



SunLine Transit Agency/
 SunLine Services Group
 September 29, 2021
 12:00 p.m.

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

VIA VIDEOCONFERENCE

Pursuant to California Governor Newsom’s Executive Orders N-25-20 issued on March 4, 2020 and N-29-20 issued on March 18, 2020, the Board of Directors regular meeting will be conducted remotely through Zoom. Please follow the instructions below to join the meeting remotely.

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION

Join Zoom Meeting - from PC, Laptop or Phone

<https://us02web.zoom.us/j/87986532726>

Meeting ID: 879 8653 2726

Teleconference Dial In
 888-475-4499 (Toll Free)
 Conference Number: 879 8653 2726

One tap mobile
 +16699009128,,87986532726#

Phone controls for participants:

The following commands can be used on your phone’s dial pad while in Zoom meeting:

- *6 - Toggle mute/unmute
- *9 - Raise hand

For members of the public wishing to submit comment in connection with the Board Meeting: all public comment requests need to be submitted via email to the Clerk of the Board at clerkoftheboard@sunline.org prior to September 28, 2021 at 5:00 p.m. with your name, telephone number and subject of your public comment (agenda item or non-agenda item). Members of the public may make public comments through their telephone or Zoom connection when recognized by the Chair. If you send written comments, your comments will be made part of the official record of the proceedings and read into the record.

ITEM

RECOMMENDATION

In compliance with the Brown Act and Government Code Section 54957.5, agenda materials distributed 72 hours 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 the meeting at SunLine Transit Agency’s Administration Building, 32505 Harry Oliver Trail, Thousand Palms, CA 92276 and on the Agency’s website, www.sunline.org.

In compliance with the Americans with Disabilities Act, Government Code Section 54954.2, and the Federal Transit Administration Title VI, please contact the Clerk of the Board at (760) 343-3456 if special assistance is needed to participate in a Board meeting, including accessibility and translation services. Notification of at least 48 hours prior to the meeting time will assist staff in assuring reasonable arrangements can be made to provide assistance at the meeting.

ITEM

RECOMMENDATION

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

- a) Level of Service**
(Staff: Planning & Taxi Departments)

(PAGE 5-21)

- 5. FINALIZATION OF AGENDA**
- 6. APPROVAL OF MINUTES –
JULY 28, 2021 JOINT BOARD MEETING**

APPROVE
(PAGE 22-27)

- 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**
- 9. CONSENT CALENDAR**

RECEIVE COMMENTS
RECEIVE & FILE

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

<u>ITEM</u>	<u>RECOMMENDATION</u>
9a) Checks \$1,000 and Over Report for June and July 2021	(PAGE 28-35)
9b) Credit Card Statement for June and July 2021	(PAGE 36-61)
9c) Monthly Budget Variance Report for June and July 2021	(PAGE 62-71)
9d) Contracts Signed in Excess of \$25,000 for July and August 2021	(PAGE 72-74)
9e) Union & Non-Union Pension Investment Asset Summary June and July 2021	(PAGE 75-89)
9f) Ridership Report for July and August 2021	(PAGE 90-97)
9g) SunDial Operational Notes for July and August 2021	(PAGE 98-102)
9h) Metrics for July and August 2021	(PAGE 103-129)
9i) Quarterly Performance Summary for Pension Plans Q2 Calendar Year 2021	(PAGE 130-134)
9j) Board Member Attendance for July 2021	(PAGE 135-136)
9k) SSG/SRA Checks \$1,000 and Over Report for June and July 2021	(PAGE 137-139)
9l) SSG Monthly Budget Variance Report for June and July 2021	(PAGE 140-144)
9m) Taxi Trip Data – July and August 2021	(PAGE 145-146)
10. IMPLEMENTATION OF MASK REQUIREMENTS THROUGH JANUARY 18, 2022 (Donna Griffith, Chair of Board Operations Committee; Staff: Lauren Skiver, CEO/General Manager and Eric Vail, General Counsel)	INFORMATION (PAGE 147)
11. REVIEW DECLARATION OF EMERGENCY BY THE BOARD OF DIRECTORS (Donna Griffith, Chair of Board Operations Committee; Staff: Eric Vail, General Counsel and Lauren Skiver, CEO/General Manager)	APPROVE (PAGE 148-153)
12. YOUTH SUSTAINABILITY ADVISORY COMMITTEE BYLAWS APPROVAL (Donna Griffith, Chair of Board Operations Committee; Staff: Nicholas Robles, Chief of Public Affairs)	APPROVE (PAGE 154-160)
13. APPROVE THE DESIGN-BUILD PRODUCT DELIVERY METHOD FOR THE DEVELOPMENT OF LIQUID HYDROGEN REFUELING INFRASTRUCTURE PROJECT (Russell Betts, Chair of Finance/Audit Committee; Staff: Rudy Le Flore, Chief Project Consultant)	APPROVE (PAGE 161)
14. CONTRACT FOR AGENCY LEGAL SERVICES (Kathleen Kelly, Board Member)	APPROVE (PAGE 162-163)

ITEM

RECOMMENDATION

15. CLOSED SESSION

a) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation

Pursuant to Government Code section 54956.9(d)(2)

One (1) matter

**16. AMENDMENT TO CONTRACT FOR ALVAREZ &
MARSAL LLC**

(Staff: Brittney B. Sowell, Chief of Staff)

APPROVE
(PAGE 164)

17. GENERAL COUNSEL'S REPORT

18. CEO/GENERAL MANAGER'S REPORT

19. NEXT MEETING DATE

October 27, 2021 at 12 p.m.

Planned as a hybrid meeting

20. ADJOURN

SunLine
Re *fueled*
DRIVING THE FUTURE OF TRANSIT

The logo features the word 'SunLine' in a blue, italicized sans-serif font. Below it, the word 'Refueled' is written in a large, bold, black sans-serif font. The 'Re' is in black, and the 'fueled' is in blue. A yellow and blue diagonal stripe runs through the 'fueled' part. Below 'Refueled' is the tagline 'DRIVING THE FUTURE OF TRANSIT' in a smaller, italicized, black sans-serif font. The background is white with a large yellow and blue curved shape at the bottom.

Timeline

MARCH 2020

COVID-19 Declared Global Pandemic

- Introduced service levels as a way to communicate with our riders about potential and abrupt service interruptions
- SunLine moved to Level 3 Service

APRIL 2020

- New mandates implemented, including face covering requirement

MAY 2020

- SunLine discussed with the Board plans to accelerate the implementation of Refueled

Timeline

JANUARY 2021

Refueled Implemented - Modified

- Refueled launches under Level 3 Service with the consolidation of the fixed route network and implementation of four (4) SunRide zones

MARCH – MAY 2021

- School trippers reinstated
- Fare collection and front-door boarding resumed

JULY 2021

- New 10 Commuter Link regional route launched

Timeline

SEPTEMBER 2021



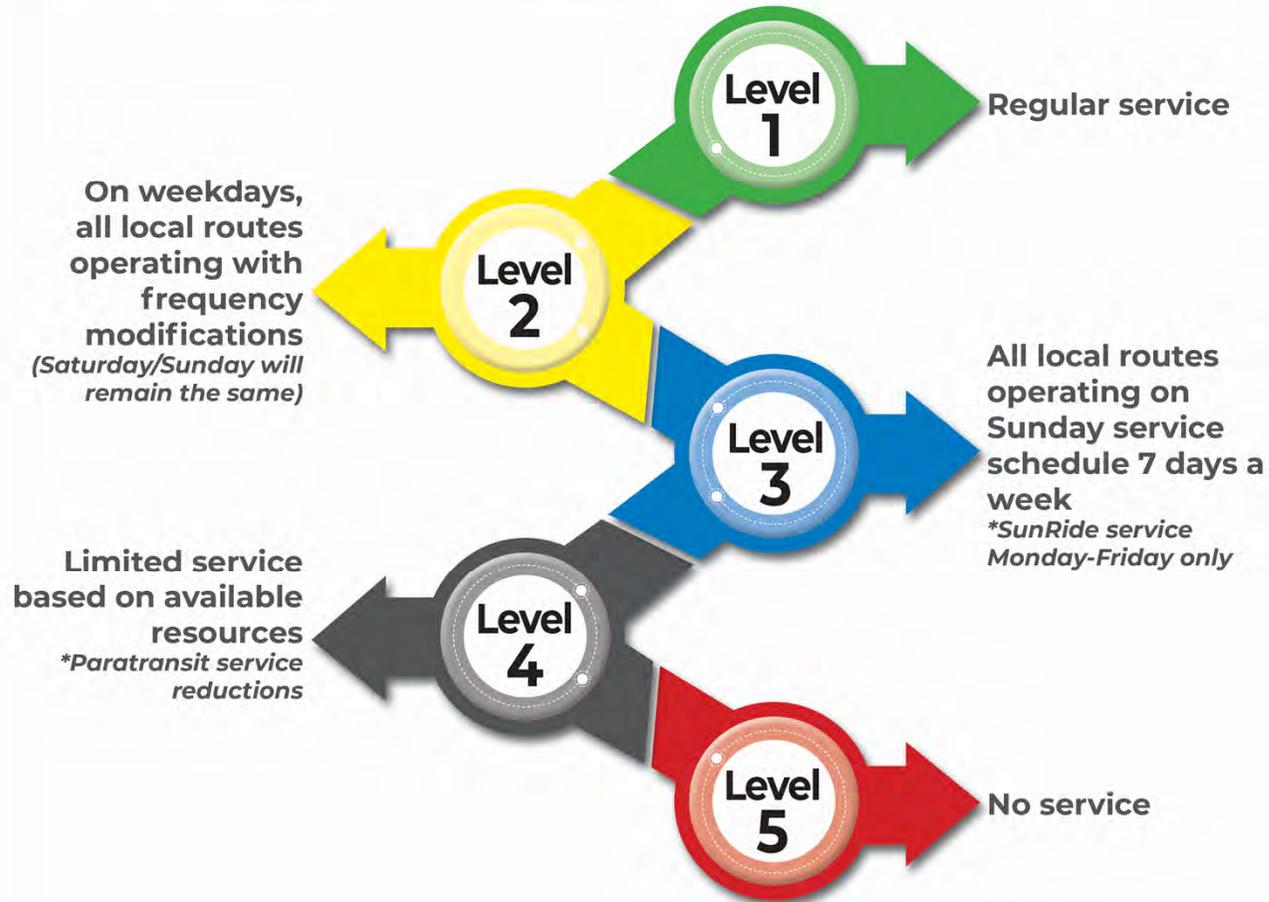
Moved to Level 1 Service

- SunLine moved from Level 3 to Level 1 Service during the September service change

Goals:

- Address rider concerns about frequency of routes
- Return service to the Route 5 providing connections between Desert Hot Springs and Palm Desert and service to the west valley for the 10 Commuter Link at CSUSB-PDC
- Expand SunRide service
- Support ridership growth and attract choice riders
- Create the best bid/work schedule possible for operators

Overview of Service Levels



Decision Making Strategies for Level 1 Service



**Prior Communication
to the Board and
Public about
September Change**

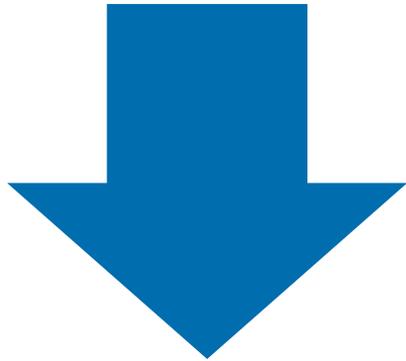


**Rider
Complaints
Regarding Level 3**



**Operator
Requests
Regarding Splits
and Schedules**

Impacts of National Operator Shortage

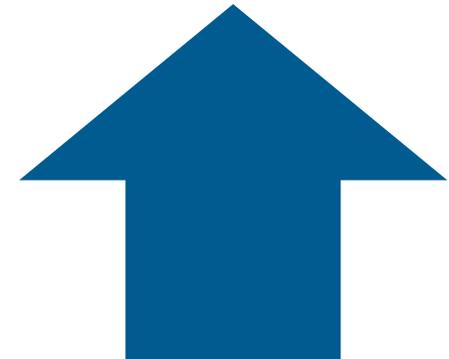


The Challenge:

During this move to Level 1 Service, it became evident that the ratio of operators leaving SunLine during the “Great Resignation” wave happening across the country vs. those being hired created gaps in overall coverage

Our Approach:

- Offering full-time employment to all part-time operators
- Utilizing a cut plan that ensures that all routes are serviced
- Looking for out of the box ways to attract new employees
- Communicating with riders about the importance of real time bus tracking on the myStop mobile app



National Headlines

Massachusetts activates up to 250 National Guard troops to drive school vans

By Steve Almasy, CNN

Updated 6:57 PM ET, Tue September 14, 2021

Transportation

Labor shortage wears on Chapel Hill and other Triangle transit agencies

Commuting

TriMet faces driver shortage as it looks to rebuild from pandemic

Updated: Sep. 18, 2021, 12:10 p.m. | Published: Sep. 18, 2021, 8:00 a.m.

Metro Transit Says Bus Driver Shortage Leading To Widespread Route Cancellations

Yolobus suspends several bus routes amid driver shortage

September 20, 2021 at 5:19 pm Filed Under: Local TV, Metro Transit, Reg Chapman



By ROBYN DOBSON | rdobson@dailydemocrat.com |

PUBLISHED: September 21, 2021 at 1:58 p.m. | UPDATED: September 21, 2021 at 2:02 p.m.

Potential Changes Ahead

- Actively monitoring performance of routes to determine if and when a move to Level 2 is warranted
- Committee comprised of operators, transportation and planning staff are currently working on a potential schedule for Level 2

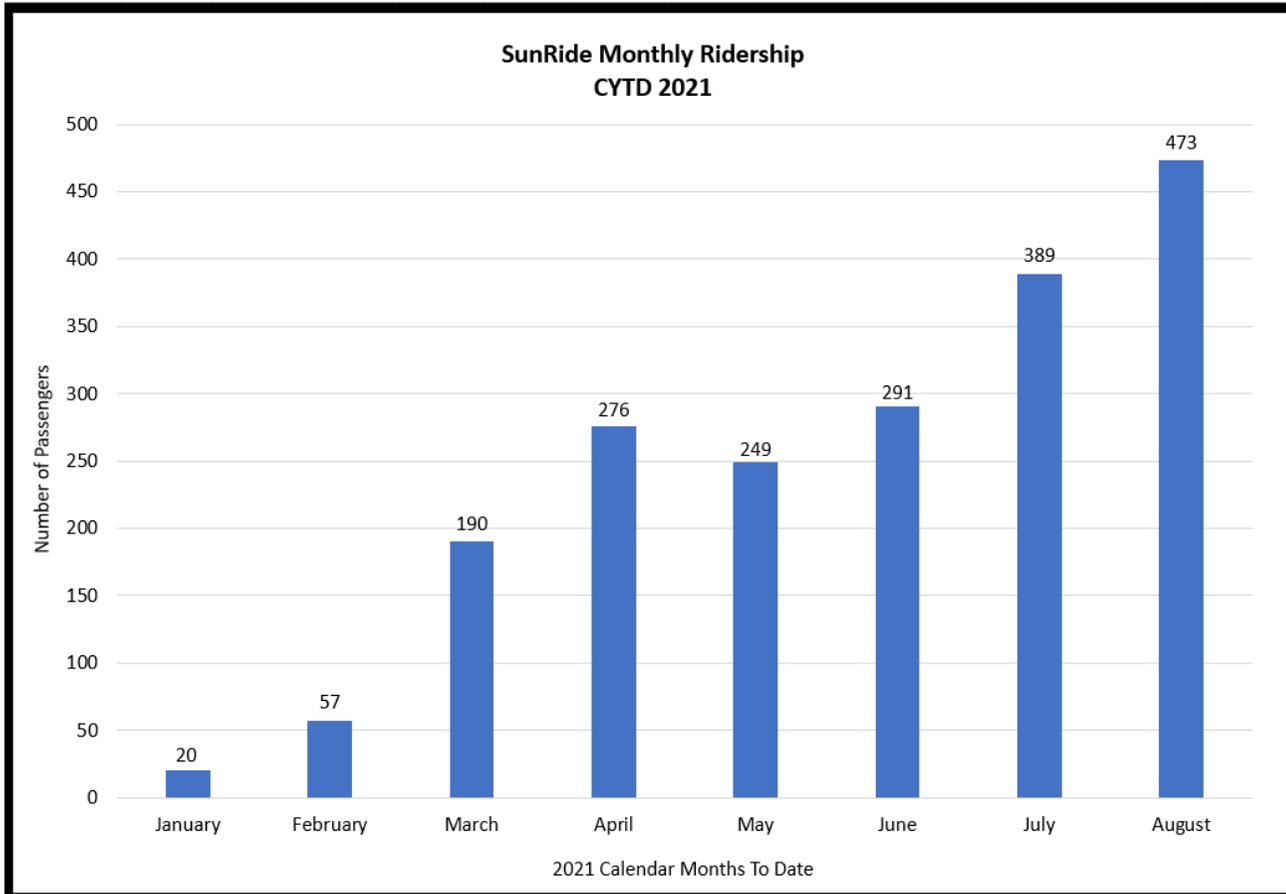


Overall Strategies

The SunRide zone expansions in September 2021 were intentionally planned to provide more flexible service and fill gaps in the network – including those experienced as a result of service interruptions



Microtransit and COVID-19 Pandemic

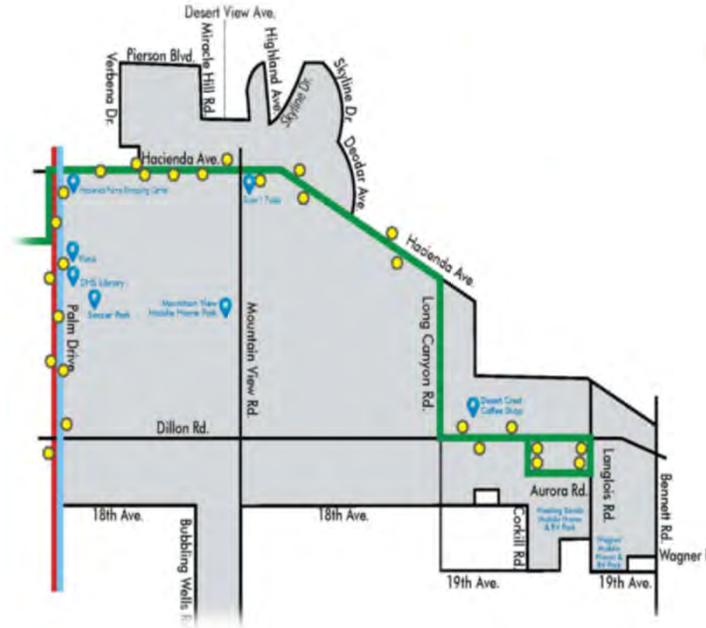


- Bridge to pandemic recovery
- Month over month ridership increase
- Support and supplant low frequency fixed-routes

Desert Hot Springs Geo-fence Expansion

January 4th – September 5th

Effective September 6th



- Zone expanded ~4 sq. miles (62%)
- Servicing 12 new bus stops
- Reaching ~9k more residents
- Rebranded “Desert Hot Springs/ Desert Edge”

Palm Desert Geo-fence Expansion

January 4th – September 5th

Effective September 6th

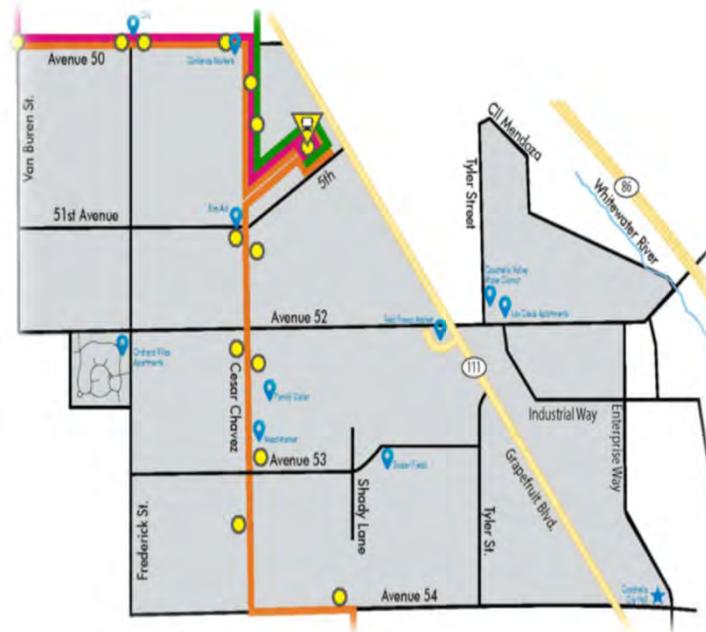
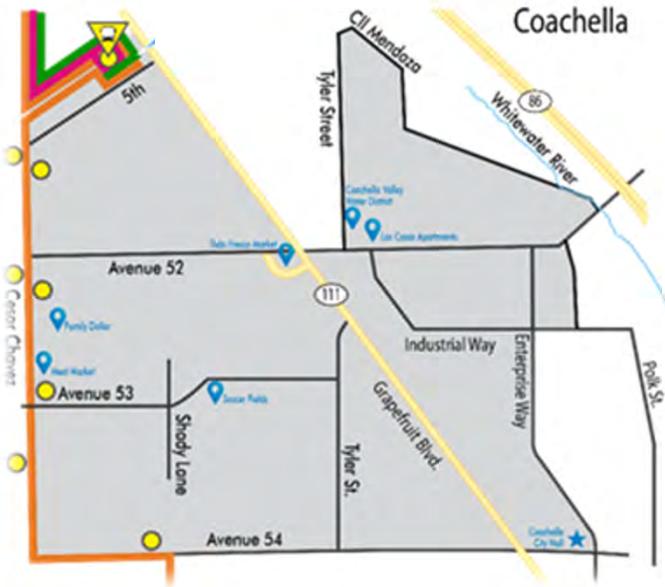


- Zone expanded ~6 sq. miles (68%)
- Servicing 29 new bus stops
- Reaching ~12k more residents
- Rebranded “Palm Desert”

Coachella Geo-fence Expansion

January 4th – September 5th

Effective September 6th



- Zone expanded ~1.5 sq. miles (64%)
- Servicing 11 new bus stops
- Reaching ~13k more residents

In the Works for SunRide

- Procurement for microtransit software platform
- Procurement for transportation service providers
- Preliminary service expansions under evaluation
 - New zone expansion
 - Indio
 - Cathedral City
 - Palm Springs (Windy Point/Chino Canyon)
 - Existing zone expansion
 - Desert Hot Springs expansion to include portions of Sky Valley
 - Would require 2nd vehicle in the zone

What We Are Doing

-  SunLine is constantly adapting and monitoring performance to roll out as much service as possible on a daily basis
 - Changes to a level of service, if warranted, would be communicated with Board and public
-  Actively focused on hiring new operators and technicians and exploring ways to incentivize
-  Continued look at expansion opportunities for SunRide to ensure mobility for our riders

Thank You

SunLine
Refueled
DRIVING THE FUTURE OF TRANSIT

Questions?



MINUTES

Joint SunLine Transit Agency/SunLine Services Group Board of Directors Meeting July 28, 2021

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, July 28, 2021 via Zoom videoconference, pursuant to paragraph 3 of Executive Order N-20-29.

1. CALL TO ORDER

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

2. FLAG SALUTE

Board Member Alternate Peña 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
Raymond Gregory, SunLine Agency Board Member, City of Cathedral City
Denise Delgado, SunLine Agency Board Member, City of Coachella
Russell Betts, SunLine Agency Board Member, City of Desert Hot Springs
Donna Griffith, SunLine Agency Board Member, City of Indian Wells
John Peña, SunLine Agency Board Member Alternate, City of La Quinta
Kathleen Kelly, SunLine Agency Board Member, City of Palm Desert
Charles Townsend, SunLine Agency Board Member, City of Rancho Mirage
Supervisor V. Manuel Perez, SunLine Agency Board Member, County of Riverside

4. PRESENTATIONS

a) Operations Building Video Unveiling

A video of the Operations Building Unveiling was played.

Comments were made by:

- Lauren Skiver, CEO/General Manager
- Board Member Alternate Peña, City of La Quinta
- Board Chair Miller, City of Indio
- Supervisor V. Manuel Perez, County of Riverside

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
BOARD OF DIRECTORS MEETING - MINUTES
JULY 28, 2021**

5. FINALIZATION OF AGENDA

No changes to the agenda.

6. APPROVAL OF MINUTES FOR JOINT STA/SSG JUNE 23, 2021 BOARD MEETING

Board Chair Miller moved to approve the minutes of the June 23, 2021 Board meeting. The motion was seconded by Board Member Betts. The motion was approved by a unanimous vote of 9 yes; 0 no; 1 abstain

7. PUBLIC COMMENTS

One (1) public comment on non-agenda items was made by Anthony Garcia.

8. BOARD MEMBER COMMENTS

Board Member comments were made by:

- Board Member Gregory, City of Cathedral City
- Supervisor V. Manuel Perez, County of Riverside

9. CONSENT CALENDAR

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

10. RATIFICATION OF PROVISIONAL COMMITTEE APPOINTMENTS

Board Chair Miller gave an oral report on this item. SunLine Transit Agency Board Member Townsend moved to approve the Ratification of Provisional Committee Appointments. The motion was seconded by Board Member Griffith. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

11. RATIFICATION OF CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY (CARES) ACT CLAIM

Finance/Audit Committee Chair Betts reported that this item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Member Betts moved to approve the Ratification of Coronavirus Aid, Relief, And Economic Security (Cares) Act Claim. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
BOARD OF DIRECTORS MEETING - MINUTES
JULY 28, 2021**

12. AD HOC LEGAL SERVICES COMMITTEE AUTHORITY AND CONTRACT EXTENSION

Finance/Audit Committee Chair Betts reported that this item was brought to the committee and they unanimously approved the item.

Board Member comments were made by:

- Board Member Gregory, City of Cathedral City
- Board Chair Miller, City of Indio
- Board Member Kelly, City of Palm Desert
- Board Member Betts, City of Desert Hot Springs
- Board Member Middleton, City of Palm Springs

Staff comments were made by:

- Lauren Skiver, CEO/General Manager
- Luis Garcia, Chief Financial Officer

Following discussion by the Board, SunLine Transit Agency Board Member Kelly made an alternate motion to amend the Ad Hoc Legal Services Committee Authority and Contract Extension, to extend the current contract to two (2) months and bring the item back to the full Board for consideration/vote at the September 29, 2021 meeting. The motion was seconded by Board Member Betts. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

13. RATIFICATION OF TIMEKEEPING SOFTWARE INTEGRATION AGREEMENT

Finance/Audit Committee Chair Betts reported that this item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Member Betts moved to approve the Ratification of Timekeeping Software Integration Agreement. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

14. AGREEMENT FOR FOUR (4) H2RIDE HYDROGEN FUEL CELL SHUTTLE BUSES

Finance/Audit Committee Chair Betts reported that this item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Member Betts moved to approve the Agreement for Four (4) H2Ride Hydrogen Fuel Cell Shuttle Buses. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
BOARD OF DIRECTORS MEETING - MINUTES
JULY 28, 2021**

15. SUPPORT WARRANTY AND LICENSE AGREEMENT WITH AVAIL TECHNOLOGIES, INC.

Finance/Audit Committee Chair Betts reported that this item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Member Betts moved to approve the Support Warranty and License Agreement With Avail Technologies, Inc. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

16. REVIEW DECLARATION OF EMERGENCY BY THE BOARD OF DIRECTORS

Board Operations Committee Chair Griffith reported that this item was brought to the committee and they unanimously approved the item. An oral report was provided by Eric Vail, General Counsel and Lauren Skiver, CEO/General Manager.

Board member comments were made by:

- Board Member Betts, City of Desert Hot Springs
- Board Member Alternate Peña, City of La Quinta
- Board Member Griffith, City of Indian Wells
- Supervisor V. Manuel Perez, County of Riverside

SunLine Transit Agency Board Member Griffith moved to approve the Continued Declaration of Emergency by the Board of Directors through September 30, 2021, and to review at the September 29, 2021 Board meeting. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

17. APPROVE DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION GOAL AND PROGRAM UPDATE

Board Operations Committee Chair Griffith reported that this item was brought to the committee and they unanimously approved the item. An oral report was provided by Tina Hamel, Chief of Compliance/Labor Relations (DBELO/EEO). SunLine Transit Agency Board Member Griffith moved to approve the Disadvantaged Business Enterprise (DBE) Participation Goal and Program Update. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

18. RESPONSE TO PUBLIC COMMENT FROM JUNE 23, 2021

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

One (1) public comment was made by Anthony Garcia on this item.

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
BOARD OF DIRECTORS MEETING - MINUTES
JULY 28, 2021**

**19. CENTRAL AND WEST COACHELLA VALLEY TRANSIT CONNECTIVITY TO
10 COMMUTER LINK SERVICE – ALTERNATIVES ANALYSIS (AA)**

Strategic Planning & Operational Committee Chair Gregory reported that this information item was brought to the committee and gave a brief overview.

20. GENERAL COUNSEL’S REPORT

General Counsel, Eric Vail, had no updates to report.

21. CEO/GENERAL MANAGER’S REPORT

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

22. CLOSED SESSION

a) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation

Pursuant to Government Code section 54956.9(d)(2)

One (1) matter

b) CONFERENCE WITH LABOR NEGOTIATIONS

Pursuant to Government Code section 54957.6

Agency designated representatives: Lauren Skiver, CEO/GM SunLine, Eric Vail, General Counsel, Burke Williams Sorensen, LLP

Employee organizations: Teamsters Local 1932 and Amalgamated Transit Union Local 1277

a) There was no reportable action taken.

b) There was no reportable action taken.

23. NEXT MEETING DATE

September 29, 2021 at 12 p.m.

Board Member Griffith suggested the September Board meeting be moved due to the California League of Cities. Board Member Kelly moved to approve changing the September Board meeting from September 22, 2021 to September 29, 2021 and pushing back the hybrid Board meeting to October. The motion was seconded by Board Member Delgado. The motion was approved by a unanimous vote of 7 yes; 0 no; 0 abstain; 3 absent (after returning from closed session)

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
BOARD OF DIRECTORS MEETING - MINUTES
JULY 28, 2021**

24. ADJOURN

The SunLine Services Group and SunLine Transit Agency meeting concurrently adjourned at 1:34 p.m.

Respectfully Submitted,

Carmen Cubero
Assistant Clerk of the Board

A recording of the July 28, 2021 Board proceedings is available [here](#).

SunLine Transit Agency**CONSENT CALENDAR**

DATE: September 29, 2021

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Checks \$1,000 and Over Report for June and July 2021

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 months of June and July which required signature from the Chair or Vice Chair.

Vendor	Check #	Amount
<i>Creative Bus Sales, Inc</i>	686442	\$456,850.26
<i>GST</i>	686519	\$152,623.69
<i>Trapeze Software Group, Inc</i>	686517	\$127,067.00
<i>Jessup Auto Plaza</i>	686523	\$56,485.16
<i>Jessup Auto Plaza</i>	686692	\$56,485.16

Recommendation:

Receive and file.

**SunLine Transit Agency
Checks \$1,000 and Over
June 2021**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
CREATIVE BUS SALES, INC,	WIP- FY2020 Replacement & Exp of Paratransit Buses	686442	06/16/2021	456,850.26
CALPERS	Group Health Ins Premiums	686569	06/24/2021	368,268.93
PERMA - INSURANCE	General Liability & Workers Comp Premium	686407	06/09/2021	169,938.50
GST	WIP- Operations Facility - IT Equipment	686519	06/21/2021	152,623.69
TRAPEZE SOFTWARE GROUP INC.	Computer Network Software Agmt 7/1/2021-6/30/2022	686517	06/18/2021	127,067.00
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	686656	06/30/2021	121,263.02
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	686501	06/16/2021	120,500.34
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	686361	06/02/2021	120,090.46
IMPERIAL IRRIGATION DIST	Utilities	686462	06/16/2021	108,836.63
JESSUP AUTO PLAZA	WIP- Five Replacement Zero Emission	686523	06/21/2021	56,485.16
ELEMENT MARKETS RENEWABLE ENERGY, LLC	Utilities	686594	06/30/2021	51,910.42
GUARDIAN LIFE INSURANCE COMPANY THE	Employee Benefits/ LTD/STD/LIFE Ins Prem	686599	06/30/2021	48,773.32
SO CAL GAS CO.	Utilities	686413	06/09/2021	48,151.63
GUARDIAN LIFE INSURANCE COMPANY THE	Employee Benefits/ LTD/STD/LIFE Ins Prem	686330	06/02/2021	48,145.60
BURKE, WILLIAMS & SORENSEN, LLP	Legal Service	686511	06/18/2021	25,219.50
IMPERIAL IRRIGATION DIST	Utilities	686394	06/09/2021	25,044.57
DEMO UNLIMITED, INC.	WIP- CNG Project Trailer Demolition	686587	06/30/2021	24,813.87
MICHELIN NORTH AMERICA, INC.	Lease Tire Service	686613	06/30/2021	24,236.36
PERMA - INSURANCE	Insurance Loss	686345	06/02/2021	23,000.00
TRAPEZE SOFTWARE GROUP INC.	Computer Network Software Agmt 7/1/21-6/30/22	686418	06/09/2021	20,073.00
WSP USA INC.	TDM & Vanpool Program	686367	06/02/2021	20,058.63
NEOGOV	Recruiting Employees 7/1/21-6/30/22	686455	06/16/2021	19,981.69
PERMA - INSURANCE	Insurance Loss	686481	06/16/2021	19,947.11
ERMA EMPLOYMENT RISK MANAGEMENT	Insurance Loss	686385	06/09/2021	19,800.00
CALSTART, INC.	WIP-Hydrogen FCB Lo-No	686316	06/02/2021	18,400.00
TEC EQUIPMENT, INC.	Inventory Repair Parts	686494	06/16/2021	18,067.09
NAPA AUTO PARTS	Inventory Repair Parts	686339	06/02/2021	16,320.35
THE LEFLORE GROUP LLC	Projects Consultant	686631	06/30/2021	16,294.50
ZEN AND THE ART OF CLEAN ENERGY SOLUTIONS	WIP- Facility Master Plan Update: Phase I	686508	06/16/2021	14,775.00
SONSRAY FLEET SERVICES	Inventory Repair Parts	686563	06/23/2021	12,826.45
TEC EQUIPMENT, INC.	Inventory Repair Parts	686358	06/02/2021	12,645.23
VEHICLE TECHNICAL CONSULTANTS, INC.	WIP- FY2020 Replacement & Exp of Paratransit Buses	686504	06/16/2021	12,250.00
SOLARWINDS WORLDWIDE, LLC.	Network Monitoring Renewal 6/27/2021 - 6/27/2022	686560	06/23/2021	12,045.12
BALLARD POWER SYSTEMS	Inventory Repair Parts	686528	06/23/2021	11,987.19
VERIZON WIRELESS	Wireless Telephone Service	686421	06/09/2021	11,502.98
MURCHISON & CUMMING, LLP	Insurance Loss	686472	06/16/2021	11,204.40
URRUTIA MARKS ARCHITECTS	WIP- Zero Emission Maintenance Facility	686611	06/30/2021	11,192.50
NFI PARTS	Inventory Repair Parts	686571	06/30/2021	11,063.61
NFI PARTS	Inventory Repair Parts	686524	06/23/2021	10,893.35

**SunLine Transit Agency
Checks \$1,000 and Over
June 2021**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
JACKSON LEWIS P.C.	Insurance Loss	686464	06/16/2021	9,827.50
YELLOW CAB OF THE DESERT	SunRide Ride Share Expense	686507	06/16/2021	9,458.80
YELLOW CAB OF THE DESERT	SunRide Ride Share Expense	686568	06/23/2021	9,453.73
SONSRAY FLEET SERVICES	Inventory Repair Parts	686639	06/30/2021	8,795.77
TRUCK GEARS, INC.	Repair Parts-Fixed Route	686640	06/30/2021	8,778.70
TRANSIT PRODUCTS & SERVICES	Inventory Repair Parts	686499	06/16/2021	7,808.00
KELLERMEYER BERGENSONS SERVICES, LLC	Janitorial Services	686397	06/09/2021	7,650.00
NFI PARTS	Inventory Repair Parts	686312	06/02/2021	7,352.27
SO CAL GAS CO.	Utilities	686490	06/16/2021	7,136.90
ROBERT HALF	Temporary Help	686410	06/09/2021	6,868.00
ZOHO CORPORATION	Computer Network Software Agmt 6/13/21-6/12/22	686509	06/16/2021	6,852.00
COACHELLA VALLEY TAXI	SunRide Ride Share Expense	686544	06/23/2021	6,831.94
BALLARD POWER SYSTEMS	Inventory Repair Parts	686434	06/16/2021	6,722.18
NFI PARTS	Inventory Repair Parts	686426	06/16/2021	6,631.64
AMALGAMATED TRANSIT UNION	Union Dues	686314	06/02/2021	6,564.61
AMALGAMATED TRANSIT UNION	Union Dues	686648	06/30/2021	6,403.66
ADMIRAL SECURITY SERVICES, INC.	Security Guard Services	686372	06/09/2021	6,403.56
AMALGAMATED TRANSIT UNION	Union Dues	686428	06/16/2021	6,353.66
MILE3 WEB DEVELOPMENT	Contract Services	686548	06/23/2021	6,187.50
DESERT PARADISE CONSTRUCTION, LLC	WIP-Operation Facility	686447	06/16/2021	6,180.00
FONTANA RADIATOR SERVICE, INC.	Repair Parts-Fixed Route	686390	06/09/2021	5,834.77
CARQUEST AUTO PARTS STORES	Inventory Repair Parts	686317	06/02/2021	5,644.88
ROBERT HALF	Temporary Help	686627	06/30/2021	5,367.10
YELLOW CAB OF THE DESERT	Taxi Voucher Program	686518	06/18/2021	5,266.00
NAPA AUTO PARTS	Inventory Repair Parts	686515	06/18/2021	5,116.74
CNTY OF RIVERSIDE DEPT OF ENVIRONMENTAL	Annual Permit Renewal FY20/21	686322	06/02/2021	4,734.00
NFI PARTS	Inventory Repair Parts	686373	06/09/2021	4,495.55
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	686479	06/16/2021	4,447.95
MILE3 WEB DEVELOPMENT	Contract Services	686614	06/30/2021	4,331.25
AIR & LUBE SYSTEMS INC	Facility Maintenance	686574	06/30/2021	4,313.46
CREATIVE BUS SALES, INC,	Inventory Repair Parts	686530	06/23/2021	4,114.27
FORENSIC DRUG TESTING SERVICES	Medical Exams	686595	06/30/2021	4,086.00
ROBERT HALF	Temporary Help	686485	06/16/2021	4,040.00
ROBERT HALF	Temporary Help	686554	06/23/2021	4,040.00
WESTGATE CENTER FOR LEADERSHIP	Travel-Meeting Seminars	686506	06/16/2021	4,035.00
TPX COMMUNICATIONS	Communication	686565	06/23/2021	3,928.08
HOME DEPOT CREDIT SERVICES	Facility Maintenance Supplies	686458	06/16/2021	3,745.98
PRUDENTIAL OVERALL SUPPLY	Uniforms	686409	06/09/2021	3,678.74
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	686556	06/23/2021	3,664.45

**SunLine Transit Agency
Checks \$1,000 and Over
June 2021**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
ANDREA CARTER & ASSOCIATES	Marketing Services	686430	06/16/2021	3,600.00
OFFICE DEPOT	Office Supplies	686473	06/16/2021	3,558.77
IMPERIAL IRRIGATION DIST	Utilities	686600	06/30/2021	3,539.44
ZEN AND THE ART OF CLEAN ENERGY SOLUTIONS	WIP- Facility Master Plan Update Phase I	686369	06/02/2021	3,450.00
COACHELLA VALLEY TAXI	SunRide Ride Share Expense	686607	06/30/2021	3,431.04
COACHELLA VALLEY TAXI	SunRide Ride Share Expense	686334	06/02/2021	3,392.32
COACHELLA VALLEY TAXI	SunRide Ride Share Expense	686468	06/16/2021	3,382.79
TIME WARNER CABLE	Utilities	686415	06/09/2021	3,336.31
HD INDUSTRIES	Inventory Repair Parts	686541	06/23/2021	3,335.98
PSOMAS	WIP- CNG Station	686347	06/02/2021	3,316.29
DESERT PARADISE CONSTRUCTION, LLC	WIP-Operation Facility	686324	06/02/2021	3,240.00
AIRWAVE COMMUNICATIONS	Radio Maintenance	686427	06/16/2021	3,234.50
OFFICETEAM	Temporary Help	686478	06/16/2021	3,224.10
CUMMINS SALES AND SERVICE	Computer Network Software Agmt 4/24/21-4/23/22	686531	06/23/2021	3,210.73
MEYERS FOZI & DWORK, LLP	Insurance Loss	686469	06/16/2021	3,192.00
AMETZA ARIZONA, LLC.	Lubricants and Oils	686429	06/16/2021	3,161.20
CDW GOVERNMENT, INC	WIP-Operation Facility	686320	06/02/2021	3,153.95
YELLOW CAB OF THE DESERT	SunRide Ride Share Expense	686368	06/02/2021	3,151.60
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishments	686649	06/30/2021	3,120.84
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishments	686315	06/02/2021	3,120.08
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishments	686439	06/16/2021	3,120.08
DECALS BY DESIGN, INC.	Advertising	686586	06/30/2021	3,054.63
JESSE FRESCAS JR.	Consulting General	686331	06/02/2021	3,040.00
FOUNDATION GROUP INC	Consulting General	686370	06/03/2021	3,000.00
RENOVA PLUS	Consulting Service General	686349	06/02/2021	2,880.00
PRUDENTIAL OVERALL SUPPLY	Uniforms	686483	06/16/2021	2,860.84
SOUTHWEST NETWORKS, INC.	Contract Services General	686491	06/16/2021	2,825.00
BROADLUX, INC.	Consulting Service General	686580	06/30/2021	2,625.00
COMMUNITY TRANSPORTATION ASSOCIATION	Membership Renewal	686371	06/04/2021	2,600.00
MOWERS PLUS, INC.	WIP- Retention Beatification Phase II	686471	06/16/2021	2,502.82
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	686353	06/02/2021	2,454.61
DESERT PARADISE CONSTRUCTION, LLC	WIP-Operation Facility	686590	06/30/2021	2,400.00
VALLEY OFFICE EQUIPMENT, INC.	Copier Service	686420	06/09/2021	2,374.55
ELDORADO NATIONAL (CALIFORNIA), INC.	Inventory Repair Parts	686534	06/23/2021	2,337.83
ROMAINE ELECTRIC CORP.	Inventory Repair Parts	686555	06/23/2021	2,321.33
CDW GOVERNMENT, INC	Fixed Assets-Computer Equipment	686582	06/30/2021	2,287.59
DESERT CITY CAB	Taxi Voucher Program	686444	06/16/2021	2,265.03
DESERT URGENT CARE	Medical Exams	686395	06/09/2021	2,245.00
DECALS BY DESIGN, INC.	Inventory Repair Parts	686383	06/09/2021	2,043.32

**SunLine Transit Agency
Checks \$1,000 and Over
June 2021**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
SC FUELS	Lubricants and Oils	686557	06/23/2021	1,980.14
COACH GLASS	Inventory Repair Parts	686602	06/30/2021	1,955.73
FRONTIER COMMUNICATIONS	Communication	686454	06/16/2021	1,931.67
ASPEN REFRIGERANTS, INC.	Freon & Coolant	686376	06/09/2021	1,884.47
TRANSIT RESOURCES, INC.	Inventory Repair Parts	686417	06/09/2021	1,765.01
JESSE FRESCAS JR.	WIP- Coachella Transit Hub	686465	06/16/2021	1,760.00
AVAIL TECHNOLOGIES	Inventory Repair Parts	686527	06/23/2021	1,741.61
KELLY PAPER COMPANY	Office Supplies	686606	06/30/2021	1,709.08
JOSEPH LYNN FRIEND	Consulting Service	686466	06/16/2021	1,668.75
PACIFIC MOBILE STRUCTURES, INC	Fixed Assets-Facility Improvements	686620	06/30/2021	1,643.07
YELLOW CAB OF THE DESERT	Taxi Voucher Program	686646	06/30/2021	1,635.33
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	686437	06/16/2021	1,542.44
MILE3 WEB DEVELOPMENT	Website Maintenance	686470	06/16/2021	1,470.00
SAN DIEGO FLUID SYSTEM TECHNOLOGIES	Repair Parts-CNG - TP	686634	06/30/2021	1,427.16
KELLERMEYER BERGENSONS SERVICES, LLC	Janitorial Services	686467	06/16/2021	1,418.47
SMARTDRIVE SYSTEMS, INC.	General Services	686489	06/16/2021	1,380.00
WESTGATE CENTER FOR LEADERSHIP	Travel-Meeting Seminars	686645	06/30/2021	1,345.00
PARKHOUSE TIRE, INC.	Inventory Repair Parts	686622	06/30/2021	1,318.69
FRANKLIN TRUCK PARTS, INC	Inventory Repair Parts	686391	06/09/2021	1,318.10
DS AIR	Materials & Supplies	686440	06/16/2021	1,225.12
SAFETY-KLEEN CORPORATION	Contract Service-Haz Waste Remove	686633	06/30/2021	1,225.07
ECO PROMOTIONAL PRODUCTS INC	Advertising	686592	06/30/2021	1,207.87
MZ AUTO GLASS	Outside Repair-Fixed Route	686399	06/09/2021	1,200.00
CARQUEST AUTO PARTS STORES	Inventory Repair Parts	686512	06/18/2021	1,188.58
CREATIVE BUS SALES, INC,	Inventory Repair Parts	686585	06/30/2021	1,171.86
SMARTDRIVE SYSTEMS, INC.	Inventory Repair Parts	686559	06/23/2021	1,132.91
BRYAN VALENZUELA	Travel-Meeting/Seminars	686436	06/16/2021	1,126.20
IMPERIAL IRRIGATION DIST	Utilities	686543	06/23/2021	1,125.46
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	686438	06/16/2021	1,116.03
PALM SPRINGS MOTORS, INC.	Repair Parts-Support Vehicles	686621	06/30/2021	1,109.63
BEST BUY BUSINESS ADVANTAGE ACCOUNT	Computer Supplies	686617	06/30/2021	1,103.70
SONSRAY FLEET SERVICES	Inventory Repair Parts	686498	06/16/2021	1,056.08
COUNTY OF RIVERSIDE	WIP- Zero Emissions Maintenance Facility	686584	06/30/2021	1,056.00
WEST COAST TURF	WIP- Retention Beatification Phase II	686644	06/30/2021	1,029.02
PLAZA TOWING, INC.	Towing Services	686482	06/16/2021	1,015.00
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	686343	06/02/2021	1,009.97
Total Checks Over \$1,000	\$2,821,074.89			
Total Checks Under \$1,000	\$50,648.44			
Total Checks	\$2,871,723.33			

