



SunLine Transit Agency/
 SunLine Services Group
 October 26, 2022
 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 Government Code section 54953(e), 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/88999759625>

Meeting ID: 889 9975 9625

Teleconference Dial In
 888-475-4499 (Toll Free)
 Conference Number: 889 9975 9625

One tap mobile
 +16699009128,,88999759625#

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: public comment requests may be submitted via email to the Clerk of the Board at clerkoftheboard@sunline.org prior to October 25, 2022 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. Those who have submitted a request to speak by the deadline above will be recognized first, then anyone else who wishes to speak will be provided an opportunity to make public comment. If you send written comments, your comments will be made part of the official record of the proceedings and read into the record if they are received by the deadline above.

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) **Ridership Report**

(Staff: Rohan Kuruppu, Chief Planning Consultant)

(PAGE 5-9)

5. **FINALIZATION OF AGENDA**

6. **APPROVAL OF MINUTES**

APPROVE

a) **September 28, 2022 Joint Board Meeting**

(PAGE 10-13)

7. **PUBLIC COMMENTS**

RECEIVE COMMENTS

NON AGENDA ITEMS

Members of the public may address the Board regarding any item within the subject matter jurisdiction of the Board; however, no action may be taken on off-agenda items unless authorized. Comments shall be limited to matters not listed on the agenda. Members of the public may comment on any matter listed on the agenda at the time that the Board considers that matter. Each person's presentation is limited to a maximum of three (3) minutes.

8. **BOARD MEMBER COMMENTS**

RECEIVE COMMENTS

ITEM

RECOMMENDATION

9. CONSENT CALENDAR

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

RECEIVE & FILE

- 9a) Checks \$1,000 and Over Report for August 2022 (PAGE 14-18)
- 9b) Credit Card Statement for August 2022 (PAGE 19-25)
- 9c) Monthly Budget Variance Report for August 2022 (PAGE 26-30)
- 9d) Contracts Signed in Excess of \$25,000 for September 2022 (PAGE 31-32)
- 9e) Union & Non-Union Pension Investment Asset Summary August 2022 (PAGE 33-44)
- 9f) Ridership Report for September 2022 (PAGE 45-48)
- 9g) SunDial Operational Notes for September 2022 (PAGE 49-51)
- 9h) Metrics for September 2022 (PAGE 52-73)
- 9i) Quarterly Capital Projects Update for 3rd Quarter Calendar Year 2022 (PAGE 74-78)
- 9j) Board Member Attendance for September 2022 (PAGE 79-80)
- 9k) SSG/SRA Checks \$1,000 and Over Report for August 2022 (PAGE 81-82)
- 9l) SSG Monthly Budget Variance Report for August 2022 (PAGE 83-85)
- 9m) Taxi Trip Data – September 2022 (PAGE 86-87)

APPROVE

- 9n) Adoption of Resolution to Continue Teleconferencing Meetings (PAGE 88-93)
- 9o) Review Declaration of Emergency by the Board of Directors (PAGE 94-98)

10. APPROVAL OF BOARD MEETING DATES FOR CALENDAR YEAR 2023

(Dana Reed, Chair of Board Operations Committee;
Staff: Edith Hernandez, Clerk of the Board /Special Assistant to the CEO)

APPROVE
(PAGE 99-100)

11. GENERAL COUNSEL’S REPORT

12. CEO/GENERAL MANAGER’S REPORT

ITEM

RECOMMENDATION

13. CLOSED SESSION

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

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

One (1) matter

Dana Bates v. SunLine Transit 22-162376

14. NEXT MEETING DATE

December 7, 2022 at 12 p.m.

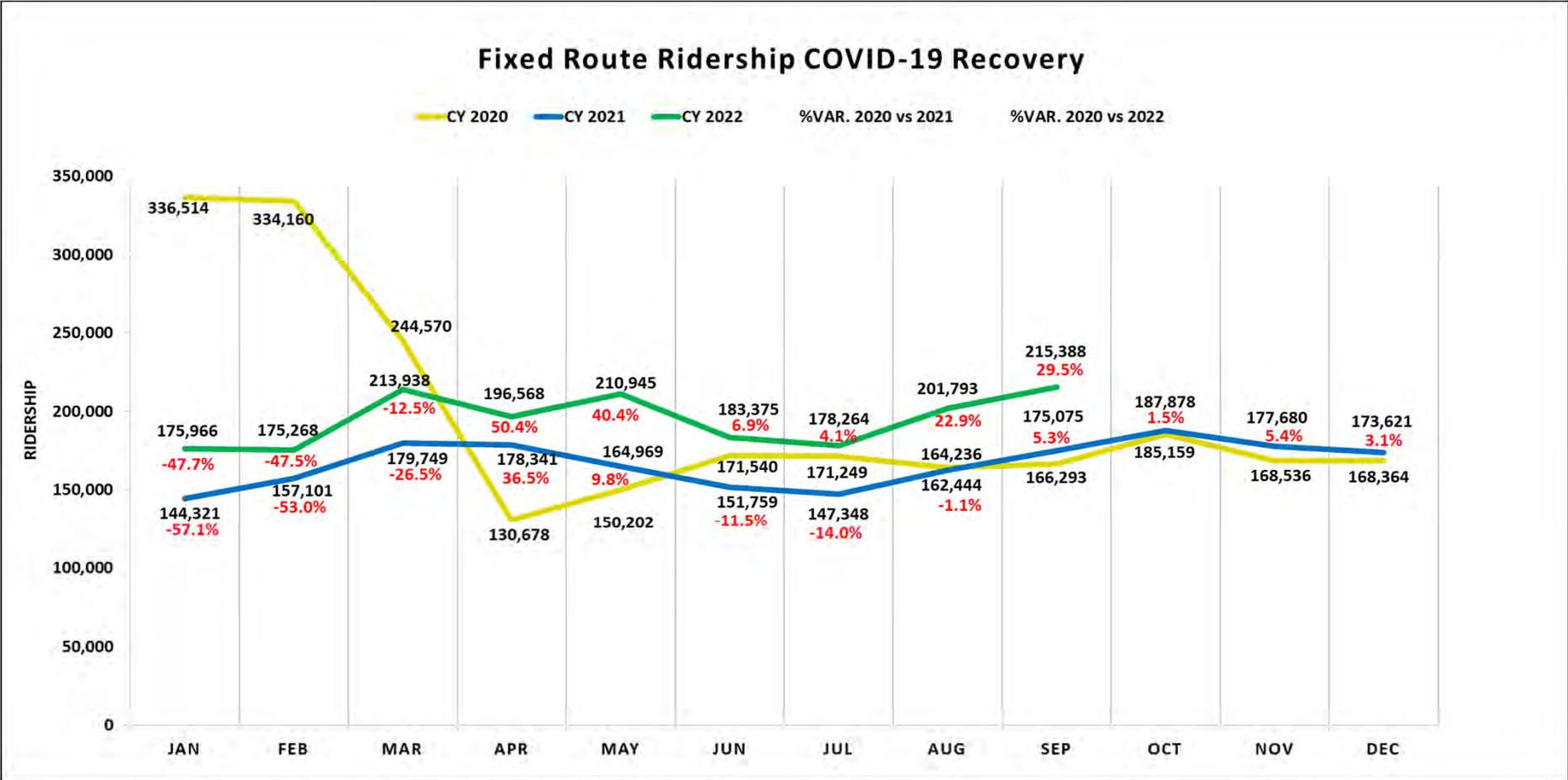
15. ADJOURN



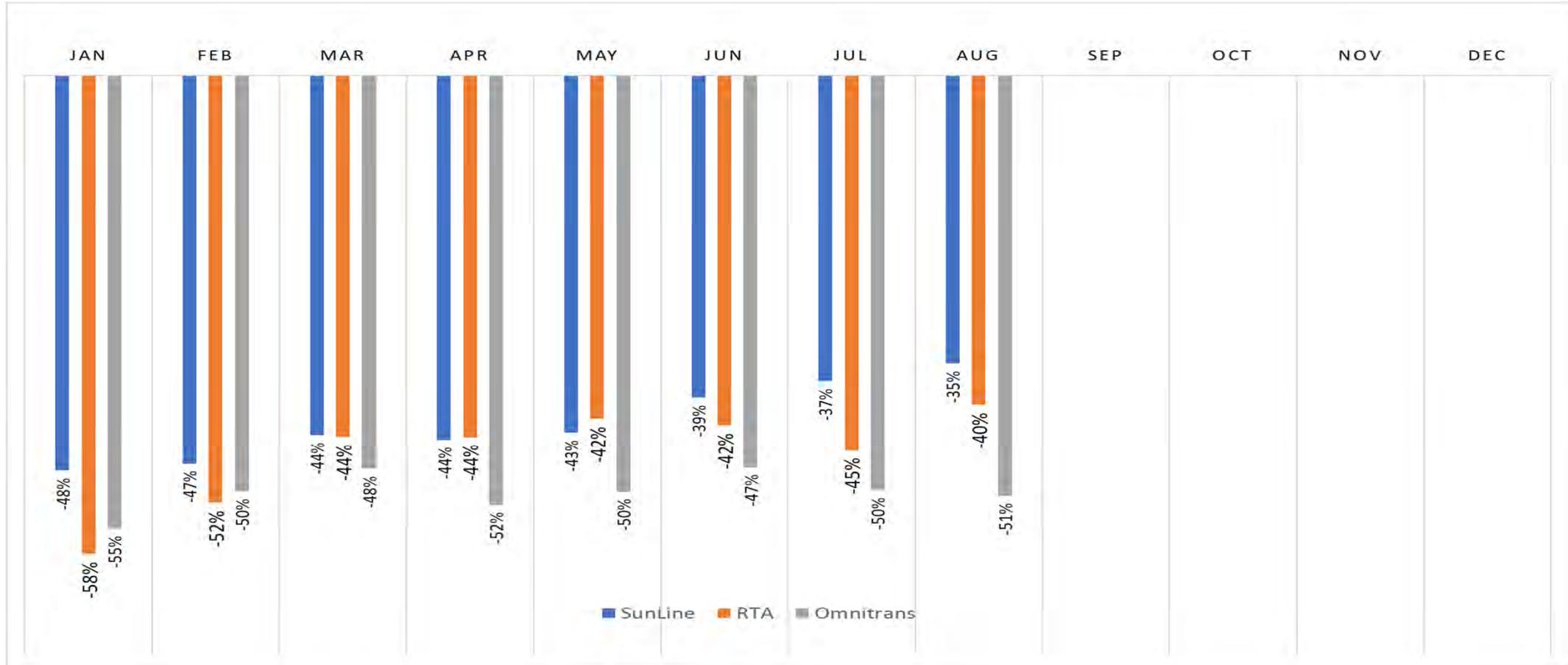
SunLine
Re*fueled*
DRIVING THE FUTURE OF TRANSIT

RIDERSHIP REPORT

Ridership



Peer Ridership Comparison CY19 v CY22



Challenges Ahead

1. Hiring and retaining coach operators, mechanics and staff
 - English language training
 - Lower the hiring age
2. Succession planning
3. Inflation/supply chain
4. Ridership recovery

Thank You

SunLine
Refueled
DRIVING THE FUTURE OF TRANSIT

Questions?



MINUTES

Joint SunLine Transit Agency/SunLine Services Group Board of Directors Meeting September 28, 2022

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, September 28, 2022 via Zoom videoconference, pursuant to California Government Code section 54953(e).

1. CALL TO ORDER

The meeting was called to order at 12:04 p.m. by Chairperson Glenn Miller.

2. FLAG SALUTE

Board Member Betts 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
Nancy Ross, SunLine Agency Board Member, City of Cathedral City*
Russell Betts, SunLine Agency Board Member, City of Desert Hot Springs
Dana Reed, 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

**Joined the meeting after it was called to order.*

Members Absent:

Denise Delgado, SunLine Agency Board Member, City of Coachella

4. PRESENTATIONS

None

5. FINALIZATION OF AGENDA

No changes to the agenda.

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
BOARD OF DIRECTORS MEETING - MINUTES
SEPTEMBER 28, 2022**

6. APPROVAL OF MINUTES FOR THE JOINT STA/SSG JULY 27, 2022 BOARD MEETING

Board Member Townsend moved to approve the minutes of the July 27, 2022 Joint STA/SSG Board meeting. The motion was seconded by Board Member Reed. The motion was approved by a unanimous vote of 7 yes; 0 no; 1 abstain

7. PUBLIC COMMENTS

Three (3) public comments were made by:

- Anthony Garcia
- Joey Raeck
- Paula

One (1) written comment was read by Ms. Hernandez from Ms. April Martinez.

8. BOARD MEMBER COMMENTS

None

9. CONSENT CALENDAR

Board Vice-Chair Middleton moved to approve the consent calendar. The motion was seconded by Board Member Betts. The motion was approved by a unanimous vote of 8 yes; 0 no; 0 abstain

10. CONTRACT EXTENSION FOR RENEWABLE NATURAL GAS & MANAGEMENT OF FEDERAL/STATE FUEL CREDITS

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

One (1) public comment was made by:

- Anthony Garcia

Following public comment, SunLine Transit Agency Board Member Kelly moved to approve the Contract Extension for Renewable Natural Gas & Management of Federal/State Fuel Credits. The motion was approved by a unanimous vote of 8 yes; 0 no; 0 abstain

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
BOARD OF DIRECTORS MEETING - MINUTES
SEPTEMBER 28, 2022**

11. REFURBISH CNG BUSES

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

One (1) public comment was made by:

- Anthony Garcia

Board Member comments were made by:

- Board Member Alternate Peña, City of La Quinta

Following public comment and Board Member comment, SunLine Transit Agency Board Member Kelly moved to approve Refurbish CNG Buses. The motion was approved by a unanimous vote of 8 yes; 0 no; 0 abstain

12. REVISIONS TO CHECK POLICY NO. B-030403

Board Operations Committee Chair Reed reported that this item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Member Reed moved to approve the Revisions to Check Policy No. B-030403. The motion was approved by a unanimous vote of 8 yes; 0 no; 0 abstain

13. REVISIONS TO PROCUREMENT POLICY NO. B-160501

Board Operations Committee Chair Reed reported that this item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Member Reed moved to approve the Revisions to Procurement Policy No. B-160501. The motion was approved by a unanimous vote of 8 yes; 0 no; 0 abstain

14. APPROVAL OF REVOLVING FUND AND STATE OF GOOD REPAIR FUND POLICY NO. B-180122

Board Operations Committee Chair Reed reported that this item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Member Reed moved to approve the Revolving Fund and State of Good Repair Fund Policy No. B-180122. The motion was approved by a unanimous vote of 8 yes; 0 no; 0 abstain

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
BOARD OF DIRECTORS MEETING - MINUTES
SEPTEMBER 28, 2022**

15. GENERAL COUNSEL'S REPORT

General Counsel, Eric Vail, provided a brief oral report.

Board Member comments were made by:

- Board Chair Miller, City of Indio
- Board Member Betts, City of Desert Hot Springs

**Board Member Ross joined the meeting at 12:34 pm.*

16. CEO/GENERAL MANAGER'S REPORT

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

17. CLOSED SESSION

a) **CONFERENCE WITH LABOR NEGOTIATORS**

Pursuant to Government Code section 54957.6

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

Employee organizations: Amalgamated Transit Union Local 1277

- a) Board Chair Miller reported that there was no reportable action taken.

18. NEXT MEETING DATE

October 26, 2022 at 12 p.m.

19. ADJOURN

The SunLine Services Group and SunLine Transit Agency meeting concurrently adjourned at 1:11 p.m.

Respectfully Submitted,

Edith Hernandez
Clerk of the Board

A recording of the September 28, 2022 Board proceedings is available [here](#).

SunLine Transit Agency

CONSENT CALENDAR

DATE: October 26, 2022

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Checks \$1,000 and Over Report August 2022

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.

Recommendation:

Receive and file.

**SunLine Transit Agency
Checks \$1,000 and Over
August 2022**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
CALPERS	Group Health Premiums	690448	08/24/2022	324,679.80
PERMA - INSURANCE	General Liability Premium	690356	08/11/2022	276,002.65
ANEW RNG, LLC	Utilities	690520	08/31/2022	120,305.72
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	690308	08/04/2022	116,544.30
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	690511	08/24/2022	116,148.88
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	690428	08/17/2022	115,449.25
IMPERIAL IRRIGATION DIST	Utilities	690471	08/24/2022	112,118.79
SO CAL GAS CO.	Utilities	690503	08/24/2022	61,769.84
HEPTAGON SEVEN CONSULTING, INC.	WIP-Ramon Road Land Acquisition Project Acct #2006	690272	08/04/2022	42,654.26
ATKINSON, ANDELSON, LOYA RUUD AND ROMO	Legal Service	690245	08/04/2022	31,929.77
MUTUAL OF OMAHA INSURANCE COMPANY	Supplement Benefits LTD/STD/LIFE Ins Prem	690481	08/24/2022	28,578.23
IMPERIAL IRRIGATION DIST	Utilities	690398	08/17/2022	25,078.33
THE KOPPELMAN LAW FIRM, A PROFESSIONAL	Insurance Loss	690303	08/04/2022	24,999.99
MICHELIN NORTH AMERICA, INC.	Lease Tires Services	690282	08/04/2022	24,123.65
BURKE, WILLIAMS & SORENSEN, LLP	Legal Service	690447	08/24/2022	20,593.78
THE LEFLORE GROUP LLC	Projects Consultant	690294	08/04/2022	20,196.00
WSP USA INC.	TDM & Vanpool Program	690433	08/17/2022	19,082.42
IMPERIAL IRRIGATION DIST	Utilities	690344	08/11/2022	18,037.39
RESONATE AND THRIVE ASSOCIATES, LLC	Consulting-General	690279	08/04/2022	17,750.00
ROBERT HALF	Temporary Help	690361	08/11/2022	16,911.59
GLORIA G. SALAZAR	Consulting	690341	08/11/2022	16,690.88
ROBERT HALF	Temporary Help	690292	08/04/2022	16,511.13
NFI PARTS	Inventory Repair Parts	690237	08/04/2022	16,266.03
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	690499	08/24/2022	16,168.50
ROBERT HALF	Temporary Help	690497	08/24/2022	15,199.05
RECARO NORTH AMERICA, INC.	Inventory Repair Parts	690494	08/24/2022	14,966.45
UNITED SECURITY SERVICES	Security Guard Services	690379	08/17/2022	14,371.88
ROBERT HALF	Temporary Help	690546	08/31/2022	13,815.00
NFI PARTS	Inventory Repair Parts	690438	08/24/2022	13,570.87
COACHELLA VALLEY TAXI	SunRide Ride Share Expenses	690476	08/24/2022	13,515.34
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	690515	08/24/2022	13,332.00
OLD GREEN HOUSE LLC	Planning Consultant	690414	08/17/2022	12,876.00
NAPA AUTO PARTS	Inventory Repair Parts	690482	08/24/2022	12,460.07
UNUM	Group Dental & Vision Premiums	690423	08/17/2022	12,173.61
ROBERT HALF	Temporary Help	690413	08/17/2022	11,838.60
VERIZON WIRELESS	Wireless Telephone Service	690312	08/04/2022	11,660.14
ANDREA CARTER & ASSOCIATES	Marketing & Communication Services	690378	08/17/2022	11,150.00
KL2 CONNECTS LLC	Contract Services - General	690475	08/24/2022	10,050.00
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	690362	08/11/2022	9,554.48

**SunLine Transit Agency
Checks \$1,000 and Over
August 2022**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
DYNAMIC BUILDING MAINTENANCE INC	Janitorial Services	690390	08/17/2022	9,240.00
TOWNSEND PUBLIC AFFAIRS, INC	Consulting-General	690305	08/04/2022	9,000.00
ROMAINE ELECTRIC CORP.	Inventory Repair Parts	690293	08/04/2022	8,905.54
DECALS BY DESIGN, INC.	Decals-Fixed Route	690335	08/11/2022	8,308.44
MOTOR COACH INDUSTRIES, INC.	Bus lease	690404	08/17/2022	8,081.25
MOTOR COACH INDUSTRIES, INC.	Bus lease	690539	08/31/2022	8,081.25
US BANK VOYAGER FLEET SYSTEMS	Unleaded/Diesel Fuel	690430	08/17/2022	7,787.02
TEC EQUIPMENT, INC.	Inventory Repair Parts	690367	08/11/2022	7,748.00
CASTRO CUSTOM PAINTINGS	WIP-Perch Benches for City of Palm Springs Project Acct #2216	690452	08/24/2022	7,601.76
NFI PARTS	Inventory Repair Parts	690317	08/11/2022	7,335.50
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	690489	08/24/2022	7,284.43
INLAND EMPIRE COLLISION	Repair Claims	690302	08/04/2022	6,672.00
CM WASH EQUIPMENT	WIP-Pressure Washer Stops & Zones Project Acct #2207	690253	08/04/2022	6,161.36
FRANKLIN TRUCK PARTS, INC	Inventory Repair Parts	690266	08/04/2022	6,020.06
JACKSON LEWIS P.C.	Insurance Loss	690474	08/24/2022	5,951.70
NFI PARTS	Inventory Repair Parts	690518	08/31/2022	5,904.95
AMALGAMATED TRANSIT UNION	Union Dues	690377	08/17/2022	5,898.28
AMALGAMATED TRANSIT UNION	Union Dues	690442	08/24/2022	5,821.94
SPECIALTY FIELD SERVICE, INC.	Outside Repair-Fixed Route	690504	08/24/2022	5,550.00
ZEN AND THE ART OF CLEAN ENERGY SOLUTIONS	Consulting-General	690314	08/04/2022	5,325.00
NFI PARTS	Inventory Repair Parts	690376	08/17/2022	5,200.92
PLAZA TOWING, INC.	Towing Service	690545	08/31/2022	5,075.00
HYDROGEN FUEL CELL BUS COUNCIL	Membership & Subscriptions	690469	08/24/2022	4,816.60
MSC INDUSTRIAL SUPPLY CO	WIP-Rolling Cantilever Ladder Project Acct #2207	690480	08/24/2022	4,732.10
TOWNSEND PUBLIC AFFAIRS, INC	Consulting-General	690368	08/11/2022	4,500.00
TPX COMMUNICATIONS	Communication Service	690509	08/24/2022	4,220.37
SC FUELS	Lubricants- Oil	690418	08/17/2022	4,084.54
OPW FUELING COMPONENTS	Inventory Repair Parts	690541	08/31/2022	4,083.34
PALM SPRINGS CITY OF	Insurance Loss	690285	08/04/2022	3,788.05
ACE REAL TIME SOLUTIONS	Office Equipment Maintenance	690287	08/04/2022	3,648.00
SO CAL GAS CO.	Utilities	690420	08/17/2022	3,643.83
GRAINGER	Inventory Repair Parts	690271	08/04/2022	3,594.60
CHARTER COMMUNICATIONS	Utilities	690365	08/11/2022	3,547.46
SC FUELS	Lubricants- Oil	690501	08/24/2022	3,434.87
PALM SPRINGS MOTORS, INC.	Paratransit Repair Parts	690542	08/31/2022	3,430.97
COACHELLA VALLEY TAXI	SunRide Ride Share Expenses	690402	08/17/2022	3,394.22
FONTANA RADIATOR SERVICE, INC.	Inventory Repair Parts	690464	08/24/2022	3,377.31
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	690436	08/17/2022	3,309.12
RIDECO US INC	SunRide Ride Share Expenses	690495	08/24/2022	3,298.15

**SunLine Transit Agency
Checks \$1,000 and Over
August 2022**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
PERMA - INSURANCE	Insurance Loss	690543	08/31/2022	3,182.81
GENFARE, LLC	Inventory Repair Parts	690505	08/24/2022	3,036.83
AMERICAN MOVING PARTS	Inventory Repair Parts	690443	08/24/2022	2,907.59
ISABELLA A. AMADEO	Consulting-General	690473	08/24/2022	2,887.50
BROADLUX, INC.	Contract Services – H2	690381	08/17/2022	2,733.54
ZEN AND THE ART OF CLEAN ENERGY SOLUTIONS	WIP- Services for the Liquid H2 Station Project Acct #2214	690375	08/11/2022	2,633.99
COMMUNITY TRANSPORTATION ASSOCIATION	Membership & Subscriptions	690385	08/17/2022	2,600.00
IMPERIAL IRRIGATION DIST	Utilities	690529	08/31/2022	2,585.74
VERONICA MANZO STUMPF	WIP-Consultant TAM Software Project Acct #1512-01	690554	08/31/2022	2,550.00
DS AIR	Materials & Supplies	690451	08/24/2022	2,499.64
HOME DEPOT CREDIT SERVICES	Facility Maintenance	690468	08/24/2022	2,498.04
CREATIVE BUS SALES, INC,	Inventory Repair Parts	690254	08/04/2022	2,484.32
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	690382	08/17/2022	2,478.79
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	690449	08/24/2022	2,478.79
XEBEC ADSORPTION INC.	Inventory Repair Parts	690434	08/17/2022	2,477.00
GILLIG LLC	Inventory Repair Parts	690466	08/24/2022	2,443.98
CPAC INC.COM	Computer/Network Software Agreement	690456	08/24/2022	2,362.50
TULSA GAS TECHNOLOGIES, INC.	Inventory Repair Parts	690510	08/24/2022	2,320.00
ISABELLA A. AMADEO	Consulting-General	690532	08/31/2022	2,255.00
GRAINGER	Materials & Supplies	690342	08/11/2022	2,242.92
CARQUEST AUTO PARTS STORES	Inventory Repair Parts	690328	08/11/2022	2,216.88
TRANSIT PRODUCTS & SERVICES	Inventory Repair Parts	690306	08/04/2022	2,205.00
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	690295	08/04/2022	2,124.04
CMD CORPORATION	Repair Parts-CNG	690252	08/04/2022	2,101.92
PRUDENTIAL OVERALL SUPPLY	Uniforms	690357	08/11/2022	2,027.39
CREATIVE BUS SALES, INC,	Inventory Repair Parts	690457	08/24/2022	1,966.50
PLAZA TOWING, INC.	Towing Service	690410	08/17/2022	1,962.50
WAYNE ELECTRIC COMPANY	Inventory Repair Parts	690555	08/31/2022	1,907.33
ODP BUSINESS SLOUTIONS LLC	Office Supplies	690349	08/11/2022	1,871.33
VALLEY OFFICE EQUIPMENT, INC.	Copier Services	690372	08/11/2022	1,840.69
PRUDENTIAL OVERALL SUPPLY	Uniforms	690289	08/04/2022	1,834.70
ALLDATA LLC	Computer/Network Software Agreement	690320	08/11/2022	1,800.00
DECALS BY DESIGN, INC.	WIP-Decals for SunRide Vans Project Acct #2103	690386	08/17/2022	1,781.38
GRAINGER	Shop Supplies Misc	690467	08/24/2022	1,752.70
STERLING HEALTH SERVICES, INC.	Benefit Management Expenses	690424	08/17/2022	1,750.00
JOSEPH LYNN FRIEND	Contracted Services	690401	08/17/2022	1,733.75
MOTION & FLOW CONTROL PRODUCTS	Inventory Repair Parts	690455	08/24/2022	1,718.73
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	690326	08/11/2022	1,702.35
PLAZA TOWING, INC.	Towing Service	690288	08/04/2022	1,700.00

**SunLine Transit Agency
Checks \$1,000 and Over
August 2022**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
YELLOW CAB OF THE DESERT	Taxi Voucher Program	690560	08/31/2022	1,667.46
FULTON DISTRIBUTING	Bus Stop Supplies	690459	08/24/2022	1,623.57
FEDEX FREIGHT WEST, INC.	Shipping Service	690264	08/04/2022	1,606.53
YELLOW CAB OF THE DESERT	Taxi Voucher Program	690559	08/31/2022	1,587.38
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	690324	08/11/2022	1,573.80
LAUREN SKIVER	Expenses Reimbursement	690403	08/17/2022	1,543.49
MCMASTER CARR SUPPLY CO.	Facility Maintenance	690478	08/24/2022	1,528.99
FRONTIER COMMUNICATIONS	Utilities- OPS Bldg	690397	08/17/2022	1,525.00
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	690286	08/04/2022	1,476.99
MILE3 WEB DEVELOPMENT	Website Maintenance	690348	08/11/2022	1,470.00
TRANSIT RESOURCES, INC.	Inventory Repair Parts	690307	08/04/2022	1,428.06
SERVEXO	Security Services	690549	08/31/2022	1,423.50
BRITTNEY B. SOWELL	Expenses Reimbursement	690380	08/17/2022	1,387.33
OMNITRACS, LLC	General Services	690284	08/04/2022	1,380.00
JACKSON LEWIS P.C.	Insurance Loss	690533	08/31/2022	1,309.00
WEST COAST ENERGY SYSTEMS LLC	Contract Services-General	690268	08/04/2022	1,287.00
MAGALDI & MAGALDI, INC.	Inventory Repair Parts	690477	08/24/2022	1,273.83
PARKHOUSE TIRE, INC.	Inventory Repair Parts	690491	08/24/2022	1,242.09
UNICARS HONDA, INC.	Repair Parts-Support Vehicles	690309	08/04/2022	1,225.46
QUICK FIX AUTO GLASS	Repair Parts-Fixed Route	690519	08/31/2022	1,200.00
GST	Computer Supplies	690528	08/31/2022	1,161.11
BAE SYSTEMS CONTROLS, INC.	Outside Repair-Fixed Route	690445	08/24/2022	1,100.00
FULTON DISTRIBUTING	Shop Supplies Misc	690259	08/04/2022	1,082.79
DEAN HOLM	Consulting-General	690334	08/11/2022	1,071.40
C V WATER DISTRICT	Utilities	690454	08/24/2022	1,055.59
TOTAL CARE WORK INJURY CLINIC	Alcohol & Drug Testing	690432	08/17/2022	1,045.00
QUADIENT FINANCE USA, INC.	Postage	690411	08/17/2022	1,039.00
I/O CONTROLS CORP #201115	Inventory Repair Parts	690470	08/24/2022	1,033.43
TEAMSTERS LOCAL 1932	Union Dues	690426	08/17/2022	1,020.59
TEAMSTERS LOCAL 1932	Union Dues	690508	08/24/2022	1,020.59
PACIFIC MOBILE STRUCTURES, INC	Rental of a Trailer	690406	08/17/2022	1,002.08
Total Checks Over \$1,000	\$2,135,029.83			
Total Checks Under \$1,000	\$42,233.54			
Total Checks	\$2,177,263.37			

SunLine Transit Agency
CONSENT CALENDAR

DATE: October 26, 2022

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Credit Card Statements for August 2022

Summary:

The attached report summarizes the Agency's credit card expenses for August 2022. Credit card transactions through the CEO/General Manager credit card align with a statement closing date of September 2, 2022. The report also summarizes transactions for the credit card utilized for Procurement which aligns with the statement closing date of August 31, 2022 for the reporting period.

