



SunLine Transit Agency/
 SunLine Services Group
 July 27, 2022
 12:00 p.m.

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

VIA VIDEOCONFERENCE

Pursuant to California Government Code section 54953(e), the Board of Directors regular meeting will be conducted remotely through Zoom. Please follow the instructions below to join the meeting remotely.

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION

Join Zoom Meeting - from PC, Laptop or Phone

<https://us02web.zoom.us/j/87143483626>

Meeting ID: 871 4348 3626

Teleconference Dial In
 888-475-4499 (Toll Free)
 Conference Number: 871 4348 3626

One tap mobile
 +16699009128,,87143483626#

Phone controls for participants:

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

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

For members of the public wishing to submit comment in connection with the Board Meeting: public comment requests may be submitted via email to the Clerk of the Board at clerkoftheboard@sunline.org prior to July 26, 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. **APPROVAL OF MINUTES**

APPROVE

a) **June 22, 2022 Joint Board Meeting**

(PAGE 5-9)

7. **PUBLIC COMMENTS**

RECEIVE COMMENTS

NON AGENDA ITEMS

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

8. **BOARD MEMBER COMMENTS**

RECEIVE COMMENTS

9. **CONSENT CALENDAR**

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

ITEM

RECOMMENDATION
RECEIVE & FILE

- 9a) Checks \$1,000 and Over Report for May 2022 (PAGE 10-14)
 - 9b) Credit Card Statement for May 2022 (PAGE 15-25)
 - 9c) Monthly Budget Variance Report for May 2022 (PAGE 26-30)
 - 9d) Contracts Signed in Excess of \$25,000 for June 2022 (PAGE 31-33)
 - 9e) Union & Non-Union Pension Investment Asset Summary May 2022 (PAGE 34-43)
 - 9f) Ridership Report for June 2022 (PAGE 44-47)
 - 9g) SunDial Operational Notes for June 2022 (PAGE 48-50)
 - 9h) Metrics for June 2022 (PAGE 51-70)
 - 9i) Quarterly Capital Projects Update for 2nd Quarter Calendar Year 2022 (PAGE 71-76)
 - 9j) Board Member Attendance for June 2022 (PAGE 77-78)
 - 9k) SSG/SRA Checks \$1,000 and Over Report for May 2022 (PAGE 79-80)
 - 9l) SSG Monthly Budget Variance Report for May 2022 (PAGE 81-83)
 - 9m) Taxi Trip Data – June 2022 (PAGE 84-85)
- APPROVE**
- 9n) Adoption of Resolution to Continue Teleconferencing Meetings (PAGE 86-91)
 - 9o) Review Declaration of Emergency by the Board of Directors (PAGE 92-96)
 - 9p) Ratification of Provisional Committee Appointments (PAGE 97-99)
- 10. PURCHASE OF FIVE (5) CHEVY BOLT EV RELIEF VEHICLES** **APPROVE**
(Russell Betts, Chair of Finance/Audit Committee;
Staff: Frank Rytch, Chief Maintenance Officer) (PAGE 100-102)
- 11. LIQUID HYDROGEN STATION** **APPROVE**
(Russell Betts, Chair of Finance/Audit Committee;
Staff: Rudy Le Flore, Chief Project Consultant) (PAGE 103-111)
- 12. GENERAL COUNSEL’S REPORT**
- 13. CEO/GENERAL MANAGER’S REPORT**

ITEM

RECOMMENDATION

14. CLOSED SESSION

a) CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code section 54957.6

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

Employee organizations: Amalgamated Transit Union Local 1277

15. NEXT MEETING DATE

September 28, 2022 at 12 p.m.

16. ADJOURN

MINUTES

Joint SunLine Transit Agency/SunLine Services Group Board of Directors Meeting June 22, 2022

A joint regular meeting of the SunLine Transit Agency and SunLine Services Group Board of Directors was held at 12:00 p.m. on Wednesday, June 22, 2022 via Zoom videoconference, pursuant to California Government Code section 54953(e).

1. CALL TO ORDER

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

2. FLAG SALUTE

Board Member Betts led the pledge of allegiance.

3. ROLL CALL

Members Present:

Glenn Miller, Chair, SunLine Agency Board Member, City of Indio
Lisa Middleton, Vice-Chair, SunLine Agency Board Member, City of Palm Springs
Nancy Ross, SunLine Agency Board Member, City of Cathedral City
Denise Delgado, SunLine Agency Board Member, City of Coachella*
Russell Betts, SunLine Agency Board Member, City of Desert Hot Springs
Dana Reed, SunLine Agency Board Member, City of Indian Wells
Robert Radi, SunLine Agency Board Member, City of La Quinta
Kathleen Kelly, SunLine Agency Board Member, City of Palm Desert
Charles Townsend, SunLine Agency Board Member, City of Rancho Mirage
Supervisor V. Manuel Perez, SunLine Agency Board Member, County of Riverside*

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

4. PRESENTATIONS

Rudy Le Flore, Chief Project Consultant gave a Capital Projects update.

**Supervisor Perez joined the meeting at 12:03 pm.*

5. FINALIZATION OF AGENDA

No changes to the agenda.

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
BOARD OF DIRECTORS MEETING - MINUTES
JUNE 22, 2022**

6. APPROVAL OF MINUTES FOR THE JOINT STA/SSG MAY 25, 2022 BOARD MEETING

Board Member Townsend moved to approve the minutes of the May 25, 2022 Joint STA/SSG Board meeting. The motion was seconded by Supervisor Perez. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

7. PUBLIC COMMENTS

Two (2) public comments were made by:

- Anthony Garcia
- Valerie Diss

And one (1) comment was read by Ms. Hernandez from: Mr. Uriel Gonzalez.

8. BOARD MEMBER COMMENTS

None

9. CONSENT CALENDAR

One (1) public comment on items 9B and 9D was made by:

- Anthony Garcia

Following public comment, Board Member Radi moved to approve the consent calendar. The motion was seconded by Board Member Betts. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

10. ADOPTION OF THE FY23 OPERATING AND CAPITAL BUDGET

Finance/Audit Committee Chair Betts reported that this item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Member Betts moved to approve the Adoption of the FY23 Operating and Capital Budget. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

11. RESOLUTION NO. 0797 TO ADOPT AND AUTHORIZE EXECUTION OF SUNLINE TRANSIT AGENCY RETIREMENT INCOME PLAN FOR TEAMSTERS LOCAL 1932

Finance/Audit Committee Chair Betts reported that this item was brought to the committee and they unanimously approved the item. An oral report was provided by Luis Garcia, Controller/Assistant Chief Financial Officer, on this action item. SunLine Transit Agency Board Member Betts moved to approve the Resolution No. 0797 to Adopt and Authorize Execution of Sunline Transit Agency Retirement Income Plan for Teamsters Local 1932. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
BOARD OF DIRECTORS MEETING - MINUTES
JUNE 22, 2022**

12. ZERO EMISSION TECHNICAL SUPPORT AGREEMENT

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

13. APPROVE GRANT FOR SUNLINE WEST COAST CENTER OF EXCELLENCE IN ZERO EMISSION TECHNOLOGY & RENEWABLE ENERGY

Finance/Audit Committee Chair Betts reported that this item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Member Betts moved to approve the Grant for Sunline West Coast Center of Excellence in Zero Emission Technology & Renewable Energy. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

14. ADOPT FY23-25 SHORT RANGE TRANSIT PLAN (SRTP)

Strategic Planning & Operational Committee Chair Radi reported that this item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Member Radi moved to Adopt the FY23-25 Short Range Transit Plan (SRTP). The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

15. ADOPTION OF SUNLINE REGULATORY ADMINISTRATION FY23 BUDGET

Taxi Committee Chair Townsend reported that this discussion item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Member Townsend moved to approve the Adoption of Sunline Regulatory Administration FY23 Budget. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

16. ELECTION OF OFFICERS

Clerk of the Board Edith Hernandez opened the floor for nominations for the election of officers. SunLine Board Member Middleton nominated Board Member Miller for Chairperson. SunLine Board Member Kelly nominated Board Member Middleton for Vice-Chairperson. SunLine Transit Agency Board Member Reed moved to approve the nominations. The motion was seconded by Board Member Radi. The motion was approved by a vote of 10 yes; 0 no; 0 abstain

17. MOBILE HYDROGEN FUELING SYSTEM

Finance/Audit Committee Chair Betts reported that this information item was brought to the committee. An oral report was provided by Rudy Le Flore, Chief Project Consultant, on this information item.

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
BOARD OF DIRECTORS MEETING - MINUTES
JUNE 22, 2022**

18. GENERAL COUNSEL'S REPORT

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

19. CEO/GENERAL MANAGER'S REPORT

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

20. CLOSED SESSION

a) CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

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

Three (3) Matters:

Odeimys Martinez v. SunLine Transit TS2010

Joanna Connolly v. SunLine Transit TS2019

Bellamy v. SunLine Transit TS1928

- a) General Counsel, Eric Vail reported that the Board received a briefing and direction on the first two (2) cases and the third was information only, other than that there was no reportable action taken.

b) CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code section 54957.6

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

Employee organizations: Amalgamated Transit Union Local 1277

- a) General Counsel, Eric Vail reported that the Board received a briefing, other than that there was no reportable action taken.

c) PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code section 54957 (b)

Position Title: CEO/General Manager

- a) No reportable action taken.

21. NEXT MEETING DATE

July 27, 2022 at 12 p.m.

**Please note that the June Board meeting agenda packet reflected an incorrect date of July 22, 2022. The above date and time aligns with the schedule adopted by the Board of Directors.*

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
BOARD OF DIRECTORS MEETING - MINUTES
JUNE 22, 2022**

22. ADJOURN

The SunLine Services Group and SunLine Transit Agency meeting concurrently adjourned at 1:44 p.m.

Respectfully Submitted,

Edith Hernandez
Clerk of the Board

A recording of the June 22, 2022 Board proceedings is available [here](#).

SunLine Transit Agency**CONSENT CALENDAR**

DATE: July 27, 2022

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

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

Summary:

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

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

Vendor	Check #	Amount
<i>Resource Environmental, Inc.</i>	689611	\$63,650.00

Recommendation:

Receive and file.

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

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
CALPERS	Group Health Premiums	689584	05/26/2022	349,888.46
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	689423	05/04/2022	111,700.11
IMPERIAL IRRIGATION DIST	Utilities	689459	05/11/2022	99,194.30
ELEMENT MARKETS RENEWABLE ENERGY, LLC	Utilities	689593	05/26/2022	79,670.98
RESOURCE ENVIRONMENTAL, INC.	WIP- Modular Building Demolition	689611	05/26/2022	63,650.00
SO CAL GAS CO.	Utilities	689496	05/11/2022	62,399.06
ROBERT HALF	Temporary Help	689488	05/11/2022	28,543.39
BURKE, WILLIAMS & SORENSEN, LLP	Legal Service	689583	05/26/2022	27,319.07
WSP USA INC.	TDM & Vanpool Program	689573	05/19/2022	25,423.16
ROBERT HALF	Temporary Help	689555	05/19/2022	23,298.81
NFI PARTS	Inventory Repair Parts	689429	05/11/2022	22,385.36
DOUG WALL CONSTRUCTION	WIP- Nice Mobile Liquid Hydrogen Refueling	689592	05/26/2022	19,963.11
THE LEFLORE GROUP LLC	Projects Consultant	689613	05/26/2022	17,671.50
TEC EQUIPMENT, INC.	Inventory Repair Parts	689567	05/19/2022	16,875.36
NAPA AUTO PARTS	Inventory Repair Parts	689466	05/11/2022	14,528.86
GLORIA G. SALAZAR	Consulting	689455	05/11/2022	14,428.17
OLD GREEN HOUSE LLC	Planning Consultant	689489	05/11/2022	13,800.00
IMPERIAL IRRIGATION DIST	Utilities	689544	05/19/2022	13,791.38
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	689515	05/11/2022	13,258.57
ZEN AND THE ART OF CLEAN ENERGY SOLUTIONS	Contract Services - General	689519	05/11/2022	12,825.00
OLD GREEN HOUSE LLC	Planning Consultant	689557	05/19/2022	12,600.00
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	689492	05/11/2022	12,414.92
INLAND EMPIRE COLLISION	Repair Claims	689420	05/04/2022	12,310.36
NFI PARTS	Inventory Repair Parts	689522	05/19/2022	11,657.76
UNUM	Group Dental & Vision Premiums	689565	05/19/2022	11,532.77
VERIZON WIRELESS	Wireless Telephone Service	689509	05/11/2022	11,445.90
HDR ENGINEERING, INC.	Consulting	689458	05/11/2022	10,963.44
DESERT VIEW CONSTRUCTION	Repair Claims	689407	05/04/2022	9,889.00
DYNAMIC BUILDING MAINTENANCE INC	Janitorial Services	689447	05/11/2022	9,240.00
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	689549	05/19/2022	9,223.12
ANDREA CARTER & ASSOCIATES	Marketing & Communication Services	689435	05/11/2022	8,230.00
MOTOR COACH INDUSTRIES, INC.	Bus lease	689604	05/26/2022	8,081.25
VASQUEZ AND COMPANY LLP	Audit Services	689572	05/19/2022	7,887.50
ZOHO CORPORATION	Computer/Network Software Agreement	689576	05/19/2022	6,852.00
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	689559	05/19/2022	6,802.17
COMPLETE COACH WORKS	Repair Parts-Fixed Route	689533	05/19/2022	6,727.50
US BANK VOYAGER FLEET SYSTEMS	Unleaded/Diesel Fuel	689507	05/11/2022	6,498.09
ADVANCED WEB OFFSET, INC.	Printing Expense	689428	05/11/2022	6,243.50
SC FUELS	Lubricants- Oil	689563	05/19/2022	6,191.52

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

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
FENCEWORKS RENTAL SYSTEMS, INC	WIP- Modular Building Demolition	689595	05/26/2022	5,926.08
HEPTAGON SEVEN CONSULTING, INC.	WIP- Coachella Transit Hub	689599	05/26/2022	5,689.32
SONSRAY FLEET SERVICES	Inventory Repair Parts	689503	05/11/2022	5,244.62
ADMIRAL SECURITY SERVICES, INC.	Security Guard Services	689577	05/26/2022	5,213.04
ROBERT HALF	Temporary Help	689612	05/26/2022	5,000.00
CARQUEST AUTO PARTS STORES	Inventory Repair Parts	689529	05/19/2022	4,628.32
THERMOGUARD	Repair Claims	689570	05/19/2022	4,600.00
DESERT PROMOTIONAL AND EMBROIDERY, LLC	Advertising	689538	05/19/2022	4,507.44
TOWNSEND PUBLIC AFFAIRS, INC	Consulting-General	689422	05/04/2022	4,500.00
AMERICAN SECURITY GROUP	Security Services	689391	05/04/2022	4,411.35
SC FUELS	Lubricants- Oil	689418	05/04/2022	4,197.51
MURCHISON & CUMMING, LLP	Insurance Loss	689465	05/11/2022	4,194.00
CREATIVE BUS SALES, INC,	Inventory Repair Parts	689445	05/11/2022	4,133.94
TPX COMMUNICATIONS	Communication Service	689619	05/26/2022	4,008.35
GARON WYATT INVESTIGATIVE SERVICES, LLC.	Insurance Loss	689454	05/11/2022	3,925.00
JESSE FRESCAS JR.	WIP- Coachella Transit Hub	689404	05/04/2022	3,840.00
STATEWIDE SERVICES, INC.	WIP-Operation Facility	689501	05/11/2022	3,700.00
TIME WARNER CABLE	Utilities	689502	05/11/2022	3,677.44
SAFETY-KLEEN CORPORATION	Contract Svc-Haz Waste Removal	689561	05/19/2022	3,529.80
IMPERIAL IRRIGATION DIST	Utilities	689600	05/26/2022	3,371.31
FORENSIC DRUG TESTING SERVICES	Alcohol & Drug Testing	689597	05/26/2022	3,359.00
CITY CAB	Taxi Voucher Program	689562	05/19/2022	3,326.93
MAGALDI & MAGALDI, INC.	Inventory Repair Parts	689546	05/19/2022	3,319.08
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	689574	05/19/2022	3,304.58
JESSE FRESCAS JR.	WIP- Coachella Transit Hub	689602	05/26/2022	3,280.00
RIDECO US INC	SunRide Ride Share Expenses	689554	05/19/2022	3,258.48
CARROT-TOP INDUSTRIES, INC.	WIP-Operation Facility	689585	05/26/2022	3,184.00
PRUDENTIAL OVERALL SUPPLY	Uniforms	689483	05/11/2022	3,154.58
WORK ZONE CAM LLC	WIP- Modular Building Demolition	689513	05/11/2022	3,150.00
HD INDUSTRIES	Inventory Repair Parts	689457	05/11/2022	3,096.82
WESTERN EXTERMINATOR COMPANY	Contract Services - General	689511	05/11/2022	3,045.00
CCFST OR SWAGELOK LOS ANGELES/HAWAII/	WIP-CNG Station	689532	05/19/2022	2,945.56
OMNITRACS, LLC	General Services	689475	05/11/2022	2,760.00
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	689397	05/04/2022	2,720.76
PLAZA TOWING, INC.	Taxi Voucher Program	689623	05/26/2022	2,635.00
BROADLUX, INC.	Contract Services – H2	689582	05/26/2022	2,631.29
ADMIRAL SECURITY SERVICES, INC.	Security Guard Services	689427	05/11/2022	2,606.52
ADMIRAL SECURITY SERVICES, INC.	Security Guard Services	689521	05/19/2022	2,578.43
DESERT VIEW CONSTRUCTION	WIP-Operation Facility	689462	05/11/2022	2,500.00

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

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
FULTON DISTRIBUTING	Bus Stop Supplies	689401	05/04/2022	2,483.52
VALLEY OFFICE EQUIPMENT, INC.	Copier Service	689508	05/11/2022	2,425.80
ZEN AND THE ART OF CLEAN ENERGY SOLUTIONS	WIP-Liquid Hydrogen Refueling Infrastructure	689518	05/11/2022	2,255.75
CDW GOVERNMENT, INC	Computer/Network Software Agreement	689442	05/11/2022	2,098.30
UNITED RENTALS, INC.	WIP- Modular Building Demolition	689621	05/26/2022	2,054.11
UNITED RENTALS, INC.	WIP- Modular Building Demolition	689625	05/26/2022	2,054.11
FRANKLIN TRUCK PARTS, INC	Inventory Repair Parts	689452	05/11/2022	2,011.44
COUNTY OF RIVERSIDE	WIP- Zero Emissions Maintenance Facility	689399	05/04/2022	2,000.00
YELLOW CAB OF THE DESERT	Taxi Voucher Program	689516	05/11/2022	1,962.07
PARKHOUSE TIRE, INC.	Inventory Repair Parts	689479	05/11/2022	1,956.34
DESERT PARADISE CONSTRUCTION, LLC	WIP-Operation Facility	689590	05/26/2022	1,920.00
YELLOW CAB OF THE DESERT	Taxi Voucher Program	689517	05/11/2022	1,908.31
DELUXE	Sunline Event Expense	689536	05/19/2022	1,837.12
XENIA RACING WRAPS	Contracted Services	689426	05/04/2022	1,732.50
TOTAL CARE WORK INJURY CLINIC	Medical Exam & Testing	689627	05/26/2022	1,660.00
PLAZA TOWING, INC.	Towing Service	689482	05/11/2022	1,625.00
GRAINGER	Plumbing Expenses	689598	05/26/2022	1,619.95
CMD CORPORATION	Repair Parts- CNG	689586	05/26/2022	1,618.34
HOME DEPOT CREDIT SERVICES	Facility Maintenance	689542	05/19/2022	1,601.93
BASIN VALVE COMPANY-SIGNAL HILL	Repair Parts- CNG	689580	05/26/2022	1,549.11
CLAIREMONT EQUIPMENT	Equipment Rental	689575	05/19/2022	1,530.74
FRONTIER COMMUNICATIONS	Utilities- OPS Bldg	689453	05/11/2022	1,525.00
MILE3 WEB DEVELOPMENT	Website Maintenance	689410	05/04/2022	1,470.00
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	689439	05/11/2022	1,432.96
SERVEXO	Security Services	689614	05/26/2022	1,423.50
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	689438	05/11/2022	1,369.19
C V WATER DISTRICT	Utilities	689587	05/26/2022	1,355.32
ROMAINE ELECTRIC CORP.	Inventory Repair Parts	689490	05/11/2022	1,351.19
SIGN A RAMA	Facility Maintenance	689419	05/04/2022	1,326.29
RECARO NORTH AMERICA, INC.	Paratransit Repair Parts	689553	05/19/2022	1,315.00
ELDORADO NATIONAL (CALIFORNIA), INC.	Inventory Repair Parts	689448	05/11/2022	1,313.09
BROADLUX, INC.	Contract Services - General	689394	05/04/2022	1,242.00
PAUL ASSOCIATES	Printing Expenses	689414	05/04/2022	1,235.59
SPORTWORKS NORTHWEST, INC.	Repair Parts-Fixed Route	689616	05/26/2022	1,194.00
SC FUELS	Lubricants- Oil	689495	05/11/2022	1,160.38
DESERT HOSE & SUPPLY CORP.	Inventory Repair Parts	689537	05/19/2022	1,147.88
DESERT AIR CONDITIONING, INC.	Contract Services – A/C	689400	05/04/2022	1,147.00
QUICK FIX AUTO GLASS	Outside Repair-Fixed Route	689579	05/26/2022	1,100.00
QUICK FIX AUTO GLASS	Repair Parts-Fixed Route	689524	05/19/2022	1,100.00

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

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
UNITED RENTALS, INC.	Rental Equipment Expenses	689506	05/11/2022	1,054.73
QUADIENT FINANCE USA, INC.	Postage	689485	05/11/2022	1,000.00
Total Checks Over \$1,000	\$1,415,726.56			
Total Checks Under \$1,000	\$32,676.79			
Total Checks	\$1,448,403.35			

SunLine Transit Agency
CONSENT CALENDAR

DATE: July 27, 2022

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Credit Card Statements for May 2022

Summary:

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

Recommendation:

Receive and file.

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 6/3/2022

Name on Card: Lauren Skiver

Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1 5/5/2022	5/5/2022	Westin Hotel	Regional Workshop: Hydrogen Hub Opportunity in Thousand Palms, CA - Lodging Incidentals; Jack Brouwer, Featured Speaker		\$88.98
2 5/8/2022	5/8/2022	United Airlines	United Airlines Roundtrip Flight from Palm Springs, CA to Louisville, KY for Travel to CTAA Expo Conference in Kentucky; Lauren Skiver, CEO/General Manager's Luggage Fee		\$35.00
3 5/9/2022	5/9/2022	Hilton Hotel	Leadership APTA Capstone Session in San Diego, CA - Lodging Deposit for 1 Night; Brittney Sowell, Chief of Staff		\$334.73
4 5/9/2022	5/9/2022	Hilton Hotel	Leadership APTA Capstone Session in San Diego, CA - Lodging Deposit for 1 Night; Lauren Skiver, CEO/General Manager		\$357.23
5 5/9/2022	5/9/2022	Hilton Hotel	Leadership APTA Capstone Session in San Diego, CA - Lodging Deposit for 1 Night; Brittney Sowell, Chief of Staff's No show fee <i>*Hotel error to be corrected in the next billing cycle*</i>		\$334.73
6 5/13/2022	5/13/2022	Hyatt Regency	CTAA Expo Conference in Louisville, KY - Lodging for 4 Nights; Lauren Skiver, CEO/General Manager		\$1,488.25
7 5/13/2022	5/13/2022	Palm Springs Airport	Parking in Palm Springs, CA for travel to CTAA Expo Conference; Lauren Skiver, CEO/General Manager		\$100.00
8 5/13/2022	5/13/2022	United Airlines	United Airlines Roundtrip Flight from Palm Springs, CA to Louisville, KY for Travel to CTAA Expo Conference in Kentucky; Lauren Skiver, CEO/General Manager's WiFi Fee		\$8.00
9 5/15/2022	5/15/2022	Hyatt Regency	CTAA Expo Conference in Louisville, KY - Lodging for 6 Nights; Isabel Acosta, Chief Transportation Officer (Early Bird Rate)		\$1,501.96
10 5/15/2022	5/15/2022	Hyatt Regency	CTAA Expo Conference in Louisville, KY - Lodging for 6 Nights; Marina Blackstone, Transportation Services Lead		\$2,392.46
11 5/18/2022	5/18/2022	Luna Grill	Luna Grill Catering Order; ATU and SunLine Negotiations Meeting		\$345.22
12 5/21/2022	5/21/2022	Red Robin	Red Robin Catering Order; ATU and SunLine Negotiations Meeting		\$284.16

	Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
13	5/25/2022	5/25/2022	United Airlines	United Airlines Roundtrip Flight from Palm Springs, CA to Sacramento, CA for Travel to California Hydrogen Leadership Summit in California; Lauren Skiver, CEO/General Manager		\$431.20
14	5/31/2022	5/31/2022	EIG Constant Contact	E-newsletter and mass e-mail software; Constant Contact Toolkit Bi-annual membership		\$243.00
15	6/1/2022	6/1/2022	APTA	TBM and TBA Seminars July 30 - August 2, 2022 - Registration; Edith Hernandez, Clerk of the Board/Special Assistant to the CEO		\$695.00
16	6/1/2022	6/1/2022	Delta Airlines	Delta Airlines Roundtrip Flight from Palm Springs, CA to Salt Lake City, UT for Travel to TBM and TBA Seminars in Utah; Edith Hernandez, Clerk of the Board/Special Assistant to the CEO		\$317.20
Credits and Charges:					\$0.00	\$8,957.12



CONSOLIDATED BILLING CONTROL ACCOUNT STATEMENT

Prepared For	SUNLINE TRANSIT LUIS GARCIA
Account Number	[REDACTED]
Statement Closing Date	06/03/22
Days in Billing Cycle	31
Next Statement Date	07/03/22

For Customer Service Call:
800-231-5511

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

Credit Line	\$40,000
Available Credit	\$28,781

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

Payment Information

New Balance	\$8,463.31
Current Payment Due (Minimum Payment)	\$500.00
Current Payment Due Date	06/28/22

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		\$13,806.79
Credits	-	\$493.81
Payments	-	\$13,806.79
Purchases & Other Charges	+	\$8,957.12
Cash Advances	+	\$0.00
Finance Charges	+	\$0.00
New Balance	=	\$8,463.31

Wells Fargo Cash Back SM Program Summary

Previous Cash Back Balance		\$359.45
Cash Earned this Month		\$134.36
Trades From Other Company Cards		\$0.00
Bonus/Adjustments		\$0.00
Cash Back Balance	=	\$0.00
Cash Awarded this Period		\$493.81
Year to Date Cash Back Awarded		\$664.66

Cash Back Notice

Use your Business Card for all of your business expenses plus everyday purchases and get 1.5% Cash Back.

See reverse side for important information.

DETACH HERE

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

Make checks payable to: Wells Fargo

Account Number	[REDACTED]
New Balance	\$8,463.31
Total Amount Due (Minimum Payment)	\$500.00
Current Payment Due Date	06/28/22

Print address or phone changes:

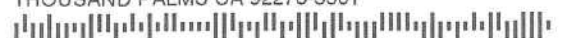
Work ()

Amount Enclosed:



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

SUNLINE TRANSIT
LUIS GARCIA 73111
32505 HARRY OLIVER TRL S306
THOUSAND PALMS CA 92276-3501





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	11.990%	.03284%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	24.740%	.06778%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

Important Information

\$0 - \$8,463.31 WILL BE DEDUCTED FROM YOUR ACCOUNT AND CREDITED AS YOUR AUTOMATIC PAYMENT ON 06/28/22. THE AUTOMATIC PAYMENT AMOUNT WILL BE REDUCED BY ALL PAYMENTS POSTED ON OR BEFORE THIS DATE.