**SunLine Transit Agency
Checks \$1,000 and Over
July 2021**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
PERMA - INSURANCE	General Liability & Workers Comp Premium	686797	07/21/2021	854,239.80
CALPERS	Group Health Ins Premiums	686828	07/28/2021	363,821.25
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	686880	07/28/2021	120,942.17
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	686758	07/14/2021	119,170.22
IMPERIAL IRRIGATION DIST	Utilities	686739	07/14/2021	111,670.53
ELEMENT MARKETS RENEWABLE ENERGY, LLC	Utilities	686836	07/28/2021	58,147.85
JESSUP AUTO PLAZA	WIP- Five Replacement Zero Emission	686692	07/07/2021	56,485.16
SO CAL GAS CO.	Utilities	686754	07/14/2021	56,150.82
KNOLL, INC.	WIP- Operations Facility	686682	07/07/2021	45,738.84
KNOLL, INC.	WIP- Operations Facility	686679	07/07/2021	44,290.67
APTA	Membership and Subscriptions	686822	07/28/2021	35,500.00
KNOLL, INC.	WIP- Operations Facility	686683	07/07/2021	32,437.19
JESSUP AUTO PLAZA	WIP- Five Replacement Zero Emission	686799	07/21/2021	28,242.58
BURKE, WILLIAMS & SORENSEN, LLP	Legal Service	686826	07/28/2021	27,196.00
KNOLL, INC.	WIP- Operations Facility	686681	07/07/2021	25,993.46
HEPTAGON SEVEN CONSULTING, INC.	WIP-Coachella Transit Hub	686675	07/07/2021	21,815.71
KNOLL, INC.	WIP- Operations Facility	686684	07/07/2021	20,508.35
WSP USA INC.	TDM & Vanpool Program	686885	07/28/2021	18,715.49
WSP USA INC.	TDM & Vanpool Program	686764	07/14/2021	18,203.62
TEC EQUIPMENT, INC.	Inventory Repair Parts	686810	07/21/2021	18,001.65
THE LEFLORE GROUP LLC	Projects Consultant	686873	07/28/2021	16,409.25
JACKSON LEWIS P.C.	Insurance Loss	686782	07/21/2021	15,435.00
LINDE INC.	Other Receivables	686707	07/07/2021	15,394.57
VERIZON WIRELESS	Wireless Telephone Service	686702	07/07/2021	11,597.58
KNOLL, INC.	WIP- Operations Facility	686680	07/07/2021	10,979.35
LINDE INC.	Other Receivables	686861	07/28/2021	10,647.74
STAT MEDICAL GROUP	Medical-Exams and Testing	686850	07/28/2021	10,440.00
ADMIRAL SECURITY SERVICES, INC.	Security Guard Services	686818	07/28/2021	10,087.80
CALLIDUS SOFTWARE, INC.	Employee Development Program	686771	07/21/2021	9,700.00
PRUDENTIAL OVERALL SUPPLY	Uniforms	686802	07/21/2021	9,354.87
YELLOW CAB OF THE DESERT	Taxi Voucher Program	686817	07/21/2021	8,413.35
ROBERT HALF	Temporary Help	686805	07/21/2021	8,347.07
SONSRAY FLEET SERVICES	Inventory Repair Parts	686877	07/28/2021	8,078.39
AMALGAMATED TRANSIT UNION	Union Dues	686713	07/14/2021	6,436.97
AMALGAMATED TRANSIT UNION	Union Dues	686820	07/28/2021	6,285.62
4IMPRINT, INC.	Advertising	686765	07/21/2021	6,284.03
OLD GREEN HOUSE LLC	Consulting Services	686806	07/21/2021	6,187.50
WE THE CREATIVE	Consulting Service General	686859	07/28/2021	5,554.27
IMPERIAL IRRIGATION DIST	Utilities	686851	07/28/2021	5,541.33

**SunLine Transit Agency
Checks \$1,000 and Over
July 2021**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
NFI PARTS	Inventory Repair Parts	686819	07/28/2021	5,520.70
OFFICETEAM	Temporary Help	686795	07/21/2021	5,379.56
ANDREA CARTER & ASSOCIATES	Marketing Services	686767	07/21/2021	4,980.00
KONIKOW ELECTRIC, INC.	Fixed Assets-Facility Improvements	686816	07/21/2021	4,900.00
ROMAINE ELECTRIC CORP.	Inventory Repair Parts	686697	07/07/2021	4,816.43
CARQUEST AUTO PARTS STORES	Inventory Repair Parts	686664	07/07/2021	4,605.22
ROBERT HALF	Temporary Help	686695	07/07/2021	4,457.62
QCP	WIP- Operations Facility	686748	07/14/2021	4,404.82
HD INDUSTRIES	Inventory Repair Parts	686781	07/21/2021	4,248.67
MICHELIN NORTH AMERICA, INC.	Lease Tire Service	686788	07/21/2021	4,128.28
TPX COMMUNICATIONS	Communication	686879	07/28/2021	3,886.71
CLAIREMONT EQUIPMENT	WIP- CNG Station	686705	07/07/2021	3,879.02
KELLERMEYER BERGENSONS SERVICES, LLC	Janitorial Services	686786	07/21/2021	3,825.00
DESERT AIR CONDITIONING, INC.	Fixed Assets-Misc Equipment	686722	07/14/2021	3,720.95
ASPEN REFRIGERANTS, INC.	Freon & Coolant	686825	07/28/2021	3,704.15
SC FUELS	Lubricants- Oil	686874	07/28/2021	3,568.80
R.S. HUGHES COMPANY	Materials & Supplies	686694	07/07/2021	3,555.75
COACHELLA VALLEY TAXI	SunRide Ride Share Expense	686860	07/28/2021	3,438.10
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishments	686718	07/14/2021	3,305.45
JOSEPH MICHAEL REDMOND	Advertising	686785	07/21/2021	3,300.00
NAPA AUTO PARTS	Inventory Repair Parts	686792	07/21/2021	3,253.48
TIME WARNER CABLE	Utilities	686757	07/14/2021	3,248.68
YELLOW CAB OF THE DESERT	SunRide Ride Share Expense	686886	07/28/2021	3,131.60
GLEN ALAN COY	Advertising	686672	07/07/2021	2,853.96
DESERT URGENT CARE	Medical Exams	686677	07/07/2021	2,845.00
AMETZA ARIZONA, LLC.	Lubricants- Oil	686706	07/07/2021	2,833.88
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishments	686827	07/28/2021	2,809.31
SOUTHWEST NETWORKS, INC.	Contract Services General	686755	07/14/2021	2,800.00
VALLEY OFFICE EQUIPMENT, INC.	Copier Service	686760	07/14/2021	2,689.53
THE LEARNING & PERFORMANCE IMPROVEMENT	Contracted Services	686783	07/21/2021	2,537.85
DESERT URGENT CARE	Medical Exams	686852	07/28/2021	2,525.00
EVERYTHING BRANDED USA INC.	Advertising	686670	07/07/2021	2,519.86
WELTYS ENTERPRISES, INC.	Advertising	686761	07/14/2021	2,470.02
KNOLL, INC.	WIP- Operations Facility	686741	07/14/2021	2,454.11
JOSEPH LYNN FRIEND	Consulting Service	686784	07/21/2021	2,437.50
ELDORADO NATIONAL (CALIFORNIA), INC.	Repair Parts-Fixed Route	686776	07/21/2021	2,432.34
KNOLL, INC.	WIP- Operations Facility	686685	07/07/2021	2,358.11
HOME DEPOT CREDIT SERVICES	Facility Maintenance Supplies	686737	07/14/2021	2,325.35
FORENSIC DRUG TESTING SERVICES	Medical-Exams and Testing	686843	07/28/2021	2,308.40

**SunLine Transit Agency
Checks \$1,000 and Over
July 2021**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
ELDORADO NATIONAL (CALIFORNIA), INC.	Inventory Repair Parts	686725	07/14/2021	2,244.26
JESSE FRESCAS JR.	Consulting General	686856	07/28/2021	2,240.00
FULTON DISTRIBUTING	Bus Stop Supplies	686846	07/28/2021	2,234.09
OFFICE DEPOT	Office Supplies	686794	07/21/2021	2,186.49
GILLIG LLC	Inventory Repair Parts	686731	07/14/2021	2,133.79
AVAIL TECHNOLOGIES	Inventory Repair Parts	686715	07/14/2021	2,093.80
SC FUELS	Lubricants- Oil	686752	07/14/2021	2,020.55
DESERT AIR CONDITIONING, INC.	Contract Service-A/C	686773	07/21/2021	1,914.00
CALIFORNIA DEPARTMENT OF TAX & FEE	Use Sales Tax	686770	07/21/2021	1,766.00
GST	Computer Supplies	686733	07/14/2021	1,713.23
BUREAU VERITAS NORTH AMERICA	Inventory Repair Parts	686855	07/28/2021	1,706.72
ROMAINE ELECTRIC CORP.	Inventory Repair Parts	686807	07/21/2021	1,605.48
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	686865	07/28/2021	1,581.54
CRUSHCRUSH PROMOS	Advertising	686772	07/21/2021	1,570.12
DESERT CITY CAB	Taxi Voucher Program	686774	07/21/2021	1,564.89
INLAND LIGHTING SUPPLIES, INC.	Shop Supplies Misc.	686854	07/28/2021	1,545.14
FRONTIER COMMUNICATIONS	Communication	686730	07/14/2021	1,525.00
MILE3 WEB DEVELOPMENT	Website Maintenance	686789	07/21/2021	1,470.00
SMARTDRIVE SYSTEMS, INC.	General Services	686753	07/14/2021	1,380.00
SONSRAY FLEET SERVICES	Inventory Repair Parts	686813	07/21/2021	1,254.51
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	686716	07/14/2021	1,181.08
US BANK VOYAGER FLEET SYSTEMS	Unlead Fuel/ Diesel Fuel Service	686701	07/07/2021	1,166.10
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	686717	07/14/2021	1,100.30
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	686796	07/21/2021	1,094.16
GILLIG LLC	Inventory Repair Parts	686848	07/28/2021	1,083.62
QUADIENT FINANCE USA, INC.	Postage	686803	07/21/2021	1,000.00
EDGAR PARTIDA	Reimbursement Expense	686724	07/14/2021	1,000.00
Total Checks Over \$1,000	\$2,436,280.13			
Total Checks Under \$1,000	\$32,051.72			
Total Checks	\$2,468,331.85			

SunLine Transit Agency**CONSENT CALENDAR**

DATE: September 29, 2021

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Credit Card Statement for June and July 2021

Summary:

The attached report summarizes the Agency's credit card expenses for June and July 2021. Credit card transactions through the CEO/General Manager credit card align with statement closing dates of July 2, 2021 and August 3, 2021, respectively. The report also summarizes transactions for the credit cards utilized for Accounts Payable and Procurement which align with statement closing dates of June 30, 2021 and July 31, 2021, for the reporting periods.

Recommendation:

Receive and file.

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 7/02/21

Name on Card: Lauren Skiver

Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1 6/4/2021	6/4/2021	Unique Bite Eatery	Unique Bite Eatery; ATU Leadership and SunLine Lunch Meeting		\$138.11
2 6/26/2021	6/26/2021	Costco	5 Laptops for Maintenance Department for Technicians		\$2,776.19
3 6/26/2021	6/26/2021	Costco	5 Laptops for Maintenance Department for Technicians		\$2,776.19
4 6/27/2021	6/27/2021	Costco	5 Laptops for Maintenance Department for Technicians		\$2,776.19
5 7/1/2021	7/1/2021	CTE	Center for Transportation and the Environment ZEB Conference September 15-17, 2021 - Registration; Frank Rytych, Deputy Chief of Zero Emission Technology		\$520.00
6 7/1/2021	7/1/2021	CTE	Center for Transportation and the Environment ZEB Conference September 15-17, 2021 - Registration; Lauren Skiver, CEO/General Manager <i>*Will be reimbursed because Lauren was later identified as a speaker</i>		\$520.00
7 7/1/2021	7/1/2021	EZCaterLuna Grill	Luna Grill Catering Order; ATU Leadership and SunLine Lunch Meeting		\$142.45
Credits and Charges:				\$0.00	\$9,649.13



CONSOLIDATED BILLING CONTROL ACCOUNT STATEMENT

Prepared For	SUNLINE TRANSIT LUIS GARCIA
Account Number	[REDACTED]
Statement Closing Date	07/02/21
Days in Billing Cycle	29
Next Statement Date	08/03/21

For Customer Service Call:
800-231-5511

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

Payments:
Elite Card Payment Center PO Box 77066
Minneapolis, MN 55480-7766

Credit Line	\$40,000
Available Credit	\$30,350

Payment Information

New Balance	\$9,649.13
Current Payment Due (Minimum Payment)	\$500.00
Current Payment Due Date	07/28/21

Thank you for using our Automatic Payment service. See the **Important Information** section below for your next scheduled payment.

If you wish to pay off your balance in full: The balance noted on your statement is not the payoff amount. Please call 800-231-5511 for payoff information.

Account Summary

Previous Balance		\$1,404.14
Credits	-	\$0.00
Payments	-	\$1,404.14
Purchases & Other Charges	+	\$9,649.13
Cash Advances	+	\$0.00
Finance Charges	+	\$0.00
New Balance	=	\$9,649.13

Wells Fargo Cash Back SM Program Summary

Previous Cash Back Balance		\$0.00
Cash Earned this Month		\$144.74
Trades From Other Company Cards		\$0.00
Bonus/Adjustments		\$0.00
Cash Back Balance	=	\$144.74
Cash Awarded this Period		\$0.00
Year to Date Cash Back Awarded		\$91.71

Cash Back Notice

Your next cash back reward is scheduled for 09/2021. Use your Business Card for all of your business expenses plus everyday purchases and get 1.5% Cash Back.

See reverse side for important information.

DETACH HERE

Detach and mail with check payable to "Wells Fargo" to arrive by Current Payment Due Date.

Make checks payable to: Wells Fargo

Account Number	[REDACTED]
New Balance	\$9,649.13
Total Amount Due (Minimum Payment)	\$500.00
Current Payment Due Date	07/28/21

[REDACTED ADDRESS]

Print address or phone changes: _____

Work () _____

Amount Enclosed: \$ [MICROFILM]

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

SUNLINE TRANSIT
 LUIS GARCIA
 32505 HARRY OLIVER TRL
 THOUSAND PALMS CA 92276-3501
 69106
 P307



Rate Information

Your rate may vary according to the terms of your agreement.

TYPE OF BALANCE	ANNUAL INTEREST RATE	DAILY FINANCE CHARGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES	TRANSACTION FINANCE CHARGES	TOTAL FINANCE CHARGES
PURCHASES	11.240%	.03079%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	23.990%	.06572%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

Important Information

\$0 - \$9,649.13 WILL BE DEDUCTED FROM YOUR ACCOUNT AND CREDITED AS YOUR AUTOMATIC PAYMENT ON 07/28/21. THE AUTOMATIC PAYMENT AMOUNT WILL BE REDUCED BY ALL PAYMENTS POSTED ON OR BEFORE THIS DATE.

Summary of Sub Account Usage

Name	Sub Account Number Ending In	Monthly Spending Cap	Spend This Period
LAURA SKIVER	[REDACTED]	40,000	\$9,649.13

Transaction Details

The transactions detailed on this Consolidated Billing Control Account Statement contain transactions made directly to this Control Account plus all transactions made on Sub Accounts. If there were no transactions made by a Sub Account that Sub Account will not appear.

Trans	Post	Reference Number	Description	Credits	Charges
06/28	06/28	F3268005K00CHGDDA	AUTOMATIC PAYMENT - THANK YOU	1,404.14	
			TOTAL [REDACTED] \$1,404.14-		

Transaction Summary For **LAURA SKIVER**
Sub Account Number Ending In [REDACTED]

06/04	06/04	24323034W2M9WJ50J	UNIQUE BITE EATERY INDIO CA		138.11
06/26	06/26	24943005JS4AFK8WF	COSTCO WHSE #0479 MARINA DEL RA CA		2,776.19
06/26	06/26	24943005JS4AFMKFT	COSTCO WHSE #0479 MARINA DEL RA CA		2,776.19
06/27	06/27	24943005KS4AFMBVK	COSTCO WHSE #0412 AZUSA CA		2,776.19
07/01	07/01	24011345N001SGGYW	CTE ZEB CONFERENCE 202 HTTPSCTE.TV GA		520.00
07/01	07/01	24011345N001SNN17	CTE ZEB CONFERENCE 202 HTTPSCTE.TV GA		520.00
07/01	07/01	24492155NMN93JJY2	EZCATERLUNA GRILL 8004881803 MA		142.45
			TOTAL \$9,649.13		
			LAURA SKIVER / Sub Acct Ending In [REDACTED]		

Wells Fargo News

Take advantage of the features that come with Online Banking:

Messages and alerts: Stay informed about your account with updates sent to your email or mobile phone.

Wells Fargo Card Design Studio® service: Make your card as unique as your business. Customize your card design with this free service.

Automatic Payments: Never miss a payment, avoid late charges and protect your credit rating.

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 8/03/21

Name on Card: Lauren Skiver

Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1 7/3/2021	7/3/2021	Costco	2 Tires for Lauren's 2013 Chevrolet Tahoe; Lauren Skiver, CEO/General Manager		\$510.90
2 7/7/2021	7/7/2021	CTE	Center for Transportation and the Environment ZEB Conference September 15-17, 2021 - ZEB 101 Course Registration; Frank Rytych, Deputy Chief of Zero Emission Technology		\$275.00
3 7/13/2021	7/13/2021	Expedia	Expedia Booking Fee for Travel to CTAA SUN Conference in Minnesota; Lauren Skiver, CEO/General Manager and Brittney B. Sowell, Chief of Staff		\$8.51
4 7/13/2021	7/13/2021	United	United Airlines Preferred Seat Assignment Charge for Travel to CTAA SUN Conference in Minnesota for flight from Missoula, MT to Denver, CO; Lauren Skiver, CEO/General Manager		\$9.00
5 7/13/2021	7/13/2021	United	United Airlines Preferred Seat Assignment Charge for Travel to CTAA SUN Conference in Minnesota for flight from Missoula, MT to Denver, CO; Brittney B. Sowell, Chief of Staff		\$19.00
6 7/13/2021	7/13/2021	United	United Airlines Preferred Seat Assignment Charge for Travel to CTAA SUN Conference in Minnesota for flight from Denver, CO to Palm Springs, CA; Lauren Skiver, CEO/General Manager		\$9.00
7 7/13/2021	7/13/2021	United	United Airlines Preferred Seat Assignment Charge for Travel to CTAA SUN Conference in Minnesota for flight from Denver, CO to Palm Springs, CA; Brittney B. Sowell, Chief of Staff		\$19.00
8 7/13/2021	7/13/2021	United	United Airlines Flight from Missoula, MT to Palm Springs, CA for Travel to CTAA SUN Conference in Minnesota; Lauren Skiver, CEO/General Manager		\$345.83
9 7/13/2021	7/13/2021	United	United Airlines Flight from Missoula, MT to Palm Springs, CA for Travel to CTAA SUN Conference in Minnesota; Brittney B. Sowell, Chief of Staff		\$345.83

	Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
10	7/13/2021	7/13/2021	Delta	Delta Air Flight from Palm Springs, CA to Missoula, MT for Travel to CTAAsun Conference in Minnesota; Lauren Skiver, CEO/General Manager		\$158.20
11	7/13/2021	7/13/2021	Delta	Delta Air Flight from Palm Springs, CA to Missoula, MT for Travel to CTAAsun Conference in Minnesota; Brittney B. Sowell, Chief of Staff		\$158.20
12	7/16/2021	7/16/2021	Hyatt	Lodging for 5 Nights in Fresno, CA; Instructors Course for Transit Trainers - Elmore Brown, Training Supervisor		\$679.45
13	7/19/2021	7/19/2021	Expedia	Expedia Booking for Roundtrip Flight and Rental Car for Travel to ZEB Conference in Denver; Lauren Skiver, CEO/General Manager		\$477.75
14	7/30/2021	7/30/2021	Unique Bite Eatery	Unique Bite Eatery; ATU Leadership and SunLine Lunch Meeting		\$184.77
Credits and Charges:					\$0.00	\$3,200.44



Rate Information

Your rate may vary according to the terms of your agreement.

TYPE OF BALANCE	ANNUAL INTEREST RATE	DAILY FINANCE CHARGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES	TRANSACTION FINANCE CHARGES	TOTAL FINANCE CHARGES
PURCHASES	11.240%	.03079%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	23.990%	.06572%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

Important Information

\$0 - \$3,200.44 WILL BE DEDUCTED FROM YOUR ACCOUNT AND CREDITED AS YOUR AUTOMATIC PAYMENT ON 08/28/21. THE AUTOMATIC PAYMENT AMOUNT WILL BE REDUCED BY ALL PAYMENTS POSTED ON OR BEFORE THIS DATE.

Summary of Sub Account Usage

Name	Sub Account Number Ending In	Monthly Spending Cap	Spend This Period
LAURA SKIVER	[REDACTED]	40,000	\$3,200.44

Transaction Details

The transactions detailed on this Consolidated Billing Control Account Statement contain transactions made directly to this Control Account plus all transactions made on Sub Accounts. If there were no transactions made by a Sub Account that Sub Account will not appear.

Trans	Post	Reference Number	Description	Credits	Charges
07/28	07/28	F3268006H00CHGDDA	AUTOMATIC PAYMENT - THANK YOU	9,649.13	
			TOTAL [REDACTED] \$9,649.13-		

Transaction Summary For **LAURA SKIVER**
Sub Account Number Ending In [REDACTED]

07/03	07/03	24943005TS4AGF1P4	COSTCO WHSE #0428 ALHAMBRA CA		510.90
07/07	07/07	24492165X000038P9	CTR FOR TRANS & ENVIRO HTTPSCTE.TV GA		275.00
07/13	07/13	2469216632XE11SAR	EXPEDIA 72129546396232 EXPEDIA.COM WA		8.51
07/13	07/13	2469216632XW78MS1	UNITED 0169930643368800-932-2732 TX		9.00
07/13	07/13	2469216632XW78MTH	UNITED 0169930643368800-932-2732 TX		19.00
07/13	07/13	2469216632XW78MTT	UNITED 0169930643367800-932-2732 TX		9.00
07/13	07/13	2469216632XW78MT9	UNITED 0169930643365800-932-2732 TX		19.00
07/13	07/13	2469216642X5P5WYL	UNITED 0167572924831800-932-2732 TX		345.83
		08/13/21	SKIVER/LAURA LEE		
		1 UA Q	MISSOULA DENVER		
		2 UA Q	DENVER PALM SPRINGS		
		11617270	EXPEDIA.COM TRAVEL		
07/13	07/13	2469216642X5P5WYW	UNITED 0167572924832800-932-2732 TX		345.83
		08/13/21	SOWELL/BRITTNEY BAIR		
		1 UA Q	MISSOULA DENVER		
		2 UA Q	DENVER PALM SPRINGS		
		11617270	EXPEDIA.COM TRAVEL		
07/13	07/13	247170563TQ28KG4F	DELTA AIR 0067572925309 SEATTLE WA		158.20
		08/10/21	SKIVER/LAURA LE		
		1 DL V	PALM SPRINGS SALT LAKE CITY		
		2 DL V	SALT LAKE CITY MISSOULA		
		11617270	EXPEDIA.COM TRA		
07/13	07/13	247170563TQ28KG4P	DELTA AIR 0067572925310 SEATTLE WA		158.20
		08/10/21	SOWELL/BRITTNEY		
		1 DL V	PALM SPRINGS SALT LAKE CITY		
		2 DL V	SALT LAKE CITY MISSOULA		
		11617270	EXPEDIA.COM TRA		
07/16	07/16	248019766M0NYA953	HYATT PLACE 7606524010 CA		679.45
07/19	07/19	2469216692XYM7E17	EXPEDIA 72132601276252 EXPEDIA.COM WA		477.75
07/30	07/30	24323036L2M9YF652	UNIQUE BITE EATERY INDIO CA		184.77
			TOTAL \$3,200.44		
			LAURA SKIVER / Sub Acct Ending In [REDACTED]		

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 06/30/2021

Name on Card: Liz Granillo (Accounts Payable Card)

	Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1	6/3/2021	6/4/2021	Amazon	Alexa for Business Account		\$ 6.40
2	6/9/2021	6/10/2021	Burrtec	Utilities Acct # 44-VC-225377 - Trash Service c/o Div 23 (Facilities)		\$ 250.75
3	6/24/2021	6/25/2021	CVWD	Utilities Acct # 226773-601132 - Water c/o Div 23 (Facilities)		\$ 86.99
4	6/24/2021	6/25/2021	CVWD	Utilities Acct # 226783-601148 - Water c/o Div 23 (Facilities)		\$ 102.87
5	6/24/2021	6/25/2021	CVWD	Utilities Acct # 596263-566514 - Water c/o Div 23 (Facilities)		\$ 93.02
6	6/24/2021	6/25/2021	CVWD	Utilities Acct # 314009-845852 - Water c/o Div 23 (Facilities)		\$ 66.93
7	6/24/2021	6/25/2021	CVWD	Utilities Acct # 314011-845854 - Water c/o Div 23 (Facilities)		\$ 361.48
8	6/24/2021	6/25/2021	CVWD	Utilities Acct # 596261-601130 - Water c/o Div 23 (Facilities)		\$ 86.99
9	6/24/2021	6/25/2021	CVWD	Utilities Acct # 596437-601156 - Water c/o Div 23 (Facilities)		\$ 72.03
10	6/24/2021	6/25/2021	CVWD	Utilities Acct # 596433-601158 - Water c/o Div 23 (Facilities)		\$ 288.60
11	6/24/2021	6/25/2021	CVWD	Utilities Acct # 596265-403818 - Water c/o Div 23 (Facilities)		\$ 149.45

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 06/30/2021

Name on Card: Liz Granillo (Accounts Payable Card)

	Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
12	6/24/2021	6/25/2021	CVWD	Utilities Acct # 711835-567044 - Water c/o Div 10 (SunFuels)		\$ 513.71
13	6/24/2021	6/28/2021	IID	Utilities Acct # 50677437 - Water c/o Div 24 (Facilities Indio/Coachella)		\$ 297.61
	5/21/2021	5/24/2021	IID	Utilities Acct # 50677437 - Water fees		\$ 1.99
Credits and Charges					\$0.00	\$ 2,378.82



Statement Expenses

07/07/2021 12:51 PM PT
Requested By: AMADEO, ISABELLA

Cardholder Summary

Cardholder Name:	GRANILLO, LIZ	Start Date:	06/01/2021
Card Number:	xxxx-xxxx-xxxx	End Date:	06/30/2021
Status:	Open	Reminder Period:	07/01/2021 through 07/05/2021
Charges:	2,378.82 USD	Grace Period:	07/06/2021 through 07/07/2021
Out-of-pocket:	0.00 USD	Approval Period:	07/08/2021 through 07/11/2021
Total Amount:	2,378.82 USD		

Charges

1.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted †	Amount / Original Currency
	06/03/2021	06/04/2021	No	Amazon Web Services Aws.amazon.co,WA	5039903800 - OTHER SERVICES	Finance(FIN)	Yes	No	6.40 USD / 6.40
	Description Alexa for Business Account 42-5030300011								
	FUND 00		DIVISION						
2.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted †	Amount / Original Currency
	06/09/2021	06/10/2021	No	Burrtec Waste And Recycli 760-3402113,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	250.75 USD / 250.75
	Description Utilities Acct # 44-VC-225377 - Trash Service c/o Div 23 Facilities 23-5050200003								
	FUND 00		DIVISION						
3.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted †	Amount / Original Currency
	06/24/2021	06/25/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	86.99 USD / 86.99
	Description Utilities Acct # 226773-601132 - Water c/o Div 23 Facilities 23-5050200001								
	FUND 00		DIVISION						
4.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted †	Amount / Original Currency
	06/24/2021	06/25/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	102.87 USD / 102.87
	Description Utilities Acct # 226783-601148 - Water c/o Div 23 Facilities 23-5050200001								
	FUND 00		DIVISION						
5.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted †	Amount / Original Currency
	06/24/2021	06/25/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	93.02 USD / 93.02
	Description Utilities Acct # 596263-566514 - Water c/o Div 23 Facilities 23-5050200001								
	FUND 00		DIVISION						
6.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted †	Amount / Original Currency
	06/24/2021	06/25/2021	No	Coachella Valley	5050200001 -	Finance(FIN)	Yes	No	66.93 USD /

				Water Di 760-398-2651,CA	UTILITIES MAIN FACILITY			66.93	
Description		Utilities Acct # 314009-845852 - Water c/o Div 23 Facilities 23-5050200001							
FUND	00	DIVISION							
7.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	06/24/2021	06/25/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	361.48 USD / 361.48
Description		Utilities Acct # 314011-845854 - Water c/o Div 23 Facilities 23-5050200001							
FUND	00	DIVISION							
8.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	06/24/2021	06/25/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	86.99 USD / 86.99
Description		Utilities Acct # 596261-601130 - Water c/o Div 23 Facilities 23-5050200001							
FUND	00	DIVISION							
9.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	06/24/2021	06/25/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	72.03 USD / 72.03
Description		Utilities Acct # 596437-601156 - Water c/o Div 23 Facilities 23-5050200001							
FUND	00	DIVISION							
10.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	06/24/2021	06/25/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	288.60 USD / 288.60
Description		Utilities Acct # 596433-601158 - Water c/o Div 23 Facilities 23-5050200001							
FUND	00	DIVISION							
11.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	06/24/2021	06/25/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	149.45 USD / 149.45
Description		Utilities Acct # 596265-403818 - Water c/o Div 23 Facilities 23-5050200001							
FUND	00	DIVISION							
12.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	06/24/2021	06/25/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	513.71 USD / 513.71
Description		Utilities Acct # 711835-567044 - Water c/o Div 10 SunFuels 10-5050200004							
FUND	00	DIVISION							
13.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	06/24/2021	06/28/2021	No	Spi Imperial Irrigati 800-303-7756,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	299.60 USD / 299.60
Description		Utilities Acct # 50677437 - Water c/o Div 24 Facilities 24-50502000002							
FUND	00	DIVISION							

Total Charges: 2,378.82 USD

‡ - The Receipt Submitted column indicates that a receipt was submitted via fax, email, at the statement level, or using a system other than the Commercial Card Expense Reporting service.

---End of Report---

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SunLine Transit Agency Visa Credit Card Statement

Closing Date: 06/30/2021

Name on Card: Walter Watcher (Procurement Card)

	Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1	6/2/2021	6/3/2021	Arlo Technologies	Monthly Fees on Three (3) Contact Tracing Cameras		\$ 9.99
2	6/6/2021	6/7/2021	Live Chat	Monthly Fees for Website Live Chat		\$ 177.00
3	6/11/2021	6/14/2021	Amazon	IT Supplies - Loud Phone Ringer for Shop		\$ 128.89
4	6/23/2021	6/24/2021	Amazon	Taxi - E85 Testing Supplies Beaker <i>*charged to SRA</i>		\$ 26.92
5	6/23/2021	6/24/2021	Amazon	Taxi - E85 Fuel Testing Supplies <i>*charged to SRA</i>		\$ 123.85
6	6/25/2021	6/25/2021	Canva	Performance - Software License 1yr SunLine U		\$ 119.99
7	6/24/2021	6/25/2021	Amazon	Performance - NP-F970 Camera Battery SunLine U		\$ 55.17
8	6/24/2021	6/25/2021	Amazon	Performance - Rhode Microphone SunLine U		\$ 268.30
9	6/24/2021	6/25/2021	Amazon	Performance - Tripod SunLine U		\$ 266.67
10	6/25/2021	6/28/2021	Rack Solutions	IT Supplies - HP Secure Rack Brackets		\$ 323.55
11	6/25/2021	6/28/2021	Amazon	Taxi - E85 Testing Supplies <i>*charged to SRA</i>		\$ 93.60
12	6/25/2021	6/28/2021	Amazon	Performance - LED Video Lighting Kit SunLine U		\$ 322.17

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 06/30/2021

Name on Card: Walter Watcher (Procurement Card)

13	6/27/2021	6/28/2021	Amazon	IT Supplies - Wireless Doorbell Coin Room		\$ 12.90
14	6/27/2021	6/28/2021	Amazon	Performance - Mic Stand, Cable, iPad Mount		\$ 65.66
15	6/27/2021	6/28/2021	Amazon	Taxi - E85 Testing Storage Box <i>*charged to SRA</i>		\$ 66.79
Credits and Charges					\$0.00	\$ 2,061.45



Statement Expenses

07/06/2021 10:42 AM PT
Requested By: AMADEO, ISABELLA

Cardholder Summary

Cardholder Name:	WATCHER, WALTER	Start Date:	06/01/2021
Card Number:	xxxx-xxxx-xxxx-	End Date:	06/30/2021
Status:	Open	Reminder Period:	07/01/2021 through 07/05/2021
Charges:	2,061.45 USD	Grace Period:	07/06/2021 through 07/07/2021
Out-of-pocket:	0.00 USD	Approval Period:	07/08/2021 through 07/11/2021
Total Amount:	2,061.45 USD		

Charges

1.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	06/02/2021	06/03/2021	No	Arlo Technologies Inc 408-638-3750,CA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	Yes	No	9.99 USD / 9.99
	Description Monthly Fees on Three 3 Contact Tracing Cameras 15-5049901000								
	FUND 00		DIVISION						
2.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	06/06/2021	06/07/2021	No	Live Chat 617-275-2400,MA	5030300011 - COMPUTER/NETWORK SOFTWARE AGMT	Finance(FIN)	Yes	No	177.00 USD / 177.00
	Description Monthly Fees for Website Live Chat 31-5030303260								
	FUND 00		DIVISION						
3.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	06/11/2021	06/14/2021	No	Amzn Mktp Us 2x0q09ml0 Amzn.com/bill,WA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	Yes	No	128.89 USD / 128.89
	Description Wheelock, UTA-1 Universal Telephone Alert, Speaker								
	FUND 00		DIVISION						
4.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	06/23/2021	06/24/2021	No	Amzn Mktp Us 210xm9pa2 Amzn.com/bill,WA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	Yes	No	26.92 USD / 26.92
	Description Testing Supplies Beaker 96-5040404300								
	FUND 00		DIVISION						
5.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	06/23/2021	06/24/2021	No	Amzn Mktp Us 217eb2r31 Amzn.com/bill,WA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	Yes	No	123.85 USD / 123.85
	Description Fuel Testing Supplies 96-5040404300								
	FUND 00		DIVISION						
6.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	06/25/2021	06/25/2021	No	Canva 03097- 0096761	5099900002 - MISCELLANEOUS	Finance(FIN)	Yes	No	119.99 USD / 119.99

Httpscanva.co,DE EXPENSES

Description									
FUND	00	DIVISION							
7.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	06/24/2021	06/25/2021	No	Amzn Mktp Us 2124j1xo2 Amzn.com/bill,WA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	Yes	No	55.17 USD / 55.17
Description		Camera Battery replacement 44-5090200004							
FUND	00	DIVISION							
8.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	06/24/2021	06/25/2021	No	Amzn Mktp Us 2922v5cw1 Amzn.com/bill,WA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	Yes	No	268.30 USD / 268.30
Description		Rhode Microphone for recording live in-person training 44-5090200004							
FUND	00	DIVISION							
9.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	06/24/2021	06/25/2021	No	Amzn Mktp Us 2100j6vr2 Amzn.com/bill,WA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	Yes	No	266.67 USD / 266.67
Description		Tripod 44-5090200004							
FUND	00	DIVISION							
10.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	06/25/2021	06/28/2021	No	Racksolutions 903-453-0801,TX	5030300011 - COMPUTER/NETWORK SOFTWARE AGMT	Finance(FIN)	Yes	No	323.55 USD / 323.55
Description		Server rack bracket adapter 42-5049900010							
FUND	00	DIVISION							
11.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	06/25/2021	06/28/2021	No	Amzn Mktp Us 210ex7dp0 Amzn.com/bill,WA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	Yes	No	93.60 USD / 93.60
Description		Testing supplies 96-5040404300							
FUND	00	DIVISION							
12.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	06/25/2021	06/28/2021	No	Amzn Mktp Us 214gc9sk0 Amzn.com/bill,WA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	Yes	No	322.17 USD / 322.17
Description		Video Lighting Kit 44-5090200004							
FUND	00	DIVISION							
13.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	06/27/2021	06/28/2021	No	Amazon.com 2133n16o2 Amzn.com/bill,WA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	Yes	No	12.90 USD / 12.90
Description		Doorbell Coinroom 42-5049900010							
FUND	00	DIVISION							
14.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	06/27/2021	06/28/2021	No	Amzn Mktp Us	5099900002 -	Finance(FIN)	Yes	No	65.66 USD /

296dn2jp1 MISCELLANEOUS 65.66
 Amzn.com/bill,WA EXPENSES

Description Mic Stand, Cable, Ipad mount for SunLine U 44-5090200004

FUND 00 **DIVISION**

15.									
Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency	
06/27/2021	06/28/2021	No	Amzn Mktp Us 217m17dz2 Amzn.com/bill,WA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	Yes	No	66.79 USD / 66.79	
Description Testing storage box 96-5040404300									
FUND 00		DIVISION							

Total Charges: 2,061.45 USD

‡ - The Receipt Submitted column indicates that a receipt was submitted via fax, email, at the statement level, or using a system other than the Commercial Card Expense Reporting service.

---End of Report---

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 07/31/2021

Name on Card: Liz Granillo (Accounts Payable Card)

	Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1	7/3/2021	7/5/2021	Amazon	Alexa for Business Account		\$ 6.40
2	7/15/2021	7/16/2021	Jackson Racing	Fuel Cell Bus Specialty Lubricant Rotrex SX150 Fluid		\$ 786.55
3	7/23/2021	7/26/2021	IID	Utilities Acct # 50677437 - Water c/o Div 24 (Facilities Indio/Coachella)		\$ 335.45
	7/23/2021	7/26/2021	IID	Utilities Acct # 50677437 - Water fees		\$ 1.99
4	7/23/2021	7/26/2021	CVWD	Utilities Acct # 314009-845852 - Water c/o Div 23 (Facilities)		\$ 57.34
5	7/23/2021	7/26/2021	CVWD	Utilities Acct # 596433-601158 - Water c/o Div 23 (Facilities)		\$ 281.75
6	7/23/2021	7/26/2021	CVWD	Utilities Acct # 596437-601156 - Water c/o Div 23 (Facilities)		\$ 70.66
7	7/23/2021	7/26/2021	CVWD	Utilities Acct # 596265-403818 - Water c/o Div 23 (Facilities)		\$ 145.34
8	7/23/2021	7/26/2021	CVWD	Utilities Acct # 596263-566514 - Water c/o Div 23 (Facilities)		\$ 91.65
9	7/23/2021	7/26/2021	CVWD	Utilities Acct # 596261-601130 - Water c/o Div 23 (Facilities)		\$ 86.99
10	7/23/2021	7/26/2021	CVWD	Utilities Acct # 314011-845854 - Water c/o Div 23 (Facilities)		\$ 392.99
11	7/23/2021	7/26/2021	CVWD	Utilities Acct # 226783-601148 - Water c/o Div 23 (Facilities)		\$ 115.20

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 07/31/2021

Name on Card: Liz Granillo (Accounts Payable Card)

	Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
12	7/28/2021	7/29/2021	CVWD	Utilities Acct # 226773-601132 - Water c/o Div 23 (Facilities)		\$ 86.99
13	7/28/2021	7/29/2021	CVWD	Utilities Acct # 711835-567044 - Water c/o Div 10 (SunFuels)		\$ 542.48
14	7/28/2021	7/29/2021	Burrtec	Utilities Acct # 44-VC-225377 - Trash Service c/o Div 23 (Facilities)		\$ 254.84
Credits and Charges					\$0.00	\$ 3,256.62



Statement Expenses

08/10/2021 07:54 AM PT
Requested By: AMADEO, ISABELLA

Cardholder Summary

Cardholder Name:	GRANILLO, LIZ	Start Date:	07/01/2021
Card Number:	xxxx-xxxx-xxxx	End Date:	07/31/2021
Status:	Open	Reminder Period:	08/03/2021 through 08/07/2021
Charges:	3,256.62 USD	Grace Period:	08/08/2021 through 08/09/2021
Out-of-pocket:	0.00 USD	Approval Period:	08/10/2021 through 08/13/2021
Total Amount:	3,256.62 USD		

Charges

Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
07/03/2021	07/05/2021	No	Amazon Web Services Aws.amazon.co,WA	5039903800 - OTHER SERVICES	Finance(FIN)	Yes	No	6.40 USD / 6.40
Description		Alexa for Business Account						
FUND 00		DIVISION						
07/15/2021	07/16/2021	No	Jackson Racing 909-927-8500,CA	5049900022 - REPAIR PARTS-SUPPORT VEHICLES	Finance(FIN)	Yes	No	786.55 USD / 786.55
Description		Fuel Cell Lubricants Div 22 - Maintenance Mechanics						
FUND 00		DIVISION						
07/23/2021	07/26/2021	No	Spi Imperial Irrigati 800-303-7756,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	337.44 USD / 337.44
Description		Utilities Acct # 50677437 - Water c/o Div 24 Facilities Indio/Coachella						
FUND 00		DIVISION						
07/23/2021	07/26/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	57.34 USD / 57.34
Description		Utilities Acct 314009-845852 - Water c/o Div 23 Facilities						
FUND 00		DIVISION						
07/23/2021	07/26/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	281.75 USD / 281.75
Description		Utilities Acct 596433-601158 - Water Div 23 Facilities						
FUND 00		DIVISION						
Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency

07/23/2021	07/26/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	70.66 USD / 70.66
Description		Utilities Acct 596437-601156 - Water Div 23 Facilities						
FUND	00	DIVISION						
7.								
Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
07/23/2021	07/26/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	145.34 USD / 145.34
Description		Utilities Acct 596265-403818 - Water c/o Div 23 Facilities						
FUND	00	DIVISION						
8.								
Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
07/23/2021	07/26/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	91.65 USD / 91.65
Description		Utilities Acct 596263-566514 - Water c/o Div 23 Facilities						
FUND	00	DIVISION						
9.								
Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
07/23/2021	07/26/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	86.99 USD / 86.99
Description		Utilities Acct 596261-601130 - Water c/o Div 23 Facilities						
FUND	00	DIVISION						
10.								
Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
07/23/2021	07/26/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	392.99 USD / 392.99
Description		Utilities Acct 314011-845854 - Water c/o Div 23 Facilities						
FUND	00	DIVISION						
11.								
Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
07/23/2021	07/26/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	115.20 USD / 115.20
Description		Utilities Acct 226783-601148 - Water c/o Div 23 Facilities						
FUND	00	DIVISION						
12.								
Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
07/28/2021	07/29/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	86.99 USD / 86.99
Description		Utilities Acct 226773-601132 - Water c/o Div 23 Facilities						
FUND	00	DIVISION						
13.								
Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
07/28/2021	07/29/2021	No	Coachella Valley Water Di 760-398-2651,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN)	Yes	No	542.48 USD / 542.48
Description		Utilities Acct 711835-567044 - Water c/o Div 10 SunFuels						
FUND	00	DIVISION						
14.								
Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency

Date	Date		Code	Image	Submitted ‡	Original Currency
07/28/2021	07/29/2021	No	Burrtec Waste And Recycli 760-3402113,CA	5050200001 - UTILITIES MAIN FACILITY	Finance(FIN) Yes	No 254.84 USD / 254.84
Description	Utilities Acct 44-VC-225377 - Trash Service c/o Div 23 Facilities					
FUND	00	DIVISION				

Total Charges: 3,256.62 USD

‡ - The Receipt Submitted column indicates that a receipt was submitted via fax, email, at the statement level, or using a system other than the Commercial Card Expense Reporting service.