Recommendation:

Receive and file.

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 9/2/2022

Name on Card: Lauren Skiver

Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1 8/3/2022	8/4/2022	Expedia	Expedia Booking Fee for Flight from Palm Springs, CA to Spokane, WA for Travel to WSTA Conference in Spokane, WA; Lauren Skiver, CEO/General Manager		\$3.09
2 8/3/2022	8/5/2022	Alaska Airlines	Alaska Airlines Flight from Spokane, WA to Palm Springs, CA for Travel from WSTA Conference in Spokane, WA; Lauren Skiver, CEO/General Manager		\$261.61
3 8/3/2022	8/5/2022	United Airlines	United Airlines Flight from Palm Springs, CA to Spokane, WA for Travel to WSTA Conference in Spokane, WA; Lauren Skiver, CEO/General Manager		\$117.60
4 8/9/2022	8/11/2022	APTA	2022 TRANSform Conference October 9-12, 2022 - Registration; Lauren Skiver, CEO/General Manager		\$975.00
5 8/12/2022	8/14/2022	CTE	2022 ZEB Conference September 19-21, 2022 - Registration; Lauren Skiver, CEO/General Manager *Registration reimbursement from previous statement	\$495.00	
6 8/23/2022	8/24/2022	ADA Webinar	ADA Guru - ADA Paratransit Eligibility Determination Webinar; Karina Villalpado, ADA Eligibility & Compliance Specialist		\$225.00
7 8/24/2022	8/28/2022	American Airlines	American Airlines Roundtrip Flight from Palm Springs, CA to Washington, D.C. for Travel to Hydrogen Hubs Summit in Arlington, VA; Lauren Skiver, CEO/General Manager		\$611.20
8 8/27/2022	8/28/2022	Woobox	Woobox - One (1) Month Subscription - August; Voting Link for Student Art Contest		\$37.00
9 8/31/2022	9/1/2022	Expedia	2022 ZEB Conference in Anaheim, CA - Lodging for 2 Nights; Frank Rytych, Chief Maintenance Officer		\$441.80
Credits and Charges:				\$495.00	\$2,672.30



SUB ACCOUNT MEMO STATEMENT

Prepared For	SUNLINE TRANSIT LAURA SKIVER
Sub Account Number	[REDACTED]
Statement Closing Date	09/02/22
Next Statement Date	10/03/22

For Customer Service Call:
800-231-5511

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

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

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

Sub Account Summary

Purchases and Other Charges	+	\$2,672.30
Cash Advances	+	\$0.00
Credits	-	\$495.00
Statement Total		\$2,177.30

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

Sub Account Transactions

Trans	Post	Reference Number	Description	Credits	Charges
08/03	08/04	2469216K72XP22HKB	EXPEDIA 72360081354434 EXPEDIA.COM WA		3.09
08/03	08/05	2443106K89M3DPXTS	ALASKA AIR 0277828611151SEATTLE WA		261.61
		08/31/22	SKIVER/LAURA LEE		
		1 AS O	SPOKANE SEATTLE		
		2 AS S	SEATTLE PALM SPRINGS		
		11617270	EXPEDIA.COM TRAVEL		
08/03	08/05	2469216K82XM62MNN	UNITED 0167828606158800-932-2732 TX		117.60
		08/28/22	SKIVER/LAURA LEE		
		1 UA L	PALM SPRINGS SAN FRANCISCO		
		2 UA L	SAN FRANCISCO SPOKANE		
		11617270	EXPEDIA.COM TRAVEL		
08/09	08/11	2463923KES66H4JNL	APTA 202-4964800 DC		975.00
08/12	08/14	2449216KH000F4YQB	CTE* CTE ZEBCON 2022 HTTPSCTE.TV GA	495.00	
08/23	08/24	2449215KVRSOQ0P1A	PAYPAL *ADA GURU 402-935-7733 CA		225.00
08/24	08/28	2494300KZA10VJR6W	AMERICAN AIR0017849021330FORT WORTH TX		611.20
		09/12/22	SKIVER/LAURA LEE		
		1 AA G	PALM SPRINGS CHICAGO		
		2 AA G	CHICAGO WASHINGTON		
		3 AA S	WASHINGTON CHICAGO		
		4 AA S	CHICAGO PALM SPRINGS		
		11617270	EXPEDIA.COM TRAVEL		
08/27	08/28	2449215KZS1A3MGRT	WOOBX 360-450-5200 WA		37.00
08/31	09/01	2469216L3322EZQKW	EXPEDIA 72379439695413 EXPEDIA.COM WA		441.80
09/02	09/02	000000000000COMPC	TOTAL PURCHASES	\$2,672.30	
			TOTAL RETURNS	\$495.00	
			TOTAL	\$2,177.30	

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

See reverse side for important information.

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

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

Print address or phone changes: _____

Work () _____

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

SUNLINE TRANSIT
LAURA SKIVER
32505 HARRY OLIVER TRL
THOUSAND PALMS CA 92276-3501
87739
S308

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 8/31/2022

Name on Card: Walter Watcher (Procurement Card)

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
1	08/02/22	8/3/2022	Amazon	Alexa for Business Subscription		\$ 6.40
2	08/03/22	8/4/2022	Sam's Club	Bottled water for employees		\$ 299.52
3	08/03/22	8/4/2022	Sam's Club	Bottled water for employees		\$ 299.52
4	08/09/22	8/10/2022	Amazon	Computer supplies		\$ 47.09
5	08/09/22	8/10/2022	Amazon	Truck gate lift controller		\$ 204.71
6	08/10/22	8/12/2022	Canva	Refund partial month of June subscription	\$ 83.51	
7	08/14/22	8/15/2022	Amazon	Computer supplies		\$ 183.10
8	08/14/22	8/15/2022	Amazon	Computer supplies		\$ 23.68
9	08/17/22	8/18/2022	Amazon	Aerosol door lubricant		\$ 174.52
10	08/22/22	8/23/2022	Amazon	COVID PPE for employees and riders		\$ 696.00
11	08/26/22	8/29/2022	Harbor Freight	Tool storage box for facilities		\$ 1,652.98
12	08/28/22	8/29/2022	Amazon	Computer supplies		\$ 145.94
13	08/29/22	8/30/2022	Canva	Canva software renewal		\$ 119.99
					\$ 83.51	\$ 3,853.45



Reporting Period : 7/30/2022 - 8/31/2022

Statement Summary

Name	Walter Watcher	Company	Sunline Transit Agency
Account #		Currency	US Dollar
Reporting Period	7/30/2022 - 8/31/2022		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 8/2/2022	8/3/2022	Amazon Web Services					6.40
		Purchase Amazon Web Services	General Ledger Code: 5039903800 Fund: 00				
<hr/>							
2 8/3/2022	8/4/2022	Sams Club #6609					299.52
		Purchase Sams Club #6609	General Ledger Code: 5099900002 Fund: 00				
<hr/>							
3 8/3/2022	8/4/2022	Samsclub #6609					299.52
		Purchase Samsclub #6609	General Ledger Code: 5099900002 Fund: 00				
<hr/>							
4 8/9/2022	8/10/2022	Amzn Mktp Us					47.09
		Purchase Amzn Mktp Us	General Ledger Code: 5099900002 Fund: 00				
<hr/>							
5 8/9/2022	8/10/2022	Amzn Mktp Us					204.71
		Purchase Amzn Mktp Us	General Ledger Code: 5099900002 Fund: 00				
<hr/>							

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
6 8/10/2022	8/12/2022	Canva* I03397-38012416					-83.51
		Credit Voucher Canva* I03397-38012416	General Ledger Code: 5099900002 Fund: 00				
7 8/14/2022	8/15/2022	Amzn Mktp Us					183.10
		Purchase Amzn Mktp Us	General Ledger Code: 5099900002 Fund: 00				
8 8/14/2022	8/15/2022	Amzn Mktp Us					23.68
		Purchase Amzn Mktp Us	General Ledger Code: 5099900002 Fund: 00				
9 8/17/2022	8/18/2022	Amzn Mktp Us					174.52
		Purchase Amzn Mktp Us	General Ledger Code: 5099900002 Fund: 00				
10 8/22/2022	8/23/2022	Amzn Mktp Us					696.00
		Purchase Amzn Mktp Us	General Ledger Code: 5099900002 Fund: 00				
11 8/26/2022	8/29/2022	Harbor Freight Tools 411					1,652.98
		Purchase Harbor Freight Tools 411	General Ledger Code: 5049900011 Fund: 00				

SunLine Transit Agency**CONSENT CALENDAR**

DATE: October 26, 2022

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Monthly Budget Variance Report for August 2022

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 August 2022 are equal to 2/12^{ths} of the yearly budget.

Year to Date Summary

- As of August 31, 2022, the Agency's FYTD revenues are \$279,987 or 7.24% above the FYTD budget due to passenger revenue is due to an 21.9% increase in ridership over FY22.
- As of August 31, 2022, the Agency's FYTD expenditures are \$6,730,911 or 12.37% below the FYTD budget.

Monthly Spotlight:

- The negative variance in Fuel - CNG is primarily attributed to increased usage of CNG fixed route vehicles over budgeted estimates for FY23.

Recommendation:

Receive and file.

SunLine Transit Agency
Budget Variance Report
August 2022

Description	FY23 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY23 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Revenues:								
Passenger Revenue	1,529,001	139,120	127,417	11,704	273,035	254,834	18,201	82.1%
Other Revenue	37,500	3,653	3,125	528	6,953	6,250	703	81.5%
Total Operating Revenue	1,566,501	142,773	130,542	12,231	279,987	261,084	18,904	82.1%
Operating Expenses:								
Operator & Mechanic Salaries & Wages	10,601,638	730,188	883,470	153,282	1,398,761	1,766,940	368,178	86.8%
Operator & Mechanic Overtime	1,067,000	129,791	88,917	(40,875)	280,053	177,833	(102,219)	73.8%
Administration Salaries & Wages	6,986,398	548,589	582,200	33,611	1,036,330	1,164,400	128,070	85.2%
Administration Overtime	105,449	6,661	8,787	2,126	22,495	17,575	(4,920)	78.7%
Fringe Benefits	11,124,750	893,909	927,063	33,153	1,532,656	1,854,125	321,469	86.2%
Communications	277,879	20,731	23,157	2,426	41,312	46,313	5,001	85.1%
Legal Services	398,485	33,932	33,207	(725)	66,683	66,414	(268)	83.3%
Computer/Network Software Agreement	750,000	50,238	62,500	12,262	102,206	125,000	22,794	86.4%
Uniforms	132,610	4,330	11,051	6,721	7,614	22,102	14,488	94.3%
Contracted Services	704,809	50,733	58,734	8,001	102,334	117,468	15,135	85.5%
Equipment Repairs	34,000	45	2,833	2,788	553	5,667	5,114	98.4%
Security Services	200,000	21,424	16,667	(4,757)	37,304	33,333	(3,971)	81.3%
Fuel - CNG	1,599,327	146,038	133,277	(12,761)	356,223	266,555	(89,669)	77.7%
Fuel - Hydrogen	1,250,000	70,032	104,167	34,135	204,227	208,333	4,106	83.7%
Tires	237,165	19,366	19,764	398	35,021	39,528	4,506	85.2%
Office Supplies	71,085	10,821	5,924	(4,897)	12,137	11,848	(289)	82.9%
Travel/Training	136,980	7,450	11,415	3,965	13,881	22,830	8,949	89.9%
Repair Parts	1,627,700	96,747	135,642	38,895	200,486	271,283	70,797	87.7%
Facility Maintenance	49,300	6,777	4,108	(2,668)	7,723	8,217	493	84.3%
Electricity - CNG & Hydrogen	1,345,000	91,984	112,083	20,099	227,990	224,167	(3,823)	83.0%
Natural Gas	1,325,000	165,491	110,417	(55,074)	384,919	220,833	(164,085)	70.9%
Water and Gas	13,500	955	1,125	170	1,931	2,250	319	85.7%
Insurance Losses	1,650,000	62,015	137,500	75,485	140,137	275,000	134,863	91.5%
Insurance Premium - Property	79,394	11,113	6,616	(4,496)	22,225	13,232	(8,993)	72.0%
Repair Claims	200,000	2,433	16,667	14,234	10,140	33,333	23,193	94.9%
Fuel Taxes	70,998	3,948	5,916	1,969	16,533	11,833	(4,700)	76.7%
Other Expenses	7,014,340	514,622	584,528	69,906	1,031,202	1,169,057	137,855	85.3%
Self Consumed Fuel	(2,967,162)	(216,441)	(247,264)	(30,823)	(562,163)	(494,527)	67,636	81.1%
Total Operating Expenses (Before Depreciation)	46,085,646	3,483,920	3,840,471	356,550	6,730,911	7,680,941	950,030	85.4%
Operating Expenses in Excess of Operating Revenue		\$ (3,341,147)			\$ (6,450,924)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	11,231,000	842,883	935,917	93,034	1,627,397	1,871,833	244,436	85.5%
State - LTF, LCTOP	24,349,683	1,827,436	2,029,140	201,705	3,528,324	4,058,281	529,957	85.5%
Federal	8,938,462	670,829	744,872	74,043	1,295,203	1,489,744	194,540	85.5%
Total Subsidies	44,519,145	3,341,147	3,709,929	368,781	6,450,924	7,419,858	968,933	85.5%
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -			

*Item identified on monthly spotlight.

SunLine Transit Agency
Budget Variance Report
August 2022

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	29,885,236	\$ 2,309,139	2,490,436	181,298	4,270,295	4,980,873	710,578	85.7%
Services	5,283,460	\$ 400,350	440,288	39,938	738,114	880,577	142,463	86.0%
Fuels & Lubricants	3,064,617	\$ 232,551	255,385	22,834	602,536	510,770	(91,767)	80.3%
Tires	237,165	\$ 19,366	19,764	398	35,021	39,528	4,506	85.2%
Materials and Supplies	2,265,936	\$ 141,998	188,828	46,830	282,414	377,656	95,242	87.5%
Utilities	3,029,280	\$ 286,121	252,440	(33,681)	669,379	504,880	(164,499)	77.9%
Casualty & Liability	3,561,934	\$ 213,411	296,828	83,417	500,902	593,656	92,754	85.9%
Taxes and Fees	70,998	\$ 3,948	5,916	1,969	16,533	11,833	(4,700)	76.7%
Miscellaneous Expenses	1,654,182	\$ 93,478	137,849	44,371	177,881	275,697	97,816	89.2%
Self Consumed Fuel	(2,967,162)	\$ (216,441)	(247,264)	(30,823)	(562,163)	(494,527)	67,636	81.1%
Total Operating Expenses (Before Depreciation)	46,085,646	3,483,920	3,840,471	356,550	6,730,911	7,680,941	950,030	85.4%
Revenues:								
Passenger Revenue	1,529,001	139,120	127,417	11,704	273,035	254,834	18,201	82.1%
Other Revenue	37,500	3,653	3,125	528	6,953	6,250	703	81.5%
Total Operating Revenue	1,566,501	142,773	130,542	12,231	279,987	261,084	18,904	82.1%
Net Operating Gain (Loss)		\$ (3,341,147)			\$ (6,450,924)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	11,231,000	842,883	935,917	93,034	1,627,397	1,871,833	244,436	85.5%
State - LTF, LCTOP	24,349,683	1,827,436	2,029,140	201,705	3,528,324	4,058,281	529,957	85.5%
Federal - CMAQ,5307,5309,5310,5311,5311(f),5312	8,938,462	670,829	744,872	74,043	1,295,203	1,489,744	194,540	85.5%
Total Subsidies	44,519,145	3,341,147	3,709,929	368,781	6,450,924	7,419,858	968,933	85.5%
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -			

Budget Variance Analysis - SunLine Transit Agency

Passenger Revenue

- The positive variance in passenger revenue is due to an 21.9% increase in ridership over FY22.
- As of August, ridership was at 23.4% above FY22 FYTD totals.
- Total system ridership was 72,151 trips above FY22 FYTD amounts.

Ridership

	FY22-August	FY23-August	Variance	%Δ
Fixed Route	162,444	201,793	39,349	24.2%
Paratransit	8,010	8,949	939	11.7%
SolVan	1,536	1,660	124	8.1%
SunRide	473	489	16	3.4%
System Total	172,463	212,891	40,428	23.4%

Ridership

	FYTD-FY22	FYTD-FY23	Variance	%Δ
Fixed Route	309,792	380,057	70,265	22.7%
Paratransit	15,626	17,190	1,564	10.0%
SolVan	2,881	3,250	369	12.8%
SunRide	862	815	(47)	-5.5%
System Total	329,161	401,312	72,151	21.9%

Other Revenue

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

Operator & Mechanic Salaries & Wages

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

Operator & Mechanic Overtime

- The negative variance is primarily attributed to required overtime for operators 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

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

Computer/Network Software Agreement

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

Uniforms

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

Contracted Services

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

Equipment Repairs

- The positive variance in equipment repair is attributed to a lower level of repairs than budgeted.

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 FY23.

Fuel - Hydrogen

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

Tires

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

Office Supplies

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

Travel/Training

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

Repair Parts

- The positive variance is primarily attributed to lower FYTD expenses than budgeted for.

Facility Maintenance

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

Electricity - CNG & Hydrogen

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

Natural Gas

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

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 August.

Insurance Premium - Property

- Insurance premiums for property increased exceeding budgeted amount.

Repair Claims

- Repair claim expenses are lower than budgeted for.

Fuel Taxes

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

Other Expenses

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

Self-Consumed Fuel

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

SunLine Transit Agency
CONSENT CALENDAR

DATE: October 26, 2022 **RECEIVE & FILE**

TO: Finance/Audit Committee
Board of Directors

RE: Contracts Signed between \$25,000 and \$100,000 for September 2022

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 September 2022, there were three (3) agreements, two (2) purchase orders and one (1) amendment executed between \$25,000 and \$100,000:

Vendor	Purpose	Amount
Gallagher Benefit Services	Classification Study	\$68,425.00
BAE Systems	Fuel Cell Engineering Support	\$50,000.00
Specialty Field Services (SFS)	Fuel Cell On-Site Repairs	\$25,000.00
Gillig	Wheelchair Assist Equipment	\$34,319.89
BAE Systems	Fuel Cell Batteries	\$39,190.00
United Security Services	Enhanced Guard Services	\$56,940.00

Recommendation:

Receive and file.

Contracts Signed Between \$25,000 and \$100,000
September 2022

Vendor	Product/Service	Need	Budgeted	Budgeted Amount	Cost	Type
Gallagher Benefit Services	Consultant	Classification Study	FY23	\$68,425.00	\$68,425.00	Executed Agreement
BAE Systems	Engineering Support	Fuel Cell Engineering Support	FY23	\$50,000.00	\$50,000.00	Executed Agreement
Specialty Field Services (SFS)	On-Site Repairs	Fuel Cell Repairs	FY23	\$25,000.00	\$25,000.00	Executed Agreement
Gillig	Wheelchair Assist Equipment	Wheelchair Assist Equipment	FY23	\$43,848.00	\$34,319.89	Purchase Order
BAE Systems	Fuel Cell Batteries	Replacement Batteries for Stock	FY23	\$39,190.00	\$50,000.00	Purchase Order
United Security Services	Securtiy Services	Enhanced Guard Services	FY23	\$56,940.00	\$56,940.00	Executed Amendment

SunLine Transit Agency

CONSENT CALENDAR

DATE: October 26, 2022

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Union & Non-Union Pension Investment Asset Summary August 2022

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 August, 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	32.4%	16% – 56%
	International Equity	14.8%	0% - 39%
	Other	4.5%	0% – 20%
Income Assets			
	Fixed Income	37.3%	25% - 65%
	Other	2.8%	0% – 20%
Real Return Assets		6.0%	0% – 20%
Cash Equivalents		2.2%	0% – 20%

Non-Union

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	32.3%	16% – 56%
	International Equity	14.8%	0% - 39%
	Other	4.4%	0% – 20%
Income Assets			
	Fixed Income	37.3%	25% - 65%
	Other	2.9%	0% – 20%
Real Return Assets		5.9%	0% – 20%
Cash Equivalents		2.4%	0% – 20%

For the month of August, the market value of assets decreased by \$1,149,125 and \$1,122,184 for the union and non-union plans, respectively.

Month to Month Asset Comparison

Month	Market Value - Union	Market Value – Non-Union
July 2022	\$36,393,504	\$36,474,578
August 2022	\$35,244,379	\$35,352,394
Increase (Decrease)	(\$1,149,125)	(\$1,122,184)

Recommendation:

Receive and file.

