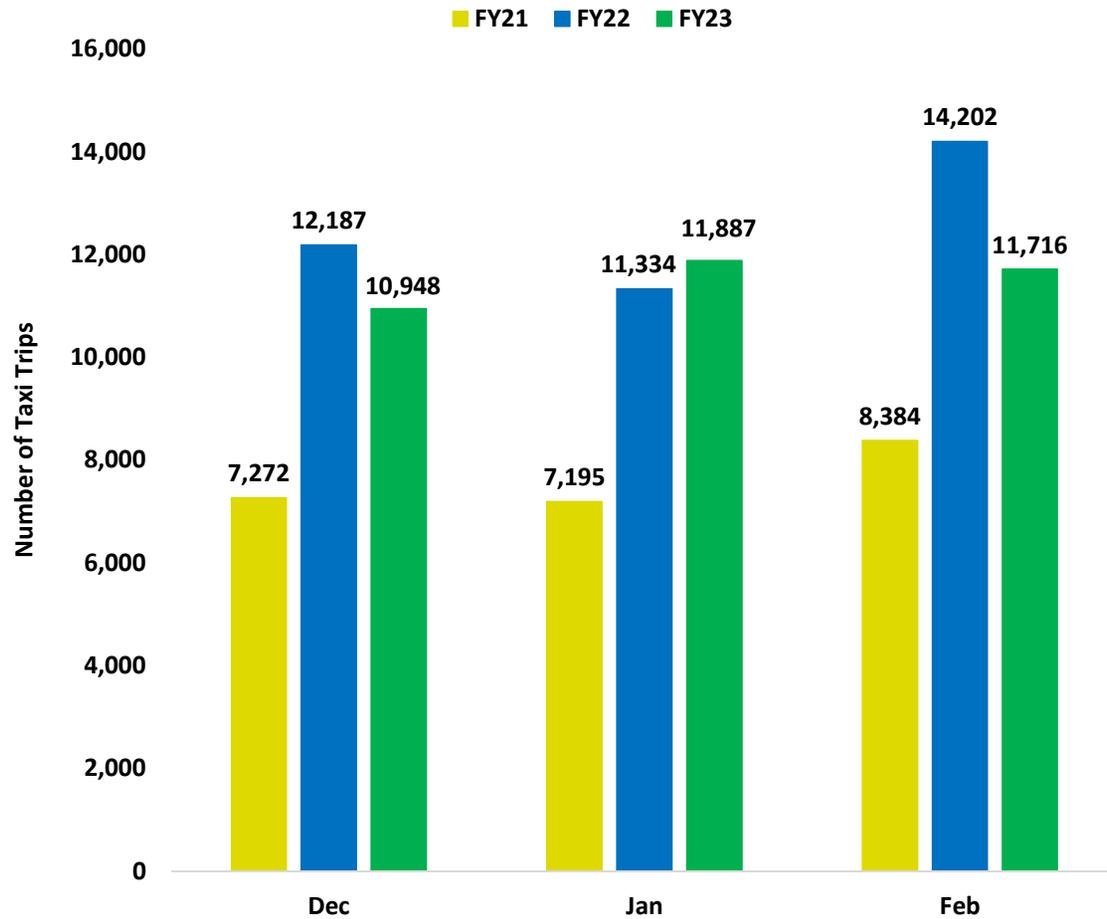
The decrease in trips for February 2023 is attributed to increased seasonal visitors in 2022.

There were 14,729 fewer taxi trips for FYTD23 compared to FYTD22.