---End of Report---

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SunLine Transit Agency Visa Credit Card Statement

Closing Date: 07/31/2021

Name on Card: Walter Watcher (Procurement Card)

	Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1	7/2/2021	7/5/2021	Arlo Technologies	Monthly Fees on Three (3) Contact Tracing Cameras		\$ 9.99
2	7/6/2021	7/7/2021	Live Chat	Monthly Fees for Website Live Chat		\$ 177.00
3	7/17/2021	7/19/2021	Amazon	Facilities-Recycle Logos OPS Building		\$ 29.72
4	7/16/2021	7/19/2021	Costco	Acylic Partitions for OPS Building		\$ 96.96
5	7/27/2021	7/28/2021	Classmarker	Safety-Training Software		\$ 198.00
6	7/27/2021	7/28/2021	Cross Border	Safety - International Service Fee		\$ 1.98
7	7/28/2021	7/29/2021	Arlo Technologies	Contact Tracing Cameras-Cancellation	\$ (1.61)	
Credits and Charges					\$ (1.61)	\$ 513.65



Statement Expenses

09/08/2021 11:09 AM PT
Requested By: AMADEO, ISABELLA

Cardholder Summary

Cardholder Name:	WATCHER, WALTER	Start Date:	07/01/2021
Card Number:	xxxx-xxxx-xxxx	End Date:	07/31/2021
Status:	Closed	Reminder Period:	08/03/2021 through 08/07/2021
Charges:	512.04 USD	Grace Period:	08/08/2021 through 08/09/2021
Out-of-pocket:	0.00 USD	Approval Period:	08/10/2021 through 08/13/2021
Total Amount:	512.04 USD		

Charges

1.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	07/02/2021	07/05/2021	No	Arlo Technologies Inc 408-638-3750,CA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	Yes	No	9.99 USD / 9.99
	Description Arlo Contact Tracing Cameras Div 15 - Safety								
	FUND 00		DIVISION						
2.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	07/06/2021	07/07/2021	No	Live Chat 617-275-2400,MA	5030300011 - COMPUTER/NETWORK SOFTWARE AGMT	Finance(FIN)	Yes	No	177.00 USD / 177.00
	Description Website Live chat Div 31 - Marketing								
	FUND 00		DIVISION						
3.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	07/17/2021	07/19/2021	No	Amzn Mktp Us 2e8d64hs1 Am Amzn.com/bill,WA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	Yes	No	29.72 USD / 29.72
	Description Self Adhesive Recycle/Trash Logos								
	FUND 00		DIVISION						
4.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	07/16/2021	07/19/2021	No	Www Costco Com 800-955-2292,WA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	Yes	No	96.96 USD / 96.96
	Description Ultrashield Table Top Div 15 - Safety								
	FUND 00		DIVISION						
5.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	07/27/2021	07/28/2021	No	Classmarker.com Newcastle	5030300011 - COMPUTER/NETWORK SOFTWARE AGMT	Finance(FIN)	Yes	No	198.00 USD / 198.00
	Description Subscription Renewal Class Marker Div 15 - Safety								
	FUND 00		DIVISION						
6.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	07/27/2021	07/28/2021	No	Cross Border		Finance(FIN)	No	No	1.98 USD /

Trans Fee								1.98
Description	International Transaction fees - Div 15 - Safety							
FUND	00	DIVISION						
7.								
Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
07/28/2021	07/29/2021	No	Arlo Technologies Inc 408-638-3750,CA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	Yes	No	(1.61) USD / (1.61)
Description	Arlo Contact Tracing Cameras - Cancellation Div 15- Safety							
FUND	00	DIVISION						

Total Charges: 512.04 USD

‡ - The Receipt Submitted column indicates that a receipt was submitted via fax, email, at the statement level, or using a system other than the Commercial Card Expense Reporting service.

---End of Report---

SunLine Transit Agency
CONSENT CALENDAR

DATE: September 29, 2021 **RECEIVE & FILE**

TO: Finance/Audit Committee
Board of Directors

RE: Monthly Budget Variance Report for June & July 2021

Summary:

The budget variance report compares revenues and expenses to the respective line item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values. The budgetary figures are represented as a straight line budget. Accordingly, the current monthly budget values are calculated by taking 1/12th of the annual budget. The FYTD budget values for the month of June 2021 are equal to 12/12^{ths} of the yearly budget and the FYTD budget values for the month of July 2021 are equal to 1/12th of the yearly budget.

Year to Date Summary

- As of June 30, 2021, the Agency's FY unaudited revenues are \$304,047 or 8.6% below the FYTD budget due to free fares related to COVID-19.
- As of June 30, 2021, the Agency's FY unaudited expenditures are \$2,628,734 or 6.4% below the FYTD budget.
- As of July 31, 2021, the Agency's FYTD revenues are \$227,025 or 89.2% above the FYTD budget due to large amounts of emission credit and CNG fueling revenue.
- As of July 31, 2021, the Agency's FYTD expenditures are \$317,190 or 9.3% below the FYTD budget.

Monthly Spotlight

- Insurance losses for FY21 exceeded anticipated expenses primarily due to an increase in the number of worker's compensation and general liability claims, and an increase in estimated losses by claim.
- Natural gas expenditures are attributed to an increase in outside fuel sales which increases the amount of natural gas the Agency is projected to utilize. The increase in expenses are offset by an increase of revenue.

Recommendation:

Receive and file.

SunLine Transit Agency
Budget Variance Report
June 2021

Description	FY21 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY21 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Revenues:								
Passenger Revenue	1,399,824	107,134	116,652	(9,518)	334,648	1,399,824	(1,065,176)	76.1%
Other Revenue	2,149,017	141,422	179,085	(37,663)	2,910,146	2,149,017	761,129	-35.4%
Total Operating Revenue	3,548,841	248,556	295,737	(47,181)	3,244,794	3,548,841	(304,047)	8.6%
Operating Expenses:								
Operator & Mechanic Salaries & Wages	10,110,722	766,637	842,560	75,923	9,633,017	10,110,722	477,705	4.7%
Operator & Mechanic Overtime	1,237,377	93,914	103,115	9,201	570,806	1,237,377	666,571	53.9%
Administration Salaries & Wages	6,295,406	490,241	524,617	34,376	5,803,098	6,295,406	492,308	7.8%
Administration Overtime	82,132	3,405	6,844	3,439	55,194	82,132	26,938	32.8%
Fringe Benefits	9,895,105	778,183	824,592	46,409	9,708,028	9,895,105	187,077	1.9%
Communications	243,300	20,724	20,275	(449)	221,574	243,300	21,726	8.9%
Legal Services	425,000	30,790	35,417	4,627	234,471	425,000	190,529	44.8%
Computer/Network Software Agreement	634,653	45,027	52,888	7,860	522,461	634,653	112,192	17.7%
Uniforms	85,084	10,099	7,090	(3,008)	69,725	85,084	15,359	18.1%
Contracted Services	522,700	51,375	43,558	(7,817)	465,010	522,700	57,690	11.0%
Equipment Repairs	10,858	2,031	905	(1,126)	7,480	10,858	3,378	31.1%
Security Services	110,000	11,040	9,167	(1,873)	130,536	110,000	(20,536)	-18.7%
Fuel - CNG	1,194,687	119,892	99,557	(20,334)	1,296,458	1,194,687	(101,771)	-8.5%
Fuel - Hydrogen	1,033,088	86,889	86,091	(798)	1,037,212	1,033,088	(4,124)	-0.4%
Tires	226,381	20,216	18,865	(1,351)	196,315	226,381	30,066	13.3%
Office Supplies	73,221	7,703	6,102	(1,602)	44,913	73,221	28,308	38.7%
Travel/Training	151,882	4,221	12,657	8,436	45,954	151,882	105,928	69.7%
Repair Parts	1,486,348	126,779	123,862	(2,917)	1,473,218	1,486,348	13,130	0.9%
Facility Maintenance	48,598	1,299	4,050	2,751	32,295	48,598	16,304	33.5%
Electricity - CNG & Hydrogen	921,000	97,886	76,750	(21,136)	1,153,124	921,000	(232,124)	-25.2%
Natural Gas	1,095,000	114,373	91,250	(23,123)	1,116,316	1,095,000	(21,316)	-1.9%
Water and Gas	7,900	774	658	(116)	8,662	7,900	(762)	-9.7%
Insurance Losses	1,631,829	87,204	135,986	48,781	2,667,488	1,631,829	(1,035,659)	-63.5%
Insurance Premium - Property	24,737	2,754	2,061	(692)	35,536	24,737	(10,799)	-43.7%
Repair Claims	90,000	0	7,500	7,500	74,253	90,000	15,748	17.5%
Fuel Taxes	134,400	10,914	11,200	286	84,617	134,400	49,783	37.0%
Other Expenses	5,004,897	351,092	417,075	65,982	3,857,306	5,004,897	1,147,591	22.9%
Self Consumed Fuel	(1,936,155)	(206,780)	(161,346)	45,434	(2,333,650)	(1,936,155)	397,495	-20.5%
Total Operating Expenses (Before Depreciation)	40,840,150	3,128,682	3,403,346	274,664	38,211,416	40,840,150	2,628,734	6.4%
Operating Expenses in Excess of Operating Revenue		\$ (2,880,127)			\$ (34,966,621)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	6,228,744	481,066	519,062	37,996	5,840,453	6,228,744	388,291	6.2%
State - LTF, LCTOP	11,337,000	875,593	944,750	69,157	10,630,267	11,337,000	706,733	6.2%
Federal - CMAQ,5307,5309,5310,5311,5311(f),5312	6,162,705	475,965	513,559	37,593	5,778,531	6,162,705	384,174	6.2%
CARES Act 5307, 5311, 5311(f)	13,562,860	1,047,503	1,130,238	82,735	12,717,370	13,562,860	845,490	6.2%
Total Subsidies	37,291,309	2,880,127	3,107,609	227,483	34,966,621	37,291,309	2,324,688	6.2%
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -			

SunLine Transit Agency
Budget Variance Report
June 2021

Description	FY21 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY21 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Expenses:								
Wages & Benefits	27,620,742	2,132,380	2,301,729	169,348	25,770,144	27,620,742	1,850,598	6.7%
Services	4,034,109	322,181	336,176	13,995	3,283,390	4,034,109	750,719	18.6%
Fuels & Lubricants	2,398,579	213,874	199,882	(13,992)	2,436,822	2,398,579	(38,243)	-1.6%
Tires	226,381	20,216	18,865	(1,351)	196,315	226,381	30,066	13.3%
Materials and Supplies	1,962,844	161,239	163,570	2,331	1,840,766	1,962,844	122,078	6.2%
Utilities	2,310,240	236,317	192,520	(43,797)	2,543,083	2,310,240	(232,843)	-10.1%
Casualty & Liability	2,780,550	175,178	231,713	56,534	3,806,079	2,780,550	(1,025,529)	-36.9%
Taxes and Fees	134,400	10,914	11,200	286	84,617	134,400	49,783	37.0%
Miscellaneous Expenses	1,308,460	63,165	109,038	45,874	583,851	1,308,460	724,609	55.4%
Self Consumed Fuel	(1,936,155)	(206,780)	(161,346)	45,434	(2,333,650)	(1,936,155)	397,495	-20.5%
Total Operating Expenses (Before Depreciation)	40,840,150	3,128,682	3,403,346	274,663	38,211,415	40,840,150	2,628,735	6.4%
Revenues:								
Passenger Revenue	1,399,824	107,134	116,652	(9,518)	334,648	1,399,824	(1,065,176)	76.1%
Other Revenue	2,149,017	141,422	179,085	(37,663)	2,910,146	2,149,017	761,129	-35.4%
Total Operating Revenue	3,548,841	248,556	295,737	(47,181)	3,244,794	3,548,841	(304,047)	8.6%
Net Operating Gain (Loss)		\$ (2,880,127)			\$ (34,966,621)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	6,228,744	481,066	519,062	37,996	5,840,453	6,228,744	388,291	6.2%
State - LTF, LCTOP	11,337,000	875,593	944,750	69,157	10,630,267	11,337,000	706,733	6.2%
Federal - CMAQ,5307,5309,5310,5311,5311(f),5312	6,162,705	475,965	513,559	37,593	5,778,531	6,162,705	384,174	6.2%
CARES Act 5307, 5311, 5311(f)	13,562,860	1,047,503	1,130,238	82,735	12,717,370	13,562,860	(845,490)	6.2%
Total Subsidies	37,291,309	2,880,127	3,107,609	227,482	34,966,621	37,291,309	2,324,688	6.2%
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -			

Budget Variance Analysis - SunLine Transit Agency

Passenger Revenue

- The negative variance in passenger fares is attributed to no fare collection as of March 17, 2020. Fare collection resumed on May 2, 2021 for local fixed route and paratransit bus service.
- As of June, ridership was at 40.6% below FY20 FYTD totals.
- Total system ridership was 1,428,953 trips below FY20 FYTD amounts.

Ridership

	FY20-June	FY21-June	Variance	%Δ
Fixed Route	171,540	151,759	(19,781)	-11.5%
Paratransit	4,877	7,113	2,236	45.8%
SolVan	1,098	1,271	173	15.8%
SunRide	-	291	291	-
System Total	177,515	160,434	(17,081)	-9.6%

Ridership

	FYTD-FY20	FYTD-FY21	Variance	%Δ
Fixed Route	3,379,520	2,000,077	(1,379,443)	-40.8%
Paratransit	122,126	71,129	(50,997)	-41.8%
SolVan	15,623	16,028	405	2.6%
SunRide	-	1,082	1,082	-
System Total	3,517,269	2,088,316	(1,428,953)	-40.6%

Other Revenue

- The positive variance is attributed to a large amount of advertising revenue, emissions credits revenue and CNG rebate revenue.

Operator & Mechanic Salaries & Wages

- The positive variance is primarily attributed to lower than anticipated expenses relating to level 3 service and the deferral of the new express route.

Operator & Mechanic Overtime

- The positive variance is primarily attributed to the low amount of overtime due to the modified service related to COVID-19.

Administration Salaries & Wages

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

Administration Overtime

- The positive variance is attributed to vacant positions across the Agency and less than anticipated overtime expenditures.

Fringe Benefits

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

Communications

- The positive variance is primarily attributed to savings in cellular services.

Legal Services

- Legal services have had lower expenses related to review and analysis for contracts, service agreements, projects, case reviews, procurements, claims, and funding resources.

Computer/Network Software Agreement

- Lower than anticipated expenses related to software agreements.

Uniforms

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

Contracted Services

- The positive variance in expenses is primarily attributed to lower use of the public relations/marketing consultant.

Equipment Repairs

- Farebox repairs have been lower due to the temporary free service related to COVID-19.

Security Services

- Additional security service expenditures are required in Division 2 based on modified service due to COVID-19.

Fuel - CNG

- The negative variance is primarily attributed to increased usage of CNG fixed route vehicles over budgeted estimates for FY21.

Fuel - Hydrogen

- Expenditures are within an acceptable range of the budgeted amount.

Tires

- The lower tire expenditures are attributed to a reduction in revenue miles.

Office Supplies

- Savings in office supply expenses are primarily associated with a reduction in costs due to remote work, lower coin counting equipment expense, and vacancies.

Travel/Training

- COVID-19 restrictions have reduced anticipated training related expenses for staff travel.

Repair Parts

- The positive variance is primarily attributed to lower FYTD expenses related to fixed route repairs.

Facility Maintenance

- The positive variance is due to lower monthly expenses despite emergency repairs in the month of September.

Electricity - CNG & Hydrogen

- The over budget in expenses for electricity expenditures is primarily attributed to increased costs associated with commissioning of the new hydrogen electrolyzer.

Natural Gas

- The negative variance is attributed to increased natural gas usage due to an increase in revenue through outside fuel sales.

Water and Gas

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

Insurance Losses

- Over budget in this line item is due to quarterly reconciliations of losses to PERMA's estimates associated with general liability and workers' compensation claims.

Insurance Premium - Property

- Insurance premiums for property expenditures increased with completion of new facilities around the property.

Repair Claims

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

Fuel Taxes

- Outside fuel sales are currently \$78,706 below FY20 FYTD amounts.
- For June, sales increased by \$7,369 from the previous month.
- The positive variance in fuel taxes is due to lower fuel consumption and fuel sales.

Outside Fueling Revenue

	Revenue	Variance FY20 vs. FY21	Variance Previous Month	%Δ FY20 vs FY21	%Δ Previous Month
June FY20	\$ 71,853				
June FY21	\$ 96,703	\$ 24,850	\$ 7,369	34.58%	8.25%
May FY21	\$ 89,334				
FYTD June FY20	\$ 805,561				
FYTD June FY21	\$ 726,855	\$ (78,706)		-9.77%	

Other Expenses

- Costs vary from month to month depending on the needs of the Agency or when programs are active (e.g., medical exams and testing, consulting fees, recruiting employees, printing services, temporary help services, SunRide Rideshare, Vanpool).

Self-Consumed Fuel

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

SunLine Transit Agency
Budget Variance Report
July 2021

Description	FY22 Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY22 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Revenues:								
Passenger Revenue	938,400	115,085	78,200	36,885	115,085	78,200	36,885	87.7%
Other Revenue	2,114,326	366,333	176,194	190,139	366,333	176,194	190,139	82.7%
Total Operating Revenue	3,052,726	481,419	254,394	227,025	481,419	254,394	227,025	84.2%
Operating Expenses:								
Operator & Mechanic Salaries & Wages	9,997,674	787,099	833,140	46,041	787,099	833,140	46,041	92.1%
Operator & Mechanic Overtime	720,900	75,258	60,075	(15,183)	75,258	60,075	(15,183)	89.6%
Administration Salaries & Wages	6,384,693	487,560	532,058	44,497	487,560	532,058	44,497	92.4%
Administration Overtime	119,516	6,172	9,960	3,788	6,172	9,960	3,788	94.8%
Fringe Benefits	10,504,975	806,891	875,415	68,523	806,891	875,415	68,523	92.3%
Communications	250,000	20,285	20,833	548	20,285	20,833	548	91.9%
Legal Services	575,000	17,721	47,917	30,196	17,721	47,917	30,196	96.9%
Computer/Network Software Agreement	600,000	29,868	50,000	20,132	29,868	50,000	20,132	95.0%
Uniforms	103,966	2,709	8,664	5,955	2,709	8,664	5,955	97.4%
Contracted Services	698,728	35,518	58,227	22,710	35,518	58,227	22,710	94.9%
Equipment Repairs	8,500	860	708	(152)	860	708	(152)	89.9%
Security Services	160,000	10,313	13,333	3,020	10,313	13,333	3,020	93.6%
Fuel - CNG	1,516,432	136,402	126,369	(10,033)	136,402	126,369	(10,033)	91.0%
Fuel - Hydrogen	845,934	91,902	70,495	(21,407)	91,902	70,495	(21,407)	89.1%
Tires	236,183	14,171	19,682	5,511	14,171	19,682	5,511	94.0%
Office Supplies	70,392	1,776	5,866	4,090	1,776	5,866	4,090	97.5%
Travel/Training	97,980	95	8,165	8,070	95	8,165	8,070	99.9%
Repair Parts	1,494,101	84,886	124,508	39,622	84,886	124,508	39,622	94.3%
Facility Maintenance	41,300	5,190	3,442	(1,749)	5,190	3,442	(1,749)	87.4%
Electricity - CNG & Hydrogen	1,230,000	102,119	102,500	381	102,119	102,500	381	91.7%
Natural Gas	1,175,000	138,764	97,917	(40,847)	138,764	97,917	(40,847)	88.2%
Water and Gas	10,575	804	881	77	804	881	77	92.4%
Insurance Losses	1,950,000	58,370	162,500	104,130	58,370	162,500	104,130	97.0%
Insurance Premium - Property	50,000	6,579	4,167	(2,412)	6,579	4,167	(2,412)	86.8%
Repair Claims	50,000	664	4,167	3,502	664	4,167	3,502	98.7%
Fuel Taxes	94,400	14,027	7,867	(6,161)	14,027	7,867	(6,161)	85.1%
Other Expenses	4,504,392	392,073	375,366	(16,707)	392,073	375,366	(16,707)	91.3%
Self Consumed Fuel	(2,487,067)	(228,304)	(207,256)	21,048	(228,304)	(207,256)	21,048	90.8%
Total Operating Expenses (Before Depreciation)	41,003,574	3,099,774	3,416,965	317,190	3,099,774	3,416,965	317,190	92.4%
Operating Expenses in Excess of Operating Revenue		\$ (2,618,356)			\$ (2,618,356)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	7,262,861	501,089	605,238	104,149	501,089	605,238	104,149	93.1%
State - LTF, LCTOP	7,135,429	492,297	594,619	102,322	492,297	594,619	102,322	93.1%
Federal	23,552,558	1,624,970	1,962,713	337,743	1,624,970	1,962,713	337,743	93.1%
Total Subsidies	37,950,848	2,618,356	3,162,571	544,215	2,618,356	3,162,571	544,215	93.1%
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -			

SunLine Transit Agency
Budget Variance Report
July 2021

Description	FY22 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY22 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Expenses:								
Wages & Benefits	27,727,758	2,162,980	2,310,647	147,667	2,162,980	2,310,647	147,667	92.2%
Services	4,010,568	248,204	334,214	86,010	248,204	334,214	86,010	93.8%
Fuels & Lubricants	2,525,519	239,690	210,460	(29,230)	239,690	210,460	(29,230)	90.5%
Tires	236,183	14,171	19,682	5,511	14,171	19,682	5,511	94.0%
Materials and Supplies	1,915,838	134,274	159,653	25,379	134,274	159,653	25,379	93.0%
Utilities	2,699,927	269,607	224,994	(44,613)	269,607	224,994	(44,613)	90.0%
Casualty & Liability	3,305,200	186,149	275,433	89,284	186,149	275,433	89,284	94.4%
Taxes and Fees	94,400	14,027	7,867	(6,161)	14,027	7,867	(6,161)	85.1%
Miscellaneous Expenses	975,248	58,976	81,271	22,294	58,976	81,271	22,294	94.0%
Self Consumed Fuel	(2,487,067)	(228,304)	(207,256)	21,048	(228,304)	(207,256)	21,048	90.8%
Total Operating Expenses (Before Depreciation)	41,003,574	3,099,774	3,416,965	317,190	3,099,774	3,416,965	317,190	92.4%
Revenues:								
Passenger Revenue	938,400	115,085	78,200	36,885	115,085	78,200	36,885	87.7%
Other Revenue	2,114,326	366,333	176,194	190,139	366,333	176,194	190,139	82.7%
Total Operating Revenue	3,052,726	481,419	254,394	227,025	481,419	254,394	227,025	84.2%
Net Operating Gain (Loss)		\$ (2,618,356)			\$ (2,618,356)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	7,262,861	501,089	605,238	104,149	501,089	605,238	104,149	93.1%
State - LTF, LCTOP	7,135,429	492,297	594,619	102,322	492,297	594,619	102,322	93.1%
Federal - CMAQ,5307,5309,5310,5311,5311(f),5312	23,552,558	1,624,970	1,962,713	337,743	1,624,970	1,962,713	337,743	93.1%
Total Subsidies	37,950,848	2,618,356	3,162,571	544,215	2,618,356	3,162,571	544,215	93.1%
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -			

Budget Variance Analysis - SunLine Transit Agency

Passenger Revenue

- The positive variance in passenger fares is attributed to conservative budget estimates due to unknown ridership impacts due to COVID-19.
- As of July, ridership was at 11.6% below FY21 FYTD totals.
- Total system ridership was 20,615 trips below FY21 FYTD amounts.

Ridership

	FY21-July	FY22-July	Variance	%Δ
Fixed Route	171,249	147,348	(23,901)	-14.0%
Paratransit	4,863	7,616	2,753	56.6%
SolVan	1,201	1,345	144	12.0%
SunRide	-	389	389	-
System Total	177,313	156,698	(20,615)	-11.6%

Ridership

	FYTD-FY21	FYTD-FY22	Variance	%Δ
Fixed Route	171,249	147,348	(23,901)	-14.0%
Paratransit	4,863	7,616	2,753	56.6%
SolVan	1,201	1,345	144	12.0%
SunRide	-	389	389	-
System Total	177,313	156,698	(20,615)	-11.6%

Other Revenue

- The positive variance is attributed to a outside CNG fuel sales, emissions credits revenue and CNG rebate revenue.

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 to cover absences.

Administration Salaries & Wages

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

Administration Overtime

- The positive variance is attributed to vacant positions across the Agency and less than anticipated overtime expenditures.

Fringe Benefits

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

Communications

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

Legal Services

- The savings in legal services is attributed to a larger FY22 budget in anticipation of expected legal costs associated with union negotiations which have not yet been incurred.

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

- Equipment repairs are within an acceptable range of the budgeted amount.

Security Services

- Security services are within an acceptable range of the budgeted amount.

Fuel - CNG

- The negative variance is primarily attributed to increased usage of CNG fixed route vehicles over budgeted estimates for FY22.

Fuel - Hydrogen

- The negative variance is attributed to higher cost per kilogram of H2.

Tires

- The lower tire expenditures are attributed to a expenses that have not been incurred as of July relating to level 1 service which is scheduled for September 2021.

Office Supplies

- Savings in office supply expenses are primarily associated with a reduction in costs due to remote work, lower coin counting equipment expense, and vacancies.

Travel/Training

- COVID-19 restrictions have reduced anticipated training related expenses for staff travel.

Repair Parts

- The positive variance is primarily attributed to lower FYTD expenses related to fixed route repairs.

Facility Maintenance

- The negative variance is attributed to the unexpected replacement of two (2) broken coffee makers.

Electricity - CNG & Hydrogen

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

Natural Gas

- The negative variance is attributed to increased natural gas usage due to an increase in revenue through outside fuel sales.

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 July.

Insurance Premium - Property

- Insurance premiums for property expenditures increased with completion of new facilities around the property.

Repair Claims

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

Fuel Taxes

- Outside fuel sales are currently \$29,678 above FY21 FYTD amounts.
- For July, sales increased by \$5,704 from the previous month.
- The negative variance in fuel taxes is due to larger fleet fuel sales which are offset by an increase in revenue.

Outside Fueling Revenue

	Revenue	Variance FY21 vs. FY22	Variance Previous Month	%Δ FY21 vs FY22	%Δ Previous Month
July FY21	\$ 72,729				
July FY22	\$ 102,407	\$ 29,679	\$ 5,704	40.81%	5.90%
June FY21	\$ 96,703				
FYTD June FY21	\$ 72,729				
FYTD June FY22	\$ 102,407	\$ 29,678		40.81%	

Other Expenses

- Costs vary from month to month depending on the needs of the Agency or when programs are active. The negative variance in July is attributed to higher non-recurring expenses that should be reduced in the following months.

Self-Consumed Fuel

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

SunLine Transit Agency
CONSENT CALENDAR

DATE: September 29, 2021 **RECEIVE & FILE**

TO: Finance/Audit Committee
Board of Directors

RE: Contracts Signed between \$25,000 and \$100,000 for July & August 2021

Summary:

In accordance with Chapter 2, Section 1.2 of the Procurement Policy, the attached report summarizes SunLine's contracts signed in excess of \$25,000 and less than \$100,000. This ensures the Board is aware of the obligations entered into under the CEO/General Manager's authority.

- For the month of July 2021, there were two (2) purchase orders executed between \$25,000 and \$100,000.
- For the month of August 2021, there was one (1) agreement executed between \$25,000 and \$100,000.
- Contracts executed:

VENDOR	PURPOSE
Decals By Design	Route 1X bus wrap graphics
Complete Coach Works	Route 1X driver barriers
Alvarez & Marsal	Finance consulting services

Recommendation:

Receive and file.

Contracts Signed Between \$25,000 and \$100,000

July 2021

Vendor	Product/Service	Need	Budgeted	Budgeted Amount	Cost	Type
Decals by Design	Route 1X Bus Wraps	Graphic identification of the buses for 1X Route	FY22	\$ 42,846.00	\$ 42,846.00	RFQ
Complete Coach Works	4 Barriers for 1X Buses	Purchase and installation of driver barriers for new 1X Route	FY22	\$ 31,451.35	\$ 25,161.10	Sole Source

Contracts Signed Between \$25,000 and \$100,000

Aug 2021

Vendor	Product/Service	Need	Budgeted	Budgeted Amount	Cost	Type
Alvarez & Marsal	Finance Consulting Services	Provide assesment of Agency's Finance procedures	FY22	\$ 125,000.00	\$ 100,000.00	Sole Source

SunLine Transit Agency
CONSENT CALENDAR

DATE: September 29, 2021 **RECEIVE & FILE**

TO: Finance/Audit Committee
Board of Directors

RE: Union & Non-Union Pension Investment Asset Summary June & July 2021

Summary:

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

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

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

Union

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	37.1%	16% – 56%
	International Equity	19.6%	0% - 39%
	Other	3.9%	0% – 20%
Income Assets			
	Fixed Income	35.4%	25% - 65%
	Other	0.0%	0% – 20%
Real Return Assets		3.2%	0% – 20%
Cash Equivalents		0.8%	0% – 20%

Non-Union

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	37.1%	16% – 56%
	International Equity	19.6%	0% - 39%
	Other	3.9%	0% – 20%
Income Assets			
	Fixed Income	35.4%	25% - 65%
	Other	0.0%	0% – 20%
Real Return Assets		3.2%	0% – 20%
Cash Equivalents		0.8%	0% – 20%

For the month of June, the market value of assets increased by \$590,970 and \$574,462 for the union and non-union plans, respectively.

Month to Month Asset Comparison

Month	Market Value - Union	Market Value – Non-Union
May 2021	\$38,968,994	\$39,049,354
June 2021	\$39,559,964	\$39,623,816
Increase (Decrease)	\$590,970	\$574,462

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

Union

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	37.3%	16% – 56%
	International Equity	19.3%	0% - 39%
	Other	4.0%	0% – 20%
Income Assets			
	Fixed Income	35.4%	25% - 65%
	Other	0%	0% – 20%
Real Return Assets		3.2%	0% – 20%
Cash Equivalents		0.8%	0% – 20%

Non-Union

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	37.3%	16% – 56%
	International Equity	19.2%	0% - 39%
	Other	4.0%	0% – 20%
Income Assets			
	Fixed Income	35.3%	25% - 65%
	Other	0.0%	0% – 20%
Real Return Assets		3.2%	0% – 20%
Cash Equivalents		0.9%	0% – 20%

For the month of July, the market value of assets increased by \$498,621 and \$533,588 for the union and non-union plans, respectively.

Month to Month Asset Comparison

Month	Market Value - Union	Market Value – Non-Union
June 2021	\$39,559,964	\$39,623,816
July 2021	\$40,058,585	\$40,157,404
Increase (Decrease)	\$498,621	\$533,588

Recommendation:

Receive and file.



Portfolio Summary and Statistics

For the Month Ending **June 30, 2021**

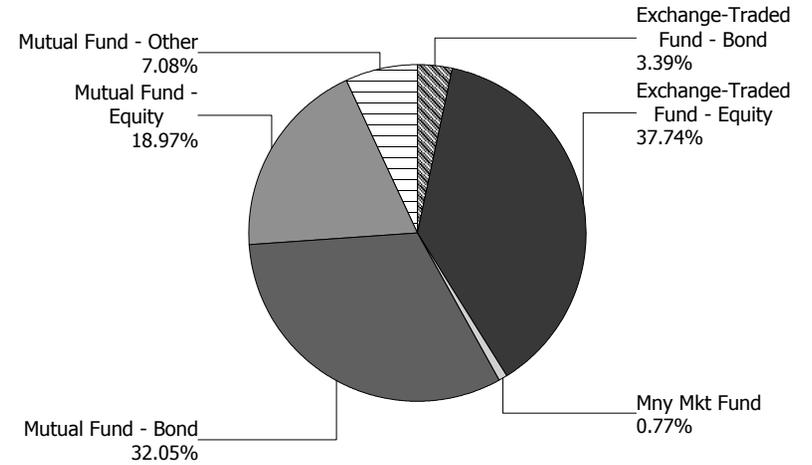
SUNLINE EMPLOYEES RETIREMENT BARGAINING - 54577620

Account Summary

Description	Par Value	Market Value	Percent
Mutual Fund - Other	174,975.68	2,802,246.80	7.08
Mutual Fund - Equity	234,711.15	7,503,075.19	18.97
Mutual Fund - Bond	1,066,167.66	12,677,547.88	32.05
Money Market Mutual Fund	303,700.81	303,700.81	0.77
Exchange-Traded Fund - Equity	95,528.00	14,932,748.70	37.74
Exchange-Traded Fund - Bond	18,920.00	1,340,644.44	3.39
Managed Account Sub-Total	1,894,003.30	39,559,963.82	100.00%
Accrued Interest		0.00	
Total Portfolio	1,894,003.30	39,559,963.82	

Unsettled Trades **0.00** **0.00**

Sector Allocation





Detail of Securities Held & Market Analytics

For the Month Ending **June 30, 2021**

SUNLINE EMPLOYEES RETIREMENT BARGAINING - 54577620

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Bond									
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	965.00	61.01	58,874.65	60.52	58,401.80	(472.85)	0.15
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	10,654.00	57.68	614,533.37	60.52	644,780.08	30,246.71	1.62
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	2,389.00	60.31	144,080.59	60.52	144,582.28	501.69	0.36
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,146.00	61.13	70,054.98	60.52	69,355.92	(699.06)	0.18
ISHARES J.P. MORGAN USD EMERGING MARKETS	464288281	EMB	177.00	113.00	20,001.00	112.46	19,905.42	(95.58)	0.05
ISHARES J.P. MORGAN USD EMERGING MARKETS	464288281	EMB	743.00	112.00	83,216.00	112.46	83,557.78	341.78	0.21
ISHARES J.P. MORGAN USD EMERGING MARKETS	464288281	EMB	1,800.00	108.05	194,488.74	112.46	202,428.00	7,939.26	0.51
ISHARES J.P. MORGAN USD EMERGING MARKETS	464288281	EMB	1,046.00	108.22	113,197.81	112.46	117,633.16	4,435.35	0.30
Security Type Sub-Total			18,920.00		1,298,447.14	691.92	1,340,644.44	42,197.30	3.38
Exchange-Traded Fund - Equity									
ISHARES CORE S&P SMALL-CAP E	464287804	IJR	7,712.00	90.96	701,485.83	112.98	871,301.76	169,815.93	2.20
VANGUARD TOTAL INTL STOCK	921909768	VXUS	35,037.00	52.12	1,826,128.44	65.68	2,301,230.16	475,101.72	5.82
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	52,779.00	169.04	8,921,762.16	222.82	11,760,216.78	2,838,454.62	29.73
Security Type Sub-Total			95,528.00		11,449,376.43	401.48	14,932,748.70	3,483,372.27	37.75
Money Market Mutual Fund									
FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	303,700.81	1.00	303,700.81	1.00	303,700.81	0.00	0.77
Security Type Sub-Total			303,700.81		303,700.81	1.00	303,700.81	0.00	0.77
Mutual Fund - Bond									
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	312,208.76	11.64	3,633,039.72	11.88	3,709,040.12	76,000.40	9.38
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	153,835.23	10.84	1,667,041.11	11.13	1,712,186.08	45,144.97	4.33
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	61,686.43	5.65	348,787.71	5.68	350,378.94	1,591.23	0.89
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTRQX	305,560.15	14.73	4,502,050.78	14.69	4,488,678.57	(13,372.21)	11.35



Detail of Securities Held & Market Analytics

For the Month Ending **June 30, 2021**

SUNLINE EMPLOYEES RETIREMENT BARGAINING - 54577620

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Mutual Fund - Bond									
VOYA INTERMEDIATE BOND R6	92913L569	IIBZX	232,877.09	10.63	2,475,481.07	10.38	2,417,264.17	(58,216.90)	6.11
Security Type Sub-Total			1,066,167.66		12,626,400.39	53.76	12,677,547.88	51,147.49	32.06
Mutual Fund - Equity									
ARTISAN INTL SMALL-MID	04314H576	APHJX	17,922.59	19.31	346,085.20	21.76	389,995.54	43,910.34	0.99
HARDING LOEVNER INTERNATIONAL EQUITY POR	412295107	HLMIX	58,871.98	23.54	1,385,704.64	30.21	1,778,522.64	392,818.00	4.50
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	SEMTX	43,218.15	17.40	751,842.73	21.70	937,833.87	185,991.14	2.37
JENSEN QUALITY GROWTH-Y	476313408	JENYX	24,143.44	48.26	1,165,236.28	61.14	1,476,129.90	310,893.62	3.73
JOHCM INTERNATIONAL SELECT I	00770G847	JOHIX	56,732.52	22.18	1,258,044.09	31.50	1,787,074.38	529,030.29	4.52
TOUCHSTONE MID CAP FUND INSTITUTIONAL	89155T649	TMPIX	12,088.06	36.39	439,843.85	48.48	586,029.11	146,185.26	1.48
VANGUARD TOT INST ST IDX - ADM	921909818	VTIAX	0.00	33.33	0.03	35.24	0.03	0.00	0.00
VIRTUS KAR INTL SMALL CAP	92828W551	VRISX	21,734.41	21.99	477,927.62	25.19	547,489.72	69,562.10	1.38
Security Type Sub-Total			234,711.15		5,824,684.44	275.22	7,503,075.19	1,678,390.75	18.97
Mutual Fund - Other									
COHEN & STEERS INST REALTY SHARES	19247U106	CSRIX	14,701.27	43.79	643,748.59	52.22	767,700.25	123,951.66	1.94
INVESCO OPTM YD DVRS CDTY STRA NO K1 ETF	46090F100	PDBC	31,841.00	19.08	607,400.01	20.09	639,685.69	32,285.68	1.62
PIMCO COMMODITY REAL RET STRAT INSTL	722005667	PCRIX	103,871.73	6.94	720,786.78	6.07	630,501.41	(90,285.37)	1.59
PRINCIPAL RE SECURITIES INST FUND	74253Q580	PIREX	24,561.68	26.10	641,157.70	31.12	764,359.45	123,201.75	1.93
Security Type Sub-Total			174,975.68		2,613,093.08	109.50	2,802,246.80	189,153.72	7.08
Managed Account Sub-Total			1,894,003.30		34,115,702.29	1,532.88	39,559,963.82	5,444,261.53	100.01
Securities Sub-Total			\$1,894,003.30		\$34,115,702.29	\$1,532.88	\$39,559,963.82	\$5,444,261.53	100.01%
Accrued Interest							\$0.00		
Total Investments							\$39,559,963.82		



Portfolio Summary and Statistics

For the Month Ending **June 30, 2021**

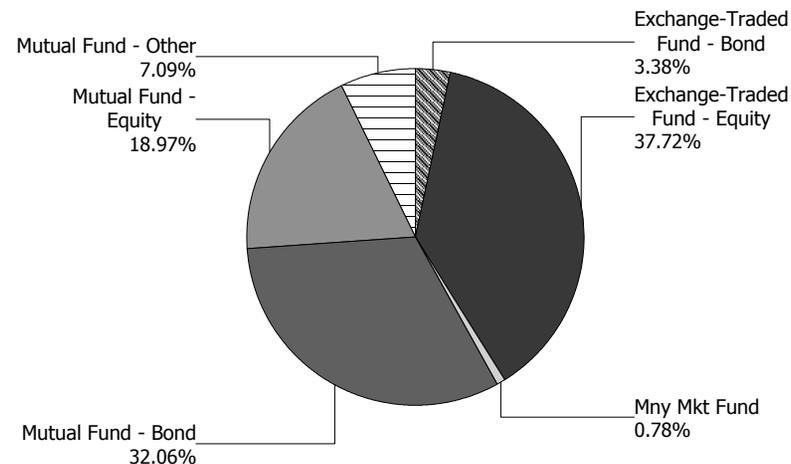
SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - 54577625

Account Summary

Description	Par Value	Market Value	Percent
Mutual Fund - Other	175,324.36	2,807,927.17	7.09
Mutual Fund - Equity	235,139.36	7,516,783.42	18.97
Mutual Fund - Bond	1,068,289.55	12,702,599.61	32.06
Money Market Mutual Fund	310,749.37	310,749.37	0.78
Exchange-Traded Fund - Equity	95,628.00	14,947,378.14	37.72
Exchange-Traded Fund - Bond	18,892.00	1,338,378.54	3.38
Managed Account Sub-Total	1,904,022.64	39,623,816.25	100.00%
Accrued Interest		0.00	
Total Portfolio	1,904,022.64	39,623,816.25	

Unsettled Trades **0.00** **0.00**

Sector Allocation





Detail of Securities Held & Market Analytics

For the Month Ending **June 30, 2021**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - 54577625

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Bond									
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,113.00	61.13	68,037.69	60.52	67,358.76	(678.93)	0.17
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	982.00	61.01	59,911.82	60.52	59,430.64	(481.18)	0.15
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	2,405.00	60.31	145,045.55	60.52	145,550.60	505.05	0.37
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	10,637.00	57.68	613,552.79	60.52	643,751.24	30,198.45	1.62
ISHARES J.P. MORGAN USD EMERGING MARKETS	464288281	EMB	1,813.00	108.05	195,893.38	112.46	203,889.98	7,996.60	0.51
ISHARES J.P. MORGAN USD EMERGING MARKETS	464288281	EMB	625.00	112.00	70,000.00	112.46	70,287.50	287.50	0.18
ISHARES J.P. MORGAN USD EMERGING MARKETS	464288281	EMB	1,317.00	108.22	142,525.35	112.46	148,109.82	5,584.47	0.37
Security Type Sub-Total			18,892.00		1,294,966.58	579.46	1,338,378.54	43,411.96	3.37
Exchange-Traded Fund - Equity									
ISHARES CORE S&P SMALL-CAP E	464287804	IJR	7,713.00	90.96	701,576.80	112.98	871,414.74	169,837.94	2.20
VANGUARD TOTAL INTL STOCK	921909768	VXUS	35,085.00	52.12	1,828,630.20	65.68	2,304,382.80	475,752.60	5.82
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	52,830.00	169.04	8,930,383.20	222.82	11,771,580.60	2,841,197.40	29.71
Security Type Sub-Total			95,628.00		11,460,590.20	401.48	14,947,378.14	3,486,787.94	37.73
Money Market Mutual Fund									
FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	310,749.37	1.00	310,749.37	1.00	310,749.37	0.00	0.78
Security Type Sub-Total			310,749.37		310,749.37	1.00	310,749.37	0.00	0.78
Mutual Fund - Bond									
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	312,760.85	11.64	3,640,976.86	11.88	3,715,598.96	74,622.10	9.38
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	154,058.77	10.84	1,669,455.26	11.13	1,714,674.06	45,218.80	4.33
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	61,847.15	5.65	349,695.78	5.68	351,291.82	1,596.04	0.89
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTROX	306,206.57	14.74	4,514,081.15	14.69	4,498,174.46	(15,906.69)	11.35
VOYA INTERMEDIATE BOND R6	92913L569	IIBZX	233,416.22	10.63	2,481,513.86	10.38	2,422,860.31	(58,653.55)	6.11



Detail of Securities Held & Market Analytics

For the Month Ending **June 30, 2021**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - 54577625

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
Security Type Sub-Total			1,068,289.55		12,655,722.91	53.76	12,702,599.61	46,876.70	32.06
Mutual Fund - Equity									
ARTISAN INTL SMALL-MID	04314H576	APHJX	17,955.81	19.31	346,726.76	21.76	390,718.51	43,991.75	0.99
HARDING LOEVNER INTERNATIONAL EQUITY POR	412295107	HLMIX	58,980.97	23.54	1,388,292.69	30.21	1,781,815.16	393,522.47	4.50
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	SEMTX	43,295.26	17.45	755,505.76	21.70	939,507.07	184,001.31	2.37
JENSEN QUALITY GROWTH-Y	476313408	JENYX	24,187.46	48.27	1,167,419.03	61.14	1,478,821.17	311,402.14	3.74
JOHCM INTERNATIONAL SELECT I	00770G847	JOHIX	56,836.91	22.15	1,259,146.36	31.50	1,790,362.74	531,216.38	4.52
TOUCHSTONE MID CAP FUND INSTITUTIONAL	89155T649	TMPIX	12,110.23	36.39	440,659.24	48.48	587,103.91	146,444.67	1.48
VANGUARD TOTAL STOCK MARKET INDEX	922908801	VITSX	0.00	75.00	0.03	108.51	0.04	0.01	0.00
VIRTUS KAR INTL SMALL CAP	92828W551	VRISX	21,772.72	21.99	478,771.00	25.19	548,454.82	69,683.82	1.38
Security Type Sub-Total			235,139.36		5,836,520.87	348.49	7,516,783.42	1,680,262.55	18.98
Mutual Fund - Other									
COHEN & STEERS INST REALTY SHARES	19247U106	CSRIX	14,726.50	43.79	644,854.03	52.22	769,018.04	124,164.01	1.94
INVESCO OPTM YD DVRS CDTY STRA NO K1 ETF	46090F100	PDBC	31,932.00	19.08	609,134.35	20.09	641,513.88	32,379.53	1.62
PIMCO COMMODITY REAL RET STRAT INSTL	722005667	PCRIX	104,059.32	6.94	722,195.80	6.07	631,640.10	(90,555.70)	1.59
PRINCIPAL RE SECURITIES INST FUND	74253Q580	PIREX	24,606.53	26.10	642,328.77	31.12	765,755.15	123,426.38	1.93
Security Type Sub-Total			175,324.36		2,618,512.95	109.50	2,807,927.17	189,414.22	7.08
Managed Account Sub-Total			1,904,022.64		34,177,062.88	1,493.69	39,623,816.25	5,446,753.37	100.00
Securities Sub-Total			\$1,904,022.64		\$34,177,062.88	\$1,493.69	\$39,623,816.25	\$5,446,753.37	100.00%
Accrued Interest							\$0.00		
Total Investments							\$39,623,816.25		



Portfolio Summary and Statistics

For the Month Ending **July 31, 2021**

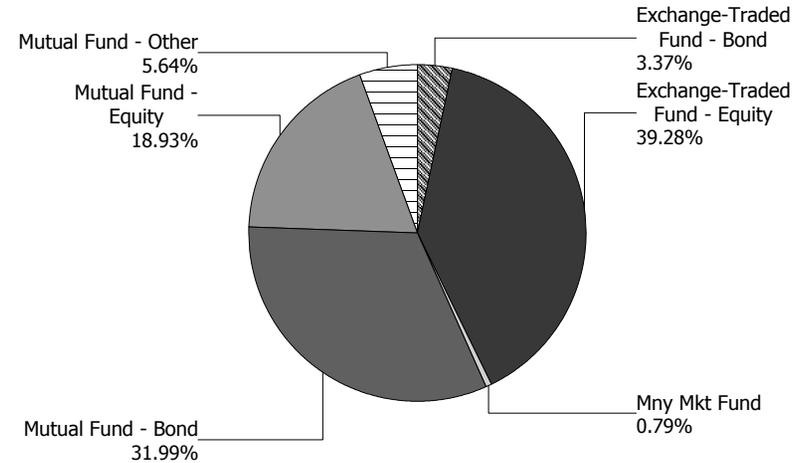
SUNLINE EMPLOYEES RETIREMENT BARGAINING - 54577620

Account Summary

Description	Par Value	Market Value	Percent
Mutual Fund - Other	143,134.68	2,257,423.48	5.64
Mutual Fund - Equity	234,711.15	7,581,722.02	18.93
Mutual Fund - Bond	1,068,724.60	12,814,493.63	31.99
Money Market Mutual Fund	315,794.91	315,794.91	0.79
Exchange-Traded Fund - Equity	127,369.00	15,738,700.58	39.28
Exchange-Traded Fund - Bond	18,920.00	1,350,450.58	3.37
Managed Account Sub-Total	1,908,654.34	40,058,585.20	100.00%
Accrued Interest		0.00	
Total Portfolio	1,908,654.34	40,058,585.20	

