



SunLine Transit Agency
February 23, 2022
10:25 a.m. – 10:50 a.m.

AGENDA

FINANCE/AUDIT COMMITTEE Regular 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/84407390870>

Meeting ID: 844 0739 0870

Teleconference Dial In
888-475-4499 (Toll Free)
Meeting ID: 844 0739 0870

One tap mobile
+16699009128,,84407390870#

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 Finance/Audit Committee Meeting: public comment requests may be submitted via email to the Clerk of the Board at clerkoftheboard@sunline.org prior to February 22, 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**
- 5. FINALIZATION OF AGENDA**

- 6. PUBLIC COMMENTS**

RECEIVE COMMENTS

NON AGENDA ITEMS

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

- 7. COMMITTEE MEMBER COMMENTS**

RECEIVE COMMENTS

- 8. CONSENT CALENDAR**

RECEIVE & FILE

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

8a) [Checks \\$1,000 and Over Report for December 2021](#)

(PAGE 4-8)

8b) [Credit Card Statement for December 2021](#)

(PAGE 9-15)

8c) [Monthly Budget Variance Report for December 2021](#)

(PAGE 16-20)

8d) [Contracts Signed in Excess of \\$25,000 for
January 2022](#)

(PAGE 21-22)

ITEM

RECOMMENDATION

- | | |
|---|------------------------------------|
| 8e) Union & Non-Union Pension Investment Asset
Summary December 2021 | (PAGE 23-32) |
| 8f) Ridership Report for January 2022 | (PAGE 33-36) |
| 8g) SunDial Operational Notes for January 2022 | (PAGE 37-39) |
| 8h) Metrics for January 2022 | (PAGE 40-59) |
| 8i) Quarterly Capital Project Update for 4th Quarter
of Calendar Year 2021 | (PAGE 60-64) |
| 8j) Board Member Attendance for January 2022 | (PAGE 65-66) |
|
9. ADOPTION OF RESOLUTION NO. 0791 – AMENDING
RESOLUTION NUMBERS 0778, 0785, AND 0787
(Staff: David Medrano, Chief Financial Officer) |
APPROVE
(PAGE 67-70) |
|
10. ADJOURN | |

SunLine Transit Agency

CONSENT CALENDAR

DATE: February 23, 2022

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

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

Summary:

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

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

Vendor	Check #	Amount
NEW FLYER OF AMERICA, INC.	688004	\$1,190,984.29
NEW FLYER OF AMERICA, INC.	688003	\$1,190,984.29
NEW FLYER OF AMERICA, INC.	688002	\$1,190,984.29
NEW FLYER OF AMERICA, INC.	688001	\$1,190,984.29
NEW FLYER OF AMERICA, INC.	688000	\$1,190,984.29
CANNONDESIGN BUILDERS, INC.	688036	\$89,719.44
ND CONSTRUCTION COMPANY, INC.	688243	\$55,527.50
DOWNTOWN FORD SALES	688038	\$51,852.70
DOWNTOWN FORD SALES	688039	\$51,852.70

Recommendation:

Receive and file.

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

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
NEW FLYER OF AMERICA INC.	WIP- Purchase 5 th of 5 New Flyer FC Buses	688004	12/03/2021	1,190,984.29
NEW FLYER OF AMERICA INC.	WIP- Purchase 4 th of 5 New Flyer FC Buses	688003	12/03/2021	1,190,984.29
NEW FLYER OF AMERICA INC.	WIP- Purchase 3 rd of 5 New Flyer FC Buses	688002	12/03/2021	1,190,984.29
NEW FLYER OF AMERICA INC.	WIP- Purchase 2 nd of 5 New Flyer FC Buses	688001	12/03/2021	1,190,984.29
NEW FLYER OF AMERICA INC.	WIP- Purchase 1 st of 5 New Flyer FC Buses	688000	12/03/2021	1,190,984.29
CALPERS	Group Health Ins Premiums	688216	12/29/2021	372,252.10
CALPERS	Group Health Ins Premiums	688035	12/07/2021	347,096.90
PERMA - INSURANCE	General Liability & Workers Comp Premium	688045	12/07/2021	189,289.07
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	688263	12/29/2021	116,007.62
IMPERIAL IRRIGATION DIST	Utilities	688137	12/17/2021	115,776.61
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	688028	12/03/2021	115,269.84
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	688191	12/17/2021	114,013.25
CANNONDESIGN BUILDERS, INC.	WIP- Operations Facility	688036	12/07/2021	89,719.44
ND CONSTRUCTION COMPANY, INC.	WIP- East Valley Refueled Bus Stops Project	688243	12/29/2021	55,527.50
DOWNTOWN FORD SALES	WIP- Purchase Administrative Vehicles	688038	12/07/2021	51,852.70
DOWNTOWN FORD SALES	WIP- Purchase Administrative Vehicles	688039	12/07/2021	51,852.70
SO CAL GAS CO.	Utilities	688182	12/17/2021	46,065.86
ND CONSTRUCTION COMPANY, INC.	WIP- East Valley Refueled Bus Stops Project	688242	12/29/2021	45,120.25
MUTUAL OF OMAHA INSURANCE COMPANY	Supplement Benefits LTD/STD/LIFE Ins Prem	688157	12/17/2021	30,561.64
MICHELIN NORTH AMERICA, INC.	Lease Tires Services	688071	12/10/2021	25,106.28
WSP USA INC.	TDM & Vanpool Program	688197	12/17/2021	24,423.93
BURKE, WILLIAMS & SORESENSEN, LLP	Legal Service	688210	12/29/2021	20,308.73
ROBERT HALF	Temporary Help	688255	12/29/2021	18,980.58
NFI PARTS	Inventory Repair Parts	688049	12/10/2021	16,072.28
NFI PARTS	Inventory Repair Parts	688203	12/29/2021	15,220.65
ROBERT HALF	Temporary Help	688046	12/07/2021	14,549.63
UNUM	Group Dental & Vision Premiums	688259	12/29/2021	13,503.59
OLD GREEN HOUSE LLC	Planning Consultant	688023	12/03/2021	12,825.00
RECARO NORTH AMERICA, INC.	Repair Parts- Fixed Route	688020	12/03/2021	12,458.50
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	688198	12/17/2021	11,743.94
VERIZON WIRELESS	Wireless Telephone Service	688194	12/17/2021	11,023.92
KELLERMEYER BERGENSONS SERVICES, LLC	Janitorial Services	688069	12/10/2021	10,685.86
ROBERT HALF	Temporary Help	688081	12/10/2021	9,773.57
NAPA AUTO PARTS	Inventory Repair Parts	688158	12/17/2021	9,428.81
COACHELLA VALLEY TAXI	SunRide Ride Share Expenses	688151	12/17/2021	9,245.32
ZEN AND THE ART OF CLEAN ENERGY SOLUTIONS	WIP-Facility Master Plan Update: Phase I	688097	12/10/2021	8,325.00
ROBERT HALF	Temporary Help	688173	12/17/2021	8,210.70
ZEN AND THE ART OF CLEAN ENERGY SOLUTIONS	General Consultant	688199	12/17/2021	8,175.00
MOTOR COACH INDUSTRIES, INC.	Bus lease	688073	12/10/2021	8,081.25

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

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
ADMIRAL SECURITY SERVICES, INC.	Security Guard Service	688048	12/10/2021	7,819.56
ASPEN REFRIGERANTS, INC.	Freon Coolant	688052	12/10/2021	6,656.78
AMALGAMATED TRANSIT UNION	Union Dues	688006	12/03/2021	5,909.88
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	688257	12/29/2021	5,757.36
AMALGAMATED TRANSIT UNION	Union Dues	688206	12/29/2021	5,697.99
AMALGAMATED TRANSIT UNION	Union Dues	688102	12/17/2021	5,667.72
SONSRAY FLEET SERVICES	Inventory Repair Parts	688088	12/10/2021	5,379.88
MURCHISON & CUMMING, LLP	Insurance Loss	688074	12/10/2021	5,228.50
EV CHARGE SOLUTIONS	WIP-Five Replacement Zero Emission Relief Car	688156	12/17/2021	5,213.71
REVIEWSNAP	Membership & Subscriptions	688105	12/17/2021	5,051.00
GRAINGER	WIP- Misc Maintenance Equipment Project	688132	12/17/2021	4,992.40
FORENSIC DRUG TESTING SERVICES	Alcohol & Drug Testing	688062	12/10/2021	4,778.75
US BANK VOYAGER FLEET SYSTEMS	Unleaded/Diesel Fuel	688092	12/10/2021	4,769.48
JACKSON LEWIS P.C.	Insurance Loss	688068	12/10/2021	4,470.75
SOCALGAS	Utilities	688183	12/17/2021	4,466.13
YELLOW CAB OF THE DESERT	Taxi Voucher Program	688267	12/29/2021	4,320.54
SAN BERNARDINO & RIVERSIDE COUNTIES FIRE	Inventory Repair Parts	688061	12/10/2021	4,093.65
PRUDENTIAL OVERALL SUPPLY	Uniforms	688080	12/10/2021	4,028.03
CURTIS-ROSENTHAL, INC.	Consulting-General	688055	12/10/2021	4,000.00
CITY CAB	Taxi Voucher Program	688258	12/29/2021	3,855.04
TPX COMMUNICATIONS	Communication Service	688262	12/29/2021	3,852.74
ELDORADO NATIONAL (CALIFORNIA), INC.	Inventory Repair Parts	688059	12/10/2021	3,461.03
TIME WARNER CABLE	Utilities	688187	12/17/2021	3,255.12
JESSE FRESCAS JR.	Public Works Technical Support	688138	12/17/2021	3,200.00
DESERT URGENT CARE	Medical Exam & Testing	688231	12/29/2021	3,185.00
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	688032	12/03/2021	3,070.60
JOSEPH MICHAEL REDMOND	Contracted Services	688141	12/17/2021	3,060.00
BALLARD POWER SYSTEMS	Repair Parts- Fixed Route	688007	12/03/2021	3,049.33
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	688078	12/10/2021	3,049.01
CTE	Membership & Subscriptions	688009	12/03/2021	3,000.00
ANDREA CARTER & ASSOCIATES	Marketing & Communication Services	688208	12/29/2021	2,800.00
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	688008	12/03/2021	2,740.08
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	688110	12/17/2021	2,740.08
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	688215	12/29/2021	2,740.08
AIRWAVE COMMUNICATIONS	WIP- Purchase of 5 New Flyer FC Buses	688005	12/03/2021	2,737.46
BORDIN SEMMER LLP	Insurance Loss	688033	12/07/2021	2,703.35
BROADLUX, INC.	Contract Services-General	688053	12/10/2021	2,651.57
TRAPEZE SOFTWARE GROUP INC.	Consulting	688089	12/10/2021	2,625.00
ADMIRAL SECURITY SERVICES, INC.	Security Guard Service	688202	12/29/2021	2,606.52

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

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
FORENSIC DRUG TESTING SERVICES	Alcohol & Drug Testing	688125	12/17/2021	2,467.50
GRAINGER	Inventory Repair Parts	688065	12/10/2021	2,417.70
SAFETY-KLEEN CORPORATION	Contracted Svc-Haz Waste Removal	688083	12/10/2021	2,301.39
ALPHA MEDIA LLC	Advertising Human Trafficking Campaign	688101	12/17/2021	2,275.00
DECALS BY DESIGN, INC.	Repair Parts- Fixed Route	688056	12/10/2021	2,250.00
GLOBAL EQUIPMENT CO. INC.	WIP- Operations Facility	688228	12/29/2021	2,195.73
ROBERT HALF	Temporary Help	688022	12/03/2021	2,174.72
MEYERS FOZI & DWORK, LLP	Insurance Loss	688070	12/10/2021	2,033.80
HOME DEPOT CREDIT SERVICES	Facility Maintenance Supplies	688134	12/17/2021	2,028.38
MARKS ARCHITECTS, INC.	WIP-Zero Emission Maintenance Facility	688238	12/29/2021	1,966.25
FRANKLIN TRUCK PARTS, INC.	Inventory Repair Parts	688127	12/17/2021	1,833.99
SC FUELS	Lubricants- Oil	688178	12/17/2021	1,808.60
VALLEY OFFICE EQUIPMENT, INC.	Copier Service	688093	12/10/2021	1,806.03
WE THE CREATIVE	Consulting-General	688142	12/17/2021	1,750.04
PARKHOUSE TIRE, INC.	Inventory Repair Parts	688166	12/17/2021	1,698.71
IMPERIAL IRRIGATION DIST	Utilities	688230	12/29/2021	1,678.19
NICE AMERICA RESEARCH	Fuel- Hydrogen	688075	12/10/2021	1,603.64
SC FUELS	Lubricants- Oil)	688025	12/03/2021	1,554.77
RESONATE AND THRIVE ASSOCIATES, LLC	Consulting-General	688154	12/17/2021	1,525.00
FRONTIER COMMUNICATIONS	Utilities- OPS Bldg	688128	12/17/2021	1,525.00
POSITIVE PROMOTIONS, INC.	Sunline Event	688252	12/29/2021	1,521.08
DECALS BY DESIGN, INC.	Advertising	688117	12/17/2021	1,499.44
MILE3 WEB DEVELOPMENT	Website Maintenance	688155	12/17/2021	1,470.00
NICHOLAS ROBLES	Reimbursement Expense	688161	12/17/2021	1,444.95
OMNITRACS, LLC	General Service	688015	12/03/2021	1,380.00
SONSRAY FLEET SERVICES	Inventory Repair Parts	688188	12/17/2021	1,355.46
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	688108	12/17/2021	1,309.98
JACKSON LEWIS P.C.	Insurance Loss	688234	12/29/2021	1,293.00
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	688109	12/17/2021	1,279.15
BROADLUX, INC.	Contract Services-General	688107	12/17/2021	1,242.00
INSIGHT PUBLIC SECTOR, INC.	WIP- Misc Maintenance Equipment Project	688233	12/29/2021	1,214.62
C V WATER DISTRICT	Utilities	688219	12/29/2021	1,160.76
CALACT	Membership & Subscriptions	688214	12/29/2021	1,110.00
QUICK FIX AUTO GLASS	Outside Repair- Fixed Route	688051	12/10/2021	1,100.00
OFFICE DEPOT	Office Supplies	688246	12/29/2021	1,055.48
AIR & LUBE SYSTEMS INC.	Shop Supplies Misc	688050	12/10/2021	1,055.26
SEFAC USA, INC.	Equipt Repairs-Shop Equipment	688180	12/17/2021	1,050.51
QUADIENT FINANCE USA, INC.	Postage	688169	12/17/2021	1,039.00
SCR TTC	Membership & Subscriptions	688179	12/17/2021	1,000.00

Totals continued on the next page.

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

Total Checks Over \$1,000	\$8,184,628.72
Total Checks Under \$1,000	\$41,247.69
Total Checks	\$8,225,876.41

SunLine Transit Agency**CONSENT CALENDAR**

DATE: February 23, 2022

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Credit Card Statement for December 2021

Summary:

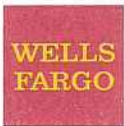
The attached report summarizes the Agency's credit card expenses for December 2021. Credit card transactions through the CEO/General Manager credit card align with the statement closing date of January 3, 2022. The report also summarizes transactions for the credit card utilized for Procurement which aligns with the statement closing date of December 31, 2021, for the reporting period.

Recommendation:

Receive and file.

SunLine Transit Agency Visa Credit Card Statement**Closing Date: 1/03/22****Name on Card: Lauren Skiver**

	Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1	12/4/2021	12/4/2021	Red Robin	Red Robin Catering Order; ATU and SunLine Negotiations Meeting		\$327.25
2	12/15/2021	12/15/2021	El Pollo Loco	El Polo Loco Catering Order; ATU and SunLine Negotiations Meeting		\$77.34
3	12/18/2021	12/18/2021	Royal Florist and Gifts	Floral Arrangement for West Coast Center of Excellence's Partner Professor, John Frala		\$68.97
Credits and Charges:					\$0.00	\$473.56



CONSOLIDATED BILLING CONTROL ACCOUNT STATEMENT

Prepared For	SUNLINE TRANSIT LUIS GARCIA
Account Number	
Statement Closing Date	01/03/22
Days in Billing Cycle	31
Next Statement Date	02/03/22
Credit Line	\$40,000
Available Credit	\$39,526

For Customer Service Call:
800-231-5511

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

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

Payment Information

New Balance	\$473.56
Current Payment Due (Minimum Payment)	\$473.56
Current Payment Due Date	01/28/22

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

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

Account Summary

Previous Balance	\$7,141.25
Credits	- \$0.00
Payments	- \$7,141.25
Purchases & Other Charges	+ \$473.56
Cash Advances	+ \$0.00
Finance Charges	+ \$0.00
New Balance	= \$473.56

Wells Fargo Cash Back SM Program Summary

Previous Cash Back Balance	\$0.00
Cash Earned this Month	\$7.10
Trades From Other Company Cards	\$0.00
Bonus/Adjustments	\$0.00
Cash Back Balance	= \$7.10
Cash Awarded this Period	\$0.00
Year to Date Cash Back Awarded	\$0.00

Cash Back Notice

Your next cash back reward is scheduled for 03/2022. Use your Business Card for all of your business expenses plus everyday purchases and get 1.5% Cash Back.

See reverse side for important information.



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

Make checks payable to: Wells Fargo

Account Number	
New Balance	\$473.56
Total Amount Due (Minimum Payment)	\$473.56
Current Payment Due Date	01/28/22

Print address or
phone changes:

Work ()

Amount
Enclosed: \$

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

SUNLINE TRANSIT
LUIS GARCIA
32505 HARRY OLIVER TRL
THOUSAND PALMS CA 92276-3501
52901 MSP 257



Rate Information

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

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

Important Information

\$0 - \$473.56 WILL BE DEDUCTED FROM YOUR ACCOUNT AND CREDITED AS YOUR AUTOMATIC PAYMENT ON 01/28/22. THE AUTOMATIC PAYMENT AMOUNT WILL BE REDUCED BY ALL PAYMENTS POSTED ON OR BEFORE THIS DATE.

TOTAL *FINANCE CHARGE* BILLED IN 2021 \$0.00
TOTAL *FINANCE CHARGE* PAID IN 2021 \$0.00

Summary of Sub Account Usage

Name	Sub Account Number Ending In	Monthly Spending Cap	Spend This Period
LAURA SKIVER	[REDACTED]	40,000	\$473.56

Transaction Details

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

Trans	Post	Reference Number	Description	Credits	Charges
12/28	12/28	F326800BA00CHGDDA	AUTOMATIC PAYMENT - THANK YOU	7,141.25	
			TOTAL [REDACTED] \$7,141.25-		

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

12/04	12/04	2444500AJEJ72YF4K	RED ROBIN NO 253 760-324-8310 CA		327.25
12/15	12/15	2401339AY01HQE3M3	6031 EL POLLO LOCO 760-3285135 CA		77.34
12/18	12/18	2475542B07YPMBBT1	ROYAL FLORIST AND GIFTS I909-7180688 CA		68.97
			TOTAL \$473.56		
			LAURA SKIVER / Sub Acct Ending In [REDACTED]		

Wells Fargo News

The Business Elite Online Reporting® service that is currently housed on a third-party site has moved to Wells Fargo Online Banking. All previously saved reports on the third-party site must be downloaded and saved by 1/31/2022. Effective February 1, 2022 the reporting service will only be available through Wells Fargo Online Banking and you will no longer have access to reports that were saved on the previous site.

To access Business Elite card reports, sign on to Wells Fargo Business Online:

- Then select "Accounts"
- Under "Manage Cards", select "Business Credit Card Center"
- Then go to "Spending Reports"

Visit the Business Credit Card Center and start simplifying your expense tracking today.

Take advantage of the features that come with Online Banking:

Messages and alerts: Stay informed about your account with updates sent to your email or mobile phone.
Wells Fargo Card Design Studio® service: Make your card as unique as your business. Customize your card design with this free service.
Automatic Payments: Never miss a payment, avoid late charges and protect your credit rating.

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 12/31/2021

Name on Card: Walter Watcher (Procurement Card)

	Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1	11/30/2021	12/1/2021	DocuSign	SunLine Regulatory Administration DocuSign Account Refund from August 2021	\$ (180.16)	
2	12/1/2021	12/2/2021	Amazon	Replacement Threaded Hose Nozzles		\$ 49.74
3	12/2/2021	12/2/2021	Tech on Time	Server Battery		\$ 163.64
4	12/2/2021	12/3/2021	Amazon	Alexa for Business Account		\$ 6.40
5	12/8/2021	12/9/2021	Amazon	Valve for Fuel Cell Bus		\$ 27.07
6	12/9/2021	12/10/2021	National Safety Council	First Aid Safety Instructor Credential Renewal		\$ 80.00
7	12/9/2021	12/10/2021	RDO Equipment	Radiator Cap for Fixed Route Bus		\$ 25.92
8	12/9/2021	12/10/2021	Amazon	Fuse for Fuel Cell Bus		\$ 182.07
9	12/13/2021	12/14/2021	Castañeda's Mexican Food	2021 Holiday Grab and Go Breakfast for all Employees		\$ 2,114.59
10	12/15/2021	12/15/2021	Amazon	Binder Dividers		\$ 148.42
11	12/24/2021	12/27/2021	Amazon	Remote Control Cable Lock		\$ 21.50
Credits and Charges					\$ (180.16)	\$ 2,819.35



Statement Expenses

01/03/2022 12:03 PM PT
Requested By: AMADEO, ISABELLA

Cardholder Summary

Cardholder Name:	WATCHER, WALTER	Start Date:	12/01/2021
Card Number:	xxxx-xxxx-xxx	End Date:	12/31/2021
Status:	Open	Reminder Period:	01/01/2022 through 01/05/2022
Charges:	2,639.19 USD	Grace Period:	01/06/2022 through 01/07/2022
Out-of-pocket:	0.00 USD	Approval Period:	01/08/2022 through 01/11/2022
Total Amount:	2,639.19 USD		

Charges

1.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	11/30/2021	12/01/2021	No	Docusign Seattle, WA	5039903800 - OTHER SERVICES	Finance(FIN)	No	No	(180.16) USD / (180.16)
	FUND 00			DIVISION					
2.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	12/01/2021	12/02/2021	No	Amzn Mktp Us Eu0f77av3 Amzn.com/bill, WA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	No	No	49.74 USD / 49.74
	FUND 00			DIVISION					
3.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	12/02/2021	12/02/2021	No	Amzn Mktp Us 6q0pq2iy3 Amzn.com/bill, WA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	No	No	163.64 USD / 163.64
	FUND 00			DIVISION					
4.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	12/02/2021	12/03/2021	No	Amazon Web Services Aws.amazon.co, WA	5039903800 - OTHER SERVICES	Finance(FIN)	No	No	6.40 USD / 6.40
	FUND 00			DIVISION					
5.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	12/08/2021	12/09/2021	No	Amzn Mktp Us Fx8dl6t43 Amzn.com/bill, WA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	No	No	27.07 USD / 27.07
	FUND 00			DIVISION					
6.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original Currency
	12/09/2021	12/10/2021	No	National Safety Council 800-621-7615, IL	5090200001 - TRAINING/ WORKSHOP	Finance(FIN)	No	No	80.00 USD / 80.00
	FUND 00			DIVISION					
7.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted \$	Amount / Original

Commercial Card Expense Reporting

12/09/2021	12/10/2021	No	Rdoag Ind 010445 Indio,CA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	No	‡ No	Currency 25.92 USD / 25.92	
FUND	00			DIVISION					
8.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	12/09/2021	12/10/2021	No	Amzn Mktp Us Nu4d013o3 Amzn.com/bill,WA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	No	No	182.07 USD / 182.07
FUND	00			DIVISION					
9.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	12/13/2021	12/14/2021	No	Castaneda's Dinah Shore Palm Desert,CA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	No	No	2,114.59 USD / 2,114.59
FUND	00			DIVISION					
10.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	12/15/2021	12/15/2021	No	Amazon.com 6q0dh1cy3 Amzn.com/bill,WA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	No	No	148.42 USD / 148.42
FUND	00			DIVISION					
11.	Transaction Date	Posting Date	Personal	Merchant	General Ledger Code	Unit	Receipt Image	Receipt Submitted ‡	Amount / Original Currency
	12/24/2021	12/27/2021	No	Amzn Mktp Us 1j9a69f33 Am Amzn.com/bill,WA	5099900002 - MISCELLANEOUS EXPENSES	Finance(FIN)	No	No	21.50 USD / 21.50
FUND	00			DIVISION					

Total Charges: 2,639.19 USD

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

---End of Report---

SunLine Transit Agency**CONSENT CALENDAR**

DATE: February 23, 2022

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Monthly Budget Variance Report for December 2021

Summary:

The budget variance report compares revenues and expenses to the respective line item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values. The budgetary figures are represented as a straight line budget. Accordingly, the current monthly budget values are calculated by taking 1/12th of the annual budget. The FYTD budget values for the month of December 2021 are equal to 6/12^{ths} of the yearly budget.