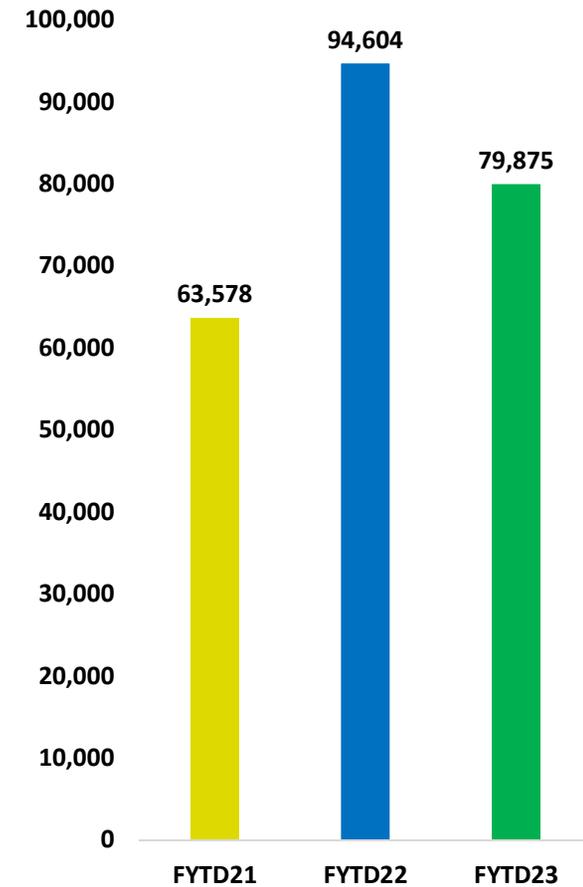
Recommendation:

Receive and file.

### Taxi Trip Three (3) Month Comparison as of February 2023



### FYTD No. of Taxi Trips



This chart compares the three (3) most recent months and measures the total number of taxi trips taken year to date for FY21, FY22 and FY23.





## SUNLINE SERVICES GROUP

### RESOLUTION NO. 095

#### RESOLUTION ADOPTING SPECIAL MUSIC FESTIVAL VENUE FEE FOR THE PERIOD STARTING APRIL 14, 2023 AND ENDING AT THE LAST FESTIVAL APRIL 30, 2023

**WHEREAS**, SunLine Services Group is a local agency and its Board of Directors is authorized pursuant to Government Code Section 53075.5 to regulate fares and charges imposed by taxicab services on customers within the Coachella Valley; and

**WHEREAS**, the Board of Directors hereby finds that the maximum special music festival venue fee established herein is reasonable and helps the taxicab industry be competitive within the Coachella Valley and furthers protection of public health, safety and welfare;

**NOW THEREFORE, BE IT RESOLVED** by the Board of Directors of SunLine Services Group:

Section 1. That the following fee may be charged for pick-up at the Coachella and Stage Coach Festivals.

The following fee is effective April 14, 2023 to the end of the last festival April 30, 2023.

<b>Special Music Festival Venue Fee</b>	<b>\$ 35.00</b>
---	-----------------

ADOPTED THIS 22<sup>nd</sup> DAY OF March, 2023

ATTEST:

\_\_\_\_\_  
Edith Hernandez  
Clerk of the Board  
SunLine Services Group

\_\_\_\_\_  
Glenn Miller  
Chairperson of the Board  
SunLine Services Group

APPROVED AS TO FORM:

\_\_\_\_\_  
General Counsel  
Eric Vail

STATE OF CALIFORNIA    )  
  ) ss.  
COUNTY OF RIVERSIDE    )

I, EDITH HERNANDEZ, Clerk of the Board of Directors of the SunLine Transit Agency, do hereby certify that Resolution No. \_\_\_\_\_ was adopted at a regular meeting of the Board of Directors held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Edith Hernandez  
Clerk of the Board  
SunLine Services Group



## SUNLINE SERVICES GROUP

### RESOLUTION NO. 096

#### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUNLINE SERVICES GROUP, CALIFORNIA, ADOPTING FEES FOR TAXICAB SERVICES WITHIN THE COACHELLA VALLEY

**WHEREAS**, the County of Riverside and the Coachella Valley cities comprising the joint powers agency known as SunLine Services Group (SSG) desire to provide for the orderly, efficient, and safe operation of taxicab services within the Coachella Valley;

**WHEREAS**, SSG and its Board of Directors is authorized pursuant to Government Code Section 53075.5 to levy by resolution, fees in an amount sufficient to pay for the costs of carrying out Ordinance No. 2021-01 regulating taxicab services within the Coachella Valley; and

**WHEREAS**, the Board of Directors hereby finds that the fees established herein are imposed solely to recover the actual and reasonable costs of regulating taxicabs within the Coachella Valley, and therefore is not a tax under Article 13C, Section 1 of the California Constitution.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Directors of SunLine Services Group that:

