



SunLine Transit Agency  
September 25, 2024  
11:05 a.m. – 11:35 a.m.

## AGENDA

### FINANCE/AUDIT COMMITTEE

Wellness Room  
32-505 Harry Oliver Trail  
Thousand Palms, CA 92276

\*\*\*\*\*

#### NOTICE TO THE PUBLIC

SunLine has discontinued its COVID-19 Emergency Declaration and has returned its Board and Board Committee meetings to live and in-person attendance at the location noted above. These meetings are no longer available for viewing, attendance, or comment by two-way audiovisual platform, two-way telephonic service, webcasting, or streaming video broadcast. SunLine may prepare audio or video recordings of Board meetings. In accordance with the Brown Act and California Public Records Act, these recordings are subject to public inspection for a period of thirty (30) days after the meeting.

In compliance with the Brown Act, agenda materials distributed 72 hours or less prior to the meeting, which are public records relating to open-session agenda items, will be available for inspection by members of the public prior to or at the meeting at SunLine Transit Agency's Administration Building, 32505 Harry Oliver Trail, Thousand Palms, CA 92276 and on the Agency's website, [www.sunline.org](http://www.sunline.org).

In compliance with the Americans with Disabilities Act, Government Code Section 54954.2, and the Federal Transit Administration Title VI, please contact the Clerk of the Board at (760) 343-3456 if special assistance is needed to participate in a Board meeting, including accessibility and translation services. Notification of at least 72 hours prior to the meeting time will assist staff in assuring reasonable arrangements can be made to provide assistance at the meeting.

\*\*\*\*\*

#### ITEM

#### RECOMMENDATION

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

**ITEM**

**RECOMMENDATION**

**5. FINALIZATION OF AGENDA**

**6. PUBLIC COMMENTS**

**RECEIVE COMMENTS**

**NON AGENDA ITEMS**

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

**7. COMMITTEE MEMBER COMMENTS**

**RECEIVE COMMENTS**

**8. CONSENT CALENDAR**

**RECEIVE & FILE**

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

8a) [Checks \\$1,000 and Over Report for June and July 2024](#) (PAGE 3-10)

8b) [Credit Card Statement for June and July 2024](#) (PAGE 11-31)

8c) [Monthly Budget Variance Report for June and July 2024](#) (PAGE 32-40)

8d) [Contracts Signed in Excess of \\$25,000 for June and July 2024](#) (PAGE 41-42)

8e) [Union & Non-Union Pension Investment Asset Summary July 2024](#) (PAGE 43-65)

8f) [Ridership Report for July 2024](#) (PAGE 66-69)

8g) [SunDial Operational Notes for July 2024](#) (PAGE 70-72)

8h) [Metrics for July 2024](#) (PAGE 73-97)

8i) [Board Member Attendance for July 2024](#) (PAGE 98-99)

**9. AWARD OF CONTACT FOR ACTUARIAL SERVICES**

(Staff: Luis Garcia, Chief Financial Officer)

**APPROVE**

(PAGE 100-103)

**10. PROPOSED MODIFICATIONS TO SETTLEMENT AUTHORITY PROCESS**

(Staff: Luis Garcia, Chief Financial Officer)

**DISCUSSION**

(PAGE 104-109)

**11. ADJOURN**

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

DATE: September 25, 2024

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Checks \$1,000 and Over Report June and July 2024

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

<b>Vendor</b>	<b>Check #</b>	<b>Amount</b>
<i>Trapeze Software Group, Inc.</i>	696558	\$181,200.00
<i>Avail Technologies</i>	696357	\$171,552.00
<i>Dahl, Taylor and Associates, Inc.</i>	696365	\$71,934.00
<i>Center For Transportation &amp; The Environment</i>	696362	\$50,224.38
<i>Three Peaks Corp</i>	696778	\$456,861.93
<i>New Flyer of America, Inc.</i>	696700	\$268,915.16
<i>Integrated Cryogenic Solutions LLC</i>	696693	\$218,616.77
<i>Yellow Cab of The Desert</i>	696789	\$55,546.33
<i>Hanson Bridgett LLP</i>	696790	\$50,715.00

Recommendation:

Receive and file.

**SunLine Transit Agency  
Checks \$1,000 and Over  
June 2024**

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
CALPERS	Group Health Premiums	696499	06/20/2024	407,531.76
TRAPEZE SOFTWARE GROUP INC.	Computer/Network Software Agreement	696558	06/20/2024	181,200.00
AVAIL TECHNOLOGIES	Computer/Network Software Agreement	696357	06/05/2024	171,552.00
PERMA - INSURANCE	Insurance-General & Auto Liability	696539	06/20/2024	103,600.00
PERMA - INSURANCE	Liability Program 3rd of 7 Annual Installments	696457	06/12/2024	101,687.00
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	696620	06/25/2024	78,927.84
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	696473	06/12/2024	78,842.29
SO CAL GAS CO.	Utilities	696468	06/12/2024	76,000.21
DAHL, TAYLOR AND ASSOCIATES, INC.	WIP-Electric Meter Generator Testing- Project Acct #2313	696365	06/05/2024	71,934.00
IMPERIAL IRRIGATION DIST	Utilities	696442	06/12/2024	55,703.57
CENTER FOR TRANSPORTATION AND THE	WIP-Liquid Hydrogen Refueling- Project Acct#2211-02	696362	06/05/2024	50,224.38
SHUTTLE BUS LEASING	Vehicle/Bus Leasing	696467	06/12/2024	49,600.00
ATKINSON, ANDELSON, LOYA RUUD AND ROMO	Legal Service	696356	06/05/2024	45,340.50
MUTUAL OF OMAHA INSURANCE COMPANY	Supplement Benefits LTD/STD/LIFE Ins Prem	696531	06/20/2024	44,482.97
IMPERIAL IRRIGATION DIST	Utilities	696521	06/20/2024	40,771.76
DAHL, TAYLOR AND ASSOCIATES, INC.	WIP-Liquid Hydrogen Refueling- Project Acct#2211-02	696503	06/20/2024	39,194.28
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	696482	06/12/2024	37,182.97
EAM SOLUTIONS, LLC	WIP-TAM Software Implementation- Project Acct#1512-00	696587	06/25/2024	36,736.00
AMERICAN HEART ASSOCIATION	Membership & Subscriptions	696578	06/25/2024	35,000.00
GENFARE, LLC	Inventory Repair Parts	696513	06/20/2024	31,112.60
ANEW RNG, LLC	Utilities	696493	06/20/2024	30,818.78
BURKE, WILLIAMS & SORENSEN, LLP	Legal Service	696497	06/20/2024	30,462.66
BURKE, WILLIAMS & SORENSEN, LLP	Legal Service	696358	06/05/2024	28,447.65
MICHELIN NORTH AMERICA, INC.	Lease Tires Services	696449	06/12/2024	27,233.69
TOKEN TRANSIT, INC	Mobile Ticketing Commission	696403	06/05/2024	24,679.68
PERMA - INSURANCE	Insurance-General & Auto Liability	696607	06/25/2024	23,027.33
CDW GOVERNMENT, INC	Computer/Network Software Agreement	696500	06/20/2024	21,753.89
OPW FUELING COMPONENTS	Inventory Repair Parts	696535	06/20/2024	21,686.63
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	696405	06/05/2024	18,365.81
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	696568	06/20/2024	18,338.81
EAM SOLUTIONS, LLC	WIP-TAM Software Implementation- Project Acct#1512-00	696369	06/05/2024	16,878.00
TOKEN TRANSIT, INC	Mobile Ticketing Commission	696618	06/25/2024	12,424.48
HANSON BRIDGETT LLP	Legal Service	696517	06/20/2024	12,145.80
VERIZON WIRELESS	Wireless Telephone Service	696477	06/12/2024	12,111.67
NAPA AUTO PARTS	Inventory Repair Parts	696385	06/05/2024	11,885.09
A AND A FLEET PAINTING INC	WIP-Bus Rehabilitation Painting & Decals-Project Acct#2415-00	696571	06/25/2024	11,864.22
NFI PARTS	Inventory Repair Parts	696483	06/20/2024	10,353.35
TOWNSEND PUBLIC AFFAIRS, INC	Consulting-General	696556	06/20/2024	9,500.00
DYNAMIC BUILDING MAINTENANCE INC	Janitorial Services	696428	06/12/2024	9,410.00

**SunLine Transit Agency  
Checks \$1,000 and Over  
June 2024**

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
TOWNSEND PUBLIC AFFAIRS, INC	Consulting-General	696619	06/25/2024	9,000.00
ZOOM VIDEO COMMUNICATION, INC.	Computer/Network Software Agreement	696624	06/25/2024	8,867.80
NFI PARTS	Repair Parts-Fixed Route	696572	06/25/2024	8,512.17
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	696613	06/25/2024	8,200.37
ADT COMMERCIAL LLC	WIP-Access Control Replacement-Project Acct#2113-00	696402	06/05/2024	7,787.37
TEC EQUIPMENT, INC.	Inventory Repair Parts	696555	06/20/2024	7,758.66
SPORTWORKS NORTHWEST, INC.	Inventory Repair Parts	696553	06/20/2024	7,440.98
ZOHO CORPORATION	Membership & Subscriptions	696406	06/05/2024	7,252.00
BATTERY RUSH	Bus Stop Supplies	696415	06/12/2024	6,823.29
JOSEPH LYNN FRIEND	Contracted Services	696381	06/05/2024	6,720.00
DNSFILTER, INC.	Computer/Network Software Agreement	696368	06/05/2024	6,528.00
AMALGAMATED TRANSIT UNION	Union Dues	696574	06/25/2024	6,482.34
AMAZON CAPITAL SERVICES, INC	Computer Supplies	696354	06/05/2024	6,342.60
JOSEPH LYNN FRIEND	WIP-TAM Software Implementation- Project Acct#1512-01	696446	06/12/2024	6,247.50
4IMPRINT, INC.	Advertising	696570	06/25/2024	6,243.31
AMALGAMATED TRANSIT UNION	Union Dues	696409	06/12/2024	6,139.86
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	696393	06/05/2024	5,825.77
PAUL ASSOCIATES	Printing Expense	696394	06/05/2024	5,782.89
DAVID RZEPINSKI CONSULTING	Consulting-General	696426	06/12/2024	5,752.50
GENFARE, LLC	Inventory Repair Parts	696436	06/12/2024	5,395.60
GENFARE, LLC	Inventory Repair Parts	696377	06/05/2024	5,344.84
IMPERIAL IRRIGATION DIST	Utilities	696594	06/25/2024	5,285.27
ANDREA CARTER & ASSOCIATES	Marketing & Communication Services	696492	06/20/2024	5,110.00
HEPTAGON SEVEN CONSULTING, INC.	WIP-Bus Wash Drain Repair-Engineering-Project Acct#2413-10	696441	06/12/2024	5,100.00
CPAC INC.COM	Computer/Network Software Agreement	696502	06/20/2024	5,082.00
PIEDMONT PLASTICS, INC.	Bus Stop Supplies	696540	06/20/2024	5,015.17
JACKSON LEWIS P.C.	Insurance Loss	696523	06/20/2024	4,982.50
CNTY OF RIVERSIDE DEPT OF ENVIRONMENTAL	Permits & Licenses	696421	06/12/2024	4,957.00
ALLIED REFRIGERATION, INC	Freon & Coolant	696573	06/25/2024	4,867.20
GARON WYATT INVESTIGATIVE SERVICES, LLC.	Insurance Loss	696435	06/12/2024	4,842.50
CLICKUP	Computer/Network Software Agreement	696600	06/25/2024	4,788.00
RIDECO US INC	SunRide Ride Share Expenses	696460	06/12/2024	4,604.85
AMAZON CAPITAL SERVICES, INC	Office Supplies	696575	06/25/2024	4,587.02
AMAZON CAPITAL SERVICES, INC	Office Supplies	696486	06/20/2024	4,561.86
EARL E KNOX COMPANY	Inventory Repair Parts	696588	06/25/2024	4,526.22
NFI PARTS	Inventory Repair Parts	696353	06/05/2024	4,397.04
CALIFORNIA DENTAL NETWORK, INC.	Dental Benefits	696498	06/20/2024	4,253.94
JESSE FRESCAS JR.	WIP-Coachella Transit Hub Project- Acct #2212-00	696445	06/12/2024	4,240.00
US BANK VOYAGER FLEET SYSTEMS	Unleaded/Diesel Fuel	696475	06/12/2024	4,198.68

**SunLine Transit Agency  
Checks \$1,000 and Over  
June 2024**

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
TPX COMMUNICATIONS	Communication Service	696557	06/20/2024	4,188.36
THE LEFLORE GROUP LLC	WIP-Liquid Hydrogen Refueling -Project Acct#2211-02	696465	06/12/2024	3,995.12
CARQUEST AUTO PARTS STORES	Inventory Repair Parts	696360	06/05/2024	3,974.39
INSIGHT STRATEGIES INC	Consulting	696596	06/25/2024	3,962.87
AMERICAN MOVING PARTS	Inventory Repair Parts	696490	06/20/2024	3,877.95
JIM'S DESERT RADIATOR AND A/C SERVICE	Inventory Repair Parts	696505	06/20/2024	3,554.81
4IMPRINT, INC.	Advertising	696407	06/12/2024	3,448.20
NEL HYDROGEN INC.	Repair Parts-Hydrogen	696603	06/25/2024	3,383.81
PRUDENTIAL OVERALL SUPPLY	Uniforms	696608	06/25/2024	3,357.60
ALPHA MEDIA LLC	Advertising	696485	06/20/2024	3,333.00
FRANKLIN TRUCK PARTS, INC	Inventory Repair Parts	696510	06/20/2024	3,331.67
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	696419	06/12/2024	3,331.04
OLD GREEN HOUSE LLC	Planning Consultant	696463	06/12/2024	3,300.00
CHARTER COMMUNICATIONS	Utilities	696552	06/20/2024	3,296.08
THE LEFLORE GROUP LLC	WIP-Liquid Hydrogen Refueling -Project Acct#2211-02	696546	06/20/2024	3,270.40
ENTERPRISE HOLDINGS, LLC	TDM & Vanpool Program	696509	06/20/2024	3,150.00
SC FUELS	Lubricants- Oil	696614	06/25/2024	3,062.26
BROADLUX, INC.	Contract Services-General	696416	06/12/2024	2,960.00
EARL E KNOX COMPANY	Inventory Repair Parts	696370	06/05/2024	2,927.18
FULTON DISTRIBUTING	Facility Maintenance	696367	06/05/2024	2,844.28
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	696582	06/25/2024	2,830.79
TOPS N BARRICADES, INC.	Bus Stop Supplies	696472	06/12/2024	2,789.35
GALLAGHER BENEFIT SERVICES, INC	Consulting-General	696375	06/05/2024	2,625.00
PRUDENTIAL OVERALL SUPPLY	Uniforms	696396	06/05/2024	2,469.08
ENTECH OIL INC	Lubricants- Oil	696431	06/12/2024	2,392.05
ON THE FLY TERMITE AND PEST CONTROL	Pest Control Services	696391	06/05/2024	2,384.00
VALLEY OFFICE EQUIPMENT, INC.	Copie Service	696561	06/20/2024	2,369.98
YELLOW CAB OF THE DESERT	Taxi Voucher Program	696569	06/20/2024	2,227.07
HD INDUSTRIES	Repair Parts-Fixed Route	696518	06/20/2024	2,220.57
PAUL MATTERN	Reimbursement Expense	696395	06/05/2024	2,220.00
ANDERSON COMMUNICATIONS	Radio Repeater Hill Top Rental	696414	06/12/2024	2,100.00
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	696417	06/12/2024	2,088.16
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	696418	06/12/2024	1,907.42
FORENSIC DRUG TESTING SERVICES	Alcohol & Drug Testing	696591	06/25/2024	1,857.70
GARON WYATT INVESTIGATIVE SERVICES, LLC.	Insurance Loss	696376	06/05/2024	1,657.50
ROBERT HALF	Temporary Help	696398	06/05/2024	1,619.20
ROBERT HALF	Temporary Help	696545	06/20/2024	1,619.20
SECTRAN SECURITY INC.	Bank Adjustment Fees	696615	06/25/2024	1,585.53
ROBERT HALF	Temporary Help	696611	06/25/2024	1,528.12

**SunLine Transit Agency  
Checks \$1,000 and Over  
June 2024**

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
FRONTIER COMMUNICATIONS	Utilities- OPS Bldg	696511	06/20/2024	1,525.00
C V WATER DISTRICT	Utilities	696585	06/25/2024	1,493.46
MILE3 WEB DEVELOPMENT	Website Maintenance	696450	06/12/2024	1,470.00
HOME DEPOT CREDIT SERVICES	Bus Stop Supplies	696520	06/20/2024	1,465.99
SECTRAN SECURITY INC.	Bank Adjustment Fees	696400	06/05/2024	1,450.17
FULTON DISTRIBUTING	Small Tools & Equipment	696506	06/20/2024	1,434.84
GRAINGER	Air Conditioning Expense	696439	06/12/2024	1,434.34
SUN CHEMICAL	Cleaning Supplies-Maintenance Exterior	696609	06/25/2024	1,265.59
XENIA RACING WRAPS	Decals-Fixed Route	696481	06/12/2024	1,210.00
TRANSITNEWS.NET	Membership & Subscriptions	696563	06/20/2024	1,199.90
AMAZON CAPITAL SERVICES, INC	Facility Maintenance	696410	06/12/2024	1,105.35
MATCO TOOL DISTRIBUTOR	Computer/Network Software Agreement	696526	06/20/2024	1,079.06
RIVERSIDE COUNTY SHERIFF'S OFFICE	Garnishment	696610	06/25/2024	1,036.03
RIVERSIDE COUNTY SHERIFF'S OFFICE	Garnishment	696461	06/12/2024	1,031.94
TOTAL CARE WORK INJURY CLINIC	Medical Exam & Testing	696566	06/20/2024	1,030.00
OCTAVIO MENDOZA	Reimbursement Expense	696604	06/25/2024	1,000.00
BOBBY BRAZIL	Reimbursement Expense	696581	06/25/2024	1,000.00
QUADIENT FINANCE USA, INC.	Postage	696542	06/20/2024	1,000.00
<b>Total Checks Over \$1,000</b>	\$2,449,130.18			
<b>Total Checks Under \$1,000</b>	\$33,222.47			
<b>Total Checks</b>	\$2,482,352.65			

**SunLine Transit Agency  
Checks \$1,000 and Over  
July 2024**

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
PERMA - INSURANCE	WC/GL & Liability/Damaged Ins Premiums FY24/25	696817	07/24/2024	2,954,083.00
THREE PEAKS CORP	WIP- Coachella Transit Hub- Project Acct#2212-00	696778	07/17/2024	456,861.93
CALPERS	Group Health Premiums	696737	07/17/2024	402,746.05
NEW FLYER OF AMERICA INC.	WIP-Hydrogen Fuel Cell Buses - Project Acct#2401-01	696700	07/10/2024	268,915.16
INTEGRATED CRYOGENIC SOLUTIONS LLC	WIP-Liquid Hydrogen Refueling -Project Acct#2211-01	696693	07/10/2024	218,616.77
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	696720	07/10/2024	78,922.40
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	696824	07/24/2024	78,453.14
SO CAL GAS CO.	Utilities	696713	07/10/2024	74,694.28
IMPERIAL IRRIGATION DIST	Utilities	696750	07/17/2024	58,622.55
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	696789	07/17/2024	55,546.33
HANSON BRIDGETT LLP	Legal Service	696790	07/19/2024	50,715.00
COMPLETE COACH WORKS	WIP-Rehab/Rebuild 40ft Bus- Project Acct#1805-00	696843	07/31/2024	49,785.11
SHUTTLE BUS LEASING	Vehicle/Bus Leasing	696776	07/17/2024	49,600.00
MUTUAL OF OMAHA INSURANCE COMPANY	Supplement Benefits LTD/STD/LIFE Ins Prem	696763	07/17/2024	46,936.11
IMPERIAL IRRIGATION DIST	Utilities	696692	07/10/2024	44,544.34
AGRICULTURAL PEST CONTROL	WIP-Facility Improvement Project- Project Acct#2413-03	696869	07/31/2024	39,485.00
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	696667	07/03/2024	36,021.45
VICTORIOUS GOLD PARTNERS, LLC.	Consulting	696726	07/10/2024	33,000.00
MICHELIN NORTH AMERICA, INC.	Lease Tires Services	696760	07/17/2024	27,639.27
COMPLETE COACH WORKS	WIP-Rehab/Rebuild 40ft Bus- Project Acct#1805-00	696630	07/03/2024	27,122.69
ANEW RNG, LLC	Utilities	696794	07/24/2024	26,431.92
INSIGHT STRATEGIES INC	Consulting	696644	07/03/2024	24,375.00
INSIGHT STRATEGIES INC	Consulting	696751	07/17/2024	23,400.00
DAHL, TAYLOR AND ASSOCIATES, INC.	WIP-Liquid Hydrogen Refueling- Project Acct#2211-02	696844	07/31/2024	22,790.60
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	696710	07/10/2024	18,299.40
NAPA AUTO PARTS	Inventory Repair Parts	696696	07/10/2024	17,954.23
ARCADIS, A CALIFORNIA PARTNERSHIP	WIP-Radio System Replacement-Project Acct#1905	696670	07/10/2024	17,484.50
NFI PARTS	Inventory Repair Parts	696831	07/31/2024	16,395.44
VICTORIOUS GOLD PARTNERS, LLC.	Consulting	696827	07/24/2024	13,001.59
VERIZON WIRELESS	Wireless Telephone Service	696826	07/24/2024	12,794.30
GOVERNMENTJOBS.COM, INC.	Membership & Subscriptions	696699	07/10/2024	11,882.31
TRUGUARD SECURITY SERVICES, INC	Security Guard Services	696719	07/10/2024	11,649.96
TRUGUARD SECURITY SERVICES, INC	Security Guard Services	696886	07/31/2024	11,570.27
TRAPEZE SOFTWARE GROUP INC.	Computer/Network Software Agreement	696885	07/31/2024	10,155.20
TOWNSEND PUBLIC AFFAIRS, INC	Consulting-General	696779	07/17/2024	9,500.00
DYNAMIC BUILDING MAINTENANCE INC	Janitorial Services	696683	07/10/2024	9,410.00
AVAIL TECHNOLOGIES	Inventory Repair Parts	696734	07/17/2024	8,445.75
TEC EQUIPMENT, INC.	Inventory Repair Parts	696717	07/10/2024	7,962.22
THE LEFLORE GROUP LLC	WIP-Liquid Hydrogen Refueling- Project Acct#2211-02	696772	07/17/2024	7,184.09