Detail of Securities Held & Market Analytics

For the Month Ending August 31, 2022

SUNLINE EMPLOYEES RETIREMENT BARGAINING

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	1,146.00	61.13	70,054.98	50.87	58,297.02	(11,757.96)	0.17
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	2,720.00	57.68	156,892.32	50.87	138,366.40	(18,525.92)	0.39
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	965.00	61.01	58,874.65	50.87	49,089.55	(9,785.10)	0.14
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	631.00	56.69	35,771.39	50.87	32,098.97	(3,672.42)	0.09
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	2,389.00	60.31	144,080.59	50.87	121,528.43	(22,552.16)	0.34
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	633.00	56.99	36,074.67	50.87	32,200.71	(3,873.96)	0.09
ISHARES MBS ETF	464288588	MBB	11,986.00	96.30	1,154,251.80	96.69	1,158,926.34	4,674.54	3.29
ISHARES PREFERRED&INCOME SECURITIES ETF	464288687	PFF	13,884.00	39.22	544,524.93	33.29	462,198.36	(82,326.57)	1.31
ISHARES PREFERRED&INCOME SECURITIES ETF	464288687	PFF	10,074.00	39.10	393,892.39	33.29	335,363.46	(58,528.93)	0.95
Security Type Sub-Total			44,428.00		2,594,417.72	468.49	2,388,069.24	(206,348.48)	6.77
Exchange-Traded Fund - Equity									
INVESCO OPT YIELD DIVERSIFIED COMMODITY	46090F100	PDBC	18,602.00	18.80	349,715.74	17.37	323,116.74	(26,599.00)	0.92
INVESCO OPT YIELD DIVERSIFIED COMMODITY	46090F100	PDBC	15,511.00	16.68	258,723.48	17.37	269,426.07	10,702.59	0.76
INVESCO OPT YIELD DIVERSIFIED COMMODITY	46090F100	PDBC	24,046.00	17.14	412,148.44	17.37	417,679.02	5,530.58	1.19
INVESCO S&P 500 EQUAL WEIGHT ETF	46137V357	RSP	2,440.00	155.89	380,371.12	140.76	343,454.40	(36,916.72)	0.97
INVESCO S&P 500 EQUAL WEIGHT ETF	46137V357	RSP	2,500.00	138.29	345,724.75	140.76	351,900.00	6,175.25	1.00
INVESCO S&P 500 EQUAL WEIGHT ETF	46137V357	RSP	3,263.00	156.88	511,899.11	140.76	459,299.88	(52,599.23)	1.30
ISHARES CORE S&P MIDCAP ETF	464287507	IJH	751.00	234.30	175,958.55	242.98	182,477.98	6,519.43	0.52
ISHARES CORE S&P MIDCAP ETF	464287507	IJH	2,656.00	276.40	734,118.40	242.98	645,354.88	(88,763.52)	1.83
ISHARES CORE S&P SMALL-CAP E	464287804	IJR	3,251.00	117.36	381,537.03	97.20	315,997.20	(65,539.83)	0.90
ISHARES CORE S&P SMALL-CAP E	464287804	IJR	884.00	106.82	94,428.35	97.20	85,924.80	(8,503.55)	0.24
ISHARES CORE S&P SMALL-CAP E	464287804	IJR	1,784.00	95.51	170,388.77	97.20	173,404.80	3,016.03	0.49
ISHARES CORE S&P SMALL-CAP E	464287804	IJR	1,257.00	107.25	134,813.12	97.20	122,180.40	(12,632.72)	0.35
ISHARES CORE S&P SMALL-CAP E	464287804	IJR	1,234.00	106.97	132,000.86	97.20	119,944.80	(12,056.06)	0.34
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	5,979.00	49.91	298,408.30	40.46	241,910.34	(56,497.96)	0.69



Detail of Securities Held & Market Analytics

For the Month Ending August 31, 2022

SUNLINE EMPLOYEES RETIREMENT BARGAINING

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Equity									
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	15,565.00	42.95	668,507.41	40.46	629,759.90	(38,747.51)	1.79
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	4,354.00	49.33	214,780.21	40.46	176,162.84	(38,617.37)	0.50
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,979.00	65.37	456,217.23	51.09	356,557.11	(99,660.12)	1.01
VANGUARD TOTAL INTL STOCK	921909768	VXUS	23,203.00	52.12	1,209,340.36	51.09	1,185,441.27	(23,899.09)	3.36
VANGUARD TOTAL INTL STOCK	921909768	VXUS	8,244.00	52.51	432,892.44	51.09	421,185.96	(11,706.48)	1.20
VANGUARD TOTAL INTL STOCK	921909768	VXUS	593.00	56.01	33,213.93	51.09	30,296.37	(2,917.56)	0.09
VANGUARD TOTAL INTL STOCK	921909768	VXUS	553.00	64.35	35,585.55	51.09	28,252.77	(7,332.78)	0.08
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,932.00	53.54	103,439.28	51.09	98,705.88	(4,733.40)	0.28
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	35,630.00	169.04	6,022,895.20	198.56	7,074,692.80	1,051,797.60	20.07
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	433.00	233.92	101,287.36	198.56	85,976.48	(15,310.88)	0.24
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	1,546.00	226.21	349,720.35	198.56	306,973.76	(42,746.59)	0.87
Security Type Sub-Total			183,190.00		14,008,115.34	2,469.95	14,446,076.45	437,961.11	40.99
Money Market Mutual Fund									
FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	780,191.00	1.00	780,191.00	1.00	780,191.00	0.00	2.21
Security Type Sub-Total			780,191.00		780,191.00	1.00	780,191.00	0.00	2.21
Mutual Fund - Bond									
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	303,168.38	11.57	3,507,644.83	10.18	3,086,254.06	(421,390.77)	8.76
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	206,428.47	10.82	2,232,826.31	9.62	1,985,841.83	(246,984.48)	5.63
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	65,668.32	5.64	370,154.97	4.97	326,371.55	(43,783.42)	0.93
PACIFIC FUNDS FLOATING RATE INCOME FUND	69447T771	PLFRX	115,898.62	9.69	1,123,031.76	9.37	1,085,970.06	(37,061.70)	3.08
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTRQX	221,605.93	14.73	3,264,670.75	12.39	2,745,697.53	(518,973.22)	7.79
VOYA INTERMEDIATE BOND R6	92913L569	IIBZX	262,904.58	10.33	2,716,671.87	8.90	2,339,850.77	(376,821.10)	6.64
Security Type Sub-Total			1,175,674.30		13,215,000.49	55.43	11,569,985.80	(1,645,014.69)	32.83
Mutual Fund - Equity									

Detail of Securities Held & Market Analytics

For the Month Ending **August 31, 2022**

SUNLINE EMPLOYEES RETIREMENT BARGAINING

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 - Equity										
HARDING LOEVNER INTERNATIONAL EQUITY POR		412295107	HLMIX	35,725.71	26.38	942,527.42	22.67	809,901.90	(132,625.52)	2.30
HRTFRD SCHR EM MRKT EQ-SDR		41665H789	SEMTX	31,093.23	19.14	595,178.73	15.08	468,885.97	(126,292.76)	1.33
JENSEN QUALITY GROWTH-Y		476313408	JENYX	20,369.13	49.59	1,010,009.28	56.06	1,141,893.19	131,883.91	3.24
JOHCM INTERNATIONAL SELECT I		46653M849	JOHIX	39,291.86	23.99	942,632.05	19.76	776,407.10	(166,224.95)	2.20
MFS EMERGING MARKETS DEBT R6		552746364	MEDHX	104.22	12.32	1,283.97	11.64	1,213.06	(70.91)	0.00
VANGUARD TOT INST ST IDX - ADM		921909818	VTIAX	0.00	33.33	0.03	27.48	0.02	(0.01)	0.00
Security Type Sub-Total				126,584.15		3,491,631.48	152.69	3,198,301.24	(293,330.24)	9.07
Mutual Fund - Other										
COHEN & STEERS INST REALTY SHARES		19247U106	CSRIX	14,686.22	46.26	679,434.04	48.26	708,756.78	29,322.74	2.01
PIMCO COMMODITY REAL RETURN STRATEGY		722005667	PCRIX	166,287.83	6.60	1,097,122.25	6.52	1,084,196.63	(12,925.62)	3.08
PRINCIPAL RE SECURITIES INST FUND		74253Q580	PIREX	24,359.86	27.52	670,485.74	28.50	694,256.11	23,770.37	1.97
Security Type Sub-Total				205,333.91		2,447,042.03	83.28	2,487,209.52	40,167.49	7.06
Separate Account										
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	49,980.00	1.00	49,980.00	100.27	50,115.87	135.87	0.14
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	30,625.00	1.00	30,625.00	100.27	30,708.25	83.25	0.09
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	34,300.00	1.00	34,300.00	100.27	34,393.24	93.24	0.10
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	23,562.70	1.00	23,562.70	100.27	23,626.75	64.05	0.07
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	22,050.00	1.00	22,050.00	100.27	22,109.94	59.94	0.06
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	21,070.00	1.00	21,070.00	100.27	21,127.28	57.28	0.06
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	24,500.00	1.00	24,500.00	100.27	24,566.61	66.61	0.07
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV007	SA425	68,756.25	1.00	68,756.25	244.19	167,898.00	99,141.75	0.48
Security Type Sub-Total				274,843.95		274,843.95	946.10	374,545.94	99,701.99	1.07
Managed Account Sub-Total				2,790,245.30		36,811,242.01	4,176.94	35,244,379.19	(1,566,862.82)	100.00



Detail of Securities Held & Market Analytics

For the Month Ending **August 31, 2022**

SUNLINE EMPLOYEES RETIREMENT BARGAINING

Securities Sub-Total	\$2,790,245.30	\$36,811,242.01	\$4,176.94	\$35,244,379.19	(\$1,566,862.82)	100.00%
Accrued Interest				\$0.00		
Total Investments				\$35,244,379.19		

Portfolio Summary and Statistics

For the Month Ending **August 31, 2022**

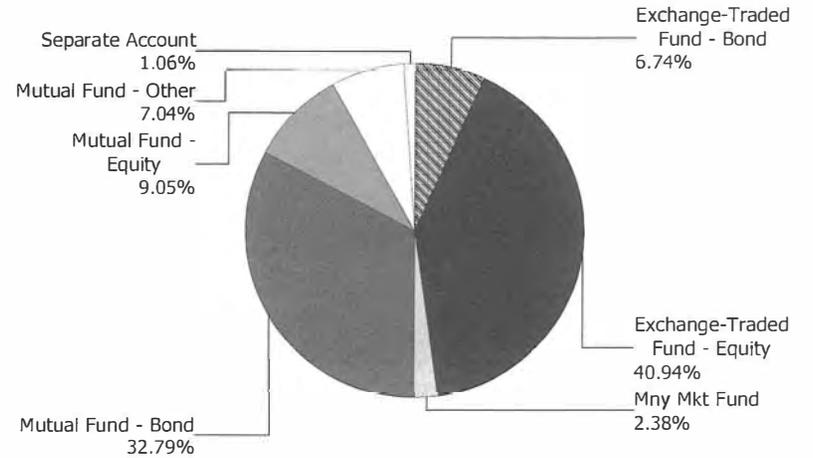
SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN

Account Summary

Description	Par Value	Market Value	Percent
Separate Account	274,843.95	374,740.29	1.06
Mutual Fund - Other	205,586.47	2,488,835.61	7.04
Mutual Fund - Equity	126,737.36	3,201,151.87	9.05
Mutual Fund - Bond	1,178,012.36	11,592,497.39	32.79
Money Market Mutual Fund	842,669.82	842,669.82	2.38
Exchange-Traded Fund - Equity	183,502.00	14,468,177.08	40.94
Exchange-Traded Fund - Bond	44,409.00	2,384,322.65	6.74
Managed Account Sub-Total	2,855,760.97	35,352,394.71	100.00%
Accrued Interest		0.00	
Total Portfolio	2,855,760.97	35,352,394.71	

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

Sector Allocation



Detail of Securities Held & Market Analytics

For the Month Ending August 31, 2022

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Bond									
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	2,734.00	57.68	157,699.85	50.87	139,078.58	(18,621.27)	0.39
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	631.00	56.69	35,771.39	50.87	32,098.97	(3,672.42)	0.09
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	982.00	61.01	59,911.82	50.87	49,954.34	(9,957.48)	0.14
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	633.00	56.99	36,074.67	50.87	32,200.71	(3,873.96)	0.09
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	2,405.00	60.31	145,045.55	50.87	122,342.35	(22,703.20)	0.35
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,113.00	61.13	68,037.69	50.87	56,618.31	(11,419.38)	0.16
ISHARES MBS ETF	464288588	MBB	11,933.00	96.30	1,149,147.90	96.69	1,153,801.77	4,653.87	3.26
ISHARES PREFERRED&INCOME SECURITIES ETF	464288687	PFF	13,883.00	39.22	544,485.71	33.29	462,165.07	(82,320.64)	1.31
ISHARES PREFERRED&INCOME SECURITIES ETF	464288687	PFF	10,095.00	39.10	394,713.49	33.29	336,062.55	(58,650.94)	0.95
Security Type Sub-Total			44,409.00		2,590,888.07	468.49	2,384,322.65	(206,565.42)	6.74
Exchange-Traded Fund - Equity									
INVESCO OPT YIELD DIVERSIFIED COMMODITY	46090F100	PDBC	18,643.00	18.80	350,486.54	17.37	323,828.91	(26,657.63)	0.92
INVESCO OPT YIELD DIVERSIFIED COMMODITY	46090F100	PDBC	15,558.00	16.68	259,507.44	17.37	270,242.46	10,735.02	0.76
INVESCO OPT YIELD DIVERSIFIED COMMODITY	46090F100	PDBC	24,045.00	17.14	412,131.30	17.37	417,661.65	5,530.35	1.18
INVESCO S&P 500 EQUAL WEIGHT ETF	46137V357	RSP	2,515.00	138.29	347,799.10	140.76	354,011.40	6,212.30	1.00
INVESCO S&P 500 EQUAL WEIGHT ETF	46137V357	RSP	2,437.00	155.89	379,903.45	140.76	343,032.12	(36,871.33)	0.97
INVESCO S&P 500 EQUAL WEIGHT ETF	46137V357	RSP	3,264.00	156.88	512,055.99	140.76	459,440.64	(52,615.35)	1.30
ISHARES CORE S&P MIDCAP ETF	464287507	IJH	751.00	234.30	175,958.55	242.98	182,477.98	6,519.43	0.52
ISHARES CORE S&P MIDCAP ETF	464287507	IJH	2,662.00	276.40	735,776.80	242.98	646,812.76	(88,964.04)	1.83
ISHARES CORE S&P SMALL-CAP E	464287804	IJR	1,798.00	95.51	171,725.90	97.20	174,765.60	3,039.70	0.49
ISHARES CORE S&P SMALL-CAP E	464287804	IJR	1,233.00	106.97	131,893.89	97.20	119,847.60	(12,046.29)	0.34
ISHARES CORE S&P SMALL-CAP E	464287804	IJR	886.00	106.82	94,641.99	97.20	86,119.20	(8,522.79)	0.24
ISHARES CORE S&P SMALL-CAP E	464287804	IJR	3,250.00	117.36	381,419.68	97.20	315,900.00	(65,519.68)	0.89
ISHARES CORE S&P SMALL-CAP E	464287804	IJR	1,256.00	107.25	134,705.87	97.20	122,083.20	(12,622.67)	0.35
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	15,623.00	42.95	670,998.48	40.46	632,106.58	(38,891.90)	1.79

Detail of Securities Held & Market Analytics

For the Month Ending August 31, 2022

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Equity									
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	4,352.00	49.33	214,681.55	40.46	176,081.92	(38,599.63)	0.50
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	5,980.00	49.91	298,458.21	40.46	241,950.80	(56,507.41)	0.68
VANGUARD TOTAL INTL STOCK	921909768	VXUS	632.00	64.35	40,669.20	51.09	32,288.88	(8,380.32)	0.09
VANGUARD TOTAL INTL STOCK	921909768	VXUS	23,215.00	52.12	1,209,965.80	51.09	1,186,054.35	(23,911.45)	3.35
VANGUARD TOTAL INTL STOCK	921909768	VXUS	580.00	56.01	32,485.80	51.09	29,632.20	(2,853.60)	0.08
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,883.00	65.37	449,941.71	51.09	351,652.47	(98,289.24)	0.99
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,714.00	53.54	91,767.56	51.09	87,568.26	(4,199.30)	0.25
VANGUARD TOTAL INTL STOCK	921909768	VXUS	8,570.00	52.51	450,010.70	51.09	437,841.30	(12,169.40)	1.24
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	1,551.00	226.21	350,851.40	198.56	307,966.56	(42,884.84)	0.87
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	433.00	233.92	101,287.36	198.56	85,976.48	(15,310.88)	0.24
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	35,671.00	169.04	6,029,825.84	198.56	7,082,833.76	1,053,007.92	20.03
Security Type Sub-Total			183,502.00		14,028,950.11	2,469.95	14,468,177.08	439,226.97	40.90
Money Market Mutual Fund									
FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	842,669.82	1.00	842,669.82	1.00	842,669.82	0.00	2.39
Security Type Sub-Total			842,669.82		842,669.82	1.00	842,669.82	0.00	2.39
Mutual Fund - Bond									
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	303,869.00	11.57	3,515,175.69	10.18	3,093,386.38	(421,789.31)	8.75
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	206,741.85	10.82	2,236,957.98	9.62	1,988,856.58	(248,101.40)	5.63
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	65,839.41	5.64	371,118.68	4.97	327,221.87	(43,896.81)	0.93
PACIFIC FUNDS FLOATING RATE INCOME FUND	69447T771	PLFRX	116,035.73	9.69	1,124,354.46	9.37	1,087,254.81	(37,099.65)	3.08
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTRQX	221,946.42	14.73	3,269,789.48	12.39	2,749,916.14	(519,873.34)	7.78
VOYA INTERMEDIATE BOND R6	92913L569	IIBZX	263,579.96	10.33	2,724,035.72	8.90	2,345,861.61	(378,174.11)	6.64
Security Type Sub-Total			1,178,012.36		13,241,432.01	55.43	11,592,497.39	(1,648,934.62)	32.81
Mutual Fund - Equity									



Detail of Securities Held & Market Analytics

For the Month Ending August 31, 2022

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Mutual Fund - Equity									
HARDING LOEVNER INTERNATIONAL EQUITY POR	412295107	HLMIX	35,779.79	26.36	943,238.12	22.67	811,127.74	(132,110.38)	2.29
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	SEMTX	31,134.75	19.14	595,877.60	15.08	469,512.05	(126,365.55)	1.33
JENSEN QUALITY GROWTH-Y	476313408	JENYX	20,365.27	49.59	1,009,933.49	56.06	1,141,676.78	131,743.29	3.23
JOHCM INTERNATIONAL SELECT I	46653M849	JOHIX	39,353.36	23.99	944,021.37	19.76	777,622.37	(166,399.00)	2.20
MFS EMERGING MARKETS DEBT R6	552746364	MEDHX	104.20	12.32	1,283.79	11.64	1,212.89	(70.90)	0.00
VANGUARD TOTAL STOCK MARKET INDEX	922908801	VITSX	0.00	75.00	0.03	96.66	0.04	0.01	0.00
Security Type Sub-Total			126,737.36		3,494,354.40	221.87	3,201,151.87	(293,202.53)	9.05
Mutual Fund - Other									
COHEN & STEERS INST REALTY SHARES	19247U106	CSRIX	14,686.06	46.25	679,219.78	48.26	708,749.12	29,529.34	2.00
PIMCO COMMODITY REAL RETURN STRATEGY	722005667	PCRIX	166,541.19	6.60	1,098,835.89	6.52	1,085,848.58	(12,987.31)	3.07
PRINCIPAL RE SECURITIES INST FUND	74253Q580	PIREX	24,359.22	27.52	670,246.04	28.50	694,237.91	23,991.87	1.96
Security Type Sub-Total			205,586.47		2,448,301.71	83.28	2,488,835.61	40,533.90	7.03
Separate Account									
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	30,625.00	1.00	30,625.00	100.37	30,737.13	112.13	0.09
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	24,500.00	1.00	24,500.00	100.37	24,589.71	89.71	0.07
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	22,050.00	1.00	22,050.00	100.37	22,130.74	80.74	0.06
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	23,562.70	1.00	23,562.70	100.37	23,648.97	86.27	0.07
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	49,980.00	1.00	49,980.00	100.37	50,163.00	183.00	0.14
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	34,300.00	1.00	34,300.00	100.37	34,425.59	125.59	0.10
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	21,070.00	1.00	21,070.00	100.37	21,147.15	77.15	0.06
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV008	SA426	68,756.25	1.00	68,756.25	244.19	167,898.00	99,141.75	0.47
Security Type Sub-Total			274,843.95		274,843.95	946.76	374,740.29	99,896.34	1.06
Managed Account Sub-Total			2,855,760.97		36,921,440.07	4,246.78	35,352,394.71	(1,569,045.36)	99.98

Detail of Securities Held & Market Analytics

For the Month Ending **August 31, 2022**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN						
Securities Sub-Total	\$2,855,760.97	\$36,921,440.07	\$4,246.78	\$35,352,394.71	(\$1,569,045.36)	99.98%
Accrued Interest				\$0.00		
Total Investments				\$35,352,394.71		



SunLine Transit Agency
CONSENT CALENDAR

DATE: October 26, 2022

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Ridership Report for September 2022

Summary:

	Monthly Ridership		Monthly Variance	
	Sep-22	Sep-21	Net	Percent
Fixed Route	215,388	175,075	40,313	23%
SolVan	1,676	1,492	168	12.3%
SunRide	661	412	249	37.7%
Taxi Voucher*	279	319	-40	-14.3%
SunDial	8,934	8,262	672	8.1%
Total	226,938	185,560	41,110	22.3%

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

September 2022 Fiscal Year To Date Ridership	
Fiscal Year 2023	628,750
Fiscal Year 2022	515,279
Ridership Increase	113,471

Fiscal year to date system ridership is up by 113,471 rides or 22% compared to the previous fiscal year. The baseline of the attached COVID-19 Recovery charts is calendar year 2020, this allows a comparison of three (3) years.

Recommendation:

Receive and file.

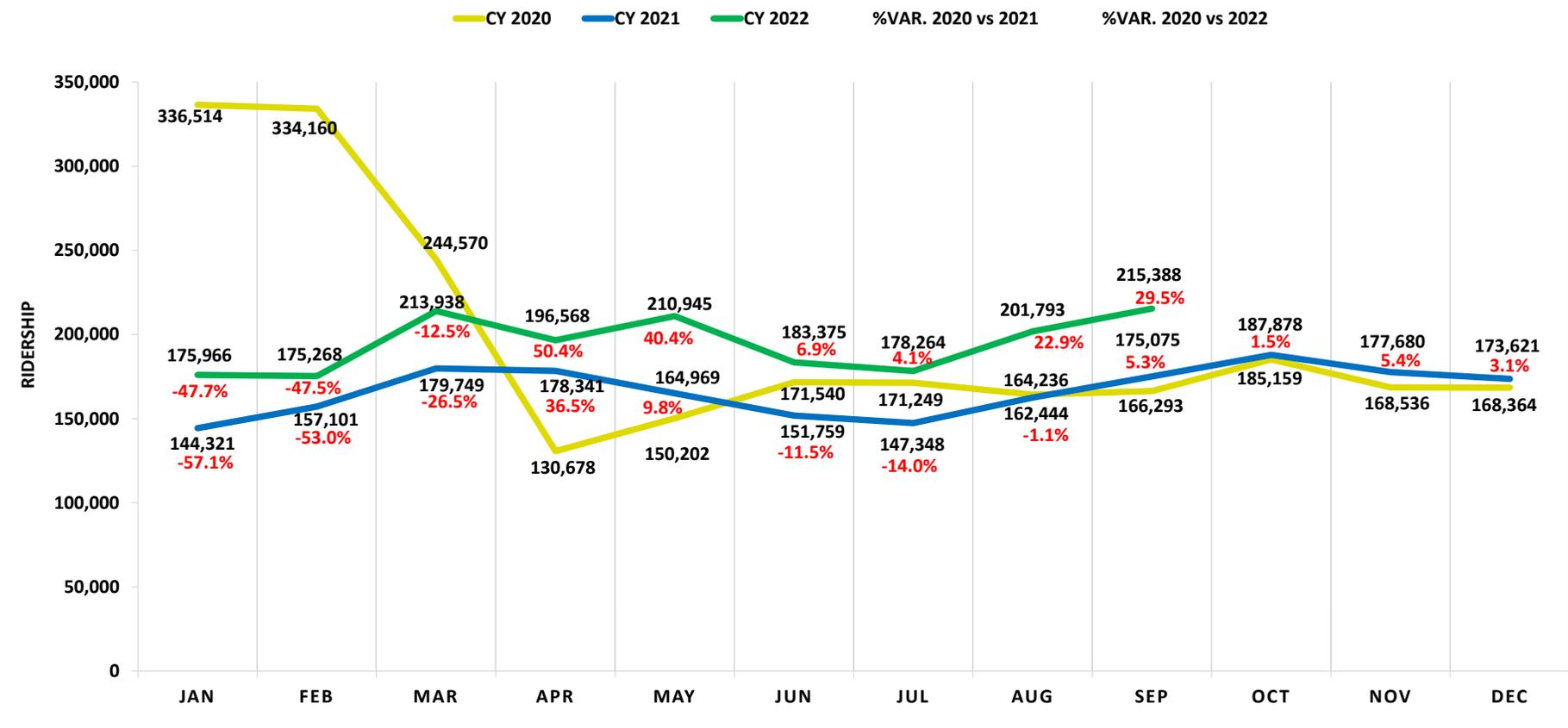


SunLine Transit Agency Monthly Ridership Report September 2022

Fixed Route	Description	Sep 2022	Sep 2021	FY 2023	FY 2022	Monthly KPI		Bikes		Wheelchairs	
				YTD	YTD	Passengers/ Rev. Hours	Passengers/ Rev. Miles	Monthly	FYTD	Monthly	FYTD
Route 1	Coachella - Hwy 111 - Palm Springs	86,152	68,852	248,003	204,404	14.2	0.9	3,804	11,185	664	2,289
Route 2	Desert Hot Springs - Palm Springs - Cathedral City	55,572	49,592	161,171	138,502	21.1	1.5	2,219	6,111	458	1,361
Route 3	Desert Hot Springs - Desert Edge	6,349	4,656	16,414	12,720	12.6	0.8	148	468	126	288
Route 4	Westfield Palm Desert - Palm Springs	17,827	15,176	50,915	43,800	9.7	0.7	601	1,742	136	325
Route 5	Desert Hot Springs - CSUSB - Palm Desert	1,785	837	4,458	837	6.2	0.2	43	123	-	8
Route 6	Coachella - Fred Waring - Westfield Palm Desert	8,351	6,342	20,689	15,880	5.5	0.5	281	762	54	141
Route 7	Bermuda Dunes - Indian Wells - La Quinta	5,669	5,662	15,868	14,383	10.7	0.8	162	595	38	133
Route 8	North Indio - Coachella - Thermal/Mecca	14,007	9,519	41,048	28,070	9.3	0.6	347	1,242	75	205
Route 9	North Shore - Mecca - Oasis	7,071	4,504	16,570	11,322	5.7	0.3	62	205	34	66
Route 10	Indio - CSUSB - San Bernardino - Metrolink	3,224	2,441	6,048	3,780	11.8	0.1	23	62	5	12
Route 200 SB	Palm Springs High School AM Tripper	473	245	651	555	32.1	1.5	8	9	1	1
Route 400 SB	Raymond Cree / Palm Springs HS Tripper	77	173	114	314	5.1	0.3	-	-	-	-
Route 401 SB	Palm Canyon / Stevens AM Tripper		107	-	107	-	-	-	-	-	-
Route 402 NB	Palm Canyon / Stevens AM Tripper	47	5	72	95	5.0	0.4	-	-	1	2
Route 403 NB	Vista Chino / Sunrise PM Tripper	135	50	195	166	17.6	0.6	5	5	-	-
Route 500 SB	Westfield Palm Desert PM Tripper	305	174	453	241	33.5	2.1	-	1	-	-
Route 501 NB	Palm Desert High School AM Tripper		15	-	95	-	-	-	-	-	-
Route 700 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo AM Tripper	456	454	650	617	20.2	1.3	1	7	-	-
Route 701 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo PM Tripper	1,013	994	1,612	1,321	48.4	3.2	101	110	-	-
Route 800 NB	Shadow Hills High School AM Tripper	1,642	2,376	2,326	3,065	71.9	3.6	-	-	-	-
Route 801 SB	Jackson / 44th PM Tripper	2,761	1,964	4,149	2,960	125.7	7.4	11	11	1	2
Route 802 SB	Hwy 111 / Golf Center Pkwy PM Tripper	557	784	845	1,083	25.6	1.3	-	3	-	-
Route 803 NB	Shadow Hills High School AM Tripper	1,915	153	3,194	550	274.9	13.5	-	-	-	-
	Fixed Route Total	215,388	175,075	595,445	484,867	12.8	0.8	7,816	22,641	1,593	4,833
	SolVan	1,676	1,492	4,926	4,373						
	SunRide	661	412	1,476	1,274						
	Taxi Voucher	279	319	779	877						
	SunDial	8,934	8,262	26,124	23,888	2.0	0.1				
	System Total	226,938	185,560	628,750	515,279	10.1	0.6				
		Sep-22	Sep-21								
	Weekdays:	22	22								
	Saturdays:	4	4								
	Sundays:	4	4								
	Total Days:	30	30								

On Sunday, May 2, 2021, SunLine resumed fare collection. Haul Pass Programs returned, Haul Pass COD contributed with 6,805 rides, CSUSB with 2,393 rides. Mobile Ticketing contributed with 38,855 rides, the total for September 2022 includes 227 paratransit mobile tickets.

Fixed Route Ridership COVID-19 Recovery



From March 21, 2020, thru September 4, 2021, SunLine operated at a reduced level of service, Level 3, in response to the COVID-19 pandemic.

January 2021 fixed route ridership was calculated from January 3, 2021, to maintain data integrity of the new Refueled system.

FY 2022 data includes the resumption of the school trippers in March 2021, and the new Route 10 that started on July 12, 2021.

On October 17, 2021, SunLine commenced operations under Level 2.

Variances are in red close to their corresponding ridership number. 2021 and 2022 are referring to the baseline of 2020.