Year to Date Summary

- As of December 31, 2021, the Agency's FYTD revenues are \$1,254,623 or 82.20% above the FYTD budget due to large amounts of emission credit and CNG fueling revenue.
- As of December 31, 2021, the Agency's FYTD expenditures are \$1,179,591 or 5.75% below the FYTD budget.

Monthly Spotlight

- Similar to previous months, natural gas expenditures for the month of December exceeded the monthly budget value. The cost increase is attributed to additional outside fuel sales for CNG. The increase in costs are offset by the increase in revenue.

Recommendation:

Receive and file.

SunLine Transit Agency
Budget Variance Report
December 2021

		Current Month			Fiscal Year to Date			
Description	FY22 Total Budget	Actual	Budget	Positive (Negative)	FYTD Actual	FY22 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Revenues:								
Passenger Revenue	938,400	126,889	78,200	48,689	755,656	469,200	286,456	19.5%
Other Revenue	2,114,326	209,827	176,194	33,633	2,025,331	1,057,163	968,168	4.2%
Total Operating Revenue	3,052,726	336,715	254,394	82,322	2,780,986	1,526,363	1,254,623	8.9%
Operating Expenses:								
Operator & Mechanic Salaries & Wages	9,997,674	762,543	833,140	70,597	4,637,704	4,998,837	361,133	53.6%
Operator & Mechanic Overtime	720,900	53,412	60,075	6,663	467,646	360,450	(107,196)	35.1%
Administration Salaries & Wages	6,384,693	436,061	532,058	95,996	2,874,882	3,192,347	317,465	55.0%
Administration Overtime	119,516	4,866	9,960	5,094	32,877	59,758	26,881	72.5%
Fringe Benefits	10,504,975	806,478	875,415	68,937	4,705,033	5,252,488	547,454	55.2%
Communications	250,000	20,196	20,833	637	123,381	125,000	1,619	50.6%
Legal Services	575,000	38,764	47,917	9,153	169,190	287,500	118,310	70.6%
Computer/Network Software Agreement	600,000	41,765	50,000	8,235	285,971	300,000	14,029	52.3%
Uniforms	103,966	19,266	8,664	(10,602)	34,140	51,983	17,843	67.2%
Contracted Services	698,728	32,392	58,227	25,835	233,610	349,364	115,754	66.6%
Equipment Repairs	8,500	(110)	708	818	8,090	4,250	(3,840)	4.8%
Security Services	160,000	11,610	13,333	1,723	62,638	80,000	17,362	60.9%
Fuel - CNG	1,516,432	138,597	126,369	(12,227)	873,784	758,216	(115,568)	42.4%
Fuel - Hydrogen	845,934	94,216	70,495	(23,721)	533,780	422,967	(110,813)	36.9%
Tires	236,183	15,900	19,682	3,782	97,254	118,092	20,838	58.8%
Office Supplies	70,392	4,076	5,866	1,790	23,367	35,196	11,829	66.8%
Travel/Training	97,980	9,772	8,165	(1,607)	40,843	48,990	8,147	58.3%
Repair Parts	1,494,101	88,842	124,508	35,667	572,440	747,051	174,611	61.7%
Facility Maintenance	41,300	6,667	3,442	(3,226)	25,483	20,650	(4,833)	38.3%
Electricity - CNG & Hydrogen	1,230,000	84,288	102,500	18,212	586,106	615,000	28,894	52.3%
Natural Gas	1,175,000	128,014	97,917	(30,097)	877,001	587,500	(289,501)	25.4%
Water and Gas	10,575	931	881	(50)	4,760	5,288	528	55.0%
Insurance Losses	1,950,000	72,413	162,500	90,087	670,636	975,000	304,364	65.6%
Insurance Premium - Property	50,000	6,579	4,167	(2,412)	39,471	25,000	(14,471)	21.1%
Repair Claims	50,000	1,884	4,167	2,283	13,376	25,000	11,624	73.2%
Fuel Taxes	94,400	7,208	7,867	659	58,846	47,200	(11,646)	37.7%
Other Expenses	4,504,392	511,020	375,366	(135,654)	2,647,067	2,252,196	(394,871)	41.2%
Self Consumed Fuel	(2,487,067)	(211,964)	(207,256)	4,709	(1,377,179)	(1,243,534)	133,645	44.6%
Total Operating Expenses (Before Depreciation)	41,003,574	3,185,684	3,416,965	231,280	19,322,196	20,501,787	1,179,591	52.9%
Operating Expenses in Excess of Operating Revenue		\$ (2,848,969)			\$ (16,541,209)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	7,262,861	545,223	605,238	60,016	3,165,582	3,631,431	465,849	56.4%
State - LTF, LCTOP	7,135,429	535,656	594,619	58,963	3,110,039	3,567,715	457,675	56.4%
Federal	23,552,558	1,768,090	1,962,713	194,624	10,265,589	11,776,279	1,510,690	56.4%
Total Subsidies	37,950,848	2,848,969	3,162,571	313,602	16,541,209	18,975,424	2,434,215	56.4%
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -			

*Item identified on monthly spotlight.

SunLine Transit Agency
Budget Variance Report
December 2021

		Current Month			Fiscal Year to Date			
	FY22							
Description	Total Budget	Actual	Budget	Positive (Negative)	FYTD Actual	FY22 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Expenses:								
Wages & Benefits	27,727,758	2,063,359	2,310,647	247,287	12,718,142	13,863,879	1,145,737	54.1%
Services	4,010,568	369,043	334,214	(34,829)	1,950,315	2,005,284	54,969	51.4%
Fuels & Lubricants	2,525,519	246,973	210,460	(36,513)	1,493,958	1,262,760	(231,199)	40.8%
Tires	236,183	15,900	19,682	3,782	97,254	118,092	20,838	58.8%
Materials and Supplies	1,915,838	143,859	159,653	15,794	802,777	957,919	155,142	58.1%
Utilities	2,699,927	243,579	224,994	(18,585)	1,639,253	1,349,964	(289,290)	39.3%
Casualty & Liability	3,305,200	194,637	275,433	80,797	1,412,967	1,652,600	239,633	57.3%
Taxes and Fees	94,400	7,208	7,867	659	58,846	47,200	(11,646)	37.7%
Miscellaneous Expenses	975,248	113,090	81,271	(31,820)	525,863	487,624	(38,239)	46.1%
Self Consumed Fuel	(2,487,067)	(211,964)	(207,256)	4,709	(1,377,179)	(1,243,534)	133,645	44.6%
Total Operating Expenses (Before Depreciation)	41,003,574	3,185,684	3,416,965	231,280	19,322,196	20,501,787	1,179,591	52.9%
Revenues:								
Passenger Revenue	938,400	126,889	78,200	48,689	755,656	469,200	286,456	19.5%
Other Revenue	2,114,326	209,827	176,194	33,633	2,025,331	1,057,163	968,168	4.2%
Total Operating Revenue	3,052,726	336,715	254,394	82,322	2,780,986	1,526,363	1,254,623	8.9%
Net Operating Gain (Loss)		\$ (2,848,969)			\$ (16,541,209)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	7,262,861	545,223	605,238	60,016	3,165,582	3,631,431	465,849	56.4%
State - LTF, LCTOP	7,135,429	535,656	594,619	58,963	3,110,039	3,567,715	457,675	56.4%
Federal - CMAQ,5307,5309,5310,5311,5311(f),5312	23,552,558	1,768,090	1,962,713	194,624	10,265,589	11,776,279	1,510,690	56.4%
Total Subsidies	37,950,848	2,848,969	3,162,571	313,602	16,541,209	18,975,424	2,434,215	56.4%
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -			

Budget Variance Analysis - SunLine Transit Agency

Passenger Revenue

- The positive variance in passenger fares is attributed to conservative budget estimates due to unknown ridership impacts due to COVID-19.
- As of December, ridership was at 2.0% above FY21 FYTD totals.
- Total system ridership was 21,162 trips above FY21 FYTD amounts.

Ridership

	FY21-December	FY22-December	Variance	%Δ
Fixed Route	168,364	173,621	5,257	3.1%
Paratransit	5,373	8,659	3,286	61.2%
SolVan	1,406	1,336	(70)	-5.0%
SunRide	-	514	514	-
System Total	175,143	184,130	8,987	5.1%

Ridership

	FYTD-FY21	FYTD-FY22	Variance	%Δ
Fixed Route	1,023,837	1,024,046	209	0.0%
Paratransit	32,163	50,046	17,883	55.6%
SolVan	7,852	8,229	377	4.8%
SunRide	-	2,693	2,693	-
System Total	1,063,852	1,085,014	21,162	2.0%

Other Revenue

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

Operator & Mechanic Salaries & Wages

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

Operator & Mechanic Overtime

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

Administration Salaries & Wages

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

Administration Overtime

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

Fringe Benefits

- Savings in fringe benefit expenditures are associated with vacancies across the Agency.
- Savings in fringe benefits will be reduced in the second half of FY22 due to planned cost increases in calendar year 2022.

Communications

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

Legal Services

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

Computer/Network Software Agreement

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

Uniforms

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

Contracted Services

- The positive variance in contracted services is attributed to expenses which have not yet been incurred.

Equipment Repairs

- The unfavorable variance is attributed to unexpected repairs to a bus lift in the month of September.

Security Services

- Savings in security services are attributed to fewer than anticipated extended hours of security services.

Fuel - CNG

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

Fuel - Hydrogen

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

Tires

- The lower tire expenditures are attributed to fewer miles related to the postponement of Level 1 service.

Office Supplies

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

Travel/Training

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

Repair Parts

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

Facility Maintenance

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

Electricity - CNG & Hydrogen

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

Natural Gas

- The negative variance is attributed to increased natural gas usage due to an increase of CNG sold through outside fuel sales.

Water and Gas

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

Insurance Losses

- Insurance loss experience has not exceeded YTD budgeted expectations.

Insurance Premium - Property

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

Repair Claims

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

Fuel Taxes

- Outside fuel sales are currently \$223,427 above FY21 FYTD amounts.
- For December, sales decreased by \$7,795 from the previous month.
- The negative variance in fuel taxes is due to larger outside fleet fuel sales which are offset by an increase in revenue.

Outside Fueling Revenue

	Revenue	Variance FY21 vs. FY22	Variance Previous Month	%Δ FY21 vs FY22	%Δ Previous Month
December FY21	\$ 49,504				
December FY22	\$ 66,448	\$ 16,944	\$ (7,795)	34.23%	-10.50%
November FY22	\$ 74,243				
FYTD December FY21	\$ 351,392				
FYTD December FY22	\$ 574,819	\$ 223,427		63.58%	

Other Expenses

- Costs vary from month to month depending on the needs of the Agency or when programs are active. The negative variance is primarily attributed to high non-reoccurring expenses in such as consulting and audit expenses.
- The negative variance is also attributed to higher temporary help costs across multiple departments to cover administrative vacancies.

Self-Consumed Fuel

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

SunLine Transit Agency
CONSENT CALENDAR

DATE: February 23, 2022 **RECEIVE & FILE**

TO: Finance/Audit Committee
Board of Directors

RE: Contracts Signed between \$25,000 and \$100,000 for January 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 January 2022, there was one (1) purchase order executed between \$25,000 and \$100,000:

Vendor	Purpose	Amount
HDR Engineering	Progress Study of the SunLine Refueled Initiative	\$90,000.00

Recommendation:

Receive and file.

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

January 2022

Vendor	Product/Service	Need	Budgeted	Budgeted Amount	Cost	Type
HDR Engineering	Before and After Study	Progress Study of the SunLine Refueled Initiative	FY22	\$ 99,500.00	\$ 90,000.00	Executed Agreement

SunLine Transit Agency

CONSENT CALENDAR

DATE: February 23, 2022

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Union & Non-Union Pension Investment Asset Summary December 2021

Summary:

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

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

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

Union

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	37.3%	16% - 56%
	International Equity	19.4%	0% - 39%
	Other	5.0%	0% - 20%
Income Assets			
	Fixed Income	32.4%	25% - 65%
	Other	2.6%	0% - 20%
Real Return Assets		2.2%	0% - 20%
Cash Equivalents		1.2%	0% - 20%

Non-Union

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	37.3%	16% - 56%
	International Equity	19.4%	0% - 39%
	Other	5.0%	0% - 20%
Income Assets			
	Fixed Income	32.5%	25% - 65%
	Other	2.6%	0% - 20%
Real Return Assets		2.2%	0% - 20%
Cash Equivalents		1.0%	0% - 20%

For the month of December, the market value of assets increased by \$1,133,506 and \$1,101,021 for the union and non-union plans, respectively.

Month to Month Asset Comparison

Month	Market Value – Union	Market Value – Non-Union
November 2021	\$40,227,089	\$40,268,258
December 2021	\$41,360,595	\$41,369,279
Increase (Decrease)	\$1,133,506	\$1,101,021

Recommendation:

Receive and file.

Portfolio Summary and Statistics

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

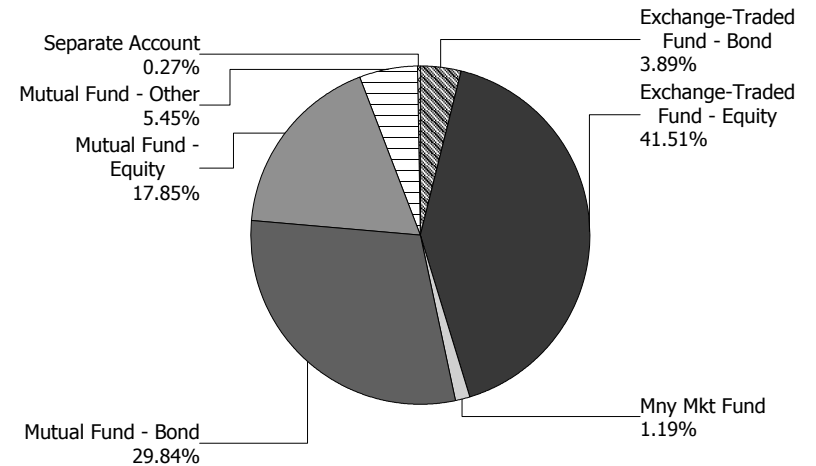
SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Account Summary

Description	Par Value	Market Value	Percent
Separate Account	113,429.62	113,429.62	0.27
Mutual Fund - Other	174,309.09	2,252,592.93	5.45
Mutual Fund - Equity	249,786.61	7,383,536.76	17.85
Mutual Fund - Bond	1,053,883.33	12,340,612.47	29.84
Money Market Mutual Fund	490,642.28	490,642.28	1.19
Exchange-Traded Fund - Equity	107,649.00	17,172,241.17	41.51
Exchange-Traded Fund - Bond	35,142.00	1,607,539.62	3.89
Managed Account Sub-Total	2,224,841.93	41,360,594.85	100.00%
Accrued Interest		0.00	
Total Portfolio	2,224,841.93	41,360,594.85	

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

Sector Allocation



Detail of Securities Held & Market Analytics

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

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Bond									
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	965.00	61.01	58,874.65	59.27	57,195.55	(1,679.10)	0.14
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	6,684.00	57.68	385,539.80	59.27	396,160.68	10,620.88	0.96
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	2,389.00	60.31	144,080.59	59.27	141,596.03	(2,484.56)	0.34
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,146.00	61.13	70,054.98	59.27	67,923.42	(2,131.56)	0.16
ISHARES PREFERRED&INCOME SECURITIES ETF	464288687	PFF	10,074.00	39.10	393,892.39	39.43	397,217.82	3,325.43	0.96
ISHARES PREFERRED&INCOME SECURITIES ETF	464288687	PFF	13,884.00	39.22	544,524.93	39.43	547,446.12	2,921.19	1.32

Security Type Sub-Total			35,142.00		1,596,967.34	315.94	1,607,539.62	10,572.28	3.88
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Exchange-Traded Fund - Equity									
ISHARES CORE S&P MIDCAP ETF	464287507	IJH	2,656.00	276.40	734,118.40	283.08	751,860.48	17,742.08	1.82
SPDR BLOOMBERG CONVERTIBLE SECURITIES ET	78464A359	CWB	3,981.00	88.58	352,636.58	82.96	330,263.76	(22,372.82)	0.80
SPDR BLOOMBERG CONVERTIBLE SECURITIES ET	78464A359	CWB	4,584.00	86.67	397,294.82	82.96	380,288.64	(17,006.18)	0.92
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,979.00	65.37	456,217.23	63.57	443,655.03	(12,562.20)	1.07
VANGUARD TOTAL INTL STOCK	921909768	VXUS	35,037.00	52.12	1,826,128.44	63.57	2,227,302.09	401,173.65	5.39
VANGUARD TOTAL INTL STOCK	921909768	VXUS	553.00	64.35	35,585.55	63.57	35,154.21	(431.34)	0.09
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	51,880.00	169.04	8,769,795.20	241.44	12,525,907.20	3,756,112.00	30.28
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	433.00	233.92	101,287.36	241.44	104,543.52	3,256.16	0.25
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	1,546.00	226.21	349,720.35	241.44	373,266.24	23,545.89	0.90

Security Type Sub-Total			107,649.00		13,022,783.93	1,364.03	17,172,241.17	4,149,457.24	41.52
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Money Market Mutual Fund									
FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	490,642.28	1.00	490,642.28	1.00	490,642.28	0.00	1.19

Security Type Sub-Total			490,642.28		490,642.28	1.00	490,642.28	0.00	1.19
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Mutual Fund - Bond									
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Detail of Securities Held & Market Analytics

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

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Mutual Fund - Bond									
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	305,080.12	11.67	3,560,069.14	11.67	3,560,284.96	215.82	8.61
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	160,753.24	10.85	1,743,490.72	10.94	1,758,640.46	15,149.74	4.25
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	63,372.15	5.65	358,257.17	5.60	354,884.07	(3,373.10)	0.86
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTRQX	303,453.57	14.75	4,476,839.92	14.49	4,397,042.24	(79,797.68)	10.63
VOYA INTERMEDIATE BOND R6	92913L569	IIBZX	221,224.24	10.64	2,354,302.12	10.26	2,269,760.74	(84,541.38)	5.49
Security Type Sub-Total			1,053,883.33		12,492,959.07	52.96	12,340,612.47	(152,346.60)	29.84
Mutual Fund - Equity									
ARTISAN INTL SMALL-MID	04314H576	APHJX	18,427.07	19.35	356,568.28	20.77	382,730.21	26,161.93	0.93
HARDING LOEVNER INTERNATIONAL EQUITY POR	412295107	HLMIX	69,223.48	24.54	1,698,907.07	30.07	2,081,550.11	382,643.04	5.03
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	SEMTX	23,285.38	17.50	407,583.63	19.09	444,517.94	36,934.31	1.07
JENSEN QUALITY GROWTH-Y	476313408	JENYX	24,501.56	49.36	1,209,402.78	67.45	1,652,630.26	443,227.48	4.00
JOHCM INTERNATIONAL SELECT I	46653M849	JOHIX	62,347.11	22.83	1,423,674.52	30.07	1,874,777.63	451,103.11	4.53
MFS EMERGING MARKETS DEBT R6	552746364	MEDHX	28,376.51	14.40	408,623.68	14.41	408,905.48	281.80	0.99
VANGUARD TOT INST ST IDX - ADM	921909818	VTIAX	0.00	33.33	0.03	34.20	0.03	0.00	0.00
VIRTUS KAR INTL SMALL MID CAP R6	92828W551	VRISX	23,625.50	22.02	520,136.77	22.79	538,425.10	18,288.33	1.30
Security Type Sub-Total			249,786.61		6,024,896.76	238.85	7,383,536.76	1,358,640.00	17.85
Mutual Fund - Other									
COHEN & STEERS INST REALTY SHARES	19247U106	CSRIX	11,298.47	44.19	499,291.61	59.18	668,643.16	169,351.55	1.62
PIMCO COMMODITY REAL RETURN STRATEGY	722005667	PCRIX	143,780.34	6.72	966,756.43	6.35	913,005.15	(53,751.28)	2.21
PRINCIPAL RE SECURITIES INST FUND	74253Q580	PIREX	19,230.28	26.39	507,537.20	34.89	670,944.62	163,407.42	1.62
Security Type Sub-Total			174,309.09		1,973,585.24	100.42	2,252,592.93	279,007.69	5.45
Separate Account									
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	22,050.00	1.00	22,050.00	100.00	22,050.00	0.00	0.05
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	26,454.62	1.00	26,454.62	100.00	26,454.62	0.00	0.07
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	34,300.00	1.00	34,300.00	100.00	34,300.00	0.00	0.08

Detail of Securities Held & Market Analytics

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

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Separate Account									
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	30,625.00	1.00	30,625.00	100.00	30,625.00	0.00	0.07
Security Type Sub-Total			113,429.62		113,429.62	400.00	113,429.62	0.00	0.27
Managed Account Sub-Total			2,224,841.93		35,715,264.24	2,473.20	41,360,594.85	5,645,330.61	100.00
Securities Sub-Total			\$2,224,841.93		\$35,715,264.24	\$2,473.20	\$41,360,594.85	\$5,645,330.61	100.00%
Accrued Interest							\$0.00		
Total Investments							\$41,360,594.85		