**SunLine Transit Agency  
Checks \$1,000 and Over  
July 2024**

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
AMALGAMATED TRANSIT UNION	Pension Deposit	696668	07/10/2024	6,753.70
AMALGAMATED TRANSIT UNION	Pension Deposit	696791	07/24/2024	6,741.20
ANDREA CARTER & ASSOCIATES	Marketing & Communication Services	696793	07/24/2024	6,120.00
GARON WYATT INVESTIGATIVE SERVICES, LLC.	Insurance Loss	696748	07/17/2024	5,712.66
RIDECO US INC	SunRide Ride Share Expenses	696771	07/17/2024	5,346.70
NFI PARTS	Inventory Repair Parts	696626	07/03/2024	5,235.23
IMPERIAL IRRIGATION DIST	Utilities	696862	07/31/2024	5,115.17
ROBERT HALF	Temporary Help	696707	07/10/2024	4,920.11
JOSEPH LYNN FRIEND	Contracted Services	696755	07/17/2024	4,830.00
ROBERT HALF	Temporary Help	696819	07/24/2024	4,793.58
CALIFORNIA DENTAL NETWORK, INC.	Dental Benefits	696675	07/10/2024	4,582.86
BEST BEST & KRIEGER LLP	Legal Services	696796	07/24/2024	4,500.00
A AND A FLEET PAINTING INC	WIP-Bus Rehabilitation Painting & Decals-Project Acct#2415-00	696625	07/03/2024	4,395.50
ROBERT HALF	Temporary Help	696877	07/31/2024	4,251.08
TPX COMMUNICATIONS	Communication Service	696780	07/17/2024	4,198.19
JESSE FRESCAS JR.	WIP- Coachella Transit Hub- Project Acct#2212-00	696753	07/17/2024	4,080.00
US BANK VOYAGER FLEET SYSTEMS	Unleaded/Diesel Fuel	696722	07/10/2024	3,974.47
GARON WYATT INVESTIGATIVE SERVICES, LLC.	Insurance Loss	696856	07/31/2024	3,912.00
NFI PARTS	Inventory Repair Parts	696729	07/17/2024	3,766.46
FORENSIC DRUG TESTING SERVICES	Alcohol & Drug Testing	696687	07/10/2024	3,682.70
AMERICAN MOVING PARTS	Inventory Repair Parts	696835	07/31/2024	3,627.86
CHARTER COMMUNICATIONS	Utilities	696715	07/10/2024	3,607.67
ENTECH OIL INC	Lubricants- Oil	696741	07/17/2024	3,588.08
PRUDENTIAL OVERALL SUPPLY	Uniforms	696769	07/17/2024	3,502.47
OPW FUELING COMPONENTS	Inventory Repair Parts-SunFuels	696874	07/31/2024	3,384.65
TRANSIT RESOURCES, INC.	Inventory Repair Parts	696663	07/03/2024	3,356.99
ALPHA MEDIA LLC	Advertising	696730	07/17/2024	3,333.00
ENTERPRISE HOLDINGS, LLC	TDM & Vanpool Program	696742	07/17/2024	3,150.00
PRUDENTIAL OVERALL SUPPLY	Uniforms	696656	07/03/2024	3,124.45
VALLEY OFFICE EQUIPMENT, INC.	WIP-Fixed Assets-Office Furniture/Equip-Project Acct#2418-07	696665	07/03/2024	3,102.12
RWC GROUP	Inventory Repair Parts	696746	07/17/2024	2,994.80
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	696798	07/24/2024	2,806.52
JACKSON LEWIS P.C.	Insurance Loss	696810	07/24/2024	2,794.50
YELLOW CAB OF THE DESERT	Taxi Voucher Program	696788	07/17/2024	2,672.60
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	696676	07/10/2024	2,593.11
GLOBAL INDUSTRIAL	Bus Stop Supplies	696859	07/31/2024	2,563.32
MAKAI SOLUTIONS	Facility Maintenance	696648	07/03/2024	2,562.64
ENTECH OIL INC	Lubricants- Oil	696684	07/10/2024	2,392.05
DAVID RZEPINSKI CONSULTING	WIP-Radio Replacement Consulting - Project Acct#1905-00	696739	07/17/2024	2,388.75

**SunLine Transit Agency  
Checks \$1,000 and Over  
July 2024**

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
ON THE FLY TERMITE AND PEST CONTROL	Pest Control Services	696873	07/31/2024	2,384.00
VALLEY OFFICE EQUIPMENT, INC.	Copier Service	696724	07/10/2024	2,356.79
AMAZON CAPITAL SERVICES, INC	Shop Supplies	696833	07/31/2024	2,354.96
CASTRO CUSTOM PAINTINGS	Inventory Repair Parts	696840	07/31/2024	2,327.40
CALIFORNIA DEPARTMENT OF TAX & FEE	Quarterly Used Sales Tax Apr-Jun 2024	696736	07/17/2024	2,264.00
HD INDUSTRIES	Inventory Repair Parts	696861	07/31/2024	2,221.55
PAUL MATTERN	Reimbursement Expense	696768	07/17/2024	2,220.00
MOWERS PLUS, INC.	Equipment Repairs-Shop Equipment	696870	07/31/2024	2,148.96
KELLY SPICERS STORES	Office Supplies	696757	07/17/2024	2,090.35
JE STRATEGIES LLC	Consulting	696811	07/24/2024	2,012.50
AMERICAN MOVING PARTS	Inventory Repair Parts	696732	07/17/2024	2,012.03
OSMAN JAIRHO URZUA	Reimbursement Expense	696765	07/17/2024	2,000.00
HOME DEPOT CREDIT SERVICES	Bus Stop Supplies	696808	07/24/2024	1,999.22
HEPTAGON SEVEN CONSULTING, INC.	WIP-Haskell Permanent Fencing-Project Acct#1912-08	696806	07/24/2024	1,973.27
TOKEN TRANSIT, INC	Mobile Ticketing Commission	696718	07/10/2024	1,933.28
VASQUEZ AND COMPANY LLP	Audit Services	696782	07/17/2024	1,882.50
BROADLUX, INC.	Contract Services-General	696797	07/24/2024	1,848.38
OMNITRACS, LLC	General Services	696652	07/03/2024	1,820.00
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	696674	07/10/2024	1,818.61
ROBERT HALF	Temporary Help	696657	07/03/2024	1,619.20
SNAP-ON INDUSTRIAL, A DIVISION OF IDSC	Repair Parts-Hydrogen	696660	07/03/2024	1,616.47
FRONTIER COMMUNICATIONS	Utilities-OPS Bldg	696747	07/17/2024	1,525.00
LATINOS IN TRANSIT	Travel Meetings/Seminars	696814	07/24/2024	1,500.00
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	696879	07/31/2024	1,484.32
BROADLUX, INC.	Contract Services-General	696671	07/10/2024	1,480.00
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	696672	07/10/2024	1,474.00
MILE3 WEB DEVELOPMENT	Website Maintenance	696761	07/17/2024	1,470.00
GALLAGHER BENEFIT SERVICES, INC	Consulting-General	696690	07/10/2024	1,400.00
GRAINGER	Freon & Coolant	696642	07/03/2024	1,317.03
BLUEBEAM, INC.	Computer/Network Software Agreement	696836	07/31/2024	1,300.00
THERESA DIXON	Reimbursement Expense	696662	07/03/2024	1,293.63
C V WATER DISTRICT	Utilities	696801	07/24/2024	1,280.22
XENIA RACING WRAPS	Decals-Fixed Route	696787	07/17/2024	1,210.00
CALIFORNIA TRANSIT TRAINING CONSORTIUM	Annual Membership	696712	07/10/2024	1,200.00
RIVERSIDE COUNTY SHERIFF'S OFFICE	Garnishment	696706	07/10/2024	1,025.97
QUADIENT FINANCE USA, INC.	Postage	696770	07/17/2024	1,000.00
<b>Total Checks Over \$1,000</b>	\$5,550,318.19			
<b>Total Checks Under \$1,000</b>	(\$245,964.49)			
<b>Total Checks</b>	\$5,304,353.70			

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

DATE: September 25, 2024

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Credit Card Statement for June & July 2024

Summary:

The attached report summarizes the Agency's credit card expenses for June and July 2024. The report summarizes transactions for the credit cards utilized for Procurement and the CEO/General Manager which align with the statement closing dates of June 30, 2024 and July 31, 2024.

Recommendation:

Receive and file.

**SunLine Transit Agency Visa Credit Card Statement**

**Closing Date: 6/30/2024**

**Name on Card: Walter Watcher (Procurement Card)**

	<b>Trans. Date</b>	<b>Post. Date</b>	<b>Name</b>	<b>Detail-Description</b>	<b>Credits</b>	<b>Charges</b>
1	05/30/24	6/3/2024	Calpelra	Credit for Isabel Vizcarra for 1-Night –California Public Employers Labor Relations Association / CALPELRA 2024 Annual Conference Registration.	\$ (249.00)	
2	05/30/24	6/3/2024	Apta	Approved Travel for Tamara Miles – Registration Fee - 2024 Sustainability / Operations Planning and scheduling Workshop.		\$ 839.00
3	05/30/24	6/3/2024	Moxy Dwntn Los Angeles	Approve Travel for Ray Allen – Destination Fee – California Hydrogen Convention.		\$ 69.60
4	05/30/24	6/3/2024	Calpelra	Approved Travel for Isabel Vizcarra – Lodging Charge –California Public Employers Labor Relations Association / CALPELRA 2024 Annual Conference Registration.		\$ 1,039.00
5	05/30/24	6/3/2024	Moxy Dwntn Los Angeles	Approve Travel for Shawn Craycraft – Destination Fee – California Hydrogen Convention.		\$ 190.60
6	05/30/24	6/3/2024	Apta	Approve Travel for Tamara Miles - Registration Fee - Workforce Summit.		\$ 839.00
7	05/30/24	6/3/2024	Apta	Registration Fee for Mona Babauta - 2024 Sustainability /Operations Planning and Scheduling Workshop. Executive Department		\$ 839.00
8	05/30/24	6/3/2024	Monterey Plaza Hotel	Approved Travel for Isabel Vizcarra - Lodging Deposit - 2024 Sustainability / Operations Planning and scheduling Workshop.		\$ 361.42
9	05/30/24	6/3/2024	Monterey Plaza Hotel	Approved Travel for Walter Watcher - Destination Fee and Parking - California Hydrogen Convention.		\$ 130.10
10	06/01/24	6/3/2024	Monterey Plaza Hotel	Credit Walter Watcher for Parking - California Hydrogen Convention.	\$ (60.50)	
11	06/04/24	6/5/2024	Gcvcc	The Greater Coachella Valley Chamber of Commerce - 2024 Installation and Business Awards Dinner Table.		\$ 1,000.00
12	06/04/24	6/5/2024	Grasshopper.Com	SolVan Toll-Free Number & Web Traffic.		\$ 18.23
13	06/04/24	6/6/2024	Calpelra	Approved Travel for Tamara Miles - Registration Fee - Nov. 12-15, 2024 FY2025 California Public Employers Labor Relations Association / CALPELRA Annual Conference.		\$ 790.00

	<b>Trans. Date</b>	<b>Post. Date</b>	<b>Name</b>	<b>Detail-Description</b>	<b>Credits</b>	<b>Charges</b>
14	06/04/24	6/6/2024	United	Approve Travel for Tamara Miles - Seat Charge and Bag Charge - 2024 Sustainability / Operations Planning and scheduling Workshop.		\$ 174.00
15	06/04/24	6/6/2024	United	Approve Travel for Tamara Miles - Seat Charge and Bag Charge - 2024 Sustainability / Operations Planning and scheduling Workshop. HR Department		\$ 184.00
16	06/04/24	6/6/2024	Apta	2024 Workforce Summit Registration Fee for Mona Babauta.		\$ 839.00
17	06/04/24	6/6/2024	United	Approved Travel for Tamara Miles - Flight Charge - 2024 Sustainability / Operations Planning and scheduling Workshop.		\$ 703.98
18	06/05/24	6/6/2024	United	Approved Travel for Isabel Vizcarra - Seat Charge - 2024 Sustainability / Operations Planning and scheduling Workshop.		\$ 38.99
19	06/05/24	6/7/2024	United	Approved Travel for Isabel Vizcarra - Seat Charge - 2024 Sustainability / Operations Planning and scheduling Workshop.		\$ 22.99
20	06/05/24	6/7/2024	United	Approved Travel for Isabel Vizcarra - Seat Charge - 2024 Sustainability / Operations Planning and scheduling Workshop.		\$ 22.99
21	06/05/24	6/7/2024	United	Approved Travel for Isabel Vizcarra - Seat Charge - 2024 Sustainability / Operations Planning and scheduling Workshop.		\$ 38.99
22	06/05/24	6/7/2024	United	Approved Travel for Isabel Vizcarra - Flight Charge - 2024 Sustainability / Operations Planning and scheduling Workshop.		\$ 800.21
23	06/06/24	6/10/2024	Monterey Plaza Hotel	Approved Travel for Tamara Miles - Lodging Deposit - Nov. 12-15, 2024 FY2025 California Public Employers Labor Relations Association / CALPELRA Annual Conference.		\$ 438.80
24	06/07/24	6/10/2024	Courtyard By Marriott	Approved Travel for Ray Stevens - Lodging Charge - FTA 2024 Procurement Systems Review and Financial Management Oversight Workshop.		\$ 851.44
25	06/07/24	6/10/2024	Courtyard By Marriott	Approved Travel for Isabella Amadeo - Lodging Charge - FTA 2024 Procurement Systems Review and Financial Management Oversight Workshop.		\$ 851.44
26	06/07/24	6/10/2024	Samsclub	Pallet of Water for Maintenance.		\$ 287.04

	<b>Trans. Date</b>	<b>Post. Date</b>	<b>Name</b>	<b>Detail-Description</b>	<b>Credits</b>	<b>Charges</b>
27	06/10/24	6/12/2024	Apta	Approved Travel for Dylan Nars - Registration Fee - American Public Transportation Association / APTA Tech Conference.		\$ 839.00
28	06/11/24	6/12/2024	Project Mgmt Institute	Project Management Institute / PMI - Certified Associate in Project Management / (CAPM) Daisy Rodas.		\$ 509.00
29	06/11/24	6/12/2024	American Air	Approved Travel for Dylan Nars - Flight Charge -American Public Transportation Association / APTA Tech Conference.		\$ 766.96
30	06/11/24	6/12/2024	Project Mgmt Institute	Project Management Institute /PMI - Certified Associate in Project Management / (CAPM) for Yvonne Eckert.		\$ 509.00
31	06/11/24	6/13/2024	Apta	Approved Travel for Isabel Vizcarra - Registration Charge - 2024 Sustainability / Operations Planning and scheduling Workshop.		\$ 839.00
32	06/11/24	6/13/2024	Apta	Approved Travel for Isabel Vizcarra - Registration Charge - Workforce Summit.		\$ 839.00
33	06/12/24	6/13/2024	Target	Gift Card - Safety BBQ Art Submissions.		\$ 250.00
34	06/12/24	6/13/2024	Samsclub	Gift Card - Safety BBQ Art Submissions.		\$ 530.20
35	06/17/24	6/18/2024	Wholefds Pmd	Food for Safety BBQ		\$ 135.17
36	06/17/24	6/18/2024	Aedbatteryyexchange	AED Battery - 9146-ABE-Y Recell Battery.		\$ 2,292.00
37	06/17/24	6/18/2024	Samsclub	Food for Safety BBQ - Sam's Club.		\$ 1,312.84
38	06/17/24	6/18/2024	Samsclub	Food for Safety BBQ - Sam's Club.		\$ 697.02
39	06/18/24	6/19/2024	Smart And Final	Food for Safety BBQ - Sam's Club.		\$ 145.54
40	06/19/24	6/20/2024	Francescos Cafe Inc	Food for Finance Team Building Meeting		\$ 106.61
41	06/19/24	6/20/2024	Travel Guard Group Inc	Approved Travel for Vanessa Ordorica - Flight Protection - Transit Board Members & Board Administrative Seminar.		\$ 18.00
42	06/19/24	6/21/2024	United	Approved Travel for Vanessa Ordorica - Flight Charge - Transit Board Members & Board Administrative Seminar.		\$ 276.96
43	06/19/24	6/21/2024	Apta	Approve Travel for Vanessa Ordorica - Registration Fee - Transit Board Members & Board Administration Seminar.		\$ 799.00
44	06/21/24	6/24/2024	Grasshopper.Com	SolVan Toll-Free Number & Web Traffic.		\$ 0.18
45	06/25/24	6/25/2024	Canva	SunLine University Canva, Pro Plan.		\$ 119.99
46	06/25/24	6/26/2024	American Air	Approved Travel for Paul Mattern - Flight Charge - Operations Planning and Scheduling Workshop.		\$ 501.95
47	06/25/24	6/26/2024	American Air	Approved Travel for Dioselyn Ayala Moreno - Conference Charge - Operations Planning and Scheduling Workshop.		\$ 501.95
48	06/25/24	6/27/2024	Apta	Approved Travel for Dioselyn Ayala Moreno - Conference Charge - Operations Planning and Scheduling Workshop.		\$ 839.00
49	06/25/24	6/28/2024	Apta	Approved Travel for Paul Mattern - Conference Charge - Operations Planning and Scheduling Workshop.		\$ 839.00

Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
50 06/27/24	6/28/2024	Canva	Wellness Committee's Canva Subscription.		\$ 119.99
				\$ (309.50)	\$ 25,157.18



Reporting Period : 6/1/2024 - 6/28/2024

**Statement Summary**

<b>Name</b>	Walter Watcher	<b>Company</b>	Sunline Transit Agency
<b>Account #</b>	XXXX-XXXX-XXXX [REDACTED]	<b>Currency</b>	US Dollar
<b>Reporting Period</b>	6/1/2024 - 6/28/2024		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 5/30/2024	6/3/2024	Calpelra Newark, CA					-249.00
		Credit Voucher Calpelra	General Ledger Code: 5099900002 Fund: 00				

**Approved Travel for Isabel Vizcarra – Lodging Credit for 1-Night – CALPELRA 2024 Annual Conference Registration Operations Department**

2 5/30/2024	6/3/2024	Apta 202-4964800, DC					839.00
		Purchase Apta	General Ledger Code: 5090100000 Fund: 00				

**Approved Travel for Tamara Miles – Registration Fee - 2024 Sustainability / Operations Planning and scheduling Workshop HR Department**

3 5/30/2024	6/3/2024	Moxy Dwnntn Los Angeles Los Angeles, CA					69.60
		Purchase Moxy Dwnntn Los Angeles	General Ledger Code: 5090200000 Fund: 00				

**Approve Travel for Ray Allen – Destination Fee – California Hydrogen Convention Maintenance Department**

4 5/30/2024	6/3/2024	Calpelra 925-4006323, CA					1,039.00
		Purchase Calpelra	General Ledger Code: 5099900002 Fund: 00				

**Approved Travel for Isabel Vizcarra – Lodging Charge – CALPELRA 2024 Annual Conference Registration Operations Department**



Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
5 5/30/2024	6/3/2024	Moxy Dwnntn Los Angeles Los Angeles, CA					190.60
		Purchase Moxy Dwnntn Los Angeles	General Ledger Code: 5090200000 Fund: 00				
<b>Approve Travel for Shawn Craycraft – Destination Fee – California Hydrogen Convention</b>				<b>Sunfuels Department</b>			
<hr/>							
6 5/30/2024	6/3/2024	Apta 202-4964800, DC					839.00
		Purchase Apta	General Ledger Code: 5090100000 Fund: 00				
Approve Travel for Tamra Miles - Registration Fee - Workforce Summit				HR Department			
<hr/>							
7 5/30/2024	6/3/2024	Apta 202-4964800, DC					839.00
		Purchase Apta	General Ledger Code: 5090100000 Fund: 00				
Registration Fee for Mona Babauta - 2024 Sustainability /Operations Planning and Scheduling Workshop				Executive Department			
<hr/>							
8 5/30/2024	6/3/2024	Monterey Plaza Hotel Monterey, CA					361.42
		Purchase Monterey Plaza Hotel	General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Isabel Vizcarra - Lodging Deposit - 2024 Sustainability / Operations Planning and scheduling Workshop				Operations Department			
<hr/>							
9 5/30/2024	6/3/2024	Moxy Dwnntn Los Angeles Los Angeles, CA					130.10
		Purchase Moxy Dwnntn Los Angeles	General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Walter Watcher - Destination Fee and Valet Parking - California Hydrogen Convention				Capital Projects Department			
<hr/>							
10 6/1/2024	6/3/2024	Moxy Dwnntn Los Angeles Los Angeles, CA					-60.50
		Credit Voucher Moxy Dwnntn Los Angeles	General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Walter Watcher - Credit for Valet Parking - California Hydrogen Convention				Capital Projects Department			
<hr/>							