Ridership:

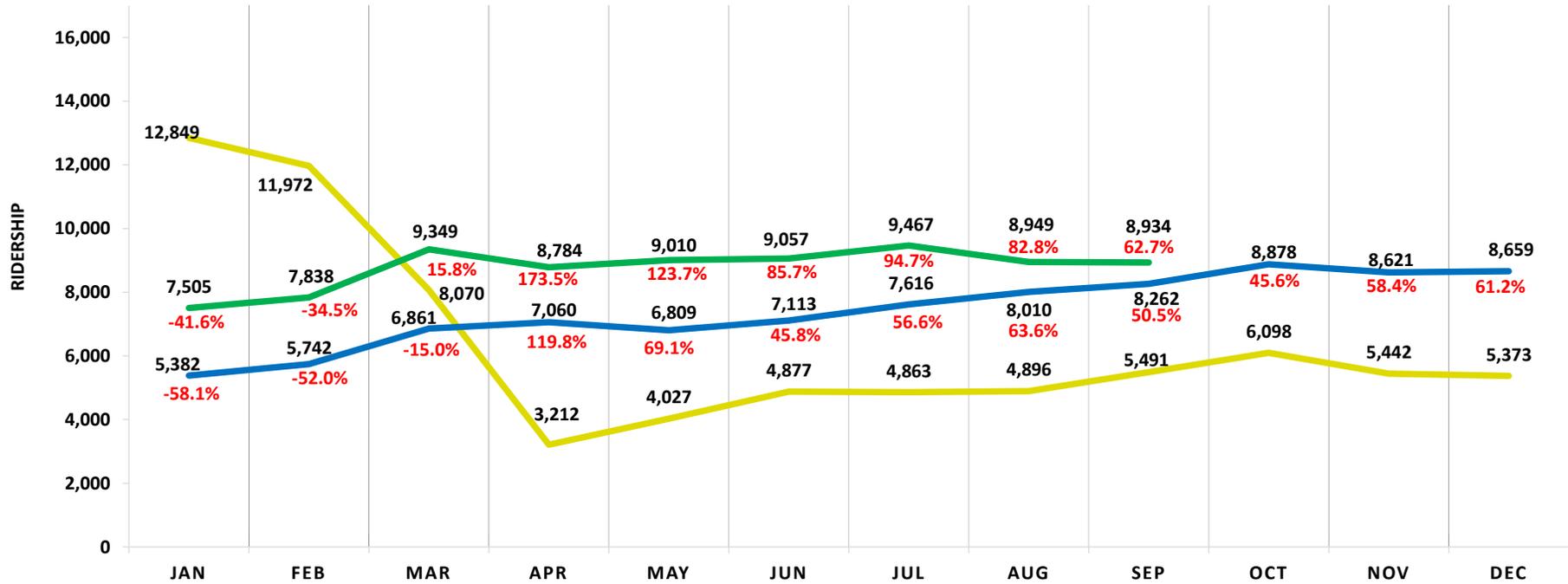
FY 2021 Actual = 2,088,342

FY 2022 Actual = 2,303,785

FY 2023 SRTP Predicted = 2,506,993

Paratransit Ridership COVID-19 Recovery

— CY 2020
 — CY 2021
 — CY 2022
 %VAR. 2020 vs 2021
 %VAR. 2020 vs 2022



Beginning January 2022, instead of comparing the ridership to the 2019 pre COVID levels, we will be moving forward with comparing the ridership growth from 2020 and 2021. Variances are in red close to their corresponding ridership number. 2021 and 2022 are referring to the baseline of 2020. January 2020 and February 2020 show pre-pandemic COVID-19 ridership numbers.

SunLine Transit Agency
CONSENT CALENDAR

DATE: October 26, 2022

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: SunDial Operational Notes for September 2022

Summary:

The attached report summarizes SunDial's operation for the month of September 2022. This report identifies that on-time performance continues to exceed the service standard goal of 85% for each month. In September, paratransit met and exceeded this goal at 90.2%. Fiscal year to date, SunDial has maintained an on-time performance of 88%. Total vehicle miles for September 2022, decreased by 2,280 compared to September 2021. Total trips for the month of September were 8,555. When compared to September 2021, this is an increase of 828 trips or 10.7%.

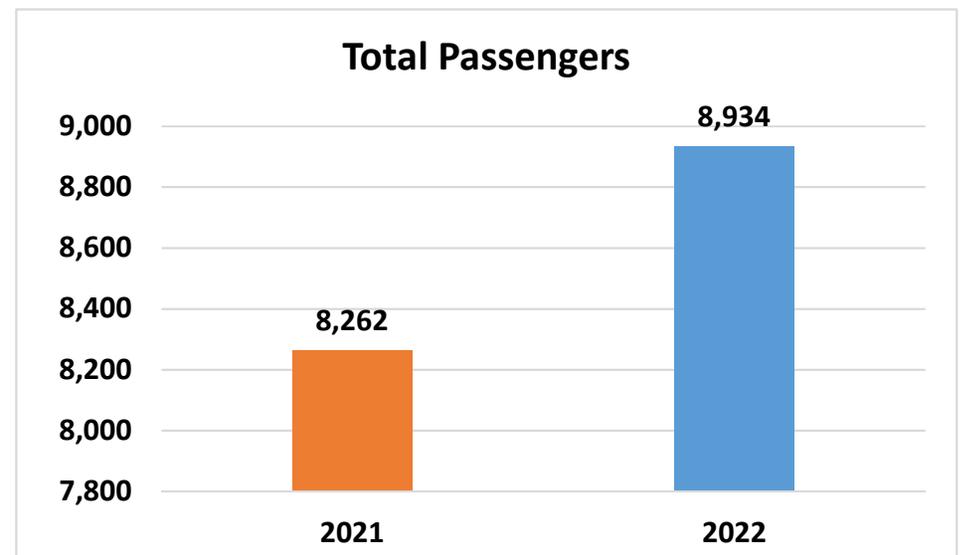
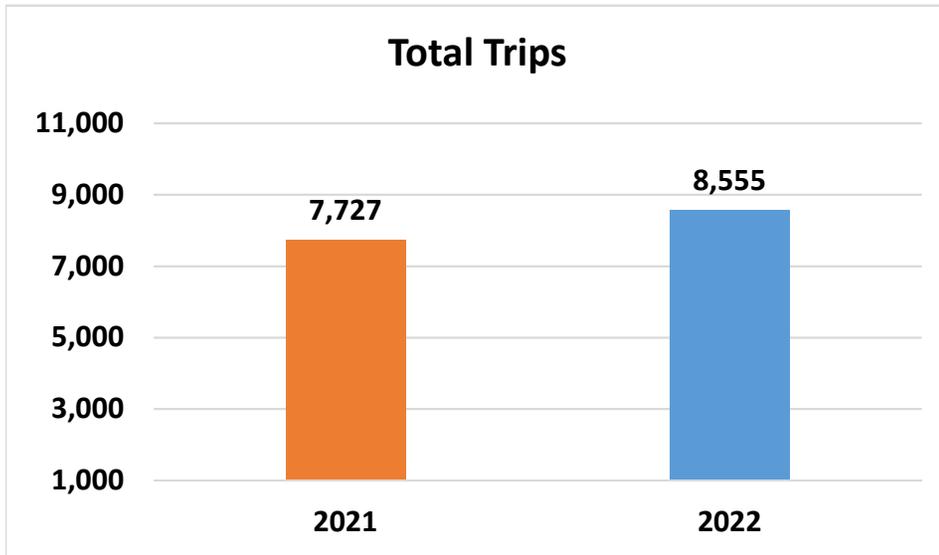
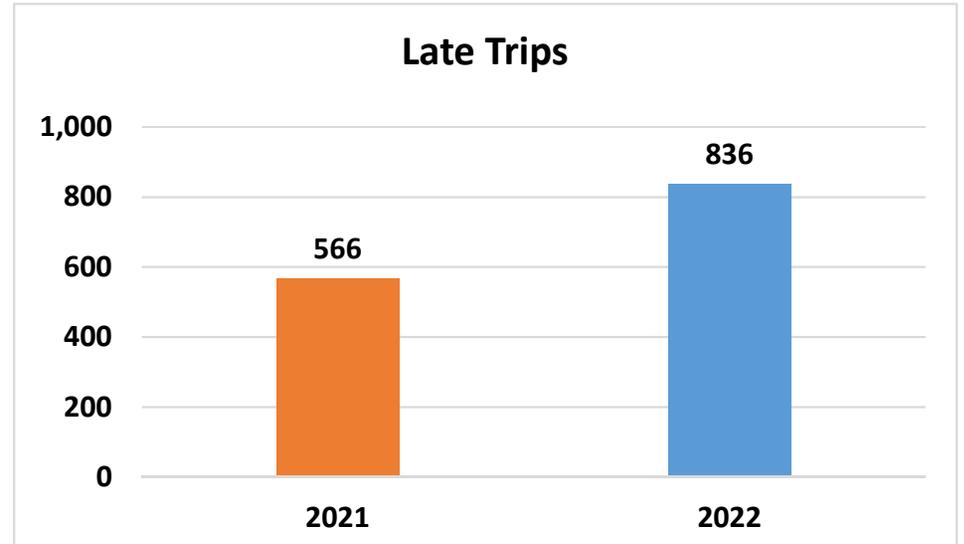
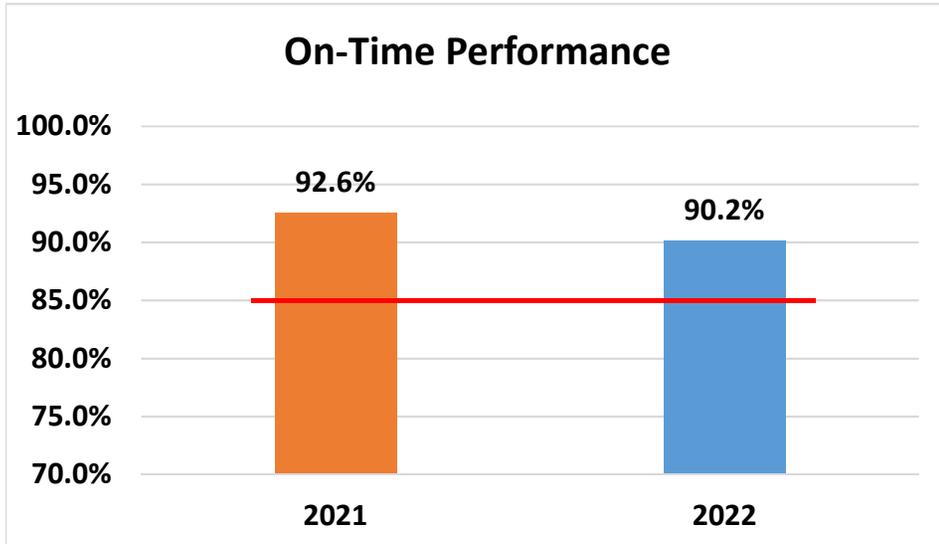
Total passengers for the month of September were 8,934. When compared to September 2021, this is an increase of 672 passengers or 8.1%. Mobility device boardings for September 2022 increased 43% or 496 compared to September 2021. Field Supervisors performed 53 onboard inspections and 63 safety evaluations which included pre-trip inspections and trailing evaluations.

Recommendation:

Receive and file.

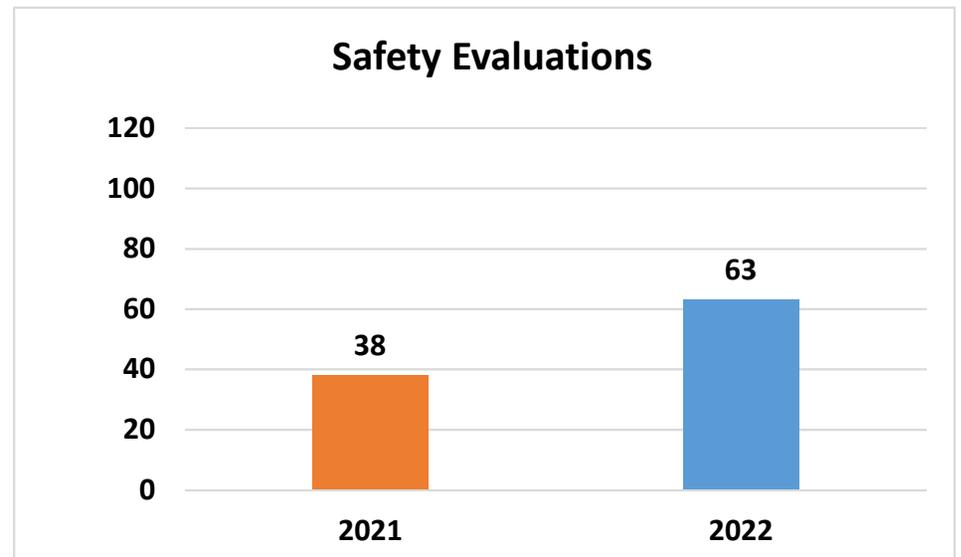
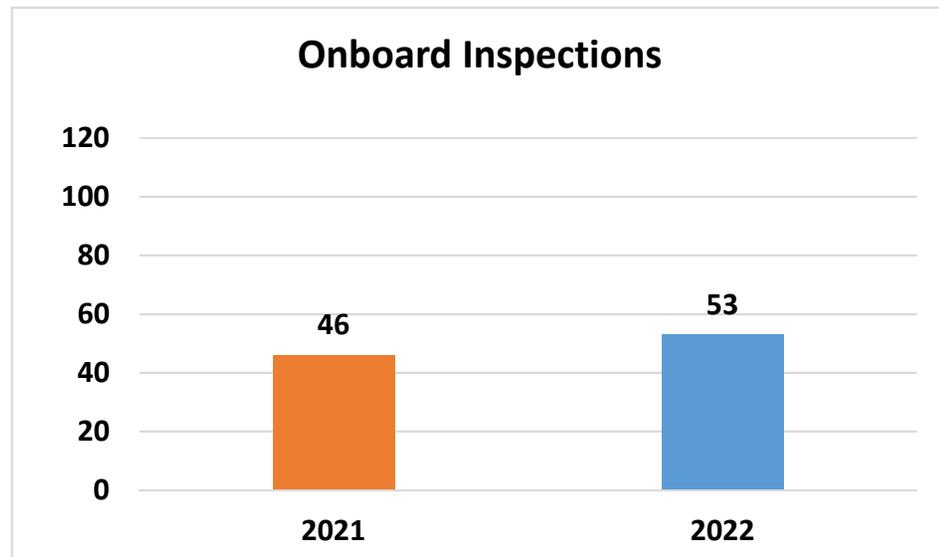
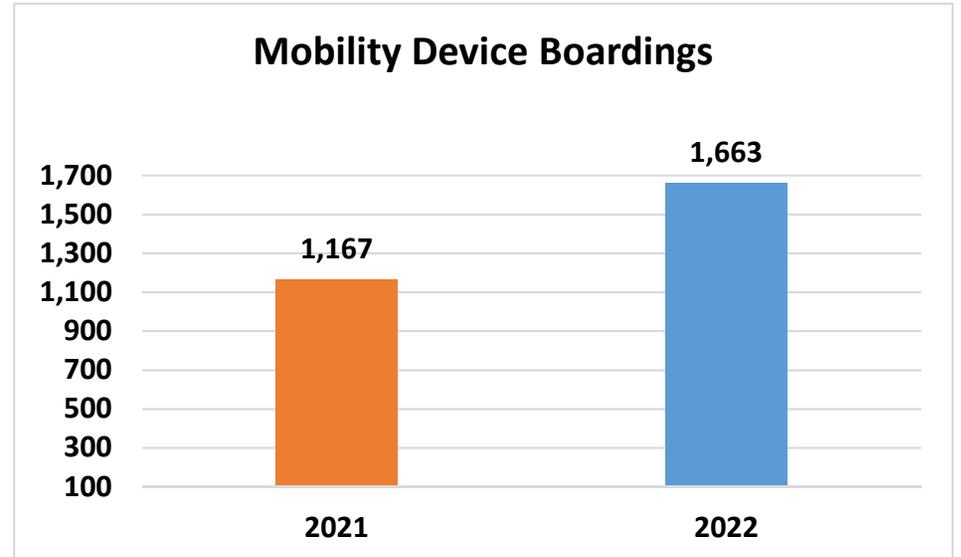
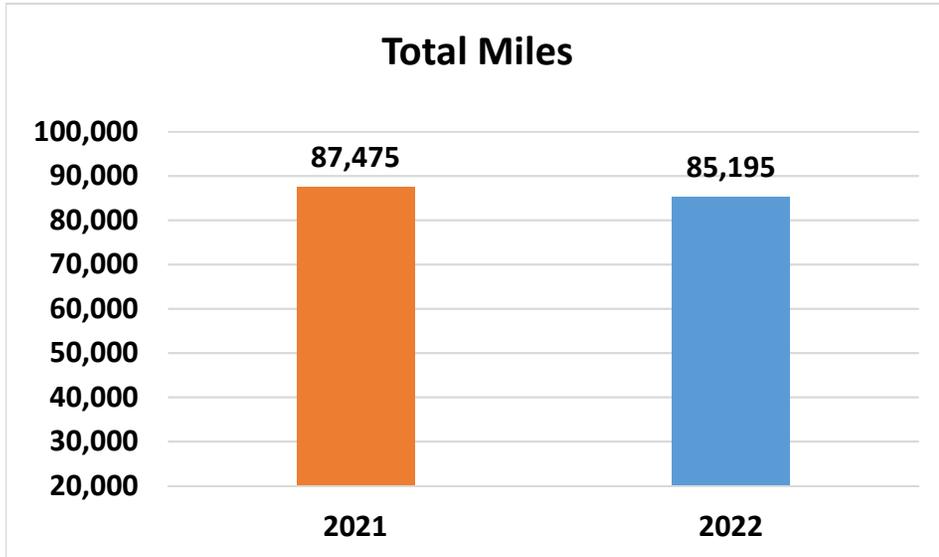
SunDial Operational Charts

September 2021 vs. September 2022



SunDial Operational Charts

September 2021 vs. September 2022



SunLine Transit Agency
CONSENT CALENDAR

DATE: October 26, 2022 **RECEIVE & FILE**

TO: Finance/Audit Committee
Board of Directors

RE: Metrics for September 2022

Summary:

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

SunRide

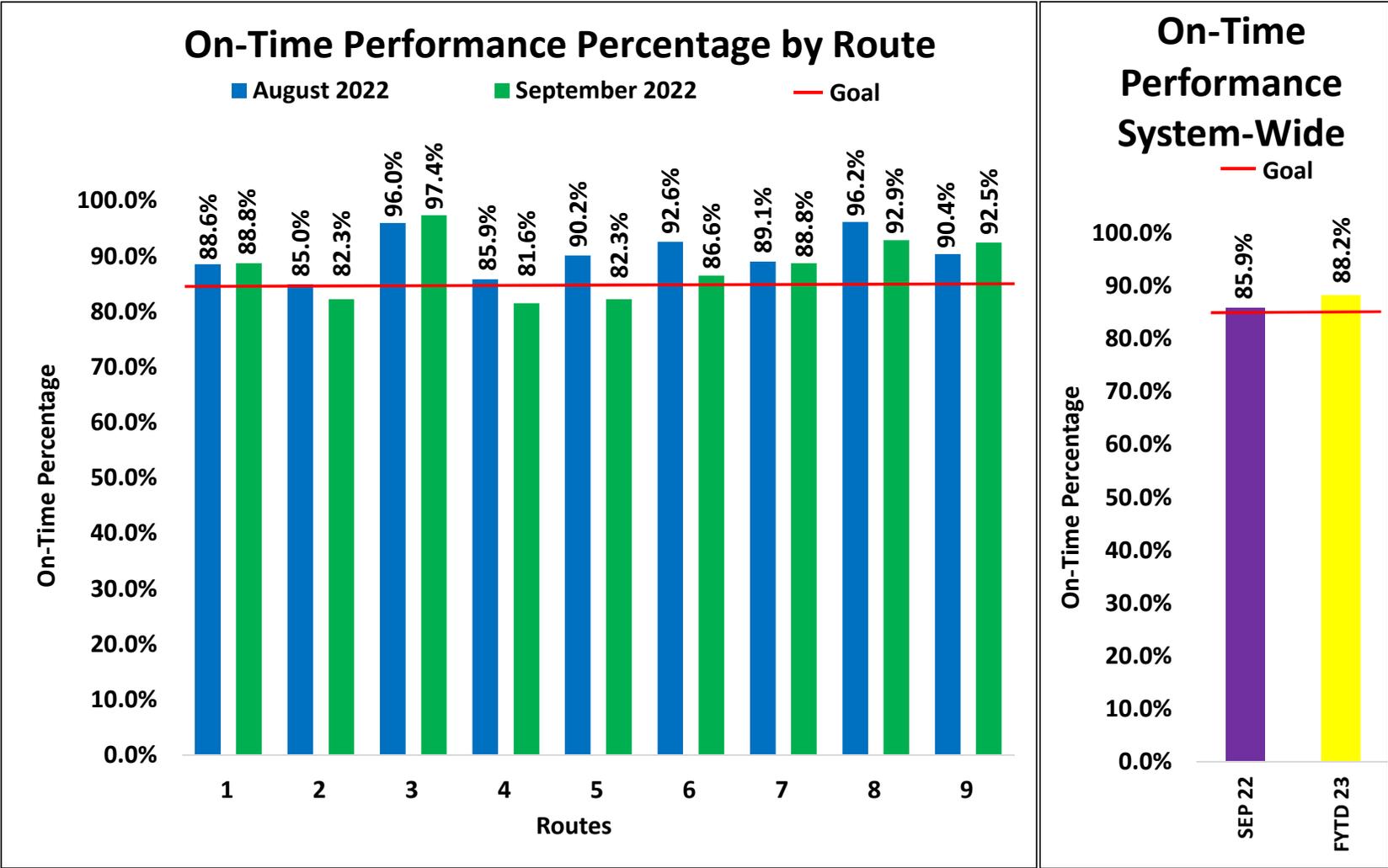
- SunRide had its best month to date with 598 rides by 656 passengers, up 30% over the second highest month.
- Two (2) new geo-fences began SunRide service on September 5th - Indio and Cathedral City.
- Palm Desert had its best month to date with 160 rides by 169 passengers, up 5% from its second highest month.
- Coachella also had its best month to date with 204 rides by 217 passengers, up 11% from its second highest month.
- Desert Hot Springs/Desert Edge continues a steady increase in ridership since February, up 52%.
- Mecca/North Shore is up for the second month in a row with 67 rides by 84 passengers.

Fixed Route

- Routes 2, 4 and 5 did not meet the Agency on-time performance goal of 85% for the month.
 - Routes 2 and 4 had construction detours at Farrell and Tahquitz. Additional road closures due to police activity forced routes to be on detour and face delays.
 - Route 5 experienced traffic delays during peak hours between Desert Hot Springs and Palm Desert.
- Early departures had a decrease of 0.1% when compared to the previous month.
- Late departures had an increase on Route 2 of 4.1%, Route 4 of 4.1% and Route 5 of 8.4%, due to the already mentioned activities within the routes.
- Route 9 early departures had an increase of 0.5% when compared to the previous month. This is attributed to some operators not following a new deadhead adjustment for the Avenue 66 Bypass that was implemented in the September service change. The Agency has monitoring timepoints along with operator coaching.

Recommendation:

Receive and file.



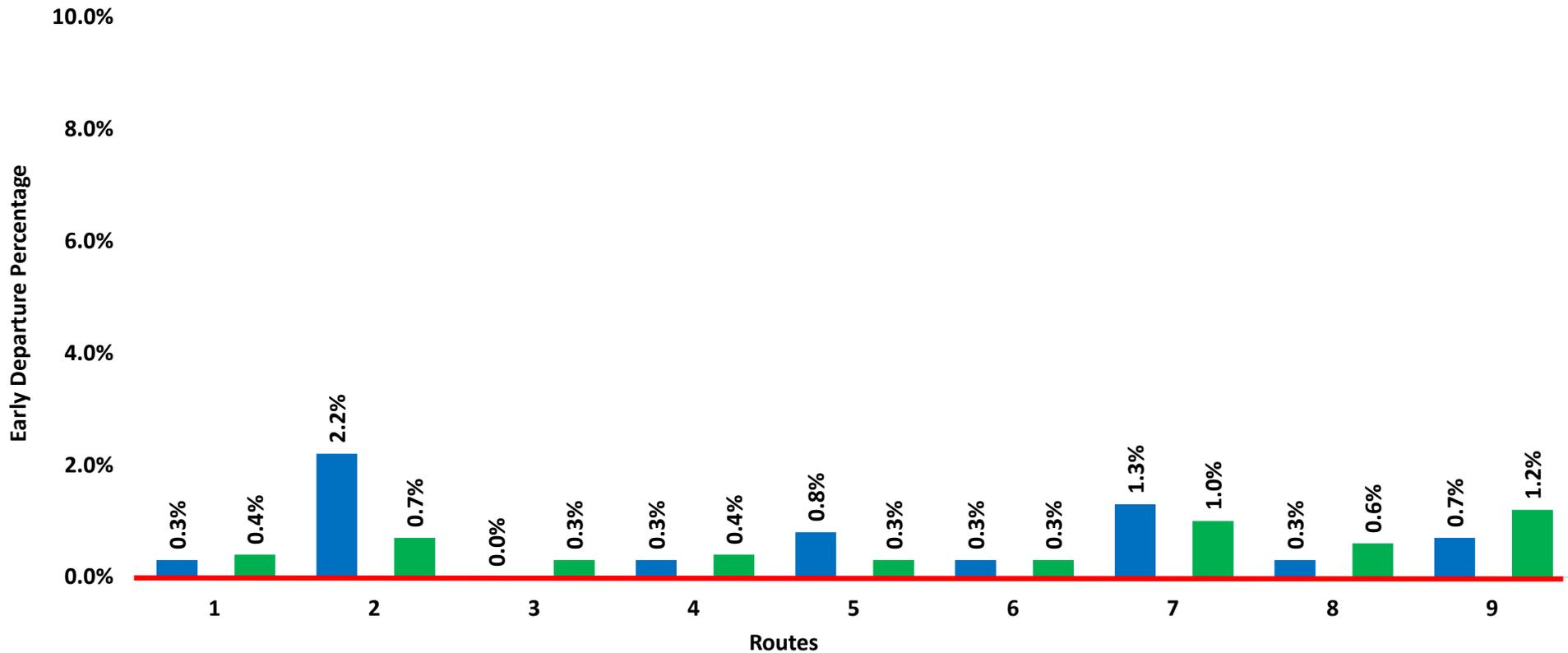
On-Time Definition: When a trip departs a time point within a range of zero (0) minutes early to five (5) minutes late.

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

Note: Note: Routes 2, 4 and 5 did not meet the Agency goal for the month due to construction, detours, road closures and heavy traffic in the west side of the valley.