Summary of Sub Account Usage

Name	Sub Account Number Ending In	Monthly Spending Cap	Spend This Period
LAURA SKIVER	[REDACTED]	40,000	\$8,957.12

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
05/27	05/27	F326800H300CHGDDA	AUTOMATIC PAYMENT - THANK YOU TOTAL [REDACTED] \$13,806.79-	13,806.79	
06/03	06/03		WELLS FARGO CASH BACK - CREDIT	493.81	

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

05/05	05/05	2475542GD7K9WXZHG	WESTIN (WESTIN HOTELS) 760-3285955 CA		88.98
05/08	05/08	2469216GH2XYBQB03	UNITED 0169989954589800-932-2732 TX		35.00
05/09	05/09	2475542GJ4ZHADF6K	HILTON HOTEL SAN DIEGO 619-5643333 CA		334.73
05/09	05/09	2475542GJ4ZHADH0K	HILTON HOTEL SAN DIEGO 619-5643333 CA		357.23
05/09	05/09	2475542GJ4ZHADKBL	HILTON HOTEL SAN DIEGO 619-5643333 CA		334.73
05/13	05/13	2422709GP0GRYAS2A	HYATT REGENCY LOUISVILLE 502-5811234 KY		1,488.25
05/13	05/13	2443106GMBMBE4LA	PALM SPRINGS AIRPORT PALM SPRINGS CA		100.00
05/13	05/13	2469216GN2X4DDJA6	UA INFLT 0169991165233 HOUSTON TX		8.00
05/15	05/15	2422709GR0GRX15ZH	HYATT REGENCY LOUISVILLE 502-5811234 KY		1,501.96
05/15	05/15	2422709GR0GRX160B	HYATT REGENCY LOUISVILLE 502-5811234 KY		2,392.46
05/18	05/18	2449215GSMN5H7J0X	EZCATERLUNA GRILL 8004881803 MA		345.22
05/21	05/21	2444500GXEJ5ZS7H9	RED ROBIN NO 253 RANCHO MIRAGE CA		284.16
05/25	05/25	2469216H22X64H04M	UNITED 0167817571204800-932-2732 TX		431.20
		06/06/22	SKIVER/LAURA LEE		
		1 UA U	PALM SPRINGS SAN FRANCISCO		
		2 UA U	SAN FRANCISCO SACRAMENTO		
		3 UA S	SACRAMENTO SAN FRANCISCO		
		4 AU S	SAN FRANCISCO PALM SPRINGS		
		11617270	EXPEDIA.COM TRAVEL		
05/31	05/31	2490641H74A8Z1NQ8	EIG*CONSTANTCONTACT.COM 855-2295506 MA		243.00
06/01	06/01	2463923H9S66LGWFF	APTA 202-4964800 DC		695.00
06/01	06/01	2471705H9TBMM6SZM	DELTA AIR 0062319522597 DELTA.COM CA		317.20
		07/29/22	HERNANDEZ/EDITH		
		1 DL X	PALM SPRINGS SALT LAKE CITY		
		2 DL V	SALT LAKE CITY PALM SPRINGS		
		150098	DELTA.COM		
			TOTAL \$8,957.12		
			LAURA SKIVER / Sub Acct Ending In [REDACTED]		

Sunline Transit Agency Visa Credit Card Statement

Closing Date: 5/31/2022

Name on Card: Walter Watcher (Procurement Card)

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
1	5/2/2022	5/4/2022	BAVCO	Valve repair kit rubber for water leak		\$ 75.95
2	5/3/2022	5/3/2022	Amazon	Alexa for Business subscription		\$ 6.40
3	5/4/2022	5/4/2022	Microsoft	Server update		\$ 499.00
4	5/9/2022	5/11/2022	ARCO	Fuel for support vehicle # 999		\$ 80.50
5	5/11/2022	5/12/2022	Flying/Pilot	Fuel for bus # 2009 - Route 10		\$ 200.00
6	5/11/2022	5/13/2022	Shell	Fuel for support vehicle # 98		\$ 85.90
7	5/12/2022	5/13/2022	Technician and Mechanic Jobs	Posting jobs		\$ 105.00
8	5/14/2022	5/16/2022	Amazon	Protective phone cases		\$ 29.07
9	5/15/2022	5/16/2022	Amazon	Office supplies		\$ 122.85
10	5/18/2022	5/19/2022	Fully Factory GmbH	COVID screening software app license		\$ 36.45
11	5/18/2022	5/19/2022	Facebook	COVID - mask promotion ads		\$ 6.93
12	5/18/2022	5/19/2022	Wells Fargo	German currency fee for Fully Factory GmbH		\$ 0.36
13	5/19/2022	5/23/2022	BAVCO	Backflow repair kit for water leak		\$ 142.00
14	5/20/2022	5/23/2022	Sam's Club	Bottled water for employees		\$ 287.04
15	5/21/2022	5/23/2022	Amazon	Triple monitor mount		\$ 62.42

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
16	5/27/2022	5/30/2022	DMV	Fees for replacement plate #2105		\$ 0.53
17	5/27/2022	5/30/2022	DMV	Fees for replacement plate #2106		\$ 23.00
18	5/30/2022	5/31/2022	Amazon	COVID PPE for employees and riders		\$ 682.68
				Credits and Charges	\$0.00	\$ 2,446.08



Reporting Period : 4/30/2022 - 5/31/2022

Statement Summary

Name	Walter Watcher	Company	Sunline Transit Agency
Account #		Currency	US Dollar
Reporting Period	4/30/2022 - 5/31/2022		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 5/2/2022	5/4/2022	Bavco		X			75.95
Facilities - Repair Parts Backflow rebuild kit Fuel Island.			General Ledger Code: 5099900002 Fund: 00 Division: 23				
<hr/>							
2 5/3/2022	5/3/2022	Amazon Web Services		X			6.40
IT Department - Alexa for Business Subscription			General Ledger Code: 5039903800 Fund: 00 Division: 15				
<hr/>							
3 5/4/2022	5/4/2022	Microsoft*answer Desk		X			499.00
IT Department - Microsoft Technical support Server Related			General Ledger Code: 5099900002 Fund: 00 Division: 15				
<hr/>							
4 5/9/2022	5/11/2022	Arco #42627 Ampm		X			80.50
Fuel - Support Vehicle unit 999			General Ledger Code: 5099900002 Fund: 00 Division: 21				
<hr/>							

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
5 5/11/2022	5/12/2022	Pilot 00007658		X			200.00
		Fuel - Revenue Vehicle Unit 2009 - Commuter Link route 10	General Ledger Code: 5099900002 Fund: 00 Division: 21				
6 5/11/2022	5/13/2022	Shell Oil10056601015		X			85.90
		Fuel - Support Vehicle unit 98	General Ledger Code: 5040102000 Fund: 00 Division: 21				
7 5/12/2022	5/13/2022	Technicianandmechanicj		X			105.00
		HR Department - Add for Mechanic Technician recruiting	General Ledger Code: 5030400000 Fund: 00 Division: 32				
8 5/14/2022	5/16/2022	Amzn Mktp Us		X			29.07
		IT Department - Protective phone cases 2 ea	General Ledger Code: 5099900002 Fund: 00 Division: 15				
9 5/15/2022	5/16/2022	Amzn Mktp Us		X			122.85
		Human Resources - Office Supplies File Folders w/dividers 5 boxes	General Ledger Code: 5099900002 Fund: 00 Division: 00				
10 5/18/2022	5/19/2022	Fully Factory		X			36.45
		IT / SAFETY - Covid Screening software app license	General Ledger Code: 5030300011 Fund: 00 Division: 15				

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
11 5/18/2022	5/19/2022	Facebk 62246ffeg2		X			6.93
		Marketing - Social Media ad for Facemasks	General Ledger Code: 5030303260 Fund: 00 Division: 00				
12 5/18/2022	5/19/2022			X			0.36
		IT / SAFETY - Covid Screening Software app license Currency Fee	General Ledger Code: 5030300011 Fund: 00 Division: 15				
13 5/19/2022	5/23/2022	Bavco		X			142.00
		Facilities - Backflow repair kit Fuel Island	General Ledger Code: 5099900002 Fund: 00 Division: 23				
14 5/20/2022	5/23/2022	Sams Club #6609		X			287.04
		Operations - Bottled water for operators	General Ledger Code: 5099900002 Fund: 00 Division: 11				
15 5/21/2022	5/23/2022	Amzn Mktp Us		X			62.42
		IT Department - Triple Monitor Stand	General Ledger Code: 5099900002 Fund: 00 Division: 15				
16 5/27/2022	5/30/2022	Fd *ca Dmv 683 *svc		X			0.53
		Maintenance DMV Fees for replacement plate unit 2105	General Ledger Code: 5099900002 Fund: 00 Division: 21				

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
17 5/27/2022	5/30/2022	Fd *ca Dmv 683		X			23.00
		Maintenance - DMV fee for replacement plate unit 2105	General Ledger Code: 5099900002 Fund: 00 Division: 21				
<hr/>							
18 5/30/2022	5/31/2022	Amzn Mktp Us		X			682.68
		Safety Dept. - Disposable face masks	General Ledger Code: 5099900002 Fund: 00 Division: 15				
<hr/>							

Transaction Count: 18

Total: 2,446.08

SunLine Transit Agency**CONSENT CALENDAR**

DATE: July 27, 2022

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Monthly Budget Variance Report for May 2022

Summary:

The budget variance report compares revenues and expenses to the respective line item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values. The budgetary figures are represented as a straight line budget. Accordingly, the current monthly budget values are calculated by taking 1/12th of the annual budget. The FYTD budget values for the month of May 2022 are equal to 11/12^{ths} of the yearly budget.

Year to Date Summary

- As of May 31, 2022, the Agency's FYTD revenues are \$1,760,492 or 62.91% above the FYTD budget due to large amounts of emission credit and CNG fueling revenue.
- As of May 31, 2022, the Agency's FYTD expenditures are \$1,383,633 or 3.68% below the FYTD budget.

Monthly Spotlight

- The category of Other Expenses had a negative variance attributed to consulting expenses and temporary help to assist in delivering the Agency's successful grant awards and projects.

Recommendation:

Receive and file.

SunLine Transit Agency
Budget Variance Report
May 2022

Description	FY22 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY22 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Revenues:								
Passenger Revenue	938,400	149,484	78,200	71,284	1,464,876	860,200	604,676	-56.1%
Other Revenue	2,114,326	158,395	176,194	(17,799)	3,093,948	1,938,132	1,155,815	-46.3%
Total Operating Revenue	3,052,726	307,878	254,394	53,485	4,558,824	2,798,332	1,760,492	-49.3%
Operating Expenses:								
Operator & Mechanic Salaries & Wages	9,799,741	719,365	816,645	97,280	8,297,805	8,983,096	685,291	15.3%
Operator & Mechanic Overtime	918,833	73,627	76,569	2,943	857,954	842,264	(15,691)	6.6%
Administration Salaries & Wages	6,360,353	480,774	530,029	49,256	5,401,055	5,830,324	429,269	15.1%
Administration Overtime	119,516	6,126	9,960	3,834	59,616	109,556	49,941	50.1%
Fringe Benefits	10,475,957	833,527	872,996	39,470	8,642,966	9,602,961	959,995	17.5%
Communications	250,000	20,374	20,833	459	224,652	229,167	4,515	10.1%
Legal Services	575,000	80,652	47,917	(32,735)	446,802	527,083	80,281	22.3%
Computer/Network Software Agreement	600,000	50,017	50,000	(17)	612,734	550,000	(62,734)	-2.1%
Uniforms	103,966	5,327	8,664	3,337	62,544	95,302	32,758	39.8%
Contracted Services	654,628	40,989	54,552	13,564	435,771	600,076	164,304	33.4%
Equipment Repairs	8,500	0	708	708	8,286	7,792	(495)	2.5%
Security Services	160,000	13,242	13,333	91	133,202	146,667	13,464	16.7%
Fuel - CNG	1,516,432	155,629	126,369	(29,260)	1,639,030	1,390,063	(248,967)	-8.1%
Fuel - Hydrogen	845,934	99,032	70,495	(28,537)	1,012,144	775,440	(236,705)	-19.6%
Tires	226,183	16,097	18,849	2,752	178,925	207,334	28,409	20.9%
Office Supplies	70,392	6,754	5,866	(888)	54,334	64,526	10,192	22.8%
Travel/Training	96,680	17,747	8,057	(9,691)	89,031	88,623	(408)	7.9%
Repair Parts	1,436,101	115,315	119,675	4,360	1,182,429	1,316,426	133,997	17.7%
Facility Maintenance	41,300	889	3,442	2,553	38,614	37,858	(756)	6.5%
Electricity - CNG & Hydrogen	1,230,000	111,601	102,500	(9,101)	1,093,060	1,127,500	34,440	11.1%
Natural Gas	1,175,000	142,325	97,917	(44,409)	1,585,245	1,077,083	(508,161)	-34.9%
Water and Gas	10,575	760	881	121	9,746	9,694	(52)	7.8%
Insurance Losses	1,850,000	108,748	154,167	45,418	1,534,836	1,695,833	160,997	17.0%
Insurance Premium - Property	50,000	6,579	4,167	(2,412)	73,128	45,833	(27,295)	-46.3%
Repair Claims	200,000	14,349	16,667	2,317	82,226	183,333	101,107	58.9%
Fuel Taxes	94,400	4,521	7,867	3,346	77,711	86,533	8,823	17.7%
Other Expenses	4,621,150	405,258	385,096	(20,162)	4,958,627	4,236,054	(722,573)	-7.3%
Self Consumed Fuel	(2,487,067)	(254,488)	(207,256)	47,232	(2,591,788)	(2,279,811)	311,977	-4.2%
Total Operating Expenses (Before Depreciation)	41,003,574	3,275,135	3,416,965	141,829	36,200,685	37,586,610	1,385,925	11.7%
Operating Expenses in Excess of Operating Revenue		\$ (2,967,257)			\$ (31,641,861)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	7,262,861	567,860	605,238	37,378	6,055,476	6,657,623	602,147	16.6%
State - LTF, LCTOP	7,135,429	557,897	594,619	36,722	5,949,228	6,540,810	591,582	16.6%
Federal	23,552,558	1,841,500	1,962,713	121,213	19,637,157	21,589,845	1,952,688	16.6%
Total Subsidies	37,950,848	2,967,257	3,162,571	195,314	31,641,861	34,788,277	3,146,417	16.6%
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -			

*Item identified on monthly spotlight.

SunLine Transit Agency
Budget Variance Report
May 2022

Description	FY22 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY22 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Expenses:								
Wages & Benefits	27,674,400	2,113,417	2,306,200	192,783	23,259,395	25,368,200	2,108,805	16.0%
Services	4,081,926	386,613	340,161	(46,453)	3,866,879	3,741,766	(125,113)	5.3%
Fuels & Lubricants	2,525,519	266,660	210,460	(56,200)	2,808,468	2,315,059	(493,409)	-11.2%
Tires	226,183	16,097	18,849	2,752	178,925	207,334	28,409	20.9%
Materials and Supplies	1,857,038	131,748	154,753	23,005	1,558,871	1,702,285	143,414	16.1%
Utilities	2,699,927	277,780	224,994	(52,786)	2,982,116	2,474,933	(507,183)	-10.5%
Casualty & Liability	3,355,200	244,014	279,600	35,586	2,948,961	3,075,600	126,639	12.1%
Taxes and Fees	94,400	4,521	7,867	3,346	77,711	86,533	8,823	17.7%
Miscellaneous Expenses	976,048	88,773	81,337	(7,436)	1,111,147	894,711	(216,436)	-13.8%
Self Consumed Fuel	(2,487,067)	(254,488)	(207,256)	47,232	(2,591,788)	(2,279,811)	311,977	-4.2%
Total Operating Expenses (Before Depreciation)	41,003,574	3,275,135	3,416,965	141,829	36,200,685	37,586,610	1,385,925	11.7%
Revenues:								
Passenger Revenue	938,400	149,484	78,200	71,284	1,464,876	860,200	604,676	-56.1%
Other Revenue	2,114,326	158,395	176,194	(17,799)	3,093,948	1,938,132	1,155,815	-46.3%
Total Operating Revenue	3,052,726	307,878	254,394	53,485	4,558,824	2,798,332	1,760,492	-49.3%
Net Operating Gain (Loss)		\$ (2,967,257)			\$ (31,641,861)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	7,262,861	567,860	605,238	37,378	6,055,476	6,657,623	602,147	16.6%
State - LTF, LCTOP	7,135,429	557,897	594,619	36,722	5,949,228	6,540,810	591,582	16.6%
Federal - CMAQ,5307,5309,5310,5311,5311(f),5312	23,552,558	1,841,500	1,962,713	121,213	19,637,157	21,589,845	1,952,688	16.6%
Total Subsidies	37,950,848	2,967,257	3,162,571	195,314	31,641,861	34,788,277	3,146,417	16.6%
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 May, ridership was at 9.4% above FY21 FYTD totals.
- Total system ridership was 181,389 trips above FY21 FYTD amounts.

Ridership

	FY21-May	FY22-May	Variance	%Δ
Fixed Route	164,969	210,945	45,976	27.9%
Paratransit	6,809	9,010	2,201	32.3%
SolVan	1,330	1,602	272	20.5%
SunRide	249	454	205	-
System Total	173,357	222,011	48,654	28.1%

Ridership

	FYTD-FY21	FYTD-FY22	Variance	%Δ
Fixed Route	1,848,318	1,996,731	148,413	8.0%
Paratransit	64,016	92,532	28,516	44.5%
SolVan	14,757	15,456	699	4.7%
SunRide	817	4,578	3,761	-
System Total	1,927,908	2,109,297	181,389	9.4%

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.

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 primarily attributed to unexpected repairs to a bus lift in the month of September.

Security Services

- Savings in security services are attributed to incurring expenses later than anticipated for remote security monitoring 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

- Travel/Training expenditures are within an acceptable range of the budgeted amount.

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 have been less than anticipated. Expenses for work on vehicles will be incurred once the work is complete.

Fuel Taxes

- Outside fuel sales are currently \$249,515 above FY21 FYTD amounts.
- For May, sales decreased by \$15,336 from the previous month.
- Fuel Tax expenses are within an acceptable range of the budget.

Outside Fueling Revenue

	Revenue	Variance FY21 vs. FY22	Variance Previous Month	%Δ FY21 vs FY22	%Δ Previous Month
May FY21	\$ 89,334				
May FY22	\$ 65,758	\$ (23,576)	\$ (15,336)	-26.39%	-18.91%
April FY22	\$ 81,094				
FYTD May FY21	\$ 630,152				
FYTD May FY22	\$ 879,667	\$ 249,515		39.60%	

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 increased expenses for consulting services.
- 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: July 27, 2022 **RECEIVE & FILE**

TO: Finance/Audit Committee
Board of Directors

RE: Contracts Signed between \$25,000 and \$100,000 for June 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 June 2022, there were two (2) agreements, one (1) amendment and five (5) purchase orders executed between \$25,000 and \$100,000:

Vendor	Purpose	Amount
Agreement Dynamics	Facilitator Services for ATU/SunLine Labor Negotiations	\$26,000.00
Harbor Diesel & Equipment	Purchase of Fixed Route Bus Transmission	\$26,915.95
Trapeze Group	Yearly Software Maintenance - Workforce Management	\$57,742.00
Trapeze Group	Yearly Software Maintenance - Scheduling	\$26,979.00
Trapeze Group	Yearly Software Maintenance - Paratransit Dispatching	\$26,216.00
Zen and the Art of Clean Energy	Liquid Hydrogen Project Management	\$75,000.00
Veronica Stumpf	Enterprise Asset Management Project Management	\$50,000.00
Luminator Technology	Camera Systems for Buses	\$26,223.61

Recommendation:

Receive and file.

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

June 2022

Vendor	Product/Service	Need	Budgeted	Budgeted Amount	Cost	Type
Agreement Dynamics	Facilitator Services	Support labor negotiations	FY22 FY23	\$26,000.00	\$26,000.00	Executed Amendment
Harbor Diesel & Equipment	Fixed Route Repair Parts	Replacement transmission	FY23	\$28,000.00	\$26,915.95	Purchase Order
Trapeze Group	Specialized Software	Yearly Software Maintenance - Workforce Management	FY22 FY23	\$57,742.00	\$57,742.00	Purchase Order
Trapeze Group	Specialized Software	Yearly Software Maintenance - Scheduling	FY22 FY23	\$26,979.00	\$226,979.00	Purchase Order
Trapeze Group	Specialized Software	Yearly Software Maintenance - Paratransit Dispatching	FY22 FY23	\$26,216.00	\$26,216.00	Purchase Order
Zen and the Art of Clean Energy	Project Management	Technical LH2 project support	FY22 FY23 FY24	\$75,000.00	\$75,000.00	Executed Agreement
Veronica Stumpf	Project Management	Implementation of a new asset management system	FY23	\$50,000.00	\$50,000.00	Executed Agreement
Illuminator	Onboard Cameras	4 Camera systems for H2 Ride	FY22 FY23	\$26,223.61	\$26,223.61	Purchase Order

SunLine Transit Agency
CONSENT CALENDAR

DATE: July 27, 2022

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

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

Summary:

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

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

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

Union

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	32.4%	16% – 56%
	International Equity	13.8%	0% - 39%
	Other	4.0%	0% – 20%
Income Assets			
	Fixed Income	34.8%	25% - 65%
	Other	2.8%	0% – 20%
Real Return Assets		4.2%	0% – 20%
Cash Equivalents		8.1%	0% – 20%

Non-Union

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	32.4%	16% – 56%
	International Equity	13.8%	0% - 39%
	Other	4.0%	0% – 20%
Income Assets			
	Fixed Income	34.8%	25% - 65%
	Other	2.8%	0% – 20%
Real Return Assets		4.2%	0% – 20%
Cash Equivalents		8.0%	0% – 20%

For the month of May, the market value of assets decreased by \$116,530 and \$121,812 for the union and non-union plans, respectively.

Month to Month Asset Comparison

Month	Market Value - Union	Market Value – Non-Union
April 2022	\$36,672,506	\$36,728,241
May 2022	\$36,555,976	\$36,606,429
Increase (Decrease)	(\$116,530)	(\$121,812)

Recommendation:

Receive and file.

Portfolio Summary and Statistics

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

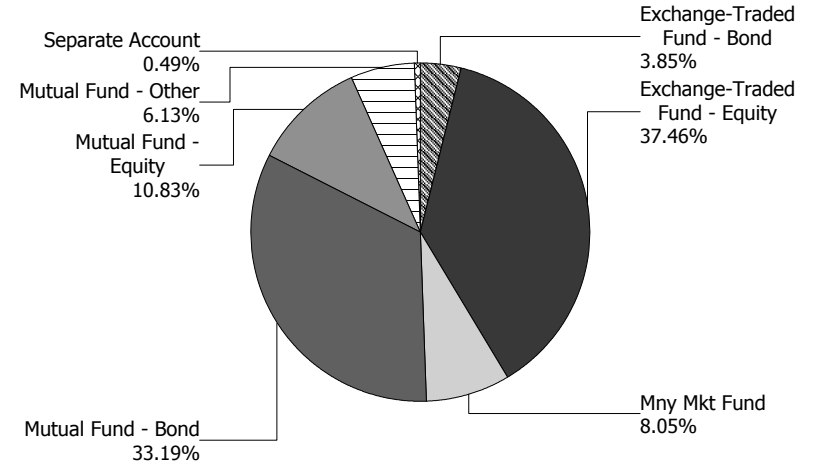
SUNLINE EMPLOYEES RETIREMENT BARGAINING

Account Summary

Description	Par Value	Market Value	Percent
Separate Account	179,293.95	179,293.95	0.49
Mutual Fund - Other	137,579.89	2,239,631.40	6.13
Mutual Fund - Equity	145,949.83	3,958,033.15	10.83
Mutual Fund - Bond	1,189,110.07	12,131,728.24	33.19
Money Market Mutual Fund	2,943,887.64	2,943,887.64	8.05
Exchange-Traded Fund - Equity	137,337.00	13,694,598.17	37.46
Exchange-Traded Fund - Bond	34,899.00	1,408,802.97	3.85
Managed Account Sub-Total	4,768,057.38	36,555,975.52	100.00%
Accrued Interest		0.00	
Total Portfolio	4,768,057.38	36,555,975.52	

Unsettled Trades 0.00 0.00

Sector Allocation



Detail of Securities Held & Market Analytics

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

SUNLINE EMPLOYEES RETIREMENT BARGAINING

Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Bond										
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	2,389.00	60.31	144,080.59	52.67	125,828.63	(18,251.96)	0.34
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	5,177.00	57.68	298,614.54	52.67	272,672.59	(25,941.95)	0.75
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	633.00	56.99	36,074.67	52.67	33,340.11	(2,734.56)	0.09
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	1,146.00	61.13	70,054.98	52.67	60,359.82	(9,695.16)	0.17
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	631.00	56.69	35,771.39	52.67	33,234.77	(2,536.62)	0.09
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	965.00	61.01	58,874.65	52.67	50,826.55	(8,048.10)	0.14
ISHARES PREFERRED&INCOME SECURITIES ETF		464288687	PFF	13,884.00	39.22	544,524.93	34.75	482,469.00	(62,055.93)	1.32
ISHARES PREFERRED&INCOME SECURITIES ETF		464288687	PFF	10,074.00	39.10	393,892.39	34.75	350,071.50	(43,820.89)	0.96
Security Type Sub-Total				34,899.00		1,581,888.14	385.52	1,408,802.97	(173,085.17)	3.86
Exchange-Traded Fund - Equity										
INVESCO OPT YIELD DIVERSIFIED COMMODITY		46090F100	PDBC	24,046.00	17.14	412,148.44	19.51	469,137.46	56,989.02	1.28
INVESCO OPT YIELD DIVERSIFIED COMMODITY		46090F100	PDBC	15,511.00	16.68	258,723.48	19.51	302,619.61	43,896.13	0.83
INVESCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	2,440.00	155.89	380,371.12	148.93	363,389.20	(16,981.92)	0.99
INVESCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	3,263.00	156.88	511,899.11	148.93	485,958.59	(25,940.52)	1.33
ISHARES CORE S&P MIDCAP ETF		464287507	IJH	2,656.00	276.40	734,118.40	251.18	667,134.08	(66,984.32)	1.83
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	3,251.00	117.36	381,537.03	101.28	329,261.28	(52,275.75)	0.90
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,257.00	107.25	134,813.12	101.28	127,308.96	(7,504.16)	0.35
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	884.00	106.82	94,428.35	101.28	89,531.52	(4,896.83)	0.24
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,234.00	106.97	132,000.86	101.28	124,979.52	(7,021.34)	0.34
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	5,979.00	49.91	298,408.30	45.51	272,104.29	(26,304.01)	0.75
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	4,354.00	49.33	214,780.21	45.51	198,150.54	(16,629.67)	0.54
VANGUARD TOTAL INTL STOCK		921909768	VXUS	553.00	64.35	35,585.55	56.71	31,360.63	(4,224.92)	0.09
VANGUARD TOTAL INTL STOCK		921909768	VXUS	23,203.00	52.12	1,209,340.36	56.71	1,315,842.13	106,501.77	3.60
VANGUARD TOTAL INTL STOCK		921909768	VXUS	6,979.00	65.37	456,217.23	56.71	395,779.09	(60,438.14)	1.08
VANGUARD TOTAL INTL STOCK		921909768	VXUS	593.00	56.01	33,213.93	56.71	33,629.03	415.10	0.09