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
11 6/4/2024	6/5/2024	Gcvcc Www.Gcvcc.Org, CA					1,000.00
Purchase Gcvcc			General Ledger Code: 5090100000 Fund: 00				
The Greater Coachella Valley Chamber of Commerce - 2024 Installation and Business Awards Diner Table				Executive Department			
12 6/4/2024	6/5/2024	Grasshopper.Com Logmein.Com, MA					18.23
Purchase Grasshopper.Com			General Ledger Code: 5099900002 Fund: 00				
PR 19508 – Grasshopper – SolVan Toll-Free Number & Web Traffic				Taxi Department			
13 6/4/2024	6/6/2024	Calpelra 925-4006323, CA					790.00
Purchase Calpelra			General Ledger Code: 5099900002 Fund: 00				
Approved Travel for Tamara Miles - Registration Fee - 2024 CALPELRA Annual Conference				HR Department			
14 6/4/2024	6/6/2024	United United.Com, TX					174.00
Purchase United			General Ledger Code: 5090200000 Fund: 00				
Approve Travel for Tamara Miles - Seat Charge and Bag Charge - <b>2024 Sustainability / Operations Planning and scheduling Workshop</b>				HR Department			
15 6/4/2024	6/6/2024	United United.Com, TX					184.00
Purchase United			General Ledger Code: 5090200000 Fund: 00				
Approve Travel for Tamara Miles - Seat Charge and Bag Charge - <b>2024 Sustainability / Operations Planning and scheduling Workshop</b>				HR Department			
16 6/4/2024	6/6/2024	Apta 202-4964800, DC					839.00
Purchase Apta			General Ledger Code: 5090100000 Fund: 00				
2024 Workforce Summit Registration Fee for Mona Babauta				Executive Department			

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
17 6/4/2024	6/6/2024	United United.Com, TX					703.98
Purchase United			General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Tamara Miles - Flight Charge - <b>2024 Sustainability / Operations Planning and scheduling Workshop HR Department</b>							
18 6/5/2024	6/7/2024	United United.Com, TX					38.99
Purchase United			General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Isabel Vizcarra - Seat Charge - <b>2024 Sustainability / Operations Planning and scheduling Workshop Operations Department</b>							
19 6/5/2024	6/7/2024	United United.Com, TX					22.99
Purchase United			General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Isabel Vizcarra - Seat Charge - <b>2024 Sustainability / Operations Planning and scheduling Workshop Operations Department</b>							
20 6/5/2024	6/7/2024	United United.Com, TX					22.99
Purchase United			General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Isabel Vizcarra - Seat Charge - <b>2024 Sustainability / Operations Planning and scheduling Workshop Operations Department</b>							
21 6/5/2024	6/7/2024	United United.Com, TX					38.99
Purchase United			General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Isabel Vizcarra - Seat Charge - <b>2024 Sustainability / Operations Planning and scheduling Workshop Operations Department</b>							
22 6/5/2024	6/7/2024	United United.Com, TX					800.21
Purchase United			General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Isabel Vizcarra - Flight Charge - <b>2024 Sustainability / Operations Planning and scheduling Workshop Operations Department</b>							

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
23 6/6/2024	6/10/2024	Monterey Plaza Hotel Monterey, CA					438.80
		Purchase Monterey Plaza Hotel	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Tamara Miles - Lodging Deposit - 2024 CALPELRA Annual Conference		HR Department			
<hr/>							
24 6/7/2024	6/10/2024	Courtyard By Marriott Los Angeles, CA					851.44
		Purchase Courtyard By Marriott	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Ray Stevens - Lodging Charge - FTA 2024 Procurement Systems Review and Financial Management Oversight Workshop		Finance Department			
<hr/>							
25 6/7/2024	6/10/2024	Courtyard By Marriott Los Angeles, CA					851.44
		Purchase Courtyard By Marriott	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Isabella Amadeo - Lodging Charge - FTA 2024 Procurement Systems Review and Financial Management Oversight Workshop		Finance Department			
<hr/>							
26 6/7/2024	6/10/2024	Samsclub #6609 Palm Desert, CA					287.04
		Purchase Samsclub #6609	General Ledger Code: 5099900002 Fund: 00				
		PR 21383 -Pallet of Water for Maintenance		Maintenance Department			
<hr/>							
27 6/10/2024	6/12/2024	Apta 202-4964800, DC					839.00
		Purchase Apta	General Ledger Code: 5090100000 Fund: 00				
		Approved Travel for Dylan Nars - Registration Fee - APTA Tech Conference		Transportation Department			
<hr/>							
28 6/11/2024	6/12/2024	Project Mgmt Institute 610-3564600, PA					509.00
		Purchase Project Mgmt Institute	General Ledger Code: 5090200001 Fund: 00				
		PR 21405 - PMI Associate in Project Management (CAPM) Daisy Rodas		Capital Projects Department			
<hr/>							

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
29 6/11/2024	6/12/2024	American Air Fort Worth, TX					766.96
		Purchase American Air	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Dylan Nars - Flight Charge - APTA Tech Conference					
30 6/11/2024	6/12/2024	Project Mgmt Institute 610-3564600, PA					509.00
		Purchase Project Mgmt Institute	General Ledger Code: 5090200001 Fund: 00				
		PR 21405 - PMI Associate in Project Management (CAPM) for Yvonne Eckert					
31 6/11/2024	6/13/2024	Apta 202-4964800, DC					839.00
		Purchase Apta	General Ledger Code: 5090100000 Fund: 00				
		Approved Travel for Isabel Vizcarra - Registration Charge - <b>2024 Sustainability / Operations Planning and scheduling Workshop</b>					
32 6/11/2024	6/13/2024	Apta 202-4964800, DC					839.00
		Purchase Apta	General Ledger Code: 5090100000 Fund: 00				
		Approved Travel for Isabel Vizcarra - Registration Charge - Workforce Summit					
33 6/12/2024	6/13/2024	Target 00009407 Palm Desert, CA					250.00
		Purchase Target 00009407	General Ledger Code: 5099900002 Fund: 00				
		PR 21340 - Gift Card - Safety BBQ Art Submissions					
34 6/12/2024	6/13/2024	Sams Club #6609 Palm Desert, CA					530.20
		Purchase Sams Club #6609	General Ledger Code: 5099900002 Fund: 00				
		PR 21340 - Gift Card - Safety BBQ Art Submissions					

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
35 6/17/2024	6/18/2024	Wholefds Pmd #10359 Palm Desert, CA	General Ledger Code: 5099900002 Fund: 00				135.17
Purchase Wholefds Pmd #10359							
PR 21309 - Food for Safety BBQ - Whole Foods							
Safety Department							
36 6/17/2024	6/18/2024	Aedbatteryeexchange Www.Aedbatter, IL	General Ledger Code: 5049900010 Fund: 00				2,292.00
Purchase Aedbatteryeexchange							
PR 21278 - AED Battery - 9146-ABE-Y Recell Battery							
Safety Department							
37 6/17/2024	6/18/2024	Sams Club #6609 Palm Desert, CA	General Ledger Code: 5099900002 Fund: 00				1,312.84
Purchase Sams Club #6609							
PR 21309 - Food for Safety BBQ - Sam's Club							
Safety Department							
38 6/17/2024	6/18/2024	Samsclub #6609 Palm Desert, CA	General Ledger Code: 5099900002 Fund: 00				697.02
Purchase Samsclub #6609							
PR 21309 - Food for Safety BBQ - Sam's Club							
Safety Department							
39 6/18/2024	6/19/2024	Smart And Final 429 Palm Springs, CA	General Ledger Code: 5099900002 Fund: 00				145.54
Purchase Smart And Final 429							
PR 21309 - Food for Safety BBQ - Smart & Final							
Safety Department							
40 6/19/2024	6/20/2024	Francescos Cafe Inc 760-2024425, CA	General Ledger Code: 5099900002 Fund: 00				106.61
Purchase Francescos Cafe Inc							
PR 21446 - Food for Finance Team Building							
Finance Department							

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
41 6/19/2024	6/20/2024	Travel Guard Group Inc 877-934-8308, WI					18.00
		Purchase Travel Guard Group Inc	General Ledger Code: 5060401000 Fund: 00				
		Approved Travel for Vanessa Ordorica - Flight Protection - Transit Board Members & Board Administrative Seminar					
42 6/19/2024	6/21/2024	United United.Com, TX					276.96
		Purchase United	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Vanessa Ordorica - Flight Charge - Transit Board Members & Board Administrative Seminar					
43 6/19/2024	6/21/2024	Apta 202-4964800, DC					799.00
		Purchase Apta	General Ledger Code: 5090100000 Fund: 00				
		Approve Travel for Vanessa Ordorica - Registration Fee - Transit Board Members & Board Administration Seminar					
44 6/21/2024	6/24/2024	Grasshopper.Com Logmein.Com, MA					0.18
		Purchase Grasshopper.Com	General Ledger Code: 5099900002 Fund: 00				
		PR 19508 – Grasshopper – SolVan Toll-Free Number & Web Traffic					
45 6/25/2024	6/25/2024	Canva* I04193-1846282 Httpscanva.Co, DE					119.99
		Purchase Canva* I04193-1846282	General Ledger Code: 5099900002 Fund: 00				
		PR 21450 - SunLine University Canva, Pro Plan					
46 6/25/2024	6/26/2024	American Air Fort Worth, TX					501.95
		Purchase American Air	General Ledger Code: 5090200000 Fund: 00				
		Approve Travel for Dioselyn Ayala Moreno - Flight Charge - Operations Planning and Scheduling Workshop					

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
47 6/25/2024	6/26/2024	American Air Fort Worth, TX					501.95
		Purchase American Air	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Paul Mattern - Flight Charge - Operations Planning and Scheduling Workshop					
				Planning Department			
<hr/>							
48 6/25/2024	6/27/2024	Apta 202-4964800, DC					839.00
		Purchase Apta	General Ledger Code: 5090100000 Fund: 00				
		Approved Travel for Dioselyn Ayala Moreno - Conference Charge - Operations Planning and Scheduling Workshop					
				Planning Department			
<hr/>							
49 6/25/2024	6/27/2024	Apta 202-4964800, DC					839.00
		Purchase Apta	General Ledger Code: 5090100000 Fund: 00				
		Approved Travel for Paul Mattern - Conference Charge - Operations Planning and Scheduling Workshop					
				Planing Department			
<hr/>							
50 6/27/2024	6/28/2024	Canva* I04195-54800411 Httpscanva.Co, DE					119.99
		Purchase Canva* I04195-54800411	General Ledger Code: 5099900002 Fund: 00				
		PR 21462 - Wellness Committee's Canva Subscription					
				Wellness Committee			
<hr/>							

Transaction Count: 50

**Total: 24,847.68**

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Approver Signature

\_\_\_\_\_  
Date



**SunLine Transit Agency Visa Credit Card Statement**

**Closing Date: 7/31/2024**

**Name on Card: Walter Watcher (Procurement Card)**

Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
1 06/28/24	7/1/2024	Calpelra 2024	Advance Deposit for Isabel Vizcarra for 1-Night –California Public Employers Labor Relations Association / CALPELRA 2024 Annual Conference Registration.		\$ 858.25
2 06/28/24	7/1/2024	Calpelra 2024	Advance Deposit for Approved Travel for Tamara Miles – California Public Employers Labor Relations Association / CALPELRA 2024 Annual Conference Registration.		\$ 858.25
3 06/29/24	7/1/2024	APTA	Advance Deposit for Approve Travel for Tamara Miles – Registration Fee - Workforce Summit.		\$ 1,593.15
4 07/05/24	7/8/2024	APTA	Approved Travel for Magali Jimenez – Lodging Charge – Registration Fee - Workforce Summit.		\$ 197.96
5 07/05/24	7/8/2024	APTA	Approved Travel for Magali Jimenez – Lodging Charge – Registration Fee - Workforce Summit.		\$ 839.00
6 07/16/24	7/18/2021	Hilton Hotels	Approved Travel for Vanessa Ordorica - Lodging Charge - Transit Board Members & Board Administrative Seminar.		\$ 1,200.88
				<b>\$ -</b>	<b>\$ 5,547.49</b>



Reporting Period : 6/29/2024 - 7/31/2024

**Statement Summary**

<b>Name</b>	Walter Watcher	<b>Company</b>	Sunline Transit Agency
<b>Account #</b>	XXXX-XXXX-XXX [REDACTED]	<b>Currency</b>	US Dollar
<b>Reporting Period</b>	6/29/2024 - 7/31/2024		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 6/28/2024	7/1/2024	Monterey Plaza Hotel Monterey, CA					858.25
		Purchase Monterey Plaza Hotel	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Isabel Vizcarra - Advanced Deposit for Lodging - CALPELRA Conference					
							Operations Department
2 6/28/2024	7/1/2024	Monterey Plaza Hotel Monterey, CA					858.25
		Purchase Monterey Plaza Hotel	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Tamra Miles - Advanced Deposit for Lodging - CALPELRA Conference					
							Human Resources Department
3 6/29/2024	7/1/2024	Autograph Mayflower Washington, DC					1,593.15
		Purchase Autograph Mayflower	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Tamara Miles - Lodging Charge - APTA Workforce Summit					
							Human Resources Department
4 7/5/2024	7/8/2024	American Air Fort Worth, TX					197.96
		Purchase American Air	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Magali Jimenez - Flight Charge - APTA Workforce Summit					
							Human Resource Department

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
5 7/5/2024	7/8/2024	Apta 202-4964800, DC					839.00
		Purchase Apta	General Ledger Code: 5090100000 Fund: 00				
		Approved Travel for Magali Jimenez - Conference Charge - APTA Workforce Summit			Human Resource Department		
6 7/16/2024	7/18/2024	Hilton Hotels 408-2872100, CA					1,200.88
		Purchase Hilton Hotels	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Vanessa Ordorica - Lodging Charge - Transit Board Members and Board Administrators Seminar			Executive Department		

Transaction Count: 6

**Total: 5,547.49**

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Approver Signature

\_\_\_\_\_  
Date

**SunLine Transit Agency Visa Credit Card Statement**

**Closing Date: 7/31/2024**

**Name on Card: Ray Stevens (Procurement Card)**

	<b>Trans. Date</b>	<b>Post. Date</b>	<b>Name</b>	<b>Detail-Description</b>	<b>Credits</b>	<b>Charges</b>
1	07/01/24	7/2/2024	Sams Club #6609	Pallet of Water for Safety Department		\$ 287.04
2	07/02/24	7/3/2024	Sams Club #6609	Pallet of Water for Safety Department		\$ 287.04
3	07/05/24	7/8/2024	Sams Club #6609	Pallet of Water for Safety Department		\$ 287.04
4	07/09/24	7/11/2024	Disneyland Hotel	Lodging for Mona Babauta -2024 Mobility 21 Summit (Night 1)		\$ 402.48
5	07/09/24	7/11/2024	Disneyland Hotel	Lodging for Mona Babauta -2024 Mobility 21 Summit (Night 2)		\$ 402.48
6	07/11/24	7/11/2024	Zazzle Inc.	Magnetic Name Badges		\$ 229.03
7	07/11/24	7/11/2024	Zazzle Inc.	Magnetic Name Badge for Walter Watcher		\$ 15.56
8	07/11/24	7/12/2024	Costco Whse #0441	15 Cases of Water for Maintenance Department		\$ 89.85
9	07/15/24	7/17/2024	Georgian Terrace Hotel	Lodging for Mona Babauta - CTE Annual Meeting		\$ 685.45
10	07/23/24	7/24/2024	Audiosears Corp.	Cradlepoint for Bus		\$ 295.75
11	07/24/24	7/25/2024	Cvent* Clever Devices	Approve Travel for Isaac Rodriguez - Conference Charge Connect 2024 Clever Devices Conference.		\$ 250.00
12	07/24/24	7/25/2024	Costco Whse #0441	Hydration Packets for Maintenance Department		\$ 231.92
13	07/24/23	7/25/2024	Costco Whse #0441	Hydration Packets for Maintenance Department		\$ 62.47
14	07/24/24	7/26/2024	United	Approve Travel for Isaac Rodriguez - Flight Charge. Connect 2024 Clever Devices Conference.		\$ 628.82
15	07/29/24	7/30/2024	Expedia	Approve Travel for Edith Hernandez - Lodging Charge. Transportation Research Board Conference.		\$ 735.85
16	07/29/24	7/30/2024	National Academy Services	Approve Travel for Edith Hernandez - Conference Charge. Transportation Research Board Conference.		\$ 575.00
					<b>\$ -</b>	<b>\$ 5,465.78</b>



Reporting Period : 6/29/2024 - 7/31/2024

**Statement Summary**

<b>Name</b>	Ray Stevens	<b>Company</b>	Sunline Transit Agency
<b>Account #</b>	XXXX-XXXX-XXXX	<b>Currency</b>	US Dollar
<b>Reporting Period</b>	6/29/2024 - 7/31/2024		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 7/1/2024	7/2/2024	Sams Club #6609 Palm Desert, CA					287.04
		Purchase Sams Club #6609	General Ledger Code: 5099900002				
		PR 21393 - Pallet of Water for Safety Department					
2 7/2/2024	7/3/2024	Sams Club #6609 Palm Desert, CA					287.04
		Purchase Sams Club #6609	General Ledger Code: 5099900002				
		PR 21477 Pallet of Water for Maintenance Department					
3 7/5/2024	7/8/2024	Sams Club #6609 Palm Desert, CA					287.04
		Purchase Sams Club #6609	General Ledger Code: 5099900002				
		PR 21495 Pallet of Water for Operations Department					
4 7/9/2024	7/11/2024	Dlr Room Respasskey 7147814669, CA					402.48
		Purchase Dlr Room Respasskey	General Ledger Code: 5090200000				
		Lodging for Mona Babauta - 2024 Mobility 21 Summit	Executive Department				
5 7/9/2024	7/11/2024	Dlr Resort Res Cro 7147814669, CA					402.48
		Purchase Dlr Resort Res Cro	General Ledger Code: 5090200000				
		Lodging for Mona Babauta - 2024 Mobility 21 Summit	Executive Department				

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
6 7/11/2024	7/11/2024	Zazzle Inc 888-892-9953, CA					229.03
		Purchase Zazzle Inc	General Ledger Code: 5099900002				
		PR 21530 - Magnetic Name Badges	Executive Department				
<hr/>							
7 7/11/2024	7/11/2024	Zazzle Inc 888-892-9953, CA					15.56
		Purchase Zazzle Inc	General Ledger Code: 5099900002				
		PR 21533 - Magnetic Name Badge for Walter Watcher	Executive Department				
<hr/>							
8 7/11/2024	7/12/2024	Costco Whse #0441 Palm Desert, CA					89.85
		Purchase Costco Whse #0441	General Ledger Code: 5099900002				
		PR 21527 - 15 Cases of Water for Maintenance Department					
<hr/>							
9 7/15/2024	7/17/2024	Georgian Terrace Hotel Atlanta, GA					685.45
		Purchase Georgian Terrace Hotel	General Ledger Code: 5090200000				
		Lodging Charge for Mona Babauta - CTE Annual Meeting	Executive Department				
<hr/>							
10 7/23/2024	7/24/2024	Audiosears Corporation 607-6527305, NY					295.75
		Purchase Audiosears Corporation	General Ledger Code: 5049900010				
		PR 21445 - INV Avail Cradle	Parts Department				
<hr/>							
11 7/24/2024	7/25/2024	Cvent* Clever Devices Www.Cvent.Com, VA					250.00
		Purchase Cvent* Clever Devices	General Ledger Code: 5090100000				
		Approved Travel for Isaac Rodriquez - Conference Charge - Connect 2024	Clever Devices Conference				
			Planning Department				
<hr/>							

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
12 7/24/2024	7/25/2024	Costco Whse #0441 Palm Desert, CA					231.92
Purchase Costco Whse #0441			General Ledger Code: 5099900002				
PR 21598 - Hydration Packets for Maintenance Department							
13 7/24/2024	7/25/2024	Costco Whse #0441 Palm Desert, CA					62.47
Purchase Costco Whse #0441			General Ledger Code: 5099900002				
PR 21598 - Hydration Packets for Maintenance Department							
14 7/24/2024	7/26/2024	United United.Com, TX					628.82
Purchase United			General Ledger Code: 5090200000				
Approved Travel for Isaac Rodriquez - Flight Charge - Connect 2024			Clever Devices Conference	Planning Department			
15 7/29/2024	7/30/2024	Expedia 72886218549611 Expedia.Com, WA					735.85
Purchase Expedia 72886218549611			General Ledger Code: 5090200000				
Approved Travel for Edith Hernandez - Lodging Charge - Transportation Research Board Conference				Executive Department			
16 7/29/2024	7/30/2024	National Academy Sciences 202-3343504, DC					575.00
Purchase National Academy Sciences			General Ledger Code: 5099900002				
Approved Travel for Edith Hernandez - Conference Charge - Transportation Research Board Conference				Executive Department			

Transaction Count: 16

**Total: 5,465.78**

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Approver Signature

\_\_\_\_\_  
Date

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

DATE: September 25, 2024 **RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Monthly Budget Variance Report for June & July 2024

**Summary:**

The budget variance report compares revenues and expenses to the respective line item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values. The budgetary figures are represented as a straight line budget. Accordingly, the current monthly budget values are calculated by taking 1/12<sup>th</sup> of the annual budget. The FYTD budget values for the month of June 2024 are equal to 12/12<sup>ths</sup> and the month of July 2024 are equal to 1/12<sup>ths</sup> of the respective yearly budgets.

**Year to Date Summary**

- As of June 30, 2024, the Agency's FY unaudited revenues are \$437,552 or 18.17% above the FYTD budget.
- As of June 30, 2024, the Agency's FY unaudited expenditures are 2,419,632 or 5.10% below the FYTD budget.
- As of July 31, 2024, the Agency's FYTD revenues are \$62,096 or 15.22% below the FYTD budget.
- As of July 31, 2024, the Agency's FYTD expenditures are \$97,939 or 2.38% below the FYTD budget.

**Monthly Spotlight**

- The negative variance insurance losses for June 2024 is due to year-end recognition of insurance liabilities.

**Recommendation:**

Receive and file.