Portfolio Summary and Statistics

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

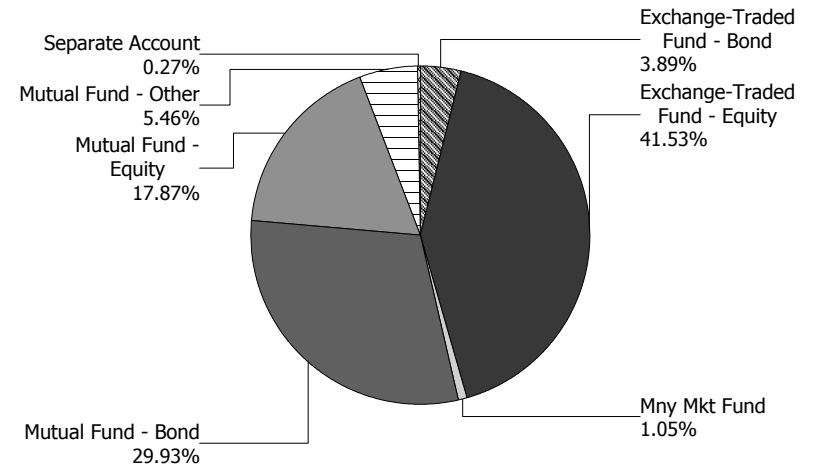
SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]

Account Summary

Description	Par Value	Market Value	Percent
Separate Account	113,429.62	113,429.62	0.27
Mutual Fund - Other	174,661.14	2,257,153.59	5.46
Mutual Fund - Equity	250,028.43	7,393,086.13	17.87
Mutual Fund - Bond	1,057,587.38	12,383,660.62	29.93
Money Market Mutual Fund	433,390.81	433,390.81	1.05
Exchange-Traded Fund - Equity	107,712.00	17,181,236.88	41.53
Exchange-Traded Fund - Bond	35,145.00	1,607,320.63	3.89
Managed Account Sub-Total	2,171,954.38	41,369,278.28	100.00%
Accrued Interest		0.00	
Total Portfolio	2,171,954.38	41,369,278.28	

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

Sector Allocation



Detail of Securities Held & Market Analytics

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

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Bond									
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,113.00	61.13	68,037.69	59.27	65,967.51	(2,070.18)	0.16
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	6,667.00	57.68	384,559.22	59.27	395,153.09	10,593.87	0.96
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	982.00	61.01	59,911.82	59.27	58,203.14	(1,708.68)	0.14
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	2,405.00	60.31	145,045.55	59.27	142,544.35	(2,501.20)	0.34
ISHARES PREFERRED&INCOME SECURITIES ETF	464288687	PFF	10,095.00	39.10	394,713.49	39.43	398,045.85	3,332.36	0.96
ISHARES PREFERRED&INCOME SECURITIES ETF	464288687	PFF	13,883.00	39.22	544,485.71	39.43	547,406.69	2,920.98	1.32
Security Type Sub-Total			35,145.00		1,596,753.48	315.94	1,607,320.63	10,567.15	3.88
Exchange-Traded Fund - Equity									
ISHARES CORE S&P MIDCAP ETF	464287507	IJH	2,662.00	276.40	735,776.80	283.08	753,558.96	17,782.16	1.83
SPDR BLOOMBERG CONVERTIBLE SECURITIES ET	78464A359	CWB	3,981.00	88.58	352,636.58	82.96	330,263.76	(22,372.82)	0.80
SPDR BLOOMBERG CONVERTIBLE SECURITIES ET	78464A359	CWB	4,590.00	86.67	397,814.84	82.96	380,786.40	(17,028.44)	0.92
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,883.00	65.37	449,941.71	63.57	437,552.31	(12,389.40)	1.06
VANGUARD TOTAL INTL STOCK	921909768	VXUS	35,085.00	52.12	1,828,630.20	63.57	2,230,353.45	401,723.25	5.39
VANGUARD TOTAL INTL STOCK	921909768	VXUS	632.00	64.35	40,669.20	63.57	40,176.24	(492.96)	0.10
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	1,551.00	226.21	350,851.40	241.44	374,473.44	23,622.04	0.91
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	433.00	233.92	101,287.36	241.44	104,543.52	3,256.16	0.25
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	51,895.00	169.04	8,772,330.80	241.44	12,529,528.80	3,757,198.00	30.29
Security Type Sub-Total			107,712.00		13,029,938.89	1,364.03	17,181,236.88	4,151,297.99	41.55
Money Market Mutual Fund									
FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	433,390.81	1.00	433,390.81	1.00	433,390.81	0.00	1.05
Security Type Sub-Total			433,390.81		433,390.81	1.00	433,390.81	0.00	1.05
Mutual Fund - Bond									

Detail of Securities Held & Market Analytics

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

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Mutual Fund - Bond									
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	305,385.76	11.67	3,565,093.20	11.67	3,563,851.87	(1,241.33)	8.61
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	162,439.09	10.85	1,762,062.65	10.94	1,777,083.70	15,021.05	4.30
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	63,537.26	5.65	359,189.89	5.60	355,808.66	(3,381.23)	0.86
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTRQX	304,455.15	14.76	4,493,793.94	14.49	4,411,555.06	(82,238.88)	10.66
VOYA INTERMEDIATE BOND R6	92913L569	IIBZX	221,770.11	10.64	2,360,404.67	10.26	2,275,361.33	(85,043.34)	5.50
Security Type Sub-Total			1,057,587.38		12,540,544.35	52.96	12,383,660.62	(156,883.73)	29.93
Mutual Fund - Equity									
ARTISAN INTL SMALL-MID	04314H576	APHJX	18,461.23	19.35	357,229.27	20.77	383,439.72	26,210.45	0.93
HARDING LOEVNER INTERNATIONAL EQUITY POR	412295107	HLMIX	69,260.02	24.53	1,699,221.72	30.07	2,082,648.68	383,426.96	5.03
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	SEMTX	23,328.88	17.50	408,357.56	19.09	445,348.32	36,990.76	1.08
JENSEN QUALITY GROWTH-Y	476313408	JENYX	24,556.73	49.36	1,212,185.98	67.45	1,656,351.49	444,165.51	4.00
JOHCM INTERNATIONAL SELECT I	46653M849	JOHIX	62,461.83	22.82	1,425,081.56	30.07	1,878,227.36	453,145.80	4.54
MFS EMERGING MARKETS DEBT R6	552746364	MEDHX	28,292.59	14.40	407,415.29	14.41	407,696.27	280.98	0.99
VANGUARD TOTAL STOCK MARKET INDEX	922908801	VITSX	0.00	75.00	0.03	117.58	0.05	0.02	0.00
VIRTUS KAR INTL SMALL MID CAP R6	92828W551	VRISX	23,667.15	22.02	521,054.57	22.79	539,374.24	18,319.67	1.30
Security Type Sub-Total			250,028.43		6,030,545.98	322.23	7,393,086.13	1,362,540.15	17.87
Mutual Fund - Other									
COHEN & STEERS INST REALTY SHARES	19247U106	CSRIX	11,320.77	44.19	500,277.48	59.18	669,963.09	169,685.61	1.62
PIMCO COMMODITY REAL RETURN STRATEGY	722005667	PCRIX	144,069.91	6.72	968,793.89	6.35	914,843.91	(53,949.98)	2.21
PRINCIPAL RE SECURITIES INST FUND	74253Q580	PIREX	19,270.47	26.39	508,597.63	34.89	672,346.59	163,748.96	1.63
Security Type Sub-Total			174,661.14		1,977,669.00	100.42	2,257,153.59	279,484.59	5.46
Separate Account									
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	30,625.00	1.00	30,625.00	100.00	30,625.00	0.00	0.07
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	26,454.62	1.00	26,454.62	100.00	26,454.62	0.00	0.06
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	34,300.00	1.00	34,300.00	100.00	34,300.00	0.00	0.08

Detail of Securities Held & Market Analytics

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

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Separate Account									
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	22,050.00	1.00	22,050.00	100.00	22,050.00	0.00	0.05
Security Type Sub-Total			113,429.62		113,429.62	400.00	113,429.62	0.00	0.26
Managed Account Sub-Total			2,171,954.38		35,722,272.13	2,556.58	41,369,278.28	5,647,006.15	100.00
Securities Sub-Total			\$2,171,954.38		\$35,722,272.13	\$2,556.58	\$41,369,278.28	\$5,647,006.15	100.00%
Accrued Interest							\$0.00		
Total Investments							\$41,369,278.28		

SunLine Transit Agency
CONSENT CALENDAR

DATE: February 23, 2022

TO: Finance/Audit Committee
Board of Directors

RE: Ridership Report January 2022

RECEIVE & FILE

Summary:

Monthly Ridership			Monthly Variance	
	Jan-21	Jan-22	Net	Percent
Fixed Route	144,321	175,966	31,645	21.9%
SolVan	1,420	1,272	-148	-10.4%
SunRide	26	316	290	91.8%
Taxi Voucher*	325	242	-83	-34.3%
SunDial	5,382	7,505	2,123	39.4%
Total	151,474	185,301	33,827	22.3%

*Taxi Voucher rides are included for the system total, however, they are not NTD reportable. January 2021 fixed route ridership was calculated starting January 3rd to maintain data integrity of the Refueled initiative.

January 2022 Fiscal Year To Date Ridership	
Fiscal Year 2021	1,217,587
Fiscal Year 2022	1,272,040
Ridership Decrease	54,453

Fiscal year to date system ridership is up by 54,453 rides or 4.5% 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:

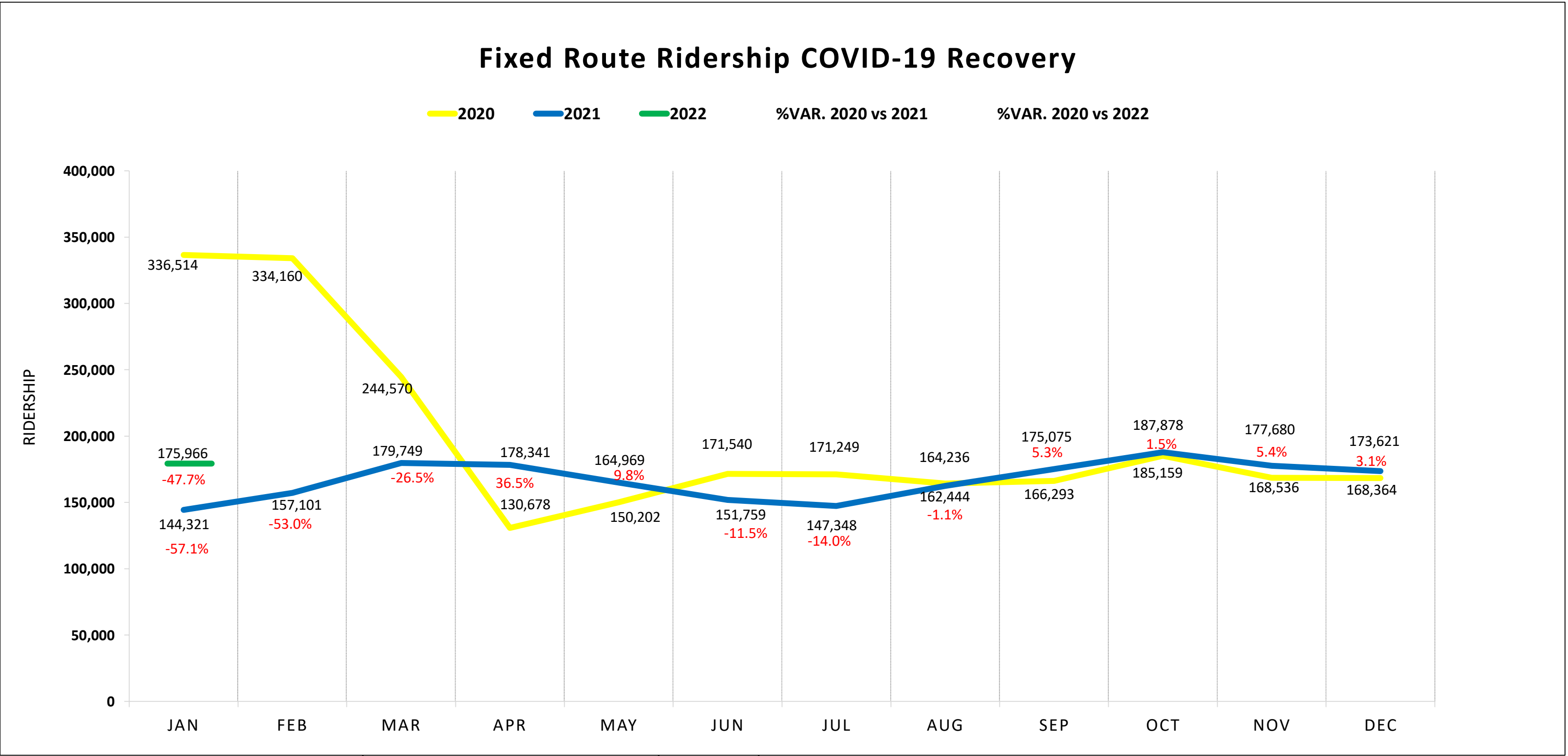
Receive and file.



SunLine Transit Agency Monthly Ridership Report January 2022

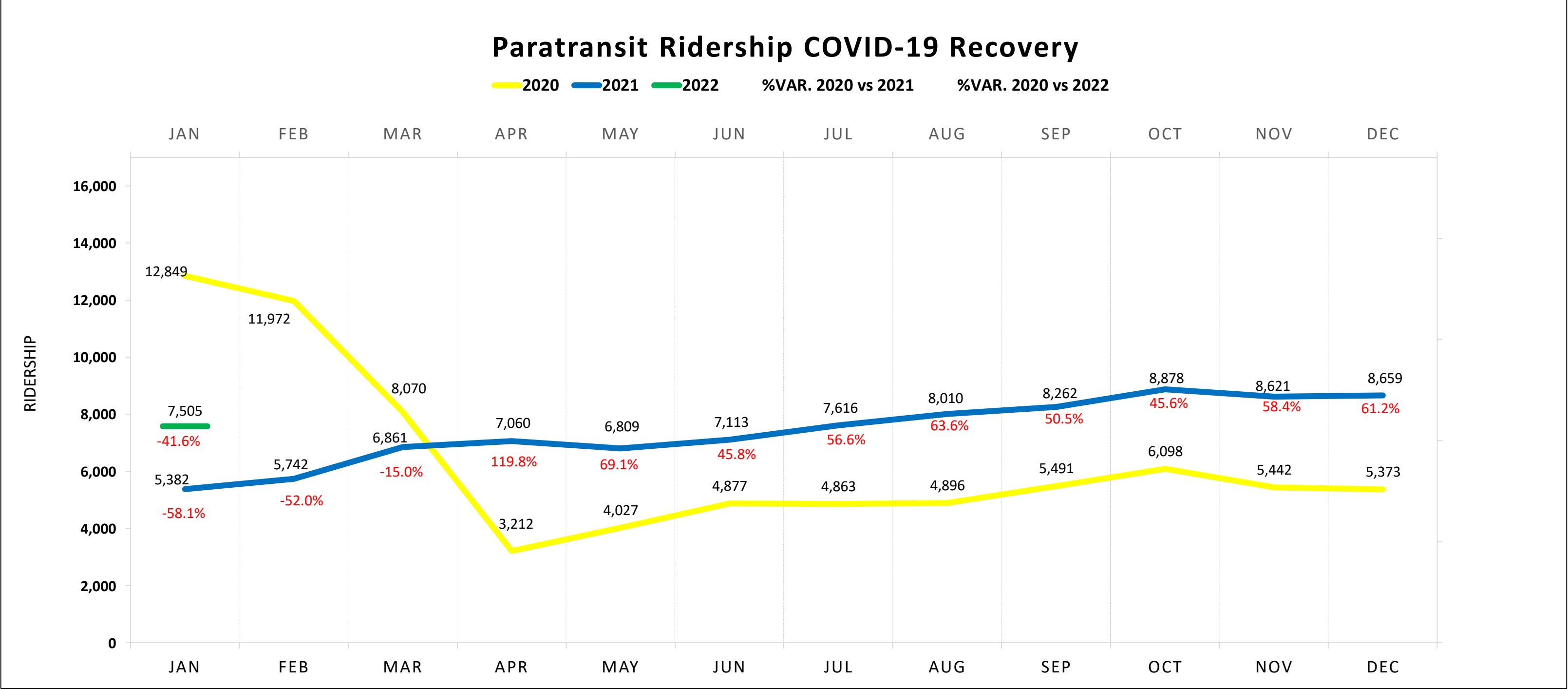
Fixed Route		Jan 2022	Jan 2021	FY 2022 YTD	FY 2021 YTD	Monthly KPI		Bikes		Wheelchairs	
						Passengers/ Rev. Hours	Passengers/ Rev. Miles	Monthly	FYTD	Monthly	FYTD
Description											
Route 1	Coachella - Hwy 111 - Palm Springs	73,509	68,461	495,777	68,461	12.3	0.8	3,272	23,391	717	4,739
Route 2	Desert Hot Springs - Palm Springs - Cathedral City	46,518	42,069	332,880	42,069	16.8	1.2	1,480	12,253	478	3,257
Route 3	Desert Hot Springs - Desert Edge	5,061	3,475	32,478	3,475	10.8	0.7	95	575	44	391
Route 4	Westfield Palm Desert - Palm Springs	15,070	13,249	105,024	13,249	8.0	0.6	672	3,970	132	755
Route 5*	Desert Hot Springs - CSUSB - Palm Desert	1,109	-	5,248	-	4.7	0.2	62	234	10	51
Route 6	Coachella - Fred Waring - Westfield Palm Desert	6,474	3,358	40,876	3,358	4.7	0.4	223	1,347	54	270
Route 7	Bermuda Dunes - Indian Wells - La Quinta	5,446	3,893	36,482	3,893	9.6	0.7	272	2,026	46	364
Route 8	North Indio - Coachella - Thermal/Mecca	10,387	7,374	69,797	7,374	6.6	0.4	222	1,886	60	455
Route 9	North Shore - Mecca - Oasis	5,239	2,442	34,116	2,442	5.2	0.2	36	457	39	364
Route 10*	Indio - CSUSB - San Bernardino - Metrolink	514	-	10,040	-	8.8	0.1	6	94	9	27
Route 200 SB*	Palm Springs High School AM Tripper	299	-	1,806	-	30.0	1.4	-	1	-	3
Route 400 SB*	Raymond Cree / Palm Springs HS Tripper	118	-	970	-	15.0	1.0	-	3	-	4
Route 401 SB/NB*	Vista Chino / Sunrise PM Tripper	-	-	206	-	8.0	0.6	-	-	-	-
Route 402 NB*	Palm Canyon / Stevens AM Tripper	19	-	262	-	8.7	0.6	-	4	-	-
Route 403 NB*	Vista Chino / Sunrise PM Tripper	112	-	615	-	27.7	1.0	-	2	-	-
Route 500 SB*	Westfield Palm Desert PM Tripper	333	-	1,285	-	31.0	2.0	30	72	-	3
Route 501 NB*	Palm Desert High School AM Tripper	-	-	95	-	13.1	0.9	1	24	-	2
Route 700 SB/NB*	Harris / Washington - Calle Madrid / Ave Vallejo AM Tripper	363	-	2,064	-	20.9	1.3	10	26	-	5
Route 701 SB/NB*	Harris / Washington - Calle Madrid / Ave Vallejo PM Tripper	964	-	4,665	-	46.6	3.1	1	35	-	2
Route 800 NB*	Shadow Hills High School AM Tripper	1,967	-	11,023	-	99.8	4.9	4	18	1	4
Route 801 SB*	Jackson / 44th PM Tripper	2,339	-	11,292	-	134.4	7.9	-	1	-	16
Route 802 SB*	Hwy 111 / Golf Center Pkwy PM Tripper	42	-	2,006	-	20.9	1.1	-	1	-	-
Route 803 NB*	Shadow Hills High School AM Tripper	83	-	1,005	-	17.1	0.8	-	1	-	1
Fixed Route Total		175,966	144,321	1,200,012	1,168,158	10.8	0.7	6,387	46,422	1,590	10,713
SolVan		1,272	1,420	9,501	9,272						
SunRide		316	26	3,009	26						
Taxi Voucher		242	325	1,967	2,586						
SunDial		7,505	5,382	57,551	37,545	1.8	0.1				
System Total		185,301	151,474	1,272,040	1,217,587	8.5	0.5				
		Jan-22	Jan-21								
Weekdays:		21	21								
Saturdays:		5	5								
Sundays:		5	5								
Total Days:		31	31								

*Routes 5, 10, and the Trippers were not active in January 2021. Tripper 501 is no longer active on Level 2 since Route 5 started operations. Tripper 401 is not in service for Level 2.