Detail of Securities Held & Market Analytics

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

SUNLINE EMPLOYEES RETIREMENT BARGAINING

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Equity									
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	39,155.00	169.04	6,618,761.20	206.36	8,080,025.80	1,461,264.60	22.10
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	433.00	233.92	101,287.36	206.36	89,353.88	(11,933.48)	0.24
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	1,546.00	226.21	349,720.35	206.36	319,032.56	(30,687.79)	0.87
Security Type Sub-Total			137,337.00		12,357,354.40	1,930.12	13,694,598.17	1,337,243.77	37.45
Money Market Mutual Fund									
FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	2,943,887.64	1.00	2,943,887.64	1.00	2,943,887.64	0.00	8.05
Security Type Sub-Total			2,943,887.64		2,943,887.64	1.00	2,943,887.64	0.00	8.05
Mutual Fund - Bond									
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	309,601.29	11.65	3,608,298.90	10.47	3,241,525.53	(366,773.37)	8.87
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	215,686.03	10.81	2,332,317.32	9.91	2,137,448.56	(194,868.76)	5.85
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	64,772.50	5.65	365,704.02	5.18	335,521.53	(30,182.49)	0.92
PACIFIC FUNDS FLOATING RATE INCOME FUND	69447T771	PLFRX	114,293.16	9.70	1,108,169.26	9.38	1,072,069.88	(36,099.38)	2.93
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTROX	248,534.26	14.77	3,670,315.73	12.81	3,183,723.87	(486,591.86)	8.71
VOYA INTERMEDIATE BOND R6	92913L569	IIBZX	236,222.83	10.56	2,494,232.80	9.15	2,161,438.87	(332,793.93)	5.91
Security Type Sub-Total			1,189,110.07		13,579,038.03	56.90	12,131,728.24	(1,447,309.79)	33.19
Mutual Fund - Equity									
HARDING LOEVNER INTERNATIONAL EQUITY POR	412295107	HLMIX	45,850.50	25.54	1,171,145.06	24.73	1,133,882.80	(37,262.26)	3.10
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	SEMTX	31,093.23	19.14	595,178.73	16.46	511,794.63	(83,384.10)	1.40
JENSEN QUALITY GROWTH-Y	476313408	JENYX	20,300.74	49.58	1,006,459.83	57.82	1,173,788.54	167,328.71	3.21
JOHCM INTERNATIONAL SELECT I	46653M849	JOHIX	48,602.53	23.44	1,139,436.53	23.40	1,137,299.15	(2,137.38)	3.11
MFS EMERGING MARKETS DEBT R6	552746364	MEDHX	102.84	12.33	1,268.00	12.33	1,268.00	0.00	0.00
VANGUARD TOT INST ST IDX - ADM	921909818	VTIAX	0.00	33.33	0.03	30.49	0.03	0.00	0.00
Security Type Sub-Total			145,949.83		3,913,488.18	165.23	3,958,033.15	44,544.97	10.82

Detail of Securities Held & Market Analytics

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

SUNLINE EMPLOYEES RETIREMENT BARGAINING

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Mutual Fund - Other									
COHEN & STEERS INST REALTY SHARES	19247U106	CSRIX	14,519.65	46.25	671,535.35	50.82	737,888.46	66,353.11	2.02
PIMCO COMMODITY REAL RETURN STRATEGY	722005667	PCRIX	98,787.34	6.54	645,777.72	7.86	776,468.46	130,690.74	2.12
PRINCIPAL RE SECURITIES INST FUND	74253Q580	PIREX	24,272.91	27.53	668,170.10	29.88	725,274.48	57,104.38	1.98
Security Type Sub-Total			137,579.89		1,985,483.17	88.56	2,239,631.40	254,148.23	6.12
Separate Account									
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	30,625.00	1.00	30,625.00	100.00	30,625.00	0.00	0.08
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	34,300.00	1.00	34,300.00	100.00	34,300.00	0.00	0.09
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	23,562.70	1.00	23,562.70	100.00	23,562.70	0.00	0.06
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	22,050.00	1.00	22,050.00	100.00	22,050.00	0.00	0.06
NB SECONDARY OPPORTUNITIES FUND V	NBSOFV007	SA425	68,756.25	1.00	68,756.25	100.00	68,756.25	0.00	0.19
Security Type Sub-Total			179,293.95		179,293.95	500.00	179,293.95	0.00	0.48
Managed Account Sub-Total			4,768,057.38		36,540,433.51	3,127.33	36,555,975.52	15,542.01	99.97
Securities Sub-Total			\$4,768,057.38		\$36,540,433.51	\$3,127.33	\$36,555,975.52	\$15,542.01	99.97%
Accrued Interest							\$0.00		
Total Investments							\$36,555,975.52		

Portfolio Summary and Statistics

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

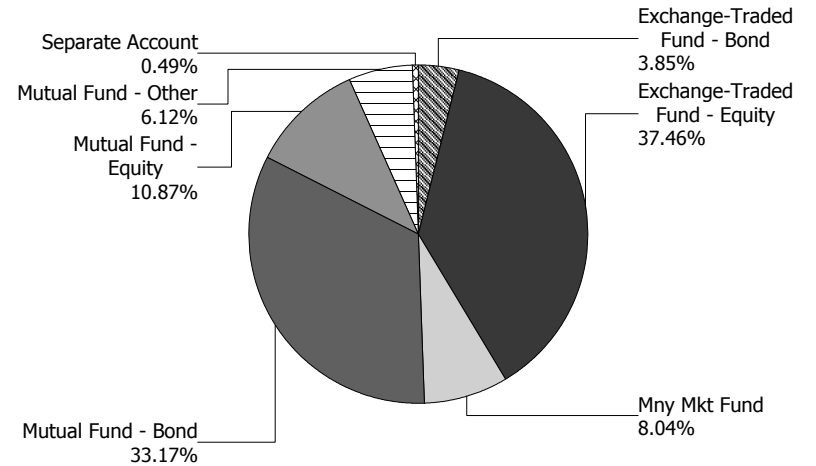
SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN

Account Summary

Description	Par Value	Market Value	Percent
Separate Account	179,293.95	179,293.95	0.49
Mutual Fund - Other	137,713.16	2,240,658.13	6.12
Mutual Fund - Equity	146,896.20	3,980,024.23	10.87
Mutual Fund - Bond	1,190,295.27	12,143,448.63	33.17
Money Market Mutual Fund	2,944,130.10	2,944,130.10	8.04
Exchange-Traded Fund - Equity	137,431.00	13,708,744.32	37.46
Exchange-Traded Fund - Bond	34,931.00	1,410,130.01	3.85
Managed Account Sub-Total	4,770,690.68	36,606,429.37	100.00%
Accrued Interest		0.00	
Total Portfolio	4,770,690.68	36,606,429.37	

Unsettled Trades 0.00 0.00

Sector Allocation



Detail of Securities Held & Market Analytics

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

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Bond									
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	633.00	56.99	36,074.67	52.67	33,340.11	(2,734.56)	0.09
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	982.00	61.01	59,911.82	52.67	51,721.94	(8,189.88)	0.14
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	5,189.00	57.68	299,306.70	52.67	273,304.63	(26,002.07)	0.75
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	631.00	56.69	35,771.39	52.67	33,234.77	(2,536.62)	0.09
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	2,405.00	60.31	145,045.55	52.67	126,671.35	(18,374.20)	0.35
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,113.00	61.13	68,037.69	52.67	58,621.71	(9,415.98)	0.16
ISHARES PREFERRED&INCOME SECURITIES ETF	464288687	PFF	13,883.00	39.22	544,485.71	34.75	482,434.25	(62,051.46)	1.32
ISHARES PREFERRED&INCOME SECURITIES ETF	464288687	PFF	10,095.00	39.10	394,713.49	34.75	350,801.25	(43,912.24)	0.96
Security Type Sub-Total			34,931.00		1,583,347.02	385.52	1,410,130.01	(173,217.01)	3.86
Exchange-Traded Fund - Equity									
INVESCO OPT YIELD DIVERSIFIED COMMODITY	46090F100	PDBC	24,045.00	17.14	412,131.30	19.51	469,117.95	56,986.65	1.28
INVESCO OPT YIELD DIVERSIFIED COMMODITY	46090F100	PDBC	15,558.00	16.68	259,507.44	19.51	303,536.58	44,029.14	0.83
INVESCO S&P 500 EQUAL WEIGHT ETF	46137V357	RSP	2,437.00	155.89	379,903.45	148.93	362,942.41	(16,961.04)	0.99
INVESCO S&P 500 EQUAL WEIGHT ETF	46137V357	RSP	3,264.00	156.88	512,055.99	148.93	486,107.52	(25,948.47)	1.33
ISHARES CORE S&P MIDCAP ETF	464287507	IJH	2,662.00	276.40	735,776.80	251.18	668,641.16	(67,135.64)	1.83
ISHARES CORE S&P SMALL-CAP E	464287804	IJR	886.00	106.82	94,641.99	101.28	89,734.08	(4,907.91)	0.25
ISHARES CORE S&P SMALL-CAP E	464287804	IJR	1,256.00	107.25	134,705.87	101.28	127,207.68	(7,498.19)	0.35
ISHARES CORE S&P SMALL-CAP E	464287804	IJR	3,250.00	117.36	381,419.68	101.28	329,160.00	(52,259.68)	0.90
ISHARES CORE S&P SMALL-CAP E	464287804	IJR	1,233.00	106.97	131,893.89	101.28	124,878.24	(7,015.65)	0.34
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	5,980.00	49.91	298,458.21	45.51	272,149.80	(26,308.41)	0.74
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	4,352.00	49.33	214,681.55	45.51	198,059.52	(16,622.03)	0.54
VANGUARD TOTAL INTL STOCK	921909768	VXUS	580.00	56.01	32,485.80	56.71	32,891.80	406.00	0.09
VANGUARD TOTAL INTL STOCK	921909768	VXUS	632.00	64.35	40,669.20	56.71	35,840.72	(4,828.48)	0.09
VANGUARD TOTAL INTL STOCK	921909768	VXUS	23,215.00	52.12	1,209,965.80	56.71	1,316,522.65	106,556.85	3.60
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,883.00	65.37	449,941.71	56.71	390,334.93	(59,606.78)	1.07

Detail of Securities Held & Market Analytics

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

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Equity									
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	1,551.00	226.21	350,851.40	206.36	320,064.36	(30,787.04)	0.87
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	39,214.00	169.04	6,628,734.56	206.36	8,092,201.04	1,463,466.48	22.11
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	433.00	233.92	101,287.36	206.36	89,353.88	(11,933.48)	0.24
Security Type Sub-Total			137,431.00		12,369,112.00	1,930.12	13,708,744.32	1,339,632.32	37.45
Money Market Mutual Fund									
FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	2,944,130.10	1.00	2,944,130.10	1.00	2,944,130.10	0.00	8.04
Security Type Sub-Total			2,944,130.10		2,944,130.10	1.00	2,944,130.10	0.00	8.04
Mutual Fund - Bond									
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	309,961.53	11.66	3,613,944.68	10.47	3,245,297.17	(368,647.51)	8.87
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	215,623.64	10.82	2,332,483.41	9.91	2,136,830.23	(195,653.18)	5.84
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	64,941.25	5.65	366,656.13	5.18	336,395.67	(30,260.46)	0.92
PACIFIC FUNDS FLOATING RATE INCOME FUND	69447T771	PLFRX	114,428.38	9.70	1,109,474.41	9.38	1,073,338.21	(36,136.20)	2.93
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTROX	248,831.14	14.77	3,674,533.53	12.81	3,187,526.89	(487,006.64)	8.71
VOYA INTERMEDIATE BOND R6	92913L569	IIBZX	236,509.34	10.56	2,498,000.49	9.15	2,164,060.46	(333,940.03)	5.91
Security Type Sub-Total			1,190,295.27		13,595,092.65	56.90	12,143,448.63	(1,451,644.02)	33.18
Mutual Fund - Equity									
HARDING LOEVNER INTERNATIONAL EQUITY POR	412295107	HLMIX	46,050.87	25.52	1,175,159.20	24.73	1,138,838.01	(36,321.19)	3.11
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	SEMTX	31,134.75	19.14	595,877.60	16.46	512,478.00	(83,399.60)	1.40
JENSEN QUALITY GROWTH-Y	476313408	JENYX	20,296.89	49.58	1,006,384.71	57.82	1,173,566.09	167,181.38	3.21
JOHCM INTERNATIONAL SELECT I	46653M849	JOHIX	49,310.87	23.38	1,153,119.54	23.40	1,153,874.27	754.73	3.15
MFS EMERGING MARKETS DEBT R6	552746364	MEDHX	102.82	12.33	1,267.82	12.33	1,267.82	0.00	0.00
VANGUARD TOTAL STOCK MARKET INDEX	922908801	VITXS	0.00	75.00	0.03	100.56	0.04	0.01	0.00
Security Type Sub-Total			146,896.20		3,931,808.90	235.30	3,980,024.23	48,215.33	10.87

Detail of Securities Held & Market Analytics

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

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Mutual Fund - Other									
COHEN & STEERS INST REALTY SHARES	19247U106	CSRIX	14,519.49	46.24	671,321.18	50.82	737,880.49	66,559.31	2.02
PIMCO COMMODITY REAL RETURN STRATEGY	722005667	PCRIX	98,921.39	6.54	646,697.12	7.86	777,522.16	130,825.04	2.12
PRINCIPAL RE SECURITIES INST FUND	74253Q580	PIREX	24,272.27	27.52	667,930.47	29.88	725,255.48	57,325.01	1.98
Security Type Sub-Total			137,713.16		1,985,948.77	88.56	2,240,658.13	254,709.36	6.12
Separate Account									
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	23,562.70	1.00	23,562.70	100.00	23,562.70	0.00	0.06
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	30,625.00	1.00	30,625.00	100.00	30,625.00	0.00	0.08
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	22,050.00	1.00	22,050.00	100.00	22,050.00	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	0.09
NB SECONDARY OPPORTUNITIES FUND V	NBSOFV008	SA426	68,756.25	1.00	68,756.25	100.00	68,756.25	0.00	0.19
Security Type Sub-Total			179,293.95		179,293.95	500.00	179,293.95	0.00	0.48
Managed Account Sub-Total			4,770,690.68		36,588,733.39	3,197.40	36,606,429.37	17,695.98	100.00
Securities Sub-Total			\$4,770,690.68		\$36,588,733.39	\$3,197.40	\$36,606,429.37	\$17,695.98	100.00%
Accrued Interest							\$0.00		
Total Investments							\$36,606,429.37		

SunLine Transit Agency
CONSENT CALENDAR

DATE: July 27, 2022

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Ridership Report June 2022

Summary:

	Monthly Ridership		Monthly Variance	
	Jun-22	Jun-21	Net	Percent
Fixed Route	183,375	151,759	31,616	20.8%
SolVan	1,654	1,271	383	30.1%
SunRide	402	291	111	27.6%
Taxi Voucher*	383	280	103	26.9%
SunDial	9,057	7,113	1,944	27.3%
Total	194,871	160,714	34,157	21.3%

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

2022 Fiscal Year To Date Ridership	
Fiscal Year 2022	2,307,061
Fiscal Year 2021	2,092,668
Ridership Variance	214,394

Fiscal year to date system ridership is up by 214,394 rides or 10.2% 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.

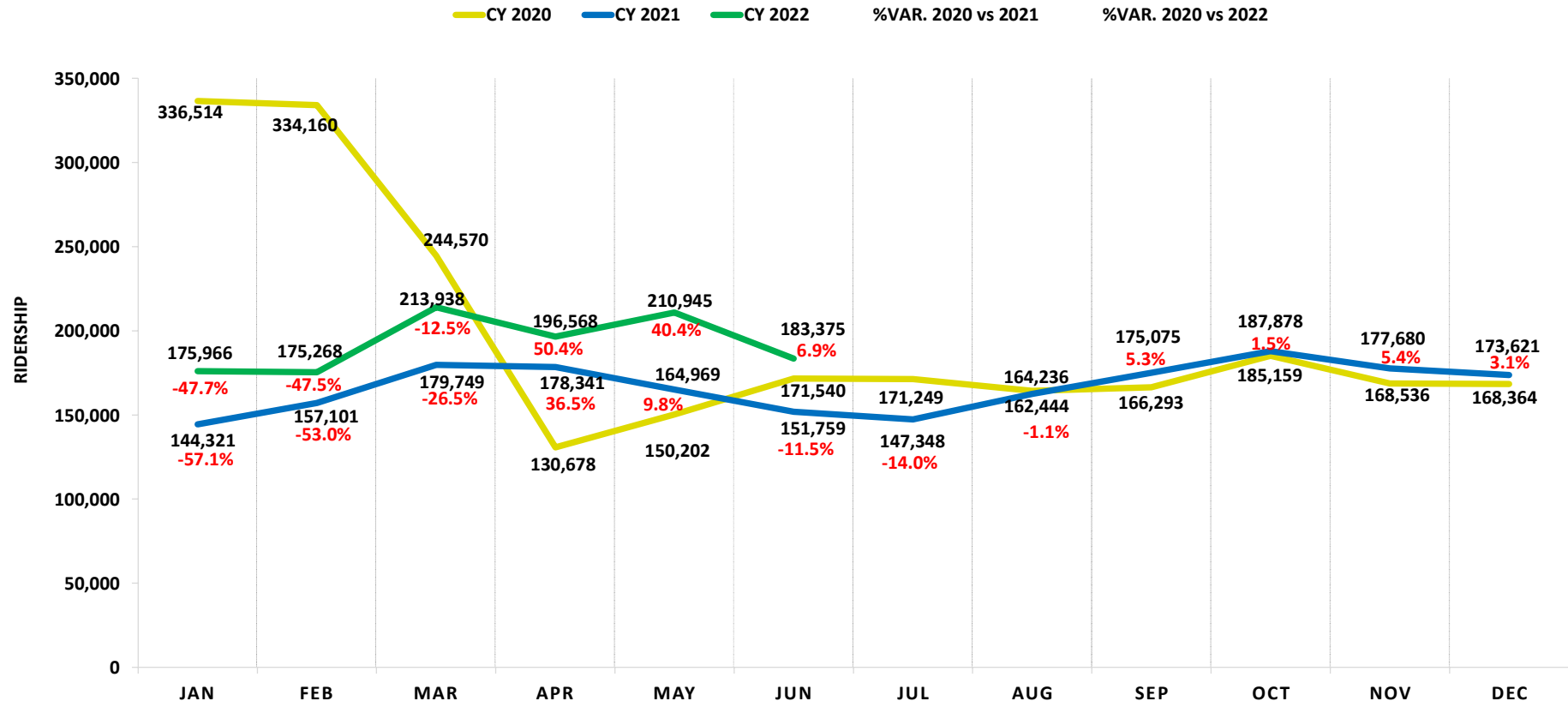


SunLine Transit Agency Monthly Ridership Report June 2022

Fixed Route	Description	Jun 2022	Jun 2021	FY 2022	FY 2021	Monthly KPI		Bikes		Wheelchairs	
				YTD	YTD	Passengers/ Rev. Hours	Passengers/ Rev. Miles	Monthly	FYTD	Monthly	FYTD
Route 1	Coachella - Hwy 111 - Palm Springs	79,633	68,458	898,073	456,141	13.0	0.8	3,865	41,353	752	7,771
Route 2	Desert Hot Springs - Palm Springs - Cathedral City	50,460	43,116	585,384	276,883	18.1	1.3	2,023	21,398	422	5,393
Route 3	Desert Hot Springs - Desert Edge	4,736	3,402	59,455	22,291	11.7	0.7	103	1,190	90	689
Route 4	Westfield Palm Desert - Palm Springs	15,894	13,699	188,347	85,075	8.6	0.6	654	7,539	73	1,236
Route 5*	Desert Hot Springs - CSUSB - Palm Desert	1,248	-	12,676	-	5.5	0.2	60	619	9	70
Route 6	Coachella - Fred Waring - Westfield Palm Desert	6,015	4,772	78,443	26,897	5.3	0.4	223	2,572	59	538
Route 7	Bermuda Dunes - Indian Wells - La Quinta	4,766	4,528	64,168	29,349	10.3	0.8	239	3,500	36	605
Route 8	North Indio - Coachella - Thermal/Mecca	13,326	9,493	134,346	56,942	7.5	0.5	354	3,626	52	795
Route 9	North Shore - Mecca - Oasis	5,572	3,908	69,132	19,307	6.1	0.3	48	694	17	457
Route 10*	Indio - CSUSB - San Bernardino - Metrolink	949	-	19,948	-	10.0	0.1	22	189	6	55
Route 200 SB*	Palm Springs High School AM Tripper	44	17	3,370	171	33.2	1.6	2	16	-	3
Route 400 SB*	Raymond Cree / Palm Springs HS Tripper	20	3	1,611	49	14.6	0.9	-	3	-	4
Route 401 SB/NB*	Vista Chino / Sunrise PM Tripper	-	-	206	-	8.0	0.6	-	-	-	-
Route 402 NB*	Palm Canyon / Stevens AM Tripper	5	5	515	51	10.1	0.7	-	5	-	-
Route 403 NB*	Vista Chino / Sunrise PM Tripper	10	2	1,356	53	26.9	0.9	-	3	-	2
Route 500 SB*	Westfield Palm Desert PM Tripper	55	14	2,712	173	36.7	2.3	-	115	-	3
Route 501 NB*	Palm Desert High School AM Tripper	-	4	95	65	13.1	0.9	-	27	-	3
Route 700 SB/NB*	Harris / Washington - Calle Madrid / Ave Vallejo AM Tripper	57	16	4,007	275	22.5	1.4	1	66	-	6
Route 701 SB/NB*	Harris / Washington - Calle Madrid / Ave Vallejo PM Tripper	82	60	8,963	520	49.6	3.3	1	45	-	8
Route 800 NB*	Shadow Hills High School AM Tripper	134	66	15,784	678	82.9	4.1	10	31	-	4
Route 801 SB*	Jackson / 44th PM Tripper	166	178	20,766	1,101	126.6	7.5	-	2	1	20
Route 802 SB*	Hwy 111 / Golf Center Pkwy PM Tripper	51	-	4,429	59	25.2	1.3	-	1	-	-
Route 803 NB*	Shadow Hills High School AM Tripper	152	18	6,320	160	50.4	2.5	-	1	-	1
Fixed Route Total		183,375	151,759	2,180,106	2,000,077	11.6	0.7	7,605	82,995	1,517	17,663
SolVan		1,654	1,271	17,110	16,028						
SunRide		402	291	4,980	1,108						
Taxi Voucher		383	280	3,276	4,326						
SunDial		9,057	7,113	101,589	71,129	1.9	0.1				
System Total		194,871	160,714	2,307,061	2,092,668	9.1	0.6				
		Jun-22	Jun-21								
	Weekdays:	22	22								
	Saturdays:	4	4								
	Sundays:	4	4								
	Total Days:	30	30								

Trippler 501 is no longer active on Level 2 since Route 5 started operations. Trippler 401 is not in service for Level 2.

Fixed Route Ridership COVID-19 Recovery

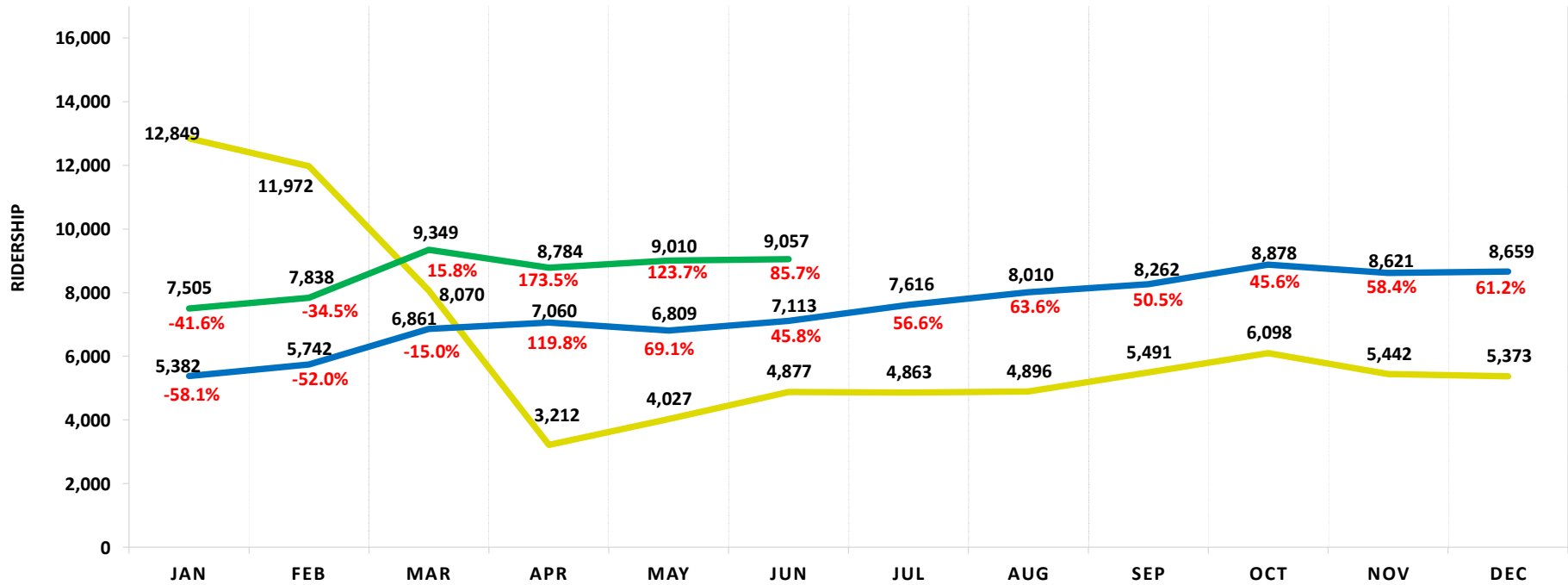


Since March 21, 2020, thru September 4, 2021, SunLine operated at a reduced level of service, Level 3, in response to the COVID-19 disease. January 2021 fixed route ridership was calculated from January 3, 2021, to maintain data integrity of the new Refueled system. FY 2022 data includes the resumption 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

Paratransit Ridership COVID-19 Recovery

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



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

SunLine Transit Agency
CONSENT CALENDAR

DATE: July 27, 2022

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: SunDial Operational Notes for June 2022

Summary:

The attached report summarizes SunDial's operation for the month of June 2022. This report identifies that the on-time performance continues to exceed the internal standard goal of 85%. In June, paratransit met and exceeded the internal service goal at 86%. Fiscal year to date, SunDial has maintained an on-time performance of 88.6%. Total vehicle miles for June 2022, decreased by 2,338 compared to June 2021. Mobility device boardings for June 2022, increased by 478 compared to June 2021. Field Supervisors performed 51 onboard inspections and 58 safety evaluations which included pre-trip inspections and trailing evaluations.

Total trips for the month of June were 8,650. When compared to June 2021, this is an increase of 2,019 trips or 30.4%. Total passengers for the month of June were 9,057. When compared to June 2021, this is an increase of 1,944 passengers or 27.3%.