SunLine Transit Agency  
Budget Variance Report  
June 2024 - Unaudited

Description	FY24 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY24 FYTD Budget	Positive (Negative)	Percentage Remaining
<b>Operating Revenues:</b>								
Passenger Revenue	1,550,964	127,103	129,247	(2,144)	1,705,165	1,550,964	154,201	-9.9%
Other Revenue	857,170	97,522	71,431	26,091	1,140,521	857,170	283,351	-33.1%
<b>Total Operating Revenue</b>	<b>2,408,134</b>	<b>224,626</b>	<b>200,678</b>	<b>23,948</b>	<b>2,845,686</b>	<b>2,408,134</b>	<b>437,552</b>	<b>-18.2%</b>
<b>Operating Expenses:</b>								
Operator & Mechanic Salaries & Wages	9,642,603	460,691	803,550	342,860	10,002,396	9,642,603	(359,793)	-3.7%
Operator & Mechanic Overtime	1,226,000	98,083	102,167	4,084	1,387,538	1,226,000	(161,538)	-13.2%
Administration Salaries & Wages	7,318,230	319,745	609,853	290,107	6,603,902	7,318,230	714,328	9.8%
Administration Overtime	109,250	9,573	9,104	(469)	165,172	109,250	(55,922)	-51.2%
Fringe Benefits	11,566,272	663,664	963,856	300,192	9,662,704	11,566,272	1,903,568	16.5%
Communications	230,400	22,060	19,200	(2,860)	276,935	230,400	(46,535)	-20.2%
Legal Services	400,000	201,494	33,333	(168,160)	816,338	400,000	(416,338)	-104.1%
Computer/Network Software Agreement	861,455	80,950	71,788	(9,162)	765,106	861,455	96,349	11.2%
Uniforms	127,360	9,412	10,613	1,201	79,613	127,360	47,747	37.5%
Contracted Services	869,472	49,814	72,456	22,642	667,824	869,472	201,648	23.2%
Equipment Repairs	14,000	0	1,167	1,167	22,135	14,000	(8,135)	-58.1%
Security Services	370,947	11,779	30,912	19,134	359,772	370,947	11,175	3.0%
Fuel - CNG	2,530,920	127,858	210,910	83,053	1,966,092	2,530,920	564,828	22.3%
Fuel - Hydrogen	1,418,612	73,267	118,218	44,951	867,700	1,418,612	550,912	38.8%
Tires	259,155	18,339	21,596	3,257	218,327	259,155	40,828	15.8%
Office Supplies	72,285	8,638	6,024	(2,614)	56,667	72,285	15,618	21.6%
Travel/Training	163,720	24,916	13,643	(11,273)	137,617	163,720	26,103	15.9%
Repair Parts	1,874,339	327,897	156,195	(171,702)	2,192,987	1,874,339	(318,648)	-17.0%
Facility Maintenance	59,450	15,559	4,954	(10,605)	65,807	59,450	(6,357)	-10.7%
Electricity - CNG & Hydrogen	1,530,000	82,225	127,500	45,275	973,118	1,530,000	556,882	36.4%
Natural Gas	2,511,750	101,141	209,313	108,172	1,676,262	2,511,750	835,488	33.3%
Water and Gas	19,001	933	1,583	650	12,323	19,001	6,678	35.1%
Insurance Losses	1,079,253	508,588	89,938	(418,650)	2,006,606	1,079,253	(927,353)	-85.9%
Insurance Premium - Property	125,000	16,169	10,417	(5,753)	195,676	125,000	(70,676)	-56.5%
Repair Claims	85,000	0	7,083	7,083	68,045	85,000	16,955	19.9%
Fuel Taxes	114,400	11,153	9,533	(1,620)	103,974	114,400	10,426	9.1%
Other Expenses	6,880,696	576,241	573,391	(2,850)	6,530,480	6,880,696	350,216	5.1%
Self Consumed Fuel	(3,992,196)	(201,124)	(332,683)	(131,559)	(2,833,375)	(3,992,196)	(1,158,821)	29.0%
<b>Total Operating Expenses (Before Depreciation)</b>	<b>47,467,374</b>	<b>3,619,064</b>	<b>3,955,615</b>	<b>336,550</b>	<b>45,047,742</b>	<b>47,467,374</b>	<b>2,419,632</b>	<b>5.1%</b>
<b>Operating Expenses in Excess of Operating Revenue</b>		<b>\$ (3,394,439)</b>			<b>\$ (42,202,056)</b>			
<b>Subsidies:</b>								
Local - Measure A, Commuter 10, Haul Pass	8,456,000	637,014	704,667	67,653	7,919,809	8,456,000	536,191	6.3%
State - LTF, LCTOP	26,808,875	2,019,588	2,234,073	214,485	25,108,937	26,808,875	1,699,938	6.3%
Federal	9,794,365	737,837	816,197	78,360	9,173,309	9,794,365	621,056	6.3%
<b>Total Subsidies</b>	<b>45,059,240</b>	<b>3,394,439</b>	<b>3,754,937</b>	<b>360,498</b>	<b>42,202,056</b>	<b>45,059,240</b>	<b>2,857,184</b>	<b>6.3%</b>
<b>Net Operating Gain (Loss) After Subsidies</b>	<b>\$ -</b>	<b>\$ -</b>			<b>\$ -</b>			

SunLine Transit Agency  
Budget Variance Report  
June 2024 - Unaudited

Description	FY24 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY24 FYTD Budget	Positive (Negative)	Percentage Remaining
<b>Operating Expenses:</b>								
Wages & Benefits	29,862,355	1,551,757	2,488,530	936,773	27,821,712	29,862,355	2,040,643	6.8%
Services	5,640,551	621,761	470,046	(151,715)	5,433,568	5,640,551	206,983	3.7%
Fuels & Lubricants	4,115,207	209,683	342,934	133,251	3,036,770	4,115,207	1,078,437	26.2%
Tires	259,155	18,339	21,596	3,257	218,327	259,155	40,828	15.8%
Materials and Supplies	2,362,068	380,800	196,839	(183,961)	2,626,665	2,362,068	(264,597)	-11.2%
Utilities	4,406,531	218,411	367,211	148,800	3,042,993	4,406,531	1,363,538	30.9%
Casualty & Liability	3,309,926	697,795	275,827	(421,968)	4,531,380	3,309,926	(1,221,454)	-36.9%
Taxes and Fees	114,400	11,153	9,533	(1,620)	103,974	114,400	10,426	9.1%
Miscellaneous Expenses	1,389,377	110,490	115,781	5,291	1,065,726	1,389,377	323,651	23.3%
Self Consumed Fuel	(3,992,196)	(201,124)	(332,683)	(131,559)	(2,833,375)	(3,992,196)	(1,158,821)	29.0%
<b>Total Operating Expenses (Before Depreciation)</b>	<b>47,467,374</b>	<b>3,619,064</b>	<b>3,955,615</b>	<b>336,550</b>	<b>45,047,742</b>	<b>47,467,374</b>	<b>2,419,632</b>	<b>5.1%</b>
<b>Revenues:</b>								
Passenger Revenue	1,550,964	127,103	129,247	(2,144)	1,705,165	1,550,964	154,201	-9.9%
Other Revenue	857,170	97,522	71,431	26,091	1,140,521	857,170	283,351	-33.1%
<b>Total Operating Revenue</b>	<b>2,408,134</b>	<b>224,626</b>	<b>200,678</b>	<b>23,948</b>	<b>2,845,686</b>	<b>2,408,134</b>	<b>437,552</b>	<b>-18.2%</b>
<b>Net Operating Gain (Loss)</b>		<b>\$ (3,394,439)</b>			<b>\$ (42,202,056)</b>			
<b>Subsidies:</b>								
Local - Measure A, Commuter 10, Haul Pass	8,456,000	637,014	704,667	67,653	7,919,809	8,456,000	536,191	6.3%
State - LTF, LCTOP	26,808,875	2,019,588	2,234,073	214,485	25,108,937	26,808,875	1,699,938	6.3%
Federal - CMAQ,5307,5309,5310,5311,5311(f),5312	9,794,365	737,837	816,197	78,360	9,173,309	9,794,365	621,056	6.3%
<b>Total Subsidies</b>	<b>45,059,240</b>	<b>3,394,439</b>	<b>3,754,937</b>	<b>360,498</b>	<b>42,202,056</b>	<b>45,059,240</b>	<b>2,857,184</b>	<b>6.3%</b>
<b>Net Operating Gain (Loss) After Subsidies</b>	<b>\$ -</b>	<b>\$ -</b>			<b>\$ -</b>			

**Budget Variance Analysis - SunLine Transit Agency**

**Passenger Revenue**

- The favorable variance in passenger revenue is due to higher than anticipated ridership for FY24.
- As of June, ridership was at 2.0% above FY23 FYTD totals.
- Total system ridership was 52,777 trips above FY23 FYTD amounts.

**Ridership**

	FY23-June	FY24-June	Variance	%Δ
Fixed Route	207,771	197,700	(10,071)	-4.8%
Paratransit	10,211	9,032	(1,179)	-11.5%
SolVan	1,868	1,959	91	4.9%
SunRide	1,135	1,787	652	57.4%
System Total	220,985	210,478	(10,507)	-4.8%

**Ridership**

	FYTD-FY23	FYTD-FY24	Variance	%Δ
Fixed Route	2,559,429	2,585,789	26,360	1.0%
Paratransit	110,154	119,492	9,338	8.5%
SolVan	19,972	23,738	3,766	18.9%
SunRide	9,122	22,435	13,313	145.9%
System Total	2,698,677	2,751,454	52,777	2.0%

**Other Revenue**

- The positive variance in other revenue is primarily due to outside fuel sales of CNG.

**Operator & Mechanic Salaries & Wages**

- The unfavorable variance in wages is primarily due to unexpected arbitration awards.

**Operator & Mechanic Overtime**

- The unfavorable variance is primarily attributed to overtime due to the vehicle maintenance as needed.

**Administration Salaries & Wages**

- The favorable variance in administrative salaries and wages is primarily attributed to vacancies.

**Administration Overtime**

- The unfavorable variance is primarily attributed to overtime in the Operations and Maintenance departments.

**Fringe Benefits**

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

**Communications**

- Communication expenses are trending over budget due to the temporary increase in fixed route fleet size due to H2 fuel availability.

**Legal Services**

- Legal services have had higher expenses due to legal representation for labor issues.

**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**

- Savings in contract services costs are primarily attributed to marketing and towing services.

**Equipment Repairs**

- The unfavorable balance in equipment repair costs are primarily associated with unexpected vehicle lift repairs conducted in March.

**Security Services**

- Security services are within budget due to a reduction in services in February 2024.

**Fuel - CNG**

- The positive variance is primarily attributed to fewer actual miles over budgeted estimates for FY24.

**Fuel - Hydrogen**

- The savings in hydrogen fuel is primarily attributed to lower usage of hydrogen fixed route vehicles as the agency is not utilizing the full fleet due to fueling issues.

**Tires**

- Tire expenses are less than anticipated due to fewer miles driven in FY24.

**Office Supplies**

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

**Travel/Training**

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

**Repair Parts**

- The unfavorable variance is due to higher than usual repairs for fixed route vehicles in the month of December, January, February, April and June.

**Facility Maintenance**

- Facility maintenance expenses are within an acceptable range of the budget.

**Electricity - CNG & Hydrogen**

- Electricity - CNG & Hydrogen expenses are less than anticipated due to fewer miles driven in FY24.

**Natural Gas**

- The positive variance is primarily attributed to lower usage of CNG fixed route vehicles over budgeted estimates for FY24.

**Water and Gas**

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

**Insurance Losses**

- The negative variance is primarily due FYTD a reconciliation of insurance losses with the risk pool.

**Insurance Premium - Property**

- Insurance premiums for property increased exceeding budgeted amount.

**Repair Claims**

- Repair claim expenses are below budget due to fewer than anticipated collision repairs.

**Fuel Taxes**

- Fuel tax expenses increased due to an increase in outside fuel sales.

**Other Expenses**

- The favorable variance is primarily due to YTD savings in contracted services.

**Self-Consumed Fuel**

- The variance in primarily due to less than anticipated fuel utilized by the Agency.

SunLine Transit Agency  
Budget Variance Report  
July 2024

Description	FY25 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY25 FYTD Budget	Positive (Negative)	Percentage Remaining
<b>Operating Revenues:</b>								
Passenger Revenue	1,816,893	137,807	151,408	(13,600)	137,807	151,408	(13,600)	92.4%
Other Revenue	3,078,163	208,018	256,514	(48,496)	208,018	256,514	(48,496)	93.2%
<b>Total Operating Revenue</b>	<b>4,895,056</b>	<b>345,825</b>	<b>407,921</b>	<b>(62,096)</b>	<b>345,825</b>	<b>407,921</b>	<b>(62,096)</b>	<b>92.9%</b>
<b>Operating Expenses:</b>								
Operator & Mechanic Salaries & Wages	11,239,225	916,196	936,602	20,406	916,196	936,602	20,406	91.8%
Operator & Mechanic Overtime	1,241,785	143,881	103,482	(40,399)	143,881	103,482	(40,399)	88.4%
Administration Salaries & Wages	7,861,873	591,540	655,156	63,616	591,540	655,156	63,616	92.5%
Administration Overtime	125,061	16,247	10,422	(5,825)	16,247	10,422	(5,825)	87.0%
Fringe Benefits	11,105,305	909,014	925,442	16,428	909,014	925,442	16,428	91.8%
Communications	287,782	21,939	23,982	2,043	21,939	23,982	2,043	92.4%
Legal Services	687,176	118,083	57,265	(60,819)	118,083	57,265	(60,819)	82.8%
Computer/Network Software Agreement	796,582	74,048	66,382	(7,666)	74,048	66,382	(7,666)	90.7%
Uniforms	99,824	(1,584)	8,319	9,903	(1,584)	8,319	9,903	101.6%
Contracted Services	1,556,640	49,206	129,720	80,514	49,206	129,720	80,514	96.8%
Equipment Repairs	26,500	5,158	2,208	(2,949)	5,158	2,208	(2,949)	80.5%
Security Services	168,000	12,206	14,000	1,794	12,206	14,000	1,794	92.7%
Fuel - CNG	1,920,006	161,428	160,001	(1,427)	161,428	160,001	(1,427)	91.6%
Fuel - Hydrogen	1,443,827	109,487	120,319	10,832	109,487	120,319	10,832	92.4%
Tires	234,000	14,582	19,500	4,918	14,582	19,500	4,918	93.8%
Office Supplies	76,260	4,007	6,355	2,348	4,007	6,355	2,348	94.7%
Travel/Training	248,200	10,878	20,683	9,805	10,878	20,683	9,805	95.6%
Repair Parts	2,008,500	106,341	167,375	61,034	106,341	167,375	61,034	94.7%
Facility Maintenance	87,000	4,851	7,250	2,399	4,851	7,250	2,399	94.4%
Electricity - CNG & Hydrogen	1,090,000	64,719	90,833	26,114	64,719	90,833	26,114	94.1%
Natural Gas	2,030,000	129,333	169,167	39,833	129,333	169,167	39,833	93.6%
Water and Gas	16,000	956	1,333	377	956	1,333	377	94.0%
Insurance Losses	1,235,000	77,952	102,917	24,965	77,952	102,917	24,965	93.7%
Insurance Premium - Property	200,000	19,200	16,667	(2,534)	19,200	16,667	(2,534)	90.4%
Repair Claims	100,000	0	8,333	8,333	0	8,333	8,333	100.0%
Fuel Taxes	124,500	8,759	10,375	1,616	8,759	10,375	1,616	93.0%
Other Expenses	7,470,578	664,652	622,548	(42,104)	664,652	622,548	(42,104)	91.1%
Self Consumed Fuel	(4,062,246)	(212,902)	(338,521)	(125,619)	(212,902)	(338,521)	(125,619)	94.8%
<b>Total Operating Expenses (Before Depreciation)</b>	<b>49,417,378</b>	<b>4,020,175</b>	<b>4,118,115</b>	<b>97,939</b>	<b>4,020,175</b>	<b>4,118,115</b>	<b>97,939</b>	<b>91.9%</b>
<b>Operating Expenses in Excess of Operating Revenue</b>		<b>\$ (3,674,350)</b>			<b>\$ (3,674,350)</b>			
<b>Subsidies:</b>								
Local	8,419,000	694,805	701,583	6,778	694,805	701,583	6,778	91.7%
State	30,588,336	2,524,402	2,549,028	24,626	2,524,402	2,549,028	24,626	91.7%
Federal	5,514,986	455,142	459,582	4,440	455,142	459,582	4,440	91.7%
<b>Total Subsidies</b>	<b>44,522,322</b>	<b>3,674,350</b>	<b>3,710,194</b>	<b>35,843</b>	<b>3,674,350</b>	<b>3,710,194</b>	<b>35,843</b>	<b>91.7%</b>
<b>Net Operating Gain (Loss) After Subsidies</b>	<b>\$ (0)</b>	<b>\$ -</b>			<b>\$ -</b>			

SunLine Transit Agency  
Budget Variance Report  
July 2024

Description	FY25 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY25 FYTD Budget	Positive (Negative)	Percentage Remaining
<b>Operating Expenses:</b>								
Wages & Benefits	31,574,749	2,576,878	2,631,229	54,351	2,576,878	2,631,229	54,351	91.8%
Services	6,923,050	562,138	576,921	14,783	562,138	576,921	14,783	91.9%
Fuels & Lubricants	3,581,133	284,808	298,428	13,619	284,808	298,428	13,619	92.0%
Tires	234,000	14,582	19,500	4,918	14,582	19,500	4,918	93.8%
Materials and Supplies	2,602,460	147,692	216,872	69,180	147,692	216,872	69,180	94.3%
Utilities	3,554,000	231,669	296,167	64,497	231,669	296,167	64,497	93.5%
Casualty & Liability	3,678,540	316,845	306,545	(10,300)	316,845	306,545	(10,300)	91.4%
Taxes and Fees	124,500	8,759	10,375	1,616	8,759	10,375	1,616	93.0%
Miscellaneous Expenses	1,207,192	89,706	100,599	10,893	89,706	100,599	10,893	92.6%
Self Consumed Fuel	(4,062,246)	(212,902)	(338,521)	(125,619)	(212,902)	(338,521)	(125,619)	94.8%
<b>Total Operating Expenses (Before Depreciation)</b>	<b>49,417,378</b>	<b>4,020,175</b>	<b>4,118,115</b>	<b>97,939</b>	<b>4,020,175</b>	<b>4,118,115</b>	<b>97,939</b>	<b>91.9%</b>
<b>Revenues:</b>								
Passenger Revenue	1,816,893	137,807	151,408	(13,600)	137,807	151,408	(13,600)	92.4%
Other Revenue	3,078,163	208,018	256,514	(48,496)	208,018	256,514	(48,496)	93.2%
<b>Total Operating Revenue</b>	<b>4,895,056</b>	<b>345,825</b>	<b>407,921</b>	<b>(62,096)</b>	<b>345,825</b>	<b>407,921</b>	<b>(62,096)</b>	<b>92.9%</b>
<b>Net Operating Gain (Loss)</b>		<b>\$ (3,674,350)</b>			<b>\$ (3,674,350)</b>			
<b>Subsidies:</b>								
Local	8,419,000	694,805	701,583	6,778	694,805	701,583	6,778	91.7%
State	30,588,336	2,524,402	2,549,028	24,626	2,524,402	2,549,028	24,626	91.7%
Federal	5,514,986	455,142	459,582	4,440	455,142	459,582	4,440	91.7%
<b>Total Subsidies</b>	<b>44,522,322</b>	<b>3,674,350</b>	<b>3,710,194</b>	<b>35,843</b>	<b>3,674,350</b>	<b>3,710,194</b>	<b>35,843</b>	<b>91.7%</b>
<b>Net Operating Gain (Loss) After Subsidies</b>	<b>\$ (0)</b>	<b>\$ -</b>			<b>\$ -</b>			

**Budget Variance Analysis - SunLine Transit Agency**

**Passenger Revenue**

- The unfavorable variance in passenger revenue is due to lower summer ridership.
- As of July, ridership was at 4.0% above FY24 FYTD totals.
- Total system ridership was 7,912 trips above FY24 FYTD amounts.

**Ridership**

	FY24-July	FY25-July	Variance	%Δ
Fixed Route	186,280	193,744	7,464	4.0%
Paratransit	9,836	9,493	(343)	-3.5%
SunRide	1,228	2,019	791	64.4%
System Total	197,344	205,256	7,912	4.0%

**Ridership**

	FYTD-FY24	FYTD-FY25	Variance	%Δ
Fixed Route	186,280	193,744	7,464	4.0%
Paratransit	9,836	9,493	(343)	-3.5%
SunRide	1,228	2,019	791	64.4%
System Total	197,344	205,256	7,912	4.0%

**Other Revenue**

- The unfavorable variance in other revenue is primarily due to fewer emission credits sold in July.

**Operator & Mechanic Salaries & Wages**

- Operator and mechanic wages are within an acceptable range of the budget.

**Operator & Mechanic Overtime**

- The unfavorable variance is primarily attributed to required overtime to work on vehicles in maintenance.

**Administration Salaries & Wages**

- The favorable variance in administrative salaries and wages is primarily attributed to vacancies.

**Administration Overtime**

- The unfavorable variance is primarily attributed to premium pay related to the 4th of July holiday and overtime in the Maintenance department.

**Fringe Benefits**

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

**Communications**

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

**Legal Services**

- Legal services have had higher expenses due to legal representation for labor issues.

**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**

- Savings in contract services costs are primarily attributed to budgeted operating and maintenance costs for the liquid hydrogen station that were not incurred as of July.

**Equipment Repairs**

- The unfavorable balance in equipment repair costs is primarily attributed to vehicle lift inspections.

**Security Services**

- Security services are within an acceptable range of the budget.

**Fuel - CNG**

- Fuel CNG expenses are within an acceptable range of the budget.

**Fuel - Hydrogen**

- The savings in hydrogen fuel is primarily attributed to lower usage of hydrogen fixed route vehicles as the agency is not utilizing the full fleet.