Since March 21, 2020, thru September 4, 2021, SunLine operated at a reduced level of service, Level 3, in response to the COVID-19 disease. January 2021 fixed route ridership was calculated from January 3, 2021, to maintain data integrity of the new Refueled system. January 2020 and February 2020 show pre-pandemic COVID-19 ridership numbers. 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 2020 Actual = 3,379,520
FY 2021 Actual = 2,000,077
FY 2022 SRTP Predicted = 1,755,235



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: February 23, 2022

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: SunDial Operational Notes for January 2022

Summary:

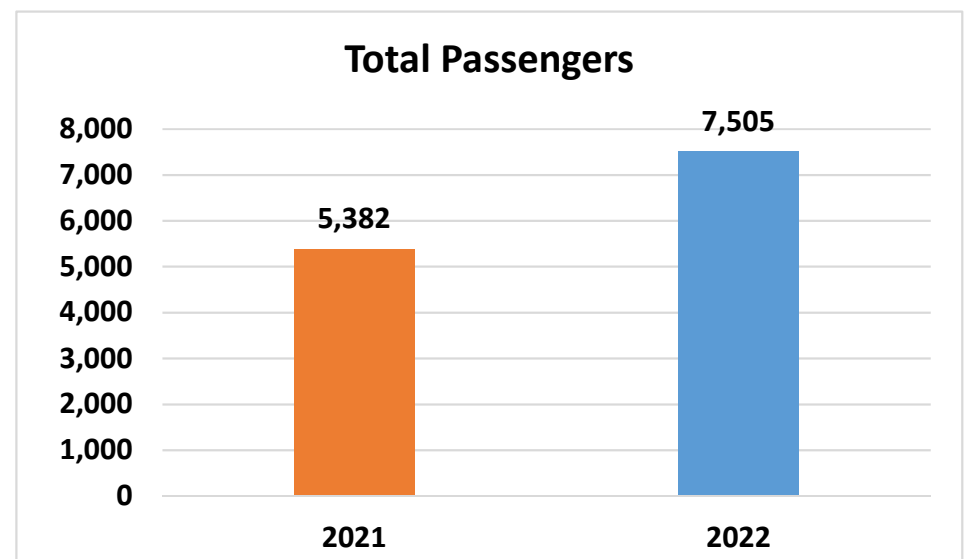
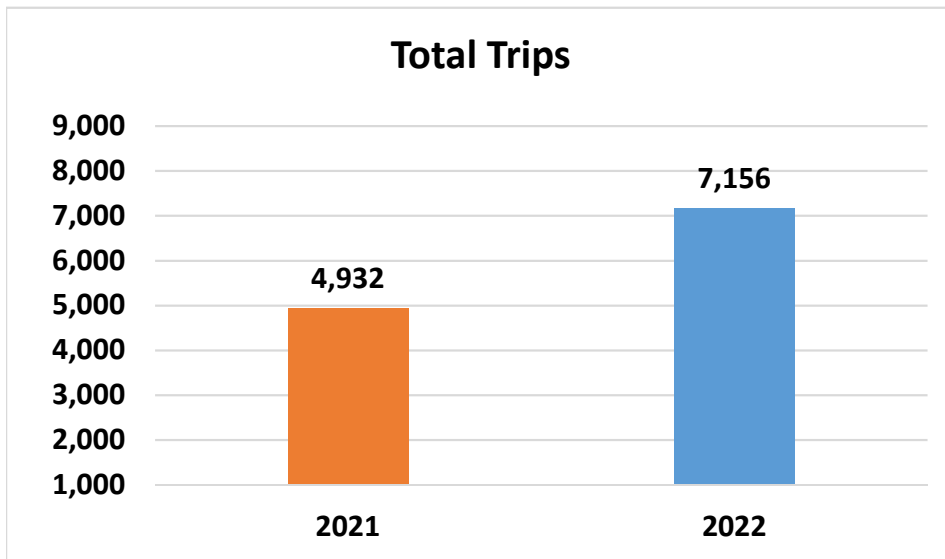
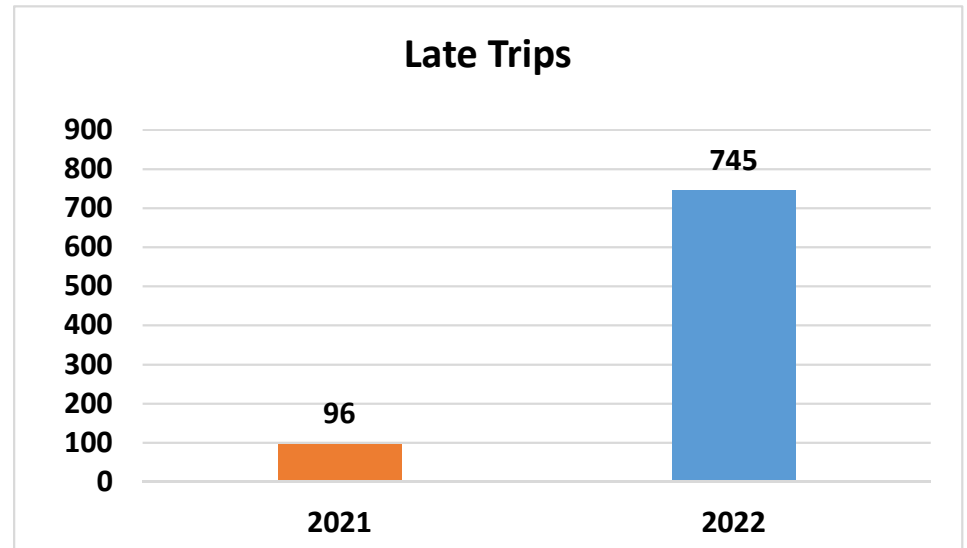
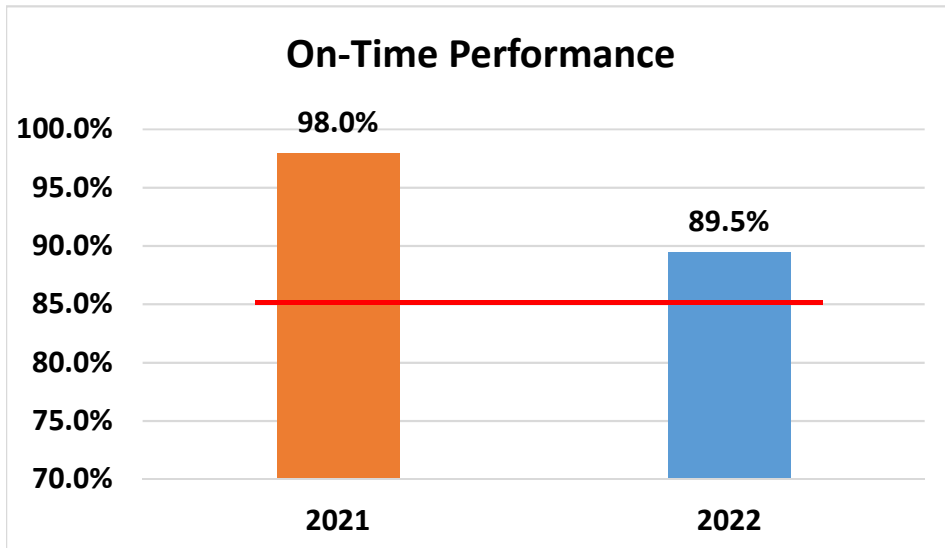
The attached report summarizes SunDial's operation for January 2022. This report identifies that the on-time performance for January exceeded the Agency's internal 85% goal by 4.5%. The total miles increased by 5,542 and mobility device boardings increased by 402. Road Supervisors performed 60 onboard inspections and 59 safety evaluations which include pre-trip inspections and trailing evaluations.

The definition of a late trip is when the vehicle arrives outside of the scheduled 30 minute pick-up window. There was an increase of late trips compared to January 2021, due to a 45% increase in total trips 2,224 and a 39.4% increase in total passengers 2,123 along with a shortage in workforce.

Recommendation:

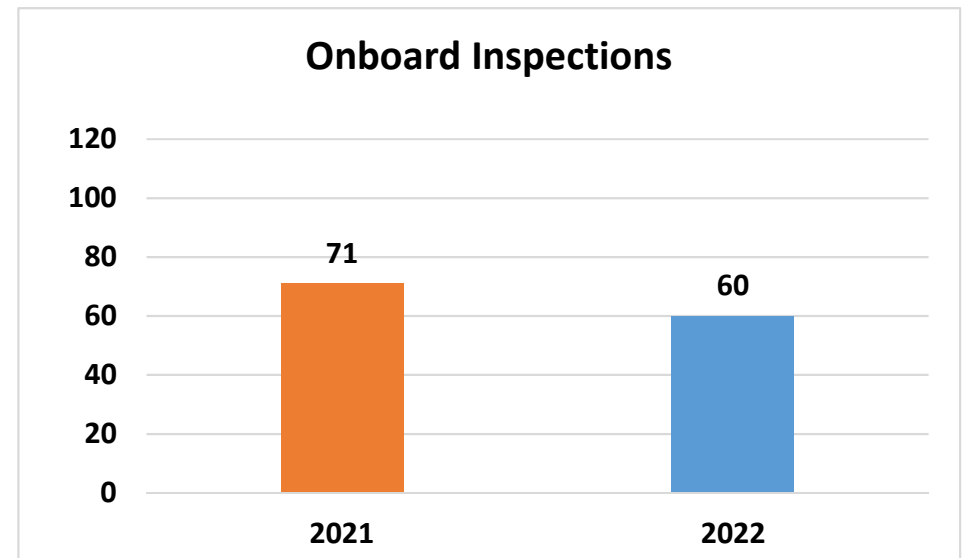
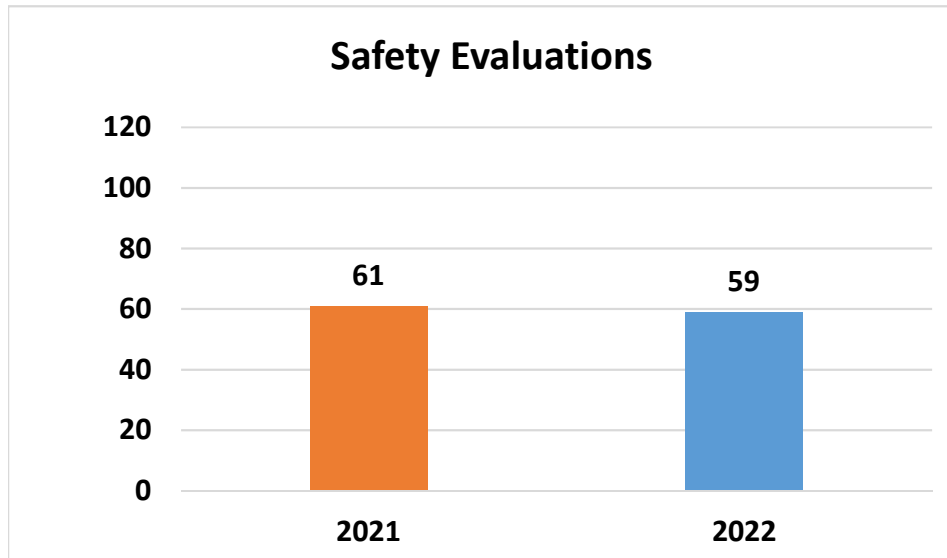
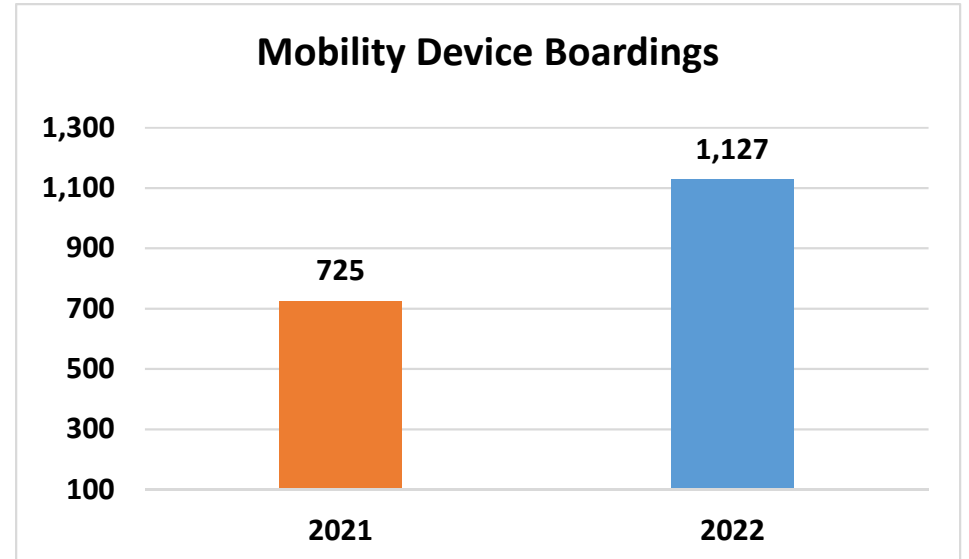
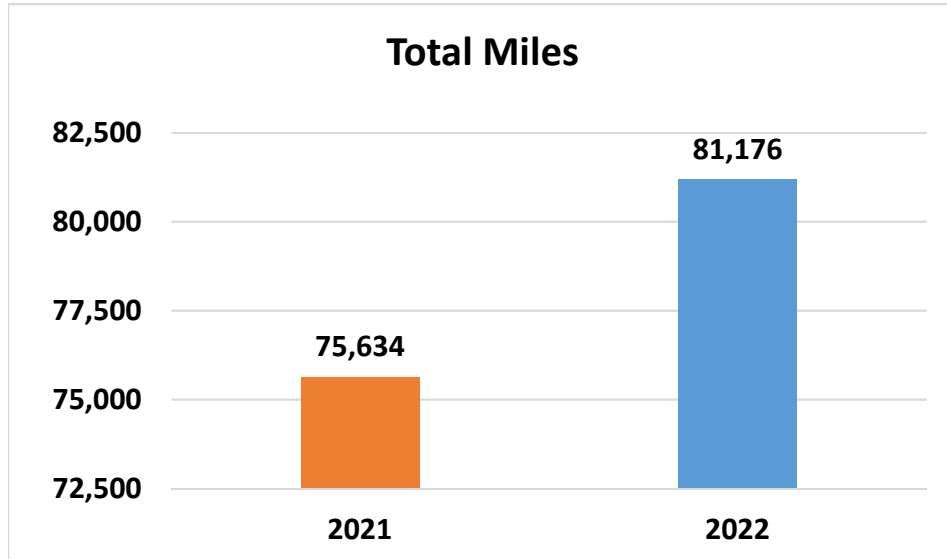
Receive and file.

SunDial Operational Charts January 2021 vs. January 2022



SunDial Operational Charts

January 2021 vs. January 2022



SunLine Transit Agency

CONSENT CALENDAR

DATE: February 23, 2022

TO: Finance/Audit Committee
Board of Directors

RE: Metrics for January 2022

RECEIVE & FILE

Summary:

The metrics packet includes data highlighting on-time performance, early departures, late departures, late cancellations, operator absences, fixed route customer feedback, paratransit customer feedback, 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 and Mecca/North Shore. 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

- New metric formatting change due to new technology platform.
- Walk-up rider booking method is eliminated with new technology platform that began January 10, 2022.
- January 2022 decline in completed trips
 - Short-term decline in completed trips expected as riders transition and familiarize themselves with the new technology platform.
 - Mecca/North Shore geo-fence saw slow adoption of new SunRide app due to difference in customer technology access and fluency.
 - In-person SunRide outreach events stalled in December and January following a surge of positive COVID-19 cases due to the Omicron variant.
 - In-person outreach in all zones resumed in February, allowing SunLine the opportunity to further assist riders in technology platform transition and community binding.
- SunRide On-Time Performance soared above goals in 7 of 8 data points while simultaneously exceeding customer satisfaction goals by 30% or higher in every geo-fence area.

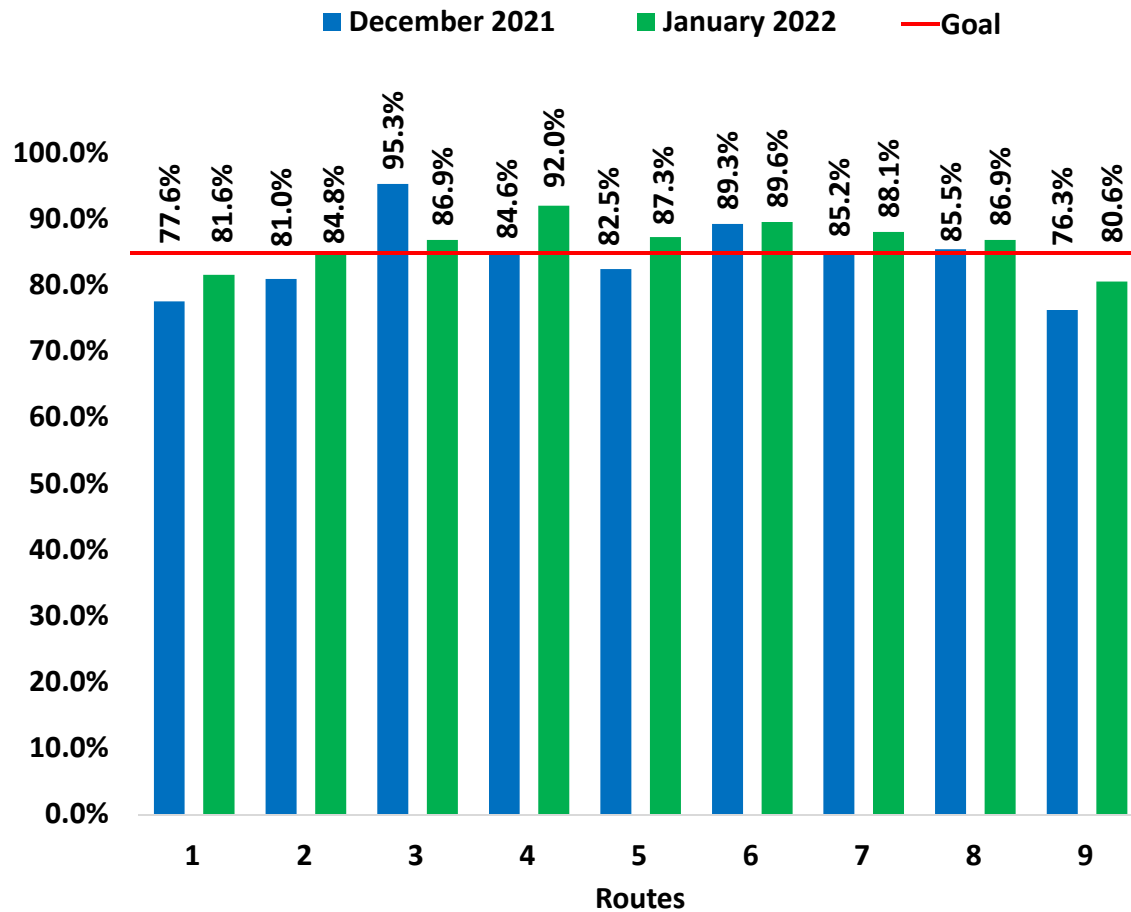
Fixed Route

- Fixed route on-time performance had an increase from December 2021 to January 2022.
- Routes 1, 2 and 9 did not meet the 85% goal for January 2022 due to construction, heavy traffic and passenger problems.
- Decrease in Haul Pass CSUSB was anticipated since there were no in-person classes for January 2022. In-person classes will resume on Tuesday, February 22, 2022.

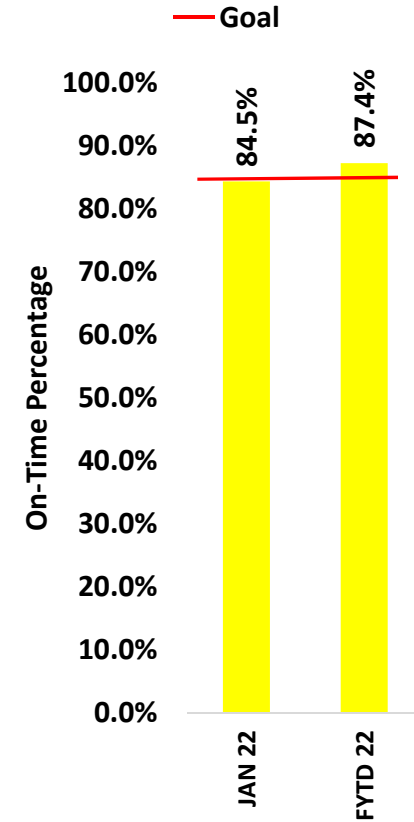
Recommendation:

Receive and file.

On-Time Performance Percentage by Route



On-Time Performance System-Wide



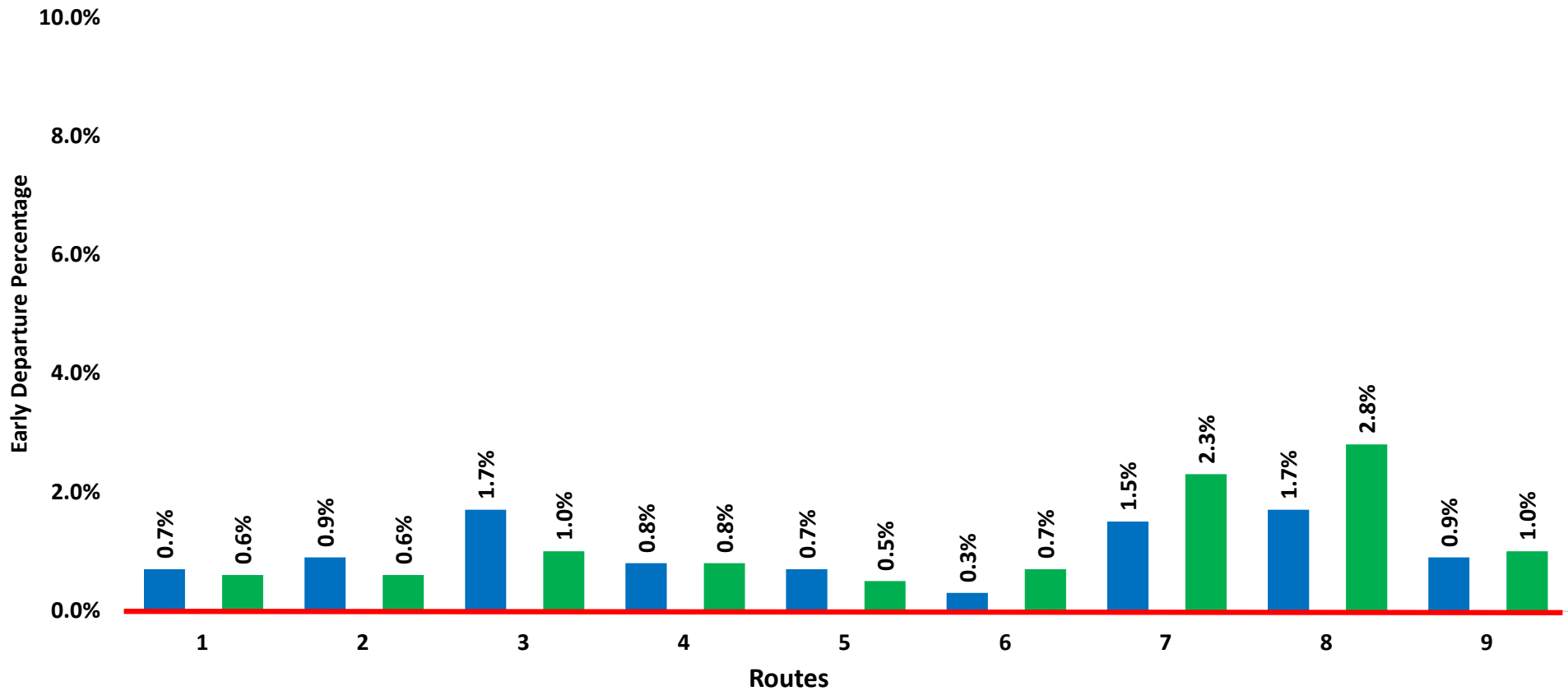
Definition: "On-Time" - When a trip departs a time point within a range of zero minutes early to five minutes late.

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

Exceptions: Construction, heavy traffic and passenger problems.

Early Departure Percentage by Route

■ December 2021 ■ January 2022

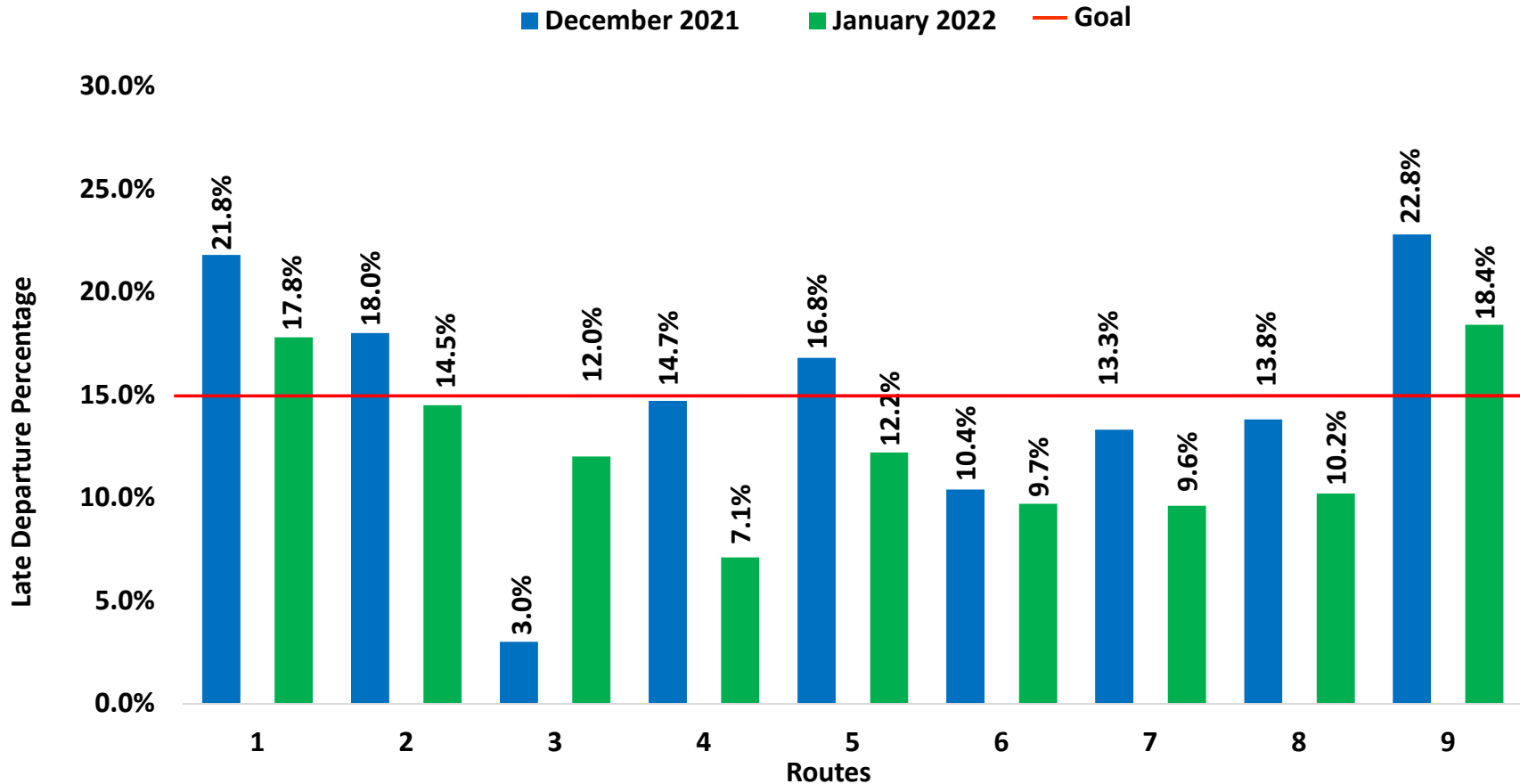


Definition: When a bus leaves a time point ahead of the scheduled departure time.