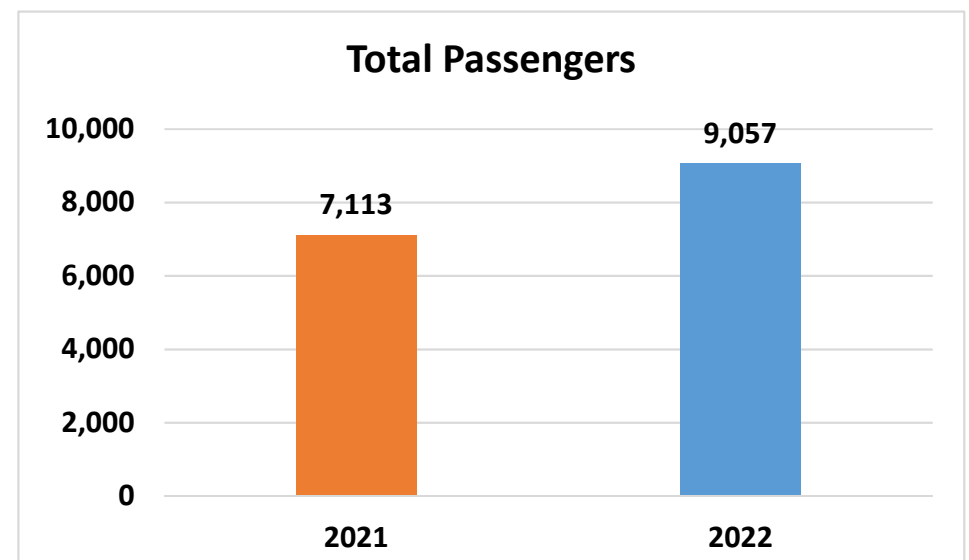
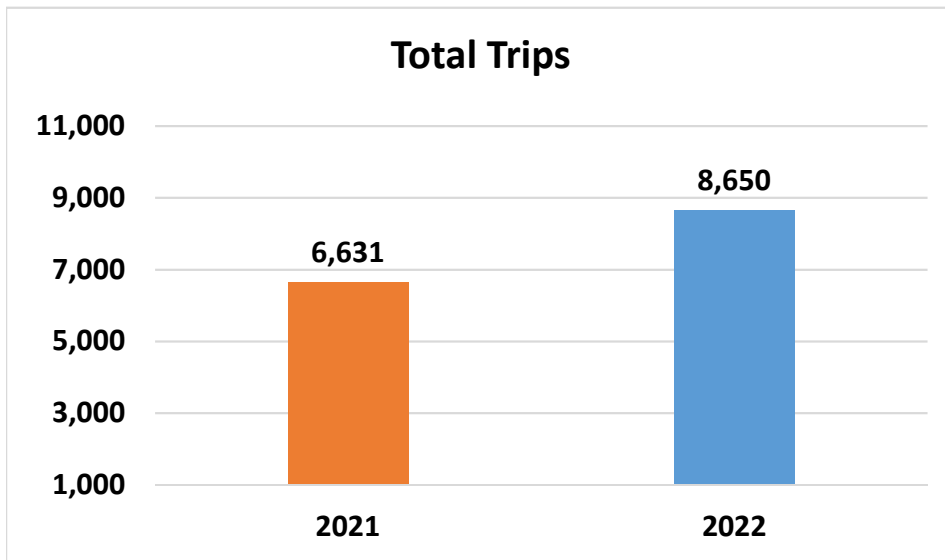
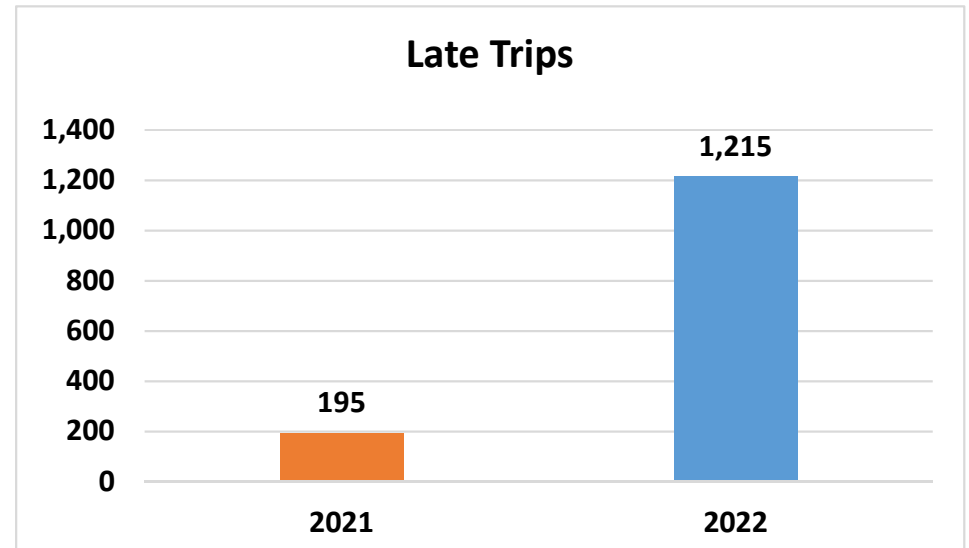
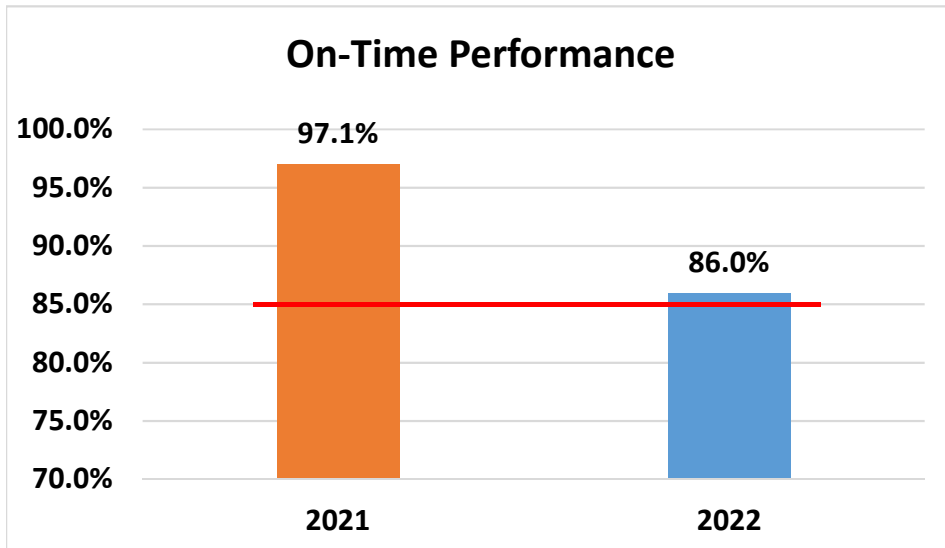
The definition of a late trip is when the vehicle arrives outside of the scheduled 30 minute pick-up window. SunDial had a total of 1,215 late trips for the month of June. When compared to June 2021, this is an increase of 1,020 late trips.

Recommendation:

Receive and file.

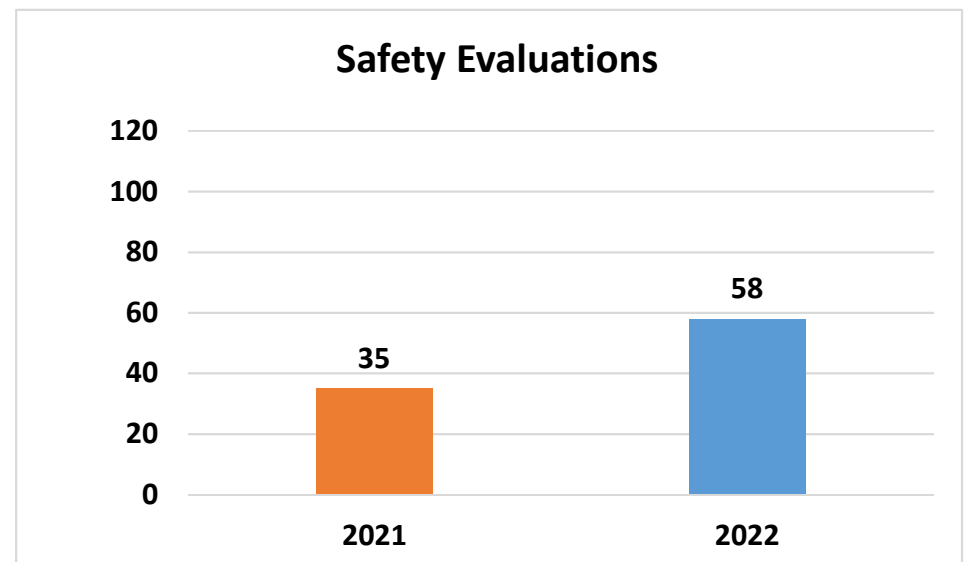
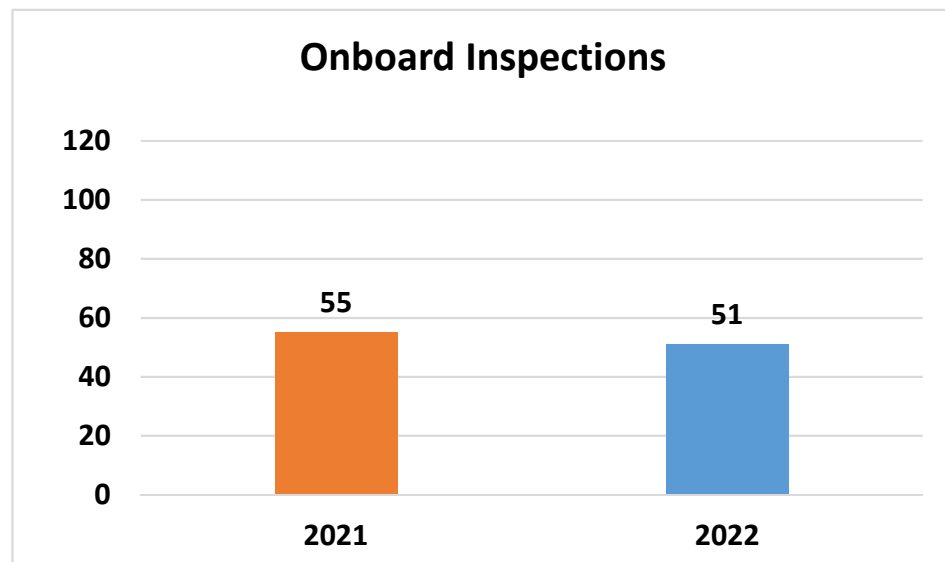
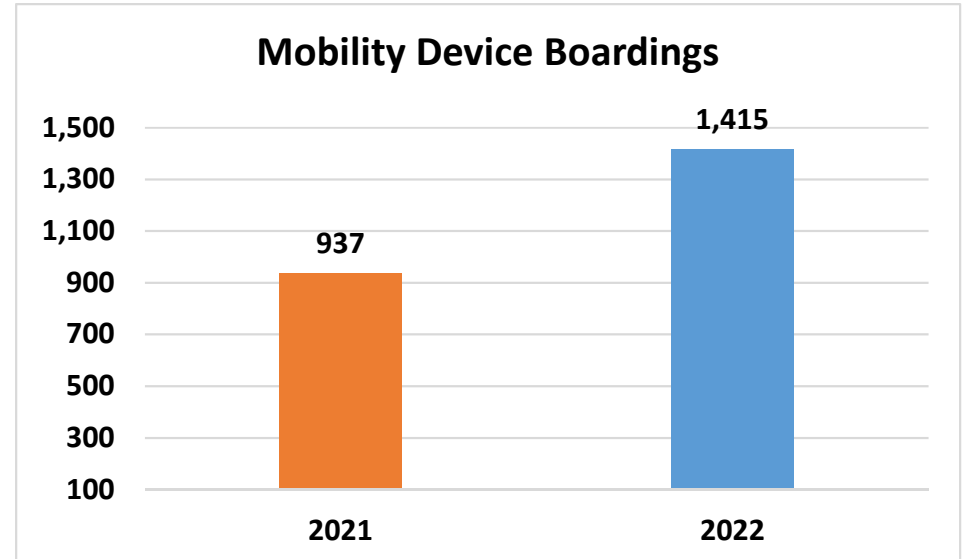
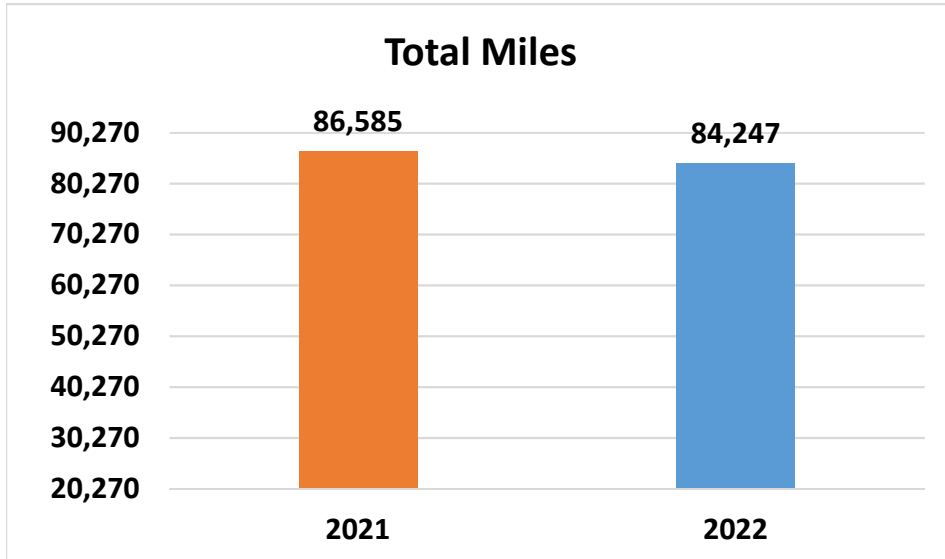
SunDial Operational Charts

June 2021 vs. June 2022



SunDial Operational Charts

June 2021 vs. June 2022



SunLine Transit Agency
CONSENT CALENDAR

DATE: July 27, 2022 **RECEIVE & FILE**

TO: Finance/Audit Committee
Board of Directors

RE: Metrics for June 2022

Summary:

The metrics packet includes data highlighting on-time performance, early departures, late departures, late cancellations, operator absences, fixed route customer complaints, paratransit customer complaints, advertising revenue and system performance. SunRide performance includes system-wide, trip booking method and geo-fence metrics for Desert Hot Springs/Desert Edge, Palm Desert, Coachella 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

- Desert Hot Springs/Desert Edge has continued to experience a steady increase in ridership since February, up 52%.
- Mecca/North Shore had its first shared ride in June with all geo-fence zones now utilizing the ridesharing algorithm.
 - Increased marketing has been focused in Mecca/North Shore, including visiting businesses to introduce SunRide, handing out brochures and free ride promotional coupons.
- SunRide on-time performance was above goals in eight (8) of eight (8) data points.
- Customer satisfaction star-rating goals received 5-Stars in all four (4) geo-fence zones.

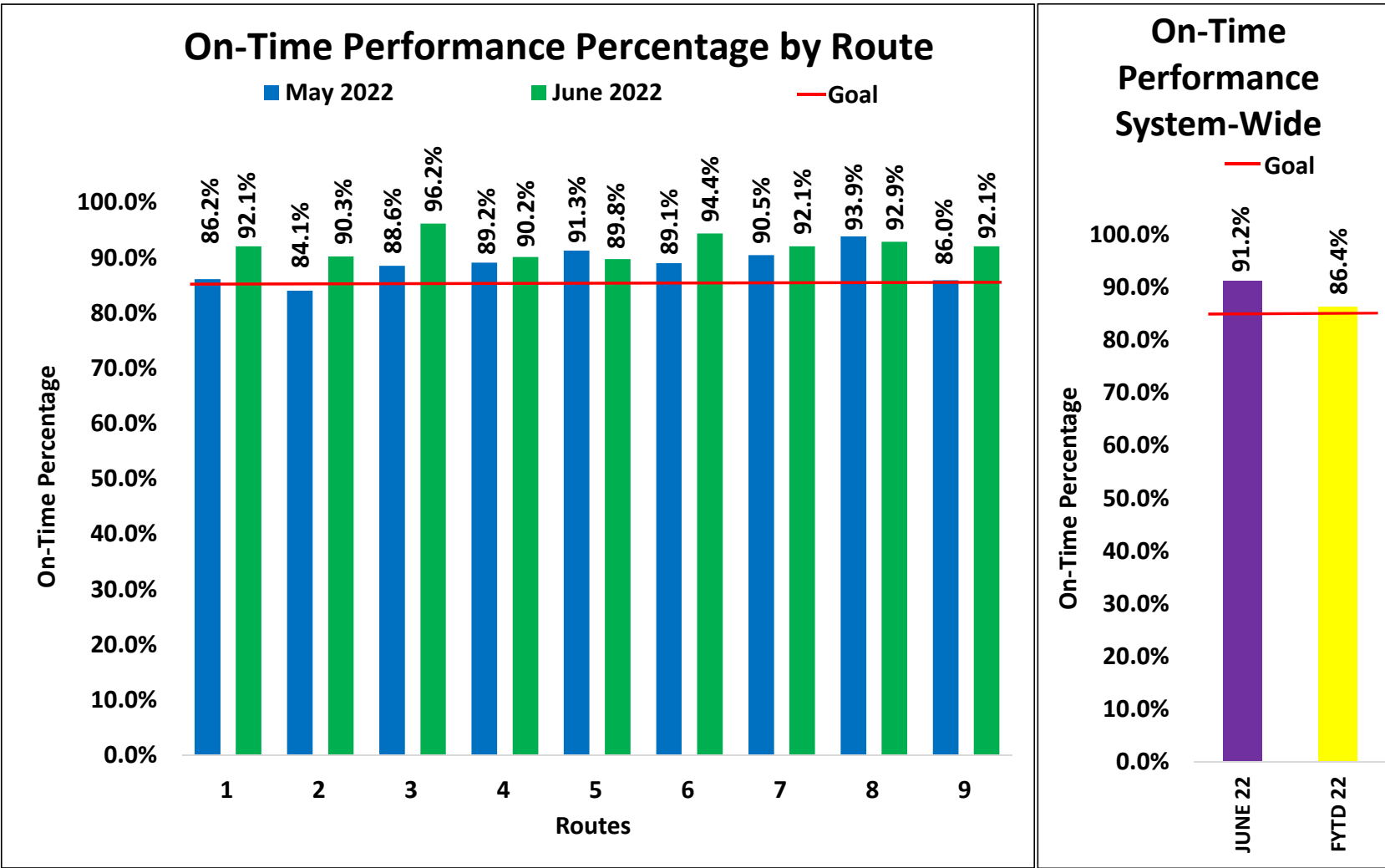
Fixed Route

- Fixed route on-time performance had an increase of 4.4% from May 2022 to June 2022. Eight (8) routes were above the 90% goal.

- Early departures had a decrease of 0.1% when compared to the previous month.
- Late departures had a decrease of 4.4% from May 2022 to June 2022.
- The Haul Pass program ridership decrease was anticipated due to students being on summer break through August 2022.

Recommendation:

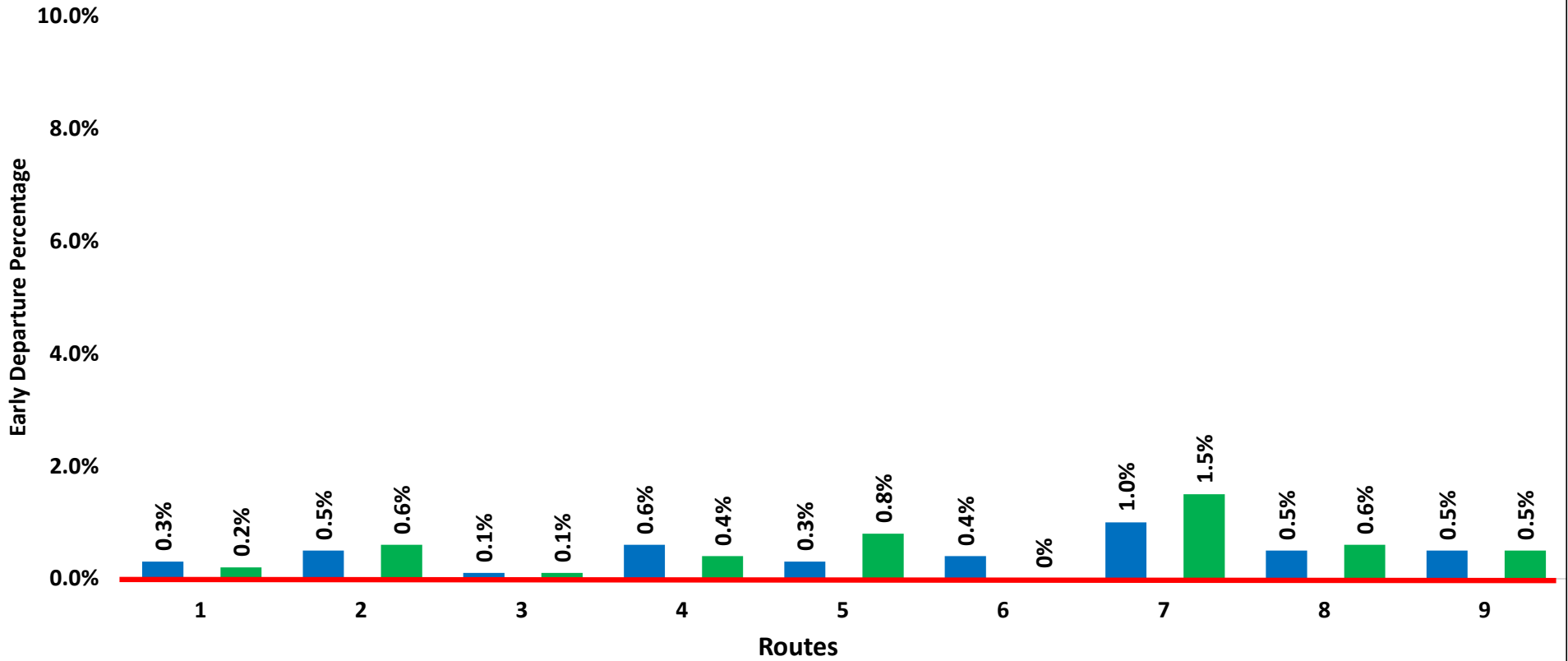
Receive and file.



On-Time Definition: When a trip departs a time point within a range of zero (0) minutes early to five (5) minutes late.
 Goal: Minimum target for On-Time Performance is 85%.

Early Departure Percentage by Route

■ May 2022 ■ June 2022

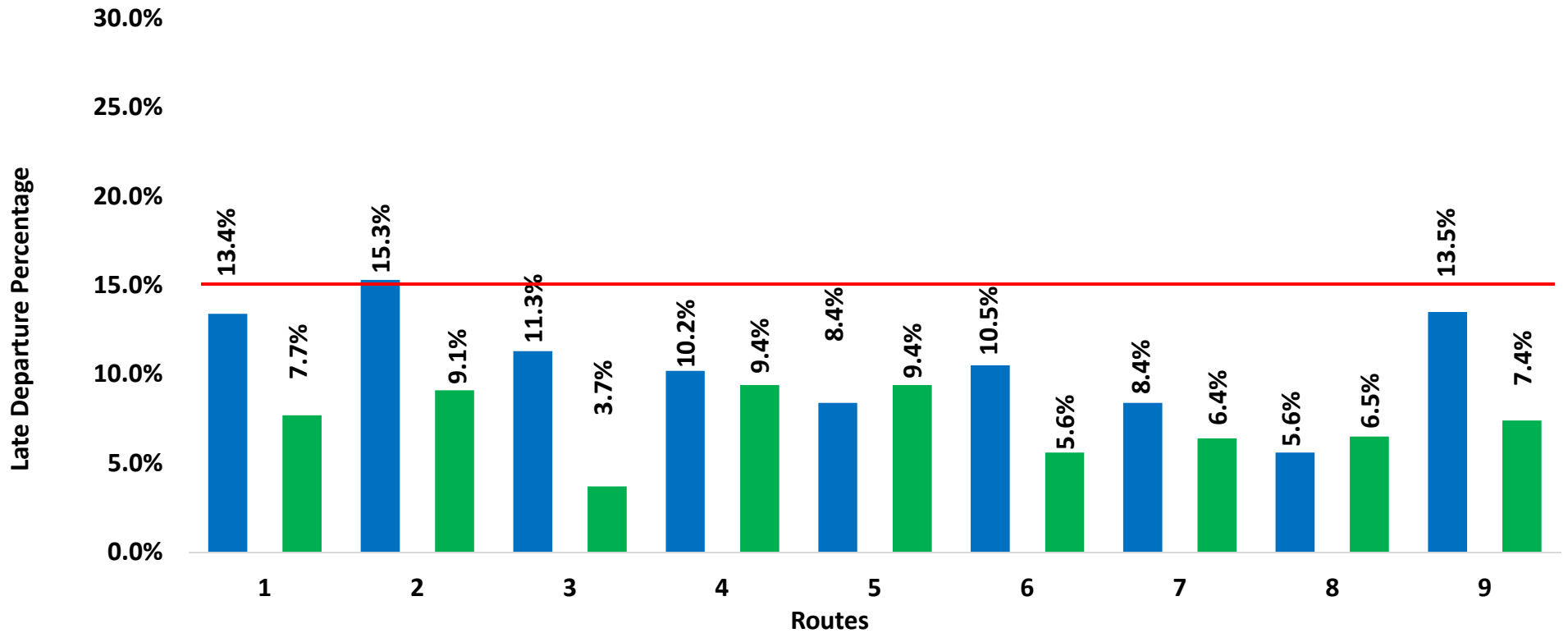


Early Departure Definition: When a bus leaves a time point ahead of the scheduled departure time.

Goal: To reduce early departures to 0%.