Early Departure Percentage by Route

■ August 2022 ■ September 2022

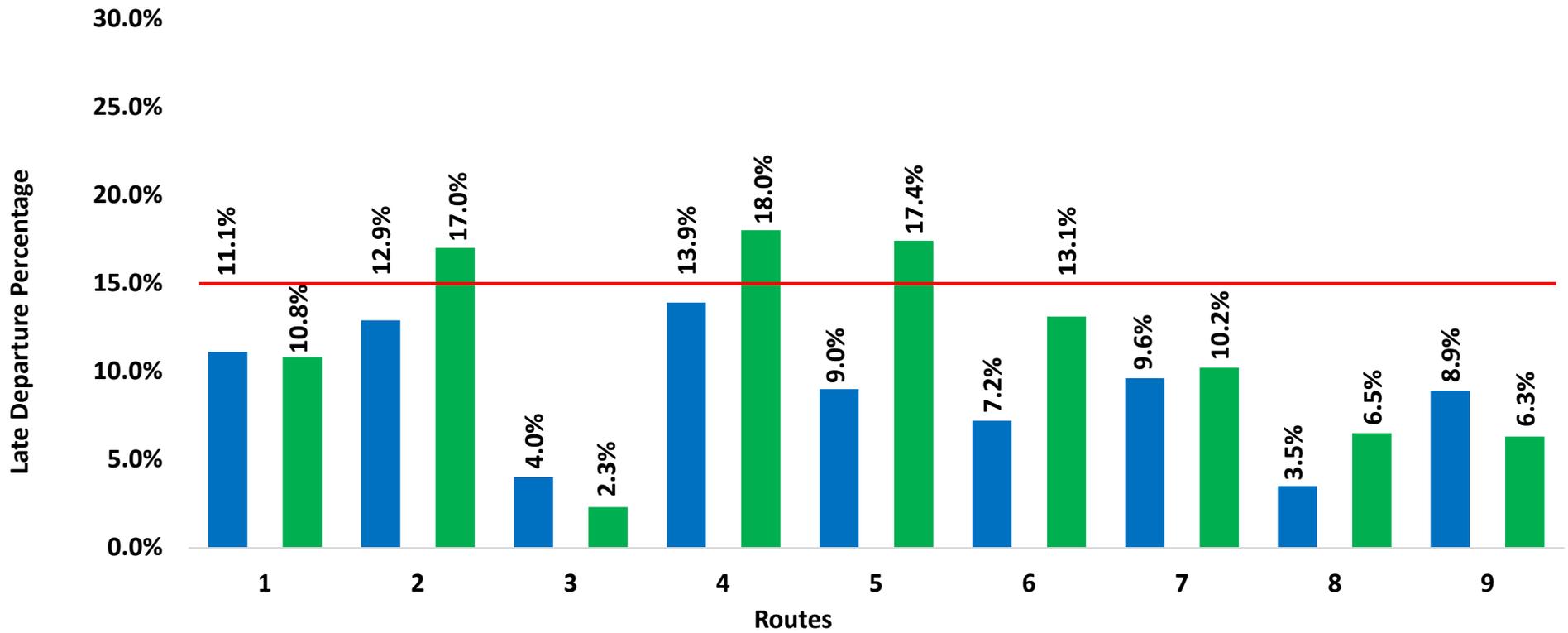


Early Departure Definition: When a bus leaves a time point ahead of the scheduled departure time.

Goal: To reduce early departures to 0%.

Late Departure Percentage by Route

■ August 2022 ■ September 2022 — Goal



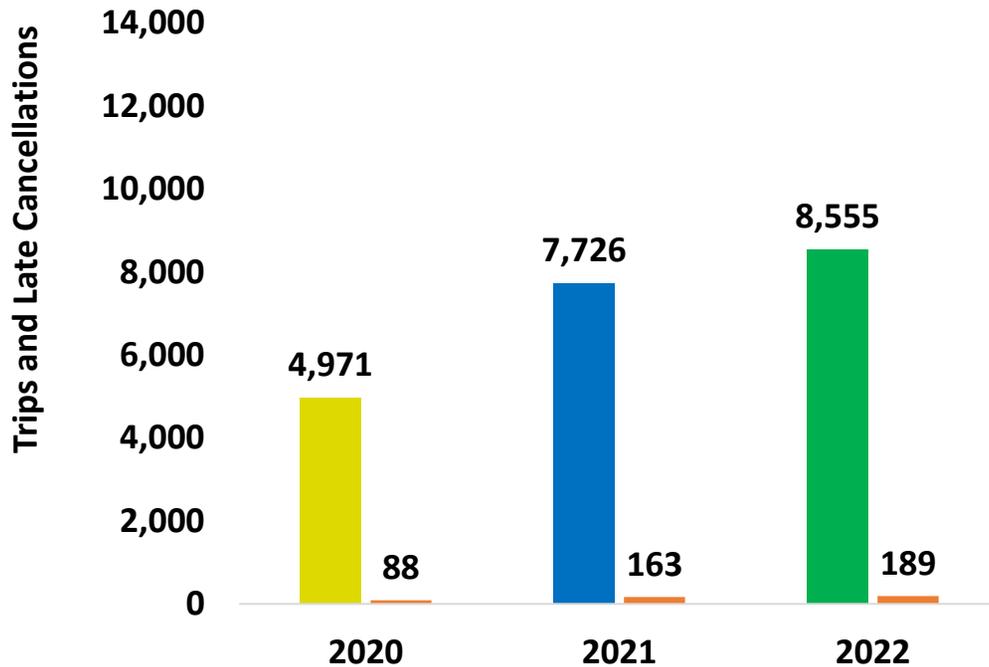
Late Departure Definition: When a bus leaves a time point after the scheduled departure time and the route is running late with a departure greater than five (5) minutes.

Goal: To ensure late departures remain below 15%.

Note: Routes 2, 4 and 5 did not meet the Agency goal of 85% for the month due to construction, detours, road closures and heavy traffic in the west side of the valley.

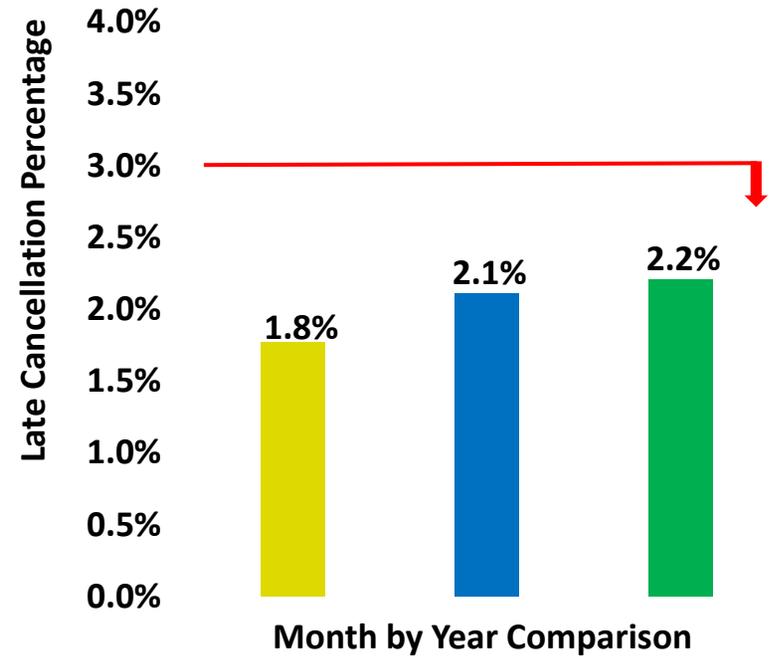
Total Trips vs. Late Cancellations September

■ Late Cancellations



Late Cancellation Percentage

■ FY21 ■ FY22 ■ FY23 — Goal



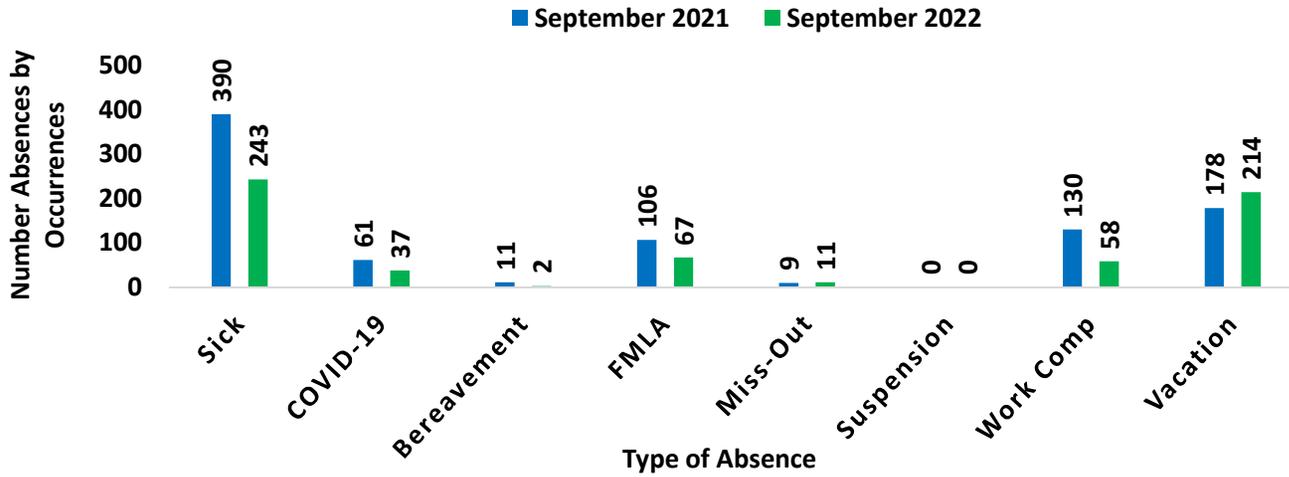
Trip: A one-way trip booked by the rider. A roundtrip is counted as two (2) trips.

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

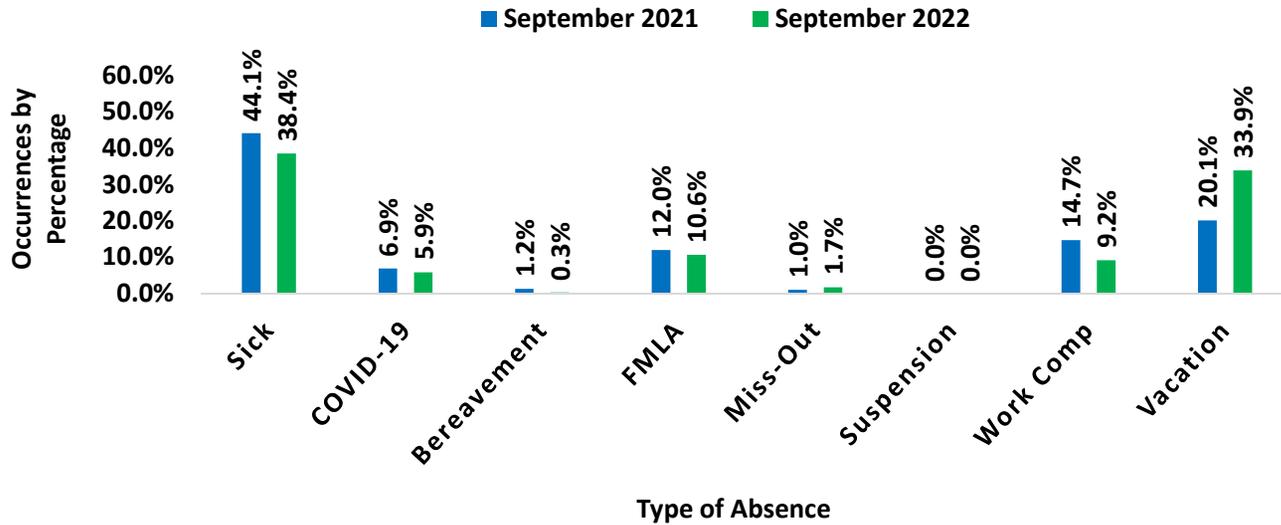
Goal for Late Cancellations: 3% or below.

Total Trips: Total one-way trips completed.

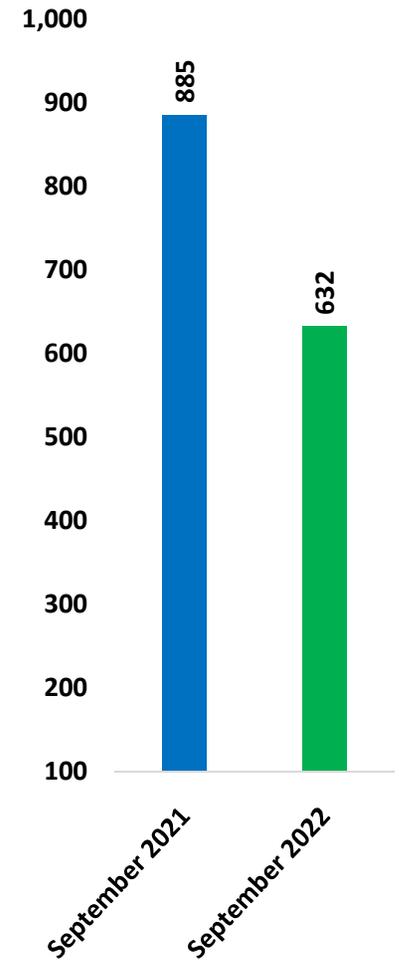
Operator Absence by Type



Operator Absence Type by Percentage

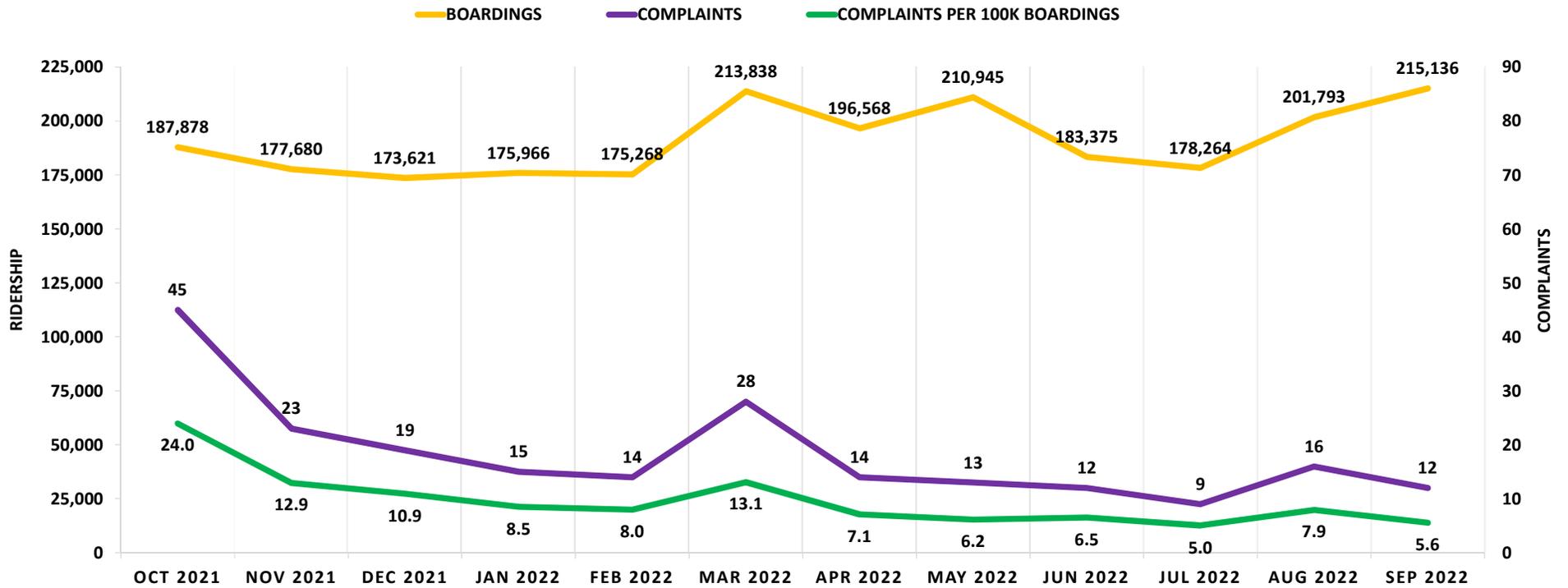


Total Absence Occurrences



This chart includes unplanned/unscheduled and COVID-19 absences for Fixed Route drivers. SunLine continues to monitor all driver absences and have seen a decrease in workforce absences for September 2022 when compared to September 2021.

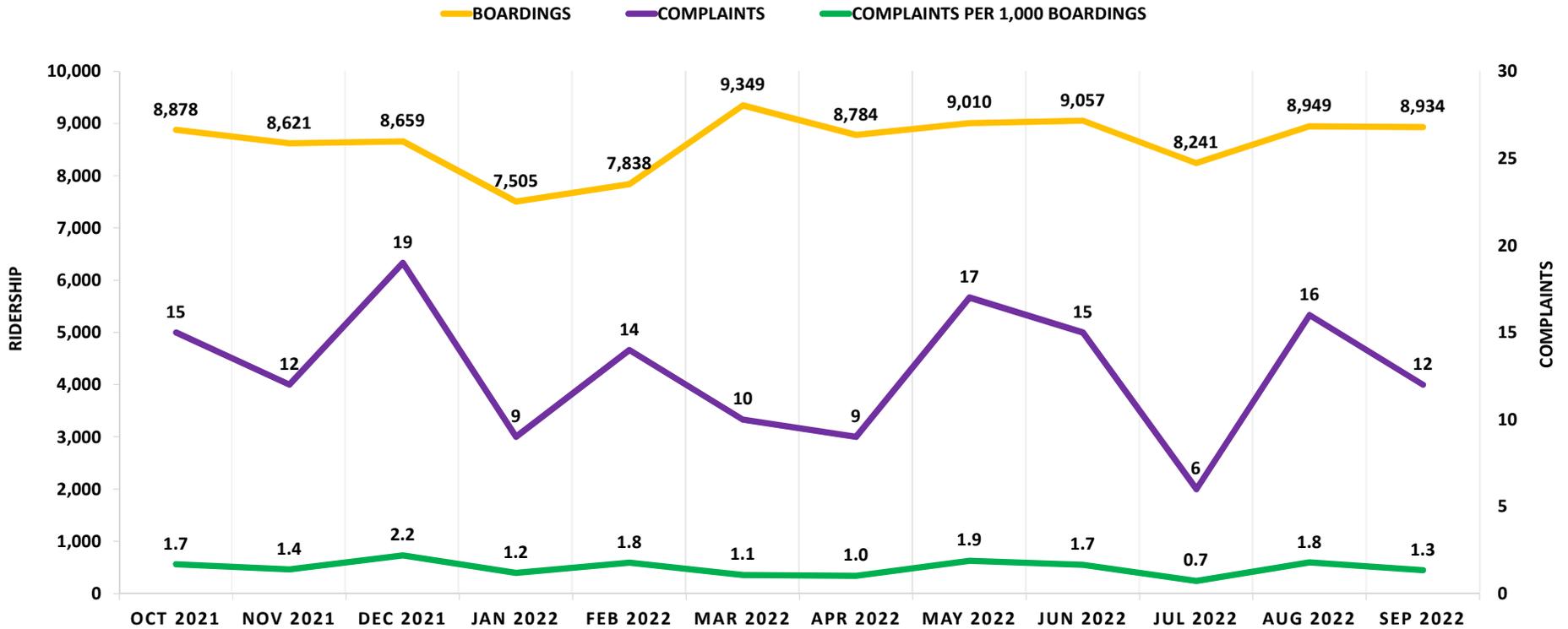
Fixed Route Customer Complaints September 2022



This chart represents the number of boardings and total valid complaints as well as the number of valid complaints per 100,000 boardings for the fixed route system. In October 2021, we saw an increase in customer complaints. We attribute this to the implementation of Level 1 service in September and reverting to Level 2 service on October 17, 2021. This caused some interruptions in service due to the lack of workforce.

For the month of September, 99.99% of our total rides did not receive a complaint.

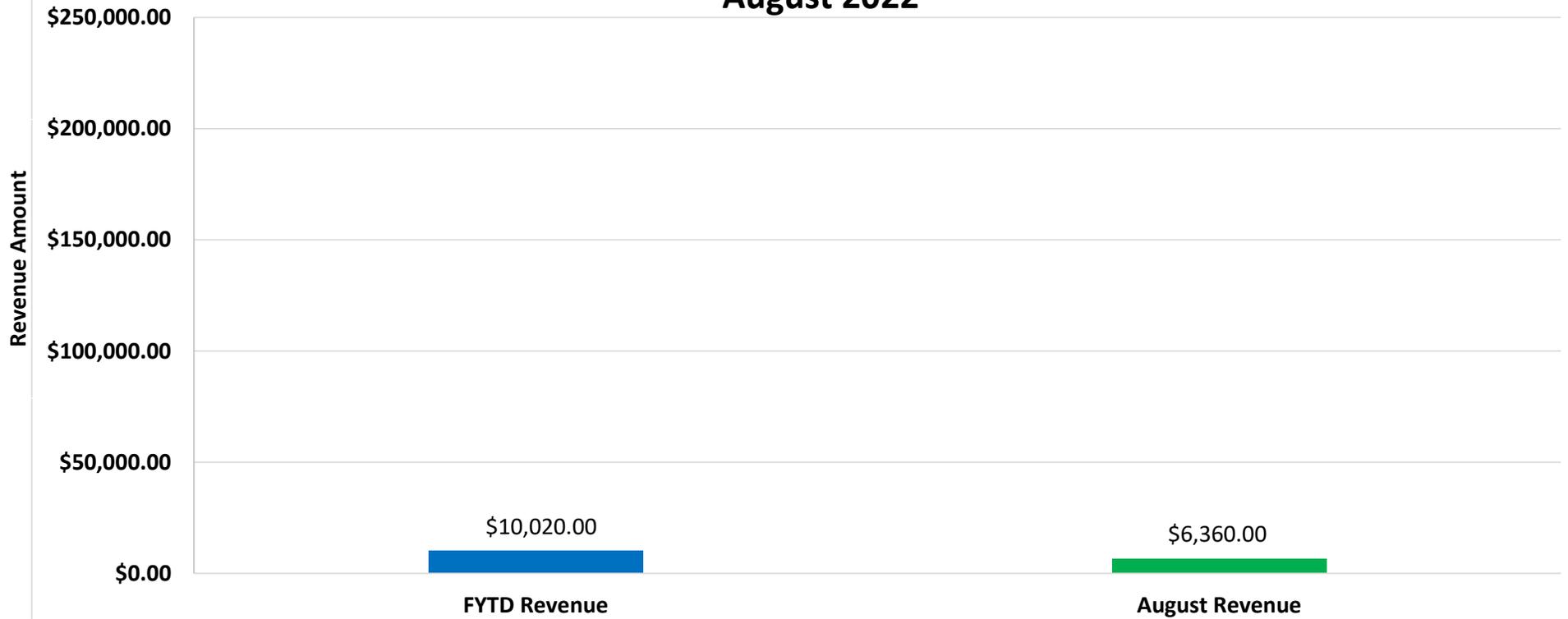
Paratransit Customer Complaints September 2022



This chart represents the number of boardings and total valid complaints as well as the number of valid complaints per 1,000 boardings for the paratransit service. In October 2021, we saw an increase in customer complaints. We attribute this to the implementation of Level 1 service in September and reverting to Level 2 service on October 17, 2021. This caused some interruptions in service due to the lack of workforce.

For the month of September, 99.91% of our total rides did not receive a complaint.

Advertising Revenue FYTD Budget vs FYTD Agency Revenue August 2022

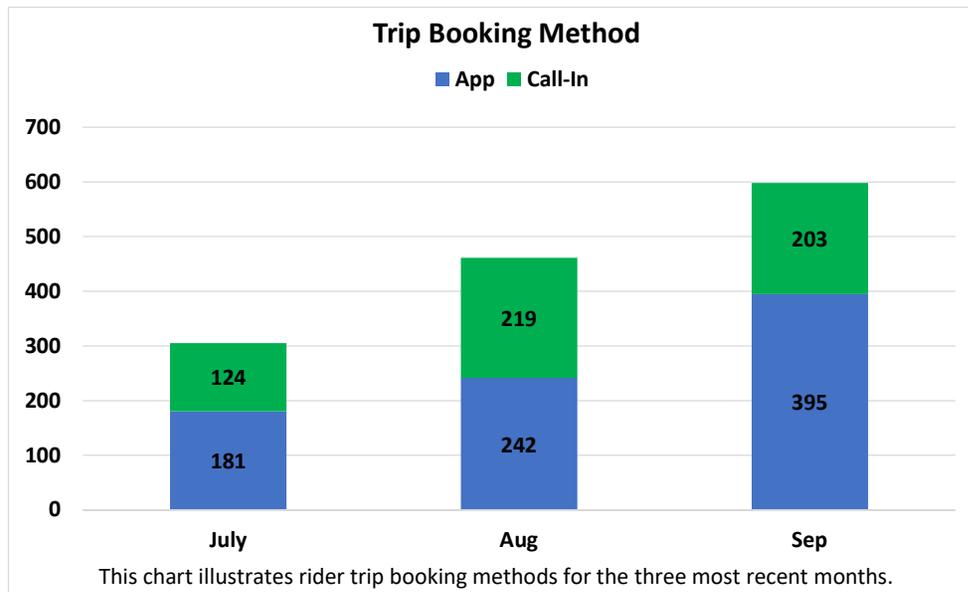
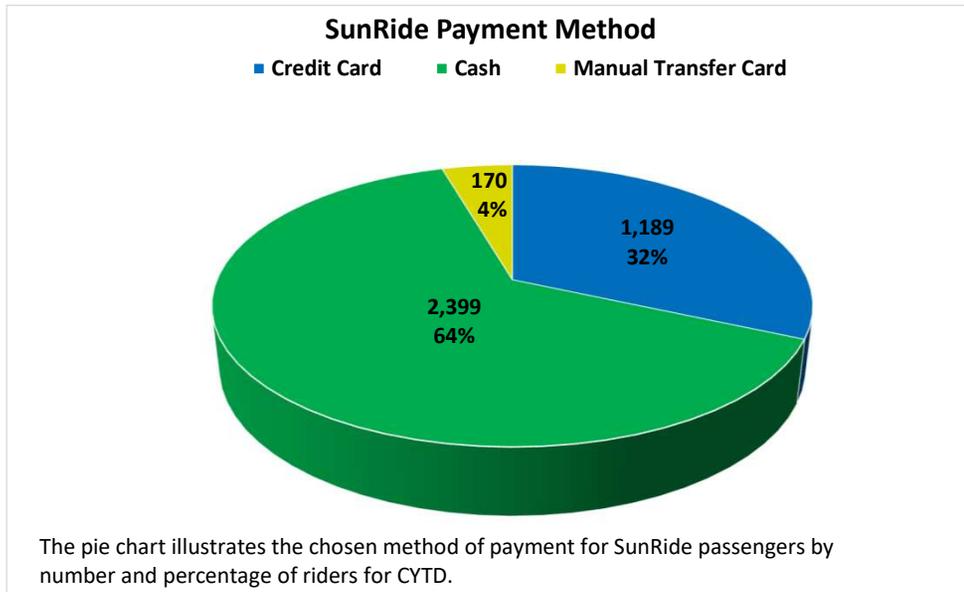
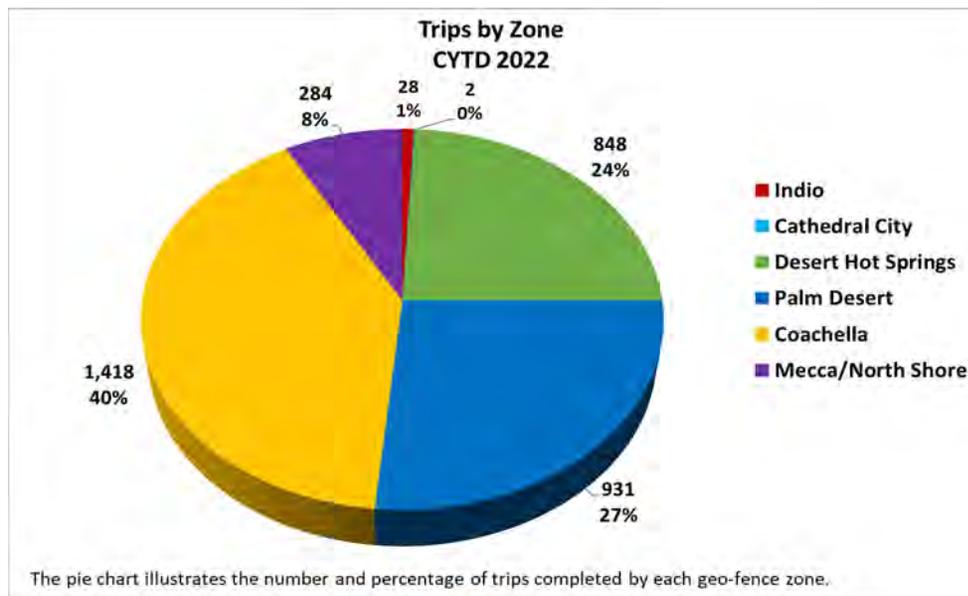
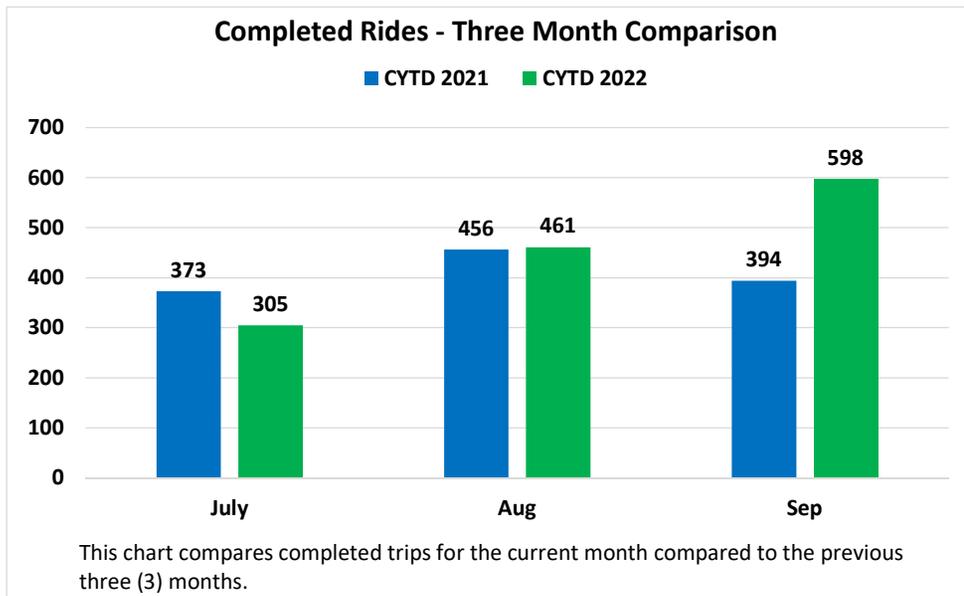