Goal: To reduce early departures to 0%.

Note: We are focused on improving early pulls on Route 7 and Route 8, we have supervisor checking at timepoints.

Late Departure Percentage by Route

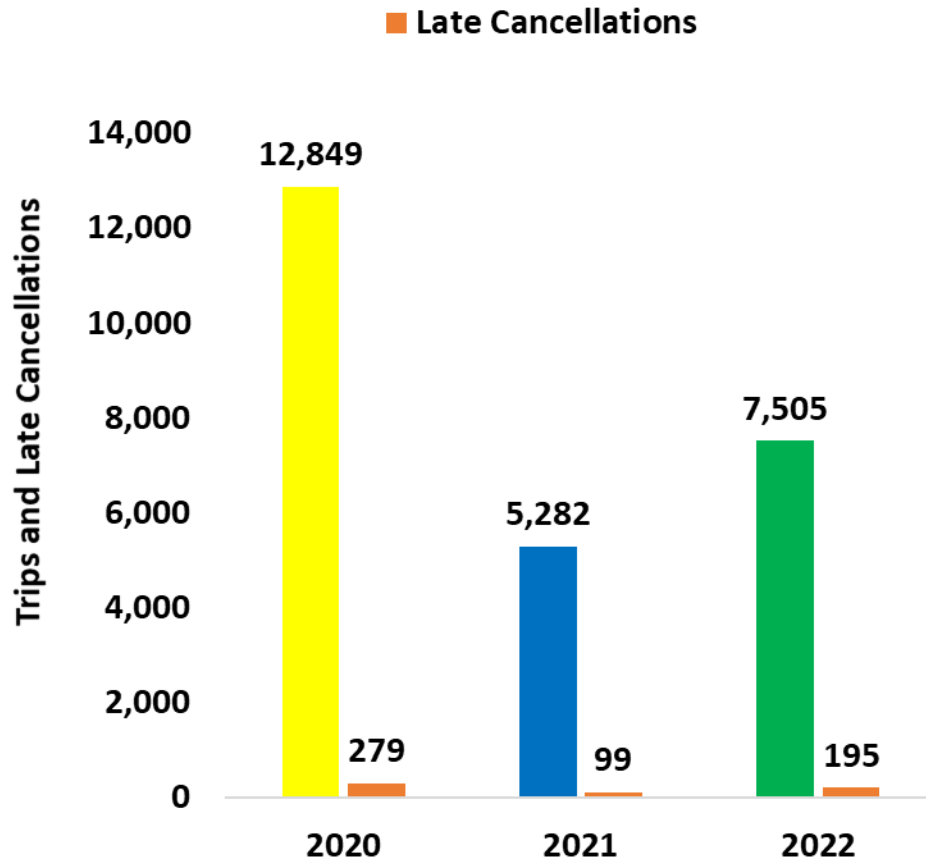


Late Definition: When a bus leaves a time point after the scheduled departure time and the route is running late with a departure greater than 5 minutes.

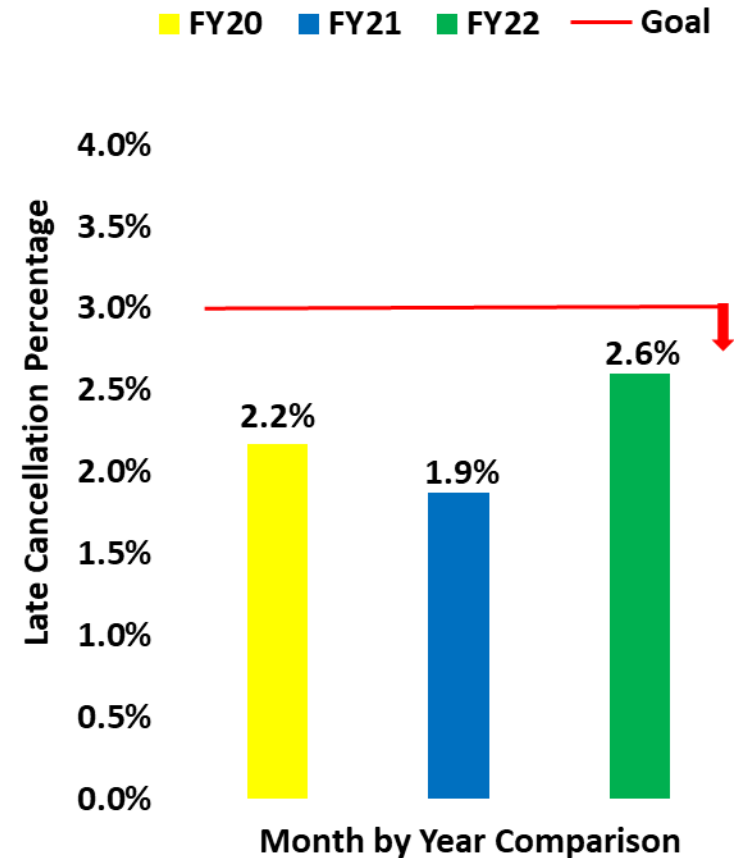
Goal: To ensure late departures remain below 15%.

Note: Construction, heavy traffic and passenger problems.

Total Trips vs. Late Cancellations January



Late Cancellation Percentage



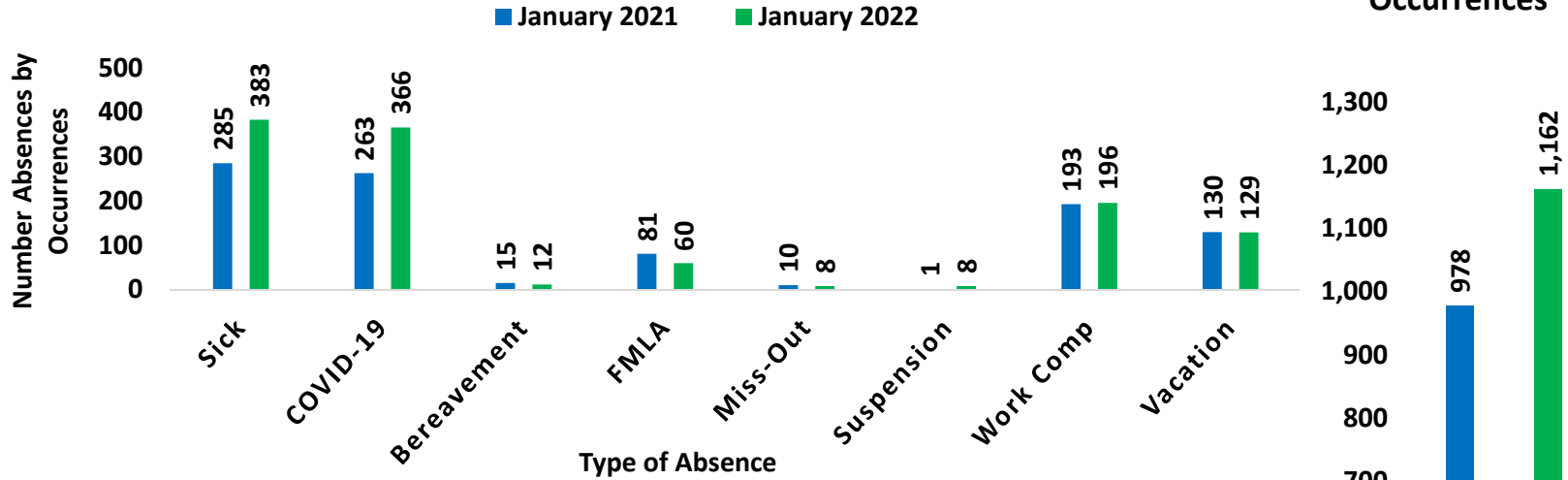
Trip: A one-way trip booked by the rider. A round trip is counted as two (2) trips.

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

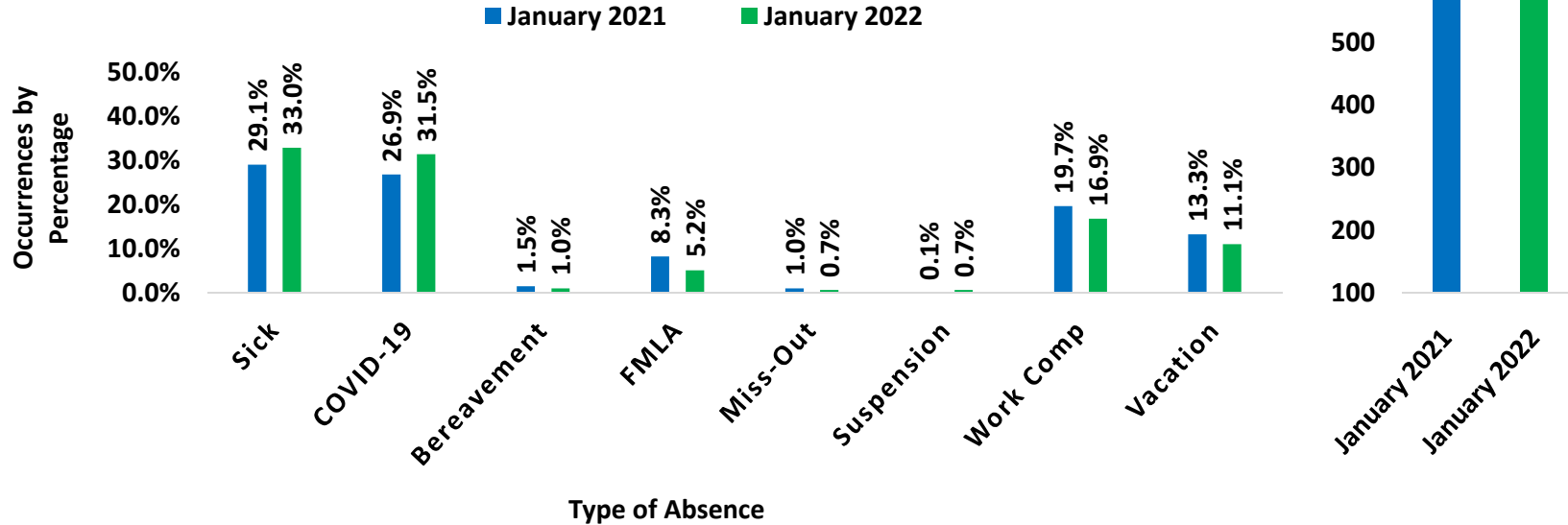
Goal for Late Cancellations: 3% or below.

Total Trips: Total one-way trips completed.

Operator Absence by Type

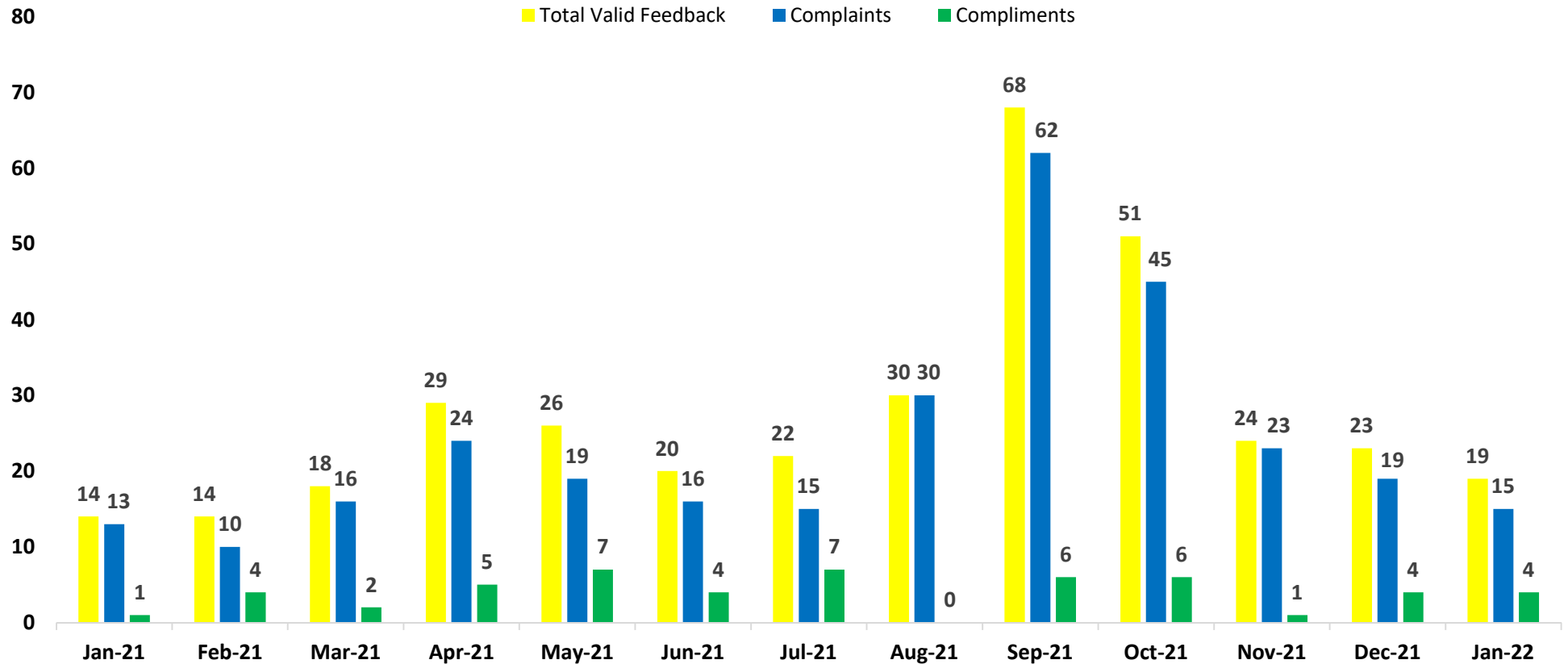


Operator Absence Type by Percentage



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

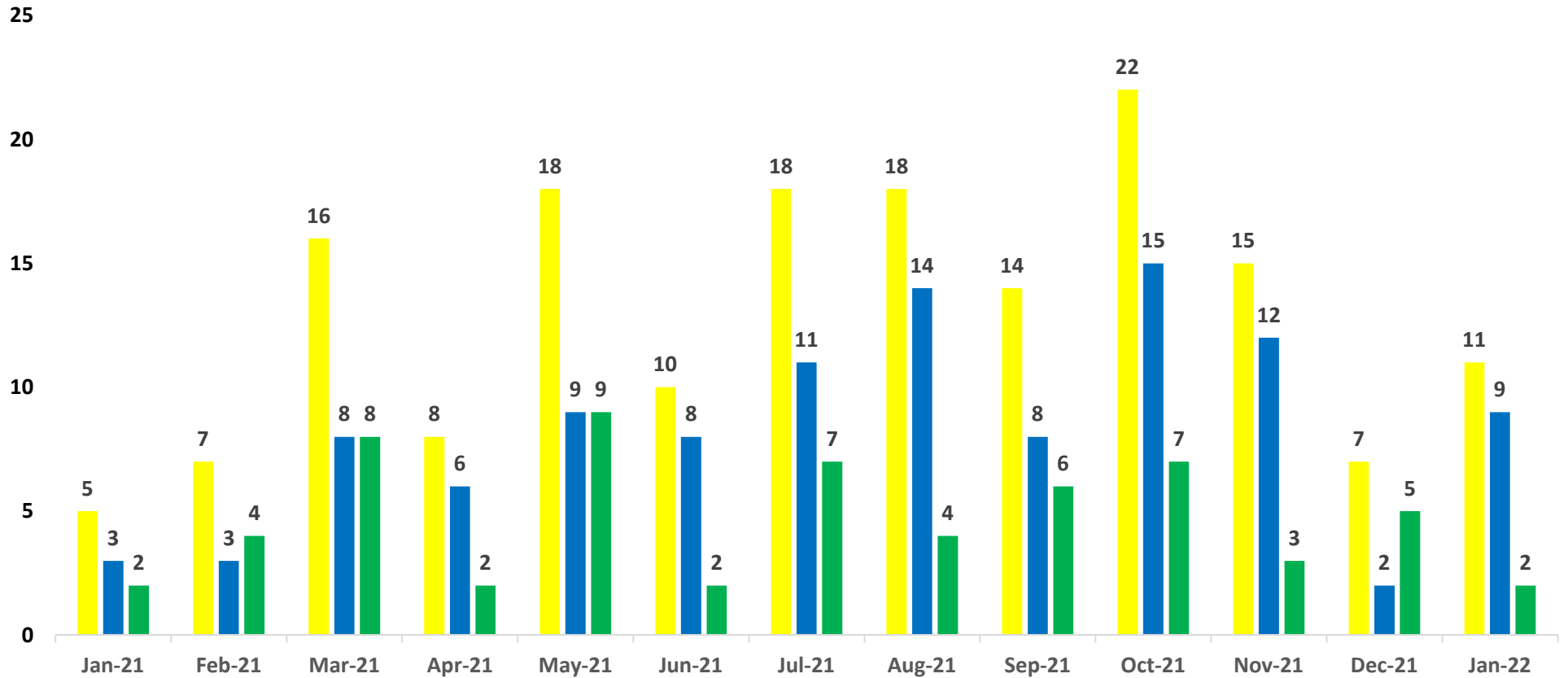
Fixed Route Customer Feedback January 2021 through January 2022



Valid fixed route feedback comprised of compliments and complaints for January 2021 through January 2022

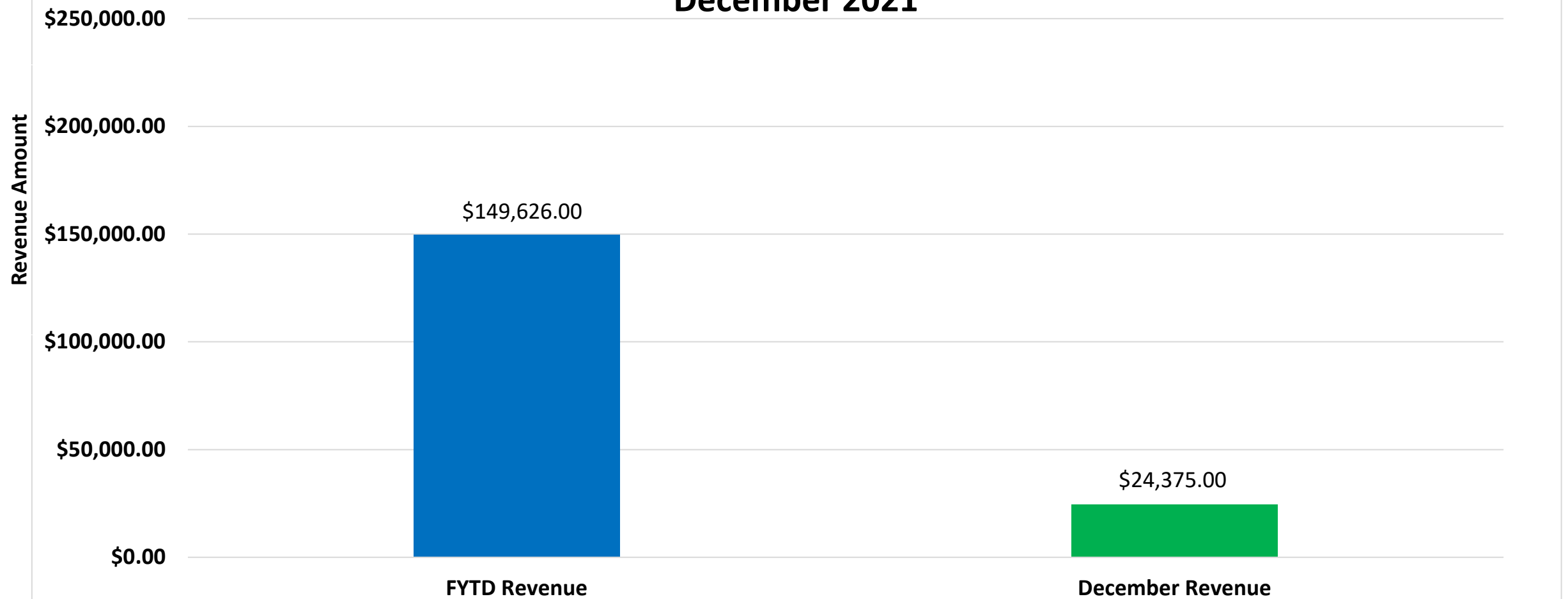
Paratransit Customer Feedback January 2021 through January 2022

■ Total Valid Feedback ■ Complaints ■ Compliments



Valid paratransit feedback comprised of compliments and complaints for January 2021 through January 2022

Advertising Revenue FYTD Budget vs FYTD Agency Revenue December 2021

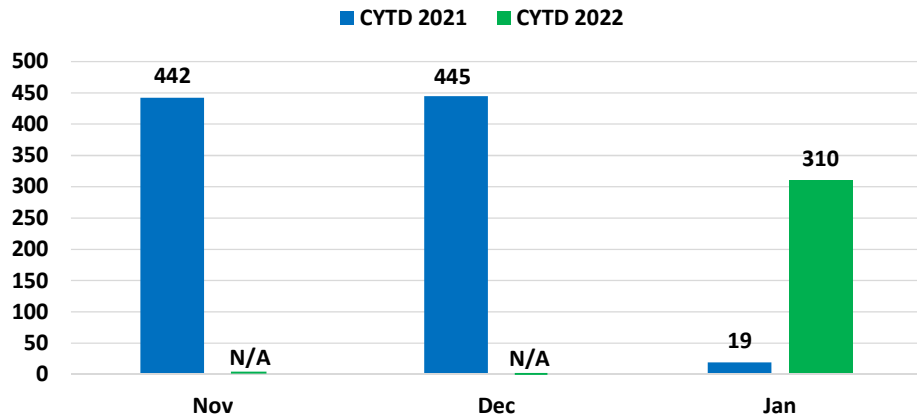


Advertising revenue tracks revenue of invoiced contracts for bus shelter and bus wrap advertising. The graph tracks FYTD revenue accrued with the monthly revenue accrued. The annual budget amount for FY22 is \$250,000. *(Advertising revenues follow Finance Department reporting from the previous two (2)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

SunRide System-Wide Metrics CYTD 2022

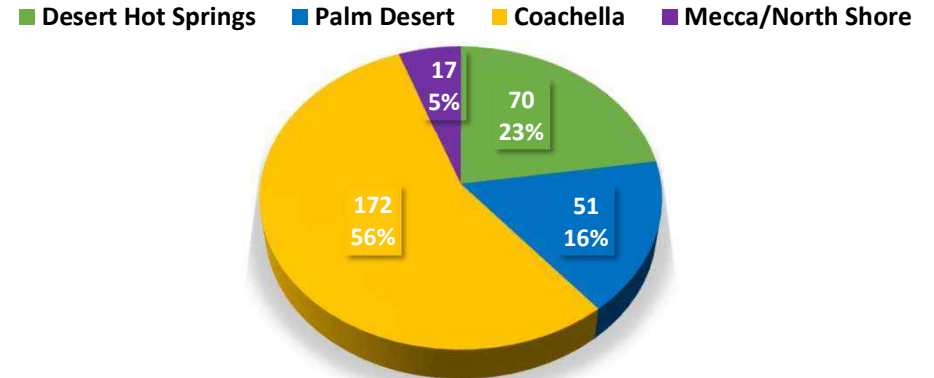
Total Completed Trips: 310

Completed Rides - Three Month Comparison



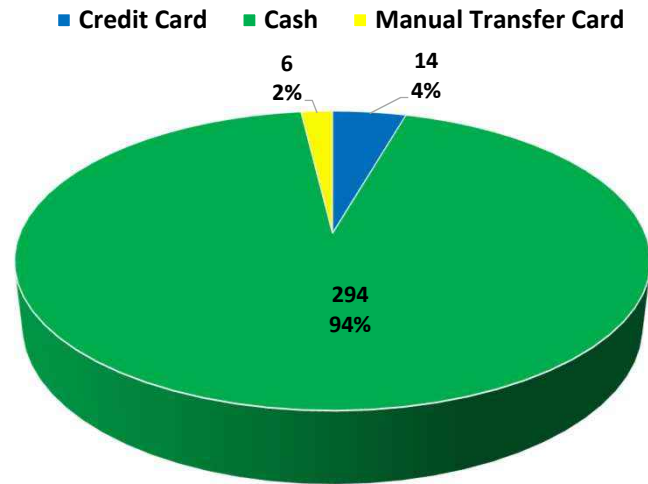
The chart compares completed trips for the current month compared to the previous two (2) months.