Late Departure Percentage by Route

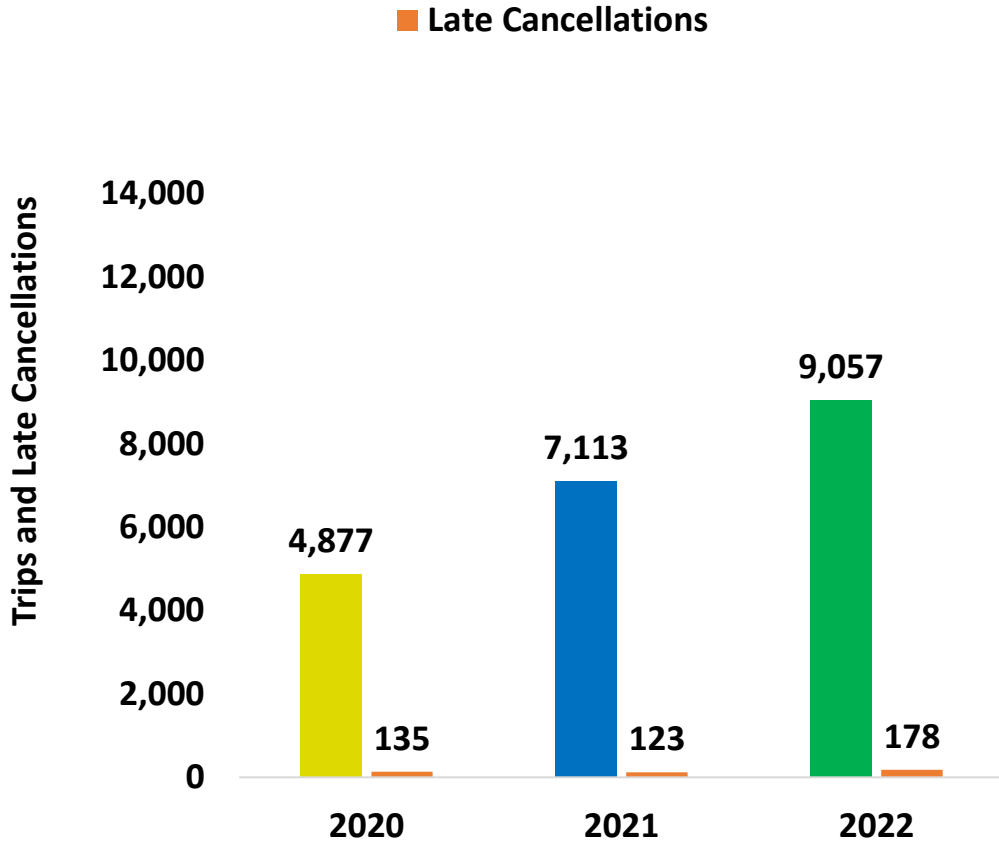
■ May 2022 ■ June 2022 — Goal



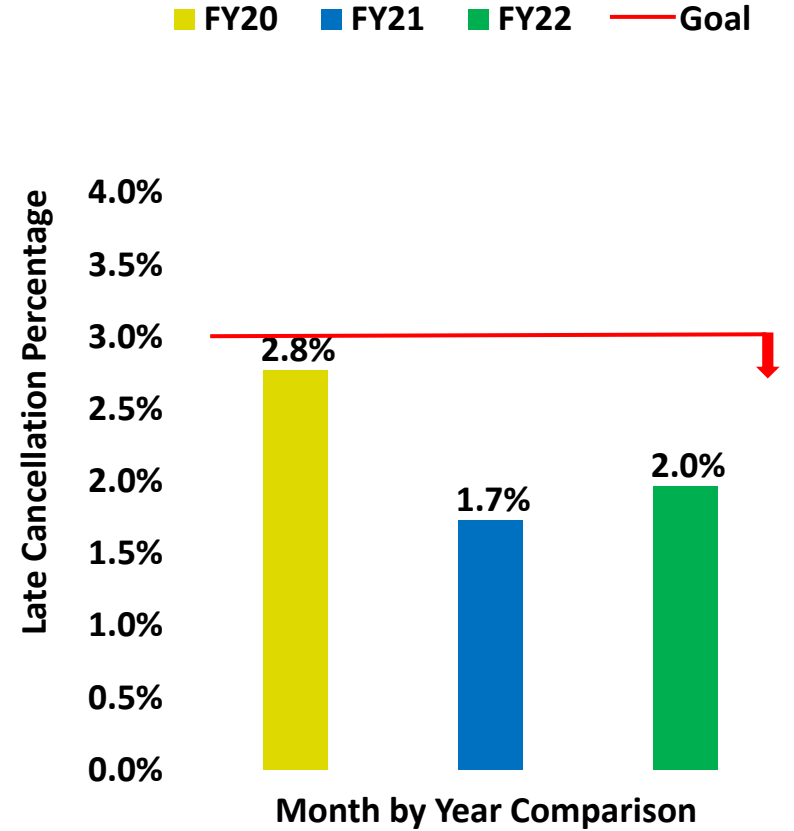
Late Departure Definition: When a bus leaves a time point after the scheduled departure time and the route is running late with a departure greater than five (5) minutes.

Goal: To ensure late departures remain below 15%.

Total Trips vs. Late Cancellations June



Late Cancellation Percentage



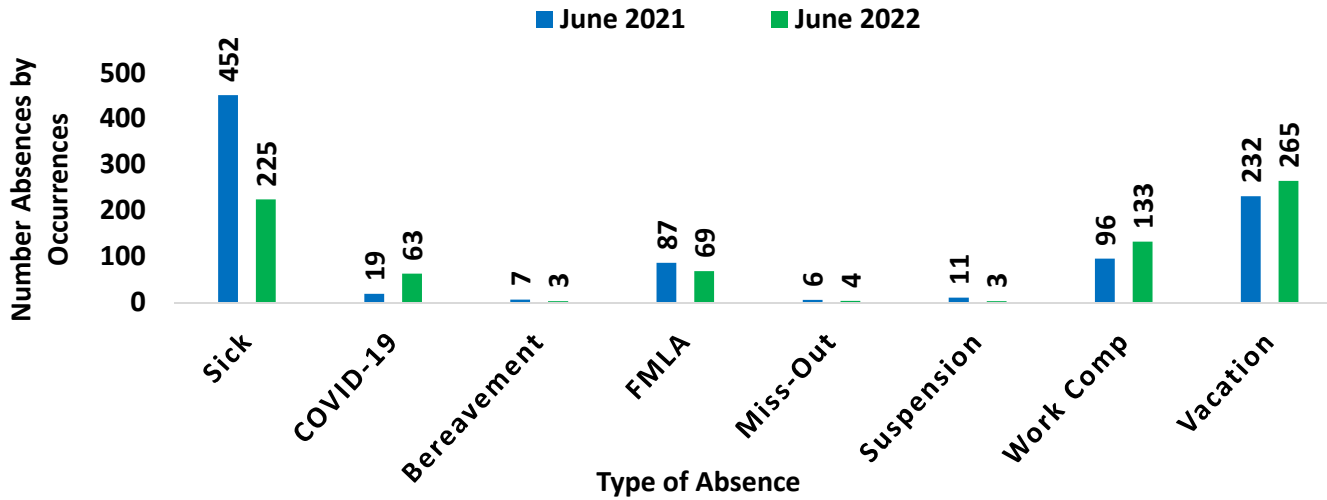
Trip: A one-way trip booked by the rider. A roundtrip is counted as two (2) trips.

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

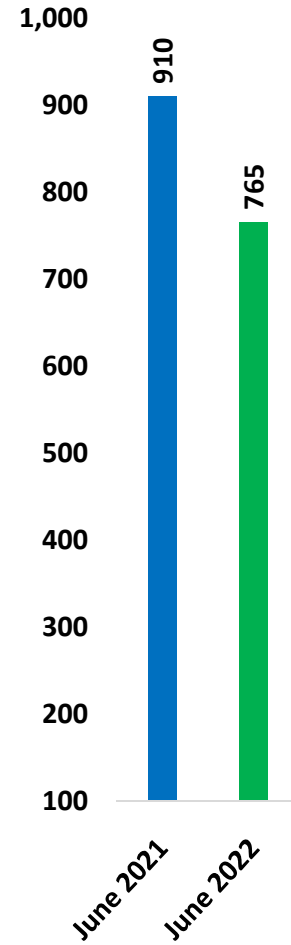
Goal for Late Cancellations: 3% or below.

Total Trips: Total one-way trips completed.

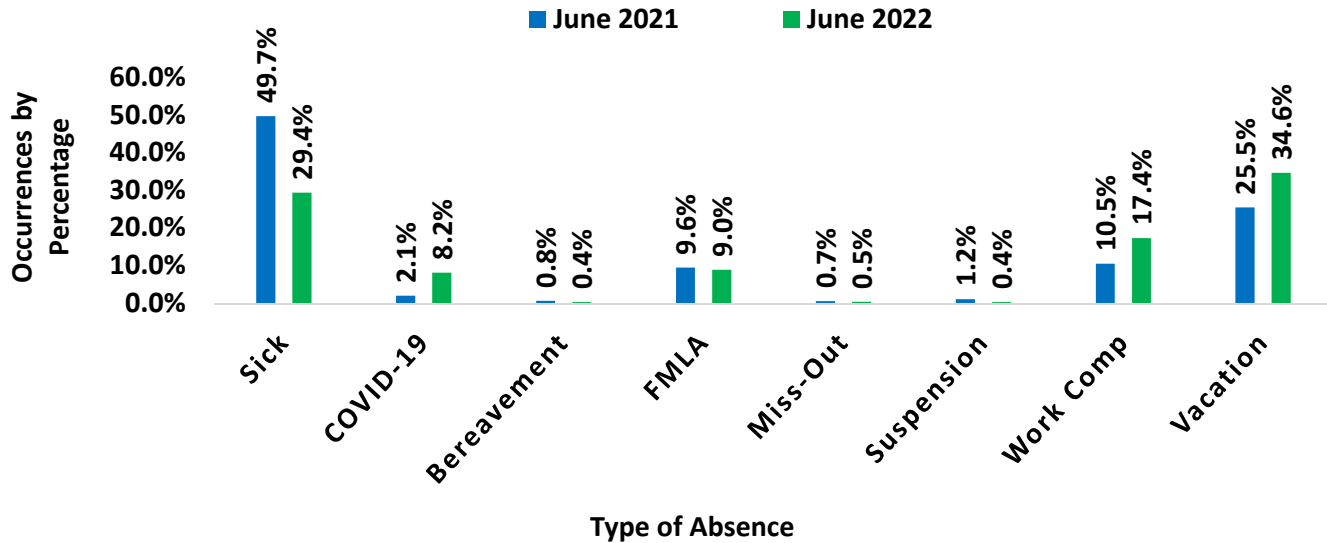
Operator Absence by Type



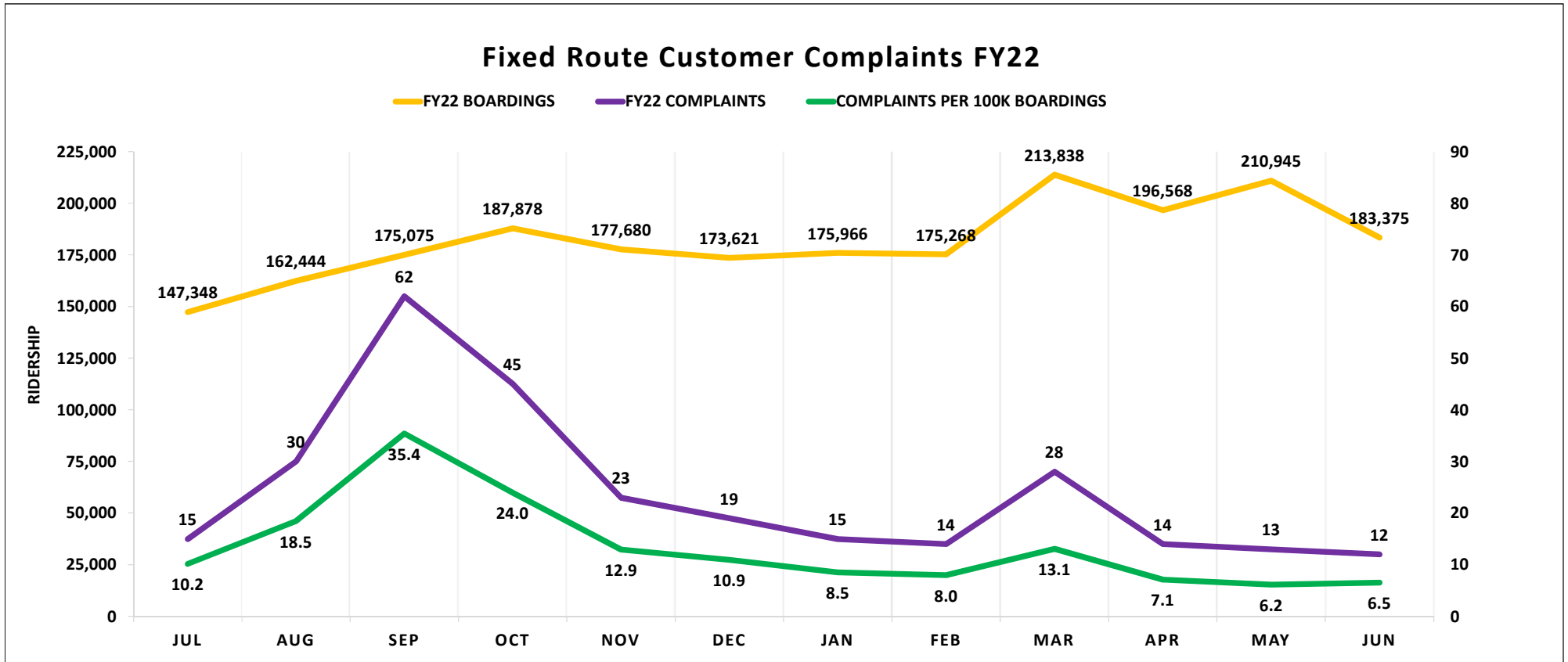
Total Absence Occurrences



Operator Absence Type by Percentage



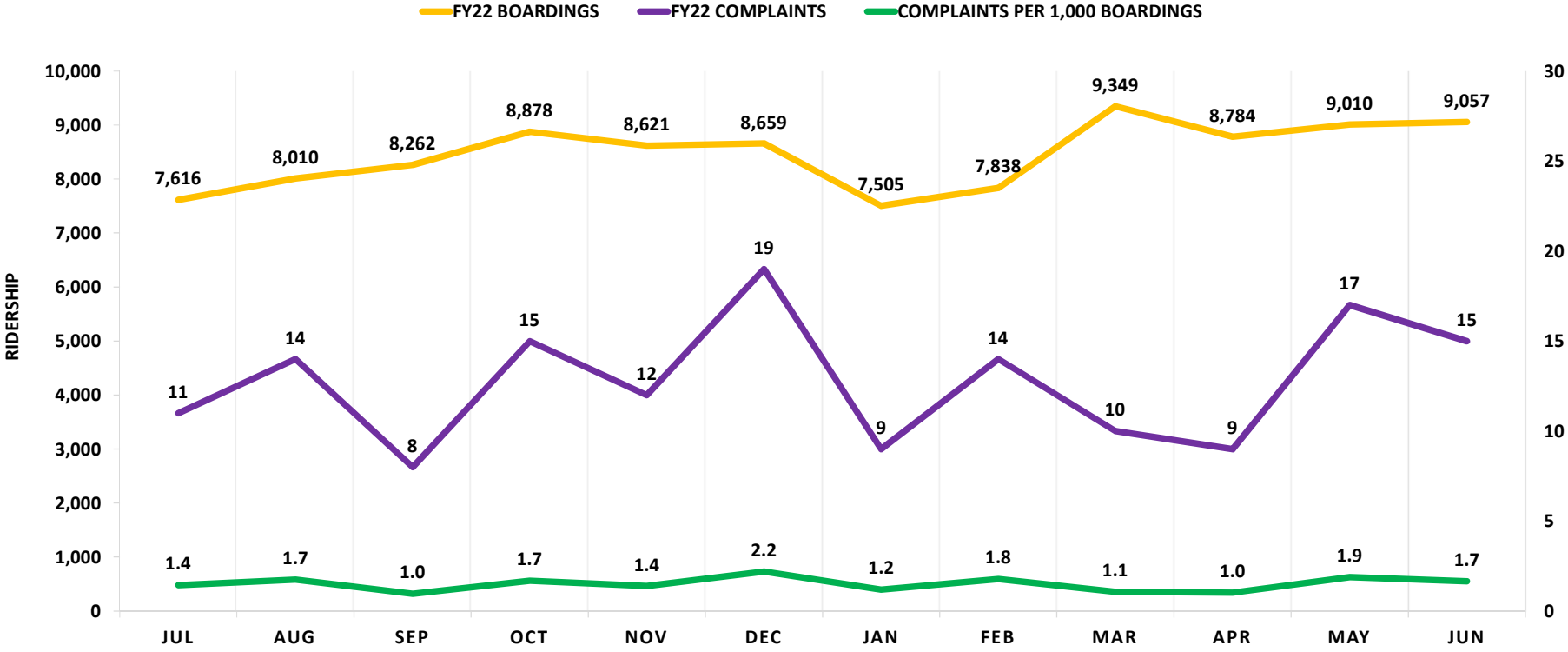
This chart includes unplanned/unscheduled and COVID-19 absences for Fixed Route drivers. SunLine continues to monitor all driver absences and have seen a decrease in workforce absences for June 2022 when compared to June 2021.



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

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

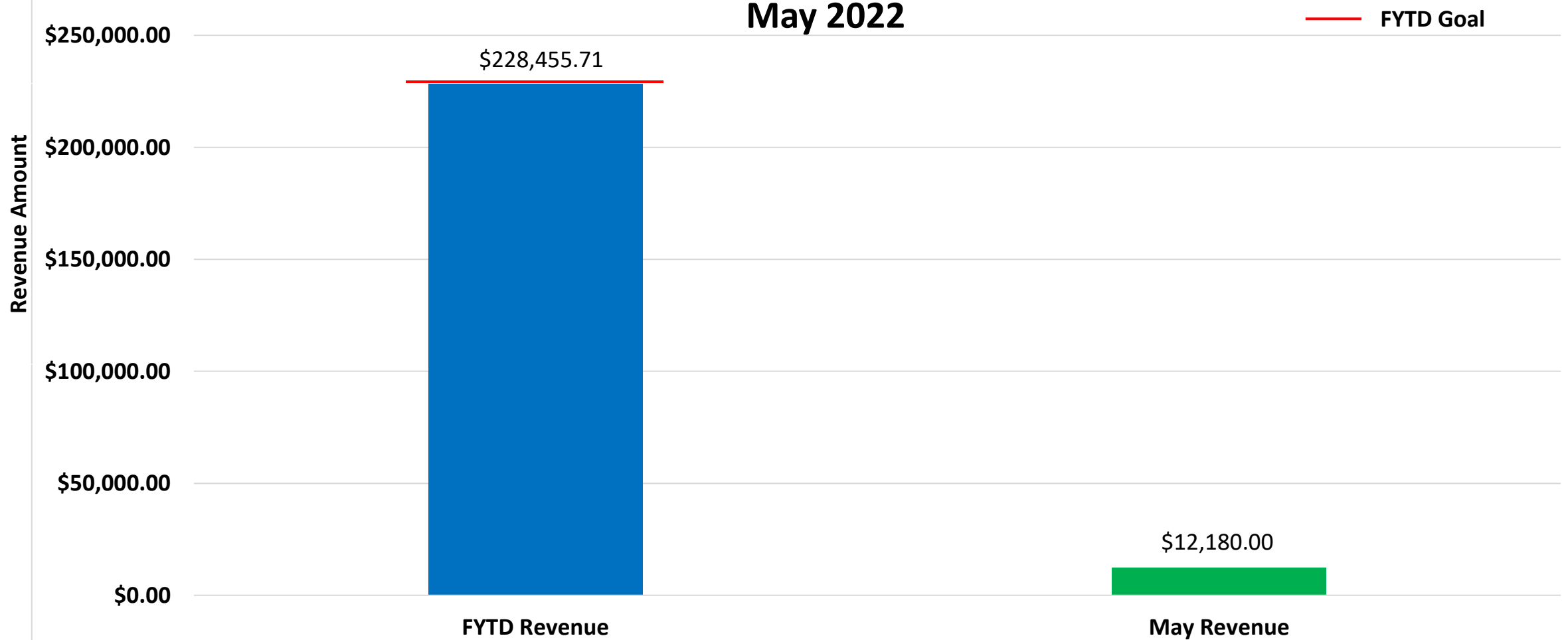
Paratransit Customer Complaints FY22



This Chart represents the number of boardings and total valid complaints as well as the number of valid complaints per 1,000 boardings for the paratransit service.

For the month of June, 99.83% of our total rides did not receive a complaint.

Advertising Revenue FYTD Budget vs FYTD Agency Revenue May 2022

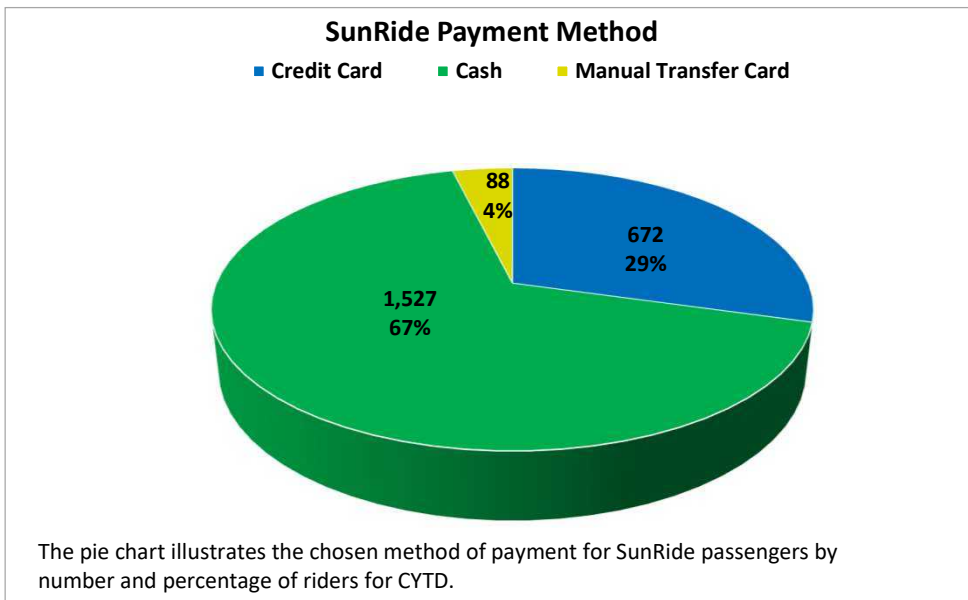
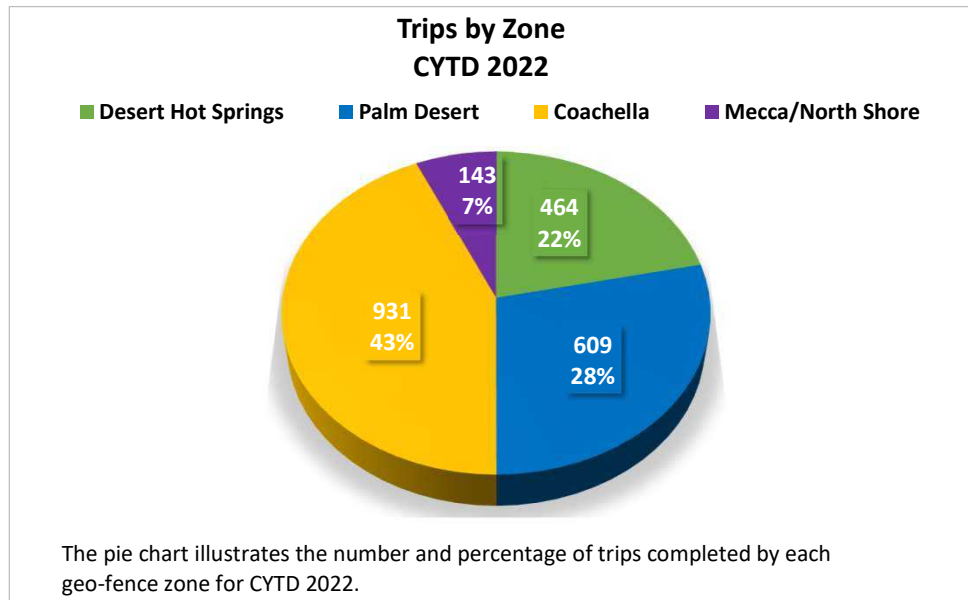
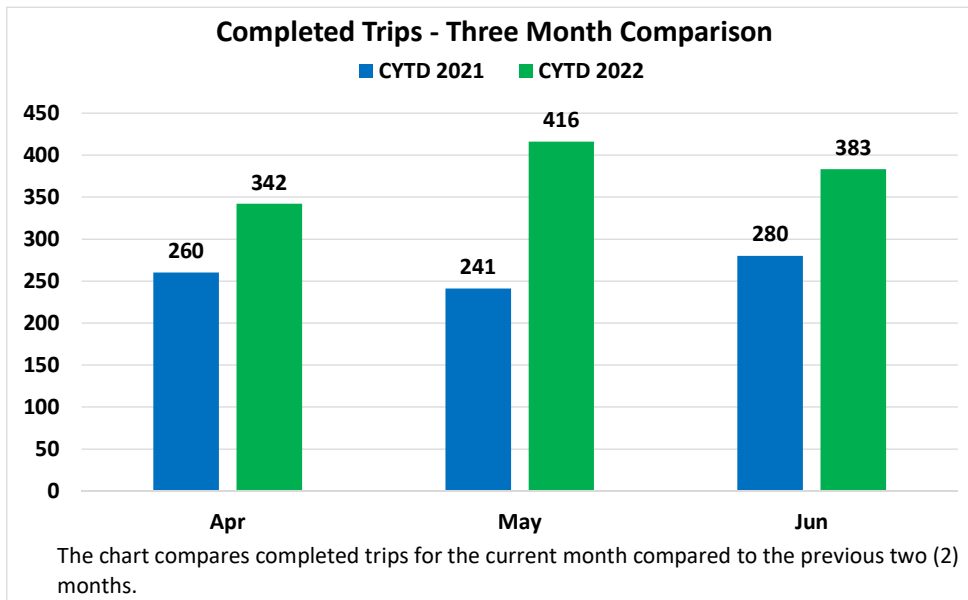


Advertising revenue tracks revenue of invoiced contracts for bus shelter and bus wrap advertising. The graph tracks FYTD revenue accrued with the monthly revenue accrued. The annual budget amount for FY22 is \$250,000. *(Advertising revenues follow Finance Department reporting from the previous two (2)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