**Tires**

- Tire expenses are less than anticipated due to fewer miles driven in FY25.

**Office Supplies**

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

**Travel/Training**

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

**Repair Parts**

- The favorable variance is due to lower than usual repairs for the month of July.

**Facility Maintenance**

- Facility maintenance expenses are within an acceptable range of the budget.

**Electricity - CNG & Hydrogen**

- Electricity - CNG & Hydrogen expenses are less than anticipated use in July.

**Natural Gas**

- The positive variance is primarily attributed to lower usage of CNG fixed route vehicles over budgeted estimates for FY25.

**Water and Gas**

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

**Insurance Losses**

- Insurance losses are within an acceptable range of the budget.

**Insurance Premium - Property**

- Insurance premiums are within an acceptable range of the budget.

**Repair Claims**

- Repair claim expenses are below budget due to fewer than anticipated collision repairs.

**Fuel Taxes**

- Fuel tax expenses are within an acceptable range of the budget.

**Other Expenses**

- The favorable variance is primarily due to consulting services in maintenance related to key management vacancies.

**Self-Consumed Fuel**

- The variance is primarily due to less than anticipated fuel utilized by the Agency.



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

DATE: September 25, 2024

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Contracts Signed between \$25,000 and \$250,000 for July 2024

Summary:

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

There were six (6) agreements executed in July 2024 between \$25,000 and \$250,000:

<b>Vendor</b>	<b>Purpose</b>	<b>Amount</b>
Plaza Towing	Towing Services	\$130,000.00
Specialty Field Services	Fuel Cell Onsite Repair	\$40,000.00
Summit Studios	Special Feature Show	\$29,300.00
BMI Consulting	Public Works Support	\$25,000.00
Joseph Friend	IT Consulting	\$50,000.00
American Heart Assoc.	Sponsorship	\$105,000.00

**August 2024**

<b>Vendor</b>	<b>Purpose</b>	<b>Amount</b>
Strong's Enterprises	Truck Upfitter	\$32,649.42
JE Strategies	Legislative Services	\$203,400.00
Golden Star Technologies	Cisco Switches (PO)	\$47,822.14
Palmer Kazanjian Wohl Hodson	Legal Services (Amend)	\$46,000.00

Recommendation:

Receive and file.

**Contracts Signed Between \$25,000 and \$250,000**  
**July 2024**

<b>Vendor</b>	<b>Product/Service</b>	<b>Need</b>	<b>Budgeted</b>	<b>Budgeted Amount</b>	<b>Cost</b>	<b>Type</b>
Plaza Towing	Bus Towing	Bus Towing	FY25 FY26	\$130,000.00	\$130,000.00	Agreement
Specialty Field Services	Fuel Cell (FC) Repairs	On-Site FC Repairs	FY25	\$40,000.00	\$40,000.00	Agreement
Summit Studios	Feature Show	Marketing	FY25	\$29,300.00	\$29,300.00	Agreement
BMI Consulting	Engineering Support	Public Works Consultant	FY25	\$25,000.00	\$25,000.00	Agreement
Joseph Friend	IT Support	IT Systems Support	FY25	\$50,000.00	\$50,000.00	Agreement
American Heart Assoc.	Sponsorship	Sponsorship	FY25 FY26 FY27	\$105,000.00	\$105,000.00	Agreement

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

DATE: September 25, 2024 **RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Union & Non-Union Pension Investment Asset Summary June & July 2024

Summary:

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

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

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

## Union

Asset Class		Actual	Range
<b>Growth Assets</b>			
	Domestic Equity	32.6%	16% – 56%
	International Equity	18.0%	0% - 39%
	Other	4.8%	0% – 20%
<b>Income Assets</b>			
	Fixed Income	38.6%	25% - 65%
	Other	4.8%	0% – 20%
<b>Real Return Assets</b>		0.0%	0% – 20%
<b>Cash Equivalents</b>		1.3%	0% – 20%

## Non-Union

Asset Class		Actual	Range
<b>Growth Assets</b>			
	Domestic Equity	32.3%	16% – 56%
	International Equity	18.0%	0% - 39%
	Other	4.8%	0% – 20%
<b>Income Assets</b>			
	Fixed Income	38.8%	25% - 65%
	Other	4.8%	0% – 20%
<b>Real Return Assets</b>		0.0%	0% – 20%
<b>Cash Equivalents</b>		1.4%	0% – 20%

For the month of June, the market value of assets increased by \$525,669 and \$548,034 for the union and non-union plans, respectively.

## Month to Month Asset Comparison

Month	Market Value - Union	Market Value – Non-Union
May 2024	\$41,340,996	\$41,290,648
June 2024	\$41,866,665	\$41,838,682
Increase (Decrease)	\$525,669	\$548,034

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

## Union

Asset Class		Actual	Range
<b>Growth Assets</b>			
	Domestic Equity	32.6%	16% – 56%
	International Equity	18.1%	0% - 39%
	Other	4.7%	0% – 20%
<b>Income Assets</b>			
	Fixed Income	38.7%	25% - 65%
	Other	4.7%	0% – 20%
<b>Real Return Assets</b>		0.0%	0% – 20%
<b>Cash Equivalents</b>		1.2%	0% – 20%

## Non-Union

Asset Class		Actual	Range
<b>Growth Assets</b>			
	Domestic Equity	32.3%	16% – 56%
	International Equity	18.0%	0% - 39%
	Other	4.7%	0% – 20%

<b>Income Assets</b>			
	Fixed Income	38.9%	25% - 65%
	Other	4.7%	0% – 20%
<b>Real Return Assets</b>		0.0%	0% – 20%
<b>Cash Equivalents</b>		1.4%	0% – 20%

For the month of July, the market value of assets increased by \$784,724 and \$786,473 for the union and non-union plans, respectively.

#### Month to Month Asset Comparison

Month	Market Value - Union	Market Value – Non-Union
June 2024	\$41,866,665	\$41,838,682
July 2024	\$42,651,389	\$42,625,155
Increase (Decrease)	\$784,724	\$786,473

#### Recommendation:

Receive and file.

**Portfolio Summary and Statistics**

For the Month Ending **June 30, 2024**

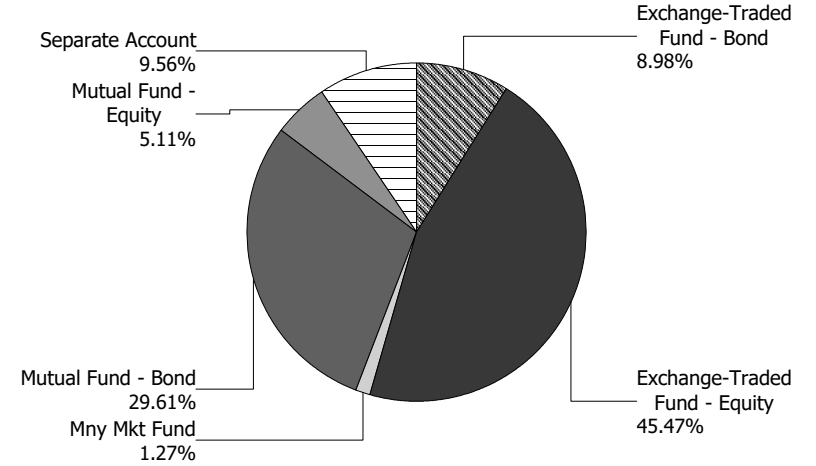
SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

**Account Summary**

Description	Par Value	Market Value	Percent
Separate Account	3,301,329.97	4,001,512.73	9.56
Mutual Fund - Equity	94,242.86	2,137,430.51	5.11
Mutual Fund - Bond	1,292,613.21	12,397,189.26	29.61
Money Market Mutual Fund	530,588.39	530,588.39	1.27
Exchange-Traded Fund - Equity	143,913.00	19,041,160.48	45.47
Exchange-Traded Fund - Bond	45,630.00	3,758,783.13	8.98
<b>Managed Account Sub-Total</b>	<b>5,408,317.43</b>	<b>41,866,664.50</b>	<b>100.00%</b>
Accrued Interest		0.00	
<b>Total Portfolio</b>	<b>5,408,317.43</b>	<b>41,866,664.50</b>	

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

**Sector Allocation**



**Detail of Securities Held & Market Analytics**

For the Month Ending **June 30, 2024**

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

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Ticker</b>	<b>Shares</b>	<b>Average Cost/Share</b>	<b>Original Cost</b>	<b>Market Price</b>	<b>Market Value</b>	<b>Unreal G/L on Cost</b>	<b>Percentage</b>
<b>Exchange-Traded Fund - Bond</b>										
ISHARES CORE U.S. AGGREGATE		464287226	AGG	17,918.00	98.65	1,767,610.70	97.07	1,739,300.26	(28,310.44)	4.15
ISHARES CORE U.S. AGGREGATE		464287226	AGG	3,322.00	99.13	329,309.86	97.07	322,466.54	(6,843.32)	0.77
ISHARES CORE U.S. AGGREGATE		464287226	AGG	3,307.00	96.41	318,827.87	97.07	321,010.49	2,182.62	0.77
ISHARES CORE U.S. AGGREGATE		464287226	AGG	6,446.00	92.77	597,994.78	97.07	625,713.22	27,718.44	1.49
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	7,097.00	50.33	357,192.01	51.26	363,792.22	6,600.21	0.87
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	2,389.00	60.31	144,080.59	51.26	122,460.14	(21,620.45)	0.29
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	1,146.00	61.13	70,054.98	51.26	58,743.96	(11,311.02)	0.14
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	965.00	61.01	58,874.65	51.26	49,465.90	(9,408.75)	0.12
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	1,776.00	57.68	102,441.46	51.26	91,037.76	(11,403.70)	0.22
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	633.00	56.99	36,074.67	51.26	32,447.58	(3,627.09)	0.08
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	631.00	56.69	35,771.39	51.26	32,345.06	(3,426.33)	0.08
<b>Security Type Sub-Total</b>				<b>45,630.00</b>		<b>3,818,232.96</b>	<b>747.10</b>	<b>3,758,783.13</b>	<b>(59,449.83)</b>	<b>8.98</b>
<b>Exchange-Traded Fund - Equity</b>										
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	2,614.00	37.17	97,162.38	49.42	129,183.88	32,021.50	0.31
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	2,193.00	42.18	92,500.74	49.42	108,378.06	15,877.32	0.26
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	4,430.00	49.81	220,658.30	49.42	218,930.60	(1,727.70)	0.52
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	6,816.00	38.86	264,869.76	49.42	336,846.72	71,976.96	0.80
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	2,629.00	39.68	104,318.72	49.42	129,925.18	25,606.46	0.31
VANGUARD TOTAL INTL STOCK		921909768	VXUS	6,979.00	65.37	456,217.23	60.30	420,833.70	(35,383.53)	1.01
VANGUARD TOTAL INTL STOCK		921909768	VXUS	3,480.00	52.07	181,203.60	60.30	209,844.00	28,640.40	0.50
VANGUARD TOTAL INTL STOCK		921909768	VXUS	1,834.00	54.46	99,879.64	60.30	110,590.20	10,710.56	0.26
VANGUARD TOTAL INTL STOCK		921909768	VXUS	6,003.00	61.64	370,024.92	60.30	361,980.90	(8,044.02)	0.86
VANGUARD TOTAL INTL STOCK		921909768	VXUS	18,820.00	47.87	900,909.64	60.30	1,134,846.00	233,936.36	2.71
VANGUARD TOTAL INTL STOCK		921909768	VXUS	593.00	56.01	33,213.93	60.30	35,757.90	2,543.97	0.09
VANGUARD TOTAL INTL STOCK		921909768	VXUS	2,586.00	56.20	145,333.20	60.30	155,935.80	10,602.60	0.37
VANGUARD TOTAL INTL STOCK		921909768	VXUS	553.00	64.35	35,585.55	60.30	33,345.90	(2,239.65)	0.08
VANGUARD TOTAL INTL STOCK		921909768	VXUS	2,875.00	51.82	148,982.21	60.30	173,362.50	24,380.29	0.41
VANGUARD TOTAL INTL STOCK		921909768	VXUS	2,586.00	56.53	146,186.58	60.30	155,935.80	9,749.22	0.37
VANGUARD TOTAL INTL STOCK		921909768	VXUS	17,752.00	52.12	925,234.24	60.30	1,070,445.60	145,211.36	2.56

Detail of Securities Held & Market Analytics

For the Month Ending June 30, 2024

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]										
Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Exchange-Traded Fund - Equity</b>										
VANGUARD TOTAL INTL STOCK		921909768	VXUS	8,244.00	52.51	432,892.44	60.30	497,113.20	64,220.76	1.19
VANGUARD TOTAL INTL STOCK		921909768	VXUS	1,932.00	53.54	103,439.28	60.30	116,499.60	13,060.32	0.28
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	4,809.00	195.76	941,409.84	267.51	1,286,455.59	345,045.75	3.06
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	624.00	198.24	123,701.76	267.51	166,926.24	43,224.48	0.40
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	20,572.00	204.04	4,197,510.88	267.51	5,503,215.72	1,305,704.84	13.14
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	433.00	233.92	101,287.36	267.51	115,831.83	14,544.47	0.28
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	625.00	199.58	124,737.50	267.51	167,193.75	42,456.25	0.40
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	2,772.00	225.33	624,614.76	267.51	741,537.72	116,922.96	1.77
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	2,635.00	261.82	689,895.70	267.51	704,888.85	14,993.15	1.68
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	276.00	216.58	59,776.08	267.51	73,832.76	14,056.68	0.18
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	1,546.00	226.21	349,720.35	267.51	413,570.46	63,850.11	0.99
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	15,938.00	169.04	2,694,159.52	267.51	4,263,574.38	1,569,414.86	10.18
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	764.00	191.49	146,298.36	267.51	204,377.64	58,079.28	0.49
<b>Security Type Sub-Total</b>				<b>143,913.00</b>		<b>14,811,724.47</b>	<b>3,973.61</b>	<b>19,041,160.48</b>	<b>4,229,436.01</b>	<b>45.46</b>
<b>Money Market Mutual Fund</b>										
FIRST AMERICAN GOVERNMENT OBLIGATION - Z		31846V567	FGZXX	530,588.39	1.00	530,588.39	1.00	530,588.39	0.00	1.27
<b>Security Type Sub-Total</b>				<b>530,588.39</b>		<b>530,588.39</b>	<b>1.00</b>	<b>530,588.39</b>	<b>0.00</b>	<b>1.27</b>
<b>Mutual Fund - Bond</b>										
BAIRD CORE PLUS BOND - INST		057071870	BCOIX	455,090.26	10.95	4,980,965.24	9.99	4,546,351.69	(434,613.55)	10.86
BBH LIMITED DURATION I		05528X851	BBBIX	0.03	10.29	0.35	10.33	0.35	0.00	0.00
DOUBLELINE CORE FIXED INCOME I		258620301	DBLFX	192,163.41	10.48	2,013,770.10	9.10	1,748,687.01	(265,083.09)	4.18
MAINSTAY MACKAY HIGH YIELD CORP BD R6		56063N881	MHYSX	131,744.71	5.18	683,002.52	5.14	677,167.83	(5,834.69)	1.62
PRUDENTIAL TOTAL RETRN BND-Q		74440B884	PTRQX	308,547.04	13.47	4,157,574.58	11.84	3,653,196.92	(504,377.66)	8.73
VOYA INTERMEDIATE BOND R6		92913L569	IIBZX	205,067.76	10.05	2,061,657.67	8.64	1,771,785.46	(289,872.21)	4.23
<b>Security Type Sub-Total</b>				<b>1,292,613.21</b>		<b>13,896,970.46</b>	<b>55.04</b>	<b>12,397,189.26</b>	<b>(1,499,781.20)</b>	<b>29.62</b>



**Detail of Securities Held & Market Analytics**

For the Month Ending **June 30, 2024**

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]										
Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Mutual Fund - Equity</b>										
GOLDMAN SACHS GQG PTNRS INTL OPPS INSTL		38147N293	GSIMX	34,602.03	19.28	667,118.97	23.18	802,075.00	134,956.03	1.92
HARDING LOEVNER INTERNATIONAL EQUITY POR		412295107	HLMIX	18,363.09	28.95	531,566.14	26.36	484,050.95	(47,515.19)	1.16
HRTFRD SCHR EM MRKT EQ-SDR		41665H789	SEMTX	20,199.83	15.19	306,926.65	17.08	345,013.16	38,086.51	0.82
JENSEN QUALITY GROWTH-Y		476313408	JENYX	0.00	66.67	0.02	62.16	0.02	0.00	0.00
JOHCM INTERNATIONAL SELECT I		46653M849	JOHIX	21,077.91	26.06	549,380.76	24.02	506,291.38	(43,089.38)	1.21
<b>Security Type Sub-Total</b>				<b>94,242.86</b>		<b>2,054,992.54</b>	<b>152.80</b>	<b>2,137,430.51</b>	<b>82,437.97</b>	<b>5.11</b>
<b>Separate Account</b>										
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	21,070.00	1.00	21,070.00	91.39	19,255.12	(1,814.88)	0.05
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	49,000.00	1.00	49,000.00	91.39	44,779.34	(4,220.66)	0.11
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	24,500.00	1.00	24,500.00	91.39	22,389.67	(2,110.33)	0.05
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	49,000.00	1.00	49,000.00	91.39	44,779.34	(4,220.66)	0.11
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	45,325.00	1.00	45,325.00	91.39	41,420.88	(3,904.12)	0.10
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	45,325.00	1.00	45,325.00	91.39	41,420.88	(3,904.12)	0.10
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	8,379.74	1.00	8,379.74	91.39	7,657.94	(721.80)	0.02
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	49,980.00	1.00	49,980.00	91.39	45,674.92	(4,305.08)	0.11
GOLUB CAPITAL PARTNERS INT'L XIV		GOLUB0090	SA467	180,000.00	1.00	180,000.00	114.14	205,449.34	25,449.34	0.49
GOLUB CAPITAL PARTNERS INT'L XIV		GOLUB0090	SA467	1,239,328.00	1.00	1,239,328.00	114.14	1,414,550.66	175,222.66	3.38
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV007	SA425	191,676.07	1.00	191,676.07	136.91	262,418.09	70,742.02	0.63
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV007	SA425	252,000.00	1.00	252,000.00	136.91	345,005.81	93,005.81	0.82
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV007	SA425	127,930.57	1.00	127,930.57	136.91	175,145.99	47,215.42	0.42
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV007	SA425	105,000.00	1.00	105,000.00	136.91	143,752.42	38,752.42	0.34

**Detail of Securities Held & Market Analytics**

For the Month Ending **June 30, 2024**

SUNLINE EMPLOYEES RETIREMENT BARGAINING [REDACTED]									
Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Separate Account</b>									
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	180,319.43	1.00	180,319.43	136.91	246,870.04	66,550.61	0.59
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	309,750.00	1.00	309,750.00	136.91	424,069.64	114,319.64	1.01
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	130,837.59	1.00	130,837.59	136.91	179,125.91	48,288.32	0.43
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	8,933.57	1.00	8,933.57	136.91	12,230.69	3,297.12	0.03
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	147,000.00	1.00	147,000.00	136.91	201,253.38	54,253.38	0.48
<b>Security Type Sub-Total</b>			<b>3,301,329.97</b>		<b>3,301,329.97</b>	<b>2,465.69</b>	<b>4,001,512.73</b>	<b>700,182.76</b>	<b>9.57</b>
<b>Managed Account Sub-Total</b>			<b>5,408,317.43</b>		<b>38,413,838.79</b>	<b>7,395.24</b>	<b>41,866,664.50</b>	<b>3,452,825.71</b>	<b>100.01</b>
<b>Securities Sub-Total</b>			<b>\$5,408,317.43</b>		<b>\$38,413,838.79</b>	<b>\$7,395.24</b>	<b>\$41,866,664.50</b>	<b>\$3,452,825.71</b>	<b>100.01%</b>
<b>Accrued Interest</b>							<b>\$0.00</b>		
<b>Total Investments</b>							<b>\$41,866,664.50</b>		

### Portfolio Summary and Statistics

For the Month Ending **June 30, 2024**

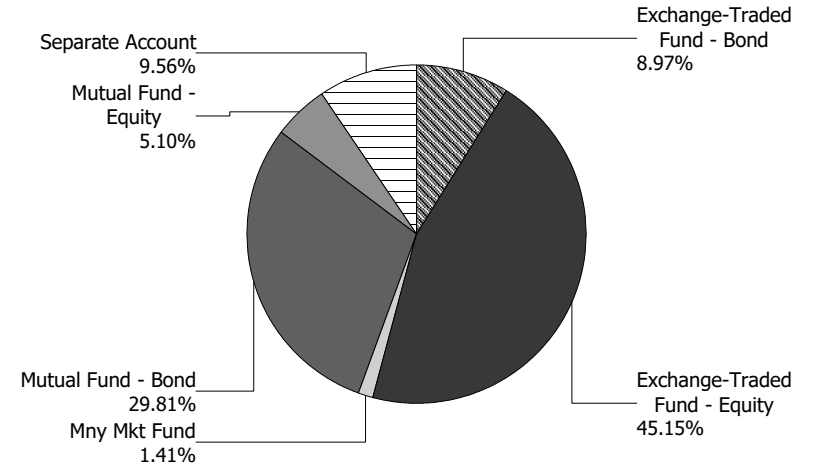
SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]

#### Account Summary

Description	Par Value	Market Value	Percent
Separate Account	3,301,329.97	4,001,512.73	9.56
Mutual Fund - Equity	94,062.97	2,133,341.91	5.10
Mutual Fund - Bond	1,299,023.82	12,470,756.92	29.81
Money Market Mutual Fund	588,832.21	588,832.21	1.41
Exchange-Traded Fund - Equity	143,110.00	18,890,889.69	45.15
Exchange-Traded Fund - Bond	45,591.00	3,753,348.24	8.97
<b>Managed Account Sub-Total</b>	<b>5,471,949.97</b>	<b>41,838,681.70</b>	<b>100.00%</b>
Accrued Interest		0.00	
<b>Total Portfolio</b>	<b>5,471,949.97</b>	<b>41,838,681.70</b>	