**Trips by Zone
CYTD 2022**



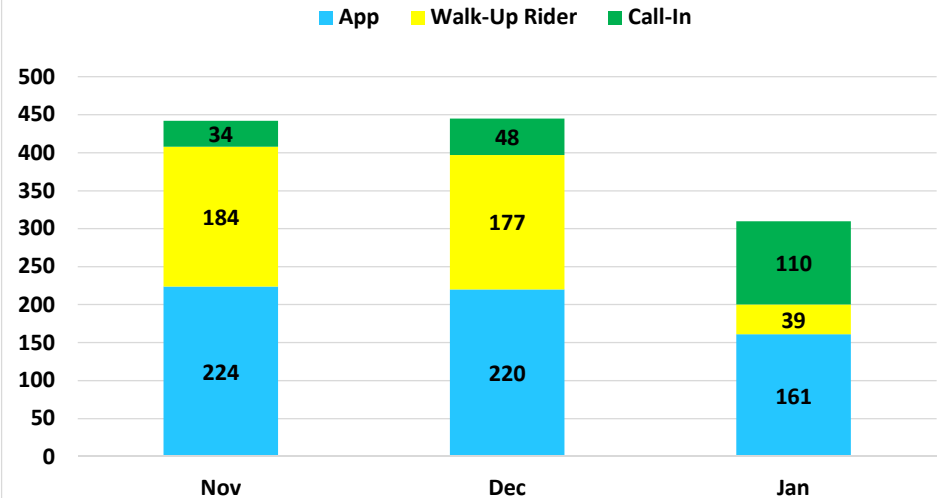
The pie chart illustrates the number and percentage of trips completed by each geo-fence zone for CYTD 2022.

SunRide Payment Method



The pie chart illustrates the rider's chosen method of payment for SunRide by number and percentage of riders for CYTD.

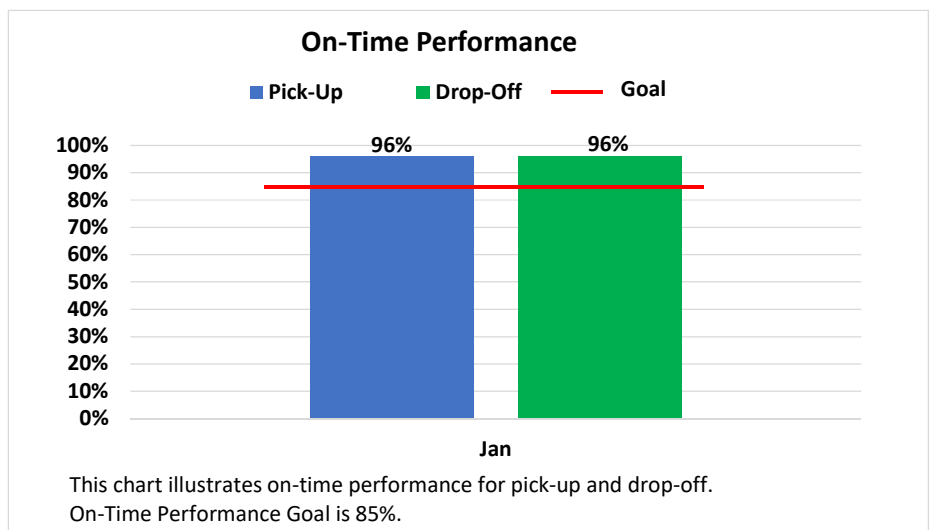
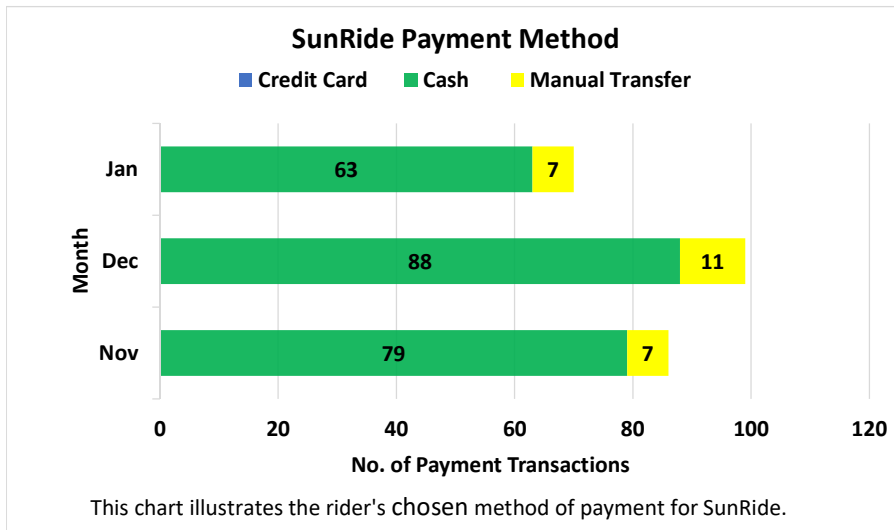
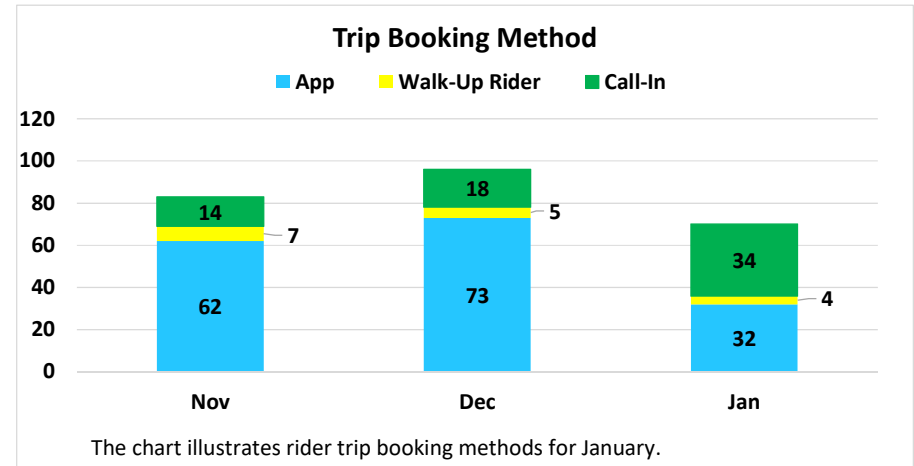
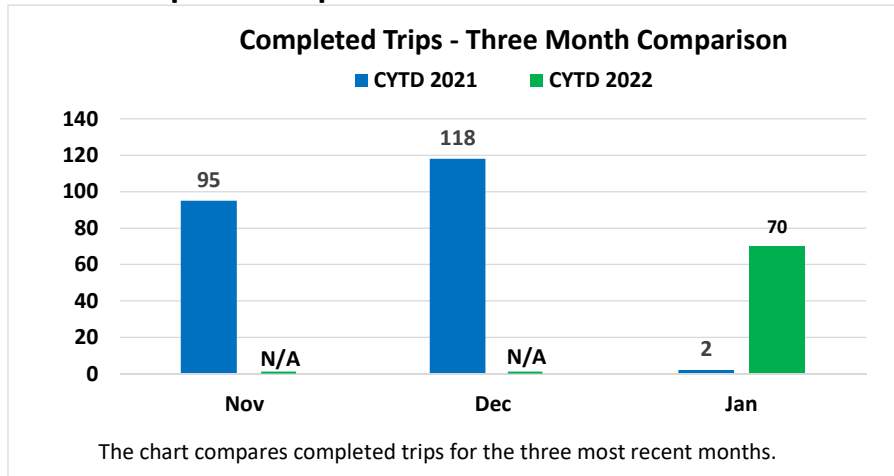
Trip Booking Method



This chart illustrates rider trip booking methods for the three most recent months.

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

Total Completed Trips: 70

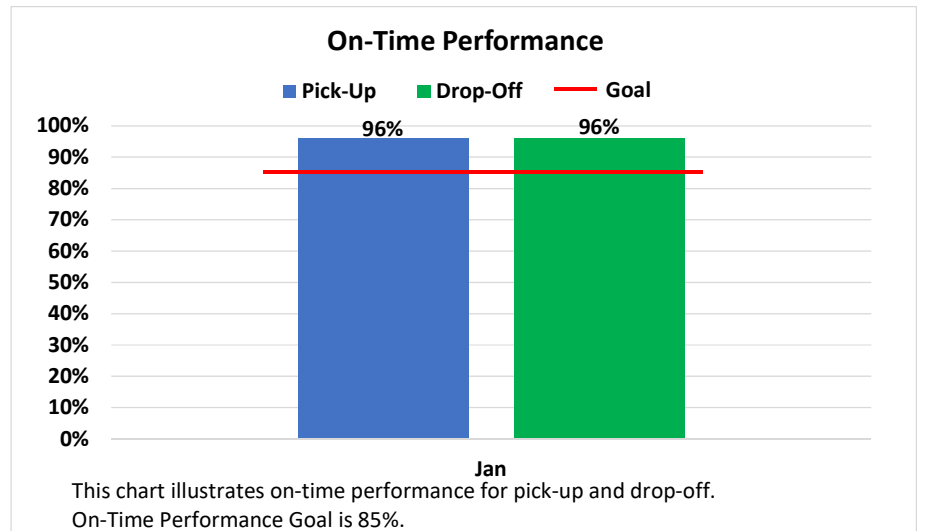
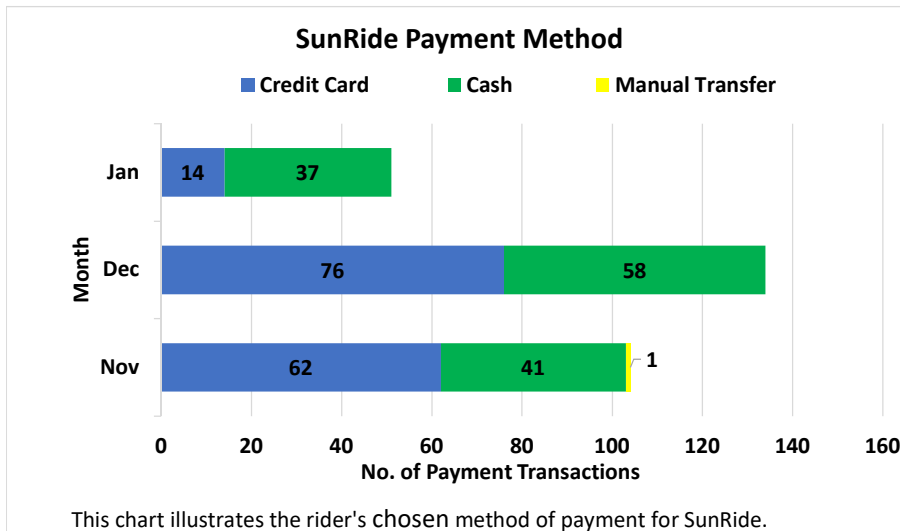
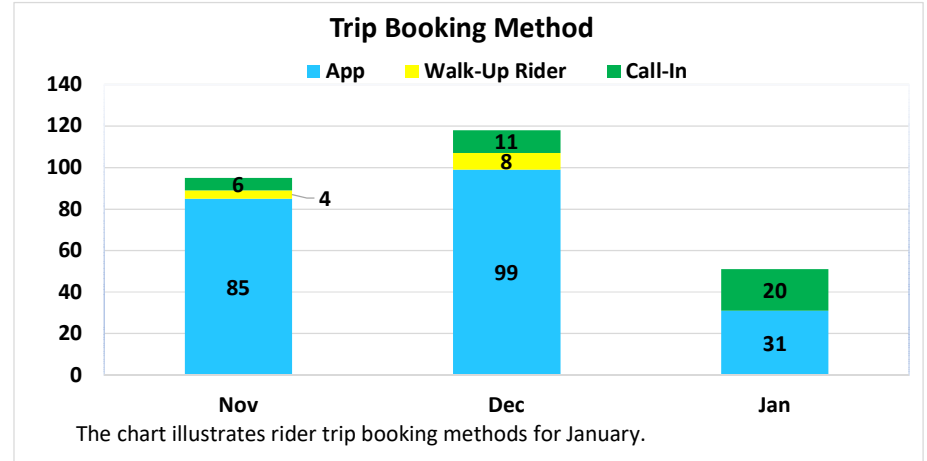
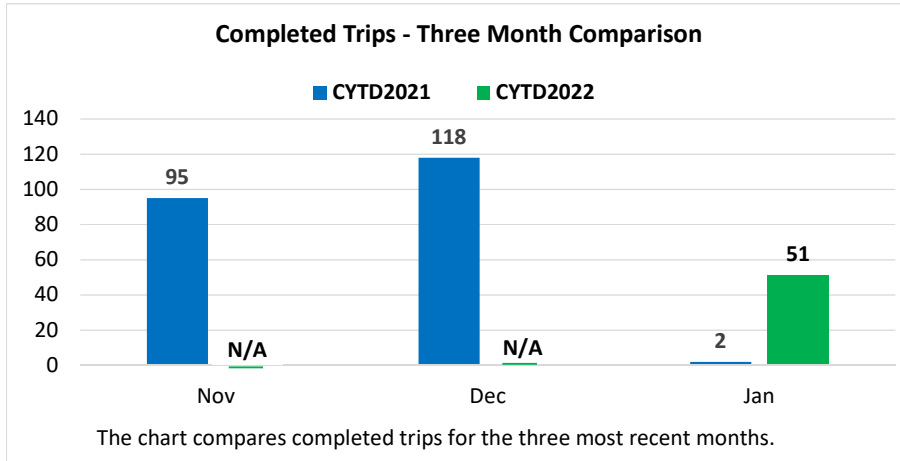


Customer Satisfaction Rating
Avg. rider trip rating 5.0
Goal: 4.5



Palm Desert Geo-Fence Metrics CYTD 2022

Total Completed Trips: 51



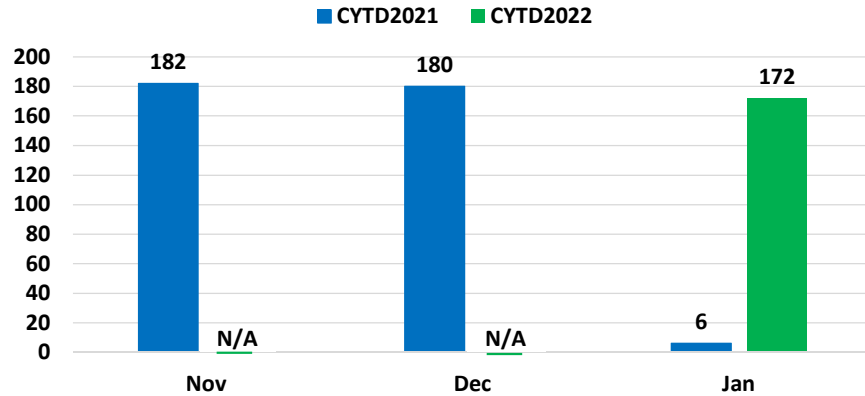
Customer Satisfaction Rating
Avg. rider trip rating: 4.9
Goal: 4.5



Coachella Geo-Fence Metrics CYTD 2022

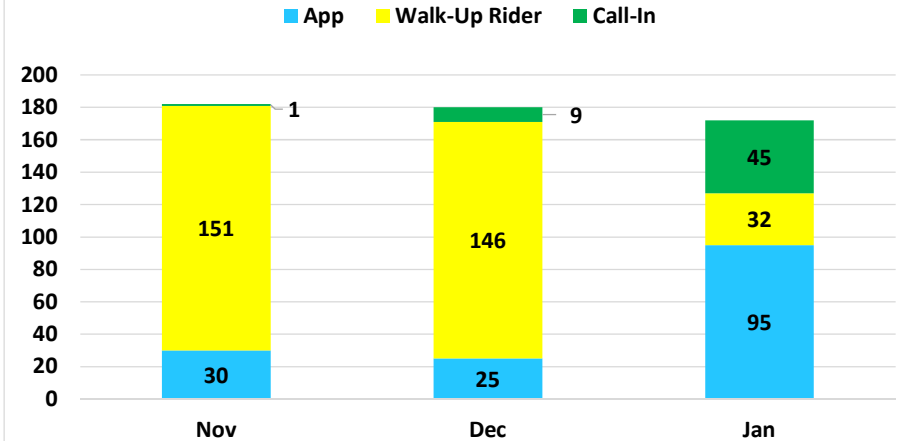
Total Completed Trips: 172

Completed Trips - Three Month Comparison



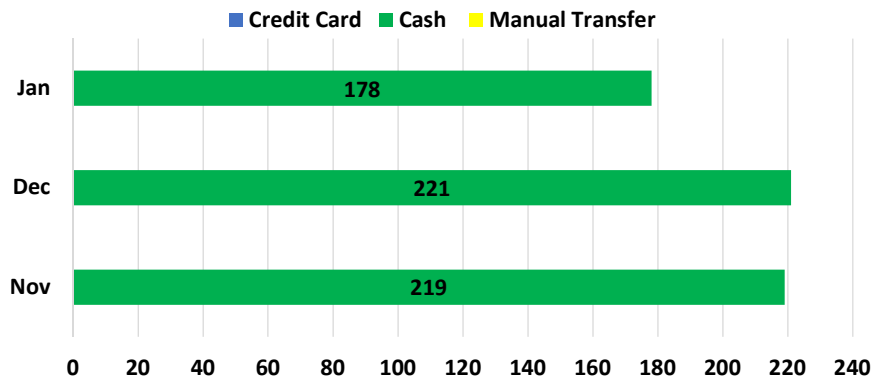
The chart compares completed trips for the three most recent months.

Trip Booking Method



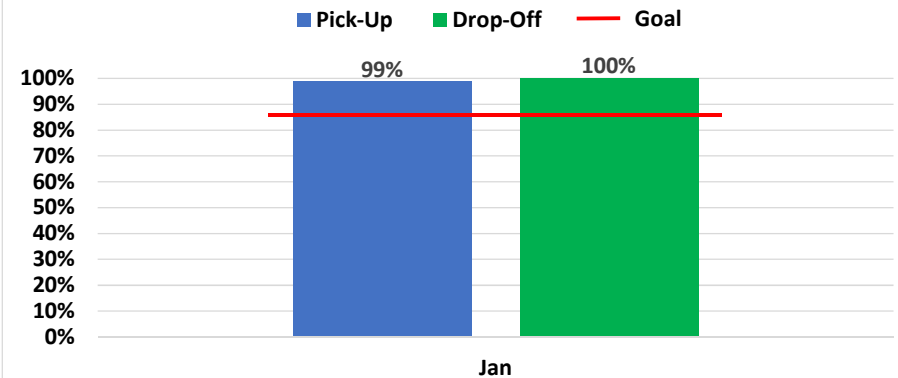
The chart illustrates rider trip booking methods for January.

SunRide Payment Method



This chart illustrates the rider's chosen method of payment for SunRide.