SunRide System-Wide Metrics CYTD 2022

Total Completed Trips: 2,147

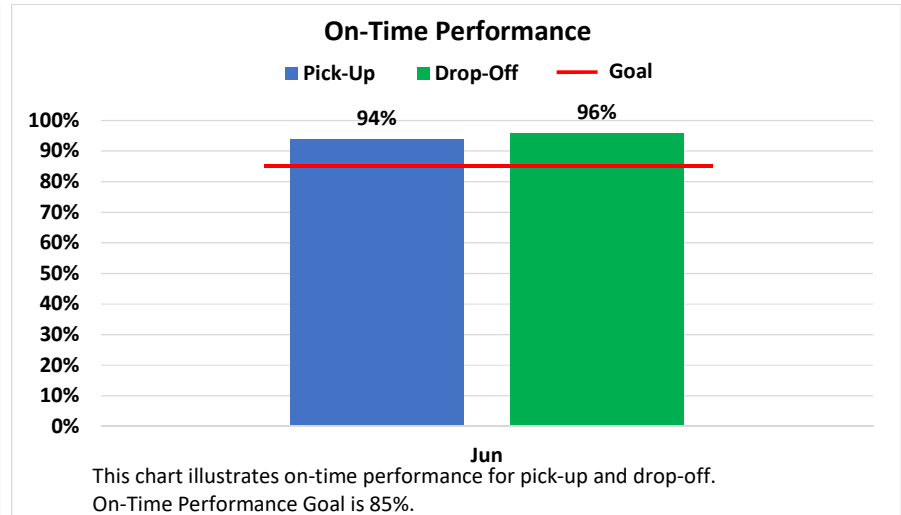
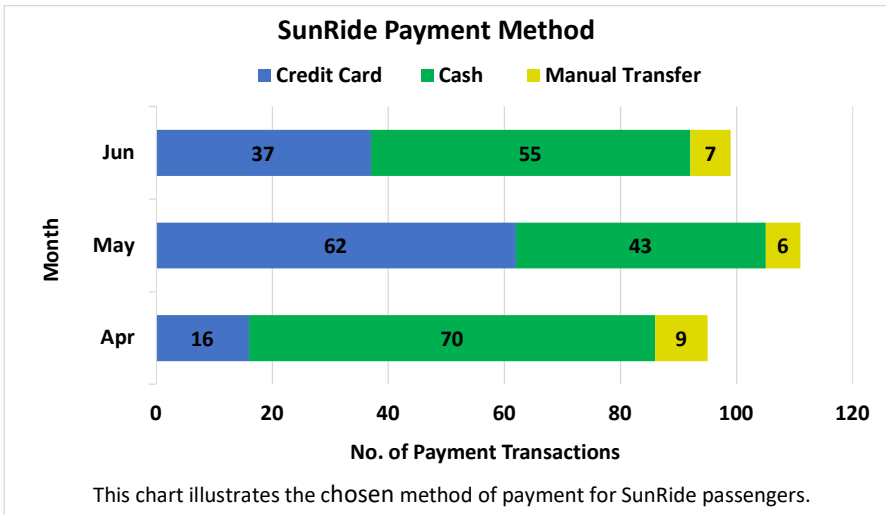
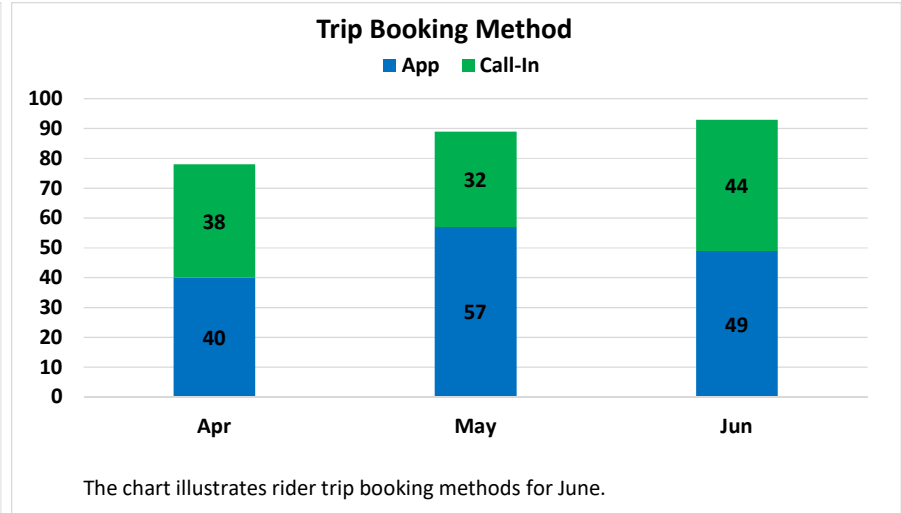
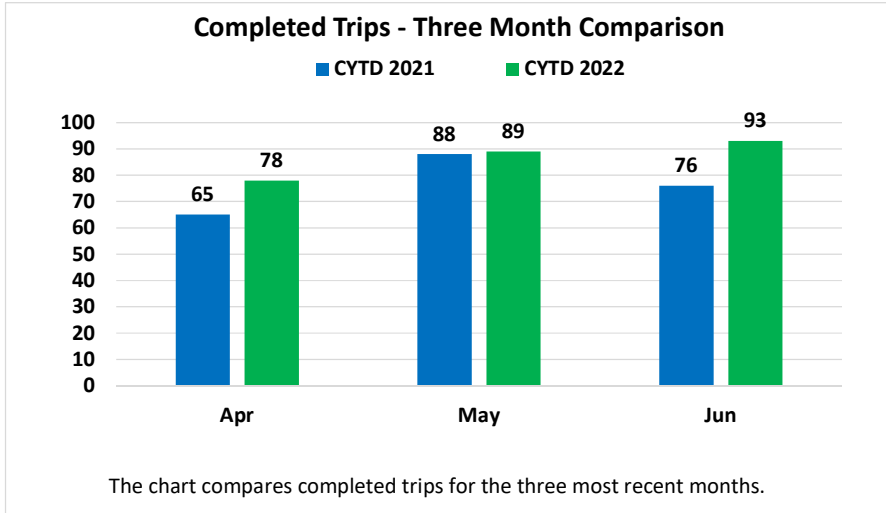
Total Number of Passengers: 2,287



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

Total Completed Trips: 464

Total Number of Passengers: 519



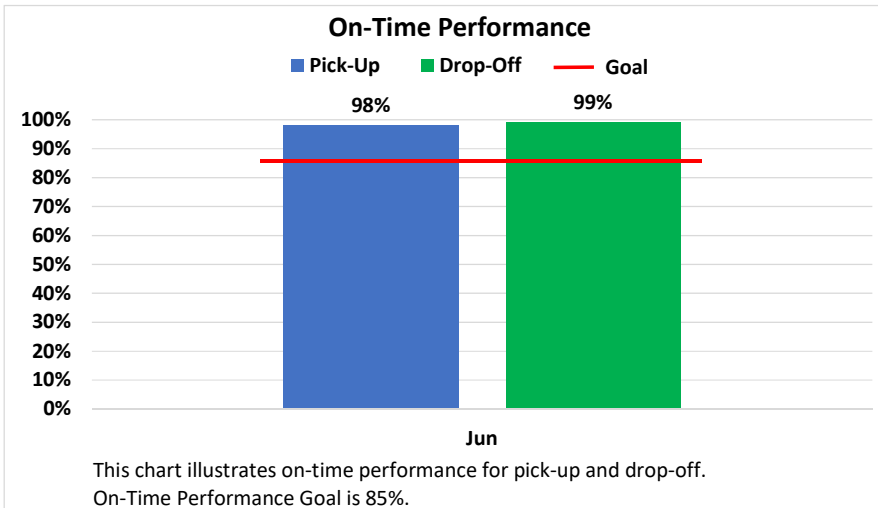
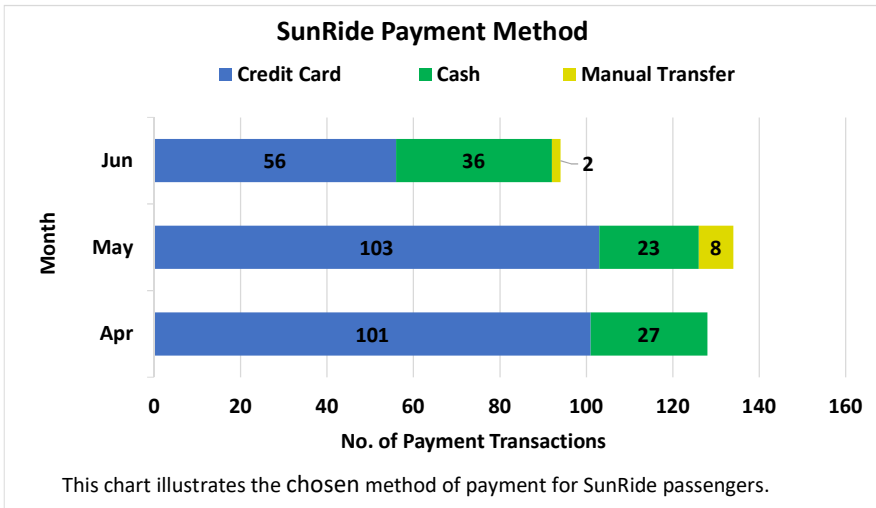
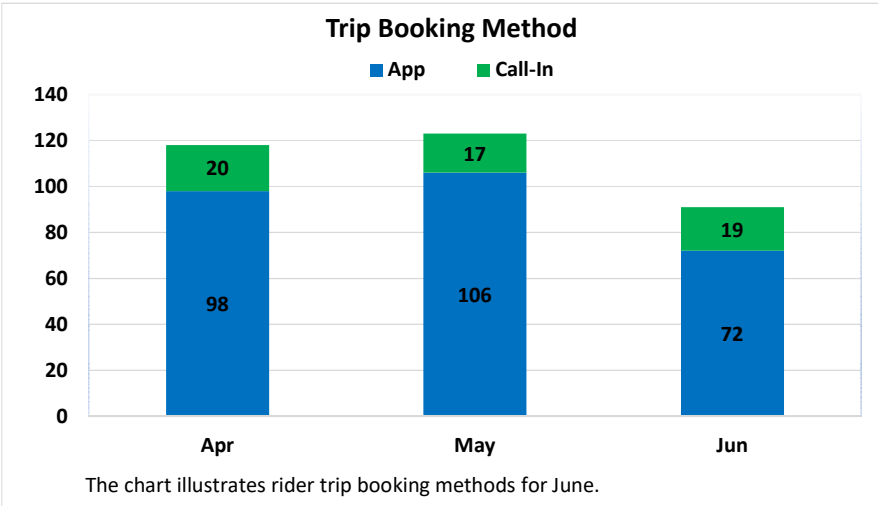
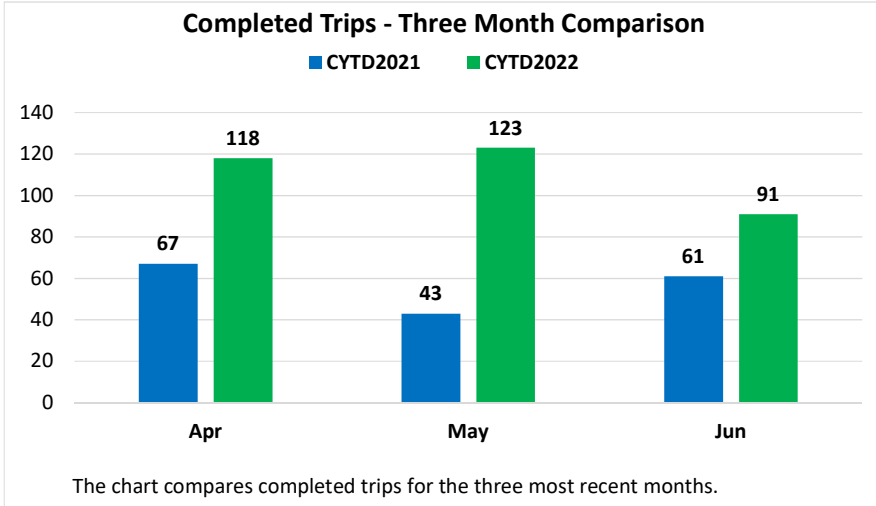
Customer Satisfaction Rating
Avg. rider trip rating 5.0
Goal: 4.5



Palm Desert Geo-Fence Metrics CYTD 2022

Total Completed Trips: 609

Total Number of Passengers: 640



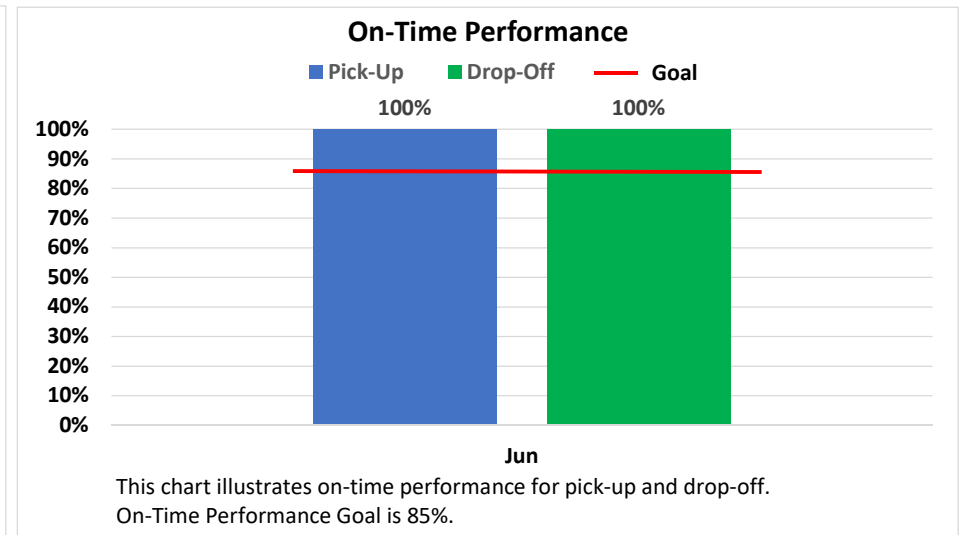
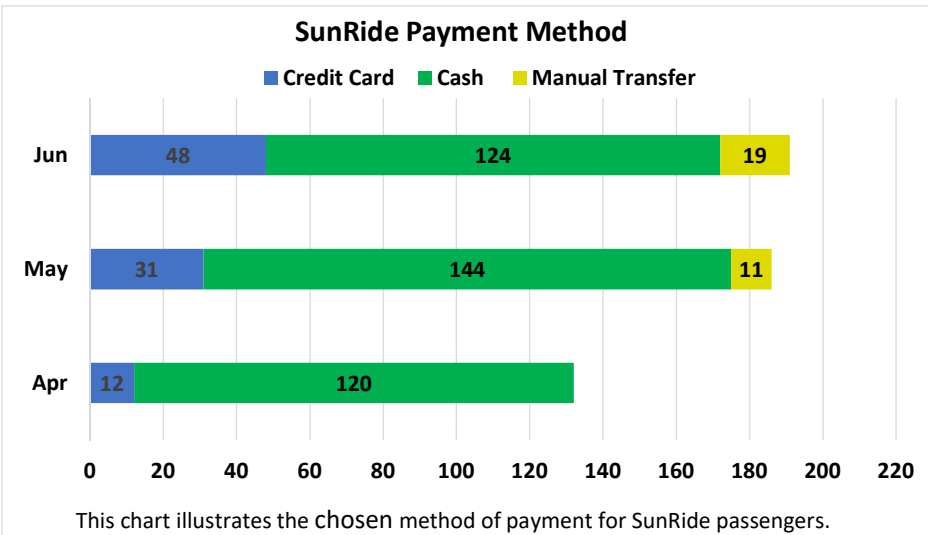
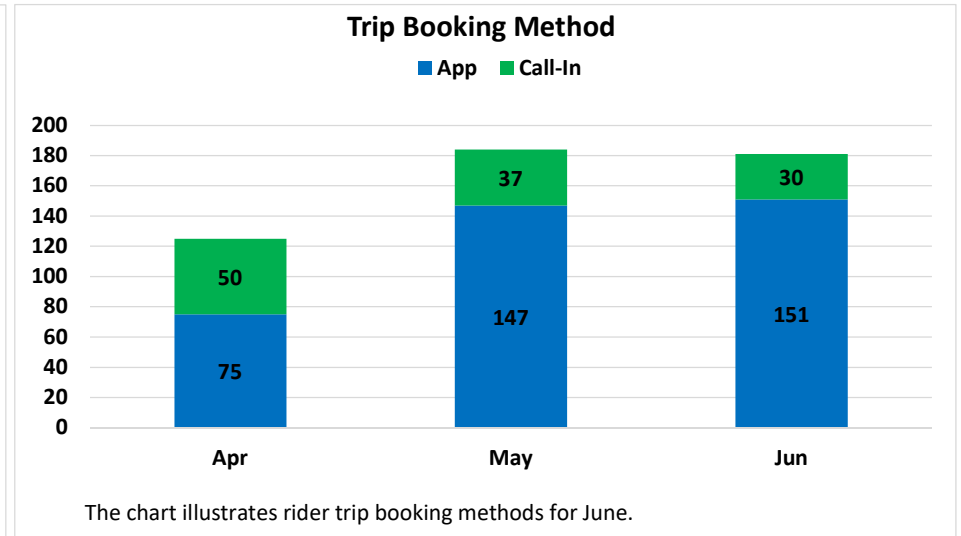
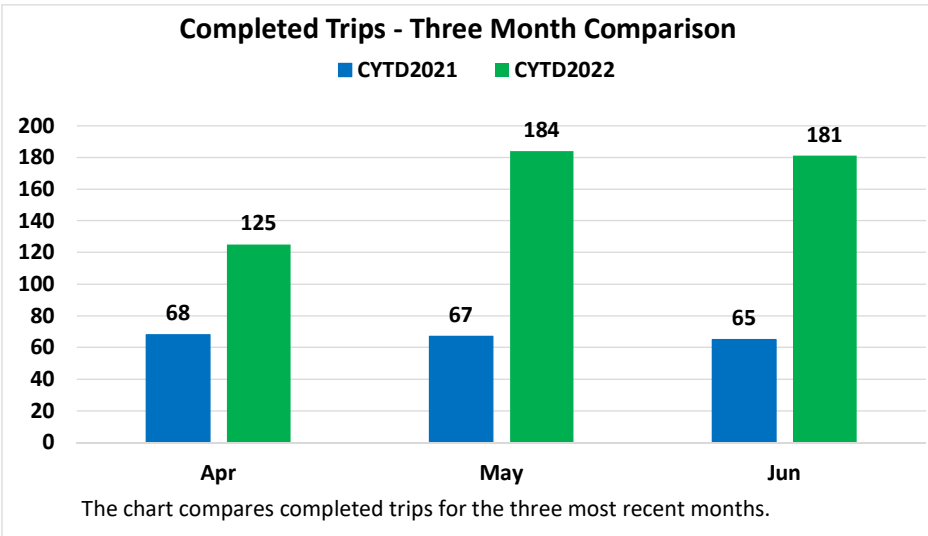
Customer Satisfaction Rating
Avg. rider trip rating: 5.0
Goal: 4.5



Coachella Geo-Fence Metrics CYTD 2022

Total Completed Trips: 931

Total Number of Passengers: 960



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

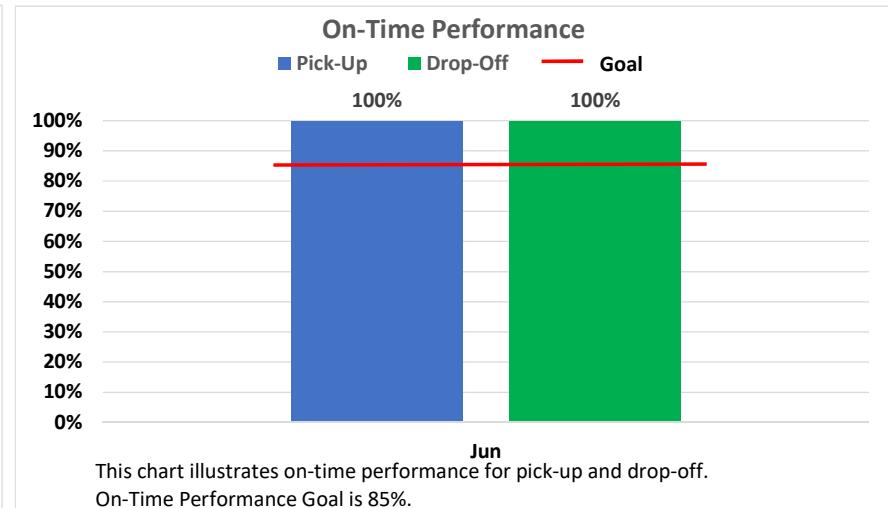
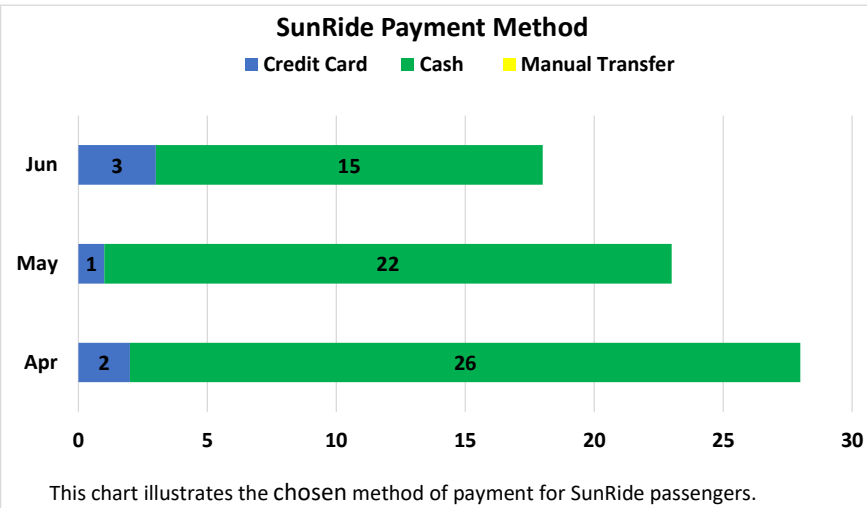
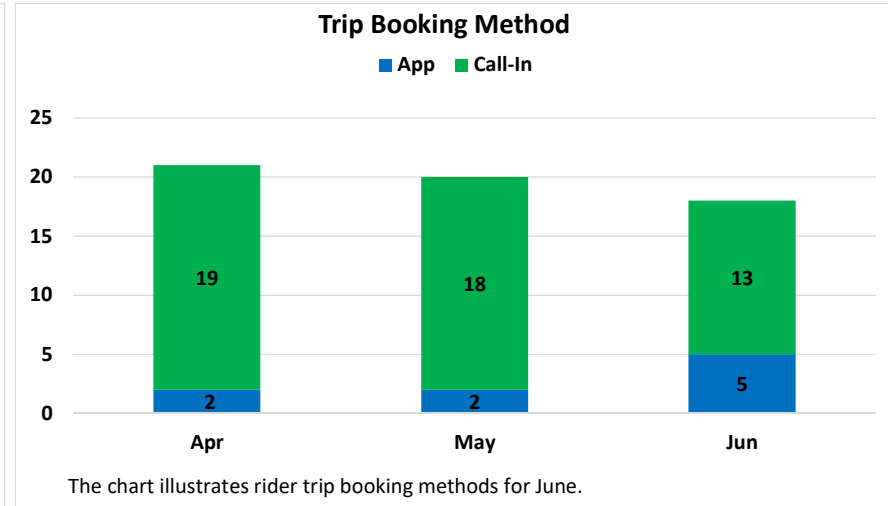
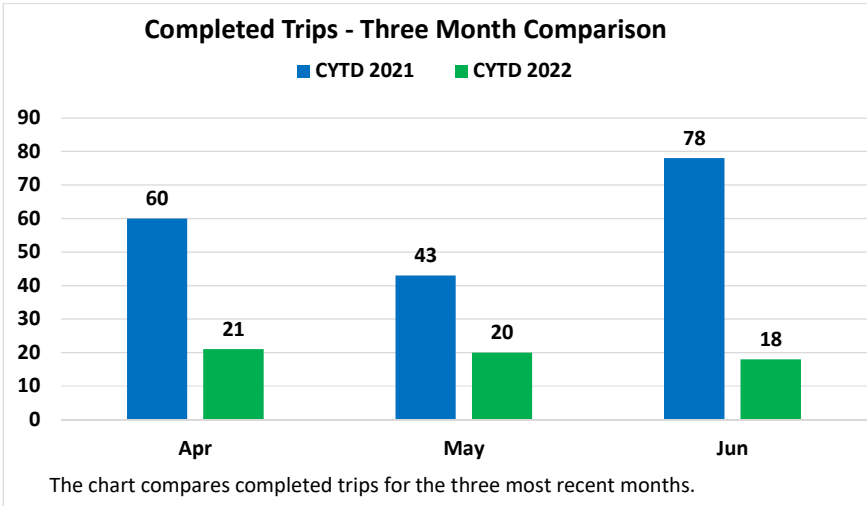


EXCEEDS GOAL!

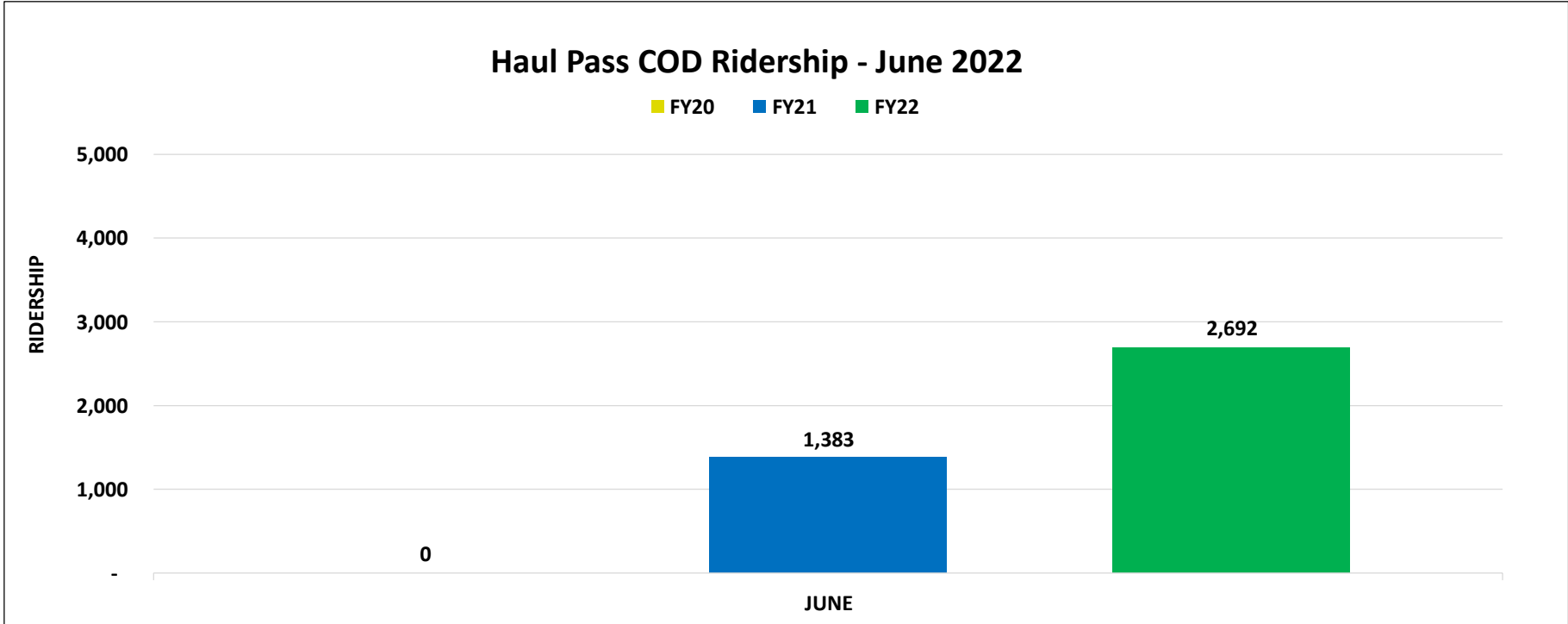
Mecca/North Shore Geo-Fence Metrics CYTD 2022

Total Completed Trips: 143

Total Number of Passengers: 168

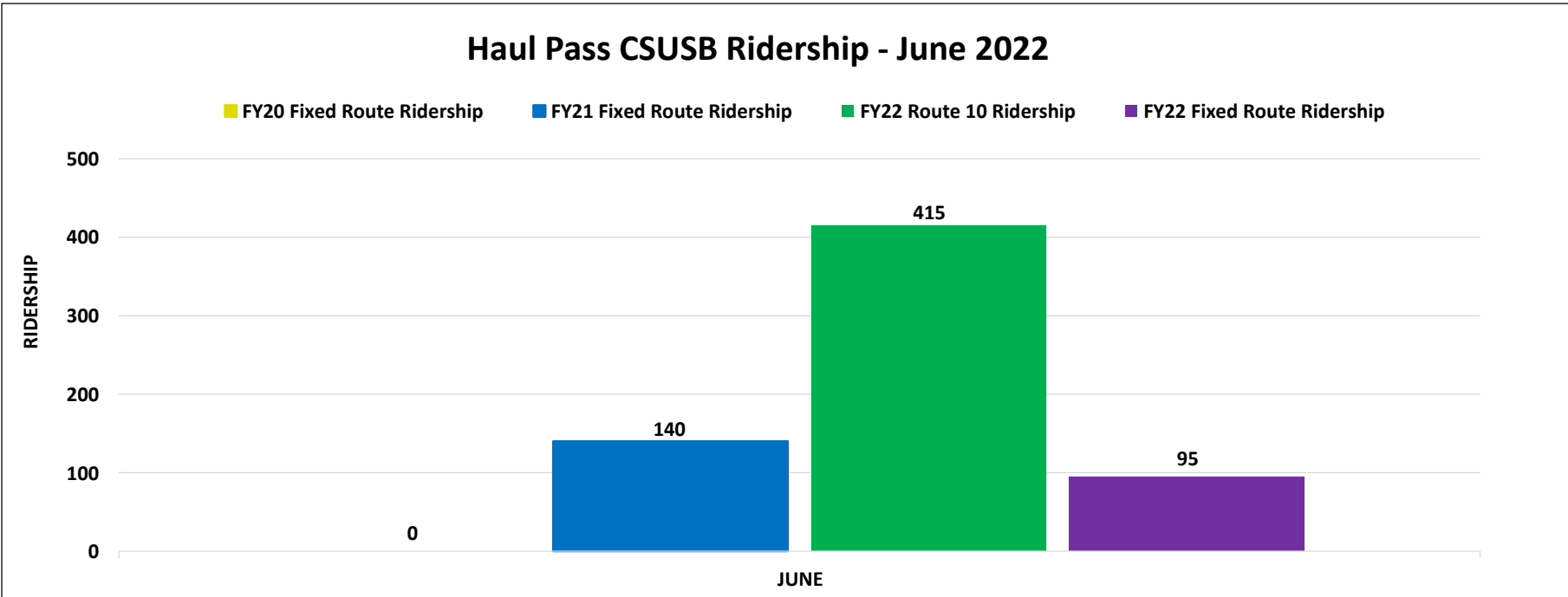


Customer Satisfaction Rating ★★★★★
 Avg. rider trip rating: 5.0
 Goal: 4.5



The Haul Pass program was introduced in August 2018.
 This chart represents monthly ridership on the Haul Pass COD.
 Haul Pass COD contributed with 2,695 rides from 168 unique riders.
 In May 2021, SunLine resumed fare collection.
 On October 17, 2021, SunLine commenced operations under Level 2.