1. Definitions. The following terms shall have the meanings ascribed to them below. Terms that are not specifically defined below shall have the meaning provided for in Ordinance No. 2021-01:

- 1.1 ALT FUEL means alternative fuel vehicles that use Compressed Natural Gas (CNG), Biodiesel or Ethanol (E 85) fuel bonds to operate.
- 1.2 BUSINESS PERMIT means the permit issued by SSG to a business authorizing the business to operate taxicab services in the jurisdictional boundaries of SSG as provided for in Ordinance No. 2021-01.
- 1.3 DRIVER PERMIT means the permit issued by SSG to an individual person authorizing the individual to control and manage a taxicab as provided for in Ordinance No. 2021-01.
- 1.4 HYBRID means Hybrid Electric/Gas Vehicle (HEV) and Plug-in Electric Gas Hybrid Vehicle (PHEV)
- 1.5 VEHICLE PERMIT FEE means a non-transferrable authorization to drive or operate a vehicle in an authorized taxicab transportation

service within the jurisdictional boundaries of SSG, whether as owner, lesser, lessee or otherwise.

- 1.6 WAV means the wheelchair accessible vehicle that has the ability to load wheelchair users safely and without the need for the wheelchair user to leave their wheelchair.
- 1.7 ZERO EMISSION means Electric Vehicles (EV) and Hydrogen-Powered Fuel-Cell Vehicles (FCEV)

2. As a condition precedent to issuance of a permit as authorized by SSG Ordinance 2021-01, all applicable fees shall be paid in full at the time an application has been approved, unless otherwise provided for in Section 3 of this Resolution. The following fees shall be charged for the administration and regulation of taxicab services within the Coachella Valley:

New Taxicab Business Application Fee	\$ 1,000.00
Annual Taxicab Business Permit Renewal Application Fee	\$ 500.00
Annual Taxicab Business Permit	\$ 32,000.00
Business Permit Reinstatement Fee	\$ 10,000.00
New Driver Permit	\$ 75.00
Driver Permit Renewal	\$ 25.00
Driver Permit Transfer Fee	\$ 25.00
Driver Permit Reinstatement Fee	\$ 25.00
Driver Permit Replacement	\$ 10.00
Annual Vehicle Permit Fee (Gasoline/Diesel)	\$ 1,650.00
Annual Vehicle Permit Fee (Hybrid/Alt Fuel)	\$ 850.00
Annual Vehicle Permit Fee (WAV/Zero Emission)	\$ 200.00
Vehicle Permit Fee, Reinstatement	\$ 65.00
Appeal Fee	\$ 100.00
Taxicab Distinct Appearance Determination Appeal Fee	\$ 1,200.00

3. Installment Payments.

3.1 The Board of SSG hereby authorizes the Taxi Administrator to accept payments of the "Annual Taxicab Business Permit" fee in 12 monthly installments, beginning July 1, 2023 through June 1, 2024, for a total of \$32,000.00, with the initial installment payment being due as a condition precedent to issuance of such permit.

3.2 The Board of SSG hereby authorizes the Taxi Administrator to accept payments of "Annual Vehicle Permit" fees in 12 monthly installments, beginning July 1, 2023 through June 1, 2024. Installment payments for "Annual Vehicle Permit" fees must meet the following requirements:

- (a) Each permitted taxi business must provide a list of taxicabs to be included in the installment plan no later than June 23, 2023.

(b) Taxicabs permitted after June 23, 2023 will be due in full; prorated for the remainder of the fiscal year.

(c) If a vehicle is permanently taken out of service with a balance due to SSG of the Vehicle Permit Fee for the year, such fee shall become immediately due and payable.

3.3 Installment payments shall be due on the first day of the month.

4. Late Payments.

4.1 A payment is late if not paid on or before the first day of each month. Late payments impose a late payment fee of \$25.00 per day that the payment is delinquent, not to exceed \$1,000.00.

5. This Resolution shall take effect July 1, 2023.

ADOPTED this 22<sup>nd</sup> day of March, 2023.

ATTEST:

---

Edith Hernandez  
Clerk of the Board  
SunLine Services Group

---

Glenn Miller  
Chairperson of the Board  
SunLine Services Group

APPROVED AS TO FORM:

---

Eric S. Vail  
General Counsel