On-Time Performance



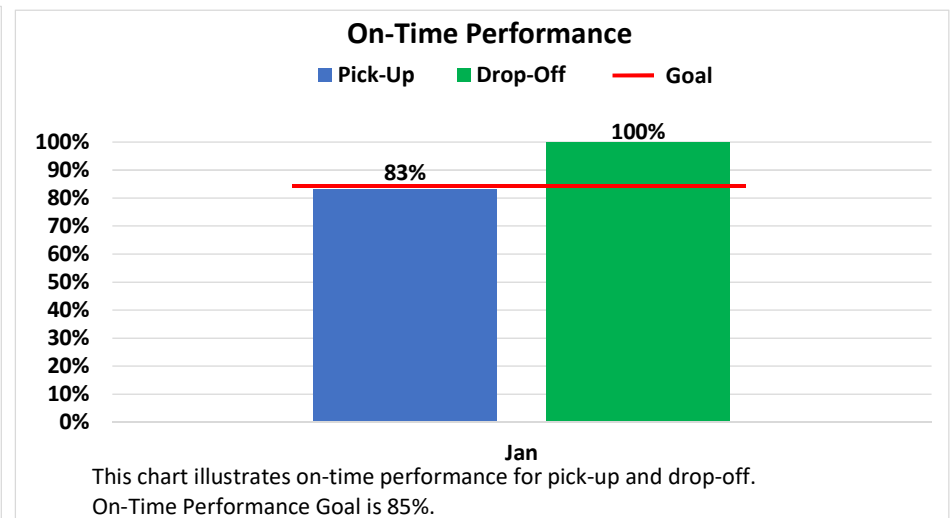
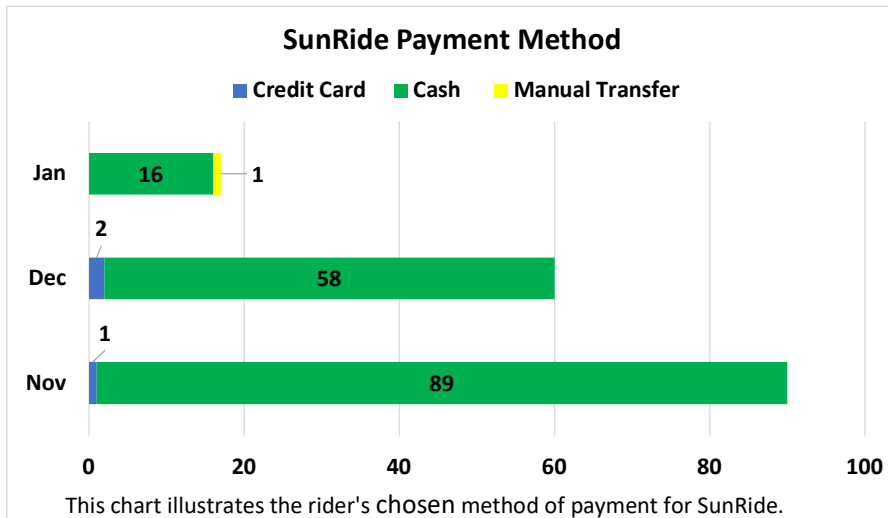
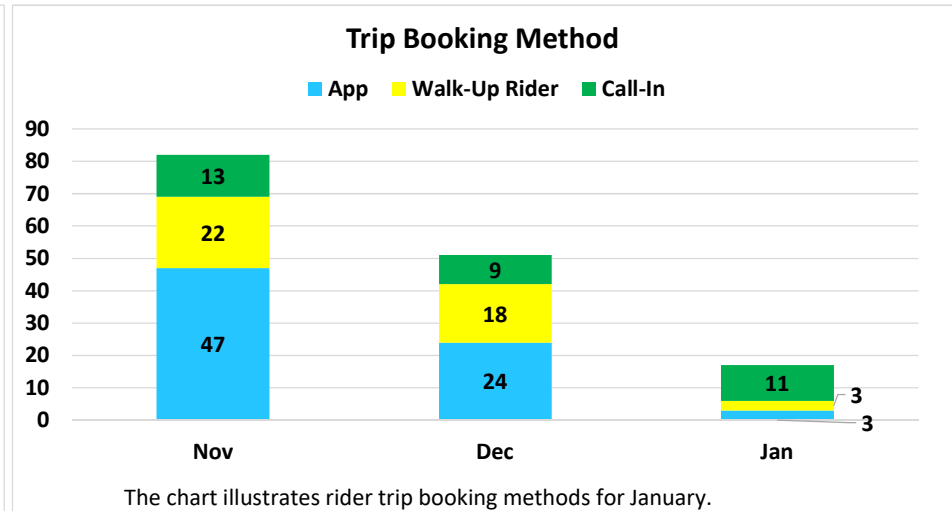
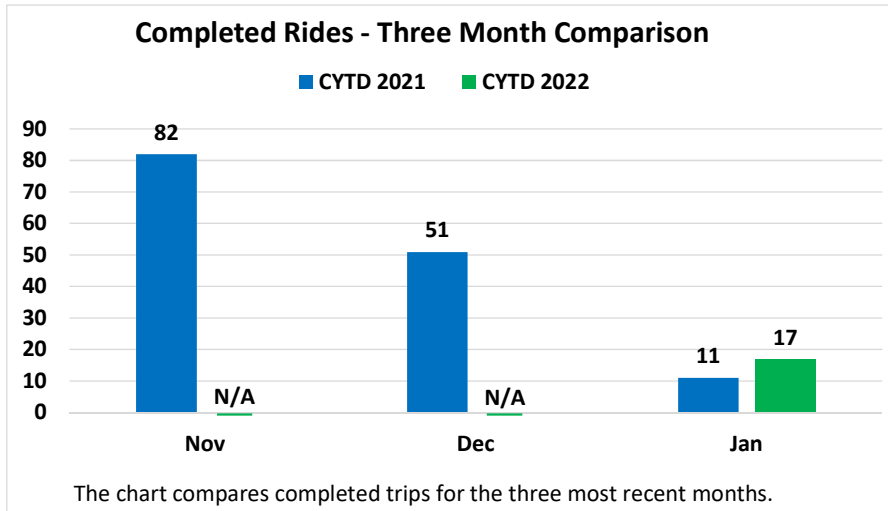
This chart illustrates on-time performance for pick-up and drop-off. On-Time Performance Goal is 85%.

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



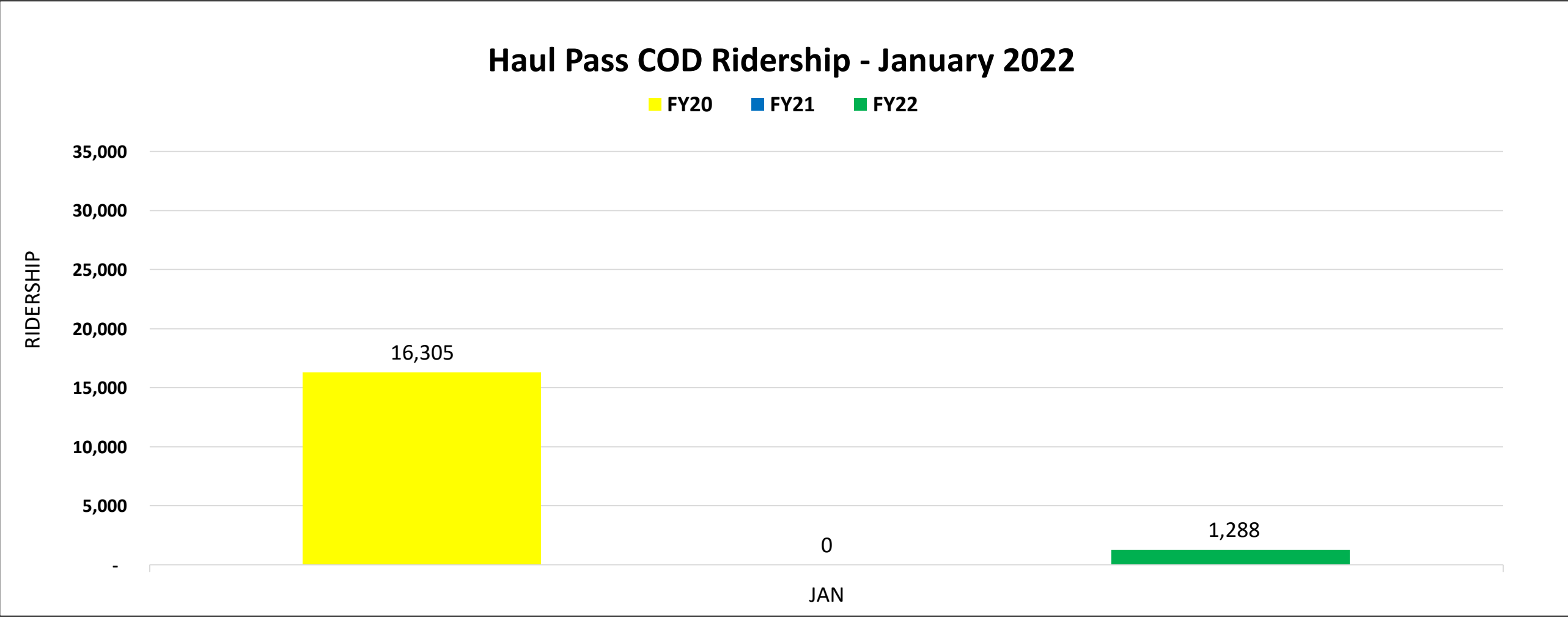
Mecca/North Shore Geo-Fence Metrics CYTD 2022

Total Completed Trips: 17



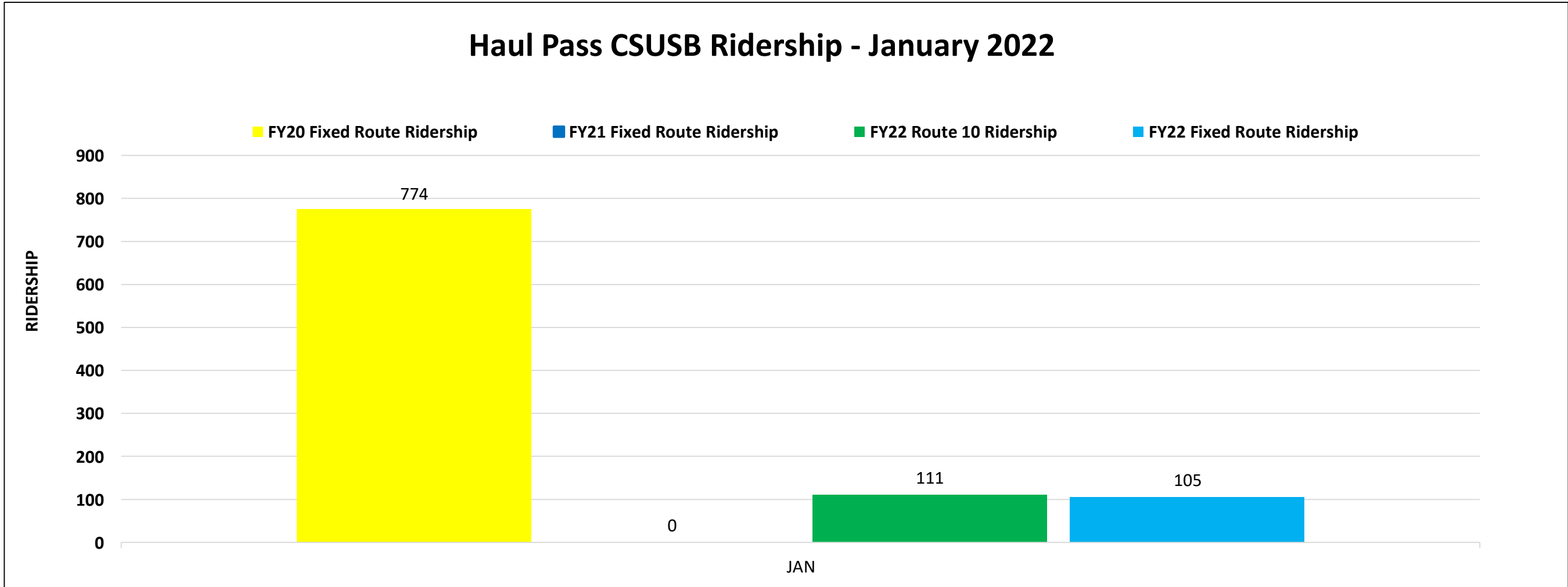
Customer Satisfaction Rating
Avg. rider trip rating: 4.9
Goal: 4.5





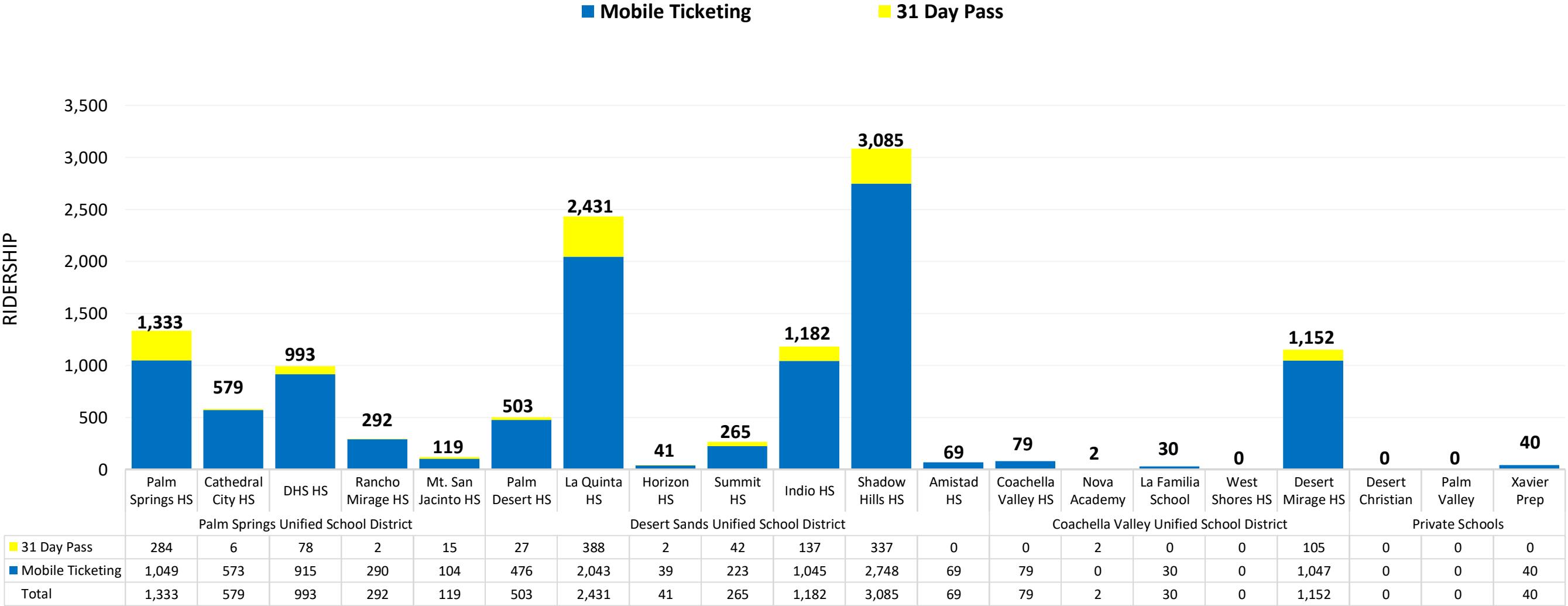
The Haul Pass program was introduced in August 2018.
This chart represents monthly ridership on the Haul Pass COD program.
Haul Pass COD contributed with 1,288 rides from 101 unique riders.
On Sunday, May 2, 2021, SunLine resumed fare collection. May 2021 was the first month to have data available for FY21.
On October 17, 2021, SunLine commenced operations under Level 2.

Haul Pass CSUSB Ridership - January 2022

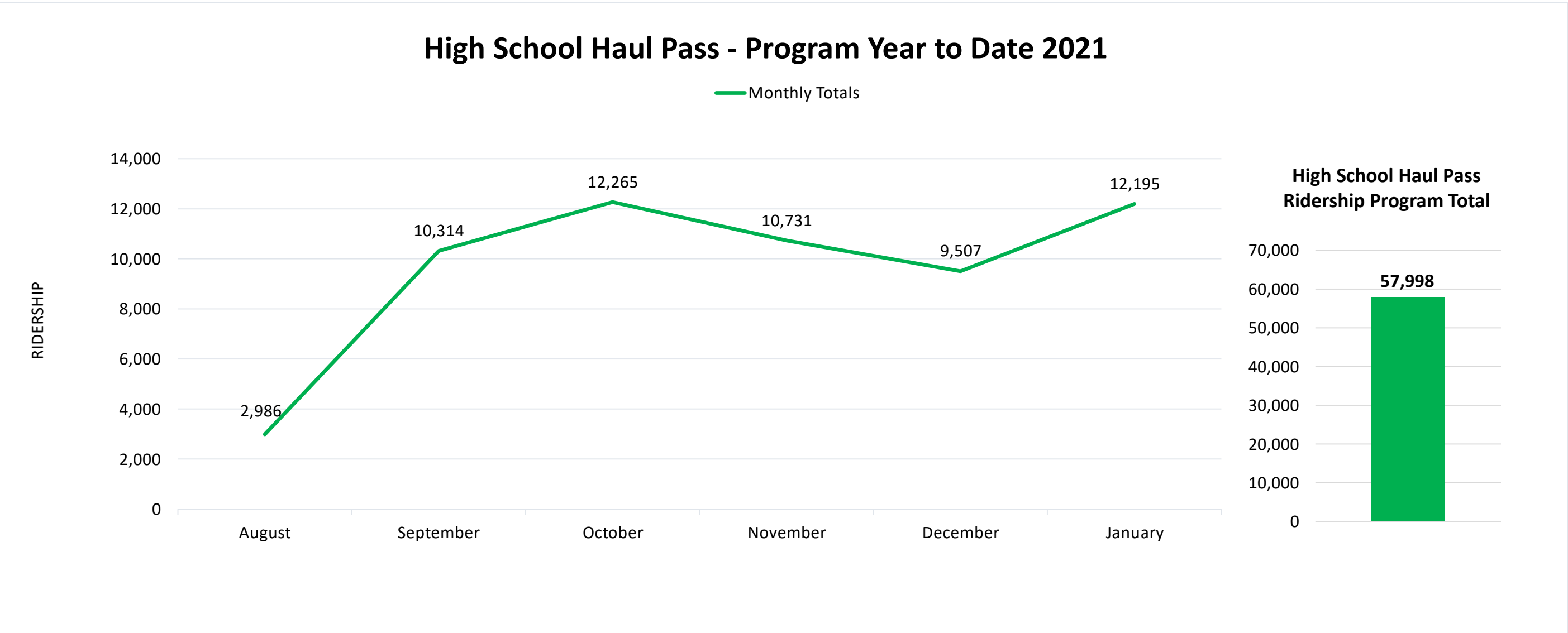


The Haul Pass CSUSB program was introduced in September 2019.
This chart represents monthly ridership on the Haul Pass CSUSB program.
Haul Pass CSUSB contributed with 216 rides from 38 unique riders and a total of 216 rides from the Route 10.
On Sunday, May 2, 2021, SunLine resumed fare collection. May 2021 was the first month to have data available for FY21.
On October 17, 2021, SunLine commenced operations under Level 2.
Ridership for Haul Pass CSUSB decrease was anticipated since there were no in-person classes for January 2022.

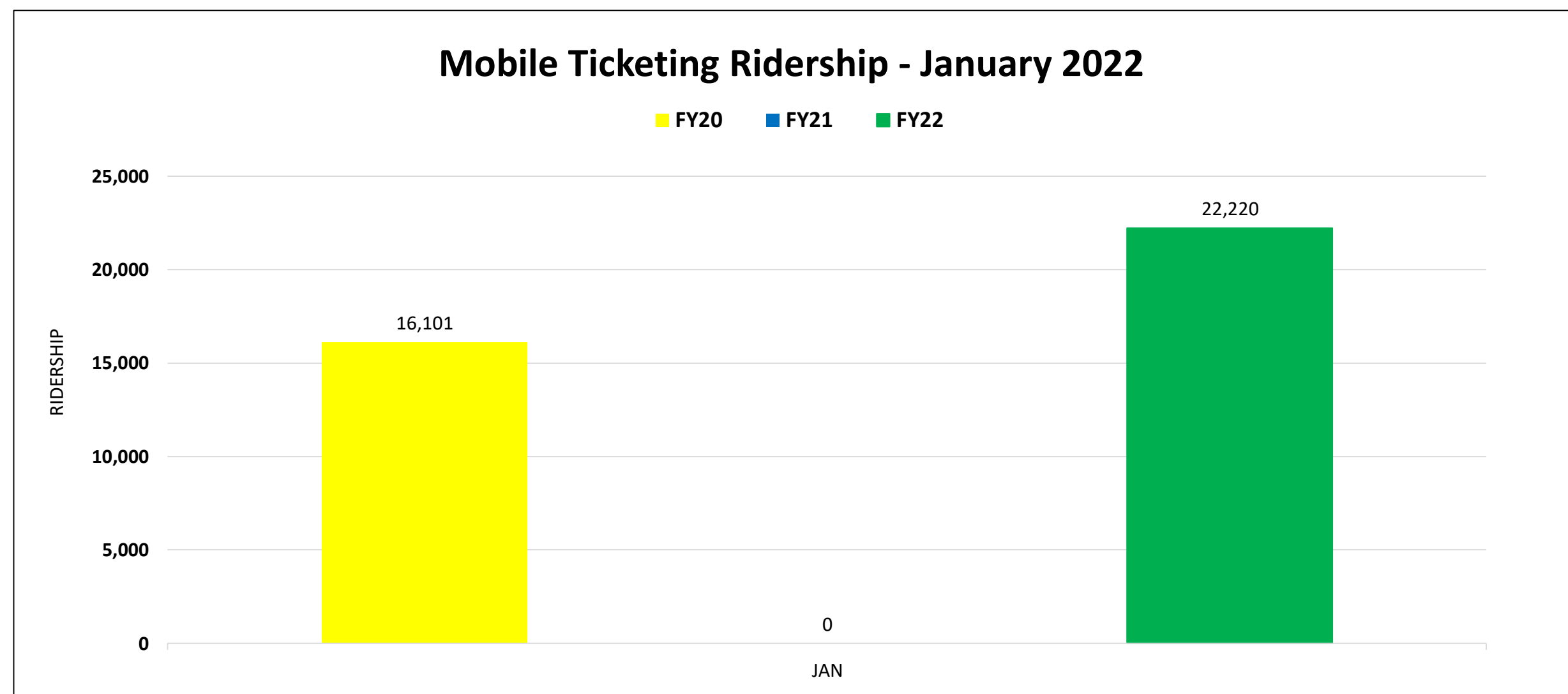
High School Haul Pass - January 2022



The High School Haul Pass program was introduced in August 2021.
This chart represents monthly ridership by school for the High School Haul Pass program.
The total active users as of January 2022 are 1,631 using the High School Haul Pass program.



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



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

The total for January 2022 includes 200 paratransit mobile tickets. A total of 1,422 unique users used mobile ticketing in the month of January.

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

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

SunLine Transit Agency**CONSENT CALENDAR**

DATE: February 23, 2022

RECEIVE & FILETO: Finance/Audit Committee
Board of DirectorsRE: Quarterly Performance Summary for the Fourth Quarter of Calendar Year
2021Summary:

The following quarterly reports demonstrate the performance of the bargaining and non-bargaining pension plans for the fourth quarter of calendar year 2021. The report shows market value, asset allocation percentage and performance compared to benchmarks. The bargaining and non-bargaining pension assets both returned 4.53% in the fourth quarter of calendar year 2021.

Recommendation:

Receive and file.