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

#### Sector Allocation



**Detail of Securities Held & Market Analytics**

For the Month Ending **June 30, 2024**

**SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN**

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Exchange-Traded Fund - Bond</b>									
ISHARES CORE U.S. AGGREGATE	464287226	AGG	17,957.00	98.65	1,771,458.05	97.07	1,743,085.99	(28,372.06)	4.17
ISHARES CORE U.S. AGGREGATE	464287226	AGG	3,372.00	99.13	334,266.36	97.07	327,320.04	(6,946.32)	0.78
ISHARES CORE U.S. AGGREGATE	464287226	AGG	6,272.00	92.77	581,852.81	97.07	608,823.04	26,970.23	1.46
ISHARES CORE U.S. AGGREGATE	464287226	AGG	3,317.00	96.41	319,791.97	97.07	321,981.19	2,189.22	0.77
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,113.00	61.13	68,037.69	51.26	57,052.38	(10,985.31)	0.14
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	982.00	61.01	59,911.82	51.26	50,337.32	(9,574.50)	0.12
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	631.00	56.69	35,771.39	51.26	32,345.06	(3,426.33)	0.08
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	7,130.00	50.33	358,852.90	51.26	365,483.80	6,630.90	0.87
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,779.00	57.68	102,614.50	51.26	91,191.54	(11,422.96)	0.22
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	2,405.00	60.31	145,045.55	51.26	123,280.30	(21,765.25)	0.29
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	633.00	56.99	36,074.67	51.26	32,447.58	(3,627.09)	0.08

**Security Type Sub-Total** **45,591.00** **3,813,677.71** **747.10** **3,753,348.24** **(60,329.47)** **8.98**

<b>Exchange-Traded Fund - Equity</b>									
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,614.00	37.17	97,162.38	49.42	129,183.88	32,021.50	0.31
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	4,430.00	49.81	220,658.30	49.42	218,930.60	(1,727.70)	0.52
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,484.00	39.68	98,565.12	49.42	122,759.28	24,194.16	0.29
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,211.00	42.18	93,259.98	49.42	109,267.62	16,007.64	0.26
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	6,915.00	38.86	268,716.90	49.42	341,739.30	73,022.40	0.82
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,375.00	54.46	74,882.50	60.30	82,912.50	8,030.00	0.20
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,875.00	51.82	148,982.21	60.30	173,362.50	24,380.29	0.41
VANGUARD TOTAL INTL STOCK	921909768	VXUS	18,935.00	47.87	906,414.66	60.30	1,141,780.50	235,365.84	2.73
VANGUARD TOTAL INTL STOCK	921909768	VXUS	8,570.00	52.51	450,010.70	60.30	516,771.00	66,760.30	1.24
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,470.00	56.53	139,629.10	60.30	148,941.00	9,311.90	0.36
VANGUARD TOTAL INTL STOCK	921909768	VXUS	17,679.00	52.12	921,429.48	60.30	1,066,043.70	144,614.22	2.55
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,003.00	61.64	370,024.92	60.30	361,980.90	(8,044.02)	0.87
VANGUARD TOTAL INTL STOCK	921909768	VXUS	3,770.00	52.07	196,303.90	60.30	227,331.00	31,027.10	0.54
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,883.00	65.37	449,941.71	60.30	415,044.90	(34,896.81)	0.99
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,469.00	56.20	138,757.80	60.30	148,880.70	10,122.90	0.36
VANGUARD TOTAL INTL STOCK	921909768	VXUS	580.00	56.01	32,485.80	60.30	34,974.00	2,488.20	0.08

Detail of Securities Held & Market Analytics

For the Month Ending June 30, 2024

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Exchange-Traded Fund - Equity</b>									
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,714.00	53.54	91,767.56	60.30	103,354.20	11,586.64	0.25
VANGUARD TOTAL INTL STOCK	921909768	VXUS	632.00	64.35	40,669.20	60.30	38,109.60	(2,559.60)	0.09
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	433.00	233.92	101,287.36	267.51	115,831.83	14,544.47	0.28
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	500.00	199.58	99,790.00	267.51	133,755.00	33,965.00	0.32
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	2,635.00	261.82	689,895.70	267.51	704,888.85	14,993.15	1.68
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	499.00	198.24	98,921.76	267.51	133,487.49	34,565.73	0.32
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	20,562.00	204.04	4,195,470.48	267.51	5,500,540.62	1,305,070.14	13.15
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	15,479.00	169.04	2,616,570.16	267.51	4,140,787.29	1,524,217.13	9.90
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	1,551.00	226.21	350,851.40	267.51	414,908.01	64,056.61	0.99
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	983.00	191.49	188,234.67	267.51	262,962.33	74,727.66	0.63
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	138.00	216.58	29,888.04	267.51	36,916.38	7,028.34	0.09
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	2,790.00	225.33	628,670.70	267.51	746,352.90	117,682.20	1.78
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	4,931.00	195.76	965,292.56	267.51	1,319,091.81	353,799.25	3.15
<b>Security Type Sub-Total</b>			<b>143,110.00</b>		<b>14,704,535.05</b>	<b>3,973.61</b>	<b>18,890,889.69</b>	<b>4,186,354.64</b>	<b>45.16</b>
<b>Money Market Mutual Fund</b>									
FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	588,832.21	1.00	588,832.21	1.00	588,832.21	0.00	1.41
<b>Security Type Sub-Total</b>			<b>588,832.21</b>		<b>588,832.21</b>	<b>1.00</b>	<b>588,832.21</b>	<b>0.00</b>	<b>1.41</b>
<b>Mutual Fund - Bond</b>									
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	459,203.51	10.93	5,020,668.30	9.99	4,587,443.04	(433,225.26)	10.96
BBH LIMITED DURATION I	05528X851	BBBIX	0.03	10.29	0.35	10.33	0.35	0.00	0.00
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	191,693.81	10.48	2,008,976.51	9.10	1,744,413.66	(264,562.85)	4.17
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	131,396.21	5.18	681,030.75	5.14	675,376.50	(5,654.25)	1.61
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTRQX	312,179.33	13.45	4,197,629.97	11.84	3,696,203.28	(501,426.69)	8.83
VOYA INTERMEDIATE BOND R6	92913L569	IIBZX	204,550.94	10.05	2,056,166.71	8.64	1,767,320.09	(288,846.62)	4.22
<b>Security Type Sub-Total</b>			<b>1,299,023.82</b>		<b>13,964,472.59</b>	<b>55.04</b>	<b>12,470,756.92</b>	<b>(1,493,715.67)</b>	<b>29.79</b>

**Detail of Securities Held & Market Analytics**

For the Month Ending **June 30, 2024**

**SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]**

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Ticker</b>	<b>Shares</b>	<b>Average Cost/Share</b>	<b>Original Cost</b>	<b>Market Price</b>	<b>Market Value</b>	<b>Unreal G/L on Cost</b>	<b>Percentage</b>
<b>Mutual Fund - Equity</b>										
GOLDMAN SACHS GQG PTNRS INTL OPPS INSTL		38147N293	GSIMX	34,546.06	19.28	666,093.46	23.18	800,777.68	134,684.22	1.91
HARDING LOEVNER INTERNATIONAL EQUITY POR		412295107	HLMIX	18,332.57	28.93	530,449.56	26.36	483,246.43	(47,203.13)	1.16
HRTFRD SCHR EM MRKT EQ-SDR		41665H789	SEMTX	20,162.83	15.19	306,364.44	17.08	344,381.17	38,016.73	0.82
JOHCM INTERNATIONAL SELECT I		46653M849	JOHIX	21,021.51	26.08	548,223.76	24.02	504,936.63	(43,287.13)	1.21

**Security Type Sub-Total** **94,062.97** **2,051,131.22** **90.64** **2,133,341.91** **82,210.69** **5.10**

**Separate Account**

ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	21,070.00	1.00	21,070.00	91.39	19,255.12	(1,814.88)	0.05
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	24,500.00	1.00	24,500.00	91.39	22,389.67	(2,110.33)	0.05
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	49,000.00	1.00	49,000.00	91.39	44,779.34	(4,220.66)	0.11
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	45,325.00	1.00	45,325.00	91.39	41,420.88	(3,904.12)	0.10
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	49,000.00	1.00	49,000.00	91.39	44,779.34	(4,220.66)	0.11
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	45,325.00	1.00	45,325.00	91.39	41,420.88	(3,904.12)	0.10
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	8,379.74	1.00	8,379.74	91.39	7,657.94	(721.80)	0.02
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	49,980.00	1.00	49,980.00	91.39	45,674.92	(4,305.08)	0.11
GOLUB CAPITAL PARTNERS INT'L XIV		GOLUB0091	SA468	180,000.00	1.00	180,000.00	114.14	205,449.34	25,449.34	0.49
GOLUB CAPITAL PARTNERS INT'L XIV		GOLUB0091	SA468	1,239,328.00	1.00	1,239,328.00	114.14	1,414,550.66	175,222.66	3.38
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	105,000.00	1.00	105,000.00	136.91	143,752.42	38,752.42	0.33
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	8,933.57	1.00	8,933.57	136.91	12,230.69	3,297.12	0.03
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	127,930.57	1.00	127,930.57	136.91	175,145.99	47,215.42	0.42
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	147,000.00	1.00	147,000.00	136.91	201,253.38	54,253.38	0.48

**Detail of Securities Held & Market Analytics**

For the Month Ending **June 30, 2024**

<b>SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]</b>										
<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Ticker</b>	<b>Shares</b>	<b>Average Cost/Share</b>	<b>Original Cost</b>	<b>Market Price</b>	<b>Market Value</b>	<b>Unreal G/L on Cost</b>	<b>Percentage</b>
<b>Separate Account</b>										
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	180,319.43	1.00	180,319.43	136.91	246,870.04	66,550.61	0.59
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	309,750.00	1.00	309,750.00	136.91	424,069.64	114,319.64	1.01
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	191,676.07	1.00	191,676.07	136.91	262,418.09	70,742.02	0.63
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	130,837.59	1.00	130,837.59	136.91	179,125.91	48,288.32	0.43
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	252,000.00	1.00	252,000.00	136.91	345,005.81	93,005.81	0.82
<b>Security Type Sub-Total</b>				<b>3,301,329.97</b>		<b>3,301,329.97</b>	<b>2,465.69</b>	<b>4,001,512.73</b>	<b>700,182.76</b>	<b>9.56</b>
<b>Managed Account Sub-Total</b>				<b>5,471,949.97</b>		<b>38,423,978.75</b>	<b>7,333.08</b>	<b>41,838,681.70</b>	<b>3,414,702.95</b>	<b>100.00</b>
<b>Securities Sub-Total</b>				<b>\$5,471,949.97</b>		<b>\$38,423,978.75</b>	<b>\$7,333.08</b>	<b>\$41,838,681.70</b>	<b>\$3,414,702.95</b>	<b>100.00%</b>
<b>Accrued Interest</b>								<b>\$0.00</b>		
<b>Total Investments</b>								<b>\$41,838,681.70</b>		

**Portfolio Summary and Statistics**

For the Month Ending **July 31, 2024**

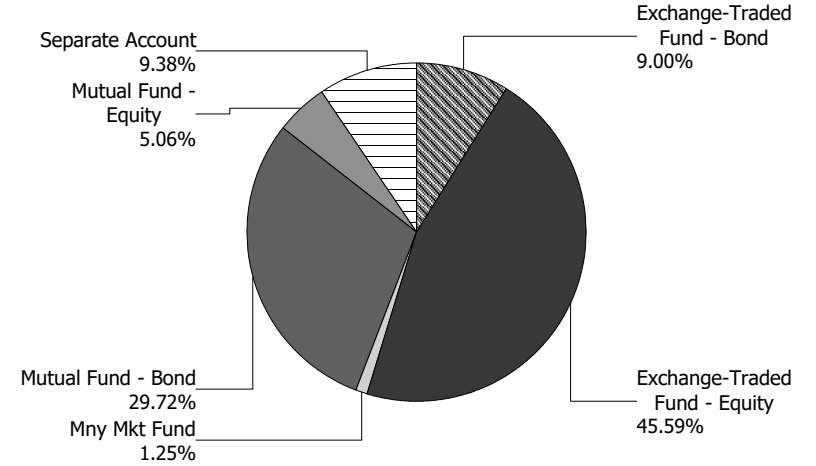
SUNLINE EMPLOYEES RETIREMENT BARGAINING [REDACTED]

**Account Summary**

Description	Par Value	Market Value	Percent
Separate Account	3,301,329.97	4,001,512.73	9.38
Mutual Fund - Equity	94,242.86	2,159,607.66	5.06
Mutual Fund - Bond	1,297,696.07	12,674,489.64	29.72
Money Market Mutual Fund	532,616.33	532,616.33	1.25
Exchange-Traded Fund - Equity	143,913.00	19,444,320.76	45.59
Exchange-Traded Fund - Bond	45,630.00	3,838,841.40	9.00
<b>Managed Account Sub-Total</b>	<b>5,415,428.22</b>	<b>42,651,388.52</b>	<b>100.00%</b>
Accrued Interest		0.00	
<b>Total Portfolio</b>	<b>5,415,428.22</b>	<b>42,651,388.52</b>	

**Unsettled Trades 0.00 0.00**

**Sector Allocation**





**Detail of Securities Held & Market Analytics**

For the Month Ending **July 31, 2024**

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

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Exchange-Traded Fund - Bond</b>									
ISHARES CORE U.S. AGGREGATE	464287226	AGG	6,446.00	92.77	597,994.78	99.11	638,863.06	40,868.28	1.50
ISHARES CORE U.S. AGGREGATE	464287226	AGG	17,918.00	98.65	1,767,610.70	99.11	1,775,852.98	8,242.28	4.16
ISHARES CORE U.S. AGGREGATE	464287226	AGG	3,307.00	96.41	318,827.87	99.11	327,756.77	8,928.90	0.77
ISHARES CORE U.S. AGGREGATE	464287226	AGG	3,322.00	99.13	329,309.86	99.11	329,243.42	(66.44)	0.77
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	965.00	61.01	58,874.65	52.41	50,575.65	(8,299.00)	0.12
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	2,389.00	60.31	144,080.59	52.41	125,207.49	(18,873.10)	0.29
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,776.00	57.68	102,441.46	52.41	93,080.16	(9,361.30)	0.22
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	631.00	56.69	35,771.39	52.41	33,070.71	(2,700.68)	0.08
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,146.00	61.13	70,054.98	52.41	60,061.86	(9,993.12)	0.14
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	7,097.00	50.33	357,192.01	52.41	371,953.77	14,761.76	0.87
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	633.00	56.99	36,074.67	52.41	33,175.53	(2,899.14)	0.08

**Security Type Sub-Total** **45,630.00** **3,818,232.96** **763.31** **3,838,841.40** **20,608.44** **9.00**

<b>Exchange-Traded Fund - Equity</b>									
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	6,816.00	38.86	264,869.76	50.91	347,002.56	82,132.80	0.81
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,193.00	42.18	92,500.74	50.91	111,645.63	19,144.89	0.26
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	4,430.00	49.81	220,658.30	50.91	225,531.30	4,873.00	0.53
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,614.00	37.17	97,162.38	50.91	133,078.74	35,916.36	0.31
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,629.00	39.68	104,318.72	50.91	133,842.39	29,523.67	0.31
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,979.00	65.37	456,217.23	61.88	431,860.52	(24,356.71)	1.01
VANGUARD TOTAL INTL STOCK	921909768	VXUS	3,480.00	52.07	181,203.60	61.88	215,342.40	34,138.80	0.50
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,834.00	54.46	99,879.64	61.88	113,487.92	13,608.28	0.27
VANGUARD TOTAL INTL STOCK	921909768	VXUS	18,820.00	47.87	900,909.64	61.88	1,164,581.60	263,671.96	2.73
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,003.00	61.64	370,024.92	61.88	371,465.64	1,440.72	0.87
VANGUARD TOTAL INTL STOCK	921909768	VXUS	553.00	64.35	35,585.55	61.88	34,219.64	(1,365.91)	0.08
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,932.00	53.54	103,439.28	61.88	119,552.16	16,112.88	0.28
VANGUARD TOTAL INTL STOCK	921909768	VXUS	593.00	56.01	33,213.93	61.88	36,694.84	3,480.91	0.09
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,586.00	56.20	145,333.20	61.88	160,021.68	14,688.48	0.38
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,875.00	51.82	148,982.21	61.88	177,905.00	28,922.79	0.42
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,586.00	56.53	146,186.58	61.88	160,021.68	13,835.10	0.38

Detail of Securities Held & Market Analytics

For the Month Ending July 31, 2024

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Exchange-Traded Fund - Equity</b>									
VANGUARD TOTAL INTL STOCK	921909768	VXUS	8,244.00	52.51	432,892.44	61.88	510,138.72	77,246.28	1.20
VANGUARD TOTAL INTL STOCK	921909768	VXUS	17,752.00	52.12	925,234.24	61.88	1,098,493.76	173,259.52	2.58
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	433.00	233.92	101,287.36	272.57	118,022.81	16,735.45	0.28
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	2,772.00	225.33	624,614.76	272.57	755,564.04	130,949.28	1.77
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	15,938.00	169.04	2,694,159.52	272.57	4,344,220.66	1,650,061.14	10.19
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	1,546.00	226.21	349,720.35	272.57	421,393.22	71,672.87	0.99
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	4,809.00	195.76	941,409.84	272.57	1,310,789.13	369,379.29	3.07
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	624.00	198.24	123,701.76	272.57	170,083.68	46,381.92	0.40
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	20,572.00	204.04	4,197,510.88	272.57	5,607,310.04	1,409,799.16	13.15
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	764.00	191.49	146,298.36	272.57	208,243.48	61,945.12	0.49
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	625.00	199.58	124,737.50	272.57	170,356.25	45,618.75	0.40
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	2,635.00	261.82	689,895.70	272.57	718,221.95	28,326.25	1.68
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	276.00	216.58	59,776.08	272.57	75,229.32	15,453.24	0.18
<b>Security Type Sub-Total</b>			<b>143,913.00</b>		<b>14,811,724.47</b>	<b>4,057.26</b>	<b>19,444,320.76</b>	<b>4,632,596.29</b>	<b>45.61</b>
<b>Money Market Mutual Fund</b>									
FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	532,616.33	1.00	532,616.33	1.00	532,616.33	0.00	1.25
<b>Security Type Sub-Total</b>			<b>532,616.33</b>		<b>532,616.33</b>	<b>1.00</b>	<b>532,616.33</b>	<b>0.00</b>	<b>1.25</b>
<b>Mutual Fund - Bond</b>									
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	456,606.05	10.94	4,996,229.25	10.19	4,652,815.64	(343,413.61)	10.91
BBH LIMITED DURATION I	05528X851	BBBIX	0.03	10.29	0.35	10.37	0.35	0.00	0.00
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	193,002.84	10.47	2,021,560.02	9.28	1,791,066.34	(230,493.68)	4.20
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	132,426.33	5.18	686,533.28	5.18	685,968.38	(564.90)	1.61
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTRQX	309,791.92	13.47	4,172,575.37	12.05	3,732,992.59	(439,582.78)	8.75
VOYA INTERMEDIATE BOND R6	92913L569	IIBZX	205,868.90	10.05	2,068,707.70	8.80	1,811,646.34	(257,061.36)	4.25
<b>Security Type Sub-Total</b>			<b>1,297,696.07</b>		<b>13,945,605.97</b>	<b>55.87</b>	<b>12,674,489.64</b>	<b>(1,271,116.33)</b>	<b>29.72</b>

**Detail of Securities Held & Market Analytics**

For the Month Ending **July 31, 2024**

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

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Ticker</b>	<b>Shares</b>	<b>Average Cost/Share</b>	<b>Original Cost</b>	<b>Market Price</b>	<b>Market Value</b>	<b>Unreal G/L on Cost</b>	<b>Percentage</b>
<b>Mutual Fund - Equity</b>										
GOLDMAN SACHS GQG PTNRS INTL OPPS INSTL		38147N293	GSIMX	34,602.03	19.28	667,118.97	23.23	803,805.10	136,686.13	1.88
HARDING LOEVNER INTERNATIONAL EQUITY POR		412295107	HLMIX	18,363.09	28.95	531,566.14	26.89	493,783.39	(37,782.75)	1.16
HRTFRD SCHR EM MRKT EQ-SDR		41665H789	SEMTX	20,199.83	15.19	306,926.65	17.12	345,821.15	38,894.50	0.81
JENSEN QUALITY GROWTH-Y		476313408	JENYX	0.00	66.67	0.02	63.85	0.02	0.00	0.00
JOHCM INTERNATIONAL SELECT I		46653M849	JOHIX	21,077.91	26.06	549,380.76	24.49	516,198.00	(33,182.76)	1.21

<b>Security Type Sub-Total</b>				<b>94,242.86</b>		<b>2,054,992.54</b>	<b>155.58</b>	<b>2,159,607.66</b>	<b>104,615.12</b>	<b>5.06</b>
--------------------------------	--	--	--	------------------	--	---------------------	---------------	---------------------	-------------------	-------------