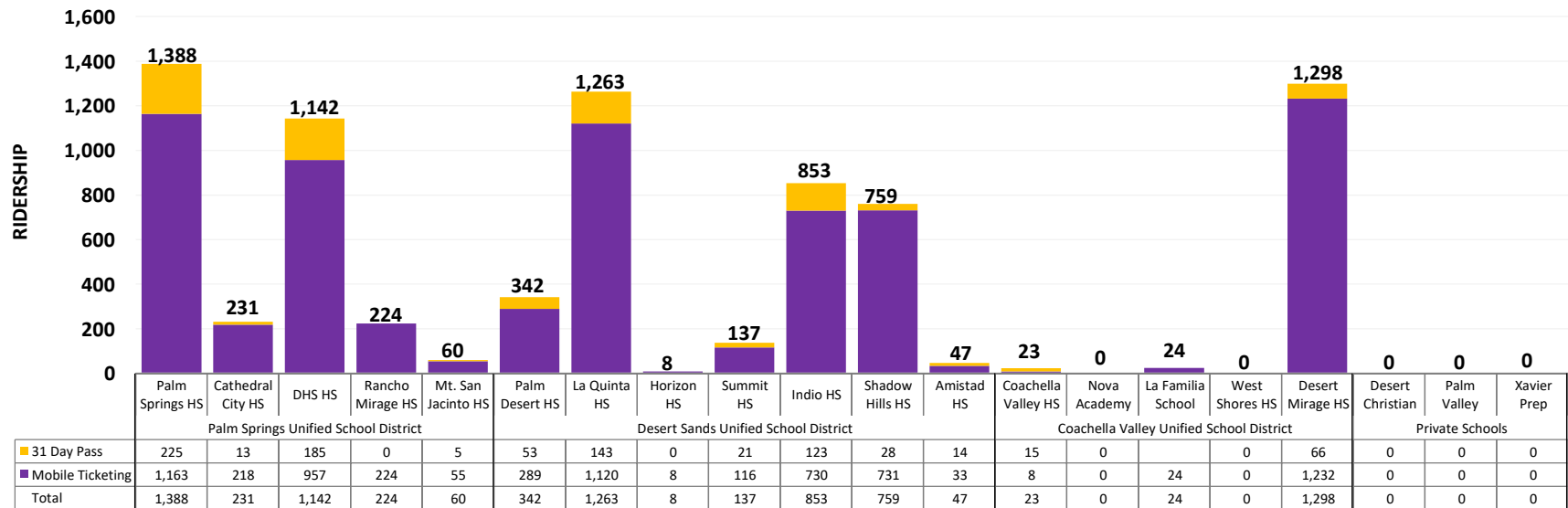
Haul Pass CSUSB Ridership - June 2022



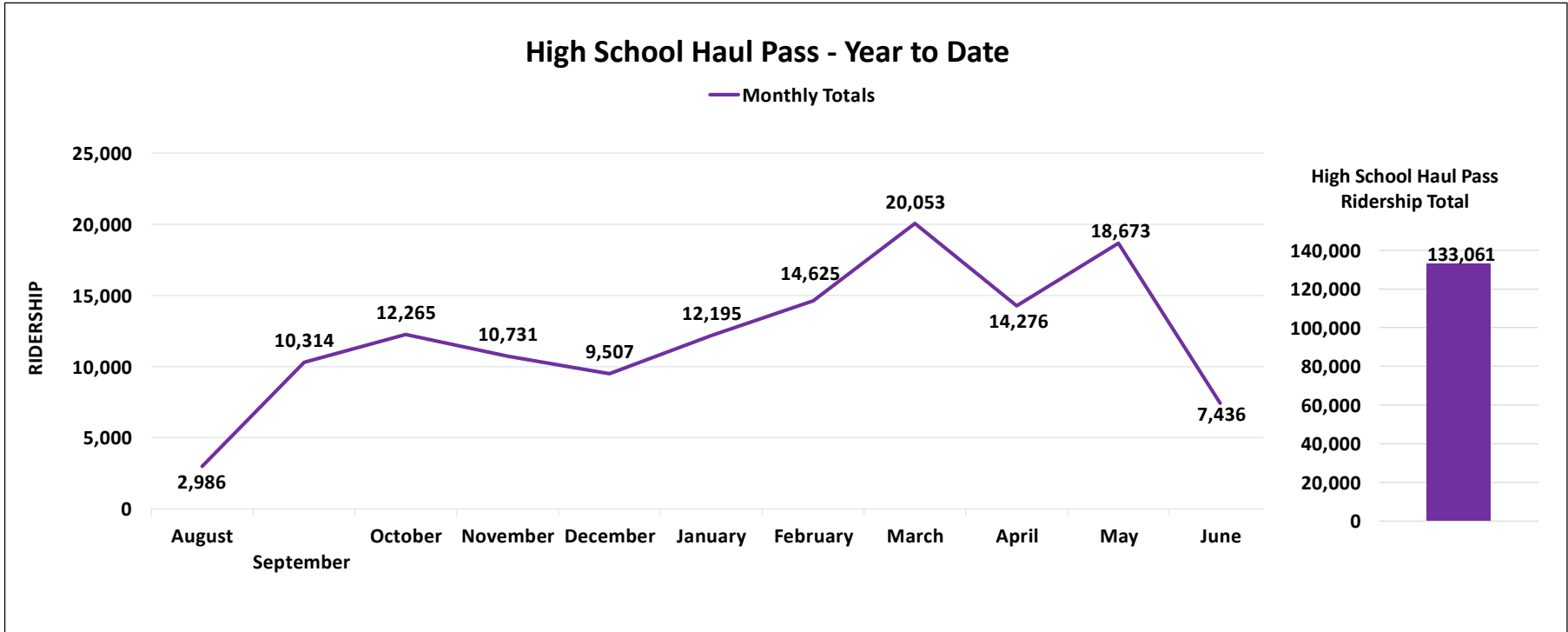
The Haul Pass CSUSB program was introduced in September 2019.
 This chart represents monthly ridership on the Haul Pass CSUSB.
 Haul Pass CSUSB contributed with 510 rides from which 415 rides were from the Route 10 and a total of 44 unique riders.
 In May 2021, SunLine resumed fare collection.
 On October 17, 2021, SunLine commenced operations under Level 2.

High School Haul Pass - June 2022

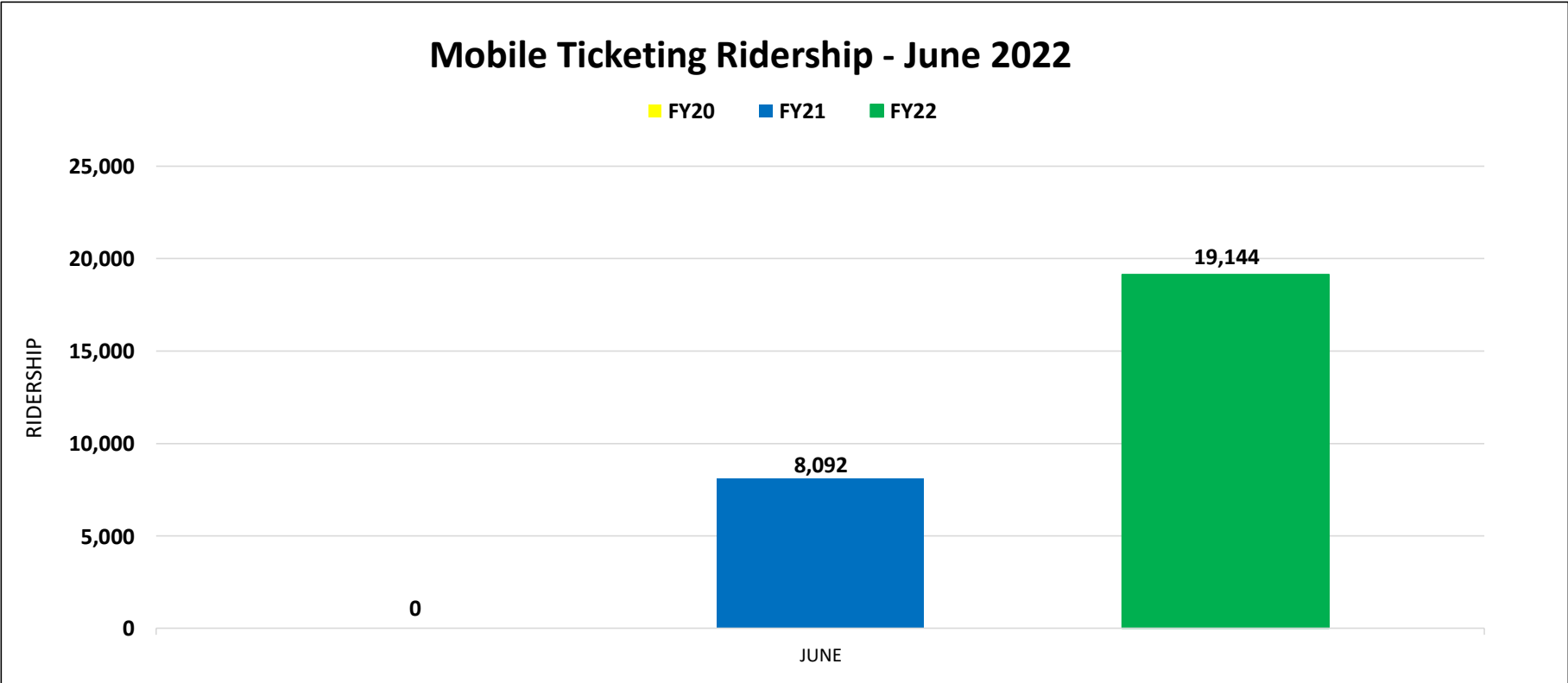
■ Mobile Ticketing ■ 31 Day Pass



The High School Haul Pass program was introduced in August 2021.
 This chart represents monthly ridership by school for the High School Haul Pass.
 The total active users as of June 2022 are 2,473 using the High School Haul Pass.



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



This chart represents all monthly mobile ticketing usage based on the Token Transit app data. The total for June 2022 includes 205 paratransit mobile tickets. A total of 1,500 unique users used mobile ticketing in the month of June. In May 2021, SunLine resumed fare collection. On October 17, 2021, SunLine commenced operations under Level 2.

SunLine Transit Agency

CONSENT CALENDAR

DATE: July 27, 2022

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Quarterly Capital Projects Update for 2nd Quarter Calendar Year 2022

Summary:

The capital projects update summarizes the quarterly status of the large capital projects that are active. For the second quarter of calendar year 2022, there are 24 large projects in progress. During the second quarter, projects had some impacts due to the COVID-19 pandemic following similar trends nationwide. Any substantial impacts will be reported to the Board of Directors.

Recommendation:

Receive and file.

QUARTERLY CAPITAL PROJECT UPDATES 2ND QUARTER CALENDAR YEAR 2022

New Projects Update			
Project Title	Brief Description	Current Status	Funding
Land Acquisition	Land acquisition of approximately 5.87 acres, located north of SunLine's Division I in Thousand Palms. This property will position the Agency to provide improved operational choices for its customers and support the Agency's zero emission technology expansion.	SunLine hired a consultant for due diligence services and has been in communication with the owner's broker representative. The land acquisition is in escrow and expected to close in the third quarter of 2022.	\$2,100,000
Radio Replacement for Fixed Route Buses - Phase I	This project will allow the replacement of the current radio system from analog to cellular services that will improve the day-to-day operational communications of SunLine's Transportation department.	SunLine staff is in the process of finalizing a contract to hire a technical consultant that will support the project team in developing a project scope and will assist with the procurement of a radio system. The contract with the technical consultant is expected to be executed in July 2022.	\$997,500
Purchase of Five (5) Replacement Zero Emission Relief Cars	This project will allow the purchase of five (5) replacement Chevy Bolt 2022 cars and charging infrastructure.	Solicitation for bids were released in June. Staff plans to present the contract for the procurement of the five (5) vehicles to the Board of Directors in July.	\$224,187
Security Application Implementation 2022	This project will deliver the procurement and installation of a security application to detect and interdict possible malware cyberattacks.	SunLine staff is working on finalizing the scope of work. Project team will issue an invitation for bids upon the completion of the scope of work.	\$201,300
Purchase of Three (3) Micro Transit Vehicles	This project is for the purchase of three (3) micro transit vehicles to support the growing need of the Coachella Valley.	In May of 2022, the Board of Directors approved a contract with Creative Bus Sales, Inc. for the purchase of three (3) Braun low floor, accessible mini-vans. SunLine team is working on issuing a purchase order.	\$179,019

QUARTERLY CAPITAL PROJECT UPDATES 2ND QUARTER CALENDAR YEAR 2022

Project Title	Brief Description	Current Status	Funding
Purchase of Shop Service CNG Vehicle (F-450)	This project is for the purchase of a shop service vehicle to support the Maintenance and Transportation departments.	The project team is working on issuing a purchase order through the state contract. Due to inventory shortages, there is a delay in manufacturing vehicles. It is anticipated that orders for vehicles will be available in the fourth quarter of 2022.	\$119,750
Surveillance Camera Addition and Replacement	This project will allow the procurement and installation of new surveillance cameras to be installed at SunLine's Thousand Palms and Indio facilities.	Staff is currently working on the scope of work to issue an invitation for bids. Bids are expected to be received in the third quarter of 2022.	\$109,582
H2Ride	This project will support the make ready costs for the demonstration of four (4) 22-foot hydrogen fuel cell shuttle buses.	The agreements with CALSTART and US Hybrid have been executed for the demonstration period. Shuttle buses are expected to be delivered in the third quarter of 2022.	\$99,000
Access Control Replacement	This project will allow the procurement and installation of an access keycard control system and software to prevent unauthorized personnel from entering SunLine's facilities.	Staff is currently working on the scope of work to issue an invitation for bids. Bids are expected to be received in the third quarter of 2022.	\$68,280
Purchase of Support Truck (F-250)	This project will allow the procurement of one (1) truck to support the Agency's staff for daily operations.	The project team is working on issuing a purchase order through the state contract. Due to inventory shortages, there is a delay in manufacturing vehicles. It is anticipated that orders for vehicles will be available in the fourth quarter of 2022.	\$53,745

QUARTERLY CAPITAL PROJECT UPDATES 2ND QUARTER CALENDAR YEAR 2022

Projects Update			
Project Title	Brief Description	Current Status	Funding
Five (5) Hydrogen Buses & On-Site Hydrogen Fueling Station	This project deployed five (5) new 40-foot fuel cell electric buses along with the upgrade of SunLine’s existing hydrogen refueling station with a new electrolyzer.	All five (5) buses and the fueling station are in service. The fueling station is being used by staff to fuel SunLine’s fleet. The project team is working with the contractor on finalizing the commissioning of the station. An additional supply storage tank has been delivered and the installation will commence in the third quarter of 2022.	\$15,571,561
Replacement Operations Facility	The new replacement Operations Facility allowed operators to move to a state of the art facility at Division I.	The facility is currently in use by SunLine staff. The project team is working on closing this project.	\$8,100,000
CNG Fueling Station	The new CNG station located at Division I replaced the existing station that had exceeded its useful life.	All deliverables have been provided. Staff is working on closing the project. The project is expected to be closed by mid-August of 2022.	\$8,000,778
Purchase of Five (5) New Flyer Fuel Cell Buses (SCAQMD Airshed Project)	This project is for the purchase of five (5) 40-foot fuel cell fixed route buses that will replace CNG buses.	Three (3) buses have been delivered and one (1) bus is in service. The remaining two (2) buses are in production at the New Flyer facility. They are expected to be delivered in the third quarter of 2022.	\$6,794,635
Purchase of Five (5) New Flyer Fuel Cell Buses (VW Mitigation)	This project allowed the purchase of five (5) 40-foot fuel cell fixed route buses that will replace CNG buses.	All five (5) buses are in service. SunLine is waiting to receive five (5) laptops that are on backorder. Once all deliverables have been received, staff will begin to work on closing the project.	\$5,995,922

QUARTERLY CAPITAL PROJECT UPDATES 2ND QUARTER CALENDAR YEAR 2022

Project Title	Brief Description	Current Status	Funding
Liquid Hydrogen Station Project	The new liquid hydrogen station will include liquid storage, compression equipment, gaseous storage and dispensing, providing both additional capacity and resiliency for the existing fueling infrastructure. The new station will be capable of dispensing fuel at 350 and 700 bar.	Bids were evaluated and staff interviewed the proposers for clarifications on the submitted proposals. SunLine staff will present the recommended firm to the Board of Directors in July of 2022. Upon approval of the selected contractor, permitting phase and civil work will commence.	\$5,161,250
Center of Excellence Facility	This project is for the construction of a facility to serve as a training center and maintenance bay for the zero emission vehicles.	Design plans are being finalized by the Count of Riverside. Staff has been working on preparing the bidding documents and these are expected to be released in the third quarter of 2022.	\$3,097,654
Purchase of 15 Paratransit Vehicles	This project is to procure 15 Paratransit vehicles to replace old vehicles that have exceeded their useful life.	All 15 vehicles have been delivered to SunLine. Twelve vehicles are in service. Final three (3) buses are being prepped by staff with make ready equipment. These three (3) vehicles are expected to be in service in the third quarter of 2022.	\$2,375,076
Coachella Hub	This project is in conjunction with a grant awarded to SunLine as part of the Affordable Housing Sustainability Community Grant. SunLine, along with the City of Coachella, will construct sustainable transportation infrastructure to provide transportation related amenities.	The draft design work has been completed and submitted to the City for review. This project will be presented by City staff to its planning commission for approval in July of 2022.	\$1,313,500
Purchase of MCI Commuter Bus	This project will allow the purchase of one (1) additional MCI bus to meet the needs of the Agency.	Staff has issued the purchase order. The bus is expected to be delivered in the fourth quarter of 2022.	\$950,000

QUARTERLY CAPITAL PROJECT UPDATES 2ND QUARTER CALENDAR YEAR 2022

Project Title	Brief Description	Current Status	Funding
SoCalGas/Hydrogen Demonstration Project	SunLine, in partnership with SoCalGas, will install, test, monitor, and demonstrate a Steam Methane Reformer (SMR) in various operating conditions.	The site layout and preliminary schedule have been completed. A contractor for civil work has been selected by SoCalGas. Construction mobilization is expected to begin in July of 2022.	\$600,000
Operations Facility IT Equipment	The project focuses on the purchase of information technology equipment such as servers, switches and battery backup systems for the new Operations Facility.	Information technology equipment has been delivered and installed. Staff is working on closing the project.	\$230,291
Purchase of Five (5) Replacement Zero Emission Relief Cars	This project allowed the purchase of five (5) replacement Chevy Bolt 2021 cars and charging infrastructure.	All five (5) cars are in service. The Project Manager is working on closing this project.	\$196,866
Modular Trailer Demolition	This project is for the demolition of trailers, formerly occupied by Transportation department staff, that have exceeded their useful life.	The demolition of the trailers has been completed and the installation of the land stabilizer was completed by the contractor. Staff will begin to close the project.	\$110,000

SunLine Transit Agency

CONSENT CALENDAR

DATE: July 27, 2022

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Board Member Attendance for June 2022

Summary:

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

Recommendation:

Receive and file.

FY 21/22	Board Member Matrix Attendance													Total Meetings	Total Attended
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun			
Desert Hot Springs	X		X	X		X	X	X	X	X	X	X	10	10	
Palm Desert	X		X	X		X	X	X	X	X	X	X	10	10	
Palm Springs	X		X	X		X	X	X	X	X	X	X	10	10	
Cathedral City	X		X	X		X	X	X	X	X	X	X	10	10	
Rancho Mirage	X		X	X		X	X	X	X	X	X	X	10	10	
Indian Wells	X		X			X	X	X	X	X	X	X	10	9	
La Quinta	X		X	X		X	X	X	X	X	X	X	10	10	
Indio	X		X	X		X	X	X	X	X	X	X	10	10	
Coachella	X		X	X		X	X	X	X		X	X	10	9	
County of Riverside	X		X	X		X	X	X	X	X	X	X	10	10	

X - ATTENDED (Primary/Alternate)

DARK –

SunLine Services Group

CONSENT CALENDAR

DATE: July 27, 2022

RECEIVE & FILE

TO: Taxi Committee
Board of Directors

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

Summary:

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

Recommendation:

Receive and file.

**SunLine Regulatory Administration
Checks \$1,000 and Over
May 2022**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
SUNLINE TRANSIT AGENCY	Payroll Liabilities 04/29/2022	91051	05/04/2022	3,802.53
NELSON/NYGAARD CONSULTING ASSOCIATES,	Legal Services	91058	05/19/2022	3,060.00
SUNLINE TRANSIT AGENCY	Overhead Allocations May 2022	91054	05/11/2022	2,461.67
ROBERT HALF	Temporary Help	91053	05/11/2022	1,631.04
Total Checks Over \$1,000	\$10,955.24			
Total Checks Under \$1,000	\$2,250.20			
Total Checks	\$13,205.44			

SunLine Services Group
CONSENT CALENDAR

DATE: July 27, 2022

RECEIVE & FILE

TO: Taxi Committee
Board of Directors

RE: Monthly Budget Variance Report for May 2022

Summary:

The budget variance report compares revenues and expenses to the respective line item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values. The budgetary figures are represented as a straight line budget. Accordingly, the current monthly budget values are calculated by taking 1/12th of the annual budget. The FYTD budget values for the month of May 2022 are equal to 11/12^{ths} of the yearly budget.

Year to Date Summary

- As of May 31, 2022, the organization's revenues are \$30,135 or 18.77% above the FYTD budget.
- As of May 31, 2022, expenditures are \$37,081 or 23.09% below the FYTD budget.
- The net FYTD operating gain (loss) after expenses is \$67,216.

Recommendation:

Receive and file.

SunLine Regulatory Administration
Budget Variance Report
May 2022

Description	FY22 Total Budget	Current Month			Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY22 FYTD Budget	Positive (Negative)	Percentage Remaining
Revenues:								
Revenue Fines	1,500	1,350	125	1,225	4,850	1,375	3,475	-223.3%
New Driver Permit Revenue	750		63	(63)	1,050	688	363	-40.0%
Taxi Business Permit	96,000	9,500	8,000	1,500	89,526	88,000	1,526	6.7%
Driver Transfer Revenue	250		21	(21)	625	229	396	-150.0%
Driver Renewal Revenue	1,000	25	83	(58)	1,950	917	1,033	-95.0%
Driver Permit Reinstatement/Replacement	50	-	4	(4)	10	46	(36)	80.0%
Vehicle Permit Revenue	73,620	6,958	6,135	823	91,051	67,485	23,566	-23.7%
Other Revenue	500	-	42	(42)	1,645	458	1,187	-229.0%
Operator Application Fee	1,500	-	125	(125)	-	1,375	(1,375)	100.0%
Total Revenue	175,170	17,833	14,598	3,236	190,707	160,573	30,135	-8.9%
Expenses:								
Salaries and Wages	54,367	624	4,531	3,906	36,750	49,836	13,087	32.4%
Fringe Benefits	46,865	624	3,905	3,282	51,520	42,960	(8,560)	-9.9%
Services	52,015	2,767	4,335	1,568	20,717	47,680	26,964	60.2%
Supplies and Materials	4,193	412	349	(63)	2,422	3,844	1,422	42.2%
Utilities	5,416	451	451	0	4,965	4,965	0	8.3%
Casualty and Liability	5,489	457	457	(0)	5,032	5,032	(0)	8.3%
Taxes and Fees	100	-	8	8	-	92	92	100.0%
Miscellaneous	6,725	66	560	494	2,087	6,165	4,077	69.0%
Total Expenses	175,170	5,402	14,598	9,196	123,491	160,573	37,081	29.5%
Total Operating Surplus (Deficit)	\$ -	\$ 12,432			\$ 67,216			

Budget Variance Analysis - SunLine Regulatory Administration

Revenue

- The positive variance in revenue is primarily attributed to an increase in permitted vehicles.
- As of FYTD22, there is an increase of 33,306 taxi trips compared to FYTD21.

Taxi Trips

	FY21-May	FY22-May	Variance	%Δ
Trips	12,808	12,079	(729)	-5.7%

Taxi Trips

	FYTD-FY21	FYTD-FY22	Variance	%Δ
Trips	105,135	138,441	33,306	31.7%

Salaries and Wages

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

Fringe Benefits

- The unfavorable amount in fringe benefit expenses is attributed to fewer than anticipated expense allocations to SunLine Transit Agency.

Services

- The positive balance in services is primarily attributed to fewer than anticipated legal expenses.

Supplies and Materials

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

Utilities

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

Casualty and Liability

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

Taxes and Fees

- The favorable balance is attributed to fuel tax savings related to SRA staff not utilizing vehicle.

Miscellaneous

- The positive variance in miscellaneous expenses are attributed to savings in travel and membership fees which have not yet been incurred.