Unsettled Trades **0.00** **0.00**

Sector Allocation





Detail of Securities Held & Market Analytics

For the Month Ending July 31, 2021

SUNLINE EMPLOYEES RETIREMENT BARGAINING - 54577620

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Bond									
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	965.00	61.01	58,874.65	61.10	58,961.50	86.85	0.15
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,146.00	61.13	70,054.98	61.10	70,020.60	(34.38)	0.17
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	10,654.00	57.68	614,533.37	61.10	650,959.40	36,426.03	1.63
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	2,389.00	60.31	144,080.59	61.10	145,967.90	1,887.31	0.36
ISHARES J.P. MORGAN USD EMERGING MARKETS	464288281	EMB	177.00	113.00	20,001.00	112.73	19,953.21	(47.79)	0.05
ISHARES J.P. MORGAN USD EMERGING MARKETS	464288281	EMB	1,046.00	108.22	113,197.81	112.73	117,915.58	4,717.77	0.29
ISHARES J.P. MORGAN USD EMERGING MARKETS	464288281	EMB	743.00	112.00	83,216.00	112.73	83,758.39	542.39	0.21
ISHARES J.P. MORGAN USD EMERGING MARKETS	464288281	EMB	1,800.00	108.05	194,488.74	112.73	202,914.00	8,425.26	0.51
Security Type Sub-Total			18,920.00		1,298,447.14	695.32	1,350,450.58	52,003.44	3.37
Exchange-Traded Fund - Equity									
INVESTCO OPTM YD DVRS CDTY STRA NO K1 ETF	46090F100	PDBC	30,785.00	19.05	586,454.25	20.37	627,090.45	40,636.20	1.57
INVESTCO OPTM YD DVRS CDTY STRA NO K1 ETF	46090F100	PDBC	1,056.00	19.84	20,945.76	20.37	21,510.72	564.96	0.05
ISHARES CORE S&P SMALL-CAP E	464287804	IJR	7,712.00	90.96	701,485.83	110.26	850,325.12	148,839.29	2.12
VANGUARD TOTAL INTL STOCK	921909768	VXUS	35,037.00	52.12	1,826,128.44	64.94	2,275,302.78	449,174.34	5.68
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	52,779.00	169.04	8,921,762.16	226.69	11,964,471.51	3,042,709.35	29.87
Security Type Sub-Total			127,369.00		12,056,776.44	442.63	15,738,700.58	3,681,924.14	39.29
Money Market Mutual Fund									
FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	315,794.91	1.00	315,794.91	1.00	315,794.91	0.00	0.79
Security Type Sub-Total			315,794.91		315,794.91	1.00	315,794.91	0.00	0.79
Mutual Fund - Bond									



Detail of Securities Held & Market Analytics

For the Month Ending **July 31, 2021**

SUNLINE EMPLOYEES RETIREMENT BARGAINING - 54577620

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Mutual Fund - Bond									
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	312,817.52	11.64	3,640,332.59	11.98	3,747,553.87	107,221.28	9.36
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	154,205.91	10.84	1,671,189.10	11.19	1,725,564.18	54,375.08	4.31
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	61,961.68	5.65	350,348.38	5.67	351,322.75	974.37	0.88
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTRQX	306,236.41	14.73	4,512,093.26	14.85	4,547,610.67	35,517.41	11.35
VOYA INTERMEDIATE BOND R6	92913L569	IIBZX	233,503.07	10.63	2,482,028.89	10.46	2,442,442.16	(39,586.73)	6.10
Security Type Sub-Total			1,068,724.60		12,655,992.22	54.15	12,814,493.63	158,501.41	32.00
Mutual Fund - Equity									
ARTISAN INTL SMALL-MID	04314H576	APHJX	17,922.59	19.31	346,085.20	21.79	390,533.22	44,448.02	0.97
HARDING LOEVNER INTERNATIONAL EQUITY POR	412295107	HLMIX	58,871.98	23.54	1,385,704.64	30.69	1,806,781.20	421,076.56	4.51
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	SEMTX	43,218.15	17.40	751,842.73	20.58	889,429.54	137,586.81	2.22
JENSEN QUALITY GROWTH-Y	476313408	JENYX	24,143.44	48.26	1,165,236.28	64.44	1,555,803.25	390,566.97	3.88
JOHCM INTERNATIONAL SELECT I	46653M849	JOHIX	56,732.52	22.18	1,258,044.09	31.61	1,793,314.96	535,270.87	4.48
TOUCHSTONE MID CAP FUND INSTITUTIONAL	89155T649	TMPIX	12,088.06	36.39	439,843.85	48.53	586,633.52	146,789.67	1.46
VANGUARD TOT INST ST IDX - ADM	921909818	VTIAX	0.00	33.33	0.03	34.79	0.03	0.00	0.00
VIRTUS KAR INTL SMALL CAP	92828W551	VRISX	21,734.41	21.99	477,927.62	25.73	559,226.30	81,298.68	1.40
Security Type Sub-Total			234,711.15		5,824,684.44	278.16	7,581,722.02	1,757,037.58	18.92
Mutual Fund - Other									
COHEN & STEERS INST REALTY SHARES	19247U106	CSRIX	14,701.27	43.79	643,748.59	54.49	801,072.13	157,323.54	2.00
PIMCO COMMODITY REAL RET STRAT INSTL	722005667	PCRIX	103,871.73	6.94	720,786.78	6.26	650,237.04	(70,549.74)	1.62
PRINCIPAL RE SECURITIES INST FUND	74253Q580	PIREX	24,561.68	26.10	641,157.70	32.82	806,114.31	164,956.61	2.01
Security Type Sub-Total			143,134.68		2,005,693.07	93.57	2,257,423.48	251,730.41	5.63
Managed Account Sub-Total			1,908,654.34		34,157,388.22	1,564.83	40,058,585.20	5,901,196.98	100.00



Portfolio Summary and Statistics

For the Month Ending **July 31, 2021**

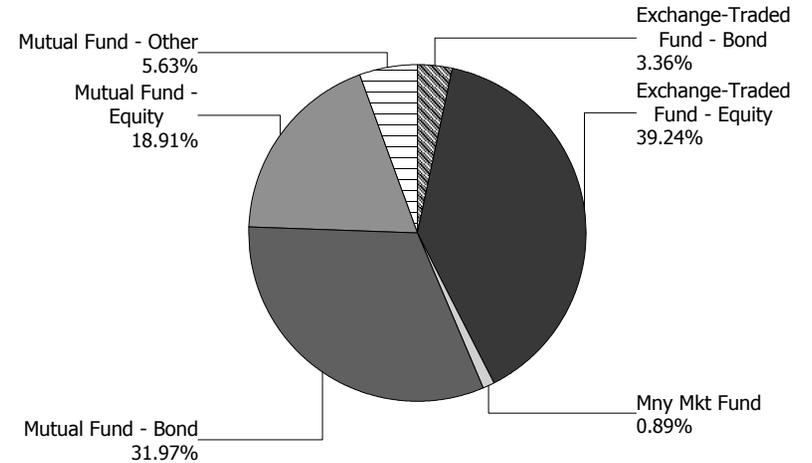
SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - 54577625

Account Summary

Description	Par Value	Market Value	Percent
Mutual Fund - Other	143,392.36	2,261,444.82	5.63
Mutual Fund - Equity	235,139.36	7,595,575.72	18.91
Mutual Fund - Bond	1,070,851.70	12,839,818.33	31.97
Money Market Mutual Fund	357,050.03	357,050.03	0.89
Exchange-Traded Fund - Equity	127,560.00	15,755,342.82	39.24
Exchange-Traded Fund - Bond	18,892.00	1,348,171.85	3.36
Managed Account Sub-Total	1,952,885.45	40,157,403.57	100.00%
Accrued Interest		0.00	
Total Portfolio	1,952,885.45	40,157,403.57	

Unsettled Trades **0.00** **0.00**

Sector Allocation





Detail of Securities Held & Market Analytics

For the Month Ending **July 31, 2021**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - 54577625

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Bond									
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,113.00	61.13	68,037.69	61.10	68,004.30	(33.39)	0.17
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	2,405.00	60.31	145,045.55	61.10	146,945.50	1,899.95	0.37
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	10,637.00	57.68	613,552.79	61.10	649,920.70	36,367.91	1.62
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	982.00	61.01	59,911.82	61.10	60,000.20	88.38	0.15
ISHARES J.P. MORGAN USD EMERGING MARKETS	464288281	EMB	625.00	112.00	70,000.00	112.73	70,456.25	456.25	0.18
ISHARES J.P. MORGAN USD EMERGING MARKETS	464288281	EMB	1,813.00	108.05	195,893.38	112.73	204,379.49	8,486.11	0.51
ISHARES J.P. MORGAN USD EMERGING MARKETS	464288281	EMB	1,317.00	108.22	142,525.35	112.73	148,465.41	5,940.06	0.37
Security Type Sub-Total			18,892.00		1,294,966.58	582.59	1,348,171.85	53,205.27	3.37
Exchange-Traded Fund - Equity									
INVESCO OPTM YD DVRS CDTY STRA NO K1 ETF	46090F100	PDBC	30,875.00	19.05	588,168.75	20.37	628,923.75	40,755.00	1.56
INVESCO OPTM YD DVRS CDTY STRA NO K1 ETF	46090F100	PDBC	1,057.00	19.84	20,965.60	20.37	21,531.09	565.49	0.05
ISHARES CORE S&P SMALL-CAP E	464287804	IJR	7,713.00	90.96	701,576.80	110.26	850,435.38	148,858.58	2.12
VANGUARD TOTAL INTL STOCK	921909768	VXUS	35,085.00	52.12	1,828,630.20	64.94	2,278,419.90	449,789.70	5.67
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	52,830.00	169.04	8,930,383.20	226.69	11,976,032.70	3,045,649.50	29.82
Security Type Sub-Total			127,560.00		12,069,724.55	442.63	15,755,342.82	3,685,618.27	39.22
Money Market Mutual Fund									
FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	357,050.03	1.00	357,050.03	1.00	357,050.03	0.00	0.89
Security Type Sub-Total			357,050.03		357,050.03	1.00	357,050.03	0.00	0.89
Mutual Fund - Bond									
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	313,370.69	11.64	3,648,282.63	11.98	3,754,180.82	105,898.19	9.35
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	154,429.99	10.84	1,673,609.28	11.19	1,728,071.60	54,462.32	4.30



Detail of Securities Held & Market Analytics

For the Month Ending **July 31, 2021**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - 54577625

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Mutual Fund - Bond									
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	62,123.12	5.65	351,260.51	5.67	352,238.07	977.56	0.88
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTROX	306,884.26	14.74	4,524,144.86	14.85	4,557,231.23	33,086.37	11.35
VOYA INTERMEDIATE BOND R6	92913L569	IIBZX	234,043.65	10.63	2,488,076.86	10.46	2,448,096.61	(39,980.25)	6.10
Security Type Sub-Total			1,070,851.70		12,685,374.14	54.15	12,839,818.33	154,444.19	31.98
Mutual Fund - Equity									
ARTISAN INTL SMALL-MID	04314H576	APHJX	17,955.81	19.31	346,726.76	21.79	391,257.18	44,530.42	0.97
HARDING LOEVNER INTERNATIONAL EQUITY POR	412295107	HLMIX	58,980.97	23.54	1,388,292.69	30.69	1,810,126.03	421,833.34	4.51
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	SEMTX	43,295.26	17.45	755,505.76	20.58	891,016.38	135,510.62	2.22
JENSEN QUALITY GROWTH-Y	476313408	JENYX	24,187.46	48.27	1,167,419.03	64.44	1,558,639.78	391,220.75	3.88
JOHCM INTERNATIONAL SELECT I	46653M849	JOHIX	56,836.91	22.15	1,259,146.36	31.61	1,796,614.80	537,468.44	4.47
TOUCHSTONE MID CAP FUND INSTITUTIONAL	89155T649	TMPIX	12,110.23	36.39	440,659.24	48.53	587,709.42	147,050.18	1.46
VANGUARD TOTAL STOCK MARKET INDEX	922908801	VITSX	0.00	75.00	0.03	110.36	0.04	0.01	0.00
VIRTUS KAR INTL SMALL CAP	92828W551	VRISX	21,772.72	21.99	478,771.00	25.73	560,212.09	81,441.09	1.40
Security Type Sub-Total			235,139.36		5,836,520.87	353.73	7,595,575.72	1,759,054.85	18.91
Mutual Fund - Other									
COHEN & STEERS INST REALTY SHARES	19247U106	CSRIX	14,726.50	43.79	644,854.03	54.49	802,447.20	157,593.17	2.00
PIMCO COMMODITY REAL RET STRAT INSTL	722005667	PCRIX	104,059.32	6.94	722,195.80	6.26	651,411.37	(70,784.43)	1.62
PRINCIPAL RE SECURITIES INST FUND	74253Q580	PIREX	24,606.53	26.10	642,328.77	32.82	807,586.25	165,257.48	2.01
Security Type Sub-Total			143,392.36		2,009,378.60	93.57	2,261,444.82	252,066.22	5.63
Managed Account Sub-Total			1,952,885.45		34,253,014.77	1,527.67	40,157,403.57	5,904,388.80	100.00
Securities Sub-Total			\$1,952,885.45		\$34,253,014.77	\$1,527.67	\$40,157,403.57	\$5,904,388.80	100.00%
Accrued Interest							\$0.00		
Total Investments							\$40,157,403.57		

SunLine Transit Agency
CONSENT CALENDAR

DATE: September 29, 2021

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Ridership Report for July & August 2021

Summary:

	Monthly Ridership		Monthly Variance	
	Jul-20	Jul-21	Net	Percent
Fixed Route	171,249	147,348	-23,901	-14.0%
SolVan	1,201	1,345	144	12.0%
SunRide	0	389	389	100.0%
Taxi Voucher*	357	290	-67	-23.1%
SunDial	4,863	7,616	2,753	56.6%
Total	177,670	156,988	-20,682	-11.6%

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

In June 2021, paratransit ridership saw an increase due to the opening of programs such as Desert Arc and the Neuro Vitality Center.

	Monthly Ridership		Monthly Variance	
	Aug-20	Aug-21	Net	Percent
Fixed Route	164,236	162,444	-1,792	-1.1%
SolVan	1,216	1,536	320	26.3%
SunRide	0	473	473	100.0%
Taxi Voucher*	398	268	-130	-48.5%
SunDial	4,896	8,010	3,114	63.6%
Total	170,746	172,731	1,985	1.2%

The increase in rides for SolVan is explained by the addition of one vanpool vehicle in the month of August 2021.

August 2021 Fiscal Year To Date Ridership	
Fiscal Year 2021	348,416
Fiscal Year 2022	329,719
Ridership Decrease	(18,697)

Fiscal year to date system ridership decreased by -18,697 rides or -5.4% compared to the previous fiscal year. The attached COVID-19 recovery charts' baseline is calendar year 2019, this allows a comparison of three (3) years.

Recommendation:

Receive and file.



SunLine Transit Agency Monthly Ridership Report July 2021

Fixed Route	Description	Jul 2021	Jul 2020	FY 2022	FY 2021	Monthly KPI		Bikes		Wheelchairs	
				YTD	YTD	Passengers/ Rev. Hours	Passengers/ Rev. Miles	Monthly	FYTD	Monthly	FYTD
Route 1	Coachella - Hwy 111 - Palm Springs	66,307	-	66,307	-	11.0	0.7	3,434	3,434	724	724
Route 2	Desert Hot Springs - Palm Springs - Cathedral City	42,644	-	42,644	-	16.0	1.1	1,761	1,761	421	421
Route 3	Desert Hot Springs - Desert Edge	3,517	-	3,517	-	8.2	0.5	96	96	82	82
Route 4	Westfield Palm Desert - Palm Springs	13,546	-	13,546	-	7.6	0.5	748	748	118	118
Route 6	Coachella - Fred Waring - Westfield Palm Desert	4,472	-	4,472	-	3.5	0.3	198	198	28	28
Route 7	Bermuda Dunes - Indian Wells - La Quinta	4,281	-	4,281	-	8.5	0.6	366	366	64	64
Route 8	North Indio - Coachella - Thermal/Mecca	9,362	-	9,362	-	6.2	0.4	271	271	64	64
Route 9	North Shore - Mecca - Oasis	3,007	-	3,007	-	3.1	0.1	88	88	38	38
Route 10	Indio - CSUSB - San Bernardino - Metrolink	212	-	212	-	1.8	-	8	8	4	4
Route 200 SB	Palm Springs High School AM Tripper	-	-	-	-	-	-	-	-	-	-
Route 400 SB	Raymond Cree / Palm Springs HS Tripper	-	-	-	-	-	-	-	-	-	-
Route 402 NB	Palm Canyon / Stevens AM Tripper	-	-	-	-	-	-	-	-	-	-
Route 403 NB	Vista Chino / Sunrise PM Tripper	-	-	-	-	-	-	-	-	-	-
Route 500 SB	Westfield Palm Desert PM Tripper	-	-	-	-	-	-	-	-	-	-
Route 501 NB	Palm Desert High School AM Tripper	-	-	-	-	-	-	-	-	-	-
Route 700 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo AM Tripper	-	-	-	-	-	-	-	-	-	-
Route 701 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo PM Tripper	-	-	-	-	-	-	-	-	-	-
Route 800 NB	Shadow Hills High School AM Tripper	-	-	-	-	-	-	-	-	-	-
Route 801 SB	Jackson / 44th PM Tripper	-	-	-	-	-	-	-	-	-	-
Route 802 SB	Hwy 111 / Golf Center Pkwy PM Tripper	-	-	-	-	-	-	-	-	-	-
Route 803 NB	Shadow Hills High School AM Tripper	-	-	-	-	-	-	-	-	-	-
Fixed Route Total		147,348	171,249	147,348	171,249	9.5	0.6	6,970	6,970	1,543	1,543
SolVan		1,345	1,201	1,345	1,201						
SunRide		389	-	389	-						
Taxi Voucher		290	357	290	357						
SunDial		7,616	4,863	7,616	4,863	1.6	0.1				
System Total		156,988	177,670	156,988	177,670	7.5	0.5				
		Jul-21	Jul-20								
	Weekdays:	22	23								
	Saturdays:	5	4								
	Sundays:	4	4								
	Total Days:	31	31								

On Sunday, May 2, 2021, SunLine resumed fare collection. Haul Pass Programs returned, Haul Pass COD contributed with 1,140 rides, CSUSB with 152 rides. Mobile Ticketing contributed with 8,338 rides, the total for July 2021 includes 290 paratransit mobile tickets.



SunLine Transit Agency Monthly Ridership Report July 2021

Fixed Route	Description	Jul 2021	Jul 2020	FY 2022 YTD	FY 2021 YTD	Monthly KPI		Bikes		Wheelchairs	
						Passengers/ Rev. Hours	Passengers/ Rev. Miles	Monthly	FYTD	Monthly	FYTD
Former Route 14	DHS/PS	-	27,298	-	27,298	-	-	-	-	-	-
Former Route 15	DHS	-	4,679	-	4,679	-	-	-	-	-	-
Former Route 20	DHS/PD	-	-	-	-	-	-	-	-	-	-
Former Route 21	PD	-	-	-	-	-	-	-	-	-	-
Former Route 24	PS	-	8,358	-	8,358	-	-	-	-	-	-
Former Route 30	CC/PS	-	27,718	-	27,718	-	-	-	-	-	-
Former Route 32	PD/RM/TP/CC/PS	-	9,421	-	9,421	-	-	-	-	-	-
Former Route BUZZ	PS/BUZZ	-	-	-	-	-	-	-	-	-	-
Former Route 54	Indio/LQ/IW/PD	-	-	-	-	-	-	-	-	-	-
Former Route 90	LQ/BD	-	3,580	-	3,580	-	-	-	-	-	-
Former Route 70	Indio	-	5,837	-	5,837	-	-	-	-	-	-
Former Route 80	Indio	-	2,785	-	2,785	-	-	-	-	-	-
Former Route 81	Coachella/Indio	-	3,126	-	3,126	-	-	-	-	-	-
Former Route 91	I/Cch/Th/Mec/Oas	-	5,278	-	5,278	-	-	-	-	-	-
Former Route 95	I/Cch/Th/Mec/NS	-	1,034	-	1,034	-	-	-	-	-	-
Former Route 111	PS to Indio	-	72,135	-	72,135	-	-	-	-	-	-
Former Route 220	PD to Riverside	-	-	-	-	-	-	-	-	-	-
Fixed Route Total		147,348	171,249	147,348	171,249	9.5	0.6	6,970	6,970	1,543	1,543
SolVan		1,345	1,201	1,345	1,201						
SunRide		389	-	389	-						
Taxi Voucher		290	357	290	357						
SunDial		7,616	4,863	7,616	4,863	1.6	0.1				
System Total		156,988	177,670	156,988	177,670	7.5	0.5				
		Jul-21	Jul-20								
	Weekdays:	22	23								
	Saturdays:	5	4								
	Sundays:	4	4								
	Total Days:	31	31								

On Sunday, May 2, 2021, SunLine resumed fare collection. Haul Pass Programs returned, Haul Pass COD contributed with 1,140 rides, CSUSB with 152 rides. Mobile Ticketing contributed with 8,338 rides, the total for July 2021 includes 290 paratransit mobile tickets.



SunLine Transit Agency Monthly Ridership Report August 2021

Fixed Route	Description	Aug 2021	Aug 2020	FY 2022	FY 2021	Monthly KPI		Bikes		Wheelchairs	
				YTD	YTD	Passengers/ Rev. Hours	Passengers/ Rev. Miles	Monthly	FYTD	Monthly	FYTD
Route 1	Coachella - Hwy 111 - Palm Springs	69,245	-	135,552	-	11	1	676	4,110	3,422	4,146
Route 2	Desert Hot Springs - Palm Springs - Cathedral City	46,266	-	88,910	-	17	1	464	2,225	1,862	2,283
Route 3	Desert Hot Springs - Desert Edge	4,547	-	8,064	-	9	1	65	161	73	155
Route 4	Westfield Palm Desert - Palm Springs	15,078	-	28,624	-	8	1	119	867	570	688
Route 6	Coachella - Fred Waring - Westfield Palm Desert	5,066	-	9,538	-	3.7	0.3	43	241	176	204
Route 7	Bermuda Dunes - Indian Wells - La Quinta	4,440	-	8,721	-	8.7	0.7	76	442	246	310
Route 8	North Indio - Coachella - Thermal/Mecca	9,189	-	18,551	-	6.2	0.4	32	303	246	310
Route 9	North Shore - Mecca - Oasis	3,811	-	6,818	-	3.5	0.2		88	60	98
Route 10	Indio - CSUSB - San Bernardino - Metrolink	1,127	-	1,339	-	4.5	0.1	1	9	7	11
Route 200 SB	Palm Springs High School AM Tripper	310	-	310	-	27.7	1.3	2	2	-	-
Route 400 SB	Raymond Cree / Palm Springs HS Tripper	141	-	141	-	11.4	0.7	1	1	-	-
Route 402 NB	Palm Canyon / Stevens AM Tripper	90	-	90	-	15.2	1.1	-	-	-	-
Route 403 NB	Vista Chino / Sunrise PM Tripper	116	-	116	-	19.3	0.7	-	-	2	2
Route 500 SB	Westfield Palm Desert PM Tripper	67	-	67	-	16.0	1.0	-	-	4	4
Route 501 NB	Palm Desert High School AM Tripper	80	-	80	-	15.2	1.1	-	-	-	-
Route 700 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo AM Tripper	163	-	163	-	16.3	1.0	-	-	1	1
Route 701 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo PM Tripper	327	-	327	-	32.4	2.1	-	-	7	7
Route 800 NB	Shadow Hills High School AM Tripper	689	-	689	-	68.9	3.4	-	-	-	-
Route 801 SB	Jackson / 44th PM Tripper	996	-	996	-	99.6	5.9	-	-	-	-
Route 802 SB	Hwy 111 / Golf Center Pkwy PM Tripper	299	-	299	-	29.9	1.5	-	-	-	-
Route 803 NB	Shadow Hills High School AM Tripper	397	-	397	-	47.8	2.4	-	-	1	1
Fixed Route Total		162,444	164,236	309,792	335,485	10.0	0.6	1,511	8,481	6,677	8,220
SolVan		1,536	1,216	2,881	2,417						
SunRide		473	-	862	-						
Taxi Voucher		268	398	558	755						
SunDial		8,010	4,896	15,626	9,759	0.5	0.1				
System Total		172,731	170,746	329,719	348,416	5.7	0.6				
		Aug-21	Aug-20								
	Weekdays:	22	21								
	Saturdays:	4	5								
	Sundays:	5	5								
	Total Days:	31	31								

On Sunday, May 2, 2021, SunLine resumed fare collection. Haul Pass Programs returned, Haul Pass COD contributed with 1,136 rides, CSUSB with 709 rides. Mobile Ticketing contributed with 11,493 rides, the total for August 2021 includes 271 paratransit mobile tickets.



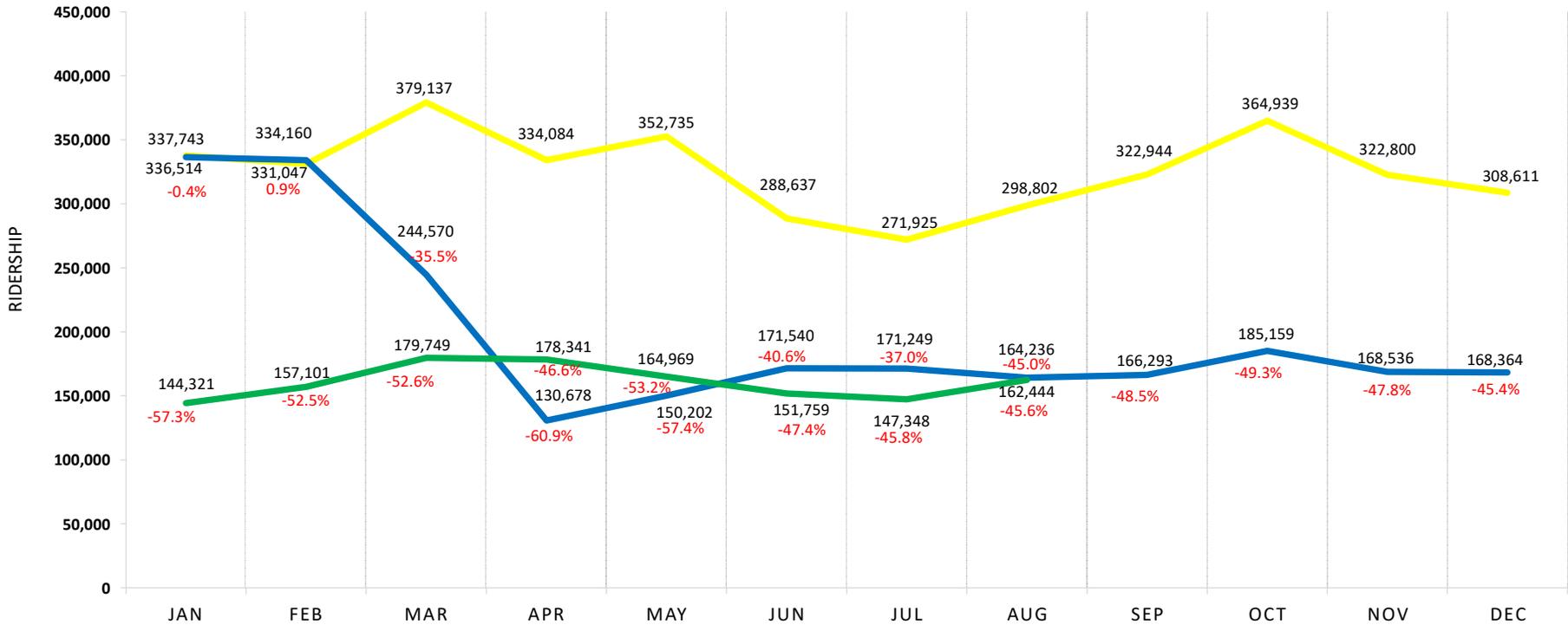
SunLine Transit Agency Monthly Ridership Report August 2021

Fixed Route	Description	Aug 2021	Aug 2020	FY 2022 YTD	FY 2021 YTD	Monthly KPI		Bikes		Wheelchairs	
						Passengers/ Rev. Hours	Passengers/ Rev. Miles	Monthly	FYTD	Monthly	FYTD
Former Route 14	DHS/PS	-	25,707	-	53,005	-	-	-	-	-	-
Former Route 15	DHS	-	4,812	-	9,491	-	-	-	-	-	-
Former Route 20	DHS/PD	-	-	-	-	-	-	-	-	-	-
Former Route 21	PD	-	-	-	-	-	-	-	-	-	-
Former Route 24	PS	-	7,788	-	16,146	-	-	-	-	-	-
Former Route 30	CC/PS	-	26,172	-	53,890	-	-	-	-	-	-
Former Route 32	PD/RM/TP/CC/PS	-	8,259	-	17,680	-	-	-	-	-	-
Former Route BUZZ	PS/BUZZ	-	-	-	-	-	-	-	-	-	-
Former Route 54	Indio/LQ/IW/PD	-	-	-	-	-	-	-	-	-	-
Former Route 90	LQ/BD	-	3,954	-	7,534	-	-	-	-	-	-
Former Route 70	Indio	-	5,913	-	11,750	-	-	-	-	-	-
Former Route 80	Indio	-	2,564	-	5,349	-	-	-	-	-	-
Former Route 81	Coachella/Indio	-	2,922	-	6,048	-	-	-	-	-	-
Former Route 91	I/Cch/Th/Mec/Oas	-	4,939	-	10,217	-	-	-	-	-	-
Former Route 95	I/Cch/Th/Mec/NS	-	1,068	-	2,102	-	-	-	-	-	-
Former Route 111	PS to Indio	-	70,138	-	142,273	-	-	-	-	-	-
Former Route 220	PD to Riverside	-	-	-	-	-	-	-	-	-	-
Fixed Route Total		162,444	164,236	309,792	335,485	10.0	0.6	1,511	8,481	6,677	8,220
SolVan		1,536	1,536	2,881	2,417						
SunRide		473	-	862	-						
Taxi Voucher		268	398	558	755						
SunDial		8,010	4,896	15,626	9,759	0.5	0.1				
System Total		172,731	171,066	329,719	348,416	5.7	0.6				
		Aug-21	Aug-20								
	Weekdays:	22	21								
	Saturdays:	4	5								
	Sundays:	5	5								
	Total Days:	31	31								

On Sunday, May 2, 2021, SunLine resumed fare collection. Haul Pass Programs returned, Haul Pass COD contributed with 1,136 rides, CSUSB with 709 rides. Mobile Ticketing contributed with 11,493 rides, the total for August 2021 includes 271 paratransit mobile tickets.

Fixed Route Ridership COVID-19 Recovery

— 2019
 — 2020
 — 2021
 %VAR. 2019 vs 2020
 %VAR. 2019 vs 2021



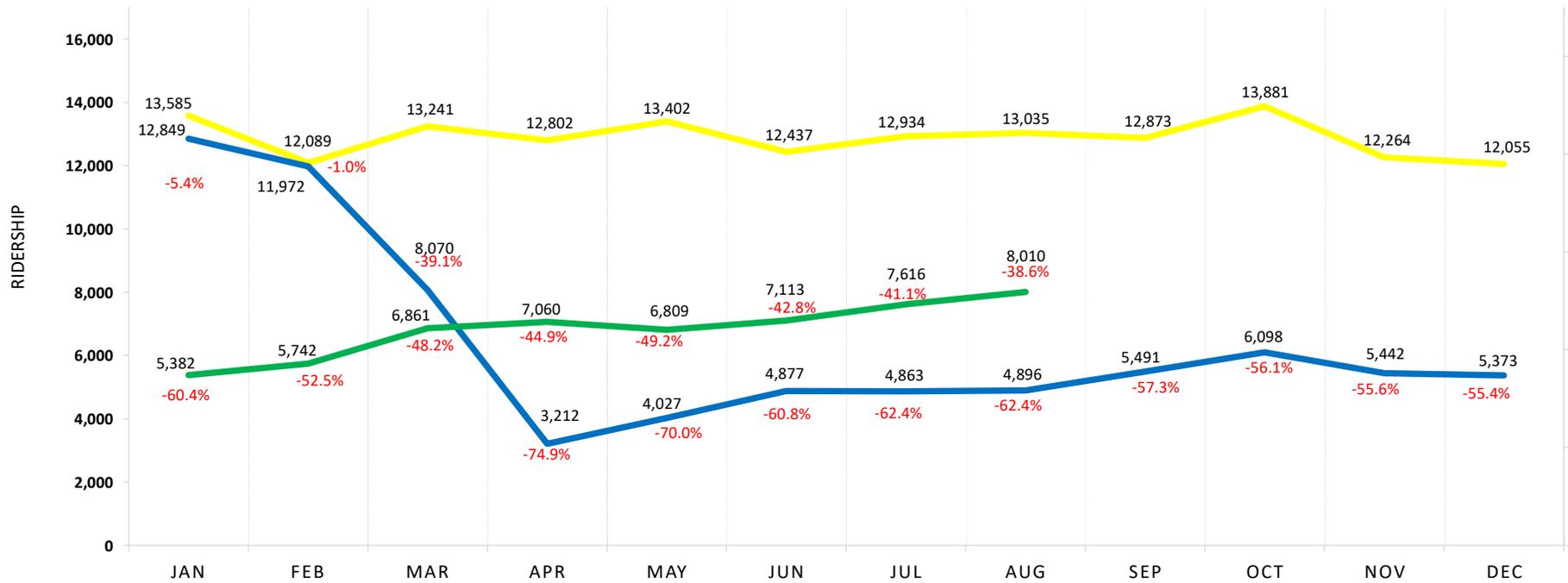
Since March 21, 2020, SunLine has been operating at a reduced level of service, Level 3, in response to the COVID-19 disease. Ridership is on a pivot point with the easing of COVID-19 restrictions, increasing vaccination rates, the opening of businesses, schools, and entertainment venues. January 2021 fixed route ridership was calculated from January 3, 2021, to maintain data integrity of the new Refueled system. April 2020 was the first complete month of operation of the Level 3 Service. FY 2022 data includes the resumption of the school trippers in March 2021, and the new Route 10 that started on July 12, 2021. Variances are in red close to their corresponding ridership number. 2020 and 2021 are referring to the baseline of 2019.

Ridership:

FY 2019 Actual = 4,039,450
 FY 2020 Actual = 3,379,520
 FY 2021 Actual = 2,000,077
 FY 2022 SRTP Predicted = 1,755,235

Paratransit Ridership COVID-19 Recovery

■ 2019
 ■ 2020
 ■ 2021
 %VAR. 2019 Vs 2020
 %VAR. 2019 Vs 2021



Ridership is on a pivot point with the easing of COVID-19 restrictions, increasing vaccination rates, the opening of businesses, schools, and entertainment venues. Variances are in red close to their corresponding ridership number. 2020 and 2021 are referring to the baseline of 2019.

SunLine Transit Agency
CONSENT CALENDAR

DATE: September 29, 2021

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: SunDial Operational Notes for July & August 2021

Summary:

The attached report summarizes SunDial's operation for July and August 2021. This report identifies that the on-time performance for July has exceeded the Agency's internal 90% goal by 5.1%. There was an increase of late trips compared to July 2020, due to a 57.5% increase in total trips (2,573) and a 56.6% increase in total passengers (2,753). These increases began in mid-June with the opening of programs such as Desert Arc and Neuro Vitality Center. The total miles increased by 15,566 and mobility device boardings increased by 449. Road Supervisors performed 56 onboard inspections and 28 safety evaluations which include pre-trip inspections and trailing evaluations.

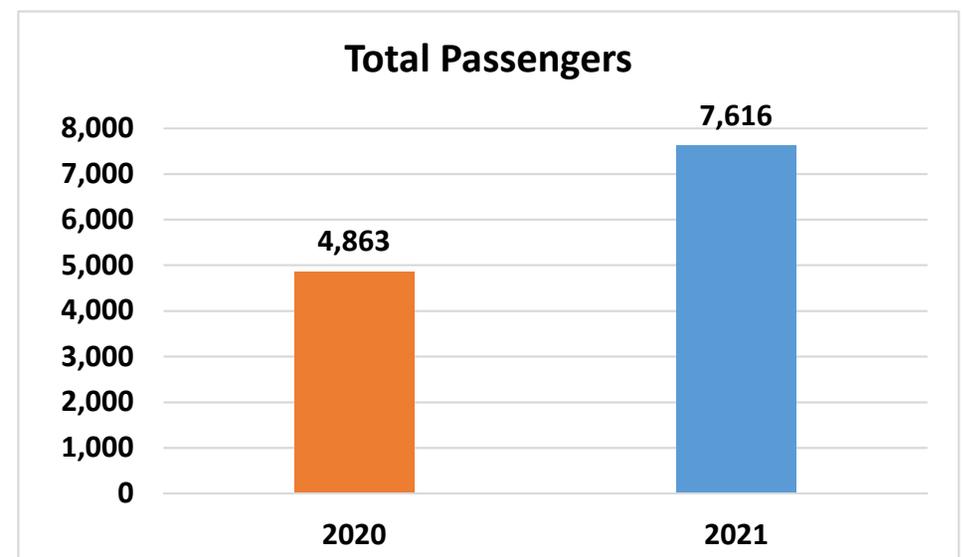
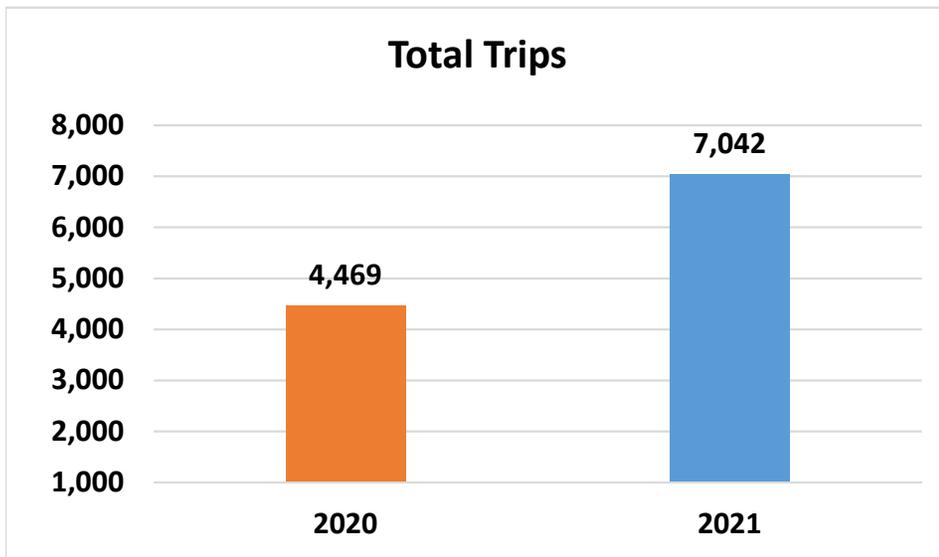
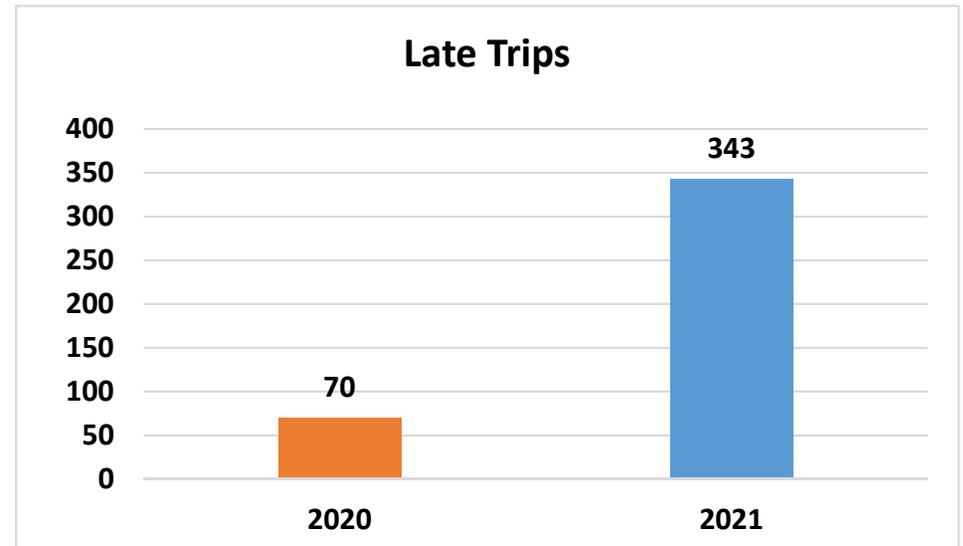
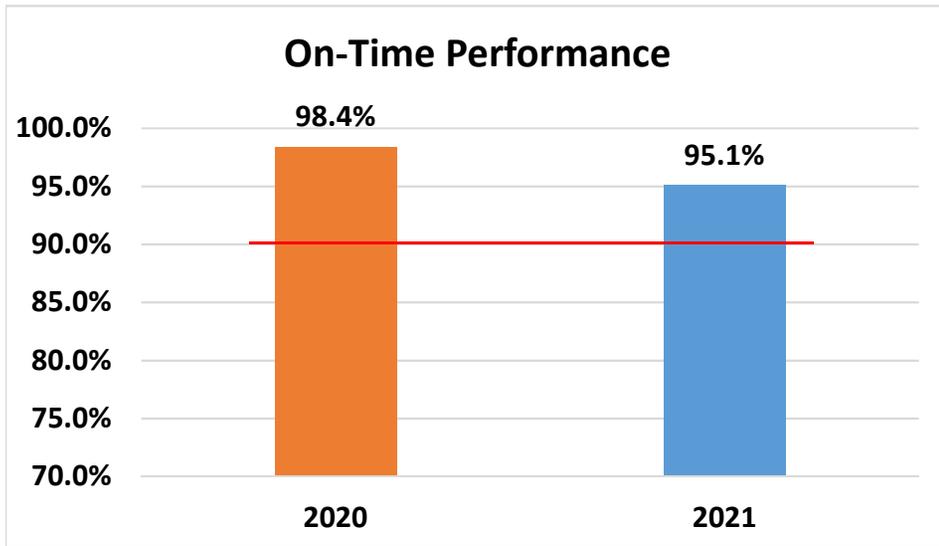
For the month of August the on-time performance was 91.1% exceeding the 90% goal by 1.1%. There was an increase in late trips compared to August 2020, due to a 67.7% increase in total trips (3,035) and a 63.6% increase in total passengers (3,114). The total miles increased by 17,773 and mobility device boardings increased by 535. Road Supervisors performed 55 onboard inspections and 53 safety evaluations which include pre-trip inspections and trailing evaluations.

Recommendation:

Receive and file.