<b>Separate Account</b>										
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	21,070.00	1.00	21,070.00	91.39	19,255.12	(1,814.88)	0.05
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	8,379.74	1.00	8,379.74	91.39	7,657.94	(721.80)	0.02
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	45,325.00	1.00	45,325.00	91.39	41,420.88	(3,904.12)	0.10
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	49,980.00	1.00	49,980.00	91.39	45,674.92	(4,305.08)	0.11
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	49,000.00	1.00	49,000.00	91.39	44,779.34	(4,220.66)	0.11
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	49,000.00	1.00	49,000.00	91.39	44,779.34	(4,220.66)	0.11
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	24,500.00	1.00	24,500.00	91.39	22,389.67	(2,110.33)	0.05
ATEL PRIVATE DEBT PARTNERS II		ATEL00019	SA406	45,325.00	1.00	45,325.00	91.39	41,420.88	(3,904.12)	0.10
GOLUB CAPITAL PARTNERS INT'L XIV		GOLUB0090	SA467	1,239,328.00	1.00	1,239,328.00	114.14	1,414,550.66	175,222.66	3.31
GOLUB CAPITAL PARTNERS INT'L XIV		GOLUB0090	SA467	180,000.00	1.00	180,000.00	114.14	205,449.34	25,449.34	0.48
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV007	SA425	252,000.00	1.00	252,000.00	136.91	345,005.81	93,005.81	0.81
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV007	SA425	191,676.07	1.00	191,676.07	136.91	262,418.09	70,742.02	0.62
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV007	SA425	105,000.00	1.00	105,000.00	136.91	143,752.42	38,752.42	0.34
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV007	SA425	8,933.57	1.00	8,933.57	136.91	12,230.69	3,297.12	0.03

**Detail of Securities Held & Market Analytics**

For the Month Ending **July 31, 2024**

<b>SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]</b>										
<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Ticker</b>	<b>Shares</b>	<b>Average Cost/Share</b>	<b>Original Cost</b>	<b>Market Price</b>	<b>Market Value</b>	<b>Unreal G/L on Cost</b>	<b>Percentage</b>
<b>Separate Account</b>										
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV007	SA425	309,750.00	1.00	309,750.00	136.91	424,069.64	114,319.64	0.99
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV007	SA425	180,319.43	1.00	180,319.43	136.91	246,870.04	66,550.61	0.58
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV007	SA425	147,000.00	1.00	147,000.00	136.91	201,253.38	54,253.38	0.47
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV007	SA425	127,930.57	1.00	127,930.57	136.91	175,145.99	47,215.42	0.41
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV007	SA425	130,837.59	1.00	130,837.59	136.91	179,125.91	48,288.32	0.42
<b>Security Type Sub-Total</b>				<b>3,301,329.97</b>		<b>3,301,329.97</b>	<b>2,465.69</b>	<b>4,001,512.73</b>	<b>700,182.76</b>	<b>9.41</b>
<b>Managed Account Sub-Total</b>				<b>5,415,428.22</b>		<b>38,464,502.24</b>	<b>7,498.71</b>	<b>42,651,388.52</b>	<b>4,186,886.28</b>	<b>100.05</b>
<b>Securities Sub-Total</b>				<b>\$5,415,428.22</b>		<b>\$38,464,502.24</b>	<b>\$7,498.71</b>	<b>\$42,651,388.52</b>	<b>\$4,186,886.28</b>	<b>100.05%</b>
<b>Accrued Interest</b>								<b>\$0.00</b>		
<b>Total Investments</b>								<b>\$42,651,388.52</b>		

**Portfolio Summary and Statistics**

For the Month Ending **July 31, 2024**

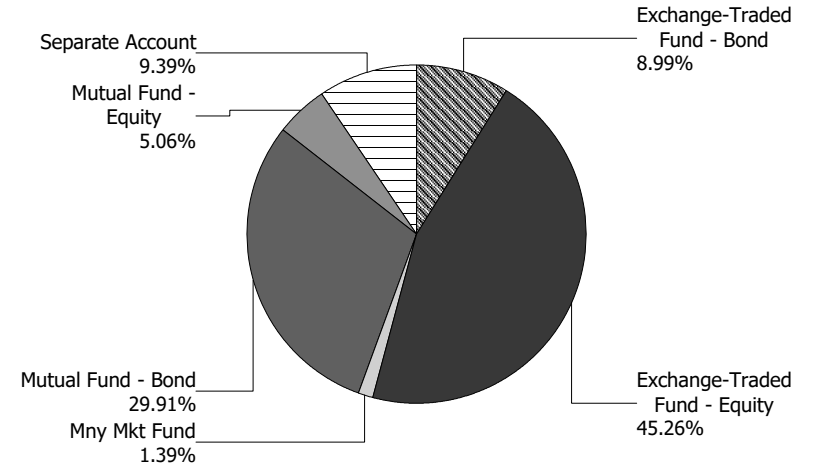
SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]

**Account Summary**

Description	Par Value	Market Value	Percent
Separate Account	3,301,329.97	4,001,512.73	9.39
Mutual Fund - Equity	94,062.97	2,155,472.11	5.06
Mutual Fund - Bond	1,304,129.16	12,749,731.66	29.91
Money Market Mutual Fund	594,075.64	594,075.64	1.39
Exchange-Traded Fund - Equity	143,110.00	19,291,068.11	45.26
Exchange-Traded Fund - Bond	45,591.00	3,833,294.91	8.99
<b>Managed Account Sub-Total</b>	<b>5,482,298.74</b>	<b>42,625,155.16</b>	<b>100.00%</b>
Accrued Interest		0.00	
<b>Total Portfolio</b>	<b>5,482,298.74</b>	<b>42,625,155.16</b>	

**Unsettled Trades** 0.00 0.00

**Sector Allocation**



**Detail of Securities Held & Market Analytics**

For the Month Ending **July 31, 2024**

**SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]**

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Exchange-Traded Fund - Bond</b>									
ISHARES CORE U.S. AGGREGATE	464287226	AGG	3,372.00	99.13	334,266.36	99.11	334,198.92	(67.44)	0.78
ISHARES CORE U.S. AGGREGATE	464287226	AGG	17,957.00	98.65	1,771,458.05	99.11	1,779,718.27	8,260.22	4.18
ISHARES CORE U.S. AGGREGATE	464287226	AGG	3,317.00	96.41	319,791.97	99.11	328,747.87	8,955.90	0.77
ISHARES CORE U.S. AGGREGATE	464287226	AGG	6,272.00	92.77	581,852.81	99.11	621,617.92	39,765.11	1.46
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	982.00	61.01	59,911.82	52.41	51,466.62	(8,445.20)	0.12
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,113.00	61.13	68,037.69	52.41	58,332.33	(9,705.36)	0.14
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,779.00	57.68	102,614.50	52.41	93,237.39	(9,377.11)	0.22
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	633.00	56.99	36,074.67	52.41	33,175.53	(2,899.14)	0.08
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	631.00	56.69	35,771.39	52.41	33,070.71	(2,700.68)	0.08
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	7,130.00	50.33	358,852.90	52.41	373,683.30	14,830.40	0.88
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	2,405.00	60.31	145,045.55	52.41	126,046.05	(18,999.50)	0.30
<b>Security Type Sub-Total</b>			<b>45,591.00</b>		<b>3,813,677.71</b>	<b>763.31</b>	<b>3,833,294.91</b>	<b>19,617.20</b>	<b>9.01</b>
<b>Exchange-Traded Fund - Equity</b>									
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	6,915.00	38.86	268,716.90	50.91	352,042.65	83,325.75	0.83
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,211.00	42.18	93,259.98	50.91	112,562.01	19,302.03	0.26
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,484.00	39.68	98,565.12	50.91	126,460.44	27,895.32	0.30
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	4,430.00	49.81	220,658.30	50.91	225,531.30	4,873.00	0.53
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,614.00	37.17	97,162.38	50.91	133,078.74	35,916.36	0.31
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,375.00	54.46	74,882.50	61.88	85,085.00	10,202.50	0.20
VANGUARD TOTAL INTL STOCK	921909768	VXUS	632.00	64.35	40,669.20	61.88	39,108.16	(1,561.04)	0.09
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,714.00	53.54	91,767.56	61.88	106,062.32	14,294.76	0.25
VANGUARD TOTAL INTL STOCK	921909768	VXUS	18,935.00	47.87	906,414.66	61.88	1,171,697.80	265,283.14	2.75
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,003.00	61.64	370,024.92	61.88	371,465.64	1,440.72	0.87
VANGUARD TOTAL INTL STOCK	921909768	VXUS	17,679.00	52.12	921,429.48	61.88	1,093,976.52	172,547.04	2.57
VANGUARD TOTAL INTL STOCK	921909768	VXUS	3,770.00	52.07	196,303.90	61.88	233,287.60	36,983.70	0.55
VANGUARD TOTAL INTL STOCK	921909768	VXUS	8,570.00	52.51	450,010.70	61.88	530,311.60	80,300.90	1.24
VANGUARD TOTAL INTL STOCK	921909768	VXUS	580.00	56.01	32,485.80	61.88	35,890.40	3,404.60	0.08
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,470.00	56.53	139,629.10	61.88	152,843.60	13,214.50	0.36
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,883.00	65.37	449,941.71	61.88	425,920.04	(24,021.67)	1.00

**Detail of Securities Held & Market Analytics**

For the Month Ending **July 31, 2024**

**SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]**

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Ticker</b>	<b>Shares</b>	<b>Average Cost/Share</b>	<b>Original Cost</b>	<b>Market Price</b>	<b>Market Value</b>	<b>Unreal G/L on Cost</b>	<b>Percentage</b>
<b>Exchange-Traded Fund - Equity</b>										
VANGUARD TOTAL INTL STOCK		921909768	VXUS	2,875.00	51.82	148,982.21	61.88	177,905.00	28,922.79	0.42
VANGUARD TOTAL INTL STOCK		921909768	VXUS	2,469.00	56.20	138,757.80	61.88	152,781.72	14,023.92	0.36
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	15,479.00	169.04	2,616,570.16	272.57	4,219,111.03	1,602,540.87	9.90
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	4,931.00	195.76	965,292.56	272.57	1,344,042.67	378,750.11	3.15
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	433.00	233.92	101,287.36	272.57	118,022.81	16,735.45	0.28
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	2,635.00	261.82	689,895.70	272.57	718,221.95	28,326.25	1.69
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	983.00	191.49	188,234.67	272.57	267,936.31	79,701.64	0.63
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	138.00	216.58	29,888.04	272.57	37,614.66	7,726.62	0.09
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	20,562.00	204.04	4,195,470.48	272.57	5,604,584.34	1,409,113.86	13.15
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	500.00	199.58	99,790.00	272.57	136,285.00	36,495.00	0.32
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	1,551.00	226.21	350,851.40	272.57	422,756.07	71,904.67	0.99
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	499.00	198.24	98,921.76	272.57	136,012.43	37,090.67	0.32
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	2,790.00	225.33	628,670.70	272.57	760,470.30	131,799.60	1.78
<b>Security Type Sub-Total</b>				<b>143,110.00</b>		<b>14,704,535.05</b>	<b>4,057.26</b>	<b>19,291,068.11</b>	<b>4,586,533.06</b>	<b>45.27</b>
<b>Money Market Mutual Fund</b>										
FIRST AMERICAN GOVERNMENT OBLIGATION - Z		31846V567	FGZXX	594,075.64	1.00	594,075.64	1.00	594,075.64	0.00	1.39
<b>Security Type Sub-Total</b>				<b>594,075.64</b>		<b>594,075.64</b>	<b>1.00</b>	<b>594,075.64</b>	<b>0.00</b>	<b>1.39</b>
<b>Mutual Fund - Bond</b>										
BAIRD CORE PLUS BOND - INST		057071870	BCOIX	460,733.00	10.93	5,036,070.27	10.19	4,694,869.25	(341,201.02)	11.01
BBH LIMITED DURATION I		05528X851	BBBIX	0.03	10.29	0.35	10.37	0.35	0.00	0.00
DOUBLELINE CORE FIXED INCOME I		258620301	DBLFX	192,531.19	10.47	2,016,747.40	9.28	1,786,689.44	(230,057.96)	4.19
MAINSTAY MACKAY HIGH YIELD CORP BD R6		56063N881	MHYSX	132,076.02	5.18	684,552.17	5.18	684,153.77	(398.40)	1.61
PRUDENTIAL TOTAL RETRN BND-Q		74440B884	PTRQX	313,438.86	13.44	4,212,807.34	12.05	3,776,938.32	(435,869.02)	8.86
VOYA INTERMEDIATE BOND R6		92913L569	IIBZX	205,350.06	10.05	2,063,199.00	8.80	1,807,080.53	(256,118.47)	4.24
<b>Security Type Sub-Total</b>				<b>1,304,129.16</b>		<b>14,013,376.53</b>	<b>55.87</b>	<b>12,749,731.66</b>	<b>(1,263,644.87)</b>	<b>29.91</b>

**Detail of Securities Held & Market Analytics**

For the Month Ending **July 31, 2024**

**SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]**

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Ticker</b>	<b>Shares</b>	<b>Average Cost/Share</b>	<b>Original Cost</b>	<b>Market Price</b>	<b>Market Value</b>	<b>Unreal G/L on Cost</b>	<b>Percentage</b>
<b>Mutual Fund - Equity</b>										
GOLDMAN SACHS GQG PTNRS INTL OPPS INSTL		38147N293	GSIMX	34,546.06	19.28	666,093.46	23.23	802,504.99	136,411.53	1.88
HARDING LOEVNER INTERNATIONAL EQUITY POR		412295107	HLMIX	18,332.57	28.93	530,449.56	26.89	492,962.69	(37,486.87)	1.16
HRTFRD SCHR EM MRKT EQ-SDR		41665H789	SEMTX	20,162.83	15.19	306,364.44	17.12	345,187.69	38,823.25	0.81
JOHCM INTERNATIONAL SELECT I		46653M849	JOHIX	21,021.51	26.08	548,223.76	24.49	514,816.74	(33,407.02)	1.21

<b>Security Type Sub-Total</b>				<b>94,062.97</b>		<b>2,051,131.22</b>	<b>91.73</b>	<b>2,155,472.11</b>	<b>104,340.89</b>	<b>5.06</b>
--------------------------------	--	--	--	------------------	--	---------------------	--------------	---------------------	-------------------	-------------

**Separate Account**

ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.09
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	21,070.00	1.00	21,070.00	91.39	19,255.12	(1,814.88)	0.05
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	49,000.00	1.00	49,000.00	91.39	44,779.34	(4,220.66)	0.11
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	49,980.00	1.00	49,980.00	91.39	45,674.92	(4,305.08)	0.11
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	24,500.00	1.00	24,500.00	91.39	22,389.67	(2,110.33)	0.05
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	49,000.00	1.00	49,000.00	91.39	44,779.34	(4,220.66)	0.11
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	45,325.00	1.00	45,325.00	91.39	41,420.88	(3,904.12)	0.10
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	45,325.00	1.00	45,325.00	91.39	41,420.88	(3,904.12)	0.10
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	8,379.74	1.00	8,379.74	91.39	7,657.94	(721.80)	0.02
ATEL PRIVATE DEBT PARTNERS II		ATEL00020	SA407	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
GOLUB CAPITAL PARTNERS INT'L XIV		GOLUB0091	SA468	180,000.00	1.00	180,000.00	114.14	205,449.34	25,449.34	0.48
GOLUB CAPITAL PARTNERS INT'L XIV		GOLUB0091	SA468	1,239,328.00	1.00	1,239,328.00	114.14	1,414,550.66	175,222.66	3.32
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	147,000.00	1.00	147,000.00	136.91	201,253.38	54,253.38	0.47
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	8,933.57	1.00	8,933.57	136.91	12,230.69	3,297.12	0.03
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	252,000.00	1.00	252,000.00	136.91	345,005.81	93,005.81	0.81
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	105,000.00	1.00	105,000.00	136.91	143,752.42	38,752.42	0.34



**Detail of Securities Held & Market Analytics**

For the Month Ending **July 31, 2024**

<b>SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]</b>										
<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Ticker</b>	<b>Shares</b>	<b>Average Cost/Share</b>	<b>Original Cost</b>	<b>Market Price</b>	<b>Market Value</b>	<b>Unreal G/L on Cost</b>	<b>Percentage</b>
<b>Separate Account</b>										
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	130,837.59	1.00	130,837.59	136.91	179,125.91	48,288.32	0.42
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	309,750.00	1.00	309,750.00	136.91	424,069.64	114,319.64	0.99
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	127,930.57	1.00	127,930.57	136.91	175,145.99	47,215.42	0.41
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	180,319.43	1.00	180,319.43	136.91	246,870.04	66,550.61	0.58
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	191,676.07	1.00	191,676.07	136.91	262,418.09	70,742.02	0.62
<b>Security Type Sub-Total</b>				<b>3,301,329.97</b>		<b>3,301,329.97</b>	<b>2,465.69</b>	<b>4,001,512.73</b>	<b>700,182.76</b>	<b>9.41</b>
<b>Managed Account Sub-Total</b>				<b>5,482,298.74</b>		<b>38,478,126.12</b>	<b>7,434.86</b>	<b>42,625,155.16</b>	<b>4,147,029.04</b>	<b>100.05</b>
<b>Securities Sub-Total</b>				<b>\$5,482,298.74</b>		<b>\$38,478,126.12</b>	<b>\$7,434.86</b>	<b>\$42,625,155.16</b>	<b>\$4,147,029.04</b>	<b>100.05%</b>
<b>Accrued Interest</b>								<b>\$0.00</b>		
<b>Total Investments</b>								<b>\$42,625,155.16</b>		

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

DATE: September 25, 2024

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Ridership Report for July 2024

Summary:

	Monthly Ridership		Monthly Variance	
	July 24	July 23	Net	Percent
Fixed Route	193,744	186,280	7,464	4.0%
SunRide	2,019	1,228	791	64.4%
Taxi Voucher*	152	173	(21)	(12.1)%
SunDial	9,493	9,836	(343)	(3.5)%
<b>Total</b>	<b>205,408</b>	<b>197,517</b>	<b>7,891</b>	<b>(4.0)%</b>

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

Yearly Ridership	
<b>Fiscal Year 2024</b>	205,408
<b>Fiscal Year 2023</b>	197,517
<b>Ridership Increase</b>	7,891

Fiscal year to date system ridership increased by 7,891 rides or 4.0% compared to the previous fiscal year. The baseline of the attached COVID-19 Recovery chart is calendar year 2020, this allows a comparison of three (3) years.

Recommendation:

Receive and file.



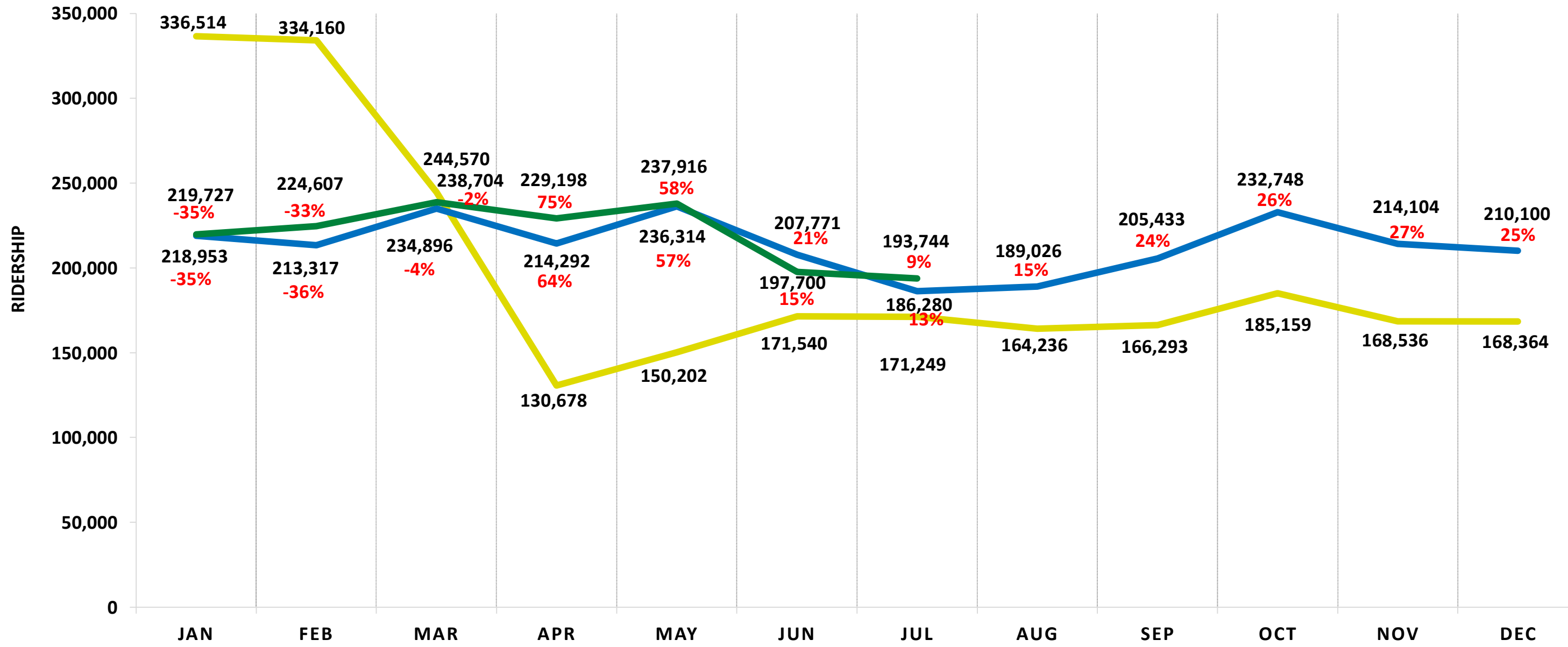
## SunLine Transit Agency Monthly Ridership Report July 2024

Fixed Route	FY 2024		FY 2023		Monthly KPI		Bikes		Wheelchairs	
	Jul 2024	Jul 2023	YTD	YTD	Passengers/ Rev. Hours	Passengers/ Rev. Miles	Monthly	FYTD	Monthly	FYTD
	Route 1EV	45,610	46,003	45,610	46,003	16.2	1.4	1,748	1,748	236
Route 1WV	33,428	36,728	33,428	36,728	13.3	1.1	1,168	1,168	236	236
Route 2	60,420	57,517	60,420	57,517	17.1	1.3	2,005	2,005	564	564
Route 3	6,186	3,985	6,186	3,985	7.8	0.5	237	237	103	103
Route 4	17,270	16,432	17,270	16,432	9.7	0.7	548	548	106	106
Route 5	1,863	1,165	1,863	1,165	3.9	0.2	88	88	5	5
Route 6	3,429	3,004	3,429	3,004	6.5	0.5	115	115	33	33
Route 7	5,274	5,203	5,274	5,203	6.5	0.5	255	255	9	9
Route 8	16,309	12,984	16,309	12,984	10.6	0.7	490	490	69	69
Route 9	2,395	2,270	2,395	2,270	4.1	0.2	47	47	4	4
Route 10	1,560	989	1,560	989	17.0	0.1	25	25	9	9
Route 200 SB	-	-	-	-	-	-	-	-	-	-
Route 400 SB	-	-	-	-	-	-	-	-	-	-
Route 401 SB	-	-	-	-	-	-	-	-	-	-
Route 402 NB	-	-	-	-	-	-	-	-	-	-
Route 403 NB	-	-	-	-	-	-	-	-	-	-
Route 500 SB	-	-	-	-	-	-	-	-	-	-
Route 501 NB	-	-	-	-	-	-	-	-	-	-
Route 700 SB/NB	-	-	-	-	-	-	-	-	-	-
Route 701 SB/NB	-	-	-	-	-	-	-	-	-	-
Route 800 NB	-	-	-	-	-	-	-	-	-	-
Route 801 SB	-	-	-	-	-	-	-	-	-	-
Route 802 SB	-	-	-	-	-	-	-	-	-	-
Route 803 NB	-	-	-	-	-	-	-	-	-	-
<b>Fixed Route Total</b>	<b>193,744</b>	<b>186,280</b>	<b>193,744</b>	<b>186,280</b>	<b>12.2</b>	<b>0.8</b>	<b>6,726</b>	<b>6,726</b>	<b>1,374</b>	<b>1,374</b>
SunRide	2,019	1,228	22,667	1,228	0.8	0.2				
Taxi Voucher	152	173	1,987	173						
SunDial	9,493	9,836	119,953	9,836	2.1	0.1				
<b>System Total</b>	<b>205,408</b>	<b>197,517</b>	<b>338,351</b>	<b>197,517</b>	<b>9.0</b>	<b>0.7</b>				
	Jul-24	Jul-23								
Weekdays:	22	20								
Saturdays:	4	5								
Sundays:	5	6								
Total Days:	31	31								

Haul Pass COD contributed with 3,278 rides, CSUSB with 474 rides.  
 Mobile Ticketing contributed with 23,860 rides, the total for July 2024 includes 136 paratransit mobile tickets.