Advertising revenue tracks revenue of invoiced contracts for bus shelter and bus wrap advertising. The graph tracks FYTD revenue accrued with the monthly revenue accrued. The annual budget amount for FY23 is \$250,000 (*advertising revenues follow Finance Department reporting from the previous two (2)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

SunRide System-Wide Metrics CYTD 2022

Total Completed Trips: 3,511

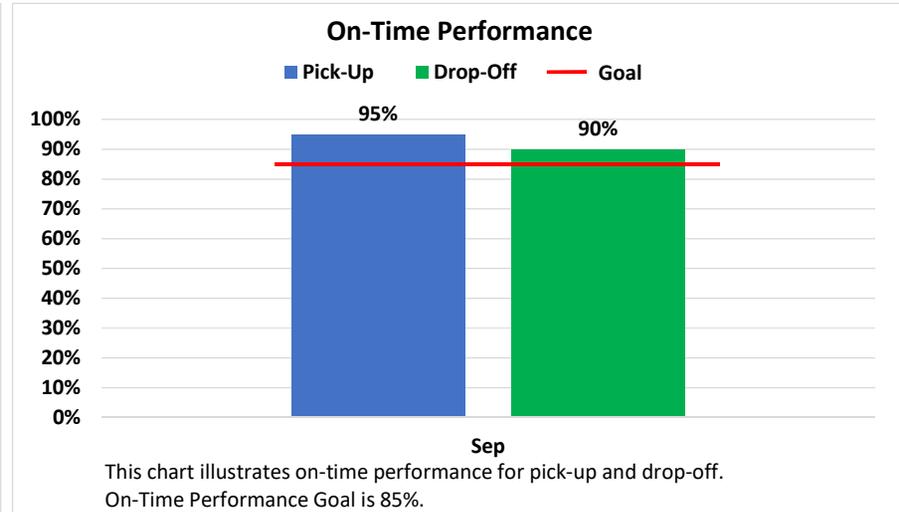
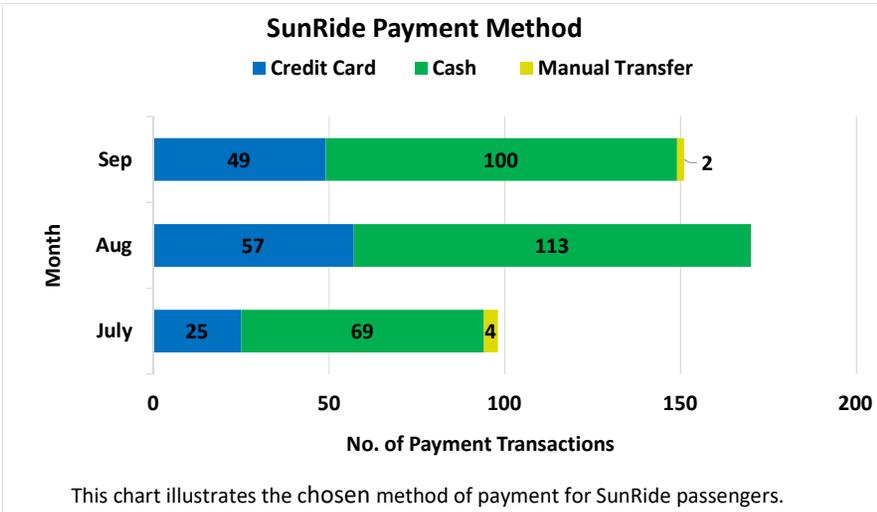
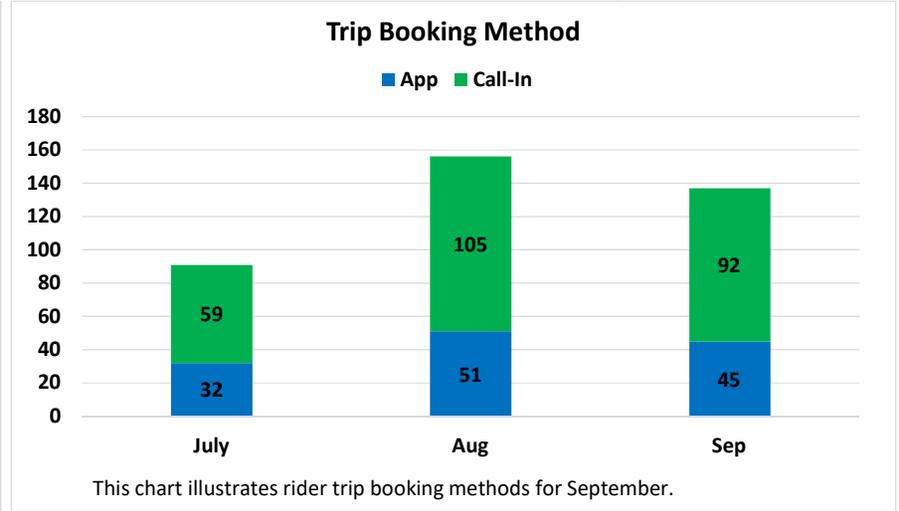
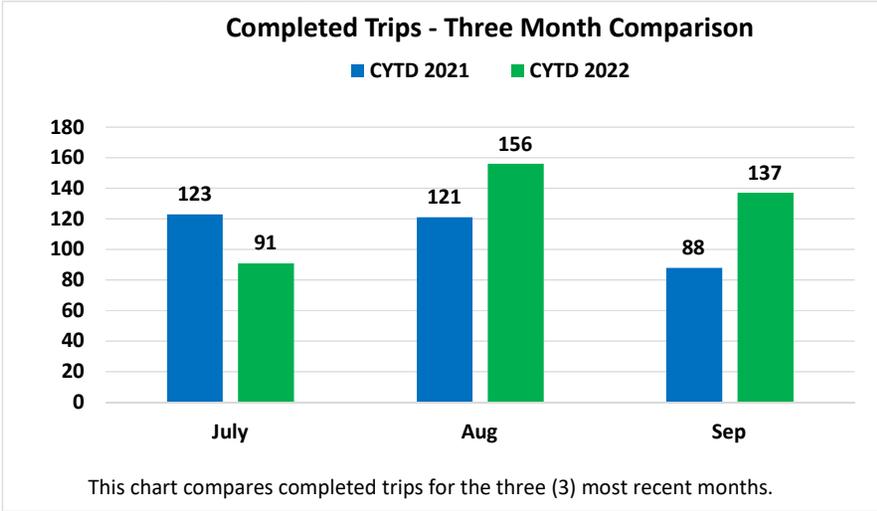
Total Number of Passengers: 3,758



Desert Hot Springs/Desert Edge Geo-Fence Metrics CYTD 2022

Total Completed Trips: 848

Total Number of Passengers: 938



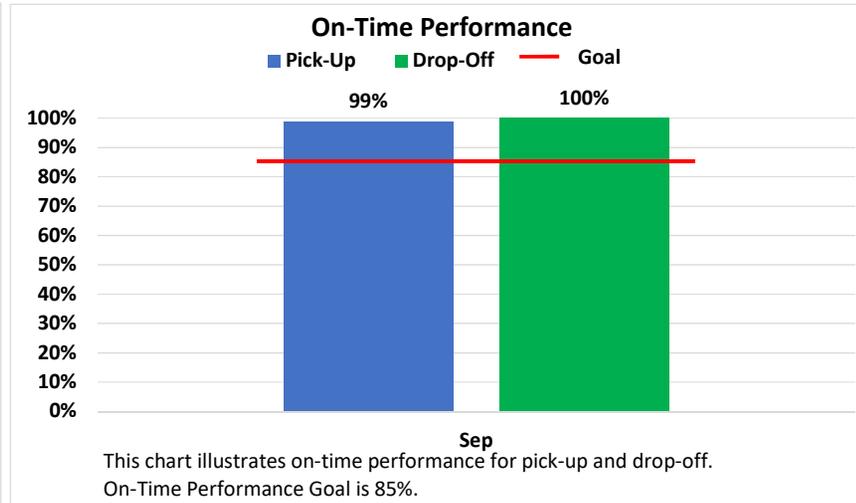
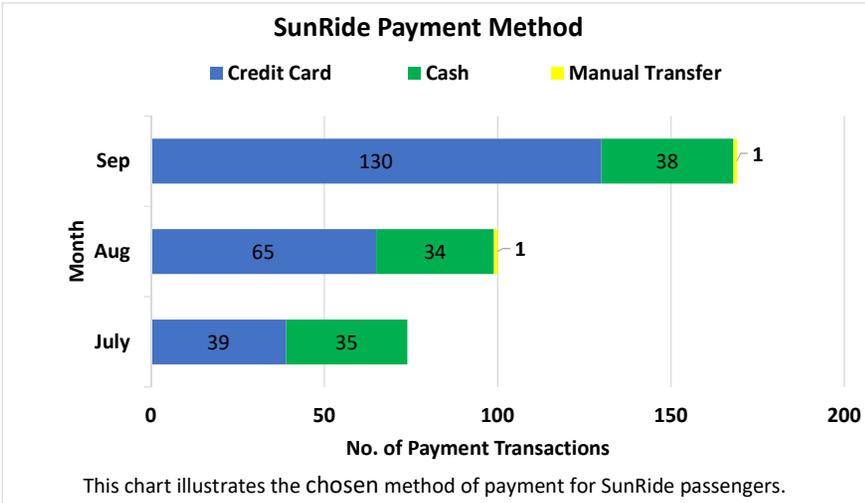
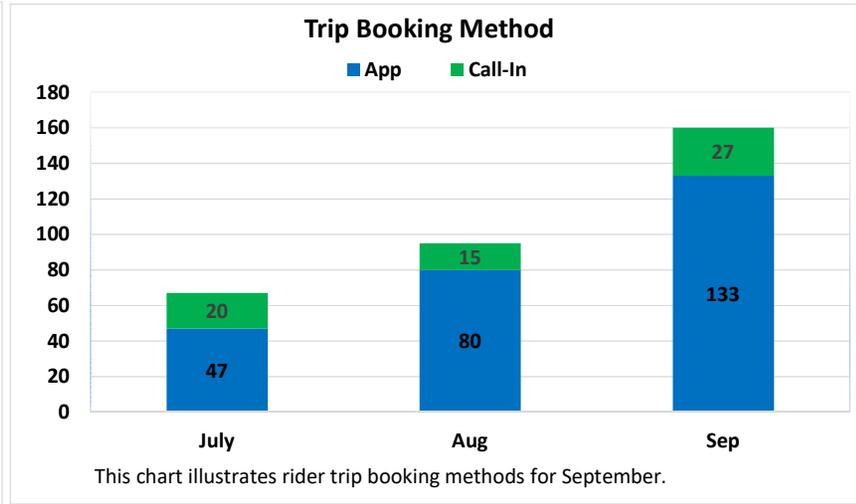
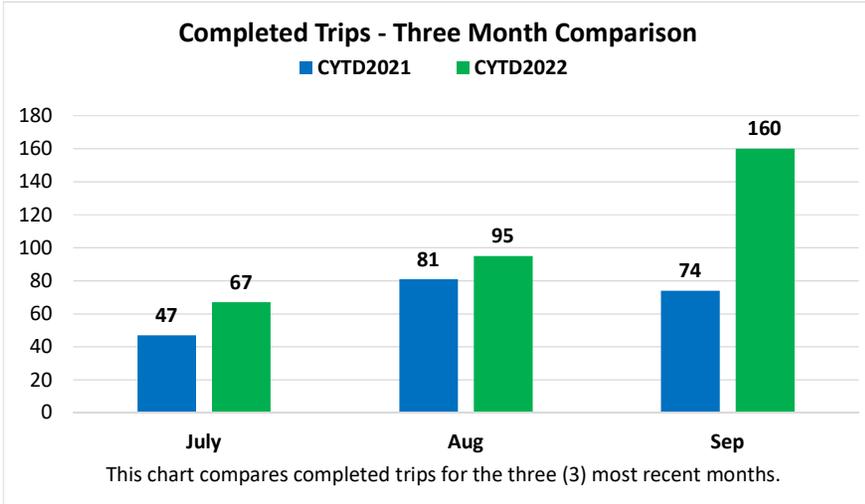
Customer Satisfaction Rating
Avg. rider trip rating 4.6
Goal: 4.5



Palm Desert Geo-Fence Metrics CYTD 2022

Total Completed Trips: 931

Total Number of Passengers: 983



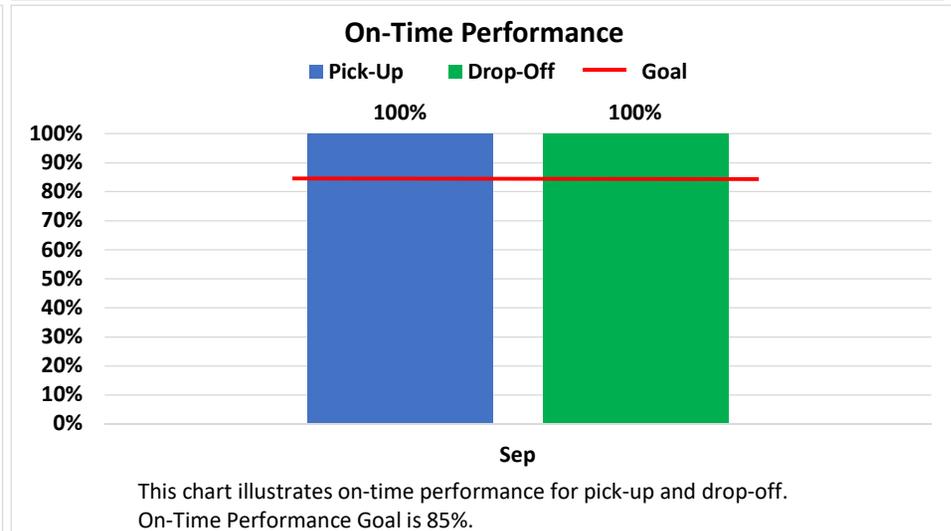
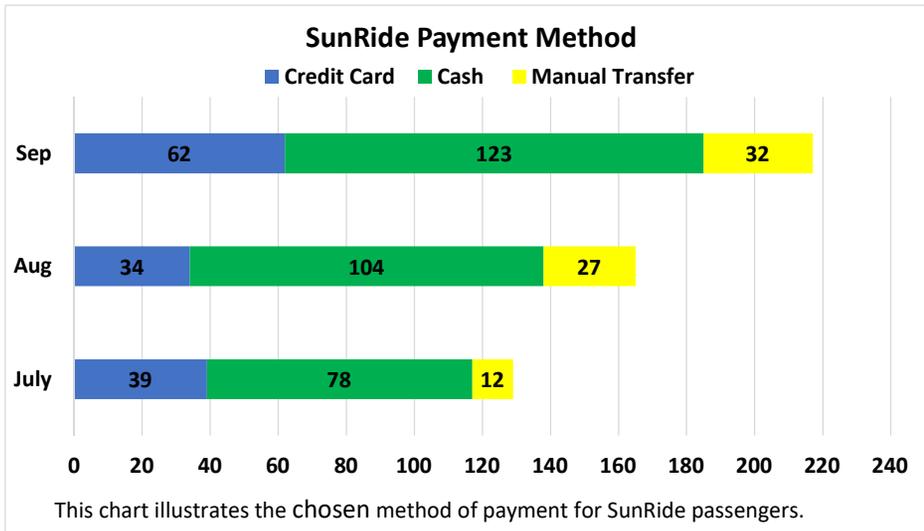
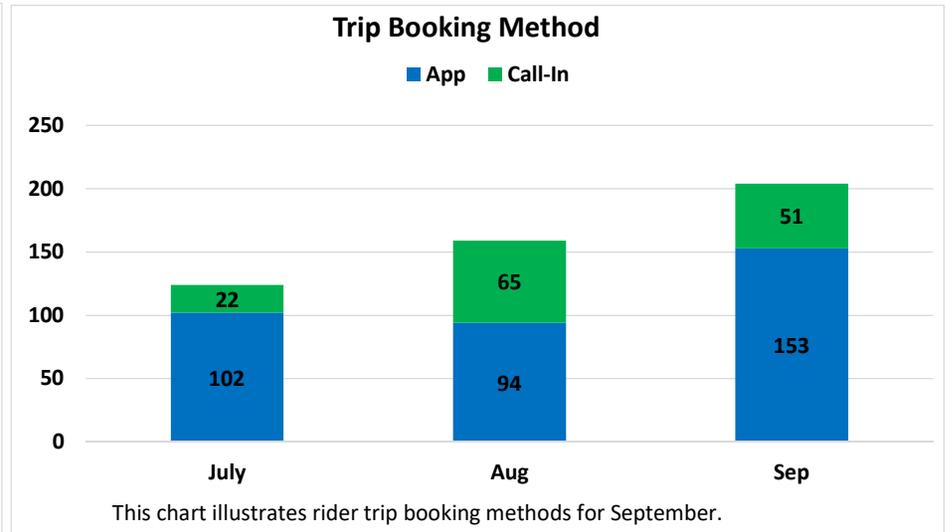
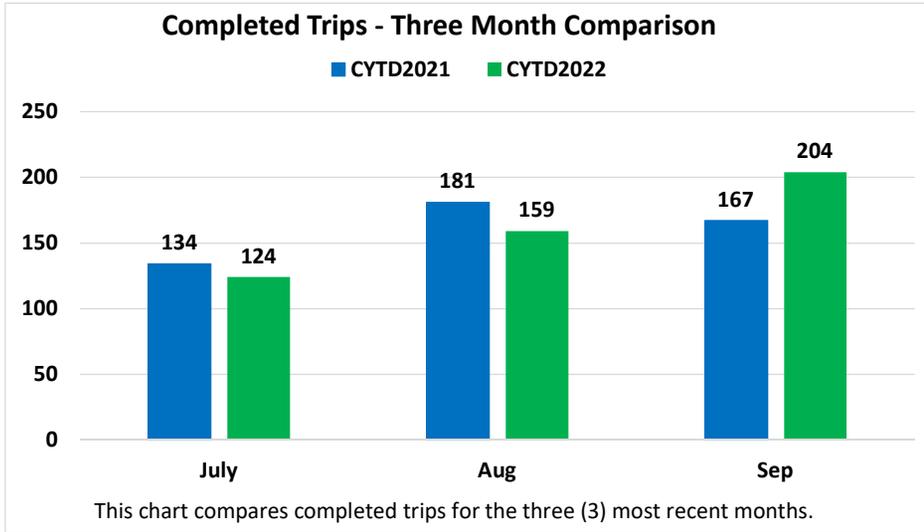
Customer Satisfaction Rating
Avg. rider trip rating: 5.0
Goal: 4.5



Coachella Geo-Fence Metrics CYTD 2022

Total Completed Trips: 1,418

Total Number of Passengers: 1,471



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

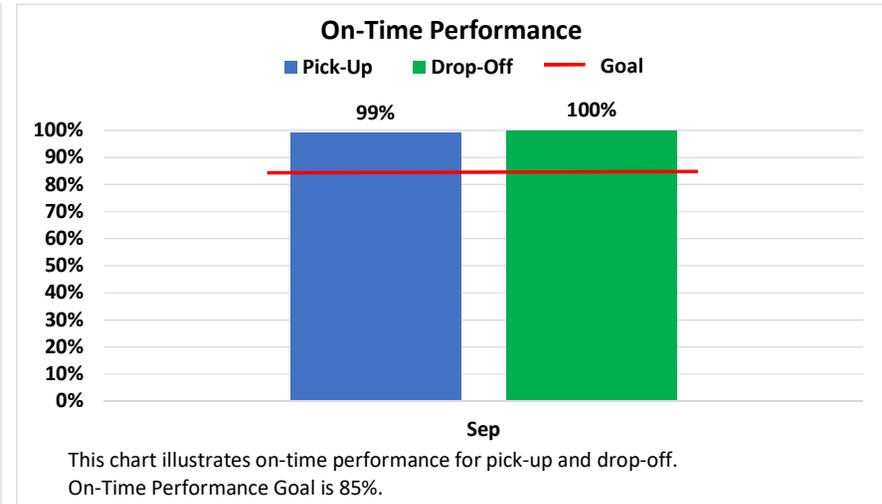
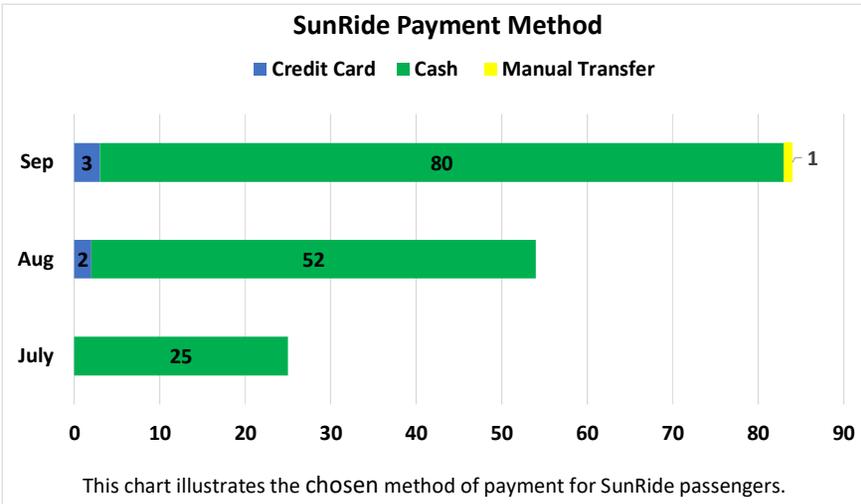
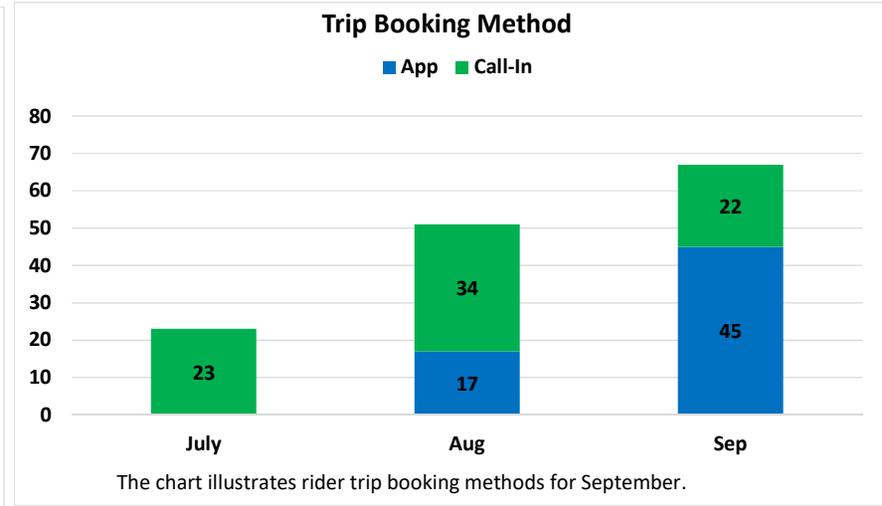
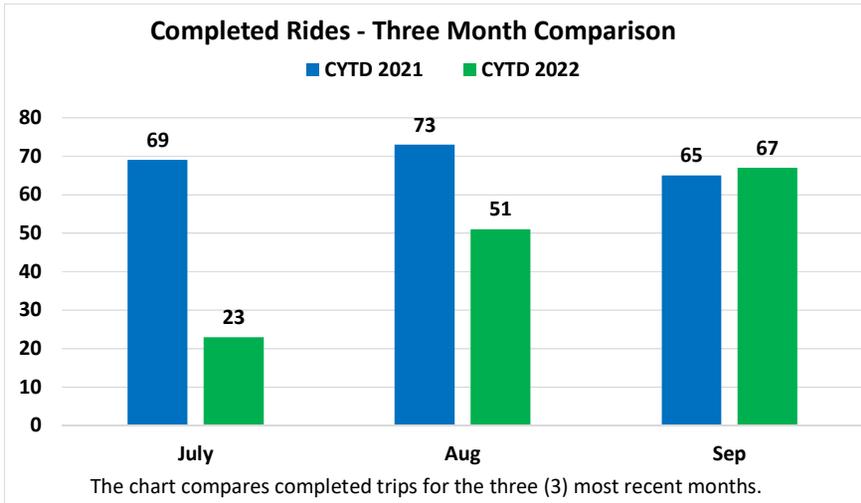


EXCEEDS GOAL!