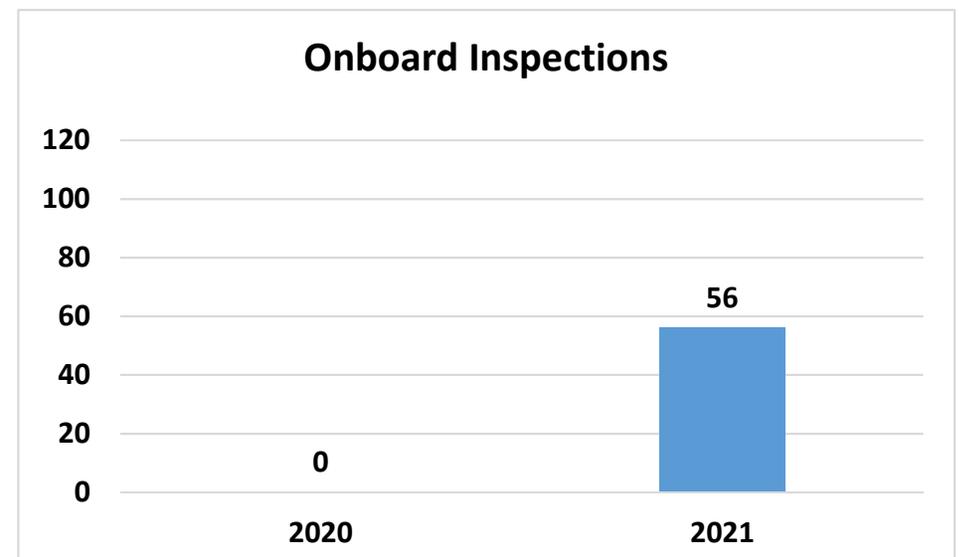
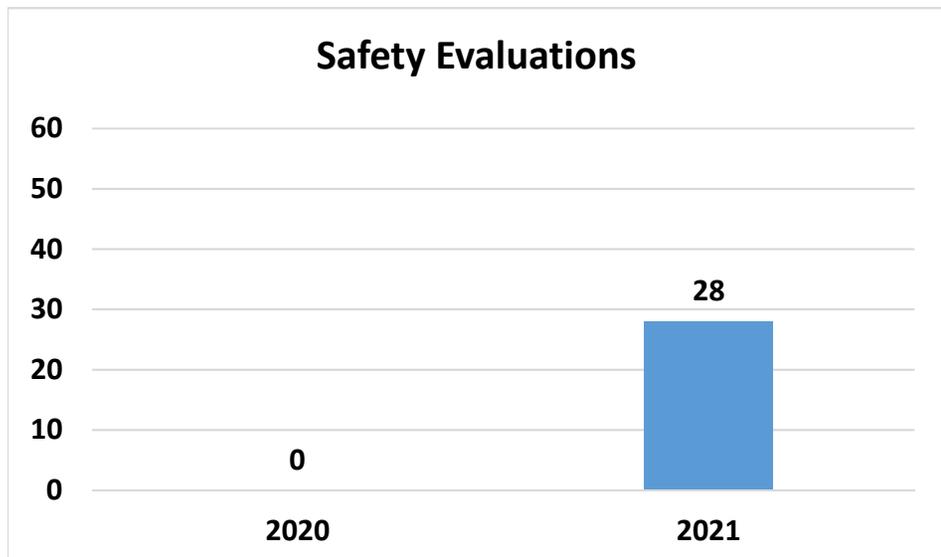
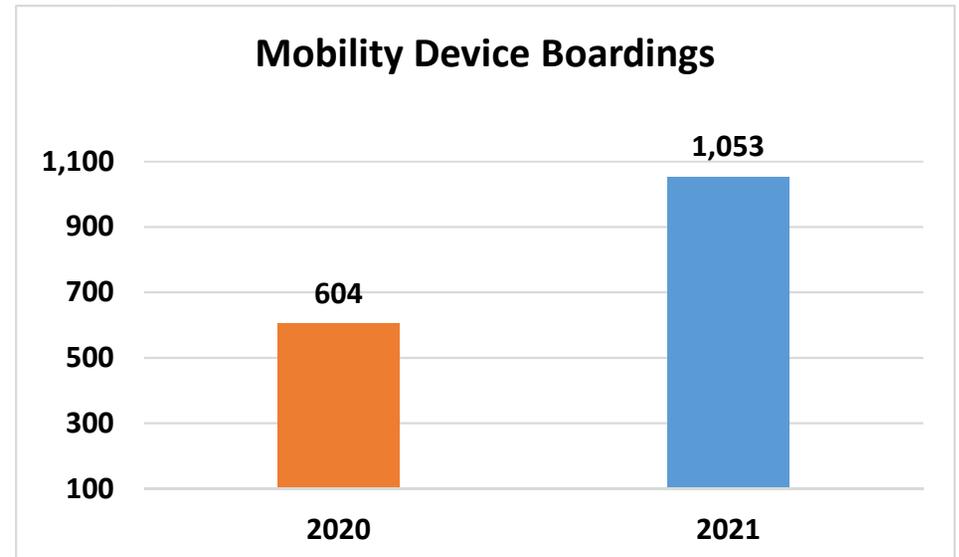
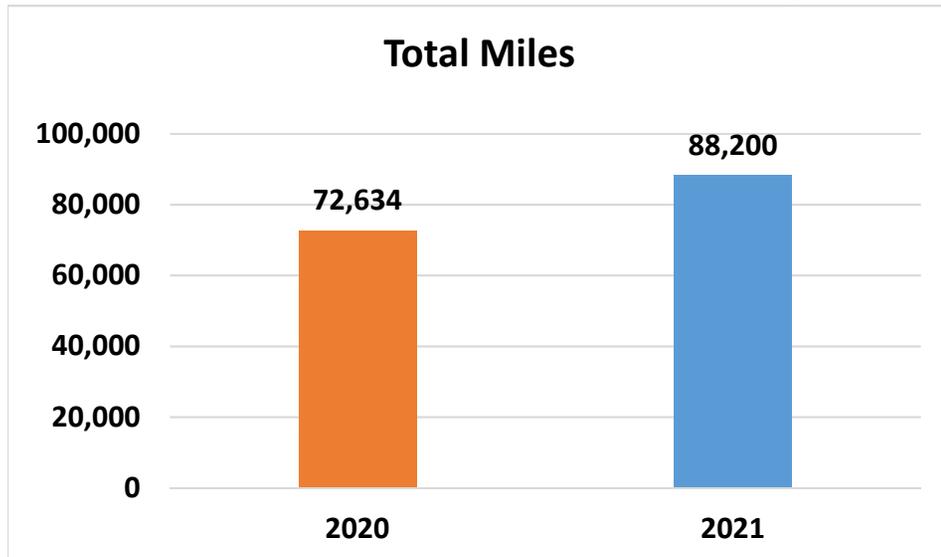
SunDial Operational Charts

July 2020 vs. July 2021



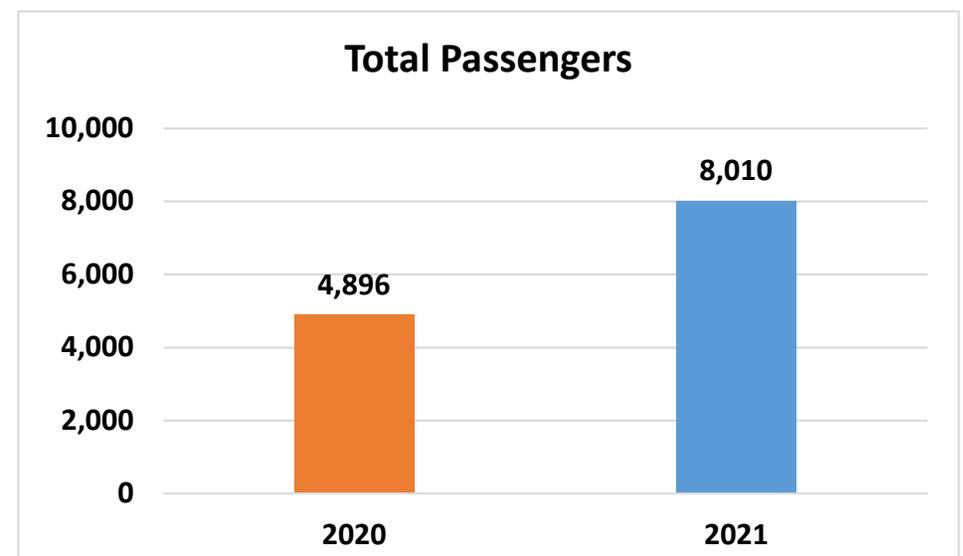
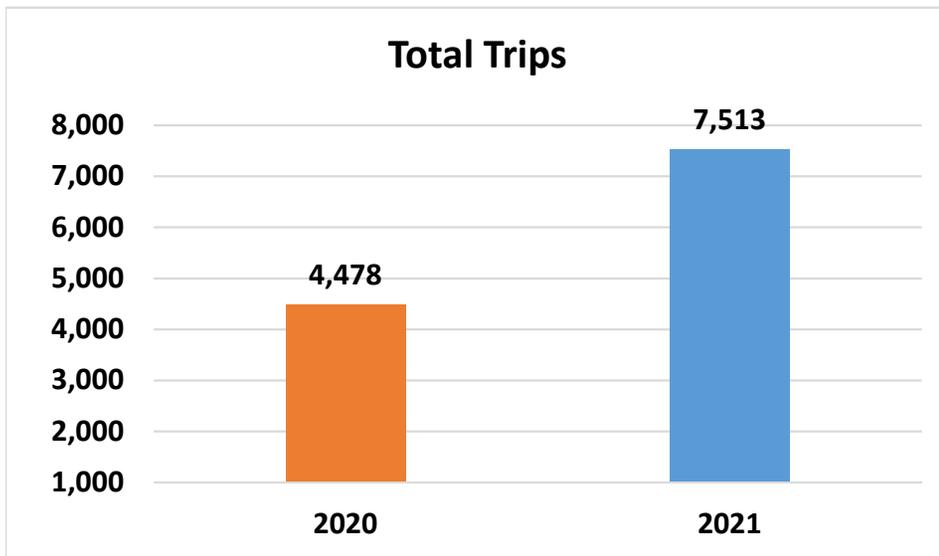
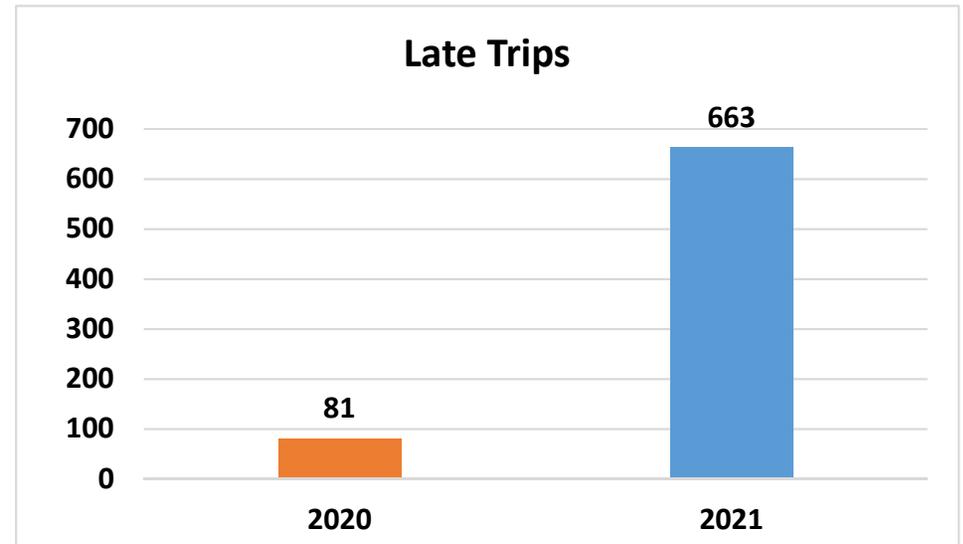
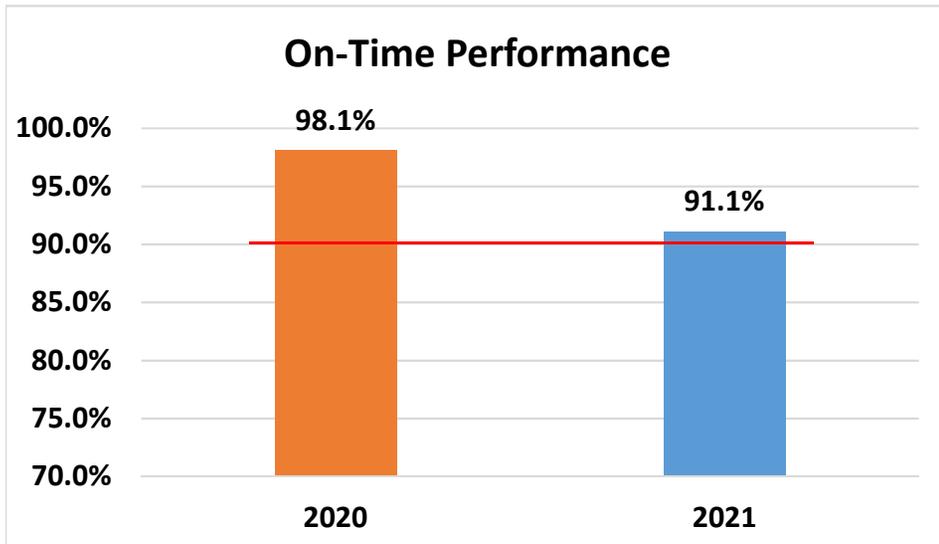
SunDial Operational Charts

July 2020 vs. July 2021



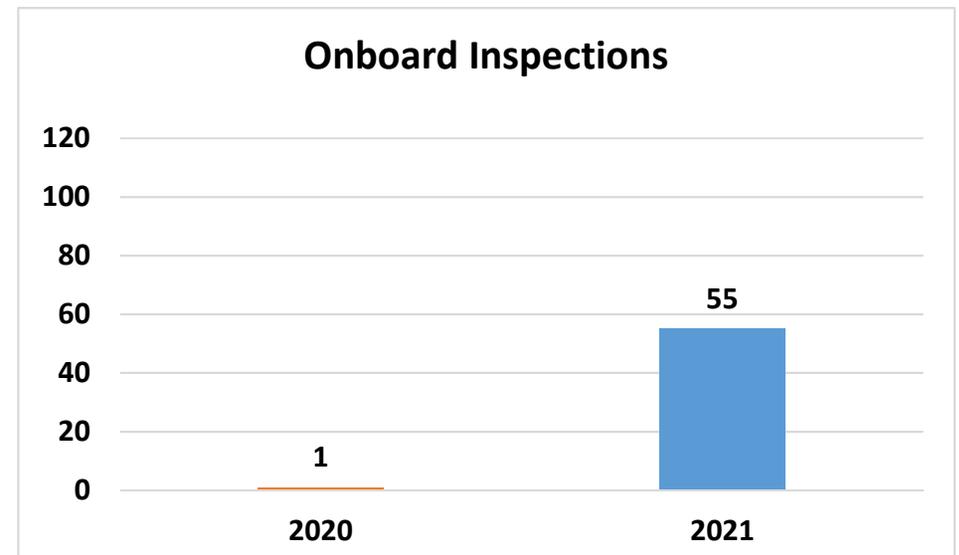
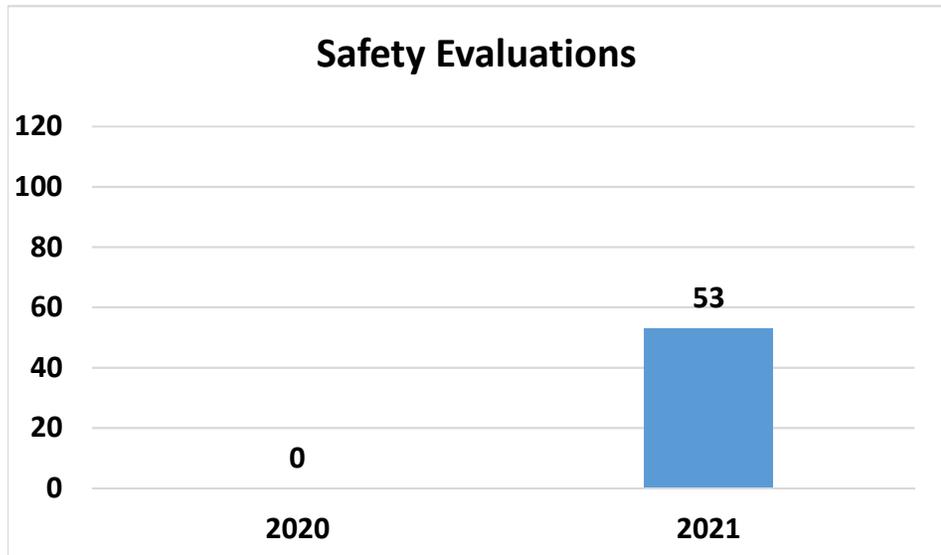
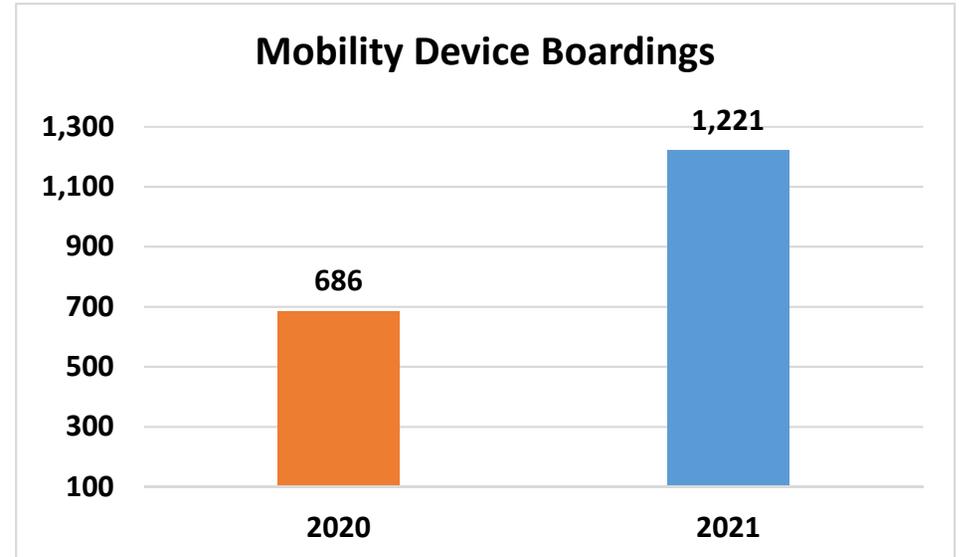
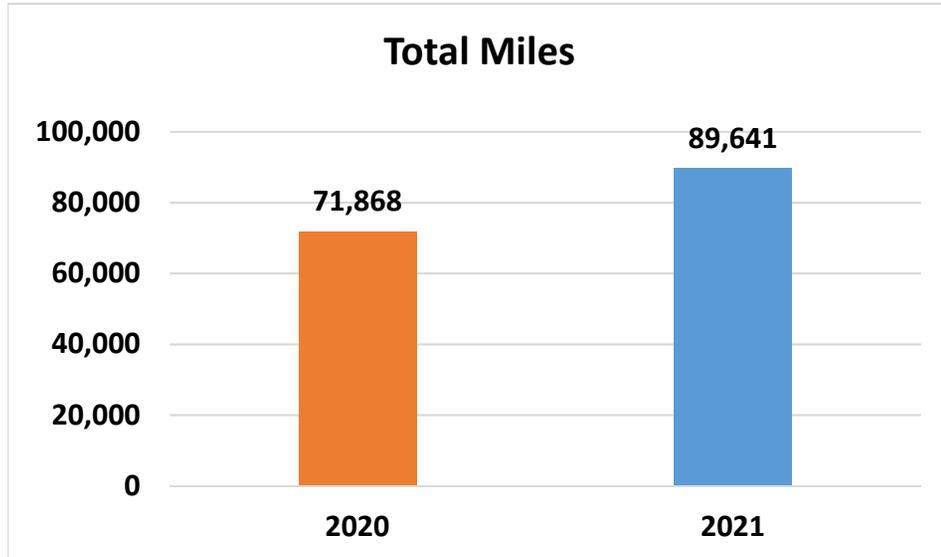
SunDial Operational Charts

August 2020 vs. August 2021



SunDial Operational Charts

August 2020 vs. August 2021



SunLine Transit Agency**CONSENT CALENDAR**

DATE: September 29, 2021

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Metrics for July and August 2021

Summary:

The metrics packet includes data highlighting on-time performance, early departures, late departures, late cancellations, driver absences, advertising revenue, fixed route customer feedback, paratransit customer feedback and system performance. SunRide performance includes system-wide, trip booking method and geo-fence metrics for Desert Edge, Cook Street, Coachella and Mecca / North Shore. Additional ridership data for the mobile ticketing usage of the Token Transit application and the Haul Pass programs with College of the Desert (COD) and California State University San Bernardino (CSUSB) Palm Desert Campus, is included.

Due to the new route structure, fiscal year reporting has been changed to Refueled year to date (RYTD) for the remainder of the current fiscal year.

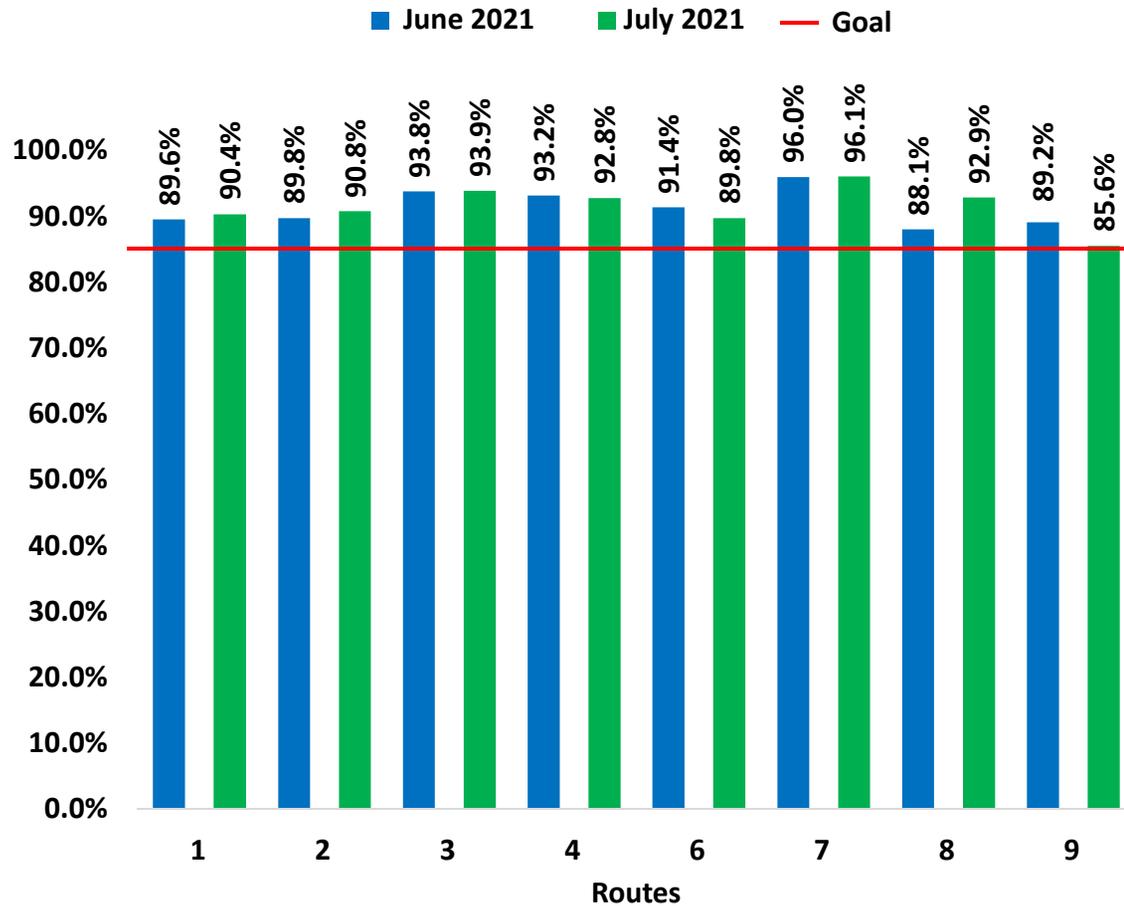
Highlights from this metrics packet include:

- SunLine continues to monitor all driver absences and has seen an increase in workforce absences for August 2021 when compared to July 2021.
- Advertising Metrics for June close out FY21 surpassed our annual goal. For FY22, the goal has been adjusted to a new yearly goal of \$250,000.
- SunRide's Cook Street Corridor geo-fence zone reflects a 77% increase in trips for August 2021. SunRide's Coachella geo-fence zone reflects a 35% increase in trips for August 2021.
- The CSUSB fall semester started on Tuesday, August 17, 2021 which increased the Route 10 ridership towards the end of the month and increased the CSUSB's Haul Pass program rides.
 - In addition, Planning included a metric that will show the ridership of the High School Haul Pass program that started on August 1, 2021.

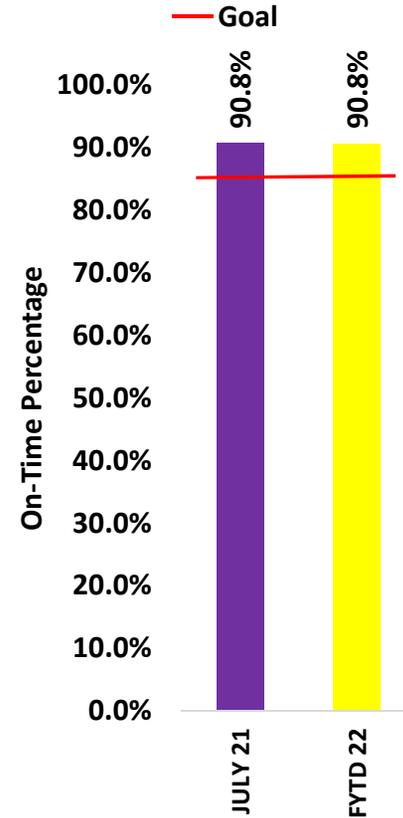
Recommendation:

Receive and file.

On-Time Performance Percentage by Route



On-Time Performance System-Wide

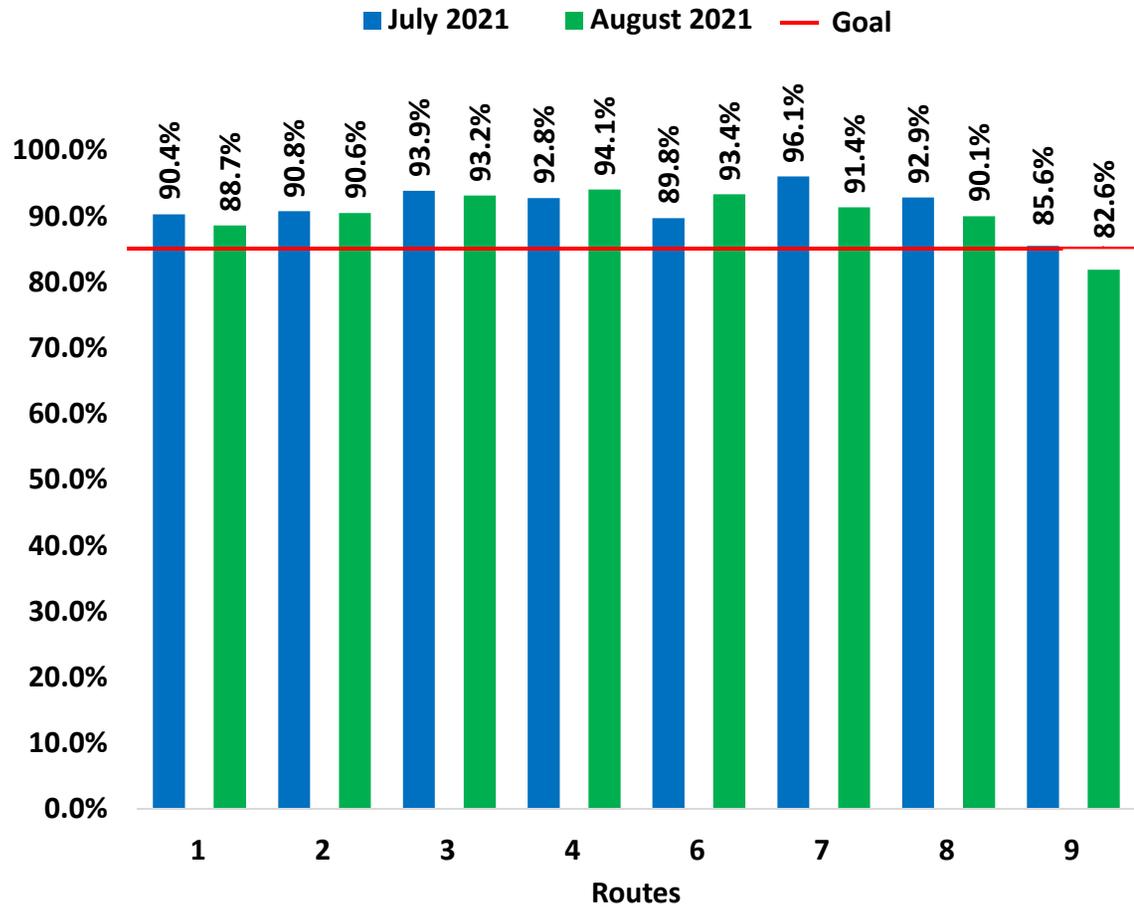


Definition: "On-Time" - When a trip departs a time point within a range of zero minutes early to five minutes late.

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

Exceptions: Detours, train stuck on tracks, passenger problems, information technology system issues.

On-Time Performance Percentage by Route



On-Time Performance System-Wide

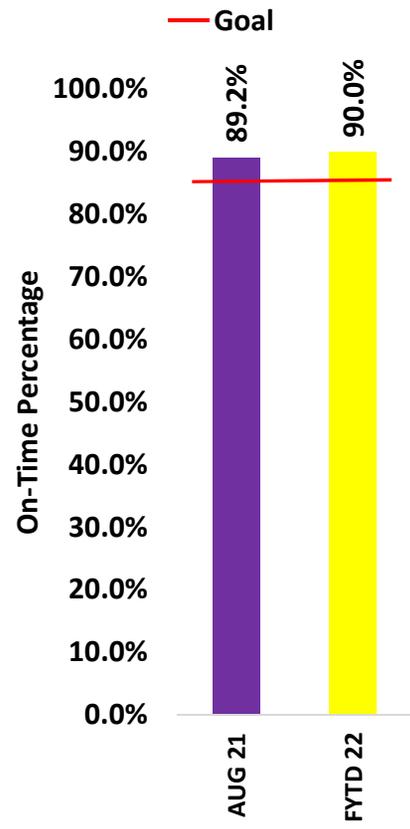


Chart Summary: Route 9 late departures increased due to construction along the route that affected the entire month of August.

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

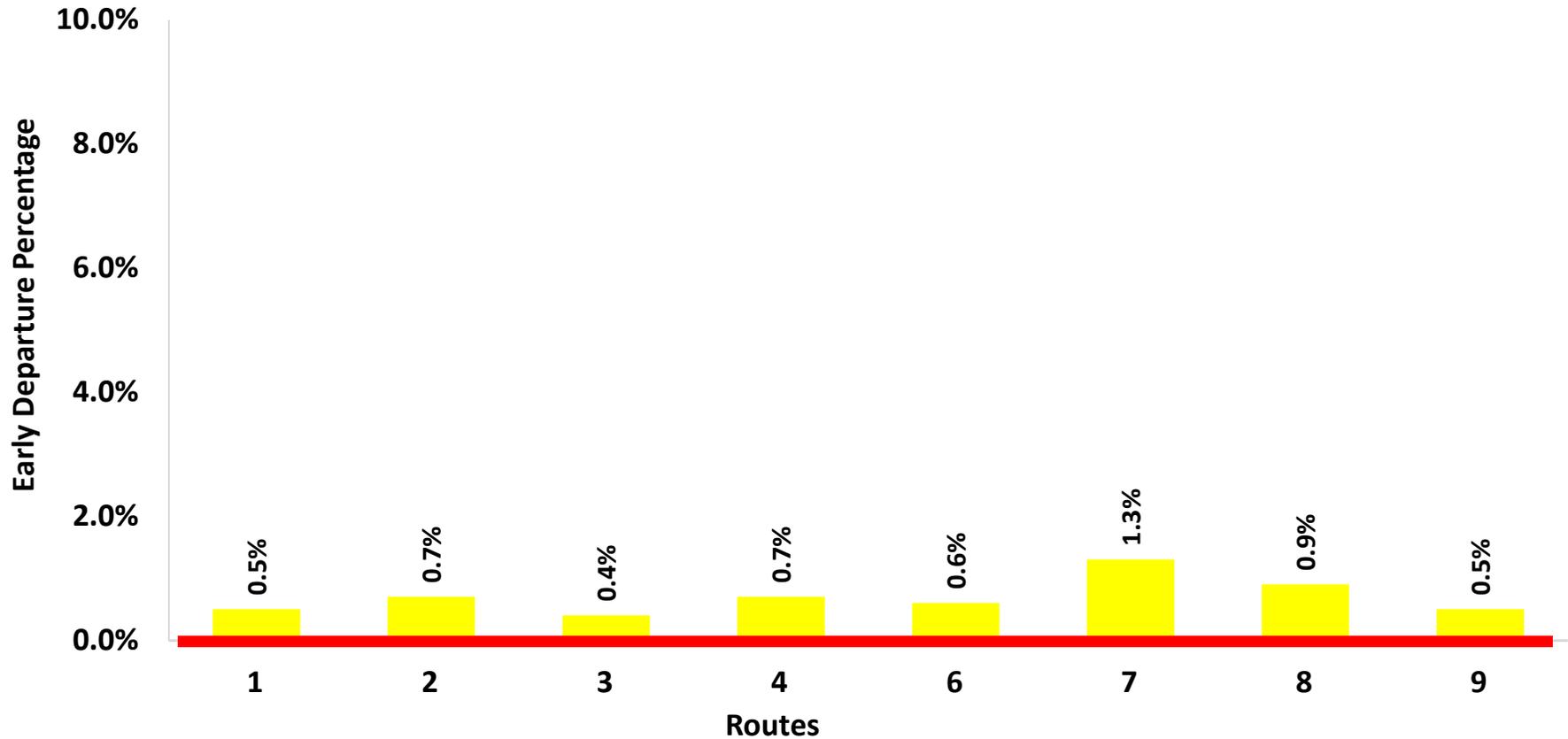
Goal: Minimum target for On-Time performance is 85%.

Exceptions: Detours, train stuck on tracks, passenger problems, information technology system issues.

Early Departures by Route FYTD

July 2021

FY22 Goal



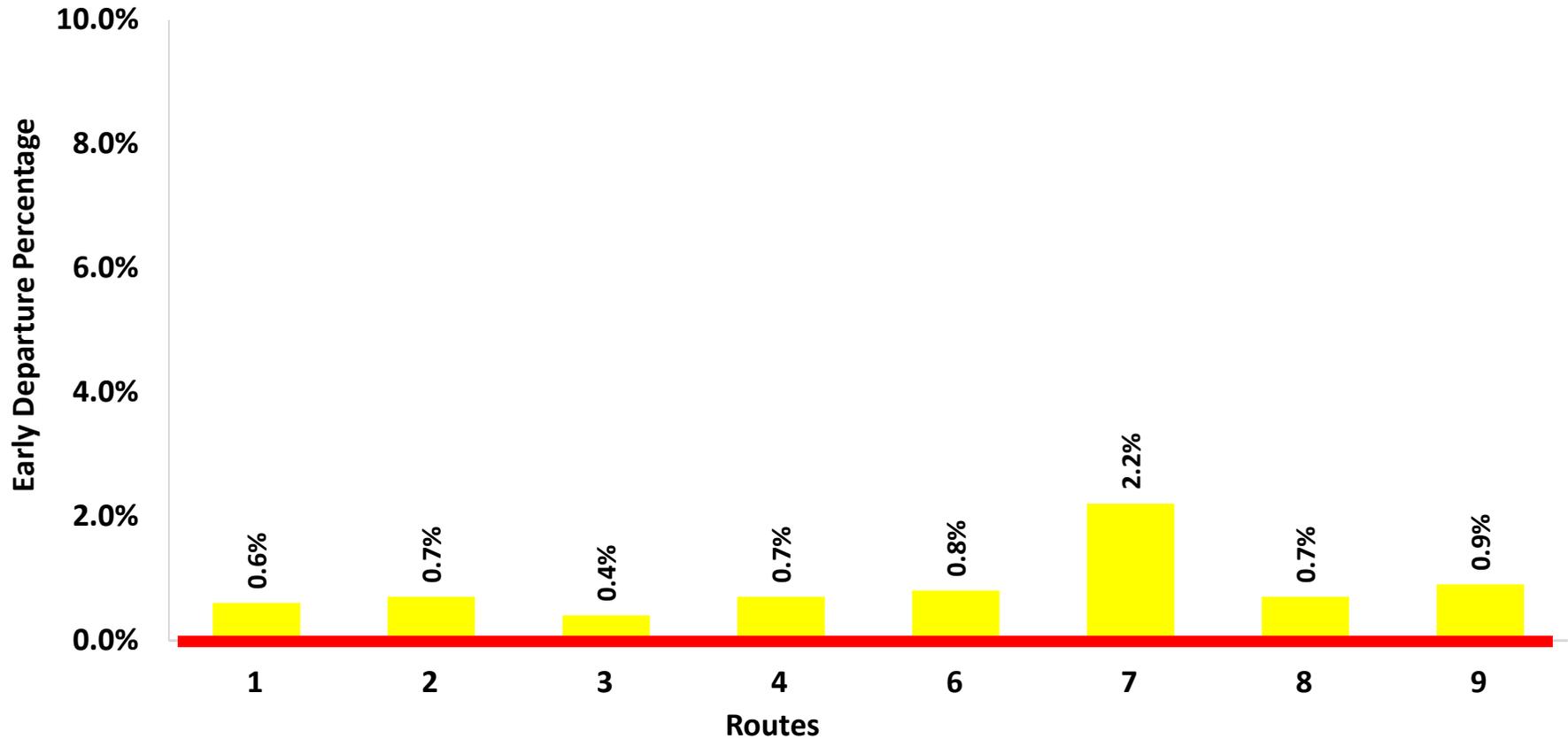
Definition: When a bus leaves a time point ahead of the scheduled departure time.

Goal: To reduce early departures to 0% for each route.

Early Departures by Route FYTD

August 2021

FY22 Goal



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

Goal: To reduce early departures to 0% for each route.

Late Departure Percentage by Route

■ June 2021 ■ July 2021 — Goal

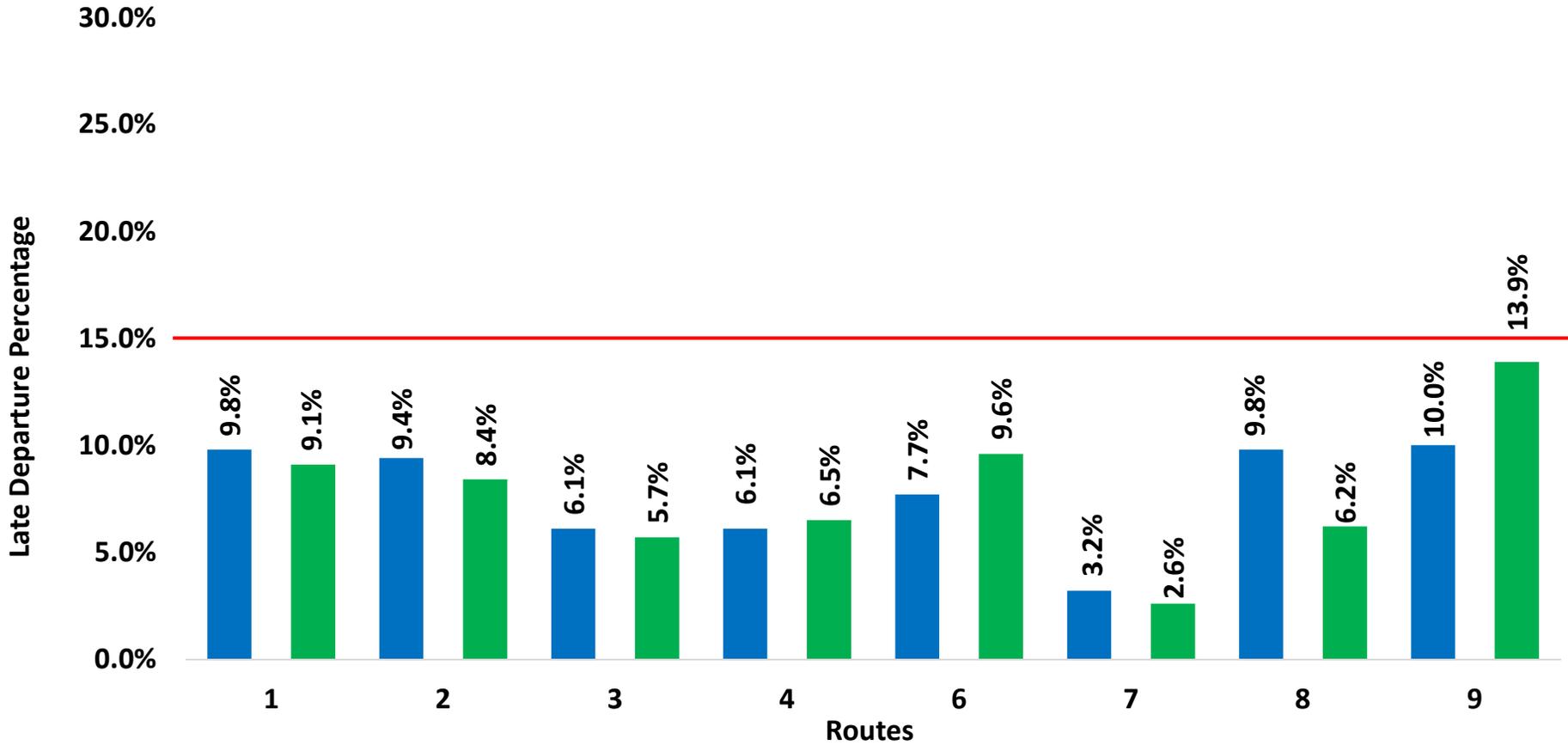


Chart Summary: Route 9 late departures increased due to construction along the route.

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

Goal: To ensure late departures remain below 15%.

Late Departure Percentage by Route

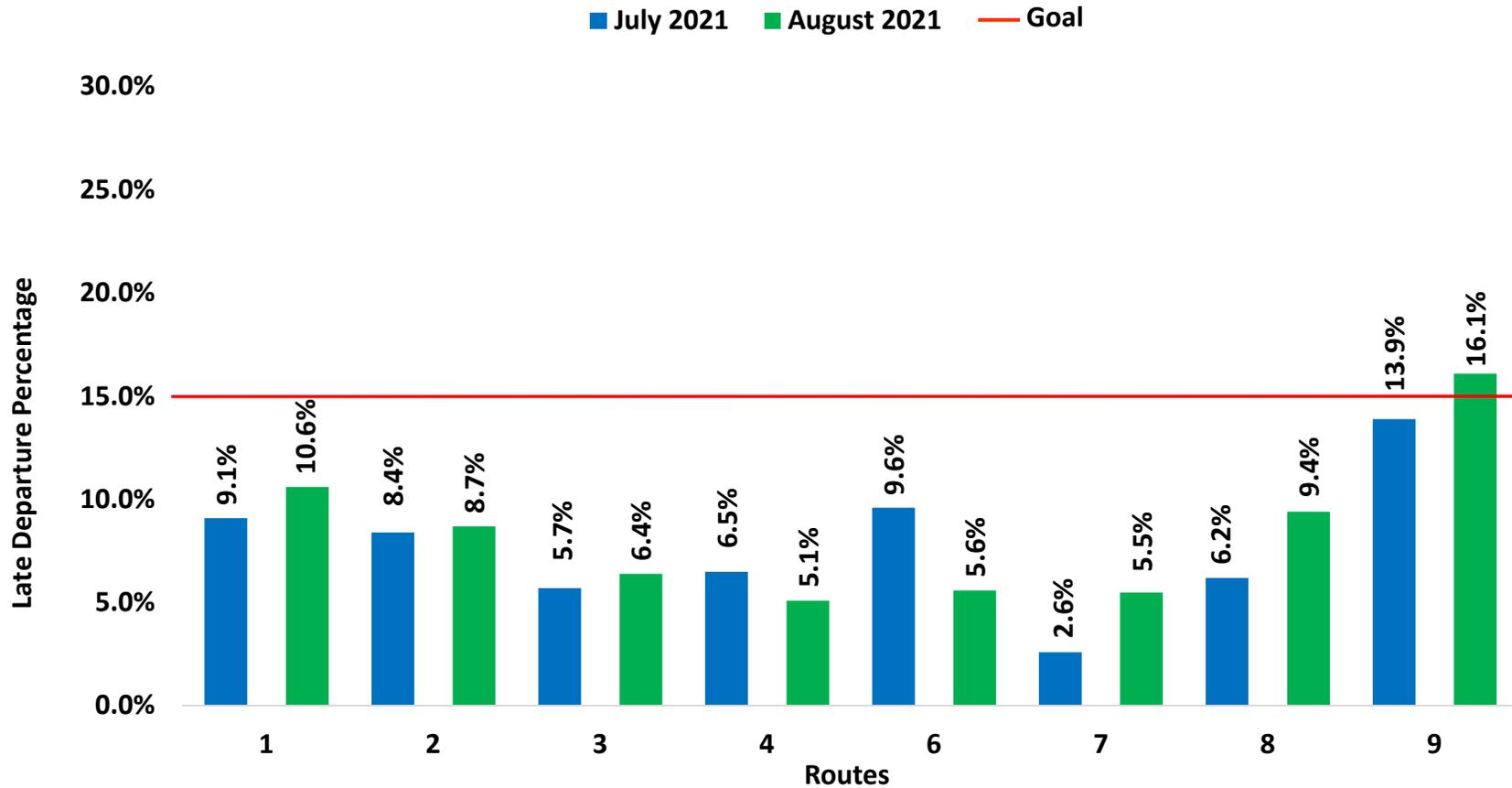


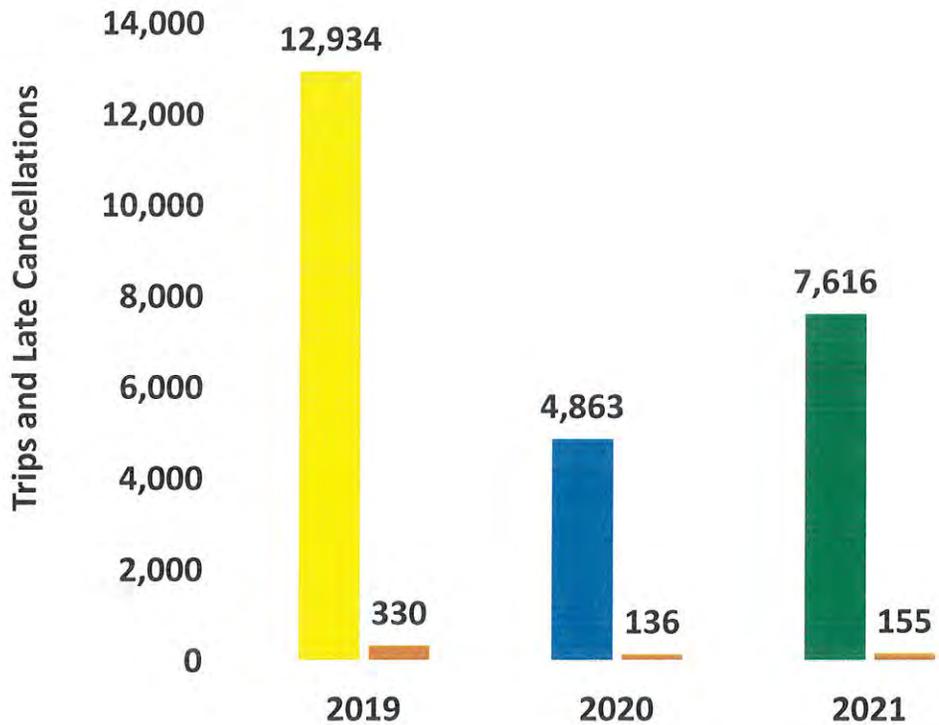
Chart Summary: Routes 8 and 9 late departures increased due to construction along the route, that affected the entire month of August.

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

Goal: To ensure late departures remain below 15%.