SunLine Services Group
CONSENT CALENDAR

DATE: July 27, 2022

RECEIVE & FILE

TO: Taxi Committee
Board of Directors

RE: Taxi Trip Data – June 2022

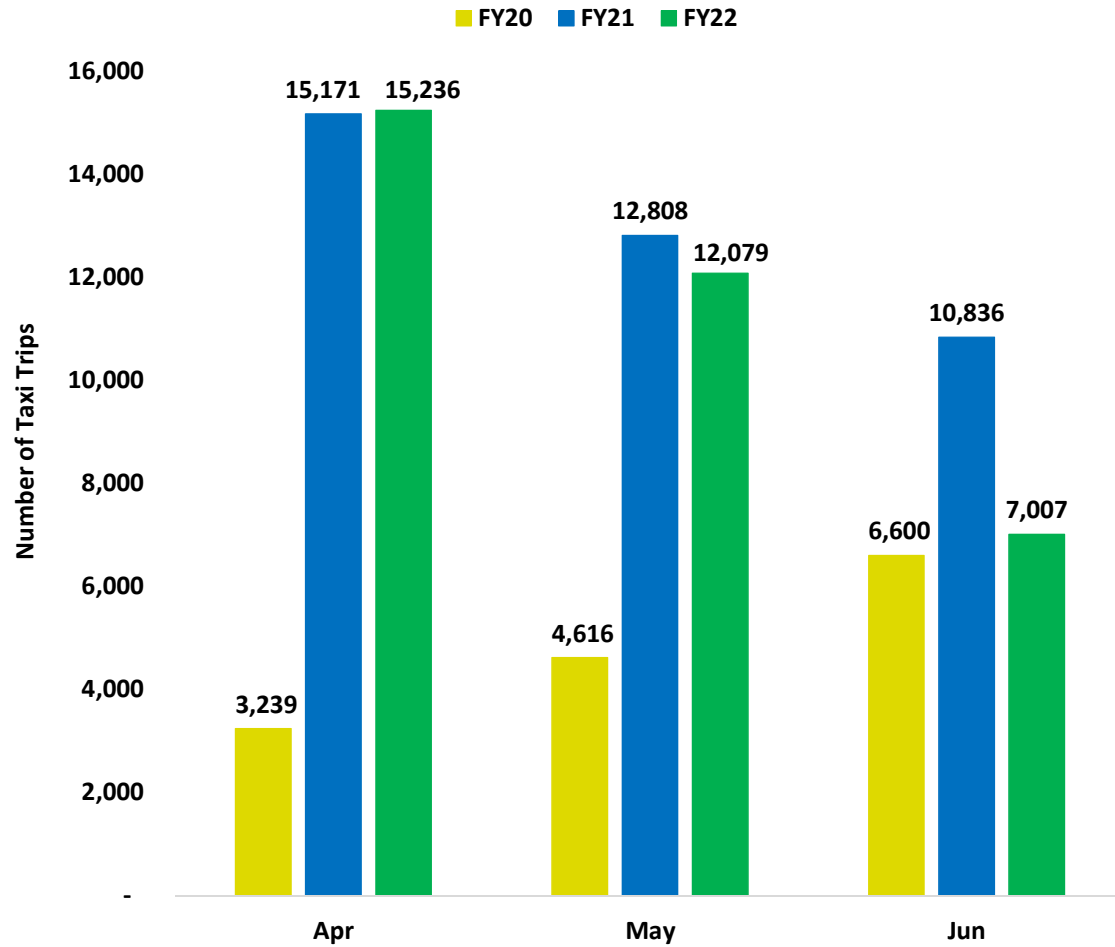
Summary:

The attached charts summarize the total number of taxi trips generated in the Coachella Valley for the previous three (3) month period and total taxi trips for the current fiscal year to date (FYTD) compared to the last two (2) fiscal years. There were 3,829 fewer taxi trips in June 2022 serviced by 14 more cabs compared to May 2021 (57 cabs in 2022 compared to 43 cabs in 2021). The decrease in trips for June 2022 is mainly attributed to a 73% decrease in trips by one of the taxi companies whose business was exceptionally slow during June that is being attributed to the summer slide. There were 29,477 more taxi trips for FYTD22 compared to FYTD21.

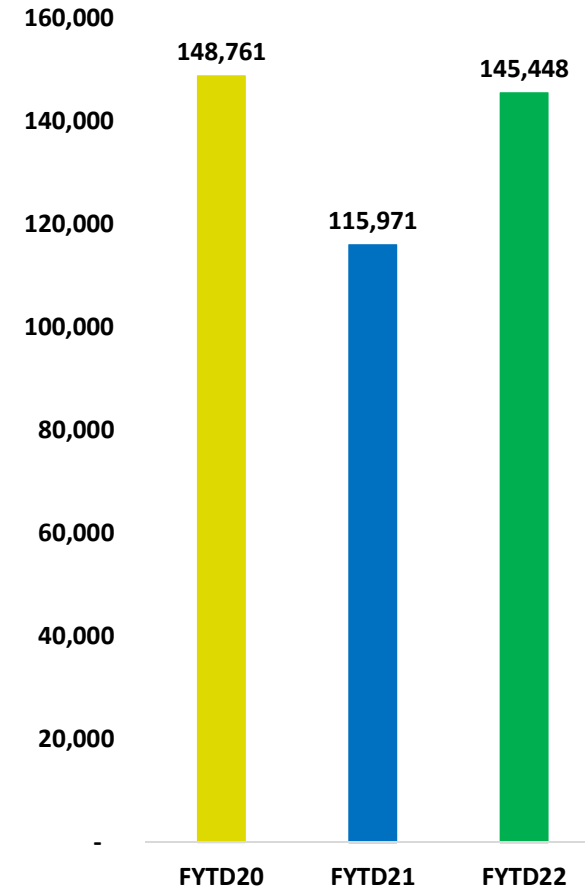
Recommendation:

Receive and file.

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



FYTD No. of Taxi Trips



The chart compares the three (3) most recent months and measures the total number of taxi trips taken year to date for FY20, FY21 and FY22.

**SunLine Transit Agency
SunLine Services Group**

CONSENT CALENDAR

DATE:	July 27, 2022	ACTION
TO:	Board of Directors	
FROM:	Eric Vail, General Counsel Lauren Skiver, CEO/General Manager	
RE:	Adoption of Resolution to Continue Teleconference Meetings	

Recommendation:

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

Background:

At the March 25, 2020 Board of Directors meeting, in response to the COVID-19 health emergency that federal, state and local governments are all addressing, SunLine Transit Agency and SunLine Services Group proclaimed an emergency situation as outlined in Resolution No. 0775. Over the last two (2) years, the Board has continuously evaluated the resolution and made decisions regarding the need to extend the declaration.

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

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

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

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

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

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

Financial Impact:

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

Attachment:

- [Item 9Na](#) – Resolution No. 0798

RESOLUTION NO. 0798

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

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

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

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

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

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

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

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

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

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

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

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

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

SECTION 2. The SunLine Transit Agency continues to follow safety measures in response to COVID-19 as ordered or recommended by the Centers for Disease Control and Prevention (CDC), California Department of Public Health (CDPH), and/or County of Riverside, as applicable. Based upon that guidance, in person attendance indoors at public meetings continues to present an imminent risk to the health and safety of attendees and those attendees have close contact with after attending a meeting in person. The Board of Directors desire to ensure that all persons desiring to attend public meetings may do so in a manner that protects the health and safety of the attendees, their families and other close contacts. Cases have been on the rise since the post-omicron surge low in March 2022 of approximately 5 cases per 100,000 in population. As of July 3, 2022 (the most recent data available as of the drafting of this resolution) the statewide case rate was 36.1 cases per 100,000 in population. Furthermore, there are still members of the community to whom COVID-19 presents significant health risks, including the immunocompromised, the elderly, and those with underlying medical concerns. Teleconferencing will provide increased meaningful participation options for both members of the legislative body and members of the public in a manner that protects the health and safety of the attendees, their families and other close contacts.

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

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

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

PASSED, APPROVED AND ADOPTED, at a meeting of the Board of Directors of SunLine Transit Agency and SunLine Services Group on this 27th day of July, 2022.

Glenn Miller
Chairperson of the Board

ATTEST:

Edith Hernandez
Clerk of the Board

APPROVED AS TO FORM:

Eric S. Vail
General Counsel

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

I, Edith Hernandez, Clerk of the Board of SunLine Transit Agency and SunLine Services Group, hereby certify that Resolution No _____ was adopted by the Board of Directors of the SunLine Transit Agency and SunLine Services Group at a regular meeting held on the 27th day of July, 2022, and that the same was adopted by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

EDITH HERNANDEZ
CLERK OF THE BOARD

**SunLine Transit Agency
SunLine Services Group**

CONSENT CALENDAR

DATE: July 27, 2022 **ACTION**

TO: Board of Directors

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

RE: Review Declaration of Emergency by the Board of Directors

Recommendation

Recommend that the Board of Directors review the declaration of emergency set forth in Board approved Resolution No. 0775 and make no changes at this time.

Background

At the March 25, 2020 Board of Directors meeting, in response to the COVID-19 health emergency that federal, state and local governments are all addressing, SunLine Transit Agency and SunLine Services Group proclaimed an emergency situation as outlined in Resolution No. 0775 (attached). Over the last twenty-eight months, the Board has continuously evaluated the resolution and made decisions regarding the need to extend the declaration. The Board last reviewed the emergency declaration at its May 25, 2022 meeting and made no changes.

Staff's recommendation is to continue the declaration of emergency through the September Board meeting, September 28, 2022, and reevaluate at that time.

Financial Impact

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

Attachment:

- [Item 90a](#) – Resolution No. 0775

SUNLINE TRANSIT AGENCY

RESOLUTION NO. 0775

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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


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

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

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

ADOPTED THIS 25th DAY OF March, 2020

ATTEST:

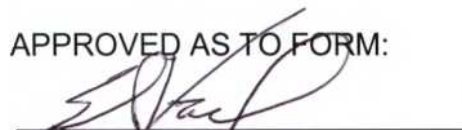


Brittney B. Sowell
Clerk of the Board
SunLine Transit Agency
SunLine Services Group



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

APPROVED AS TO FORM:



General Counsel
Eric Vail

STATE OF CALIFORNIA)
) ss.
COUNTY OF RIVERSIDE)

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

AYES: 10

NOES: 0

ABSENT: 0

ABSTAIN: 0

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



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

**SunLine Transit Agency
SunLine Services Group**

DATE: July 27, 2022 **ACTION**
TO: Board of Directors
FROM: Glenn Miller, Chairperson of the Board
RE: Ratification of Provisional Committee Appointments

Recommendation

Ratify the provisional committee and committee officer appointments to the Finance/Audit Committee, Board Operations Committee, Strategic Planning & Operational Committee, and Taxi Committee.

Background

Section 8.1 of SunLine's Board bylaws notes that the Chairperson of the Board shall make provisional appointments for each Committee and each Committee's Chairperson and Vice Chairperson and shall provisionally fill vacancies as they may arise during the year. These appointments shall be considered for ratification by the Board at the next regular meeting.

The following provisional appointments were made to the Board's Committees:

Finance/Audit Committee

- Chairperson – Kathleen Kelly
- Vice-Chairperson – Nancy Ross
- Member – Russell Betts
- Member – Glenn Miller
- Member – Lisa Middleton

Board Operations Committee

- Chairperson – Dana Reed
- Vice-Chairperson – Russell Betts
- Member – Glenn Miller

- Member – Charles Townsend

Strategic Planning & Operational Committee

- Chairperson – Denise Delgado
- Vice-Chairperson – Lisa Middleton
- Member – Russell Betts
- Member – Dana Reed
- Member – Robert Radi

Taxi Committee

- Chairperson – Kathleen Kelly
- Vice-Chairperson – Robert Radi
- Member – Nancy Ross
- Member – Denise Delgado

Financial Impact

No financial impact.

Attachment:

- [Item 9Pa](#) – SunLine Transit Agency/SunLine Services Group FY 2022/23 Board Committee Appointments

**SunLine Transit Agency/SunLine Services Group
Board Committee Assignments
FY 2022/23 COMMITTEE APPOINTMENTS**

	Finance/Audit Committee (5) Meet prior to each Board meeting	Board Operations Committee (4) Meet as needed	Strategic Planning & Operational Committee (5) Meet as needed	Taxi Committee (4) Meet as needed
Robert Radi La Quinta			M	V
Denise Delgado Coachella			C	M
Russell Betts Desert Hot Springs	M	V	M	
Lisa Middleton Palm Springs	M		V	
Charles Townsend Rancho Mirage		M		
Nancy Ross Cathedral City	V			M
Kathleen Kelly Palm Desert	C			C
Dana Reed Indian Wells		C	M	
Glenn Miller Indio	M	M		
V. Manuel Perez Riverside County				

M indicates Committee Member; C indicates Committee Chair; V indicates Vice Chair

Updated 07/2022

SunLine Transit Agency

DATE: July 27, 2022 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: Frank Rytych, Chief Maintenance Officer

RE: Purchase of Five (5) Chevy Bolt EV Relief Vehicles

Recommendation

Recommend that the Board of Directors delegate authority to the CEO/General Manager to negotiate and execute a contract with Jessup Motors to purchase five (5) Chevy Bolt electric vehicles, in an amount not to exceed \$138,909.89 including taxes, upon approval as to form by General Counsel.

Background

This procurement will replace five (5) Honda Civic CNG vehicles which have passed their useful life. These vehicles are used to transport operators to and from route assignments, and support supervisor activities. In support of SunLine's mission statement, the replacement vehicles are zero emission battery electric vehicles.

The Chevy Bolt was selected because they are comparable with the current SunLine EV relief vehicle fleet. Jessup Motors was awarded a competitive bid contract through an invitation to bid.

Financial Impact

The financial impact of \$138,909.89 will utilize state and federal funds programmed in FY21.

Attachments:

- [Item 10a](#) – Price Analysis
- [Item 10b](#) – Solicitation List



INVITATION FOR BIDS
Electric Sedan Support Vehicles (5)
22-087

PRICE ANALYSIS

	Jessup Chevrolet	Penske Chevrolet			State Contract Price
Lump Sum Total	\$ 138,909.89	\$ 176,980.31			184,079.85

	Difference	Delta
Difference between Jessup Chevrolet and Penske Lump Sum Total	\$ (38,070.42)	-21.51%
Difference between Jessup Chevrolet and Independent Cost Estimate	\$ (45,169.96)	-24.54%

Competition was adequate because RFQs were sent to 10 vendors. Two (2) vendors independently contended for the contract that is to be awarded. Award is based on the Lump Sum Total. Vendors who had not submitted a quote were contacted via phone and listed lack of personnel, supply chain issues, and lack of vehicles as reasons for not submitting a quote. To determine reasonableness, the quotes were compared to the DTS State Contract pricing.

Based on the findings, the prices submitted by the lowest responsive and responsible bidder, Jessup Chevrolet, is 21.51% lower than the second bidder Penske Chevrolet, and 24.54% lower than the State contract award price.

Based on the results, it is determined that the price submitted by Jessup Chevrolet is considered fair and reasonable.

Amy Gunderloy, Procurement Specialist

Solicitation List

Jessup Chevrolet

68-111 E Palm Canyon Drive
Cathedral City, CA 92234
760-906-8989
larrymartin@jessupautoplaza.com

Anderson Chevrolet

31201 Auto Center Drive
Lake Elsinore, CA 92530
855-661-3342
jdiaz@andersonauto.com

Paradise Chevrolet Cadillac

27360 Ynez Road
Temecula, CA 92591
888-387-7019
aj@mychevyguy.com

Rotolo Chevrolet

16666 South Highland Ave
Fontana, CA 92336
866-506-9728
jamie@rotolo.com

Penske Chevrolet

18605 South Studebaker Road
Cerritos, CA 90703
877-772-3022
Kyle.slavin@gmail.com
Johnflavin@aol.com

Diamond Hills Chevrolet

4545 W Ramsey St
Banning, CA 92220
866-410-7823
rgill@daliaauto.com

Courtesy Chevrolet Center

750 Camino Del Rio
San Diego, CA 92108 619.373.1641
Javier.botero@courtesysd.com

Merchant's Fleet

7071 Warner Ave
Huntington Beach, 92647
courtneywolschleger@MerchantsFleet.com

Elk Grove Auto/Winner Chevrolet

8575 Laguna Grove Dr
Elk Grove, CA 95757
916-426-5752
Jerry Powers jpowers@lasherauto.com

La Quinta Chevy

jamesr@lqchevycady.com
pisbell@lqchevycady.com
carlosa@lqchevycady.com
MichaelKingsbury@LaQuintaChevroletCadillac.cmdlr.com

SunLine Transit Agency

DATE:	July 27, 2022	ACTION
TO:	Finance/Audit Committee Board of Directors	
FROM:	Rudy Le Flore, Chief Project Consultant	
RE:	Liquid Hydrogen Station	

Recommendation

Recommend that the Board of Directors authorize the CEO/General Manager to negotiate and execute a contract with Cryogenic Industries, LLC (Cryogenics) for an amount not to exceed:

- a) \$6,200,955 to design and build a liquid hydrogen refueling station; and
- b) \$5,841,762 for the option of three (3) years of fuel, operations, and maintenance of the facility, subject to review and approval by SunLine's General Counsel.

Background

In February 2021, the Notice of Proposed Awards for the GFO-20-602 Zero-Emission Transit Fleet Infrastructure Deployment grant application was released by the California Energy Commission (CEC) announcing SunLine as a grant awardee. The maximum amount for small fleet operators under the grant was \$5,000,000. SunLine applied for and received a grant award in the amount of \$4,986,250 from the CEC in June 2021. The award was to design and build a liquid hydrogen refueling station to increase SunLine's fueling capacity at its Thousand Palms facility. This investment will enable SunLine to comply with California's Innovative Clean Transit regulation, which requires all public transit agencies to transition to 100% zero-emission bus fleets by 2040.

The liquid refueling station will have the capacity to dispense 1,500 kg/d with a public dispenser to be included that can further serve the Coachella Valley. The public dispenser will be able to serve both light-duty and heavy-duty vehicles.

Staff utilized the evaluation criteria cited in Public Contract Code § 22160 et. seq. Though CLEANCOR submitted a price that was \$42,284 less than that of Cryogenics, the price difference did not overcome the technical superiority of the Cryogenics proposal. This was primarily due to CLEANCOR's initial reliance on the NICE pump that became unavailable during the solicitation process. The substitute pump proposed by

CLEANCOR has very little data to substantiate its commercial application. Since fueling is a fundamental operation of transit services, staff showed a preference for commercially proven technology.

The contract will also include three (3) years of operations and maintenance support and three (3) three years of fuel pricing options.

Financial Impact

The financial impact of the capital investment of \$6,200,955 will be satisfied by utilizing capital funds from the California Energy Commission grant, CNG rebate funds, and State Transit Assistance capital funding. The operating funds of \$5,841,762 will be included in the appropriate future fiscal year operating budgets.

Attachments:

- [Item 11a](#) – Liquid Hydrogen Station Project Presentation
- [Item 11b](#) – Price Analysis
- [Item 11c](#) – Solicitation List

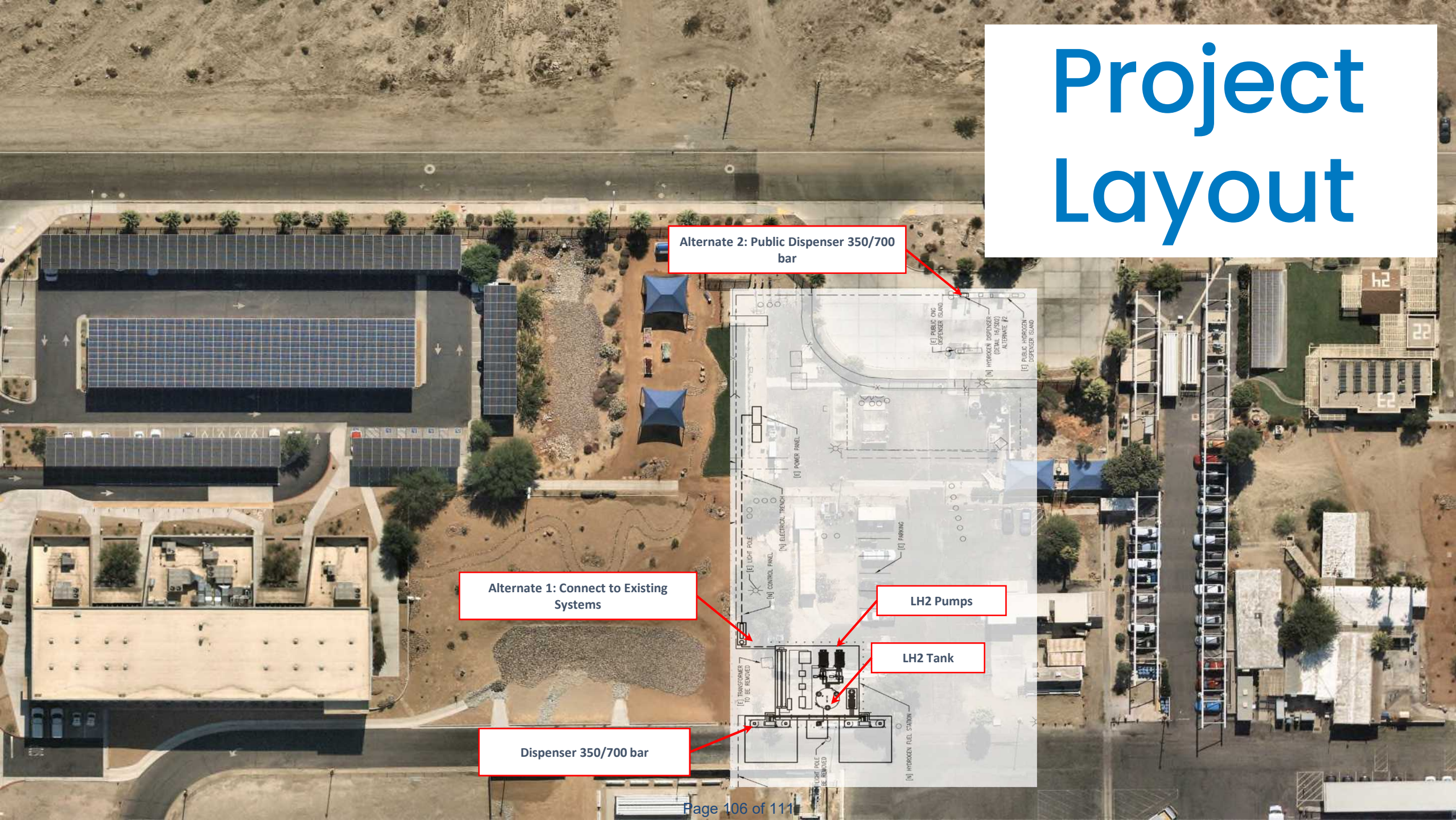


Liquid Hydrogen Station Project

Rudy Le Flore
Chief Project Consultant

July 27, 2022

Project Layout



Alternate 2: Public Dispenser 350/700 bar

Alternate 1: Connect to Existing Systems

LH2 Pumps

LH2 Tank

Dispenser 350/700 bar

Liquid Hydrogen Station Budget & Funding



Proposed Budget

Item	Amount
Cryogenics Industries LLC Contract Amount	\$ 6,200,955
Project Management (CEC Funded)	\$ 228,643
Construction Management	\$ 300,000
Technical Support	\$ 75,000
Permits	\$ 100,000
SunLine Construction Consulting	\$ 75,000
Contingency	\$ 500,000
Total Amount:	\$ 7,479,598

Funding

Funds Source & Year	Amount
CEC Grant	\$ 4,986,250
CNG Rebate	\$ 175,000
Capital Funds for Public Fueling Station (FY21 & FY22)	\$ 2,318,348
Total Available Funds:	\$ 7,479,598

Grant Application Submissions



Low No Grant Submitted

- Liquid Hydrogen Station and Fuel Cell Buses (3)
 - Total Grant Request: \$7,819,257
 - Funds budgeted for the Liquid Hydrogen Station: \$3,500,000

Potential Earmark

- Transportation, and Housing and Urban Development (THUD) appropriations bill Earmark (Public Station)
 - Submitted to House Appropriations Committee: \$2,500,000





Thank you!





Request for Proposal
Liquid Hydrogen (H2) Refueling Station
22-035

Price Analysis

Construction of Liquid Hydrogen Plant	Cryogenics (Nikkiso) 2022 BAFO	Clean Energy 2022 BAFO	CleanCor 2022 BAFO	Trillium 2022 BAFO
Total Base Proposal	\$ 5,571,200	\$ 8,951,574	\$ 6,479,719	\$ 8,013,340
Alternate #1	\$ 34,772	\$ 74,691	\$ 23,500	\$ 290,698
Alternate #2	\$ 594,983	\$ 1,443,496	\$ 495,713	\$ 2,413,940
Total Base and Alternate 1 & 2	\$ 6,200,954	\$ 10,469,760	\$ 6,998,932	\$ 10,717,978

Operation & Maintenance (O&M) of Plant				
3 Year O&M	\$ 399,612	\$ 660,107	\$ 220,000	\$ 639,396
3 Year H2 Supply	\$ 5,442,150	\$ 6,531,675	\$ 4,781,500	\$ 4,818,000
Total Program	\$ 12,042,716	\$ 17,661,542	\$ 12,000,432	\$ 16,175,374

Estimated Price for Hydrogen	\$/kg	\$/kg	\$/kg	\$/kg
Year 1	\$ 8.70	\$ 11.93	\$ 8.55	\$ 8.90
Year 2	\$ 10.56	\$ 11.93	\$ 8.70	\$ 8.80
Year 3	\$ 10.56	\$ 11.93	\$ 8.95	\$ 8.70

	Difference	Delta
Difference between Trillium and Nikkiso proposals	\$ 4,132,658	25.55%
Difference between CleanCor and Nikkiso proposals	\$ (42,284)	-0.35%

There was adequate price competition since four (4) independent contractors submitted Best and Final Offer Proposals. Award is based on the highest evaluated proposal score for the evaluation criteria elements: Price, Technical Design and Construction Expertise and Life Cycle Costs.

Based upon the above, it is determined that the price submitted by Cryogenics (Nikkiso Solutions) is considered fair and reasonable and represents the best value to the Agency


Sara Parrish
Contract Administrator

**Liquid Hydrogen Refueling Station
Solicitation List
RFQu / RFQ 22-035**

First Element	Tim Brown	tim.brown@firstelementfuel.com
Plug Power	Al Cioffi	acioffi@plugpower.com
Shell	Wayne Leighty	W.Leighty@shell.com
Trilium	Kim Okafor	kimberly.okafor@loves.com
Linde	Stacey Grauer	stacey.grauer@linde.com
Linde	Wladimir Sarmiento-Darkin	Wladimir.Sarmiento-Darkin@linde.com
Air Products	John Chimenti	chimenjp@airproducts.com
Air Liquide	Jordan D. Truitt	jordan.truitt@airliquide.com
Mitsui	David Yanagisawa	D.Yanagisawa@mitsui.com
NICE	Jordan McRobie	jordanmnice@gmail.com
Iwatani	Michael Hoban	mhoban@iwatani.com
Toyota Tsusho	Yasunari Onodera	yasunari_onodera@taiamerica.com
Stratos Fuel, Inc	Jonathan Palacios-Avila	jpa@stratosfuel.com
Nel Hydrogen	Elan Bond	arlut@nelhydrogen.com
Messer	Mike Iannelli	mike.iannelli@messer-us.com
Johnson Peltier	Greg Kelley	gkelley@johnson-peltier.com
Construct Connect	John Fermize	john.fermiza@constructconnect.com
United Site Services	Ed Scott	ed.scott@unitedsiteservices
Cryogenic Industries LLC (Nikkiso)	Ken Gillette	kgillette@nikkisosolutions.com
Clean Energy Fuels	Mechelle Wells	wally.dubno@cleanenergyfuels.com
Opal Fuels	Steve Breeze	sbreeze@opalfuels.com
Bulldog Energy Providers	Erik Hansen	ehansen@bdogenergy.com
Cleancor Energy Solutions	Jeff Woods	jwoods@ckor.com
Dodge Construction Network	Michelle Wee	michelle.wee@construction.com
Fiedler Group	Patrick Fiedler	patrick.fiedler@fiedlergroup.com
Plug Power	Rick Mason	rmason@plugpower.com

*Contractors noted in bold submitted Proposals and Best and Final Proposals