Mecca/North Shore Geo-Fence Metrics CYTD 2022

Total Completed Trips: 284

Total Number of Passengers: 331

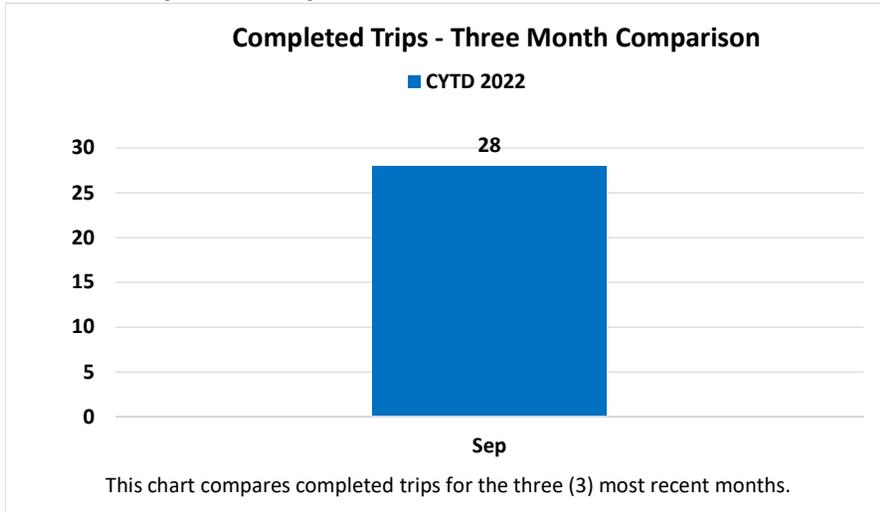


Customer Satisfaction Rating
Avg. rider trip rating: 5.0
Goal: 4.5

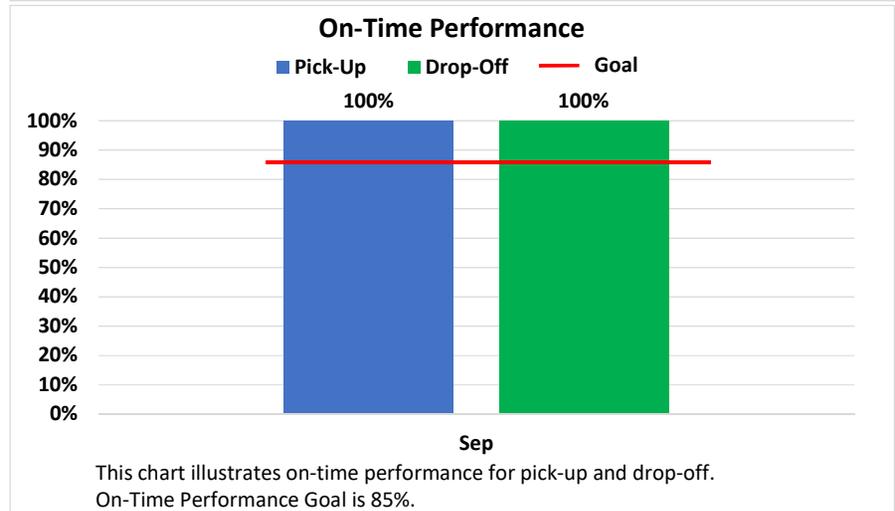
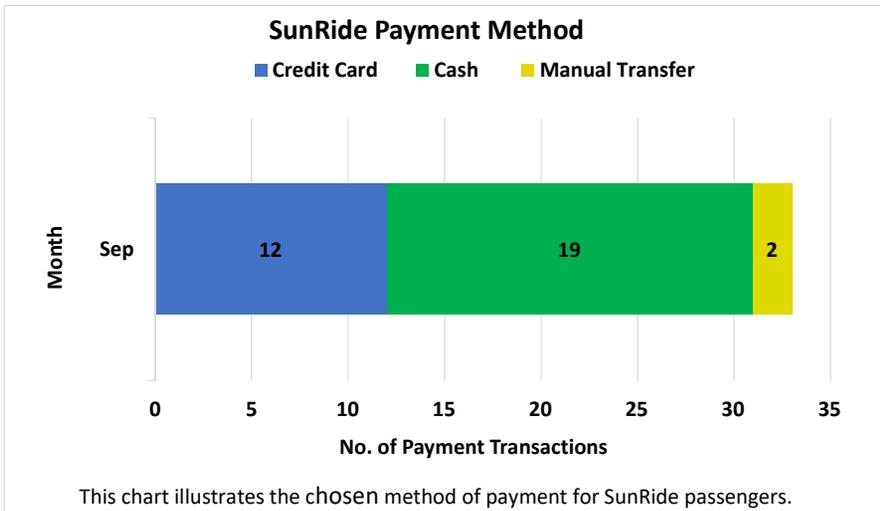
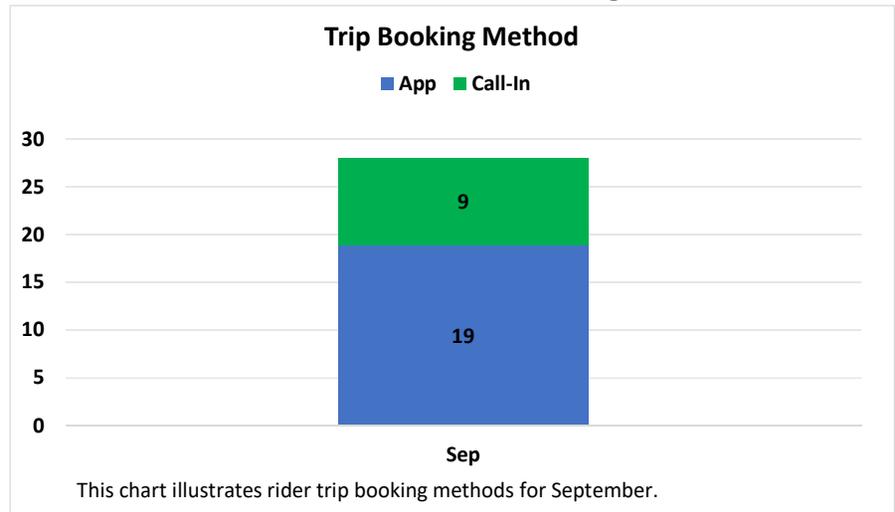


Indio Geo-Fence Metrics CYTD 2022

Total Completed Trips: 28



Total Number of Passengers: 33



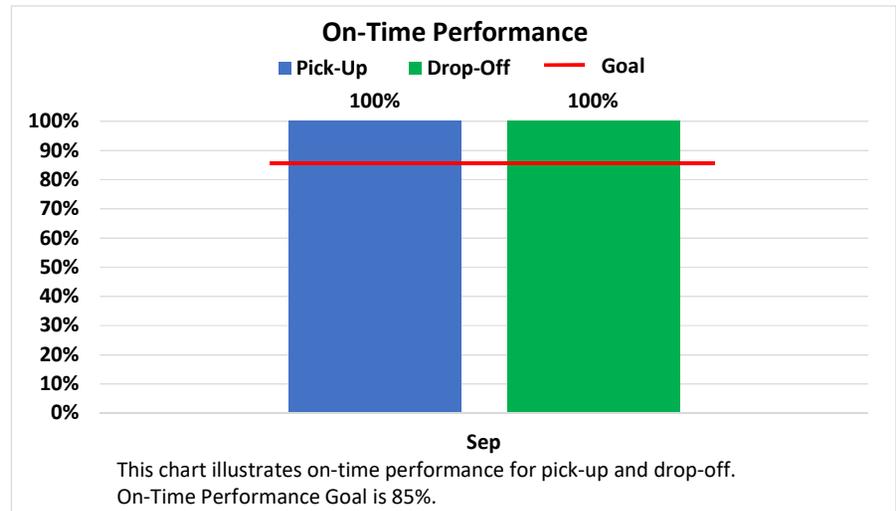
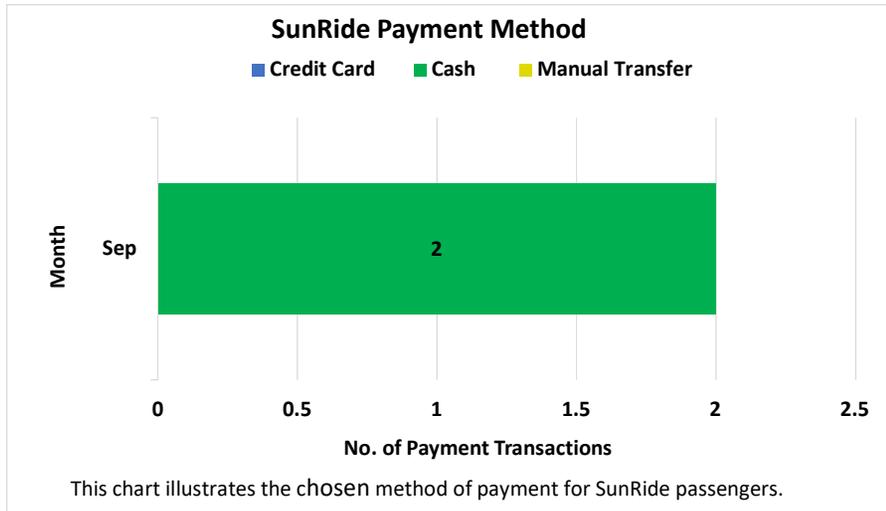
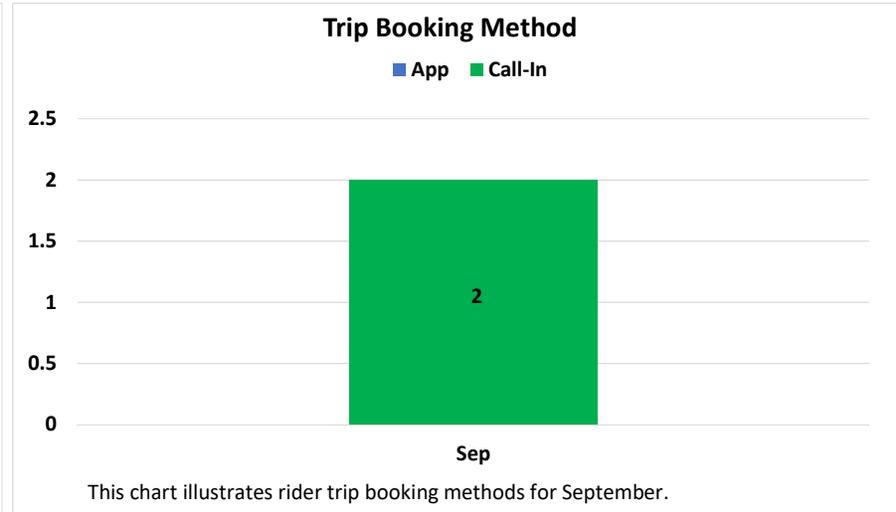
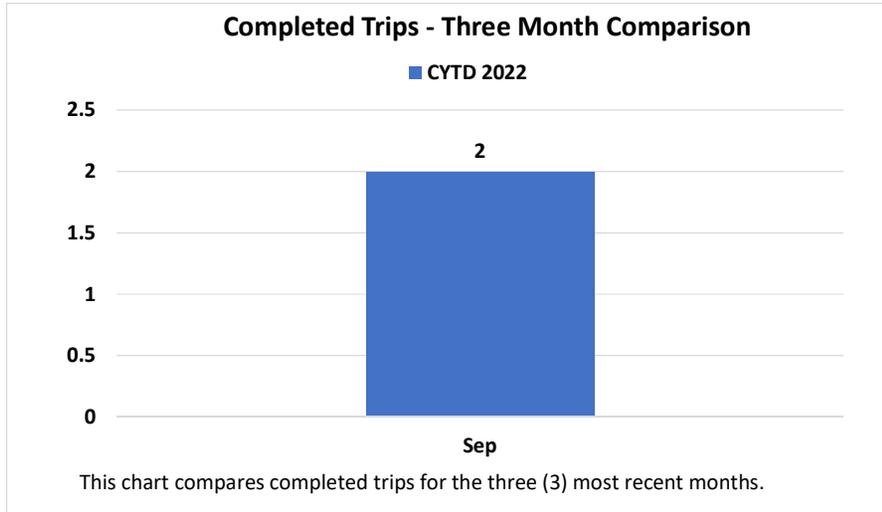
Customer Satisfaction Rating
Avg. rider trip rating 5.0
Goal: 4.5



Cathedral City Geo-Fence Metrics CYTD 2022

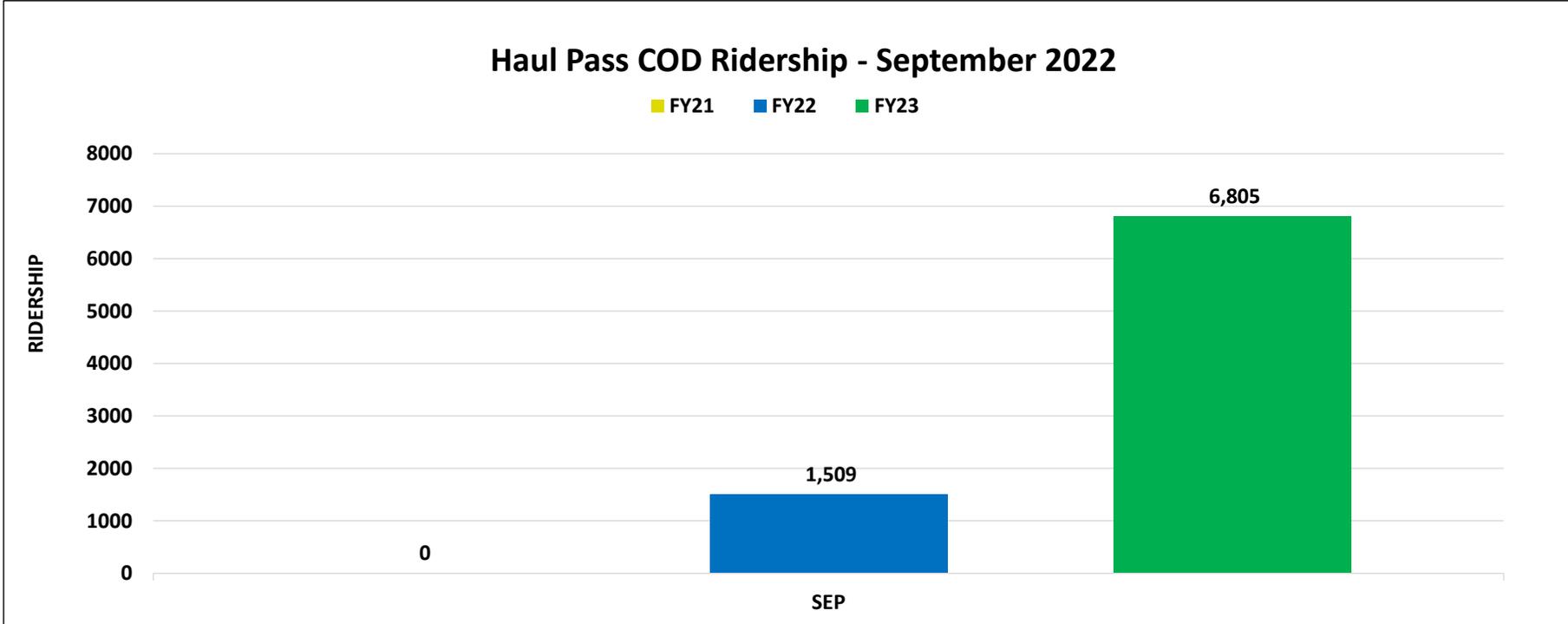
Total Completed Trips: 2

Total Number of Passengers: 2



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

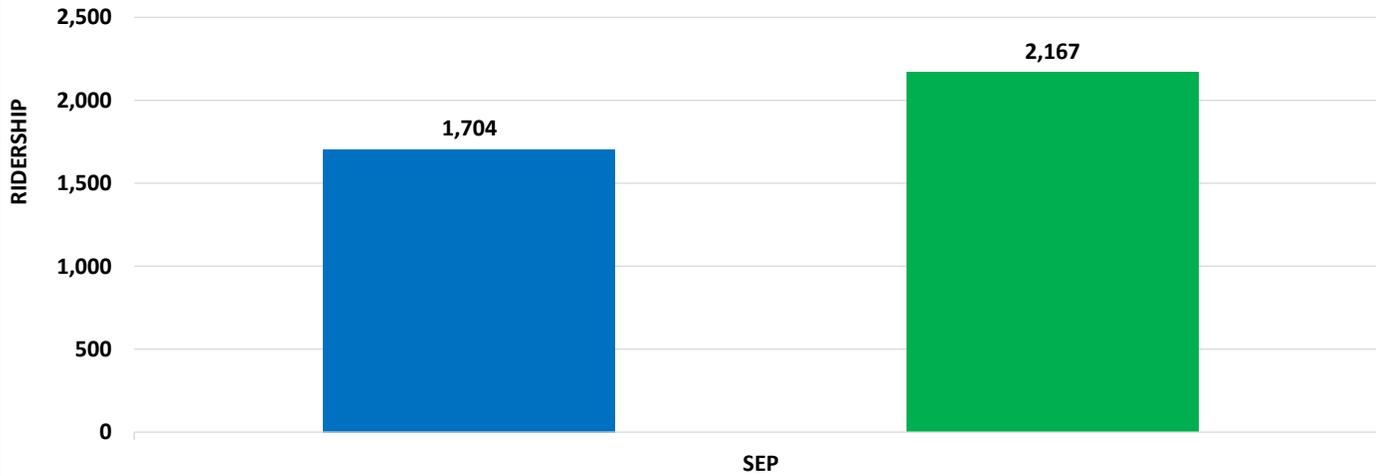




The Haul Pass program was introduced in August 2018.
 This chart represents monthly ridership on the Haul Pass COD.
 Haul Pass COD contributed with 6,805 rides from 401 unique riders.
 September 2020 has zero (0) ridership data due to SunLine not collecting fares until May 2021.
 On October 17, 2021, SunLine commenced operations under Level 2.

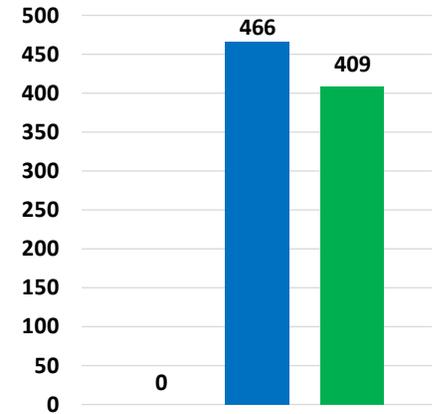
Haul Pass CSUSB Ridership - September 2022

■ FY22 Route 10 CL ■ FY23 Route 10 CL



CSUSB Fixed Route Ridership Total

■ FY21 ■ FY22 ■ FY23



The Haul Pass CSUSB program was introduced in September 2019.

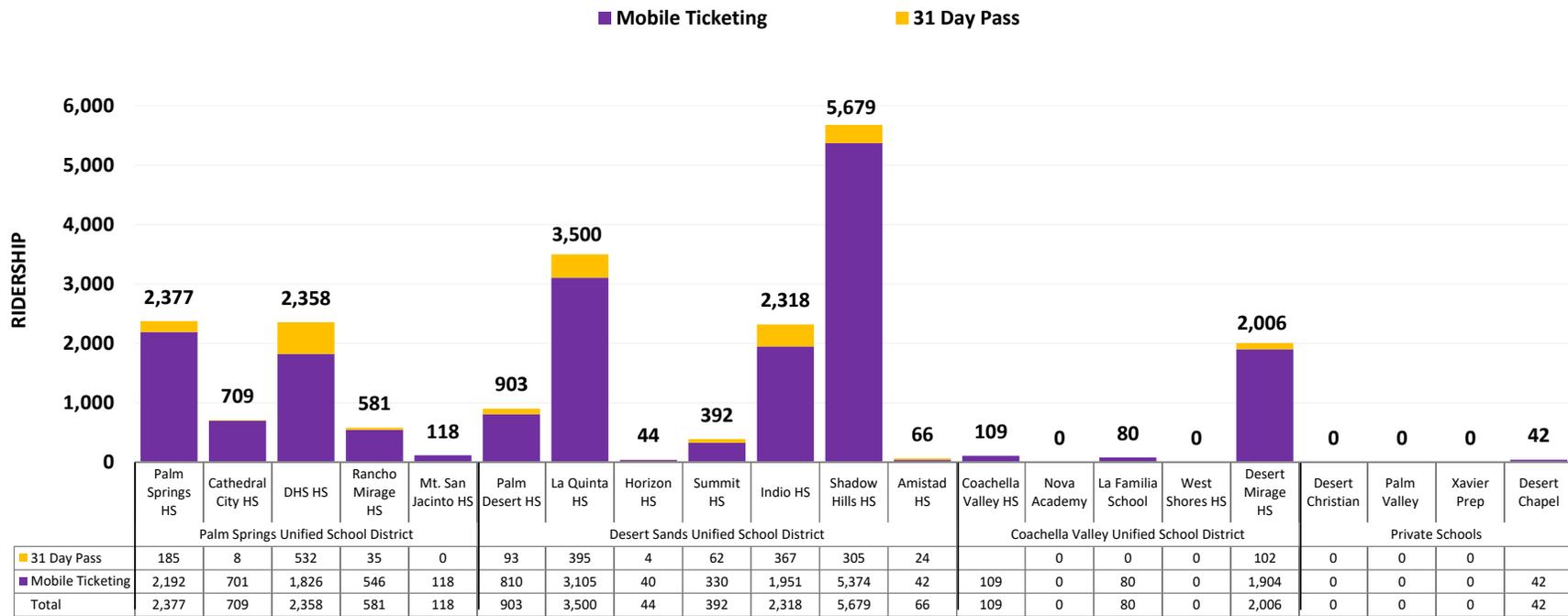
This chart represents monthly ridership on the Haul Pass CSUSB.

CSUSB contributed 2,393 rides from 241 unique users. From that total 2,167 rides were used on Route 10, and 226 rides on the fixed route system.

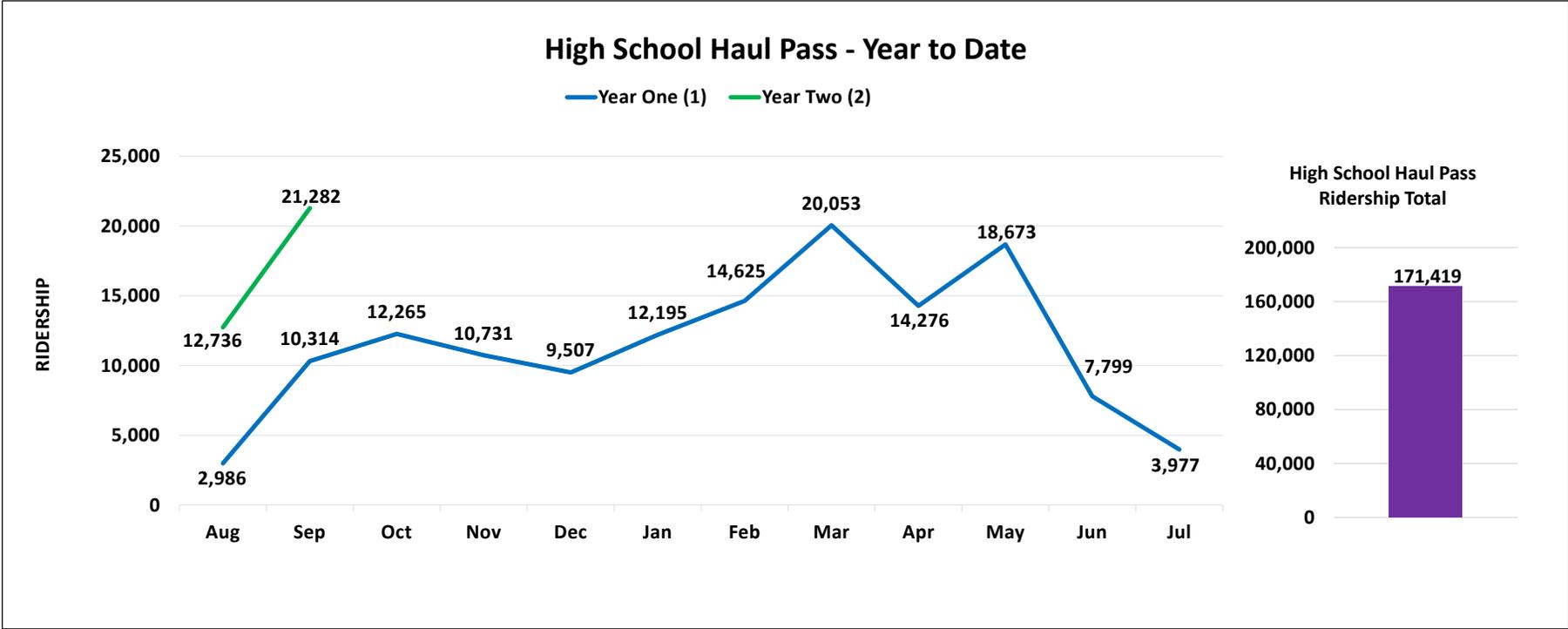
In May 2021, SunLine resumed fare collection.

On October 17, 2021, SunLine commenced operations under Level 2.

High School Haul Pass - September 2022

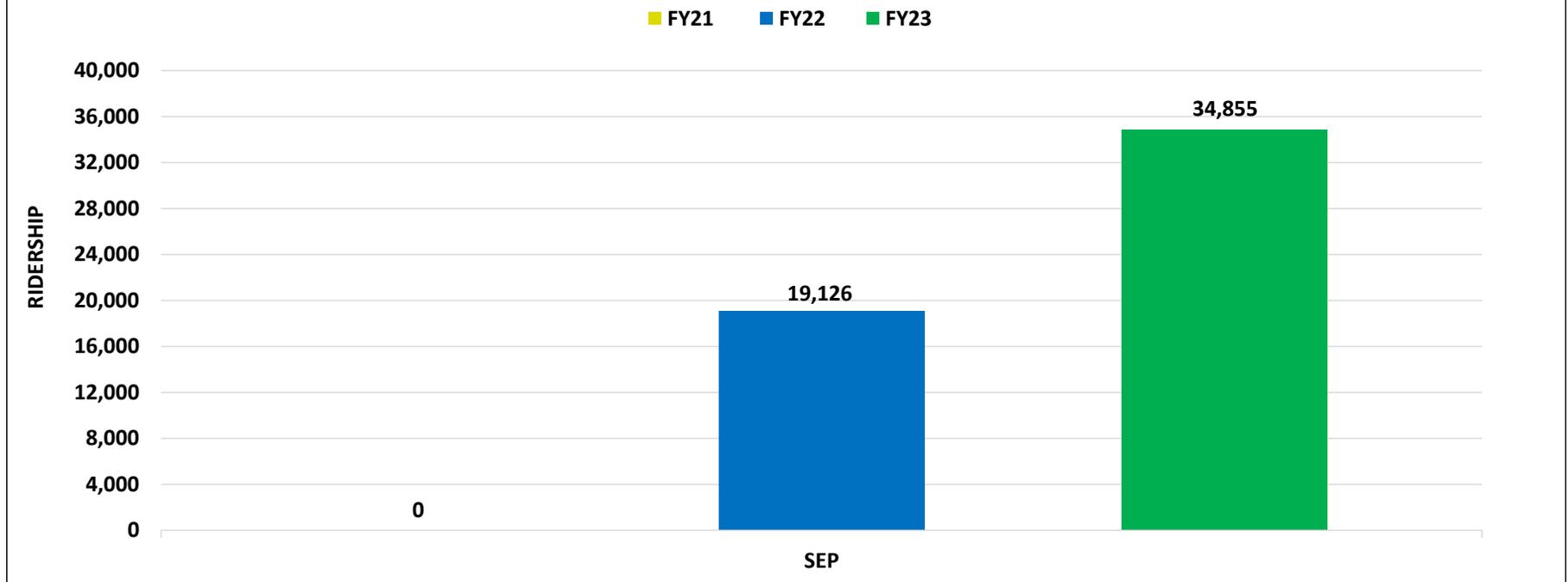


The High School Haul Pass program was introduced in August 2021.
 This chart represents monthly ridership by school for the High School Haul Pass.
 The total active users as of September 2022 are 2,835 using the High School Haul Pass.



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

Mobile Ticketing Ridership - September 2022



This chart represents all monthly mobile ticketing usage based on the Token Transit app data. The total for September 2022 includes 227 paratransit mobile tickets. A total of 1,835 unique users used mobile ticketing in the month of September. September 2020 has zero (0) ticket usage due to SunLine not collecting fares until May 2021. On October 17, 2021, SunLine commenced operations under Level 2.