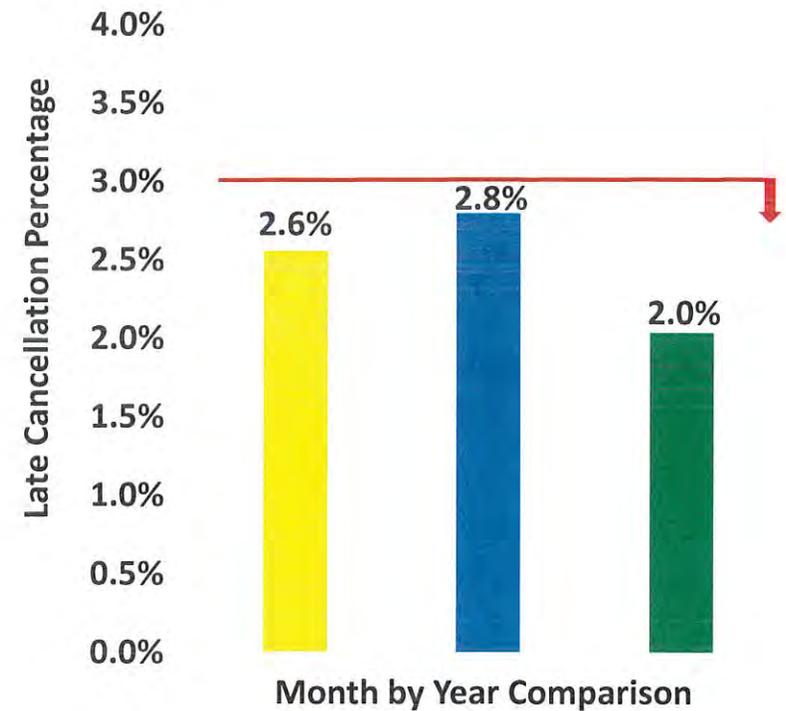
Total Trips vs. Late Cancellations July

■ Late Cancellations



Late Cancellation Percentage

■ FY20 ■ FY21 ■ FY22 — Goal



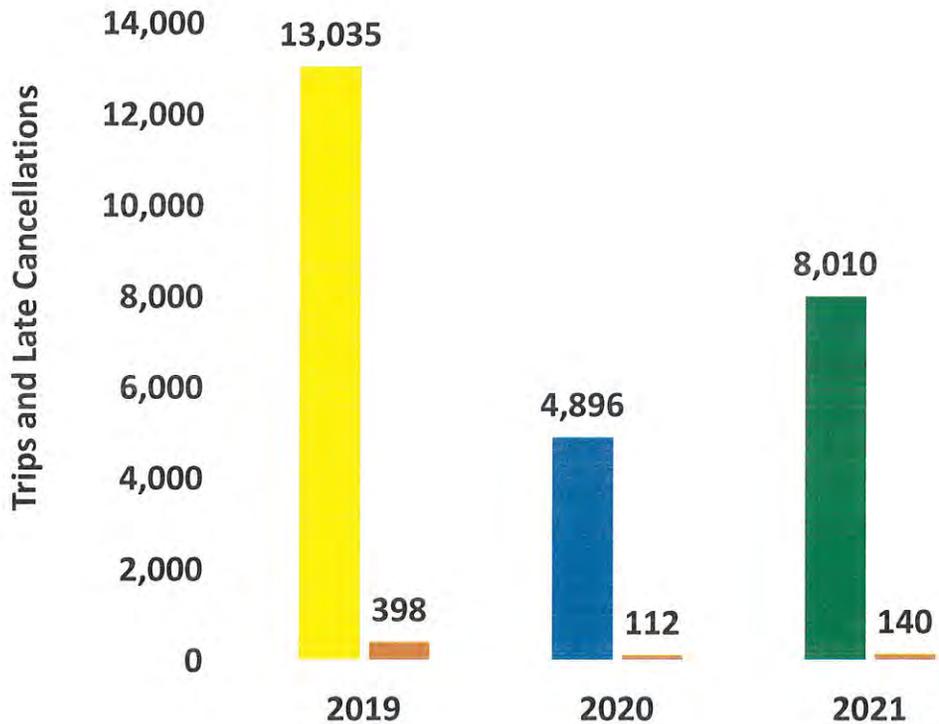
Trip: A one-way trip booked by the rider. A round trip is counted as two (2) trips.

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

Goal for Late Cancellations: 3% or below.

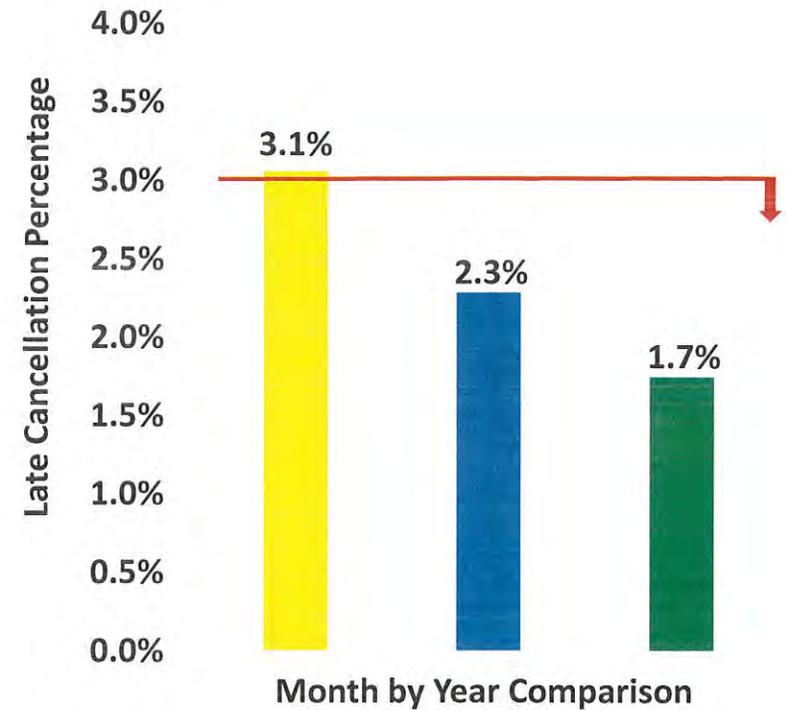
Total Trips vs. Late Cancellations August

■ Late Cancellations



Late Cancellation Percentage

■ FY20 ■ FY21 ■ FY22 — Goal

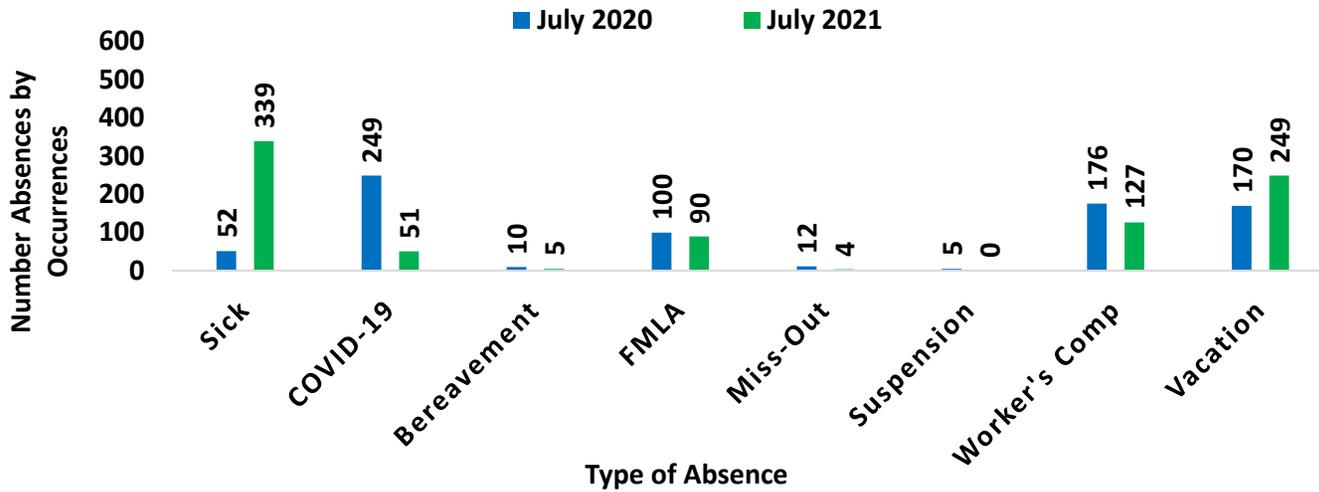


Trip: A one-way trip booked by the rider. A round trip is counted as two (2) trips.

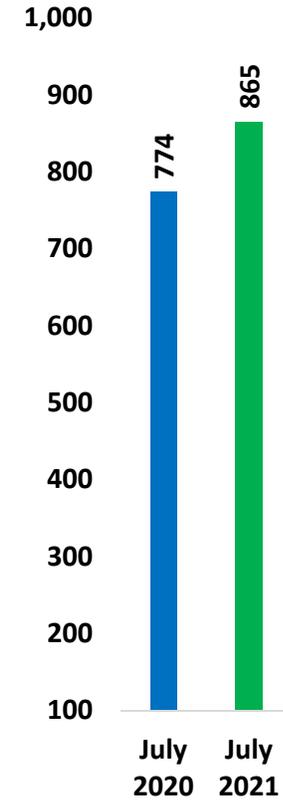
Late Cancellation: A trip for which a rider cancels two (2) hours or less before the scheduled pick-up time.

Goal for Late Cancellations: 3% or below.

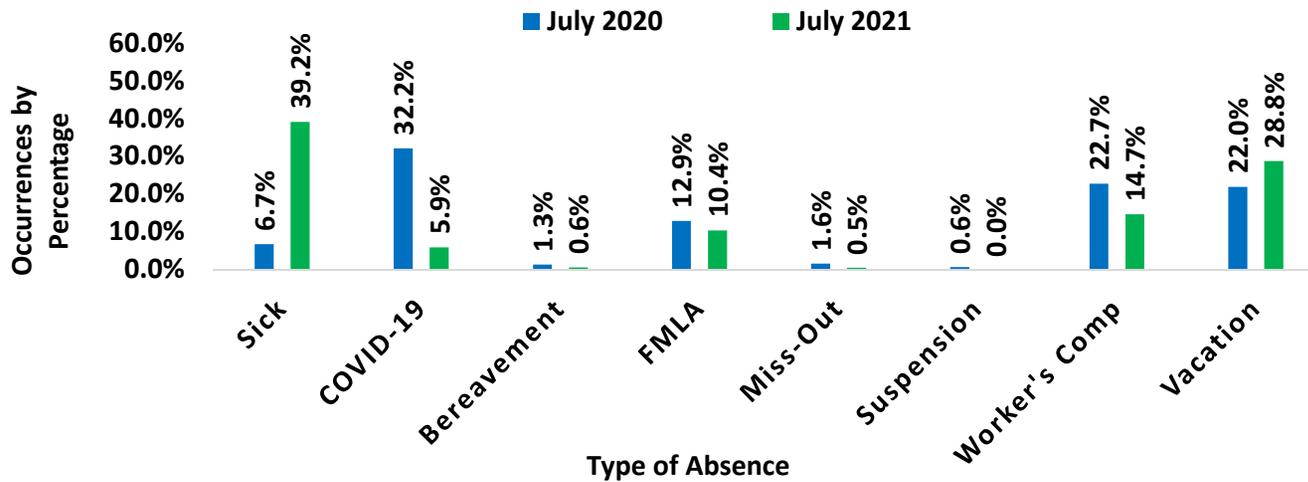
Driver Absence Occurrences



Total Absence Occurrences

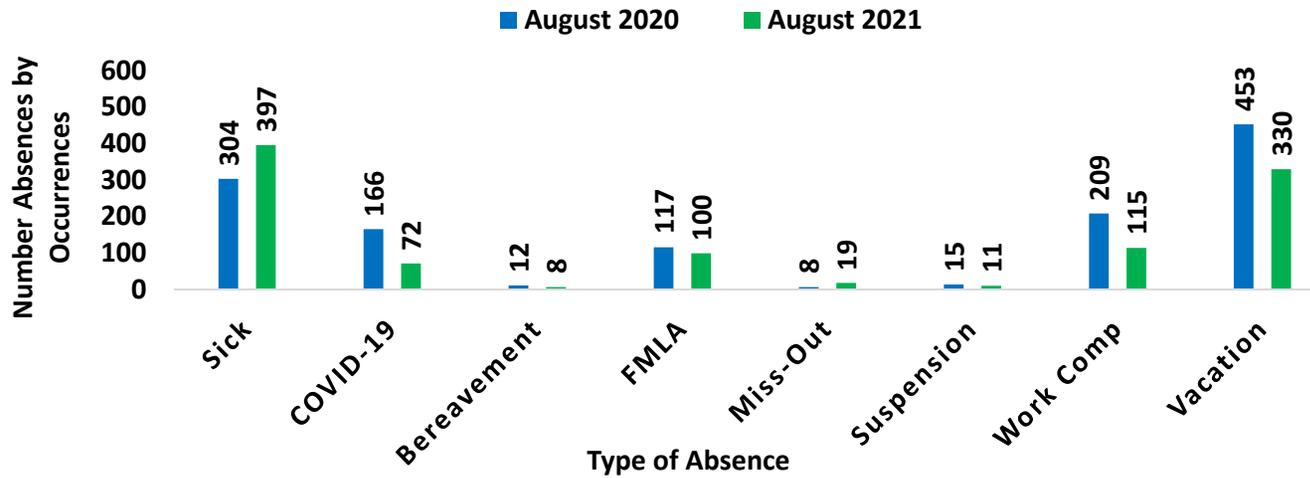


Driver Absence Occurrences by Percentage

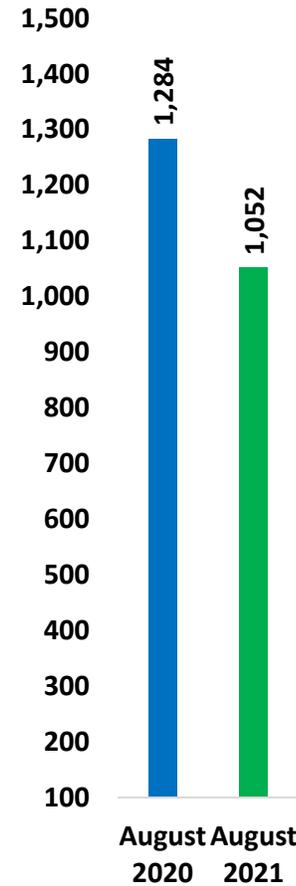


This chart includes unplanned/unscheduled and COVID-19 absences for Fixed Route drivers. Modified attendance policy in addition to protected COVID-19 absences have greatly impacted driver attendance. The Agencies' modified attendance policy has concluded as of July 6, 2021.

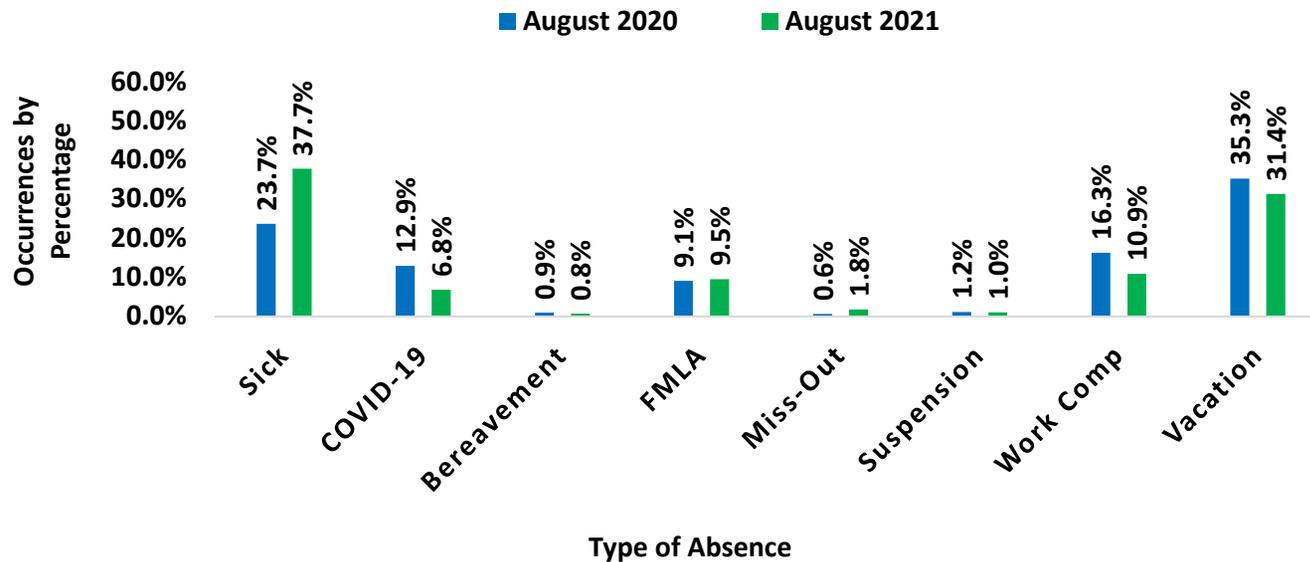
Driver Absence Occurrences



Total Absence Occurrences

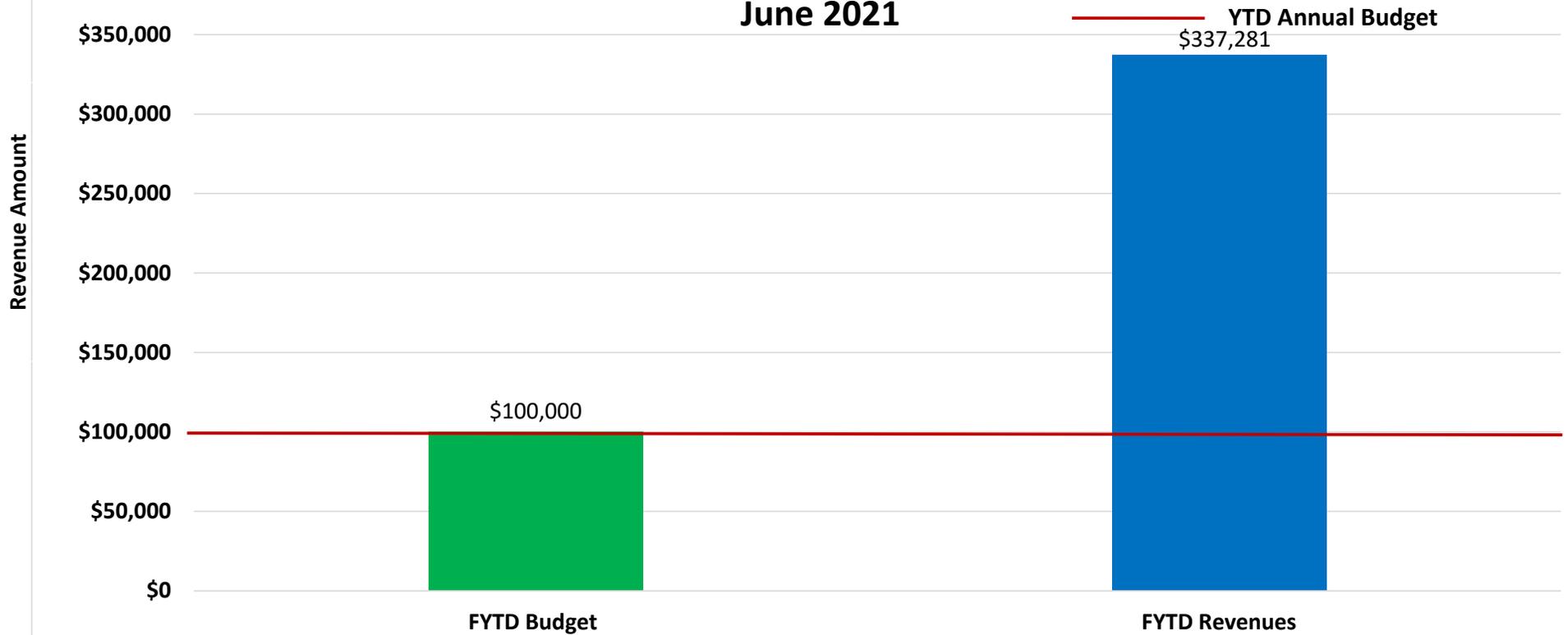


Driver Absence Occurrences by Percentage



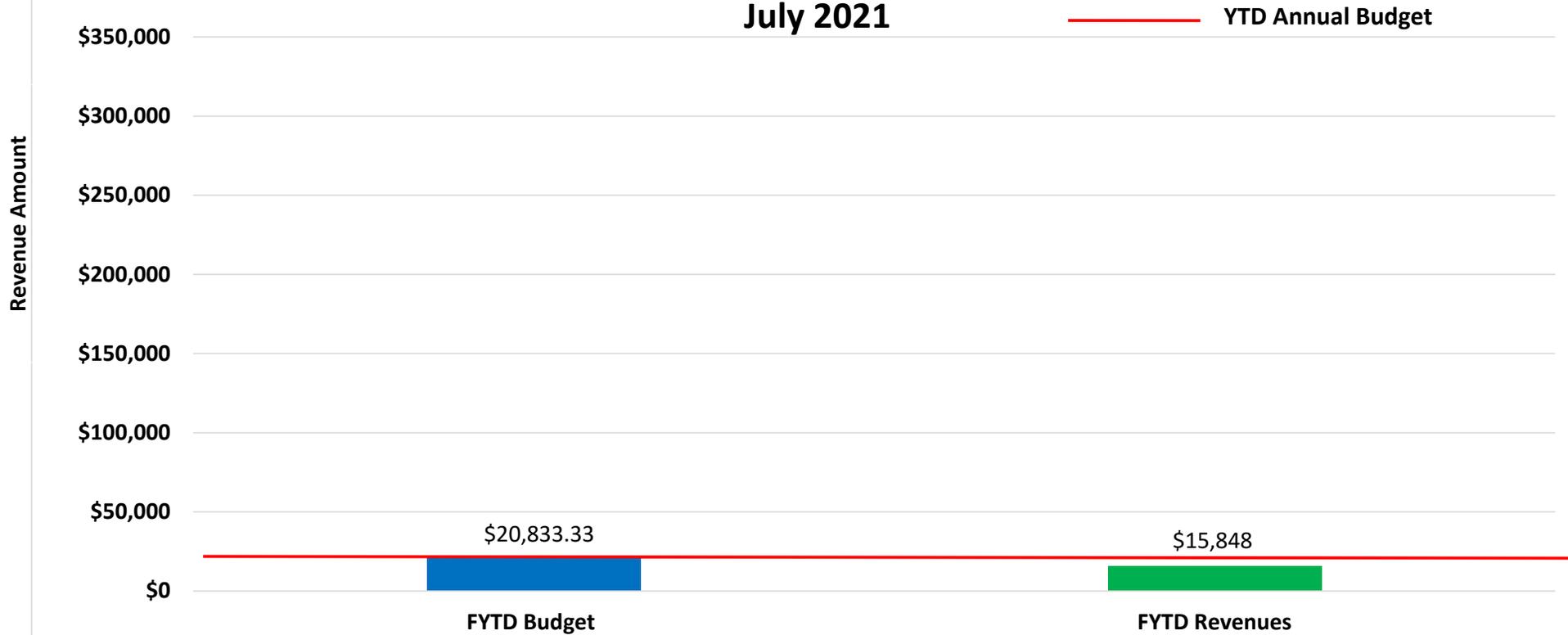
This chart includes unplanned/unscheduled and COVID-19 absences for Fixed Route drivers. SunLine continues to monitor all driver absences and have seen an increase in workforce absences for August 2021 when compared to July 2021.

Advertising Revenue FYTD Budget vs FYTD Agency Revenue June 2021



Advertising revenue tracks revenue of invoiced contracts for bus shelter and bus wrap advertising. The graph tracks FYTD revenue accrued vs the FYTD budget. The annual budget amount for FY2021 is \$100,000.

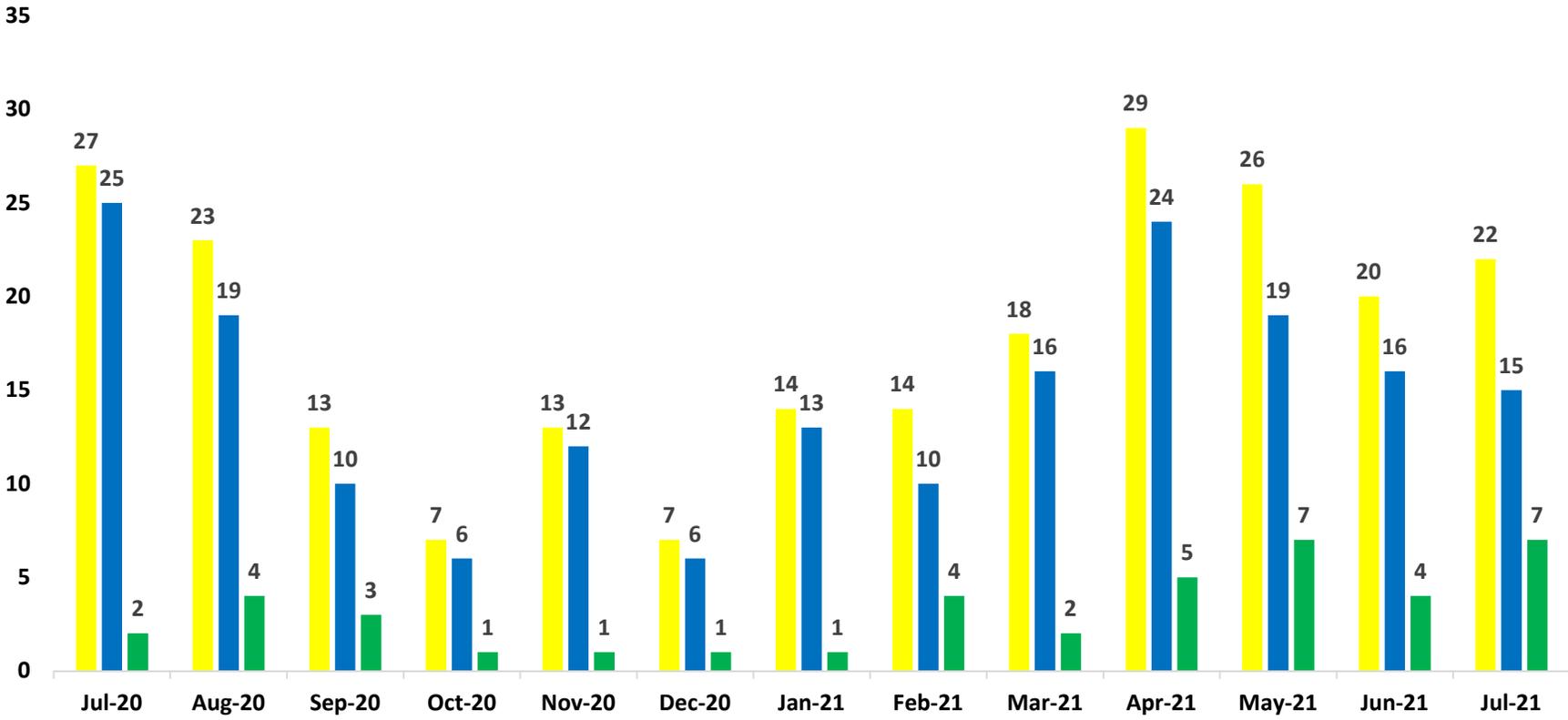
Advertising Revenue FYTD Budget vs FYTD Agency Revenue July 2021



Advertising revenue tracks revenue of invoiced contracts for bus shelter and bus wrap advertising. The graph tracks FYTD revenue accrued vs the FYTD budget. The annual budget amount for FY22 is \$250,000. *(Advertising revenues follow Finance Department reporting from the previous two (2) months)*

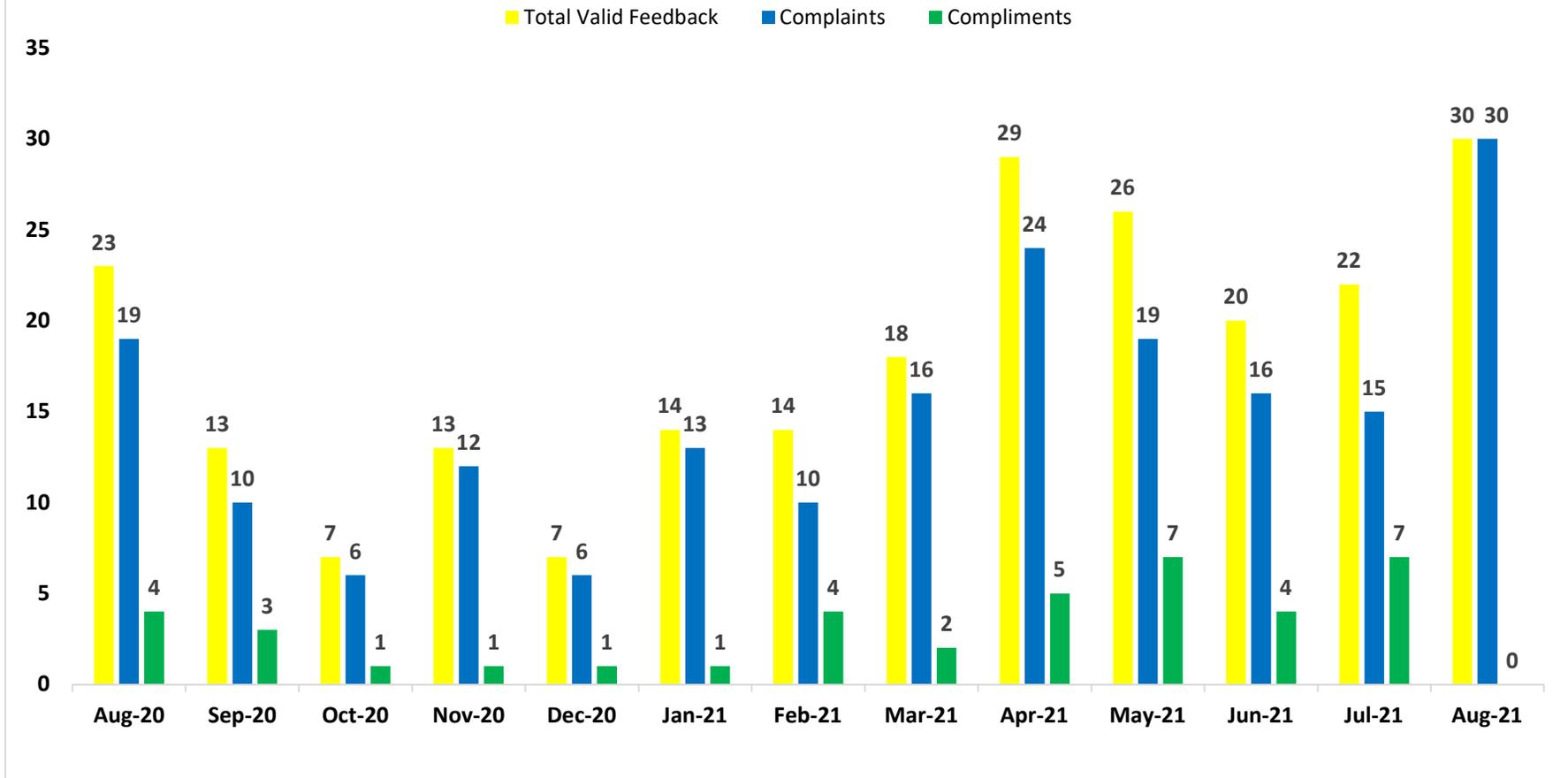
Fixed Route Customer Feedback July 2020 through July 2021

■ Total Valid Feedback
 ■ Complaints
 ■ Compliments



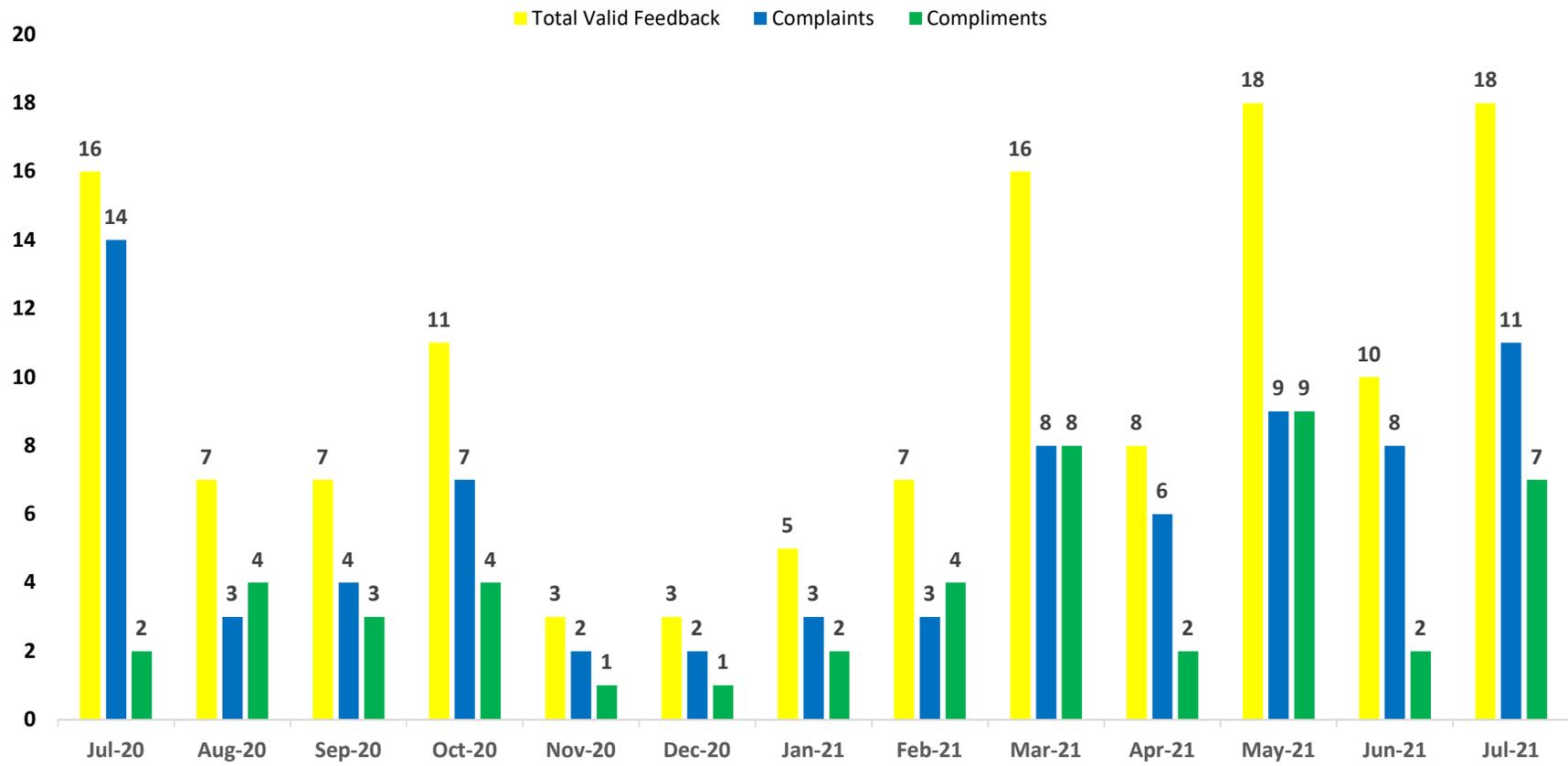
Valid fixed route feedback comprised of compliments and complaints for July 2020 through July 2021

Fixed Route Customer Feedback August 2020 through August 2021



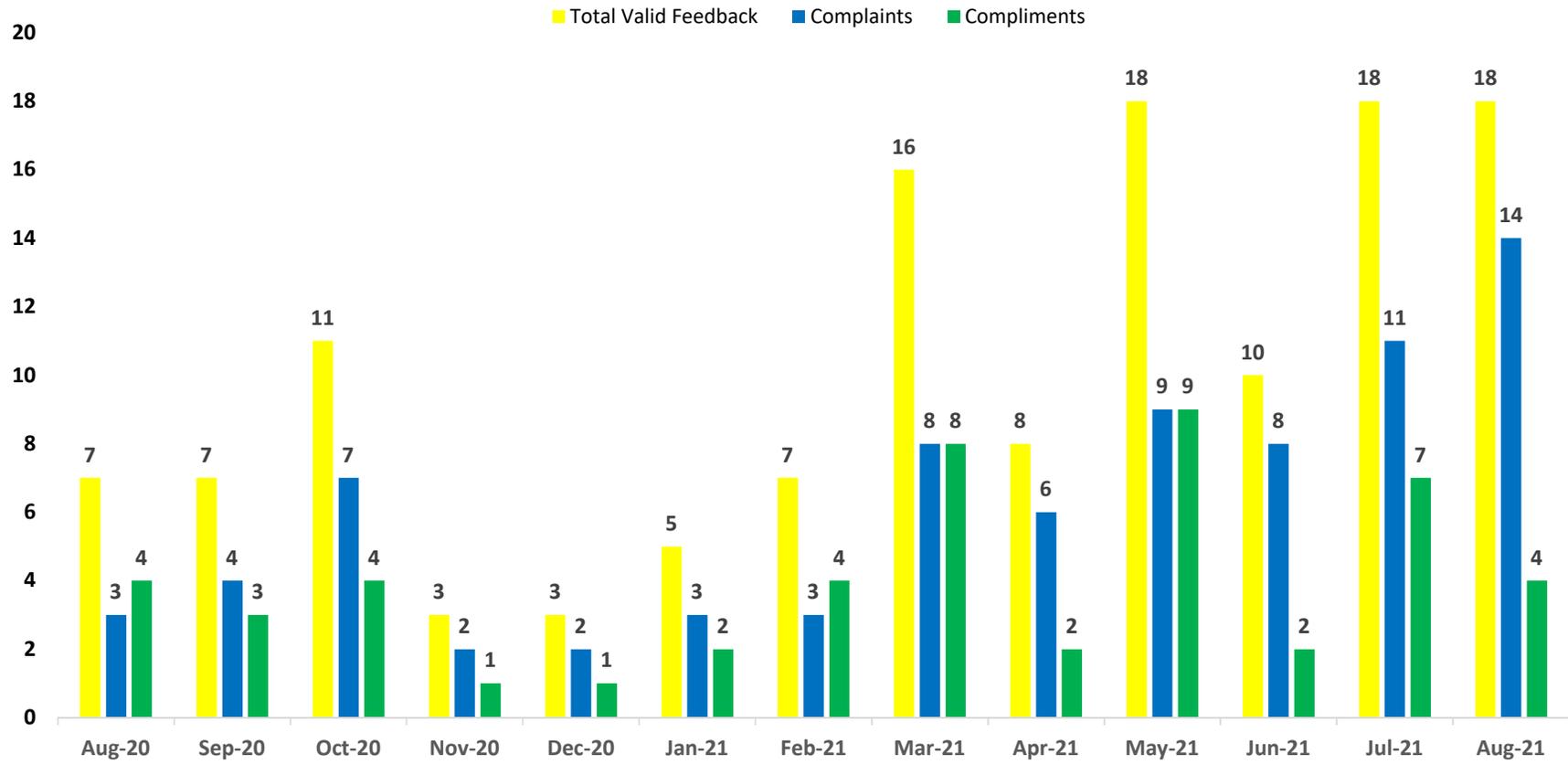
Valid fixed route feedback comprised of compliments and complaints for August 2020 through August 2021

Paratransit Customer Feedback July 2020 through July 2021



Valid paratransit feedback comprised of compliments and complaints for July 2020 through July 2021

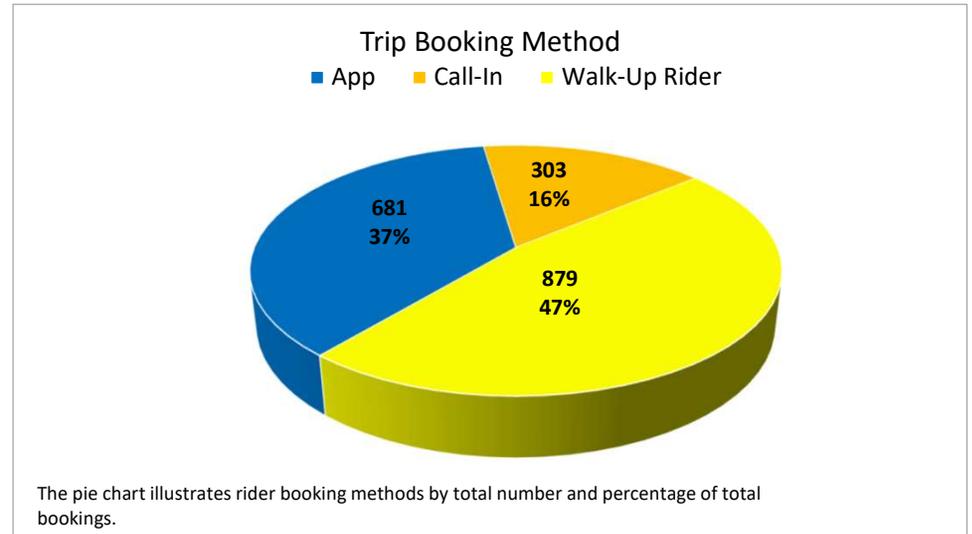
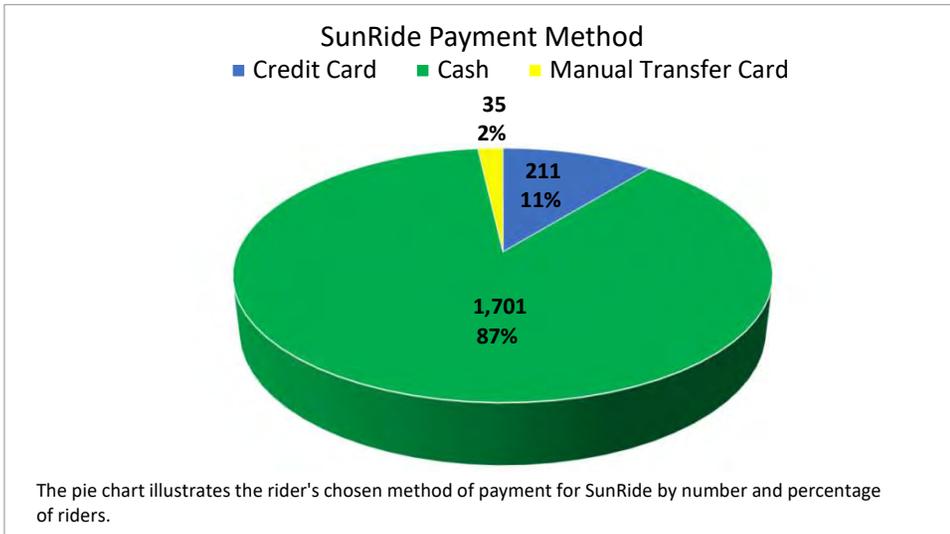
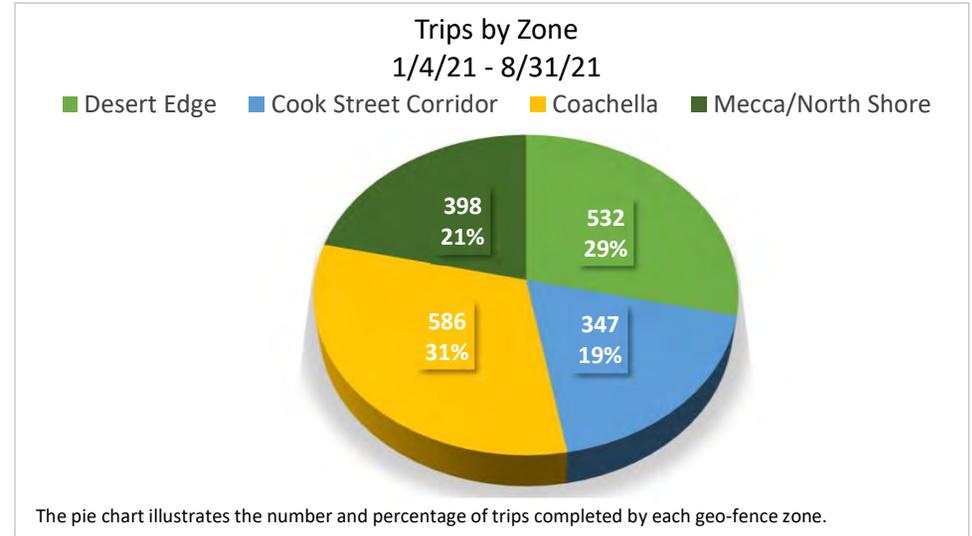
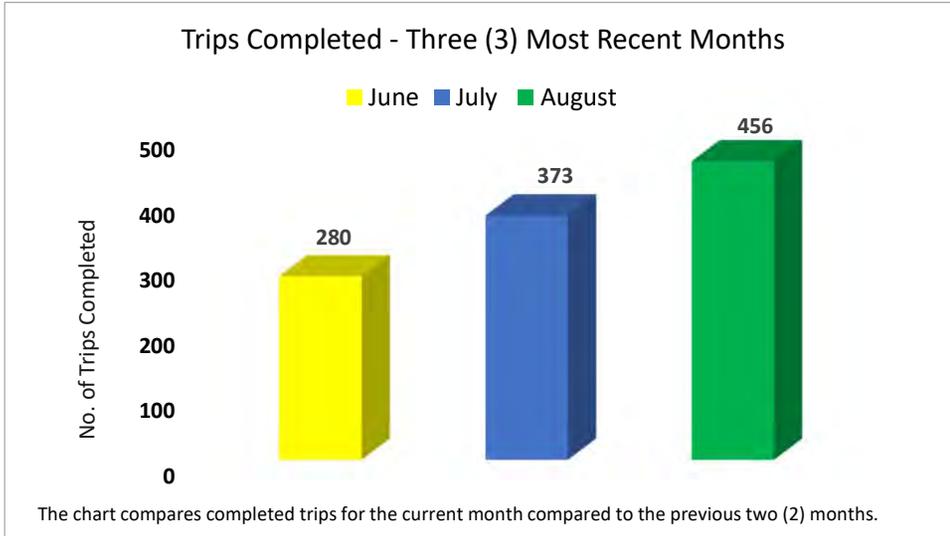
Paratransit Customer Feedback August 2020 through August 2021



Valid paratransit feedback comprised of compliments and complaints for August 2020 through August 2021