Asset Allocation & Performance

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	2021	1 Year	3 Years	5 Years	Since Inception	Inception Date
Total Fund	41,360,595	100.00	4.53	12.24	12.24	16.46	N/A	11.17	07/01/2017
<i>PFM Blended Benchmark</i>			3.69	10.04	10.04	14.66	N/A	10.03	07/01/2017
Domestic Equity	15,408,208	37.25	9.66	N/A	N/A	N/A	N/A	17.81	04/01/2021
<i>Russell 3000 Index</i>			9.28	25.66	25.66	25.79	17.97	18.16	04/01/2021
Vanguard Total Stock Market ETF	13,003,717	31.44	9.15	25.72	25.72	25.76	17.98	45.26	04/01/2020
<i>Russell 3000 Index</i>			9.28	25.66	25.66	25.79	17.97	45.19	04/01/2020
Jensen Quality Growth Fund	1,652,630	4.00	15.05	30.33	30.33	25.98	20.41	22.49	04/01/2019
<i>S&P 500</i>			11.03	28.71	28.71	26.07	18.47	22.90	04/01/2019
iShares Core S&P Mid-Cap ETF	751,860	1.82	7.98	24.68	24.68	21.34	13.03	7.98	10/01/2021
<i>S&P MidCap 400</i>			8.00	24.76	24.76	21.41	13.09	8.00	10/01/2021
International Equity	8,028,112	19.41	2.99	N/A	N/A	N/A	N/A	5.09	04/01/2021
<i>MSCI AC World ex USA (Net)</i>			1.82	7.82	7.82	13.18	9.61	4.18	04/01/2021
Vanguard Total International Stock ETF	2,706,111	6.54	2.13	8.73	8.73	13.74	9.94	30.75	04/01/2020
<i>MSCI AC World ex USA (Net)</i>			1.82	7.82	7.82	13.18	9.61	28.77	04/01/2020
J. O. Hambro International Select	1,874,778	4.53	6.33	9.21	9.21	19.03	13.71	12.54	07/01/2017
<i>MSCI AC World ex USA (Net)</i>			1.82	7.82	7.82	13.18	9.61	7.54	07/01/2017
Harding Loevner International Equity	2,081,550	5.03	4.58	8.51	8.51	17.81	12.82	23.29	07/01/2020
<i>MSCI AC World ex USA (Net)</i>			1.82	7.82	7.82	13.18	9.61	21.58	07/01/2020
Artisan International Small-Mid	382,730	0.93	-0.54	3.97	3.97	23.73	16.07	3.97	01/01/2021
Virtus KAR International Small-Mid Cap	538,425	1.30	-0.47	5.82	5.82	18.91	15.09	5.82	01/01/2021
<i>MSCI AC World ex USA Smid Cap Index (Net)</i>			0.62	10.16	10.16	14.72	10.30	10.16	01/01/2021
Hartford Schroders Emerging Markets Equity	444,518	1.07	-2.97	-4.97	-4.97	12.91	11.42	4.45	03/01/2018
<i>MSCI EM (net)</i>			-1.31	-2.54	-2.54	10.94	9.87	3.21	03/01/2018
Other Growth	2,050,140	4.96	8.56	N/A	N/A	N/A	N/A	23.62	04/01/2021
<i>MSCI US REIT Index</i>			16.32	43.06	43.06	18.50	10.78	31.54	04/01/2021
Cohen & Steers Inst Realty Shares	668,643	1.62	15.96	42.47	42.47	22.68	13.75	31.24	04/01/2021
Principal RE Securities Inst Fund	670,945	1.62	14.71	39.64	39.64	21.01	13.08	30.53	04/01/2021
<i>MSCI US REIT Index</i>			16.32	43.06	43.06	18.50	10.78	31.54	04/01/2021
SPDR Blmbg Convert Secs ETF	710,552	1.72	-1.78	2.26	2.26	24.28	16.86	-1.78	10/01/2021
<i>Bloomberg Liquid US Convertibles Index</i>			-1.65	3.07	3.07	25.03	17.63	-1.65	10/01/2021

Returns are net of mutual fund fees.

Returns are expressed as percentages.

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

Asset Allocation & Performance

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	2021	1 Year	3 Years	5 Years	Since Inception	Inception Date
Fixed Income	13,412,394	32.43	0.00	-0.96	-0.96	5.33	N/A	3.74	07/01/2017
<i>Blmbg. U.S. Aggregate</i>			<i>0.01</i>	<i>-1.55</i>	<i>-1.55</i>	<i>4.79</i>	<i>3.57</i>	<i>3.45</i>	<i>07/01/2017</i>
Baird Core Plus	3,560,285	8.61	-0.12	-1.02	-1.02	5.85	4.30	4.11	07/01/2017
<i>Blmbg. U.S. Aggregate</i>			<i>0.01</i>	<i>-1.55</i>	<i>-1.55</i>	<i>4.79</i>	<i>3.57</i>	<i>3.45</i>	<i>07/01/2017</i>
DoubleLine Core Fixed Income	1,758,640	4.25	-0.23	-0.34	-0.34	4.36	3.53	3.02	09/01/2017
PGIM Total Return Bond Fund	4,397,042	10.63	0.30	-1.15	-1.15	5.90	4.72	4.08	09/01/2017
<i>Blmbg. U.S. Aggregate</i>			<i>0.01</i>	<i>-1.55</i>	<i>-1.55</i>	<i>4.79</i>	<i>3.57</i>	<i>3.27</i>	<i>09/01/2017</i>
Voya Intermediate Bond	2,269,761	5.49	-0.09	-0.99	-0.99	5.65	4.28	3.51	01/01/2020
<i>Blmbg. U.S. Aggregate</i>			<i>0.01</i>	<i>-1.55</i>	<i>-1.55</i>	<i>4.79</i>	<i>3.57</i>	<i>2.88</i>	<i>01/01/2020</i>
iShares Intermediate-Term Corporate Bond ETF	662,876	1.60	-0.58	-1.65	-1.65	7.23	4.89	3.99	10/01/2019
<i>ICE BofAML U.S. Corporate 5-10 Year Index</i>			<i>-0.43</i>	<i>-1.41</i>	<i>-1.41</i>	<i>7.41</i>	<i>5.23</i>	<i>4.24</i>	<i>10/01/2019</i>
MainStay MacKay High Yield Corp Bond Fund	354,884	0.86	0.29	5.35	5.35	7.82	5.72	2.46	06/01/2021
<i>ICE BofAML High Yield Master II</i>			<i>0.64</i>	<i>5.35</i>	<i>5.35</i>	<i>8.57</i>	<i>6.09</i>	<i>2.97</i>	<i>06/01/2021</i>
MFS Emerging Markets Debt	408,905	0.99	-0.93	-2.30	-2.30	6.44	4.68	N/A	01/01/2022
<i>JPM EMBI Global Diversified</i>			<i>-0.44</i>	<i>-1.80</i>	<i>-1.80</i>	<i>5.94</i>	<i>4.65</i>	<i>N/A</i>	<i>01/01/2022</i>
Other Income	1,058,094	2.56	3.14	N/A	N/A	N/A	N/A	1.81	09/01/2021
iShares Preferred and Income Securities ETF	944,664	2.28	2.64	7.09	7.09	10.15	6.63	1.88	09/01/2021
<i>ICE Exchange-Listed Preferred & Hybrid Securities</i>			<i>2.73</i>	<i>7.75</i>	<i>7.75</i>	<i>11.49</i>	<i>N/A</i>	<i>1.99</i>	<i>09/01/2021</i>
ATEL Private Debt Partners II[CE]	113,430	0.27	0.00	N/A	N/A	N/A	N/A	0.00	10/01/2021
<i>CPI + 11%</i>			<i>4.91</i>	<i>18.91</i>	<i>18.91</i>	<i>14.92</i>	<i>14.24</i>	<i>4.91</i>	<i>10/01/2021</i>
Real Return	913,005	2.21	-0.27	N/A	N/A	N/A	N/A	6.85	06/01/2021
<i>Bloomberg Commodity Index Total Return</i>			<i>-1.56</i>	<i>27.11</i>	<i>27.11</i>	<i>9.86</i>	<i>3.66</i>	<i>6.86</i>	<i>06/01/2021</i>
PIMCO Commodity Real Return Strategy	913,005	2.21	-0.27	33.48	33.48	14.74	5.99	8.66	06/01/2021
<i>Bloomberg Commodity Index Total Return</i>			<i>-1.56</i>	<i>27.11</i>	<i>27.11</i>	<i>9.86</i>	<i>3.66</i>	<i>6.86</i>	<i>06/01/2021</i>
Cash Equivalent	490,642	1.19	0.01	0.02	0.02	0.82	N/A	1.03	07/01/2017
First American Prime Obligation - Z	490,642	1.19	0.01	0.05	0.05	0.94	1.15	1.19	07/01/2017

Returns are net of mutual fund fees.

Returns are expressed as percentages.

*Asset class level returns may vary from individual underlying manager returns due to cash flows. Page 62 of 70

Asset Allocation & Performance

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	2021	1 Year	3 Years	5 Years	Since Inception	Inception Date
Total Fund - Non-Bargaining	41,369,278	100.00	4.53	12.26	12.26	16.47	N/A	11.17	07/01/2017
<i>PFM Blended Benchmark</i>			3.69	10.04	10.04	14.66	N/A	10.03	07/01/2017
Domestic Equity	15,418,456	37.27	9.66	N/A	N/A	N/A	N/A	17.81	04/01/2021
<i>Russell 3000 Index</i>			9.28	25.66	25.66	25.79	17.97	18.16	04/01/2021
Vanguard Total Stock Market ETF	13,008,546	31.44	9.15	25.72	25.72	25.76	17.98	45.26	04/01/2020
<i>Russell 3000 Index</i>			9.28	25.66	25.66	25.79	17.97	45.19	04/01/2020
Jensen Quality Growth Fund	1,656,351	4.00	15.05	30.33	30.33	25.98	20.41	22.49	04/01/2019
<i>S&P 500</i>			11.03	28.71	28.71	26.07	18.47	22.90	04/01/2019
iShares Core S&P Mid-Cap ETF	753,559	1.82	7.98	24.68	24.68	21.34	13.03	7.98	10/01/2021
<i>S&P MidCap 400</i>			8.00	24.76	24.76	21.41	13.09	8.00	10/01/2021
International Equity	8,037,120	19.43	2.99	N/A	N/A	N/A	N/A	5.09	04/01/2021
<i>MSCI AC World ex USA (Net)</i>			1.82	7.82	7.82	13.18	9.61	4.18	04/01/2021
Vanguard Total International Stock ETF	2,708,082	6.55	2.13	8.73	8.73	13.74	9.94	30.75	04/01/2020
<i>MSCI AC World ex USA (Net)</i>			1.82	7.82	7.82	13.18	9.61	28.77	04/01/2020
J. O. Hambro International Select	1,878,227	4.54	6.33	9.21	9.21	19.03	13.71	12.54	07/01/2017
<i>MSCI AC World ex USA (Net)</i>			1.82	7.82	7.82	13.18	9.61	7.54	07/01/2017
Harding Loevner International Equity	2,082,649	5.03	4.58	8.51	8.51	17.81	12.82	23.29	07/01/2020
<i>MSCI AC World ex USA (Net)</i>			1.82	7.82	7.82	13.18	9.61	21.58	07/01/2020
Artisan International Small-Mid	383,440	0.93	-0.54	3.97	3.97	23.73	16.07	3.97	01/01/2021
Virtus KAR International Small-Mid Cap	539,374	1.30	-0.47	5.82	5.82	18.91	15.09	5.82	01/01/2021
<i>MSCI AC World ex USA Smid Cap Index (Net)</i>			0.62	10.16	10.16	14.72	10.30	10.16	01/01/2021
Hartford Schrodgers Emerging Markets Equity	445,348	1.08	-2.97	-4.97	-4.97	12.91	11.42	4.45	03/01/2018
<i>MSCI EM (net)</i>			-1.31	-2.54	-2.54	10.94	9.87	3.21	03/01/2018
Other Growth	2,053,360	4.96	8.57	N/A	N/A	N/A	N/A	23.63	04/01/2021
<i>MSCI US REIT Index</i>			16.32	43.06	43.06	18.50	10.78	31.54	04/01/2021
Cohen & Steers Inst Realty Shares	669,963	1.62	15.96	42.47	42.47	22.68	13.75	12.75	03/01/2000
Principal RE Securities Inst Fund	672,347	1.63	14.71	39.64	39.64	21.01	13.08	12.46	04/01/2001
<i>MSCI US REIT Index</i>			16.32	43.06	43.06	18.50	10.78	31.54	04/01/2021
SPDR Blmbg Convert Secs ETF	711,050	1.72	-1.78	2.26	2.26	24.28	16.86	-1.78	10/01/2021
<i>Bloomberg Liquid US Convertibles Index</i>			-1.65	3.07	3.07	25.03	17.63	-1.65	10/01/2021

Returns are net of mutual fund fees.

Returns are expressed as percentages.

*Asset class level returns may vary from individual underlying manager returns due to cash flows. Page 63 of 70

Asset Allocation & Performance

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	2021	1 Year	3 Years	5 Years	Since Inception	Inception Date
Fixed Income	13,453,225	32.52	0.00	-0.96	-0.96	5.33	N/A	3.74	07/01/2017
<i>Blmbg. U.S. Aggregate</i>			<i>0.01</i>	<i>-1.55</i>	<i>-1.55</i>	<i>4.79</i>	<i>3.57</i>	<i>3.45</i>	<i>07/01/2017</i>
Baird Core Plus	3,563,852	8.61	-0.12	-1.02	-1.02	5.85	4.30	4.11	07/01/2017
<i>Blmbg. U.S. Aggregate</i>			<i>0.01</i>	<i>-1.55</i>	<i>-1.55</i>	<i>4.79</i>	<i>3.57</i>	<i>3.45</i>	<i>07/01/2017</i>
DoubleLine Core Fixed Income	1,777,084	4.30	-0.23	-0.34	-0.34	4.36	3.53	3.02	09/01/2017
PGIM Total Return Bond Fund	4,411,555	10.66	0.30	-1.15	-1.15	5.90	4.72	4.08	09/01/2017
<i>Blmbg. U.S. Aggregate</i>			<i>0.01</i>	<i>-1.55</i>	<i>-1.55</i>	<i>4.79</i>	<i>3.57</i>	<i>3.27</i>	<i>09/01/2017</i>
Voya Intermediate Bond	2,275,361	5.50	-0.09	-0.99	-0.99	5.65	4.28	3.51	01/01/2020
<i>Blmbg. U.S. Aggregate</i>			<i>0.01</i>	<i>-1.55</i>	<i>-1.55</i>	<i>4.79</i>	<i>3.57</i>	<i>2.88</i>	<i>01/01/2020</i>
iShares Intermediate-Term Corporate Bond ETF	661,868	1.60	-0.58	-1.65	-1.65	7.23	4.89	3.99	10/01/2019
<i>ICE BofAML U.S. Corporate 5-10 Year Index</i>			<i>-0.43</i>	<i>-1.41</i>	<i>-1.41</i>	<i>7.41</i>	<i>5.23</i>	<i>4.24</i>	<i>10/01/2019</i>
MainStay MacKay High Yield Corp Bond Fund	355,809	0.86	0.29	5.35	5.35	7.82	5.72	2.46	06/01/2021
<i>ICE BofAML High Yield Master II</i>			<i>0.64</i>	<i>5.35</i>	<i>5.35</i>	<i>8.57</i>	<i>6.09</i>	<i>2.97</i>	<i>06/01/2021</i>
MFS Emerging Markets Debt	407,696	0.99	-0.93	-2.30	-2.30	6.44	4.68	6.37	06/01/2006
<i>JPM EMBI Global Diversified</i>			<i>-0.44</i>	<i>-1.80</i>	<i>-1.80</i>	<i>5.94</i>	<i>4.65</i>	<i>8.48</i>	<i>01/01/1994</i>
Other Income	1,058,882	2.56	3.14	N/A	N/A	N/A	N/A	1.81	09/01/2021
iShares Preferred and Income Securities ETF	945,453	2.29	2.64	7.09	7.09	10.15	6.63	1.88	09/01/2021
<i>ICE Exchange-Listed Preferred & Hybrid Securities</i>			<i>2.73</i>	<i>7.75</i>	<i>7.75</i>	<i>11.49</i>	<i>N/A</i>	<i>1.99</i>	<i>09/01/2021</i>
ATEL Private Debt Partners II[CE]	113,430	0.27	0.00	N/A	N/A	N/A	N/A	0.00	10/01/2021
<i>CPI + 11%</i>			<i>4.91</i>	<i>18.91</i>	<i>18.91</i>	<i>14.92</i>	<i>14.24</i>	<i>4.91</i>	<i>10/01/2021</i>
Real Return	914,844	2.21	-0.27	N/A	N/A	N/A	N/A	6.85	06/01/2021
<i>Bloomberg Commodity Index Total Return</i>			<i>-1.56</i>	<i>27.11</i>	<i>27.11</i>	<i>9.86</i>	<i>3.66</i>	<i>6.86</i>	<i>06/01/2021</i>
PIMCO Commodity Real Return Strategy	914,844	2.21	-0.27	33.48	33.48	14.74	5.99	8.66	06/01/2021
<i>Bloomberg Commodity Index Total Return</i>			<i>-1.56</i>	<i>27.11</i>	<i>27.11</i>	<i>9.86</i>	<i>3.66</i>	<i>6.86</i>	<i>06/01/2021</i>
Cash Equivalent	433,391	1.05	0.01	0.02	0.02	0.82	N/A	1.03	07/01/2017
First American Prime Obligation - Z	433,391	1.05	0.01	0.05	0.05	0.94	1.15	1.19	07/01/2017

Returns are net of mutual fund fees.

Returns are expressed as percentages.

*Asset class level returns may vary from individual underlying manager returns due to cash flows. Page 64 of 70

SunLine Transit Agency

CONSENT CALENDAR

DATE: February 23, 2022

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Board Member Attendance for January 2022

Summary:

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

Recommendation:

Receive and file.

FY 21/22	Board Member Matrix Attendance													
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total Meetings	Total Attended
Desert Hot Springs	X		X	X		X	X						10	5
Palm Desert	X		X	X		X	X						10	5
Palm Springs	X		X	X		X	X						10	5
Cathedral City	X		X	X		X	X						10	5
Rancho Mirage	X		X	X		X	X						10	5
Indian Wells	X		X			X	X						10	4
La Quinta	X		X	X		X	X						10	5
Indio	X		X	X		X	X						10	5
Coachella	X		X	X		X	X						10	5
County of Riverside	X		X	X		X	X						10	5

X - ATTENDED (Primary/Alternate)

DARK –

SunLine Transit Agency

DATE:	February 23, 2022	ACTION
TO:	Finance/Audit Committee Board of Directors	
FROM:	David Medrano, Chief Financial Officer	
RE:	Adoption of Resolution No. 0791 – Amending Resolution Numbers 0778, 0785, and 0787	

Recommendation

Recommend that the Board of Directors approve the attached Resolution No. 0791 amending certain provisions of Resolution Numbers 0778, 0785 and 0787, previously adopted by the Board in regards to federal emergency funding.

Background

In 2020 and 2021, the Board of Directors adopted a series of resolutions authorizing the CEO/General Manager to expend emergency funds through the Coronavirus Aid, Relief, and Economic Security (CARES) Act, the Federal Emergency Management Agency (FEMA), the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA), and the American Rescue Plan Act of 2021 (ARPA) to respond to the COVID-19 pandemic.

When SunLine Transit Agency staff first brought forward the Resolutions for approval, the emergency funding wasn't included as part of the Agency's Board approved annual operating budget. In FY22, the Agency fully reimbursed its share of CARES Act funding and identified CRRSSA and ARPA funds as part of the Board approved budget. Therefore, certain provisions included in Resolutions Numbers 0778, 0785 and 0787 are no longer needed. Resolution No. 0791 amends the documents to delete Section 3 in its entirety which required expenditures of funds to be brought to the SunLine Board for ratification at the next regular Board meeting following the submission of a claim against the respective funds.

Financial Impact

The amendment to the resolutions will not impact the Agency's ability to utilize federal funding as outlined in the Board approved operating budget.

Attachment:

- [Item 9a](#) – Resolution No. 0791

SUNLINE TRANSIT AGENCY

RESOLUTION NO. 0791

A RESOLUTION OF THE BOARD OF DIRECTORS AMENDING RESOLUTION NUMBERS 0778, 0785, AND 0787

WHEREAS, on March 4, 2020, Governor Newsom of the State of California declared a State of Emergency in response to the COVID-19 pandemic. On March 13, 2020, the Board of Supervisors of the County of Riverside proclaimed the existence of a local health emergency. On March 13, 2020, the President of the United States declared a National Emergency due to the continued spread and the effects of COVID-19. On March 25, 2020, the Board of Directors of SunLine Services Group and SunLine Transit Agency, adopted a Joint Resolution Proclaiming a Local Emergency in response to the COVID-19 emergency. The declarations and proclamations of an emergency by the President of the United States, the Governor of California, and the County of Riverside and the SunLine Board remain in effect.

WHEREAS, on April 22, 2020, SunLine Board adopted Resolution No. 0778, a Resolution of the Board of Directors of SunLine Transit Agency authorizing the CEO/General Manager to Expend Emergency Funds. This Resolution authorized the CEO/General Manager to expend general funds that will be reimbursed to SunLine through the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act"), and through the Federal Emergency Management Agency to respond to the COVID-19 pandemic.

WHEREAS, on January 27, 2021, SunLine Board adopted Resolution No. 0785, a Resolution of the Board of Directors of SunLine Transit Agency authorizing the CEO/General Manager to Expend Emergency Funds. This Resolution authorized the CEO/General Manager to expend general funds that will be reimbursed to SunLine through the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 ("CRRSAA") to respond to the COVID-19 pandemic.

WHEREAS, on April 22, 2021, SunLine Board adopted Resolution No. 0787, a Resolution of the Board of Directors of SunLine Transit Agency authorizing the CEO/General Manager to Expend Emergency Funds. This Resolution authorized the CEO/General Manager to expend general funds that will be reimbursed to SunLine through the American Rescue Plan Act of 2021 ("ARPA") to respond to the COVID-19 pandemic.

WHEREAS, when SunLine Transit Agency staff first brought forward the Resolutions for approval, the emergency funding wasn't included as part of the Agency's Board approved annual operating budget. In FY22, CRRSSA and ARPA funds were identified as part of the budget and therefore certain provisions included in Resolutions Numbers 0778, 0785 and 0787 are no longer needed.

NOW THEREFORE, BE IT RESOLVED by SunLine Board of Directors (“SunLine Board”) that:

A. Resolution Number 0778 shall be amended to delete Section 3 in its entirety, which reads: “The CEO/General Manager shall notify the members of the Finance Committee at the earliest feasible time after the submission of a claim for reimbursement against CARES Act funds or FEMA Funds made or authorized by the CEO/General Manager describing the necessity and use of the funds. All expenditures of CARES Act Funds or FEMA Funds made under this Resolution shall be brought to SunLine Board for ratification at the next regular SunLine Board meeting following the submission of a claim against those funds.”

B. Resolution Number 0785 shall be amended to delete Section 3 in its entirety, which reads: “The CEO/General Manager shall notify the members of the Finance/Audit Committee at the earliest feasible time after the submission of a claim for reimbursement against CRRSAA funds made or authorized by the CEO/General Manager, describing the necessity and use of the funds. All expenditures of CRRSAA funds made under this Resolution shall be brought to SunLine Board for ratification at the next regular SunLine Board meeting following the submission of a claim against those funds.”

C. Resolution Number 0787 shall be amended to delete Section 3 in its entirety, which reads: “The CEO/General Manager shall notify the members of the Finance Committee at the earliest feasible time after the submission of a claim for reimbursement against ARPA funds made or authorized by the CEO/General Manager, describing the necessity and use of the funds. All expenditures of ARPA funds made under this Resolution shall be brought to SunLine Board for ratification at the next regular SunLine Board meeting following the submission of a claim against those funds.”

This Resolution shall take effect immediately upon adoption by the Board of Directors of SunLine Transit Agency.

ADOPTED this 23rd day of February, 2022.

ATTEST:

Edith Hernandez
Clerk of the Board
SunLine Transit Agency

Glenn Miller
Chairperson of the Board
SunLine Transit Agency

APPROVED AS TO FORM:

Eric S. Vail
General Counsel
Burke, Williams & Sorensen, LLP

[illegible]

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

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of _____, 20__.

Edith Hernandez
Clerk of the Board
SunLine Transit Agency