SunLine Transit Agency

CONSENT CALENDAR

DATE: October 26, 2022

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Quarterly Capital Projects Update for 3rd Quarter Calendar Year 2022

Summary:

The capital projects update summarizes the quarterly status of the large capital projects that are active. For the third quarter of calendar year 2022, there are 20 large projects in progress. During the third quarter, projects had some impacts due to the COVID-19 pandemic following similar trends nationwide. Any substantial impacts will be reported to the Board of Directors.

Recommendation:

Receive and file.

QUARTERLY CAPITAL PROJECT UPDATES 3RD QUARTER CALENDAR YEAR 2022

Projects Update			
Project Title	Brief Description	Current Status	Funding
Five (5) Hydrogen Buses & On-Site Hydrogen Fueling Station	This project deployed five (5) new 40-foot fuel cell electric buses along with the upgrade of SunLine’s existing hydrogen refueling station with a new electrolyzer.	All five (5) buses and fueling station are in service. The fueling station is being used by staff to fuel SunLine’s fleet. Project team is working with contractor on finalizing the commissioning of the station. An additional supply storage tank has been delivered and the installation will commence in the fourth quarter of 2022.	\$15,571,561
Replacement Operations Facility	The new replacement Operations Facility allowed operators to move to a state of the art facility at Division I.	The facility is currently in use by SunLine staff. Project team is working on closing this project.	\$8,100,000
CNG Fueling Station	The new CNG station located at Division I replaced the existing station that had exceeded its useful life.	All deliverables have been provided. This project is in the closeout phase.	\$8,000,778
Purchase Five (5) New Flyer Fuel Cell Buses (SCAQMD Airshed Project)	This project is for the purchase of five (5) 40-foot fuel cell fixed route buses that will replace CNG buses.	Five (5) buses have been delivered. Three (3) buses are in service, two (2) are being prepped with make-ready equipment and are expected to be in service by the end of October 2022.	\$6,794,635
Liquid Hydrogen Station Project	The new liquid hydrogen station will include liquid storage, compression equipment, gaseous storage and dispensing, providing both additional capacity and resiliency for the existing fueling infrastructure. The new station will be capable of dispensing fuel at 350 and 700 bar.	The Board of Directors approved the contract with Cryogenics Industries, LLC in July of 2022, for the design and construction of a liquid hydrogen station. The agreement has been executed and a Notice to Proceed will be issued.	\$5,161,250

QUARTERLY CAPITAL PROJECT UPDATES 3RD QUARTER CALENDAR YEAR 2022

Project Title	Brief Description	Current Status	Funding
Center of Excellence Facility	This project is for the construction of a facility to serve as a training center and maintenance bay for the zero emission vehicles.	Design plans are being finalized by Riverside County. Staff has been working on preparing the bidding documents, which are expected to be released in the fourth quarter of 2022.	\$3,097,654
Purchase of 15 Paratransit Vehicles	This project is to procure 15 Paratransit vehicles to replace old vehicles that have exceeded their useful life.	All 15 vehicles have been delivered to SunLine and are in service. Project team is working on closing this project.	\$2,375,076
Land Acquisition	Land acquisition of approximately 5.87 acres, located north of SunLine's Division I in Thousand Palms. This property will position the Agency to provide improved operational choices for its customers and support the Agency's zero emission technology expansion.	Land acquisition is in escrow and expected to close in the fourth quarter of 2022.	\$2,100,000
Coachella Hub	This project is in conjunction with a grant awarded to SunLine as part of the Affordable Housing Sustainability Community Grant. SunLine, along with the City of Coachella, will construct sustainable transportation infrastructure to provide transportation related amenities.	Site improvement plans were submitted to the City in September 2022. Project team, in coordination with City staff, expects to release bids by November 2022.	\$1,813,500
Radio Replacement for Fixed Route Buses - Phase I	This project will allow the replacement of the current radio system from analog to cellular services that will improve the day-to-day operational communications of SunLine's Transportation department.	A kick-off meeting between the technical consultant and the project team was held in September 2022. The technical consultant will support the project team with the development of the scope of work and will assist with the procurement of a radio system. Upon the completion of the scope of work, solicitation for bids will be released.	\$997,500

QUARTERLY CAPITAL PROJECT UPDATES 3RD QUARTER CALENDAR YEAR 2022

Project Title	Brief Description	Current Status	Funding
Purchase of MCI Commuter Bus	This project will allow the purchase of one (1) additional MCI bus to meet the needs of the Agency.	Staff has issued the purchase order. The bus is expected to be delivered in the fourth quarter of 2022.	\$950,000
SoCalGas/Hydrogen Demonstration Project	SunLine, in partnership with the Southern California Gas Company, will install, test, monitor, and demonstrate a Steam Methane Reformer (SMR) in various operating conditions at SunLine's Thousand Palms facility.	The SMR equipment was delivered in September 2022. Commissioning of the system is expected to commence in the fourth quarter of 2022.	\$600,000
Operations Facility IT Equipment	The project focuses on the purchase of information technology equipment such as servers, switches and battery backup systems for the new Operations Facility.	Information technology equipment has been delivered and installed. Staff is working on closing the project.	\$230,291
Purchase of Five (5) Replacement Zero Emission Relief Cars	This project will allow the purchase of five (5) replacement Chevy Bolt 2022 cars and charging infrastructure.	The Board of Directors approved the contract with Jessup Motors in July 2022. A purchase order has been released and the vehicles are expected to be delivered in the fourth quarter of 2022.	\$224,187
Security Application Implementation 2022	This project will deliver the procurement and installation of a security application to detect and interdict possible malware cyberattacks.	Software has been installed. Project team is working on closing this project.	\$201,300
Purchase of Three (3) Micro Transit Vehicles	This project is for the purchase of three (3) expansion micro transit vehicles to support the growing need of the Coachella Valley.	Three (3) vehicles have been delivered. Two (2) are in service and the third vehicle is being used at marketing events to promote SunRide. This vehicle is expected to go in service in January 2023.	\$179,019

QUARTERLY CAPITAL PROJECT UPDATES 3RD QUARTER CALENDAR YEAR 2022

Project Title	Brief Description	Current Status	Funding
Purchase Shop Service CNG Vehicle (F-450)	This project is for the purchase of a shop service vehicle to support the Maintenance and Transportation departments.	Project team is working on issuing a purchase order through the state contract. Due to inventory shortages, there is a delay in manufacturing vehicles. Project team will release a purchase order upon vehicle availability.	\$119,750
Modular Trailer Demolition	This project is for the demolition of trailers, formerly occupied by Transportation department staff, that have exceeded their useful life.	All deliverables have been completed. This project is currently in the closeout phase.	\$110,000
Surveillance Camera Addition and Replacement	This project will allow the procurement and installation of new surveillance cameras to be installed at SunLine's Thousand Palms and Indio facilities.	Staff is working on the development of the scope of work. Upon completion, Procurement team will issue an invitation for bids in the fourth quarter of 2022.	\$109,582
H2Ride	This project will support the make ready costs for the demonstration of four (4) 22-foot hydrogen fuel cell vehicles.	One (1) vehicle has been delivered and is being prepped with make-ready equipment. This vehicle is expected to go in service in the first quarter of 2023. The remaining three (3) vehicles are expected to be delivered during the first quarter of 2023.	\$99,000

SunLine Transit Agency

CONSENT CALENDAR

DATE: October 26, 2022

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Board Member Attendance for September 2022

Summary:

The attached report summarizes the Board of Directors' attendance for fiscal year to date September 2022.

Recommendation:

Receive and file.

FY 22/23	Board Member Matrix Attendance													
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total Meetings	Total Attended
Desert Hot Springs	X		X										10	2
Palm Desert	X		X										10	2
Palm Springs	X		X										10	2
Cathedral City	X		X										10	2
Rancho Mirage	X		X										10	2
Indian Wells	X		X										10	2
La Quinta	X		X										10	2
Indio	X		X										10	2
Coachella	X												10	1
County of Riverside	X		X										10	2

X - ATTENDED (Primary/Alternate)

DARK –

SunLine Services Group

CONSENT CALENDAR

DATE: October 26, 2022

RECEIVE & FILE

TO: Taxi Committee
Board of Directors

RE: Checks \$1,000 and Over Report for August 2022

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
August 2022**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
ROBERT HALF	Temporary Help	91091	08/04/2022	3,950.10
ROBERT HALF	Temporary Help	91097	08/24/2022	3,628.80
SUNLINE TRANSIT AGENCY	Overhead Allocations July 2022	91092	08/04/2022	2,461.67
Total Checks Over \$1,000	\$10,040.57			
Total Checks Under \$1,000	\$1,222.96			
Total Checks	\$11,263.53			

SunLine Services Group**CONSENT CALENDAR**

DATE: October 26, 2022

RECEIVE & FILETO: Taxi Committee
Board of Directors

RE: Monthly Budget Variance Report for August 2022

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 August 2022 are equal to 2/12^{ths} of the yearly budget.

Year to Date Summary

- As of August 31, 2022, the organization's revenues are \$32,428 or 3.94% above the FYTD budget.
- As of August 31, 2022, expenditures are \$23,975 or 23.16% below the FYTD budget.
- The net FYTD operating gain (loss) after expenses is \$8,453.

Recommendation:

Receive and file.

SunLine Regulatory Administration
Budget Variance Report
August 2022

Description	FY23 Total Budget	Current Month			Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY23 FYTD Budget	Positive (Negative)	Percentage Remaining
Revenues:								
Revenue Fines	1,500	450	125	325	700	250	450	53.3%
New Driver Permit Revenue	750	225	63	163	300	125	175	60.0%
Taxi Business Permit	96,000	8,000	8,000	0	16,000	16,000	0	83.3%
Driver Transfer Revenue	250	-	21	(21)	-	42	(42)	100.0%
Driver Renewal Revenue	1,500	100	125	(25)	175	250	(75)	88.3%
Driver Permit Reinstatement/Replacement	50	-	4	(4)	-	8	(8)	100.0%
Vehicle Permit Revenue	85,000	9,449	7,083	2,366	15,253	14,167	1,087	82.1%
Other Revenue	650	-	54	(54)	-	108	(108)	100.0%
Operator Application Fee	1,500	-	125	(125)	-	250	(250)	100.0%
Total Revenue	187,200	18,224	15,600	2,624	32,428	31,200	1,228	3.9%
Expenses:								
Salaries and Wages	89,364	1,470	7,447	5,977	4,824	14,894	10,070	94.6%
Fringe Benefits	32,076	-	2,673	2,673	(724)	5,346	6,070	102.3%
Services	27,015	8,695	2,251	(6,443)	14,884	4,503	(10,382)	44.9%
Supplies and Materials	4,193	695	349	(346)	2,839	699	(2,140)	32.3%
Utilities	5,622	469	469	-	937	937	-	83.3%
Casualty and Liability	5,589	466	466	-	932	932	-	83.3%
Taxes and Fees	100	-	8	8	-	17	17	100.0%
Miscellaneous	23,241	223	1,937	1,714	284	3,874	3,590	98.8%
Total Expenses	187,200	12,017	15,600	3,583	23,975	31,200	7,225	23.2%
Total Operating Surplus (Deficit)	\$ -	\$ 6,208			\$ 8,453			

Budget Variance Analysis - SunLine Regulatory Administration

Revenue

- The negative variance in revenue is largely due to the seasonal decline during the summer months and the Canadian snow birds who were still unable to go home last year due to COVID-19 restrictions who have since returned home.
- As of FYTD23, there is a decrease of 5,852 taxi trips compared to FYTD22.

Taxi Trips

	FY22-August	FY23-August	Variance	%Δ
Trips	8,980	6,592	(2,388)	-26.6%

Taxi Trips

	FYTD-FY22	FYTD-FY23	Variance	%Δ
Trips	19,038	13,186	(5,852)	-30.7%

Salaries and Wages

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

Fringe Benefits

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

Services

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

Supplies and Materials

- The unfavorable variance in supplies and materials is due to higher CNG costs and timing of supplies.

Utilities

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

Casualty and Liability

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

Taxes and Fees

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

Miscellaneous

- The favorable variance in miscellaneous is due to timing of expenses.

SunLine Services Group**CONSENT CALENDAR**

DATE: October 26, 2022

RECEIVE & FILETO: Taxi Committee
Board of Directors

RE: Taxi Trip Data – September 2022

Summary:

The attached charts summarize the total number of taxi trips generated in the Coachella Valley for the previous three (3) month period and total taxi trips for the current fiscal year to date (FYTD) compared to the last two (2) fiscal years. There were 1,848 fewer taxi trips in August 2022 serviced by 11 more cabs compared to August 2021 (60 cabs in 2022 compared to 49 cabs in 2021).

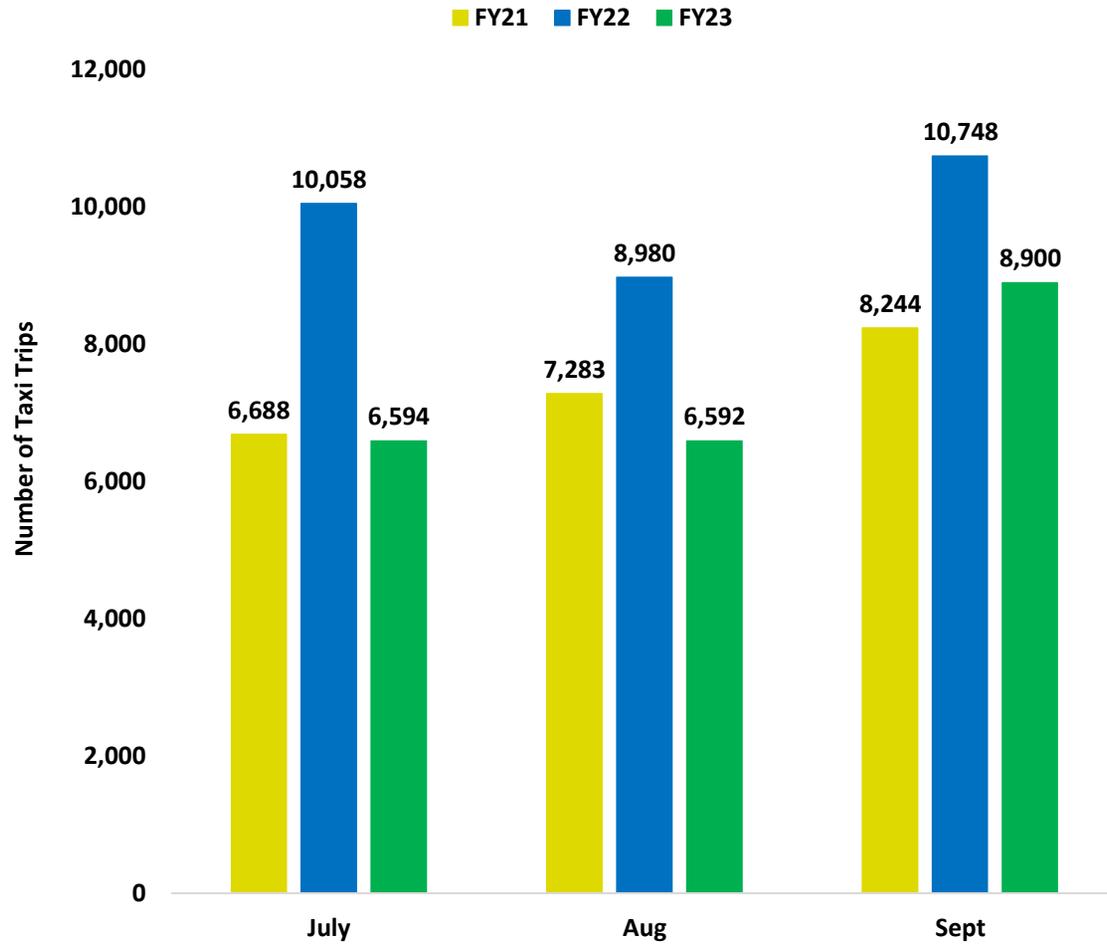
The decrease in trips for September 2022 is attributed to the decline in ridership associated with the summer months, and accentuated by snowbirds who returned home this year who were unable to last year due to COVID-19 restrictions

There were 7,700 fewer taxi trips for FYTD22 compared to FYTD21.

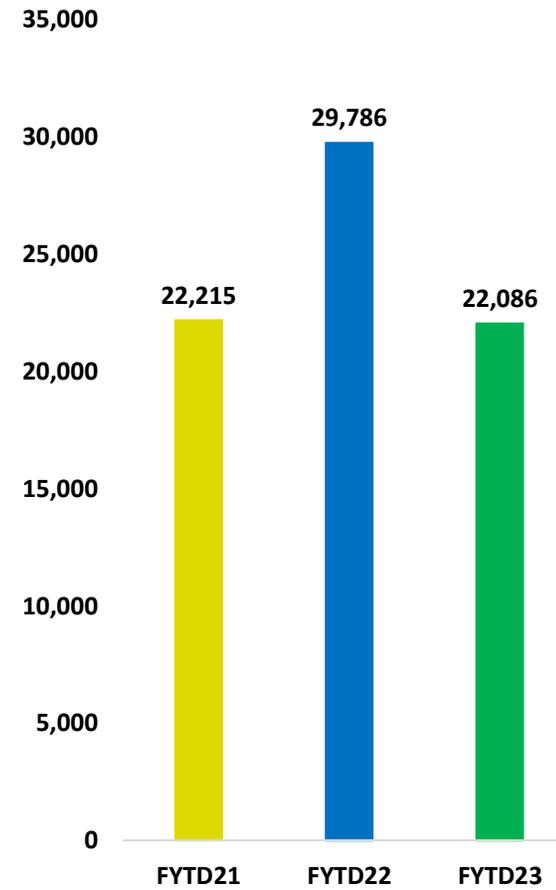
Recommendation:

Receive and file.

Taxi Trip Three (3) Month Comparison as of September 2022



FYTD No. of Taxi Trips



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

**SunLine Transit Agency
SunLine Services Group**

CONSENT CALENDAR

DATE:	October 26, 2022	ACTION
TO:	Board of Directors	
FROM:	Eric Vail, General Counsel Lauren Skiver, CEO/General Manager	
RE:	Adoption of Resolution to Continue Teleconference Meetings	

Recommendation:

Recommend that the Board of Directors reconsider the circumstances of the COVID-19 state of emergency, and adopt a resolution finding that the state of emergency continues to directly impact the ability of the Board to meet safely in person.

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. Over the last two (2) years, the Board has continuously evaluated the resolution and made decisions regarding the need to extend the declaration.

SunLine's Board and Committee meetings have been conducted pursuant to the Governor's Executive Orders N-29-20 and N-08-21 suspending certain provisions of the Brown Act and permitting the use of teleconferencing for members of the body and the public. Those Executive Orders expired on September 30, 2021. In their place, the Governor signed AB 361, which went into effect on October 1, 2021. AB 361 amended the Brown Act to permit members of a legislative body to teleconference into a meeting during a state of emergency proclaimed by the Governor. Teleconferencing by members of the body under AB 361 can be done without having to comply with the requirement that the agenda list the location where members will be teleconferencing from, posting an agenda at that location, and allowing members of the public to attend the meeting from the teleconference location.

To teleconference under AB 361, the legislative body must make findings that either:

- a) State or local officials are imposing or recommending measures to promote social distancing, or

b) “As a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.”

If a teleconference meeting is held under AB 361, the body must reconsider the circumstances every 30 days and make new findings to support the need to continue to teleconference under AB 361.

The Board adopted Resolution No. 0787 authorizing Board and Committee meetings to be held via teleconference under AB 361 at its October 27, 2021 meeting. AB 361 requires the Board to reconsider the circumstances of the state of emergency every 30 days and determine that either i) The state of emergency continues to directly impact the ability of the members to meet safely in person; or (ii) State or local officials continue to impose or recommend measures to promote social distancing. The Board has reconsidered the circumstances of the state of emergency at each Board meeting since then and adopted resolutions authorizing the continued use of teleconferencing to conduct meetings.

Financial Impact:

As SunLine is already implementing teleconferencing for Board and Committee meetings, there is no anticipated additional cost associated with continuing to teleconference.

Attachment:

- [Item 9Na](#) – Resolution No. 0800

RESOLUTION NO. 0800

A JOINT RESOLUTION OF THE BOARD OF DIRECTORS OF SUNLINE TRANSIT AGENCY AND SUNLINE SERVICES GROUP AUTHORIZING THE BOARD OF DIRECTORS AND ITS COMMITTEES TO CONTINUE TO IMPLEMENT TELECONFERENCING FOR CONDUCTING PUBLIC MEETINGS PURSUANT TO AB 361

WHEREAS, on March 4, 2020, the Governor of California proclaimed a State of Emergency to exist in California as a result of the threat of novel coronavirus disease 2019 (COVID-19); and

WHEREAS, on March 12, 2020, the Governor of California executed Executive Order N-25-20 which suspended and modified specified provisions in the Ralph M. Brown Act (Government Code Section § 54950 *et seq.*) and authorized local legislative bodies to hold public meetings via teleconferencing and to make public meeting accessible telephonically or otherwise electronically to all members of the public seeking to observe and address the local legislative body; and

WHEREAS, on March 17, 2020, the Governor of California executed Executive Order N-29-20 which superseded and replaced the provisions of Executive Order N-25-20 related to the Brown Act and teleconferencing; and

WHEREAS, on June 11, 2021, the Governor of California executed Executive Order N-08-21 which extended the provisions of Executive Order N-29-20 concerning teleconference accommodations for public meetings through September 30, 2021; and

WHEREAS, on September 16, 2021, the Governor of California signed into law Assembly Bill 361 amending Government Code § 54953 and permitting members of a legislative body to teleconference into a meeting without having to comply with the requirements of subdivision (b)(3) Government Code § 54953 during a proclaimed state of emergency if a) State or local officials are imposing or recommending measures to promote social distancing, or b) the body finds that “as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees;” and

WHEREAS, AB 361 imposes requirements to ensure members of the public are able to attend and participate in public meetings of a legislative body conducted via teleconference, including:

- Notice of the means by which members of the public may access the meeting and offer public comment, including an opportunity for all persons to attend via a call-in option or an internet-based service option;
- The legislative body shall take no further action on agenda items when there is a disruption which prevents the public agency from broadcasting the meeting, or in the event of a disruption within the local agency’s control which prevents members of the public from offering public comments, until public access is restored;
- Prohibits the legislative body from requiring public comments to be submitted in advance of the meeting and specifies that the legislative body must provide an opportunity for members of the public to address the legislative body and offer comments in real time;

- Prohibits the legislative body from closing the public comment period until the public comment period has elapsed or until a reasonable amount of time has elapsed; and

WHEREAS, the Board of Directors adopted Resolution No. 0787 at its October 27, 2021 meeting making the findings required by AB 361 and authorizing Board of Director and Committee meetings to be held via teleconference; and

WHEREAS, pursuant to Government Code § 54953(e)(3), a legislative body that holds a meeting via teleconference pursuant to AB 361 must reconsider the circumstances of the state of emergency and make findings every 30 days to continue to meet via teleconference.

THEREFORE, BE IT RESOLVED by the Board of Directors of SunLine Transit Agency and SunLine Services Group, as follows (collectively “Board of Directors”):

SECTION 1. The Board of Directors hereby declares that the recitals set forth above are true and correct, and incorporated into this resolution as findings of the Board of Directors.

SECTION 2. The SunLine Transit Agency continues to follow safety measures in response to COVID-19 as ordered or recommended by the Centers for Disease Control and Prevention (CDC), California Department of Public Health (CDPH), and/or County of Riverside, as applicable. Based upon that guidance, in person attendance indoors at public meetings continues to present an imminent risk to the health and safety of attendees and those attendees have close contact with after attending a meeting in person. The Board of Directors desire to ensure that all persons desiring to attend public meetings may do so in a manner that protects the health and safety of the attendees, their families and other close contacts. As of September 27, 2022 (the most recent data available as of the drafting of this resolution) the statewide case rate was 8.3 new cases per day per 100,000 in population. While case rates are currently trending downwards, they are still higher than the post-omicron surge low in March 2022 of approximately 5 cases per 100,000 in population. Furthermore, there are still members of the community to whom COVID-19 presents significant health risks, including the immunocompromised, the elderly, and those with underlying medical concerns. Teleconferencing will provide increased meaningful participation options for both members of the legislative body and members of the public in a manner that protects the health and safety of the attendees, their families and other close contacts.

SECTION 3. The Board of Directors hereby declare that, pursuant to the findings in Sections 1 and 2, the Board of Directors has reconsidered the circumstances of the state of emergency determined that it continues to directly impact the ability of the members to meet safely in person. The Board of Directors hereby authorizes the Board and its Committees to continue to meet via teleconference under AB 361 through December 2022, subject to the requirement that the required findings be made every 30 days.

SECTION 4. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Resolution is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Resolution. The Board of Directors hereby declares that it would have adopted this Resolution and each and every section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared unconstitutional.

SECTION 5. This Resolution shall become effective immediately upon adoption.

PASSED, APPROVED AND ADOPTED, at a meeting of the Board of Directors of SunLine Transit Agency and SunLine Services Group on this 26th day of October, 2022.

Glenn Miller
Chairperson of the Board

ATTEST:

Edith Hernandez
Clerk of the Board

APPROVED AS TO FORM:

Eric S. Vail
General Counsel

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) ss.
SUNLINE TRANSIT AGENCY)

I, Edith Hernandez, Clerk of the Board of SunLine Transit Agency and SunLine Services Group, hereby certify that Resolution No _____ was adopted by the Board of Directors of the SunLine Transit Agency and SunLine Services Group at a regular meeting held on the 26th day of October, 2022, and that the same was adopted by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

EDITH HERNANDEZ
CLERK OF THE BOARD

**SunLine Transit Agency
SunLine Services Group**

CONSENT CALENDAR

DATE: October 26, 2022 **ACTION**

TO: 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 make no changes at this time.

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 thirty months, the Board has continuously evaluated the resolution and made decisions regarding the need to extend the declaration. The Board last reviewed the emergency declaration at its September 28, 2022 meeting and made no changes.

Staff's recommendation is to continue the declaration of emergency through the December Board meeting, December 7, 2022, and reevaluate at that time.

Financial Impact

There is no financial impact to keep the resolution in place.

Attachment:

- [Item 90a](#) – 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.

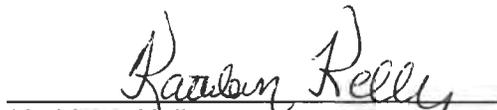
Section 3. That SunLine will utilize, to the extent reasonably feasible and appropriate, the ability to conduct its Board of Director meetings, and all committee meetings via teleconferencing and other electronic means to permit Board Members and members of the public to adopt social distancing to the 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:

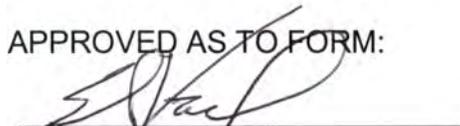


Brittney B. Sowell
Clerk of the Board
SunLine Transit Agency
SunLine Services Group



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/SunLine Services Group

Board Meeting Schedule for 2023

January 25

February 22

March 22

April 26

May 24

June 28

July 26

September 27

October 25

December 6

NOTE: The majority of all Board meetings are held at noon on the 4th Wednesday of the month with a few exceptions. The Board of Directors go dark in August and November. Special Board meetings may be called by the Chairman if needed. All Regular meetings are held in the Board Room at the SunLine Transit Agency Thousand Palms headquarters.