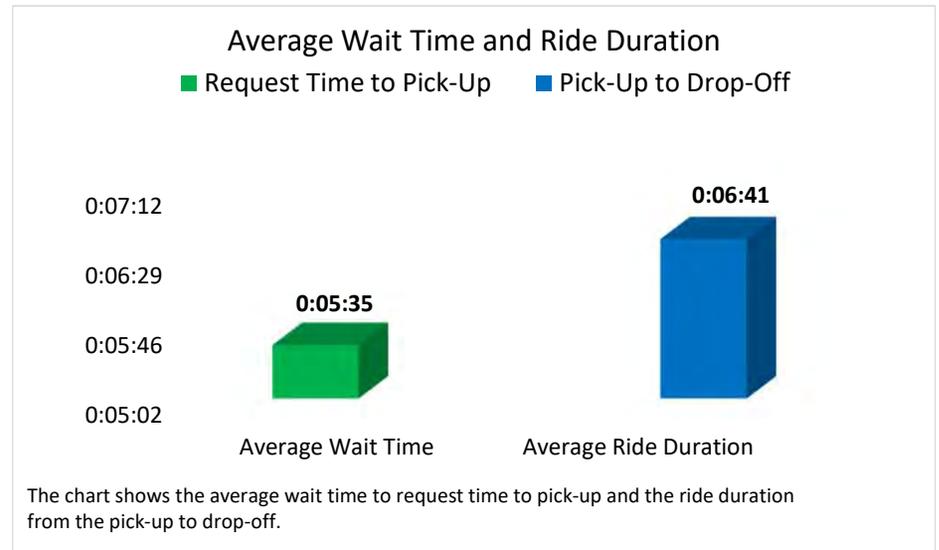
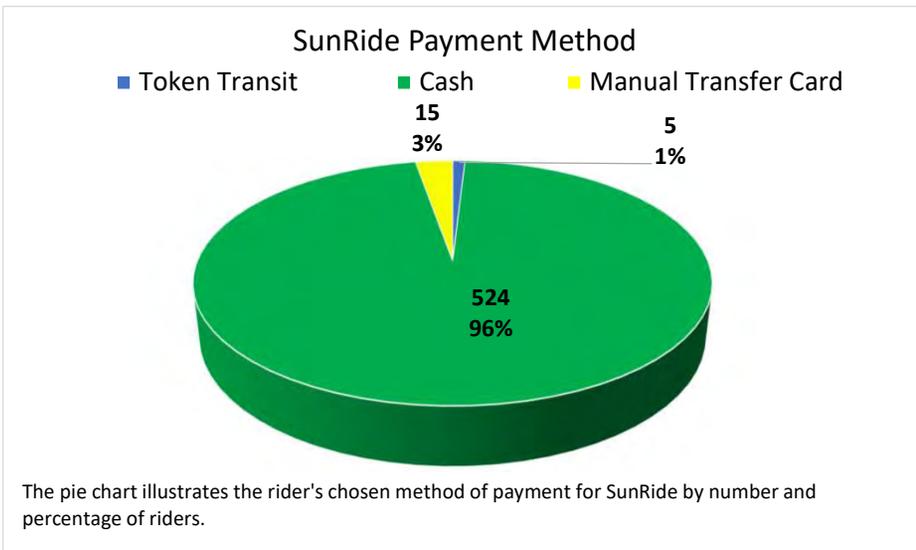
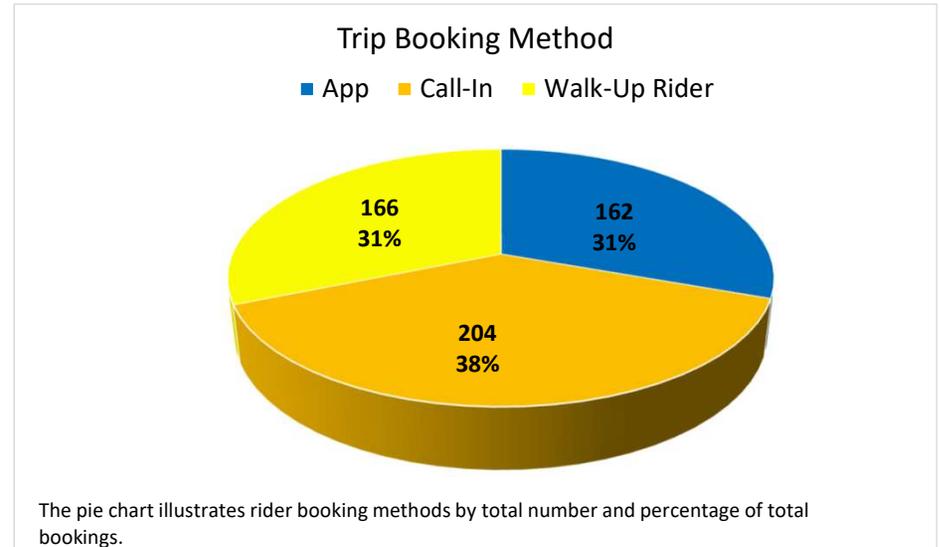
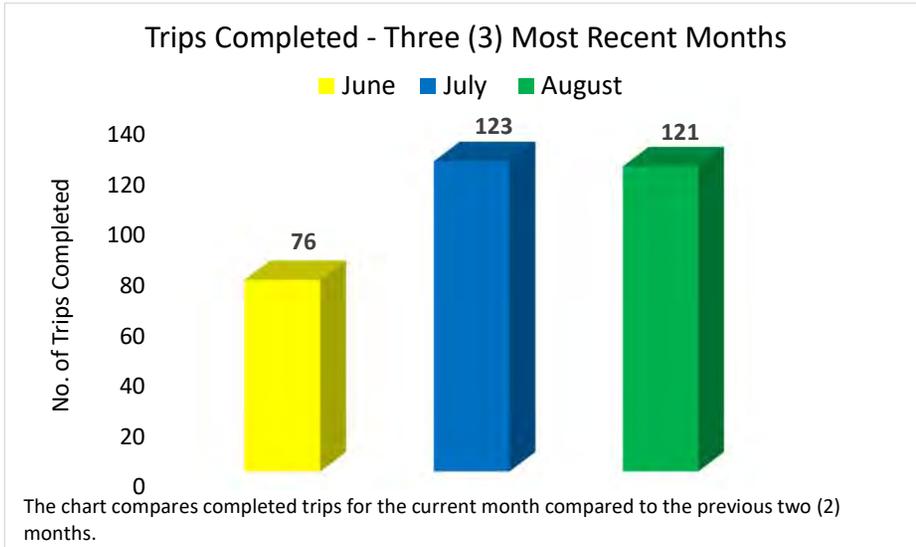
SunRide System-Wide Metrics January 2021 through August 2021

Total Completed Trips: 1,863



Desert Edge Geo-Fence Metrics January 2021 through August 2021

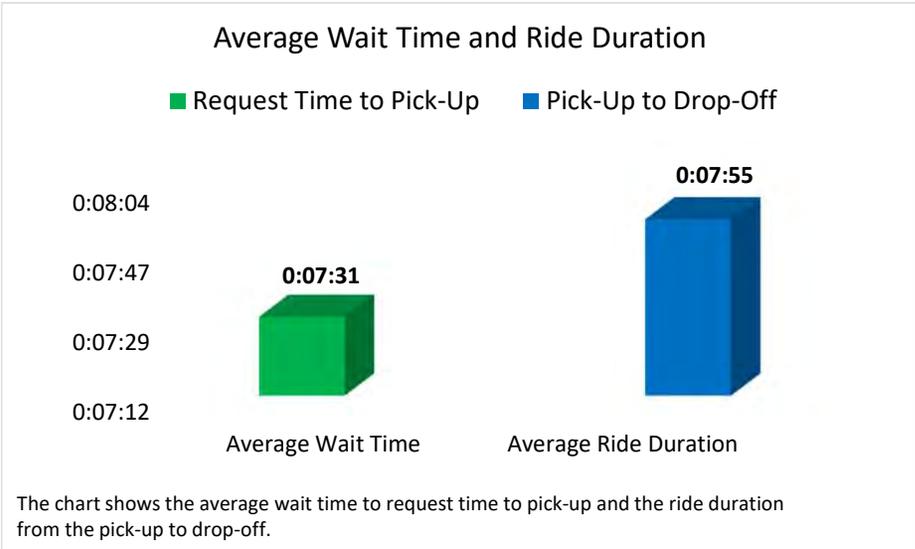
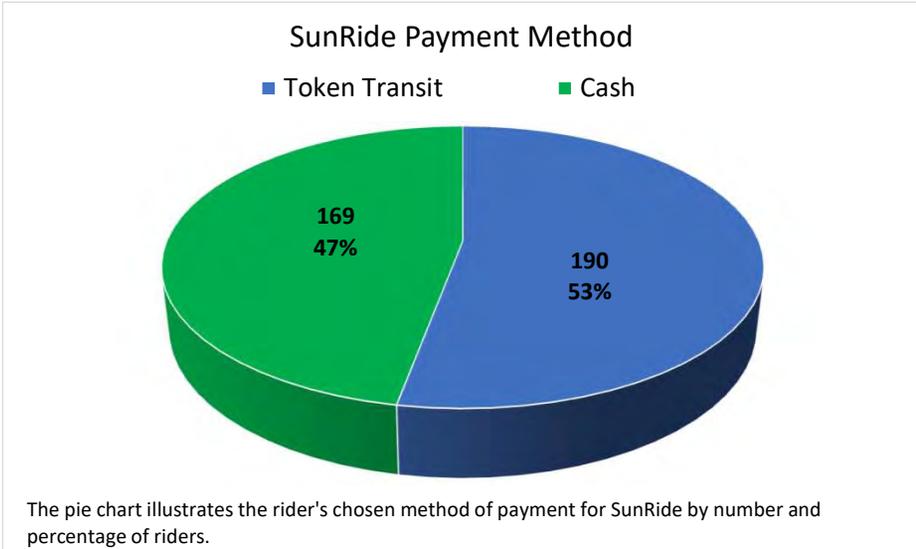
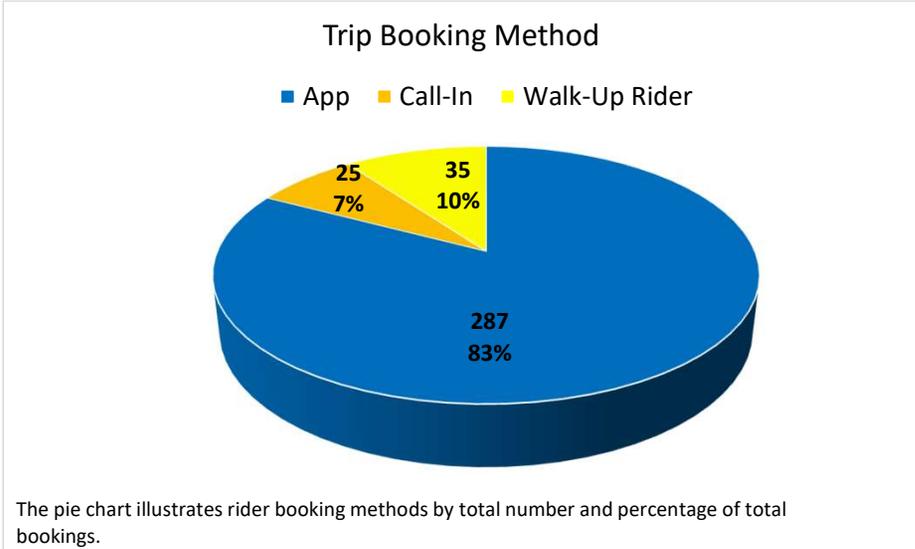
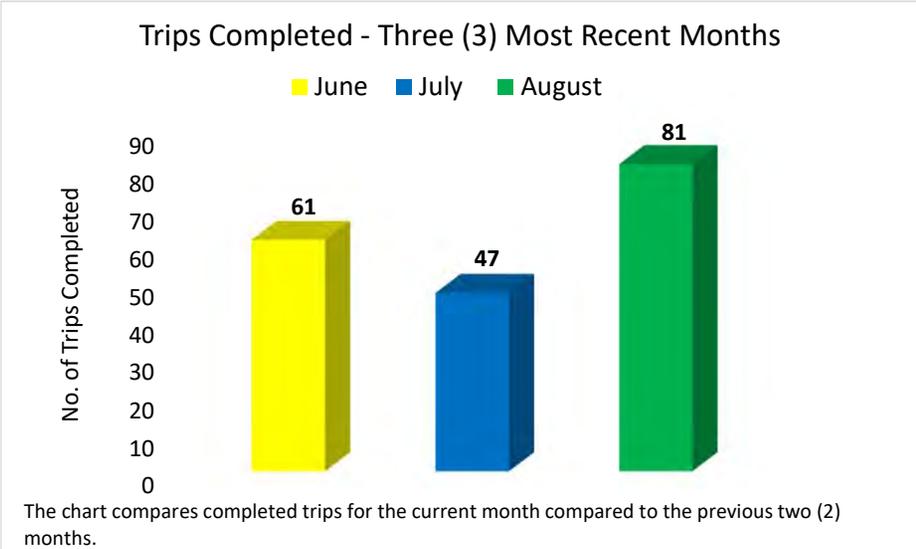
Total Completed Trips: 532



Cook Street Corridor Geo-Fence Metrics

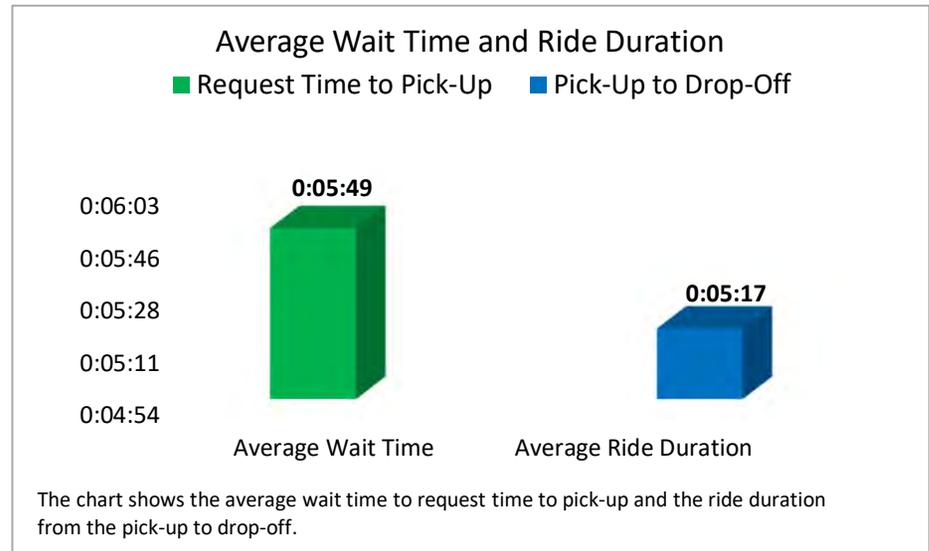
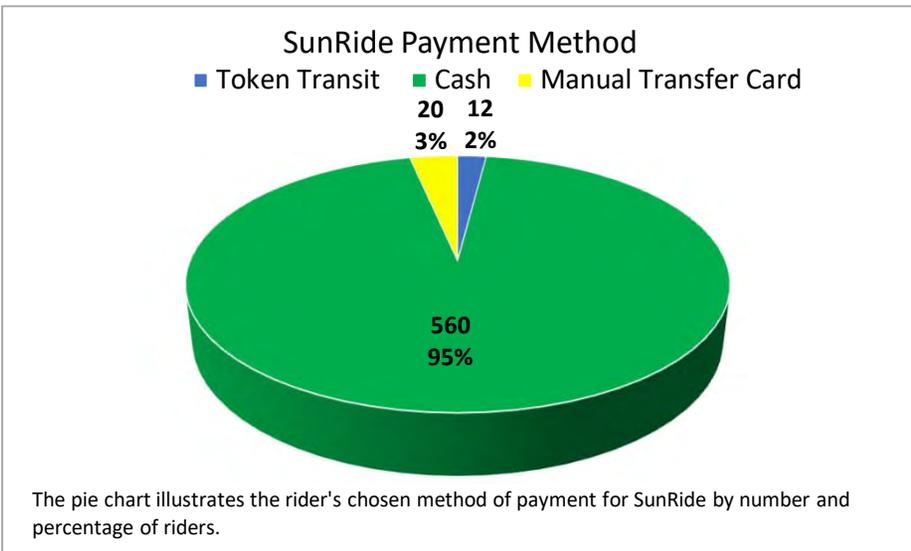
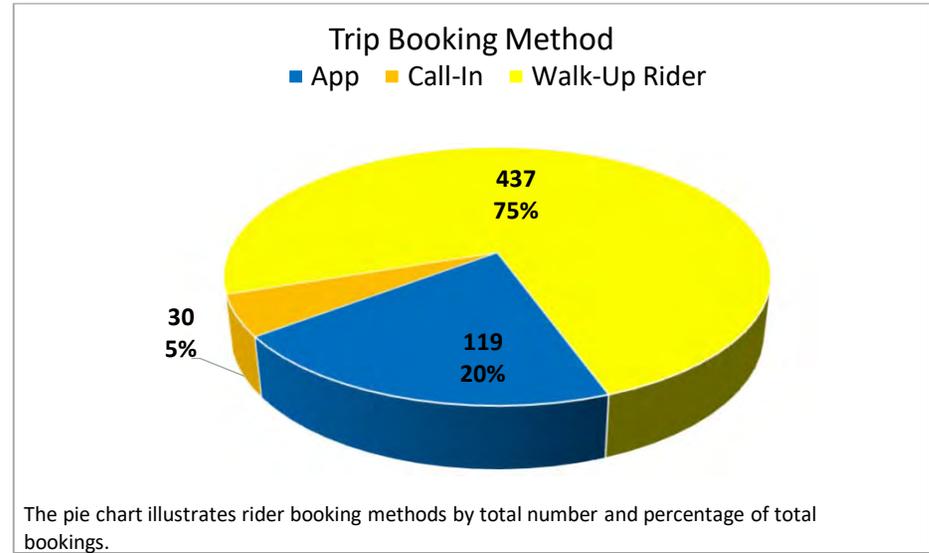
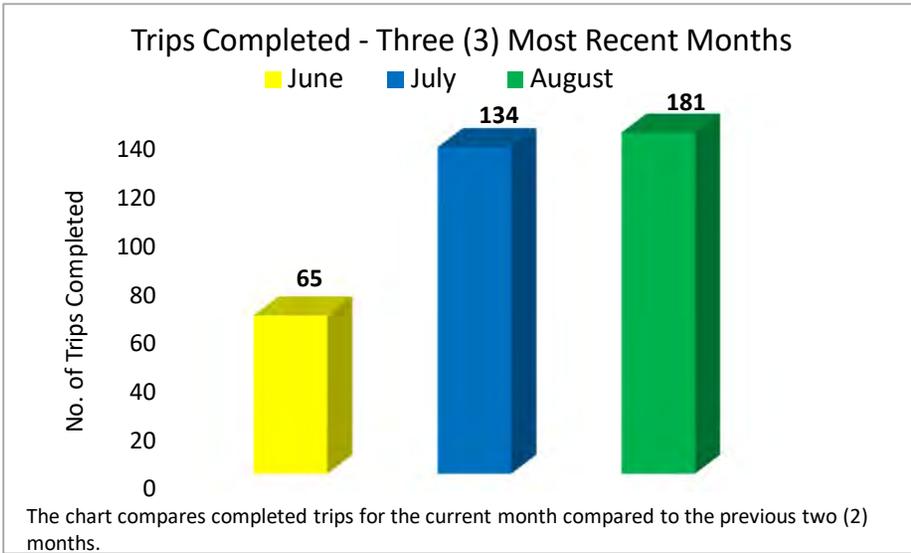
January 2021 through August 2021

Total Completed Trips: 347



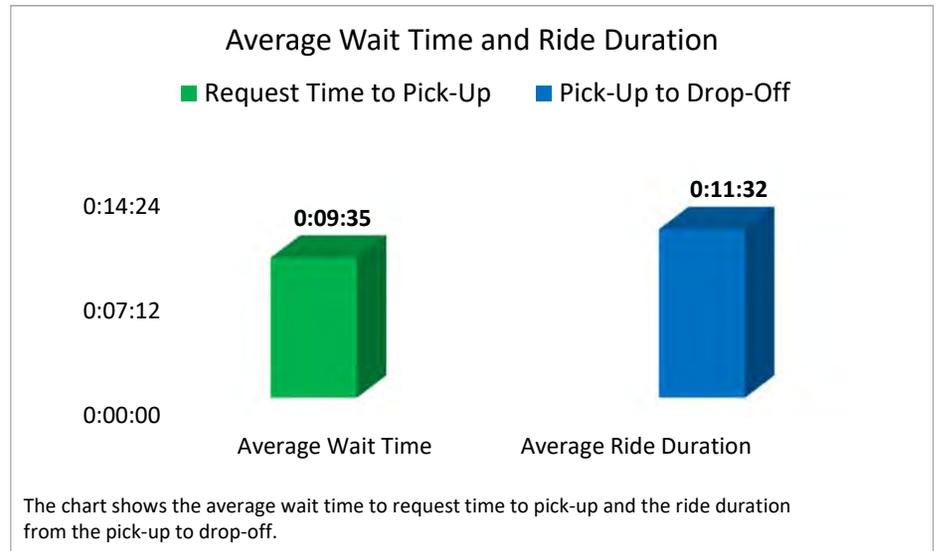
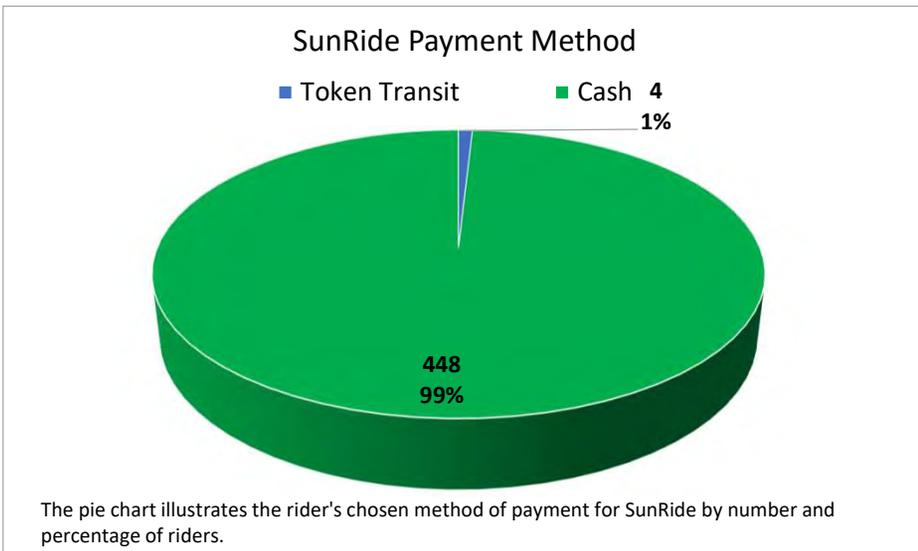
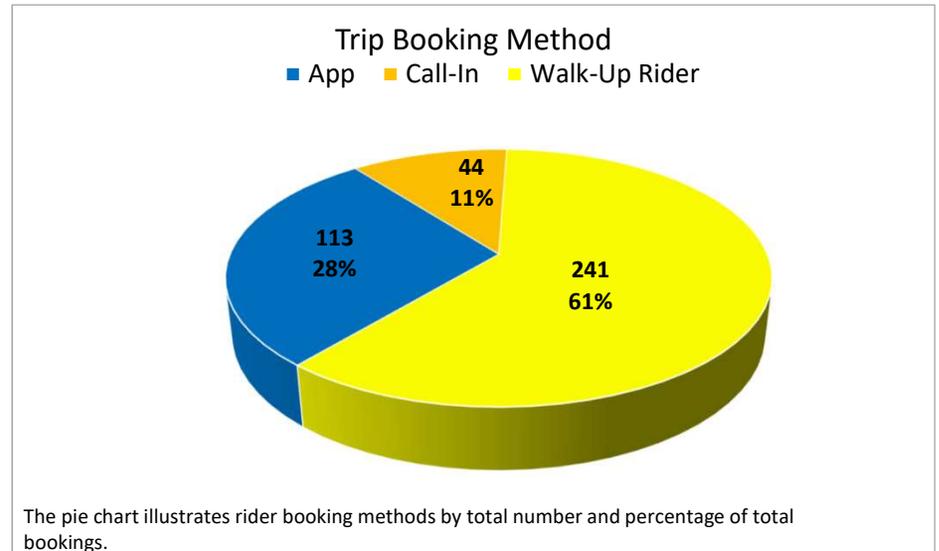
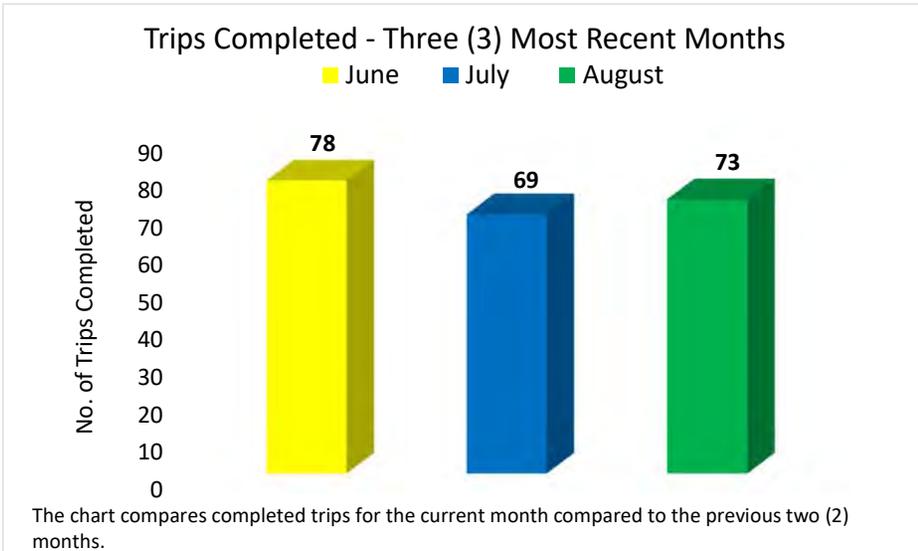
Coachella Geo-Fence Metrics January 2021 through August 2021

Total Completed Trips: 586

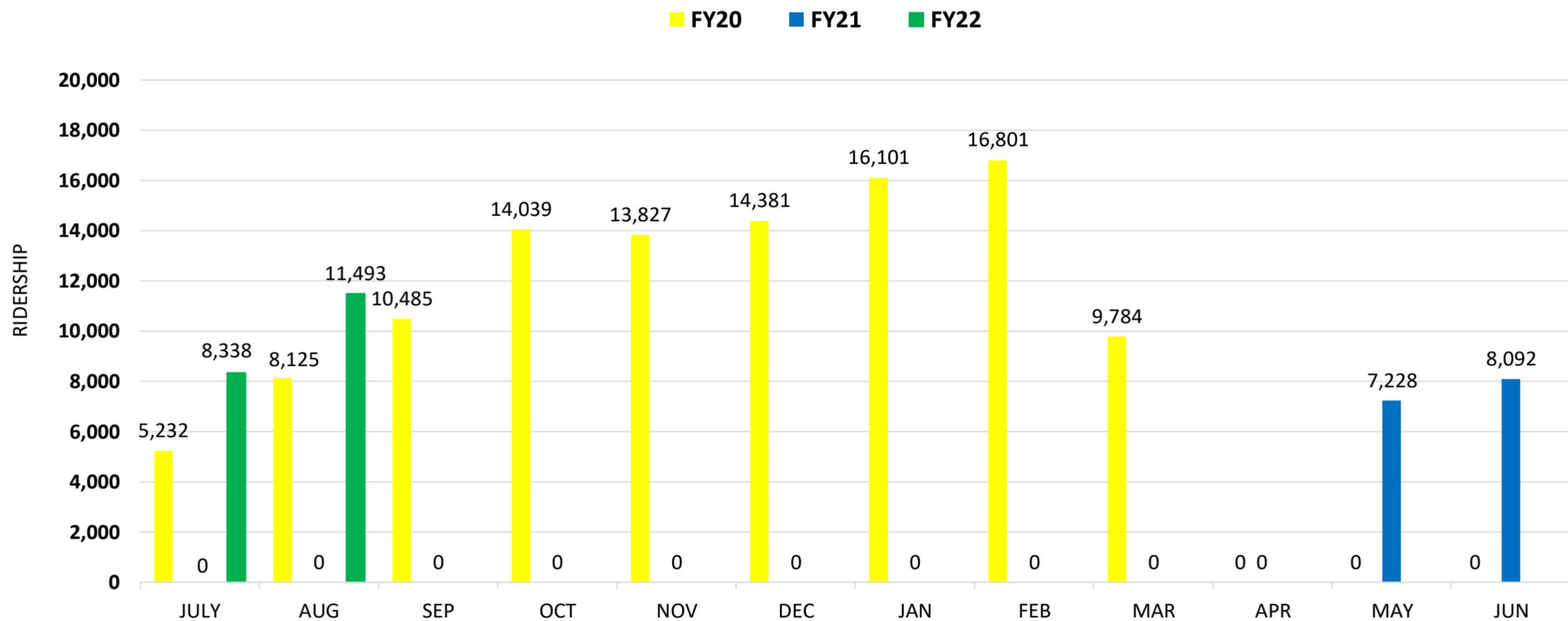


Mecca/North Shore Geo-Fence Metrics January 2021 through August 2021

Total Completed Trips: 398



Mobile Ticketing Ridership - August 2021

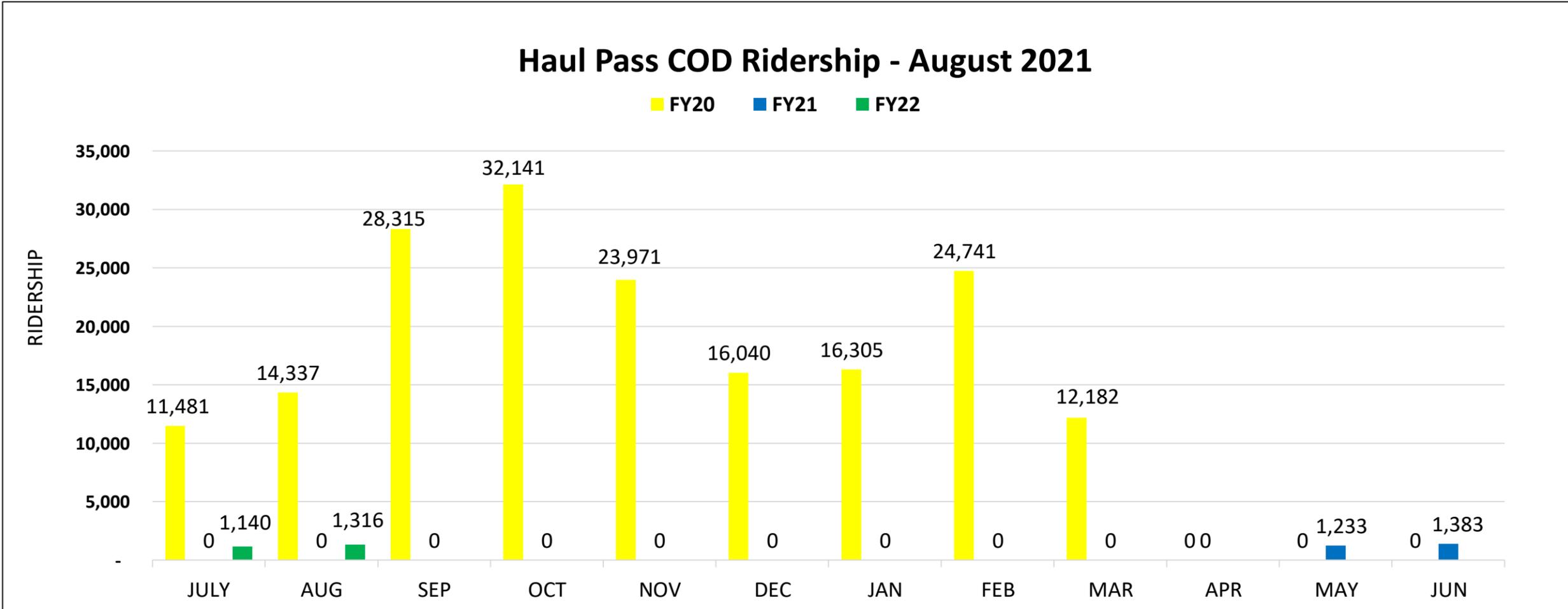


This chart represents all monthly mobile ticketing usage based on the Token Transit app data.

The total for August 2021 includes 271 paratransit mobile tickets. A total of 804 unique users used mobile ticketing in the month of August.

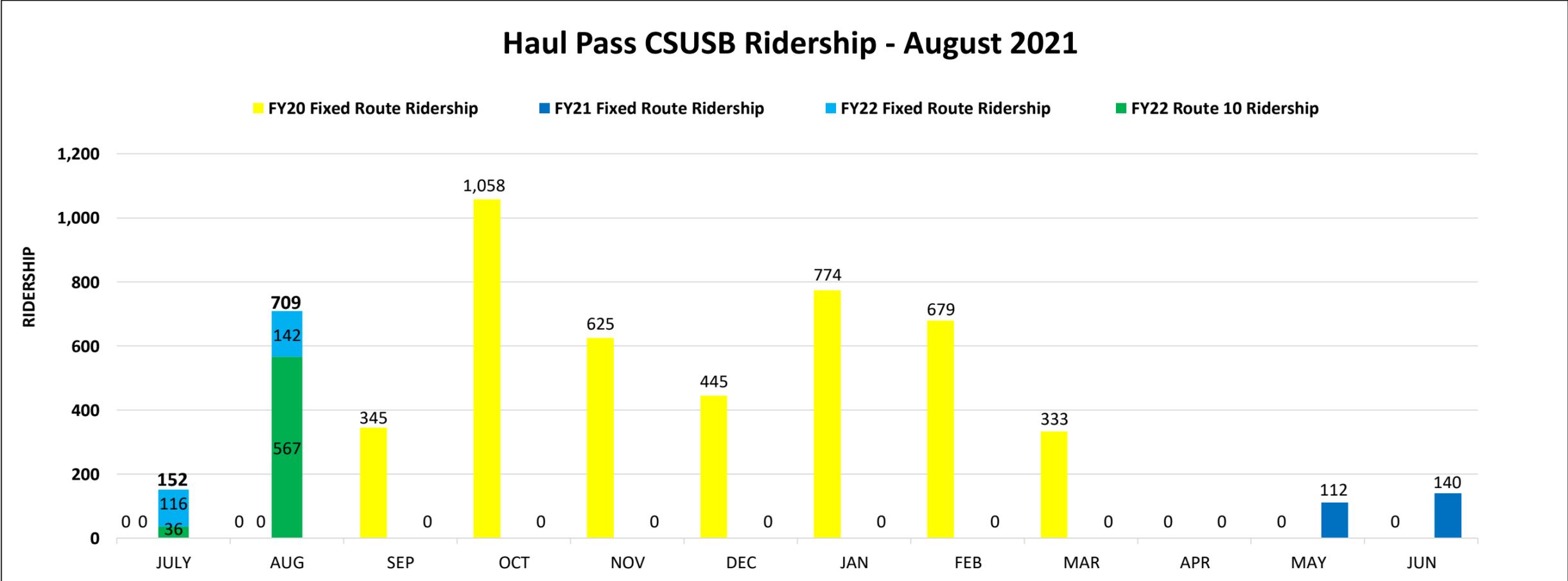
Since March 21, 2020, SunLine has been operating at a reduced level of service, Level 3, in response to the COVID-19 disease.

On Sunday, May 2, 2021, SunLine resumed fare collection. May 2021 was the first month to have data available for FY21.



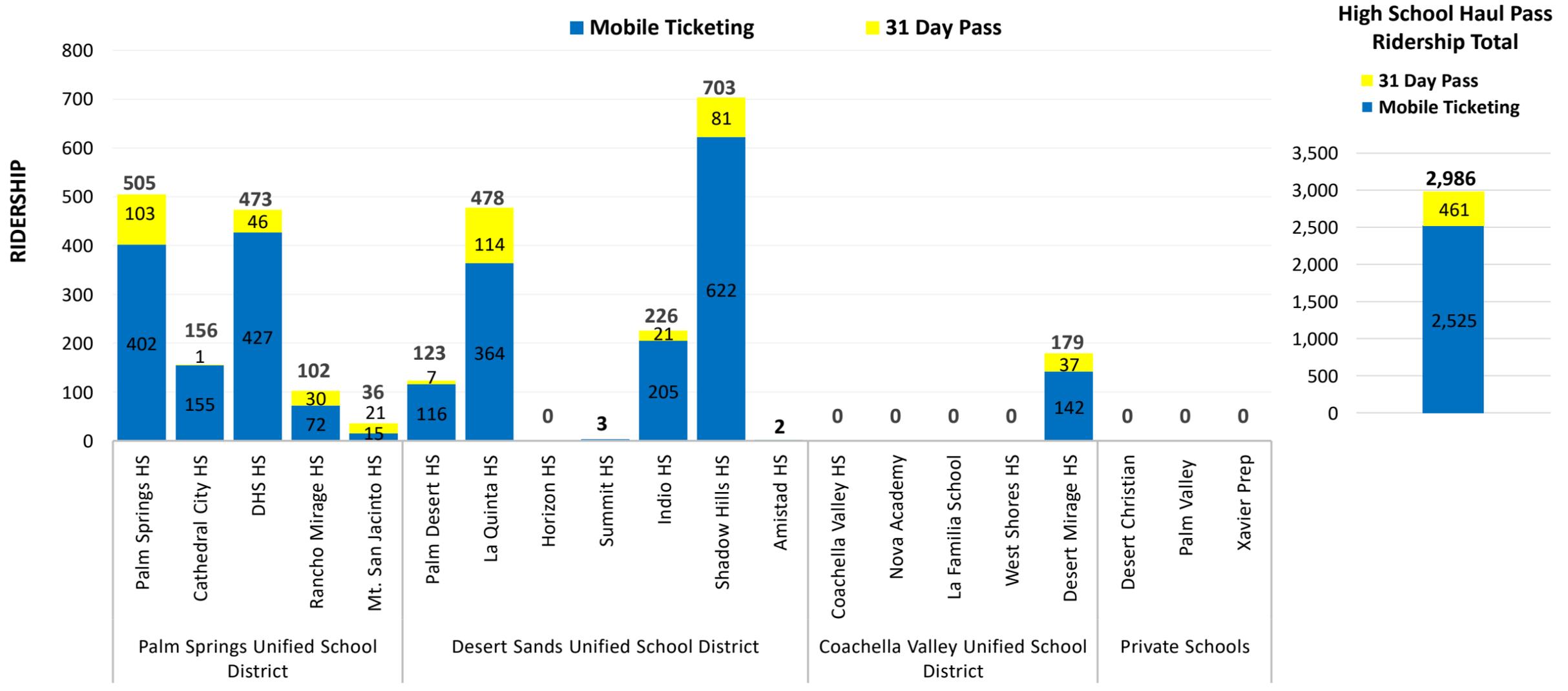
The Haul Pass program was introduced in August 2018.
 This chart represents monthly ridership on the Haul Pass COD program.
 Haul Pass COD contributed with 1,316 rides from 96 unique riders.
 Since March 21, 2020, SunLine has been operating at a reduced level of service, Level 3, in response to the COVID-19 disease.
 On Sunday, May 2, 2021, SunLine resumed fare collection. May 2021 was the first month to have data available for FY21.

Haul Pass CSUSB Ridership - August 2021



The Haul Pass CSUSB program was introduced in September 2019.
 This chart represents monthly ridership on the Haul Pass CSUSB program.
 Haul Pass CSUSB contributed with 709 rides from 124 unique riders and a total of 567 rides from the Route 10.
 Since March 21, 2020, SunLine has been operating at a reduced level of service, Level 3, in response to the COVID-19 disease.
 On Sunday, May 2, 2021, SunLine resumed fare collection. May 2021 was the first month to have data available for FY21.

High School Haul Pass - August 2021



The High School Haul Pass program was introduced in August 2021.
 This chart represents monthly ridership by school for the High School Haul Pass program.
 The total active users as of August 2021 are 945 using the High School Haul Pass Program.

SunLine Transit Agency**CONSENT CALENDAR**

DATE: September 29, 2021

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Quarterly Performance Summary for Q2 of Calendar Year 2021

Summary:

The following quarterly reports demonstrate the performance of the bargaining and non-bargaining pension plans for the second quarter of calendar year 2021. The report shows market value, asset allocation percentage and performance compared to benchmarks. The bargaining and non-bargaining pension assets both returned 5.59% in the second quarter of calendar year 2021.

Recommendation:

Receive and file.

Asset Allocation & Performance

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	Year To Date	1 Year	3 Years	5 Years	Since Inception	Inception Date
Total Fund	39,559,964	100.00	5.59	7.86	26.04	12.70	N/A	11.54	07/01/2017
<i>Blended Benchmark</i>			5.66	8.19	24.80	13.72	N/A	12.41	07/01/2017
<i>PFM Blended Benchmark</i>			4.82	6.72	22.91	11.67	N/A	10.50	07/01/2017
Domestic Equity	14,693,678	37.14	7.65	N/A	N/A	N/A	N/A	7.65	04/01/2021
<i>Russell 3000 Index</i>			8.24	15.11	44.16	18.73	17.89	8.24	04/01/2021
Vanguard Total Stock Market ETF	11,760,217	29.73	8.28	15.25	44.32	18.75	17.90	57.33	04/01/2020
<i>Russell 3000 Index</i>			8.24	15.11	44.16	18.73	17.89	57.13	04/01/2020
Jensen Quality Growth Fund	1,476,130	3.73	7.86	10.89	35.42	18.49	17.49	19.26	04/01/2019
<i>S&P 500</i>			8.55	15.25	40.79	18.67	17.65	22.50	04/01/2019
Touchstone Mid Cap Fund	586,029	1.48	3.11	9.21	34.58	15.68	16.14	34.58	07/01/2020
<i>Russell Midcap Index</i>			7.50	16.25	49.80	16.45	15.62	49.80	07/01/2020
iShares Core S&P Small-Cap ETF	871,302	2.20	4.49	23.51	67.23	12.19	15.80	23.51	01/01/2021
<i>S&P SmallCap 600</i>			4.51	23.56	67.40	12.20	15.82	23.56	01/01/2021
International Equity	7,742,146	19.57	5.14	N/A	N/A	N/A	N/A	5.14	04/01/2021
<i>MSCI AC World ex USA (Net)</i>			5.48	9.16	35.72	9.38	11.08	5.48	04/01/2021
Vanguard Total International Stock ETF	2,301,230	5.82	5.55	9.72	36.59	9.66	11.14	46.62	04/01/2020
<i>MSCI AC World ex USA (Net)</i>			5.48	9.16	35.72	9.38	11.08	43.89	04/01/2020
J. O. Hambro International Select	1,787,074	4.52	3.82	4.10	29.37	12.07	12.78	12.86	07/01/2017
<i>MSCI AC World ex USA (Net)</i>			5.48	9.16	35.72	9.38	11.08	8.85	07/01/2017
Harding Loevner International Equity	1,778,523	4.50	5.41	6.30	34.10	11.43	12.71	34.10	07/01/2020
<i>MSCI AC World ex USA (Net)</i>			5.48	9.16	35.72	9.38	11.08	35.72	07/01/2020
Artisan International Small-Mid	389,996	0.99	7.40	5.94	41.50	17.19	15.44	5.94	01/01/2021
<i>MSCI AC World ex USA Smid Cap Index (Net)</i>			6.05	10.52	41.80	8.97	11.21	10.52	01/01/2021
Virtus KAR International Small-Cap	547,490	1.38	7.10	7.60	45.87	13.90	18.53	7.60	01/01/2021
<i>MSCI AC World ex USA Small Cap (Net)</i>			6.35	12.24	47.04	9.78	11.97	12.24	01/01/2021
Hartford Schroders Emerging Markets Equity	937,834	2.37	2.89	6.53	43.83	13.27	15.06	8.80	03/01/2018
<i>MSCI EM (net)</i>			5.05	7.45	40.90	11.27	13.03	6.78	03/01/2018

Returns are net of mutual fund fees.
Returns are expressed as percentages.



Asset Allocation & Performance

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	Year To Date	1 Year	3 Years	5 Years	Since Inception	Inception Date
Other Growth	1,532,060	3.87	11.90	N/A	N/A	N/A	N/A	11.90	04/01/2021
<i>MSCI US REIT Index</i>			<i>12.00</i>	<i>21.80</i>	<i>38.05</i>	<i>10.14</i>	<i>6.32</i>	<i>12.00</i>	<i>04/01/2021</i>
Cohen & Steers Inst Realty Shares	767,700	1.94	11.98	21.56	35.96	14.23	9.41	11.98	04/01/2021
Principal RE Securities Inst Fund	764,359	1.93	12.13	19.97	34.35	12.92	8.62	12.13	04/01/2021
<i>MSCI US REIT Index</i>			<i>12.00</i>	<i>21.80</i>	<i>38.05</i>	<i>10.14</i>	<i>6.32</i>	<i>12.00</i>	<i>04/01/2021</i>
Fixed Income	14,018,192	35.44	2.52	-0.98	2.82	5.71	N/A	4.21	07/01/2017
<i>Blmbg. Barc. U.S. Aggregate</i>			<i>1.83</i>	<i>-1.61</i>	<i>-0.34</i>	<i>5.34</i>	<i>3.03</i>	<i>3.88</i>	<i>07/01/2017</i>
Baird Core Plus	3,709,040	9.38	2.13	-1.03	1.78	6.28	4.03	4.63	07/01/2017
<i>Blmbg. Barc. U.S. Aggregate</i>			<i>1.83</i>	<i>-1.61</i>	<i>-0.34</i>	<i>5.34</i>	<i>3.03</i>	<i>3.88</i>	<i>07/01/2017</i>
DoubleLine Core Fixed Income	1,712,186	4.33	1.86	-0.25	3.33	4.70	3.29	3.44	09/01/2017
PGIM Total Return Bond Fund	4,488,679	11.35	3.14	-1.44	2.70	6.24	4.31	4.54	09/01/2017
<i>Blmbg. Barc. U.S. Aggregate</i>			<i>1.83</i>	<i>-1.61</i>	<i>-0.34</i>	<i>5.34</i>	<i>3.03</i>	<i>3.69</i>	<i>09/01/2017</i>
Voya Intermediate Bond	2,417,264	6.11	2.07	-1.07	2.48	6.14	4.00	4.65	01/01/2020
<i>Blmbg. Barc. U.S. Aggregate</i>			<i>1.83</i>	<i>-1.61</i>	<i>-0.34</i>	<i>5.34</i>	<i>3.03</i>	<i>3.82</i>	<i>01/01/2020</i>
iShares Intermediate-Term Corporate Bond ETF	917,120	2.32	2.80	-1.16	3.10	7.78	4.72	5.46	10/01/2019
<i>ICE BofAML U.S. Corporate 5-10 Year Index</i>			<i>2.95</i>	<i>-0.97</i>	<i>3.50</i>	<i>8.05</i>	<i>4.96</i>	<i>5.75</i>	<i>10/01/2019</i>
iShares JP Morgan USD Emerging Mkts Bond ETF	423,524	1.07	4.43	-1.22	7.19	6.61	4.33	7.19	07/01/2020
<i>JPM EMBI Global Diversified</i>			<i>4.06</i>	<i>-0.66</i>	<i>7.53</i>	<i>6.71</i>	<i>4.86</i>	<i>7.53</i>	<i>07/01/2020</i>
MainStay MacKay High Yield Corp Bond Fund	350,379	0.89	2.80	4.01	14.29	6.82	6.91	1.16	06/01/2021
<i>ICE BofAML High Yield Master II</i>			<i>2.77</i>	<i>3.70</i>	<i>15.62</i>	<i>7.15</i>	<i>7.30</i>	<i>1.37</i>	<i>06/01/2021</i>
Real Return	1,270,187	3.21	N/A	N/A	N/A	N/A	N/A	2.67	06/01/2021
<i>Bloomberg Commodity Index Total Return</i>			<i>13.30</i>	<i>21.15</i>	<i>45.61</i>	<i>3.90</i>	<i>2.40</i>	<i>1.85</i>	<i>06/01/2021</i>
Invesco Opt Yield Diversified Commodity	639,686	1.62	16.70	31.81	55.44	3.61	5.08	4.02	06/01/2021
PIMCO Commodity Real Return Strategy	630,501	1.59	14.87	24.78	56.86	6.69	4.39	1.58	06/01/2021
<i>Bloomberg Commodity Index Total Return</i>			<i>13.30</i>	<i>21.15</i>	<i>45.61</i>	<i>3.90</i>	<i>2.40</i>	<i>1.85</i>	<i>06/01/2021</i>
Cash Equivalent	303,701	0.77	0.01	0.01	0.03	1.15	N/A	1.16	07/01/2017
First American Prime Obligation - Z	303,701	0.77	0.01	0.02	0.05	1.30	1.18	1.34	07/01/2017

Returns are net of mutual fund fees.
Returns are expressed as percentages.



Asset Allocation & Performance

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	Year To Date	1 Year	3 Years	5 Years	Since Inception	Inception Date
Total Fund - Non-Bargaining	39,623,816	100.00	5.59	7.87	26.08	12.70	N/A	11.53	07/01/2017
Blended Benchmark			5.66	8.19	24.80	13.72	N/A	12.41	07/01/2017
PFM Blended Benchmark			4.82	6.72	22.91	11.67	N/A	10.50	07/01/2017
Domestic Equity	14,708,920	37.12	7.64	N/A	N/A	N/A	N/A	7.64	04/01/2021
Russell 3000 Index			8.24	15.11	44.16	18.73	17.89	8.24	04/01/2021
Vanguard Total Stock Market ETF	11,771,581	29.71	8.28	15.25	44.32	18.75	17.90	57.33	04/01/2020
Russell 3000 Index			8.24	15.11	44.16	18.73	17.89	57.13	04/01/2020
Jensen Quality Growth Fund	1,478,821	3.73	7.86	10.89	35.42	18.49	17.49	19.26	04/01/2019
S&P 500			8.55	15.25	40.79	18.67	17.65	22.50	04/01/2019
Touchstone Mid Cap Fund	587,104	1.48	3.11	9.21	34.58	15.68	16.14	34.58	07/01/2020
Russell Midcap Index			7.50	16.25	49.80	16.45	15.62	49.80	07/01/2020
iShares Core S&P Small-Cap ETF	871,415	2.20	4.49	23.51	67.23	12.19	15.80	23.51	01/01/2021
S&P SmallCap 600			4.51	23.56	67.40	12.20	15.82	23.56	01/01/2021
International Equity	7,755,241	19.57	5.14	N/A	N/A	N/A	N/A	5.14	04/01/2021
MSCI AC World ex USA (Net)			5.48	9.16	35.72	9.38	11.08	5.48	04/01/2021
Vanguard Total International Stock ETF	2,304,383	5.82	5.55	9.72	36.59	9.66	11.14	46.62	04/01/2020
MSCI AC World ex USA (Net)			5.48	9.16	35.72	9.38	11.08	43.89	04/01/2020
J. O. Hambro International Select	1,790,363	4.52	3.82	4.10	29.37	12.07	12.78	12.86	07/01/2017
MSCI AC World ex USA (Net)			5.48	9.16	35.72	9.38	11.08	8.85	07/01/2017
Harding Loevner International Equity	1,781,815	4.50	5.41	6.30	34.10	11.43	12.71	34.10	07/01/2020
MSCI AC World ex USA (Net)			5.48	9.16	35.72	9.38	11.08	35.72	07/01/2020
Artisan International Small-Mid	390,719	0.99	7.40	5.94	41.50	17.19	15.44	5.94	01/01/2021
MSCI AC World ex USA Smid Cap Index (Net)			6.05	10.52	41.80	8.97	11.21	10.52	01/01/2021
Virtus KAR International Small-Cap	548,455	1.38	7.10	7.60	45.87	13.90	18.53	7.60	01/01/2021
MSCI AC World ex USA Small Cap (Net)			6.35	12.24	47.04	9.78	11.97	12.24	01/01/2021
Hartford Schroders Emerging Markets Equity	939,507	2.37	2.89	6.53	43.83	13.27	15.06	8.80	03/01/2018
MSCI EM (net)			5.05	7.45	40.90	11.27	13.03	6.78	03/01/2018

Returns are net of mutual fund fees.
Returns are expressed as percentages.



Asset Allocation & Performance

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	Year To Date	1 Year	3 Years	5 Years	Since Inception	Inception Date
Other Growth	1,534,773	3.87	11.90	N/A	N/A	N/A	N/A	11.90	04/01/2021
MSCI US REIT Index			12.00	21.80	38.05	10.14	6.32	12.00	04/01/2021
Cohen & Steers Inst Realty Shares	769,018	1.94	11.98	21.56	35.96	14.23	9.41	12.23	03/01/2000
Principal RE Securities Inst Fund	765,755	1.93	12.13	19.97	34.35	12.92	8.62	11.94	04/01/2001
MSCI US REIT Index			12.00	21.80	38.05	10.14	6.32	12.00	04/01/2021
Fixed Income	14,040,978	35.44	2.52	-0.98	2.82	5.71	N/A	4.22	07/01/2017
Blmbg. Barc. U.S. Aggregate			1.83	-1.61	-0.34	5.34	3.03	3.88	07/01/2017
Baird Core Plus	3,715,599	9.38	2.13	-1.03	1.78	6.28	4.03	4.63	07/01/2017
Blmbg. Barc. U.S. Aggregate			1.83	-1.61	-0.34	5.34	3.03	3.88	07/01/2017
DoubleLine Core Fixed Income	1,714,674	4.33	1.86	-0.25	3.33	4.70	3.29	3.44	09/01/2017
PGIM Total Return Bond Fund	4,498,174	11.35	3.14	-1.44	2.70	6.24	4.31	4.54	09/01/2017
Blmbg. Barc. U.S. Aggregate			1.83	-1.61	-0.34	5.34	3.03	3.69	09/01/2017
Voya Intermediate Bond	2,422,860	6.11	2.07	-1.07	2.48	6.14	4.00	4.65	01/01/2020
Blmbg. Barc. U.S. Aggregate			1.83	-1.61	-0.34	5.34	3.03	3.82	01/01/2020
iShares Intermediate-Term Corporate Bond ETF	916,091	2.31	2.80	-1.16	3.10	7.78	4.72	5.46	10/01/2019
ICE BofAML U.S. Corporate 5-10 Year Index			2.95	-0.97	3.50	8.05	4.96	5.75	10/01/2019
iShares JP Morgan USD Emerging Mkts Bond ETF	422,287	1.07	4.43	-1.22	7.19	6.61	4.33	7.19	07/01/2020
JPM EMBI Global Diversified			4.06	-0.66	7.53	6.71	4.86	7.53	07/01/2020
MainStay MacKay High Yield Corp Bond Fund	351,292	0.89	2.80	4.01	14.29	6.82	6.91	1.16	06/01/2021
ICE BofAML High Yield Master II			2.77	3.70	15.62	7.15	7.30	1.37	06/01/2021
Real Return	1,273,154	3.21	N/A	N/A	N/A	N/A	N/A	2.67	06/01/2021
Bloomberg Commodity Index Total Return			13.30	21.15	45.61	3.90	2.40	1.85	06/01/2021
Invesco Opt Yield Diversified Commodity	641,514	1.62	16.70	31.81	55.44	3.61	5.08	4.02	06/01/2021
PIMCO Commodity Real Return Strategy	631,640	1.59	14.87	24.78	56.86	6.69	4.39	1.58	06/01/2021
Bloomberg Commodity Index Total Return			13.30	21.15	45.61	3.90	2.40	1.85	06/01/2021
Cash Equivalent	310,749	0.78	0.01	0.01	0.03	1.15	N/A	1.15	07/01/2017
First American Prime Obligation - Z	310,749	0.78	0.01	0.02	0.05	1.30	1.18	1.34	07/01/2017

Returns are net of mutual fund fees.
Returns are expressed as percentages.



SunLine Transit Agency

CONSENT CALENDAR

DATE: September 29, 2021

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Board Member Attendance for July 2021

Summary:

The attached report summarizes the Board of Directors' attendance for fiscal year to date July 2021.

Recommendation:

Receive and file.

FY 21/22	Board Member Matrix Attendance													
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total Meetings	Total Attended
Desert Hot Springs	X												10	1
Palm Desert	X												10	1
Palm Springs	X												10	1
Cathedral City	X												10	1
Rancho Mirage	X												10	1
Indian Wells	X												10	1
La Quinta	X												10	1
Indio	X												10	1
Coachella	X												10	1
County of Riverside	X												10	1

X - ATTENDED (Primary/Alternate)

DARK –

SunLine Services Group

CONSENT CALENDAR

DATE: September 29, 2021

RECEIVE & FILE

TO: Taxi Committee
Board of Directors

RE: Checks \$1,000 and Over Report for June and July 2021

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
June 2021**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
SUNLINE TRANSIT AGENCY	Payroll Liabilities 05/28/2021	90929	06/02/2021	5,139.94
SUNLINE TRANSIT AGENCY	Payroll Liabilities 06/11/2021	90936	06/16/2021	5,139.94
SUNLINE TRANSIT AGENCY	Payroll Liabilities 06/25/2021	90943	06/30/2021	5,104.06
SUNLINE TRANSIT AGENCY	SRA Overhead Allocations June 2021	90934	06/09/2021	2,320.00
WESTGATE CENTER FOR LEADERSHIP	Travel-Meeting Seminars	90938	06/16/2021	1,345.00
Total Checks Over \$1,000	\$19,048.94			
Total Checks Under \$1,000	\$4,447.42			
Total Checks	\$23,496.36			

**SunLine Regulatory Administration
Checks \$1,000 and Over
July 2021**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
SUNLINE TRANSIT AGENCY	Payroll Liabilities 07/23/2021	90951	07/28/2021	5,180.26
SUNLINE TRANSIT AGENCY	Payroll Liabilities 07/09/2021	90945	07/14/2021	5,104.06
Total Checks Over \$1,000	\$10,284.32			
Total Checks Under \$1,000	\$2,619.28			
Total Checks	\$12,903.60			

SunLine Services Group
CONSENT CALENDAR

DATE: September 29, 2021 **RECEIVE & FILE**

TO: Taxi Committee
Board of Directors

RE: Monthly Budget Variance Report for June & July 2021

Summary:

The budget variance report compares revenues and expenses to the respective line item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values. The budgetary figures are represented as a straight line budget. Accordingly, the current monthly budget values are calculated by taking 1/12th of the annual budget. The FYTD budget values for the month of June 2021 are equal to 12/12ths of the yearly budget and the FYTD budget values for the month of July 2021 are equal to 1/12th of the yearly budget.

Year to Date Summary

- As of June 30, 2021, the organization's unaudited revenues are \$55,758 or 21.9% under the FYTD budget. The negative revenue balance is primarily due to lower vehicle permit revenue relating to fewer taxi vehicles in service.
- As of June 30, 2021, unaudited expenditures are \$45,303 or 17.8% below the FYTD budget.
- The net FY21 unaudited operating gain (loss) after expenses is (\$10,455).
- As of July 31, 2021, the organization's revenues are \$82 or 0.6% above the FYTD budget.
- As of July 31, 2021, expenditures are \$589 or 4.0% above the FYTD budget.
- The net FYTD operating gain (loss) after expenses is (\$507).

Recommendation:

Receive and file.

SunLine Regulatory Administration
Budget Variance Report
June 2021

Description	FY21 Total Budget	Current Month			Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY21 FYTD Budget	Positive (Negative)	Percentage Remaining
Revenues:								
Revenue Fines	1,400	-	117	(117)	750	1,400	(650)	46.4%
New Driver Permit Revenue	3,600	150	300	(150)	750	3,600	(2,850)	79.2%
Taxi Business Permit	120,000	10,000	10,000	0	120,000	120,000	-	0.0%
Driver Transfer Revenue	500	-	42	(42)	150	500	(350)	70.0%
Driver Renewal Revenue	2,500	-	208	(208)	2,025	2,500	(475)	19.0%
Driver Permit Reinstatement/Replacement	50	-	4	(4)	-	50	(50)	100.0%
Vehicle Permit Revenue	124,500	5,133	10,375	(5,242)	71,857	124,500	(52,643)	42.3%
Other Revenue	500	440	42	398	1,760	500	1,260	-252.0%
Operator Application Fee	1,500	-	125	(125)	1,500	1,500	-	0.0%
Total Revenue	254,550	15,723	21,213	(5,489)	198,792	254,550	(55,758)	21.9%
Expenses:								
Salaries and Wages	96,614	7,072	8,051	980	85,071	96,614	11,543	11.9%
Fringe Benefits	79,692	5,908	6,641	733	76,265	79,692	3,427	4.3%
Services	53,730	602	4,478	3,876	27,627	53,730	26,103	48.6%
Supplies and Materials	4,575	1,778	381	(1,397)	3,299	4,575	1,276	27.9%
Utilities	5,220	468	435	(33)	5,220	5,220	-	0.0%
Casualty and Liability	7,894	667	658	(9)	7,894	7,894	-	0.0%
Taxes and Fees	100	-	8	8	-	100	100	100.0%
Miscellaneous	6,725	1,408	560	(848)	3,872	6,725	2,853	42.4%
Total Expenses	254,550	17,903	21,213	3,310	209,247	254,550	45,303	17.8%
Total Operating Surplus (Deficit)	\$ -	\$ (2,179)			\$ (10,455)			

Budget Variance Analysis - SunLine Regulatory Administration

Revenue

- The negative variance in revenue is attributed to a low number of vehicle permits.
- As of FYTD21, there is a decrease of 32,468 taxi trips compared to FYTD20.

Taxi Trips

	FY20-June	FY21-June	Variance	%Δ
Trips	6,600	11,158	4,558	69.1%

Taxi Trips

	FYTD-FY20	FYTD-FY21	Variance	%Δ
Trips	148,761	116,293	(32,468)	-21.8%

Salaries and Wages

- Salary and wage expense savings are attributed to a previous FTE vacancy and lower payroll allocations from SunLine Transit Agency.

Fringe Benefits

- Fringe benefit expenses are within an acceptable range of the budget.

Services

- The positive balance in services is primarily attributed to lower than anticipated legal fees.

Supplies and Materials

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

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

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

Miscellaneous

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

SunLine Regulatory Administration
Budget Variance Report
July 2021

Description	FY21 Total Budget	Current Month			Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY21 FYTD Budget	Positive (Negative)	Percentage Remaining
Revenues:								
Revenue Fines	1,500	300	125	175	300	125	175	80.0%
New Driver Permit Revenue	750	-	63	(63)	-	63	(63)	100.0%
Taxi Business Permit	96,000	8,000	8,000	-	8,000	8,000	-	91.7%
Driver Transfer Revenue	250	475	21	454	475	21	454	-90.0%
Driver Renewal Revenue	1,000	75	83	(8)	75	83	(8)	92.5%
Driver Permit Reinstatement/Replacement	50	-	4	(4)	-	4	(4)	100.0%
Vehicle Permit Revenue	73,620	5,829	6,135	(306)	5,829	6,135	(306)	92.1%
Other Revenue	500	-	42	(42)	-	42	(42)	100.0%
Operator Application Fee	1,500	-	125	(125)	-	125	(125)	100.0%
Total Revenue	175,170	14,679	14,598	82	14,679	14,598	82	91.6%
Expenses:								
Salaries and Wages	54,367	5,934	4,531	(1,404)	5,934	4,531	(1,404)	89.1%
Fringe Benefits	46,865	7,842	3,905	(3,937)	7,842	3,905	(3,937)	83.3%
Services	52,015	369	4,335	3,965	369	4,335	3,965	99.3%
Supplies and Materials	4,193	69	349	280	69	349	280	98.4%
Utilities	5,416	451	451	0	451	451	0	91.7%
Casualty and Liability	5,489	457	457	(0)	457	457	(0)	91.7%
Taxes and Fees	100	-	8	8	-	8	8	100.0%
Miscellaneous	6,725	63	560	498	63	560	498	99.1%
Total Expenses	175,170	15,186	14,598	(589)	15,186	14,598	(589)	91.3%
Total Operating Surplus (Deficit)	\$ -	\$ (507)			\$ (507)			

Budget Variance Analysis - SunLine Regulatory Administration

Revenue

- The positive variance in revenue is within an acceptable range of the budget.
- As of FYTD22, there is a increase of 3,370 taxi trips compared to FYTD21.

Taxi Trips				
	FY21-July	FY22-July	Variance	%Δ
Trips	6,688	10,058	3,370	50.4%

Taxi Trips				
	FYTD-FY21	FYTD-FY22	Variance	%Δ
Trips	6,688	10,058	3,370	50.4%

Salaries and Wages

- The unfavorable amount in salary and wage expenses is attributed to lower expense allocation to STA for the month of July.

Fringe Benefits

- The unfavorable amount in fringe benefit expenses is attributed to lower expense allocation to STA for the month of July.

Services

- The positive balance in services is primarily attributed to legal and audit fees not yet incurred.

Supplies and Materials

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

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

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

Miscellaneous

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

SunLine Services Group**CONSENT CALENDAR**

DATE: September 29, 2021

RECEIVE & FILETO: Taxi Committee
Board of Directors

RE: Taxi Trip Data – July & August 2021

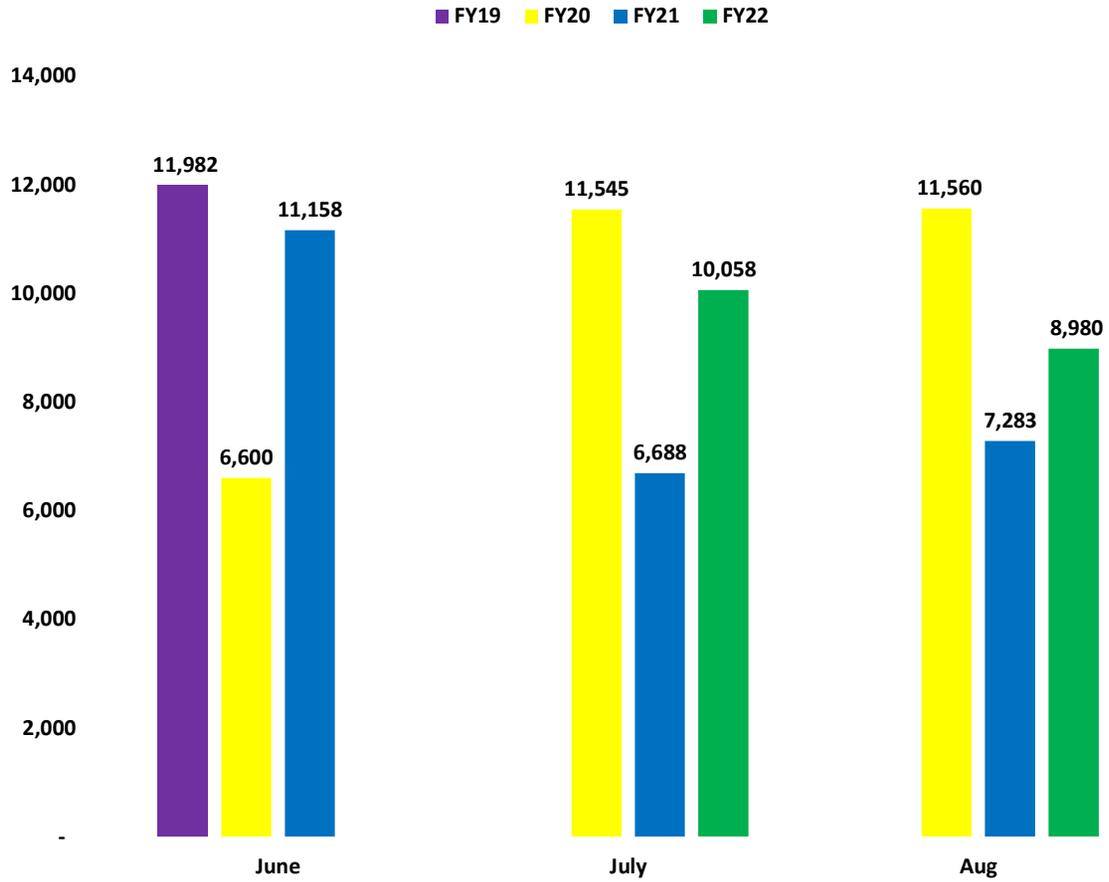
Summary:

The attached chart summarizes 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. There were 3,370 more taxi trips in July 2021 compared to July 2020 and there were 1,697 more trips in August 2021 when compared to August 2020. The increase in trips for July and August 2021 is mainly attributed to an increase in demand due to relaxed COVID-19 travel restrictions. There were 5,067 more taxi trips for FYTD22 compared to FYTD21.

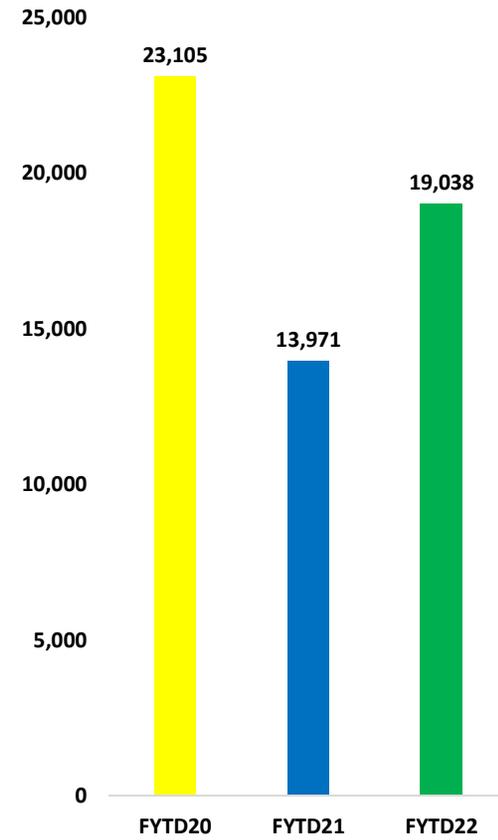
Recommendation:

Receive and file.

Taxi Trip Three (3) Month Comparison as of August 2021



FYTD No. of Taxi Trips



This chart compares taxi trips for the three (3) most recent months on the left and measures the total number of taxi trips taken year to date for fiscal years 2020, 2021, and 2022 on the right.

**SunLine Transit Agency
SunLine Services Group**

DATE: September 29, 2021 **INFORMATION**

TO: Board Operations Committee
Board of Directors

FROM: Lauren Skiver, CEO/General Manager
Eric Vail, General Counsel

RE: Implementation of Mask Requirements Through January 18, 2022

Background

This item provides information on how SunLine Transit Agency will continue to handle mask requirements. Previously, the Transportation Security Administration's (TSA) requirement for all passengers to wear a mask on planes, buses, trains, and other forms of public transportation traveling into, within, or out of the United States and in U.S. transportation hubs such as airports and stations was set to expire in September 2021. In August, TSA announced an extension of this requirement until January 18, 2022. As such, SunLine will continue to require face coverings at all facilities and on all shared and revenue vehicles through this period.

**SunLine Transit Agency
SunLine Services Group**

DATE: September 29, 2021 **ACTION**

TO: Board Operations Committee
Board of Directors

FROM: Eric Vail, General Counsel
Lauren Skiver, CEO/General Manager

RE: Review Declaration of Emergency by the Board of Directors

Recommendation

Recommend that the Board of Directors review the declaration of emergency set forth in Board approved Resolution No. 0775 and extend it through December 1, 2021.

Background

At the March 25, 2020 Board of Directors meeting, in response to the COVID-19 health emergency that federal, state and local governments are all addressing, SunLine Transit Agency and SunLine Services Group proclaimed an emergency situation as outlined in Resolution No. 0775 (attached). Over the last eighteen months, the Board has continuously evaluated the resolution and made decisions regarding the need to extend the declaration. The Board's last action extended the declaration through September 30, 2021.

Since then, the COVID-19 Delta variant has caused spikes in cases and hospitalizations on a local and national level. In addition, on September 9th President Biden announced that his administration was aggressively pursuing mandatory vaccination requirements for federal employees as reflected in his executive order of the same day. The President also stated that the Federal Occupational Safety and Health Administration (FOSHA) would be issuing an Emergency Temporary Standard (ETS) mandating businesses with 100 or more employees to require vaccination or weekly testing of employees. It is expected that FOSHA will issue the ETS within the next 30 days. It is not clear at this time whether "businesses" will include local governmental agencies. It is also not clear whether Cal/OSHA will issue its own ETS that may be broader in application than that issued by FOSHA.

Staff's recommendation is to continue the declaration of emergency through the December Board meeting, December 1, 2021, and reevaluate at that time. SunLine staff are still planning for the October 27, 2021 Board meeting to be a hybrid model with participation in the Agency's Board Room.

Financial Impact

There is no financial impact to keep the resolution in place. The potential impact of a new ETS regarding mandatory vaccinations issued by FOSHA or Cal/OSHA is not yet known.

Attachment:

- [Item 11a](#) – Resolution No. 0775

SUNLINE TRANSIT AGENCY

RESOLUTION NO. 0775

A JOINT RESOLUTION OF THE SUNLINE TRANSIT AGENCY BOARD OF DIRECTORS AND SUNLINE SERVICES GROUP BOARD OF DIRECTORS PROCLAIMING THE EXISTENCE OF AN EMERGENCY SITUATION AND LOCAL EMERGENCY DUE TO THE WORLDWIDE SPREAD OF COVID-19

WHEREAS, California Government Code (“CGC”) Section 54956.5 authorizes the SunLine Transit Agency Board of Directors and SunLine Services Group Board of Directors (collectively referenced to hereinafter as “SunLine”) to hold emergency meetings on shortened notice to address emergency situations as determined by a majority of the Board of Directors; and,

WHEREAS, California Government Code Section 54954.2 authorizes the Board of Directors to take actions not listed on the agenda, where deemed necessary by a majority of the Board of Directors to address emergency situations; and,

WHEREAS, from January 2020 through March 2020, COVID-19 spread throughout the world, with over 156,000 confirmed cases of individuals contracting COVID-19, and approximately 6,000 confirmed cases of individuals dying from COVID-19; and,

WHEREAS, on March 4, 2020, Governor Newsom of the State of California declared a State of Emergency in response to the COVID-19 (Corona Virus Disease 19); and,

WHEREAS, on March 10, 2020, the Board of Supervisors of the County of Riverside proclaimed the existence of a local emergency for all of Riverside County in response to the outbreak of the COVID-19 in California and in Riverside County; and,

WHEREAS, on March 11, 2020 the World Health Organization (WHO) publicly characterized COVID-19 as a pandemic; and,

WHEREAS, on March 11, 2020 the President of the United States imposed certain travel bans and limitations in response to COVID-19; and

WHEREAS, on March 12, 2020 Governor Newsom of the State of California issued Executive Order N-25-20, superseded by Executive Order N-29-20 on March 18, 2020, in a further effort to confront and contain COVID-19 that among other things suspended certain provision of the Ralph M. Brown Act providing local agencies with greater flexibility to hold meetings via teleconferencing; and,

WHEREAS, on March 13, 2020, the Centers for Disease Control and Prevention (“CDC”) had confirmed 2,726, cases of COVID-19 in the United States, with 55 cases resulting in death, within the United States, including California; and,

WHEREAS, on March 13, 2020, the President of the United declared a National Emergency due to the continue spread and the effects of COVID-19; and,

WHEREAS, the State of California and numerous Counties, School Districts and other local governmental agencies as well as private entities have announced the cancellation or postponement of all events where social distancing cannot be reasonably achieved; and,

WHEREAS, on March 13, 2020 Dr. Cameron Kaiser, Public Health Officer of the County of Riverside closed all Riverside County public Schools, regular classes, and school activities from March 16 through April 3, 2020; and,

WHEREAS, in response to the COVID-19 pandemic SunLine reasonably anticipates that SunLine will be required to utilize physical, personnel, and financial resources of SunLine and to take action to limit the spread of COVID-19 within the territorial jurisdiction of SunLine in order to provide for the safety of persons served by SunLine, and to provide continuity of essential services provided by SunLine; and,

WHEREAS, SunLine is actively providing support to those impacted by COVID-19 and cooperating with State, Federal and County in their response to the pandemic; and,

WHEREAS, SunLine reasonably anticipates both asking for mutual aid from, and providing mutual aid to, other communities who are addressing the spread and effects of COVID-19 which will require SunLine to utilize the physical, personnel, and financial resources of SunLine Transit Agency.

NOW, THEREFORE, BE IT RESOLVED AND HEREBY ORDERED BY THE BOARD OF DIRECTORS OF SUNLINE TRANSIT AGENCY AS FOLLOWS:

Section 1. That the above recitals are true and correct and based thereon, SunLine hereby finds that the spread of COVID-19 constitutes a situation that severely impairs the public health and safety within SunLine and constitutes conditions of extreme peril to the safety of persons and property of SunLine.

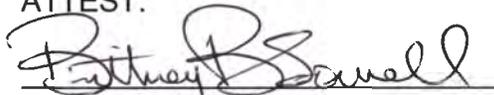
Section 2. That, as authorized in CGC Sections 8630 and 54956.5. and based on the foregoing finding, an “emergency” as defined in CGC Section 54956.5(a) and a “local emergency” as defined in CGC Section 8558(c) hereby exists within the territorial jurisdiction of SunLine and is deemed to continue to exist, and shall

be reviewed at least once every 60 days, until its termination is proclaimed by the Board of Directors.

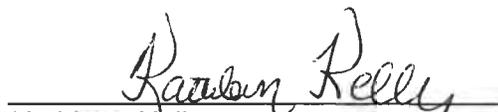
Section 3. That SunLine will utilize, to the extent reasonably feasible and appropriate, the ability to conduct its Board of Director meetings, and all committee meetings via teleconferencing and other electronic means to permit Board Members and members of the public to adopt social distancing to the greatest extent possible while still proceeding with the efficient handling of SunLine's business in compliance with California Executive Order N-29-20.

ADOPTED THIS 25th DAY OF March, 2020

ATTEST:

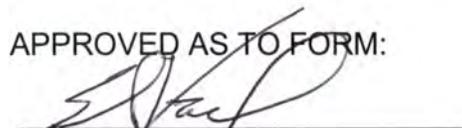


Brittney B. Sowell
Clerk of the Board
SunLine Transit Agency
SunLine Services Group



Kathleen Kelly
Chairperson of the Board
SunLine Transit Agency
SunLine Services Group

APPROVED AS TO FORM:



General Counsel
Eric Vail

STATE OF CALIFORNIA)
) ss.
COUNTY OF RIVERSIDE)

I, BRITTNEY B. SOWELL, Clerk of the Board of Directors of the SunLine Transit Agency, do hereby certify that Resolution No. 0775 was adopted at a regular meeting of the Board of Directors held on the 25th day of March, 2020, by the following vote:

AYES: 10

NOES: 0

ABSENT: 0

ABSTAIN: 0

IN WITNESS WHEREOF, I have hereunto set my hand this 25th day of March, 2020.



Brittney B. Sowell
Clerk of the Board
SunLine Transit Agency
SunLine Services Group

SunLine Transit Agency

DATE: September 29, 2021 **ACTION**

TO: Board Operations Committee
Board of Directors

FROM: Nicholas Robles, Chief of Public Affairs

RE: Youth Sustainability Advisory Committee Bylaws Approval

Recommendation

Recommend that the Board of Directors approve the bylaws for SunLine's Youth Sustainability Advisory Committee set forth in Policy No. B-250121.

Background

SunLine continuously looks for new ways to engage with riders and the Coachella Valley community regarding our service. At the special Earth Day Board meeting in April, the Agency announced that it would be forming a new committee for youth in an effort to engage local high school students around SunLine's activities. Youth participation reinforces our operations and service delivery by enhancing our commitment to equity and sustainability. The focus of the Advisory Committee will be in alignment with the long-term strategic plan and SunLine Board of Directors' vision. The purpose is to assist SunLine in implementing sustainability initiatives in fun, engaging and creative pathways.

Youth Sustainability Advisory Committee members will contribute to the implementation of initiatives and policies related to a variety of topics including zero emission technology, emissions reduction, energy conservation, air quality, and climate adaptation and resiliency.

The bylaws set out a plan for the body's advisory role to the Board and Agency, the frequency of meetings, and how members are appointed. From the initial call for applications, a total of 13 were received. Upon Board approval of the bylaws and structure, SunLine will plan to convene the students for an inaugural meeting in October.

Financial Impact

No financial impact.

Attachment:

- [Item 12a](#) – Youth Sustainability Advisory Committee Bylaws

**SunLine Transit Agency
Youth Sustainability Advisory Committee Bylaws
Policy No. B-250121**

Adopted by Board: 09/29/2021

YOUTH SUSTAINABILITY ADVISORY COMMITTEE BYLAWS

ARTICLE I – GENERAL PURPOSE, GOALS AND OBJECTIVES

SECTION 1. PURPOSE

The purpose of this document is to define the mission, roles and responsibilities, functionality and membership of SunLine's Youth Sustainability Advisory Committee.

SECTION 2. MISSION STATEMENT AND GOAL(S)

- a. Mission Statement: SunLine is committed to protecting the environment, embracing social responsibility, creating economic vitality and enhancing the quality of life for the communities we serve. SunLine's Youth Sustainability Advisory Committee will be a critical resource toward building a clean air future for the Coachella Valley. The focus and efforts will be in alignment with the long-term strategic plan and SunLine Board of Directors' vision.
- b. Goals: The goal of the Youth Sustainability Advisory Committee is to assist SunLine in developing ideas for sustainability initiatives that are fun, engaging and creative. The Committee will have a focused effort on ensuring youth in the Coachella Valley community are connected to the work happening at the Agency.

ARTICLE II – MEMBERSHIP AND TERM OF OFFICE

All members of the Committee will be selected on an application basis. Eligible youth must be between the ages of 13 and 18, who live in and/or attend school in the Coachella Valley. Appointments to the Committee will be conducted by the CEO/General Manager. New members can be appointed to fill vacancies created by the resignation of an existing member and will serve in the seat to complete the remainder of that office term. The term of office shall be for a period of one (1) year with the membership reviewed at minimum at the start of each school calendar year. There shall be no limit restricting a member to the number of terms that he or she may continuously serve as long as that member remains in good standing and is eligible based on the age range described above. The Committee will have a maximum of 15 members. During the application review and appointment process, SunLine will be trying to ensure there is representation from each member jurisdiction, where possible.

ARTICLE III – MEMBERSHIP TERMINATION

Membership will be terminated by the CEO/General Manager at the recommendation of staff for the following reasons:

- a. The member has acquired three (3) consecutive absences from regularly scheduled meetings in the twelve month period that constitutes a term year, or four (4) total absences in a twelve month period.
- b. Any serious misconduct including, but not limited to a criminal conviction, or any other conduct, whether physical, verbal or written, that constitutes discrimination based on a person's race, color, origin, sex, religion, sexual orientation, disability, age or other protected characteristic under state or federal law.
- c. Misuse of membership on the Committee for any purpose to achieve personal financial gain.

ARTICLE IV – TIME COMMITMENT

Youth Sustainability Advisory Committee meetings will be scheduled on a bi-monthly basis, with the potential for special meetings (as needed). The Youth Sustainability Advisory Committee may create subcommittees to focus on specific initiatives and projects. Subcommittee members will meet regularly and work independently as needed to complete project tasks. Sustainability Committee member participation is paramount in keeping a cohesive focus and staying on target with the implementation of initiatives throughout appropriate departments and operations. However, participation shall not interfere or take priority over regular school responsibilities. Should a schedule conflict arise that prevents meeting attendance, the Sustainability Committee member should provide advance notice to the SunLine staff liaison.

ARTICLE V – OFFICERS

SECTION 1. CHAIR

The Committee shall elect from its members a Chair who shall preside at all meetings of the Committee. The Chair shall appoint members to all subcommittees. The Chair shall also perform such other duties as may be requested from time to time by the Committee, when and for whatever period of time deemed necessary.

SECTION 2. VICE CHAIR

The Committee shall elect from its members a Vice-Chair whom in the absence or inability of the Chair to preside, shall have all of the powers and shall perform all of the duties of the Chair. The Vice-Chair shall perform such other duties from time to time as may be requested by the Committee when and for whatever period of time deemed necessary.

SECTION 3. CHAIR AS PRESIDING OFFICER

The Chair shall preside and conduct all meetings in accordance with the articles of the Brown Act of the State of California. He or she shall not be deprived of any rights and privileges of any member by reason of his or her acting as presiding officer.

The Chair shall conduct all Committee meetings in accordance with Robert's Rules of Order and is responsible to maintain order and decorum during all Committee meetings. The Chair's determination on all Points of Order is subject to the right of any Committee member to appeal the determination to the entire Committee within a period of 2 regularly scheduled meetings. In the event of an appeal, the majority decision of the Committee shall govern and conclusively determine any question of order.

When appropriate for clarification purposes or requested by a member, the Chair shall restate each motion immediately following its introduction. In situations where extensive discussion or debate occurs following introduction of a motion, or when an amendment(s) has been made to a motion, the Chair, or his or her designee, shall restate each motion immediately prior to calling for the vote. Following the vote, the Chair shall announce whether the motion carried or was defeated.

SECTION 4. ELECTION OF CHAIR AND VICE-CHAIR

- a. During the scheduled Committee meeting in September of each year, and at any time when there is a vacancy in the office of Chair or Vice-Chair, the Committee shall appoint a Chair and Vice-Chair. The appointments shall be for the period of one term year or for the remainder of the existing term year, should the election be held to fill an existing vacancy within that term year.
- b. The Chair and Vice-Chair shall serve at the direction of the Committee and may be removed by a majority vote of the appointed Committee members.
- c. Should the Committee member's fail to elect a Chair and/or Vice-Chair, then the existing Chair or Vice-Chair shall continue in that position until such time as the Committee does elect a successor to that position.
- d. If both the Chair and Vice-Chair are absent from any regularly scheduled meeting or are for any reason are unable to act as the presiding officer, the meeting shall be called to order by SunLine staff and the first order of business shall be for the staff to call a temporary presiding officer to be selected from the Committee members present for the remainder of the meeting.

SECTION 5. STAFF SUPPORT

The CEO/General Manager shall designate staff to serve as Committee liaisons who will be responsible for preparing meeting notices, agendas, minutes and other materials as required.

ARTICLE VI – MEETINGS

SECTION 1. GENERAL

All meetings of the Committee shall be open and accessible to the public, in accordance with the Brown Act of the State of California.

SECTION 2. QUORUM/REGULAR BUSINESS:

A majority of the appointed members of the Committee shall constitute a quorum for the purposes of conducting business.

For example: If there are no vacancies on the Committee, eight (8) members would constitute the majority of the 15 member Committee. If three (3) vacancies existed on the Committee, seven (7) members would constitute the majority of the 12 member Committee.

SECTION 3. ACTIONS

All actions of the Committee shall be by motion passed by a majority of the voting members present at a meeting

SECTION 4. REGULAR MEETING

Regular scheduled meetings of the Committee shall be held bi-monthly at a date and time determined by the Committee.

As the need exists, the Committee may meet at other times by holding special meetings as allowed for under the Brown Act. There will be no regularly scheduled meetings held during the months of July and August.

SECTION 5. ADJOURNMENT

The Committee may adjourn any meeting to a time and place specified in the motion or order of adjournment. Any regular or adjourned regular meeting of the Committee may be adjourned to a time and place specified in the order of adjournment of that meeting, but not beyond the next regular meeting.

ARTICLE VII – AGENDAS, MINUTES

SECTION 1. AGENDA

SunLine staff shall prepare an agenda in coordination with the Committee Chair and Vice-Chair. SunLine staff shall be responsible for distributing and posting the final agenda and preparing or compiling the associated agenda materials for each meeting. Agenda materials shall be distributed to Committee members by U.S. mail or e-mail preferably one (1) week prior to each regularly scheduled meeting, but in no case shall agendas be mailed so as to be received later than seventy-two (72) hours prior to a

regularly scheduled meeting.

SECTION 2. MINUTES

Minutes of each Committee meeting shall be prepared by SunLine staff and distributed to Committee members together with the agenda materials for the next regularly scheduled meeting.

SECTION 3. AGENDA/ORDER OF BUSINESS

The agenda shall be posted in compliance with the Brown Act of the State of California. The business of each regular scheduled meeting of the Committee shall be transacted, as far as possible, in the following order.

1. Check for quorum by the Chair
2. Approval of the Agenda
3. Approval or correction of the minutes of the previously scheduled regular meeting
4. Comments from the public on items not on the agenda - All comments from the public will be accepted and addressed according to published policy and procedures.
5. Receipt of Committee correspondence
6. Reports of Subcommittees
7. Reports of SunLine staff
8. Unfinished business
9. New business
10. SunLine Transit Agency business matters
11. Adjournment

ARTICLE VIII – AMENDMENTS

These bylaws may be amended by a majority vote of those Committee members present at any regular scheduled meeting provided that a copy of the proposed amendment has been mailed to each Committee member in advance of the time the proposed amendment is to be voted upon. The bylaws shall be reviewed every three (3) years or as necessary for possible updating and amending. The SunLine Board of Directors must ratify all amendments.

SunLine Transit Agency

DATE: September 29, 2021 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: Rudy Le Flore, Chief Project Consultant

RE: Approve the Design-Build Product Delivery Method for the Development and Deployment of Liquid Hydrogen Refueling Infrastructure Project

Recommendation

Recommend that the Board of Directors approve the Design-Build Product Delivery Method for the liquid hydrogen fueling station project, which will reduce the project delivery time by allowing design and construction work to occur concurrently.

Background

On February 22, 2021, the California Energy Commission announced the award of a competitive grant for a Zero-Emission Transit Fleet Infrastructure Deployment to SunLine Transit Agency in the amount of \$4.9 million. The grant was awarded for the Development and Deployment of Liquid Hydrogen Refueling Infrastructure (LH2) project at SunLine Transit Agency to meet the demands of the Agency and provide resiliency in the hydrogen fueling program.

The SunLine Board of Directors approved this project and staff has programmed the funding for this new hydrogen station in the FY22 Short Range Transit Plan.

The most expeditious way to commence the construction of the LH2 project is to employ the Design-Build Project Delivery Method authorized by Public Contract Code § 22160. This section of the public contract code requires approval of the Agency's governing body. This delivery method allows for the construction of the LH2 project to occur concurrently with the completion of the design. This reduces the overall time for the delivery of the project.

All contracts in connection with this LH2 project exceeding the CEO/General Manager's authority will be presented to the Board of Directors for approval.

Financial Impact

There is no financial impact as a result of the approval of this board item.

**SunLine Transit Agency
SunLine Services Group**

DATE: September 29, 2021 **ACTION**

TO: Board of Directors

FROM: Kathleen Kelly, Board Member – Legal Services Ad Hoc Committee

RE: Contract for Agency Legal Services

Recommendation

Recommend that the Board of Directors delegate authority to the CEO/General Manager to negotiate and execute a one (1) year contract with four (4) one-year option periods for a total amount not to exceed \$1,600,000 with Burke, Williams & Sorensen, LLP for legal services related to SunLine Transit Agency (STA) and SunLine Services Group (SSG).

Background

Following approval by the Board of Directors, SunLine issued a Request for Proposals regarding legal services on July 19, 2021. The procurement was publicly advertised in a newspaper of general circulation and a notice was posted on the Agency's website. On August 9, 2021, seven (7) proposals in total were received. A four (4) member Ad Hoc Committee was formed at the start of the solicitation process and independently reviewed the submitted proposals utilizing the evaluation criteria found in the RFP. The Ad Hoc Committee was involved in reviewing the proposals, developing the scoring and, ultimately, interviewing firms. From the seven (7) submitted proposals, three (3) firms were subsequently selected to participate in final interviews.

Following a detailed review of the proposals and after conducting interviews, the Ad Hoc Committee unanimously determined that a one (1) year contract with four (4) one-year option periods should be awarded to Burke, Williams & Sorensen, LLP. The final pricing provided by Burke, Williams & Sorensen, LLP was determined to be fair and reasonable based on a price analysis and adequate price competition. Any future decisions to exercise the option years would come to the Board of Directors for approval.

As incumbent General Counsel, Burke, Williams & Sorensen, LLP have valuable knowledge about pending matters, and no other firm showed superior ability warranting a change. The one-year contract is recommended to support improved communication about fronts where services can be improved. The Ad Hoc Legal Services Committee will remain available to assist the CEO/General Manager in that process, if needed.

Financial Impact

The estimated financial impact of \$1,600,000 over five (5) years will be included in the yearly operating budget for each fiscal year.

SunLine Transit Agency**DATE: September 29, 2021****ACTION****TO: Board of Directors****FROM: Brittney B. Sowell, Chief of Staff****RE: Amendment to Contract for Alvarez & Marsal LLC**

Recommendation

Recommend that the Board of Directors delegate authority to the CEO/General Manager to negotiate and execute an amendment to the contract with Alvarez & Marsal Public Sector Services LLC (A&M) in the amount not to exceed \$200,000.

Background

Alvarez & Marsal was initially contracted under the CEO/General Manager's authority for a four (4) week assessment of SunLine's Finance Department to provide consulting services. The amendment will allow A&M to further assist SunLine to identify and implement best industry practices. During the initial phase of A&M's contracted work, all interactions with SunLine were done remotely. An amendment to the contract for additional work would likely necessitate for the firm to be on-site for at least a portion of the project.

Financial Impact

The financial impact of \$200,000 will be made available by re-allocating funds in this fiscal year's operating budget.