## Fixed Route Ridership COVID-19 Recovery

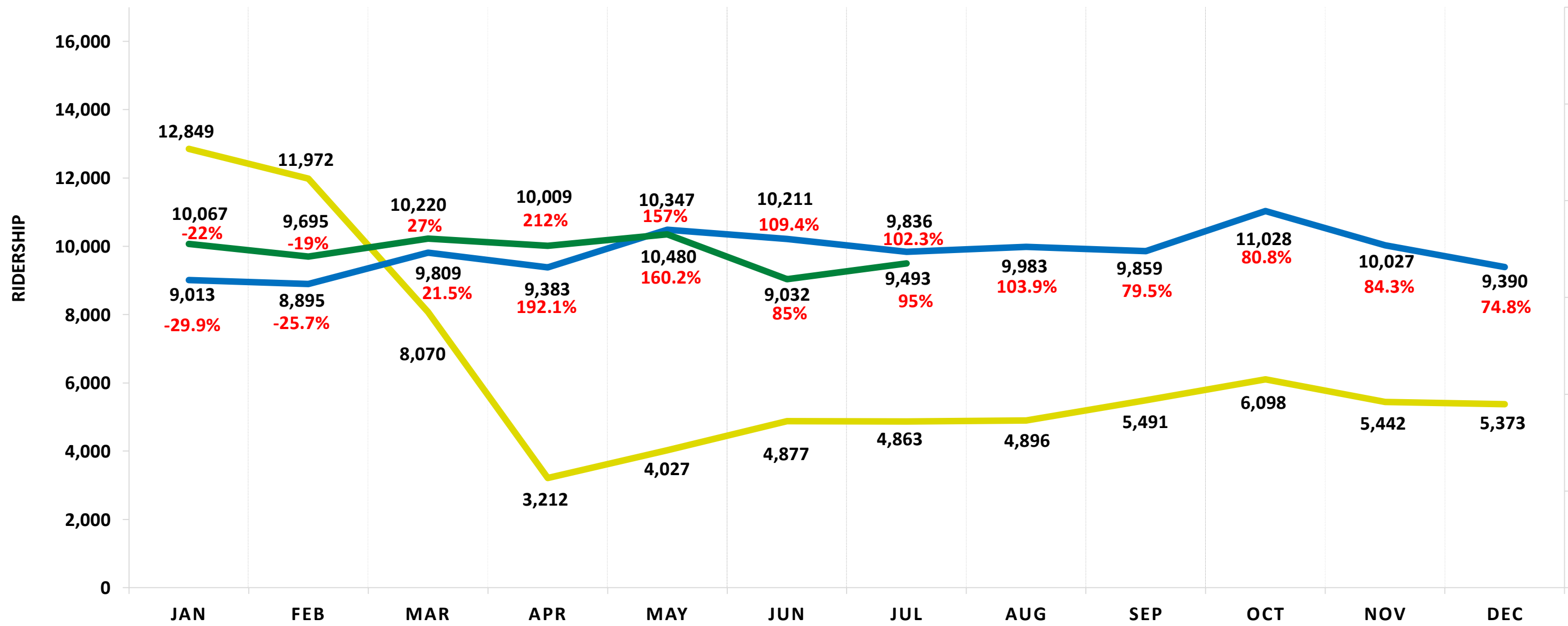
— CY 2020   
 — CY 2023   
 — CY 2024   
 %VAR. 2020 vs 2023   
 %VAR. 2020 vs 2024



The COVID-19 pandemic caused a major national and global disruption with closures of businesses, schools and entertainment venues due to the implementation of national and statewide public health policies. Variances are in red close to their corresponding ridership number. 2023 and 2024 are referring to the baseline of 2020. CY 2020 will remain on the chart since it is the baseline needed to compare ridership recovery for CY 2023 & CY 2024. CY 2021/2022 have been removed to reflect the two (2) most recent years in recovery.

## Paratransit Ridership COVID-19 Recovery

— CY 2020   
 — CY 2023   
 — CY 2024   
 %VAR. 2020 vs 2023   
 %VAR. 2020 vs 2024



The COVID-19 pandemic caused a major national and global disruption with closures of businesses, schools and entertainment venues due to the implementation of national and statewide public health policies. Variances are in red close to their corresponding ridership number. 2023 and 2024 are referring to the baseline of 2020.

CY 2020 will remain on the chart since it is the baseline needed to compare ridership recovery for CY 2023 & CY 2024. CY 2021/2022 have been removed to reflect the two (2) most recent years in recovery.

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

DATE: September 25, 2024

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: SunDial Operational Notes for July 2024

Summary:

The attached report summarizes SunDial's operation for the month of July 2024. This report identifies that for the month of July, the on-time performance for SunDial did meet the internal service goal of 85% which is comparable to the fixed route service goal. The on-time performance for the month of July was 89.1%.

Fiscal-year-to-date, SunDial has maintained an on-time performance of 90.6%. Total vehicle miles for July 2024 decreased by 1,044 compared to July 2023. Total trips for the month of July were 9,064. When compared to July 2023, this is a decrease of 158 trips or 1.7%.

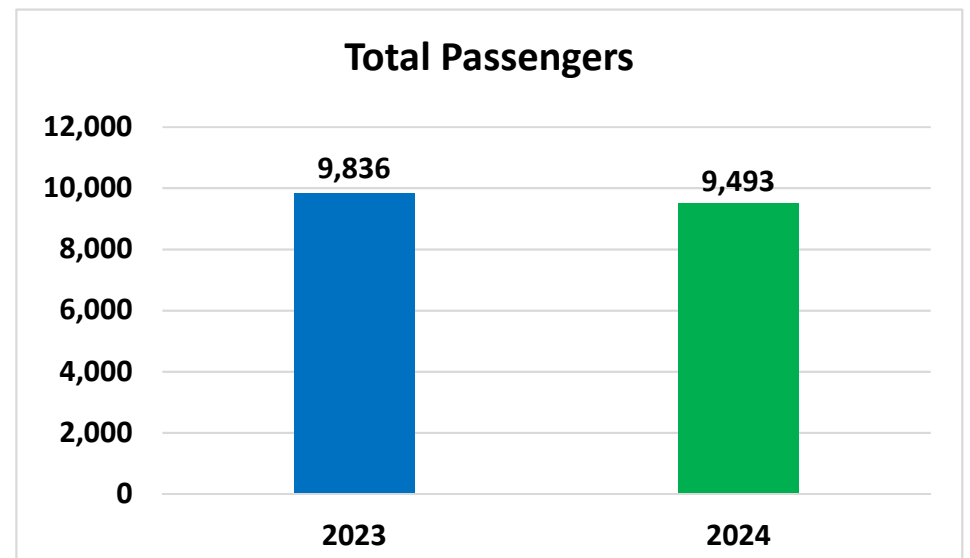
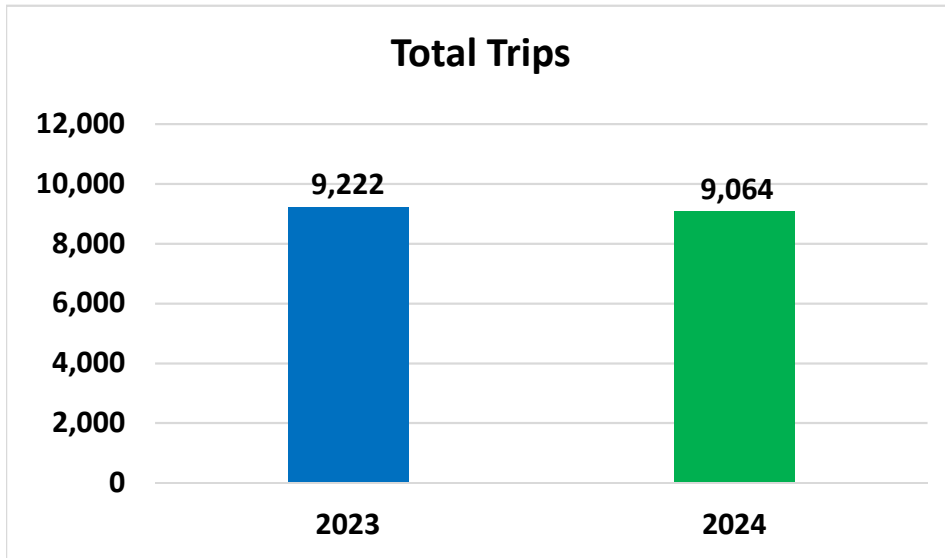
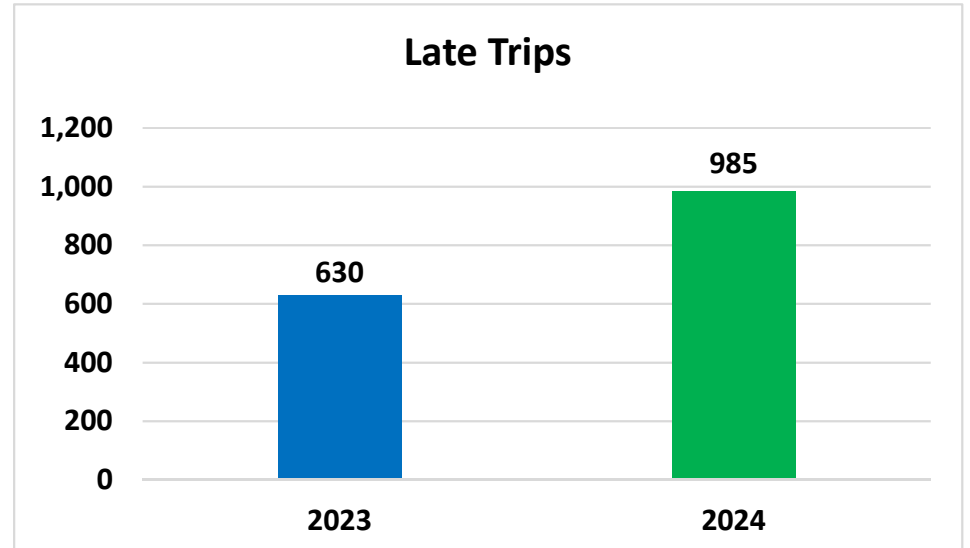
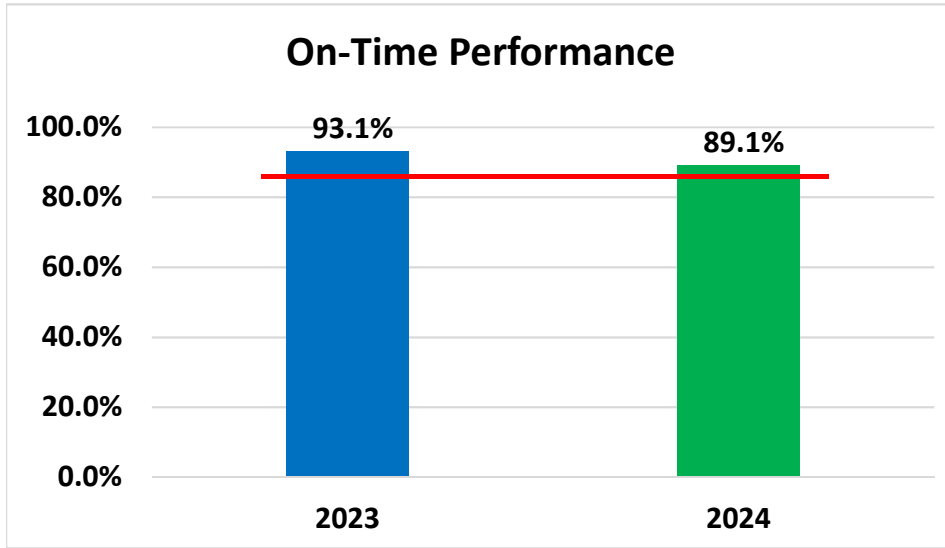
The total number of passengers for the month of July 2024 was 9,493, which indicates a decrease of 343 passengers or 3.5% when compared to July 2023. Mobility device boardings for July 2024 decreased by 220 or 15% when compared to July 2023. During this month, the field supervisors conducted a total of 76 onboard inspections and 87 safety evaluations, which included pre-trip inspections and trailing evaluations. The supervisors have exceeded their monthly on-board evaluations goal of 60 by 16, indicating an increase of 73% when compared to July 2023. Similarly, they have also exceeded their safety evaluations goal of 60 by 17, indicating an increase of 71% when compared to July 2023.

Recommendation:

Receive and file.

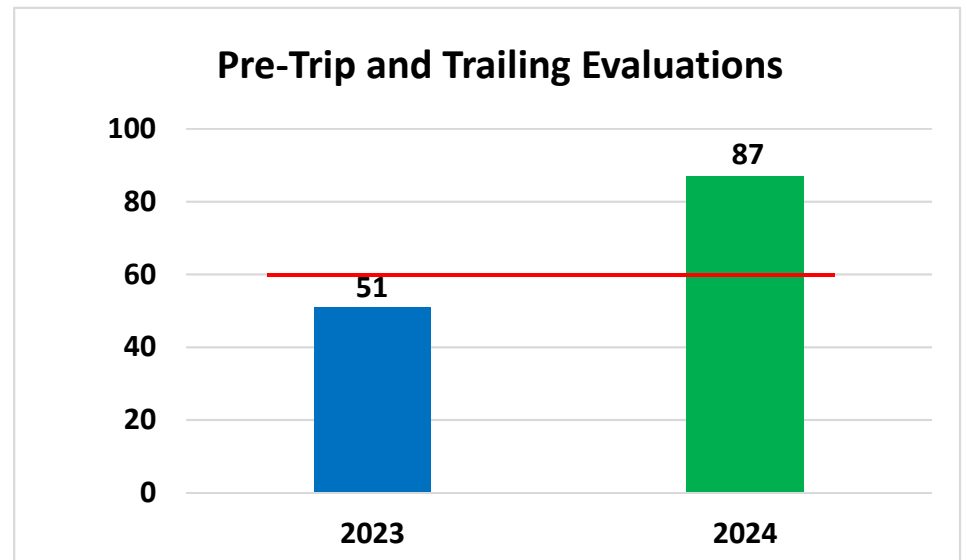
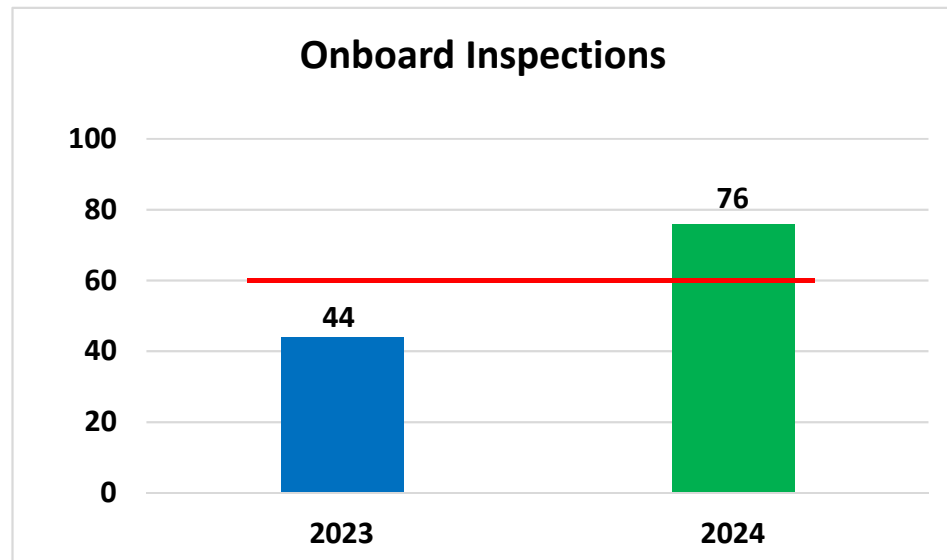
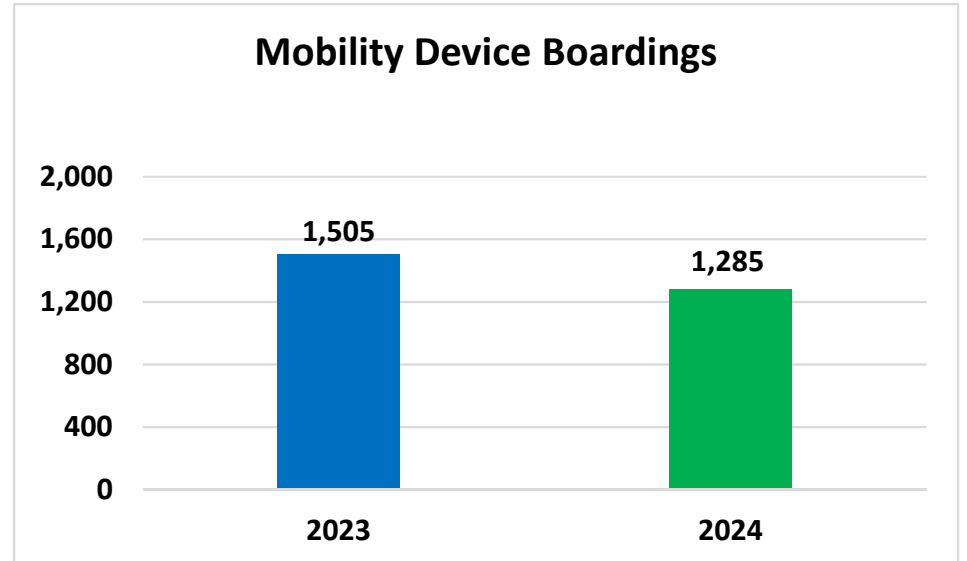
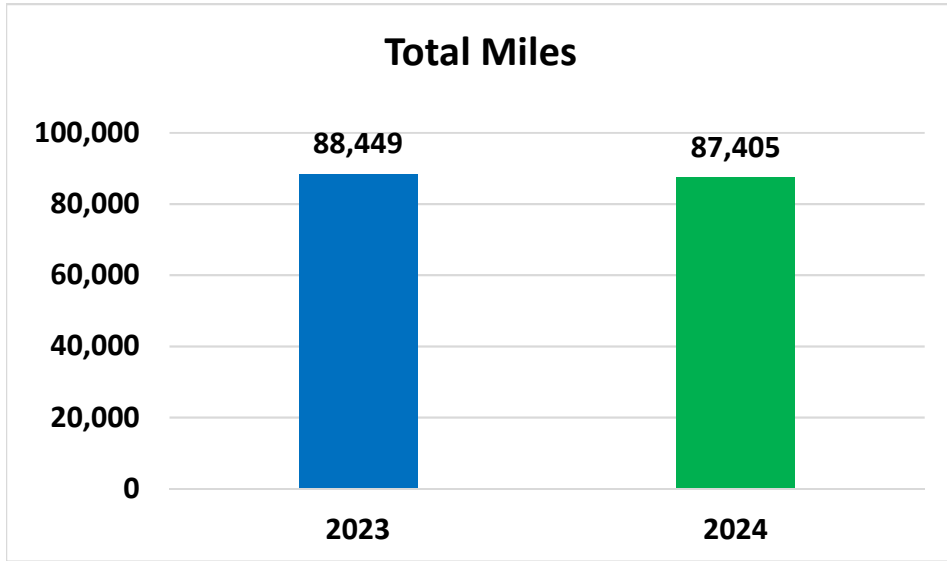
# Paratransit Operational Charts

## July 2023 vs. July 2024



# Paratransit Operational Charts

## July 2023 vs. July 2024





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

DATE: September 25, 2024

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Metrics for July 2024

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

SunRide

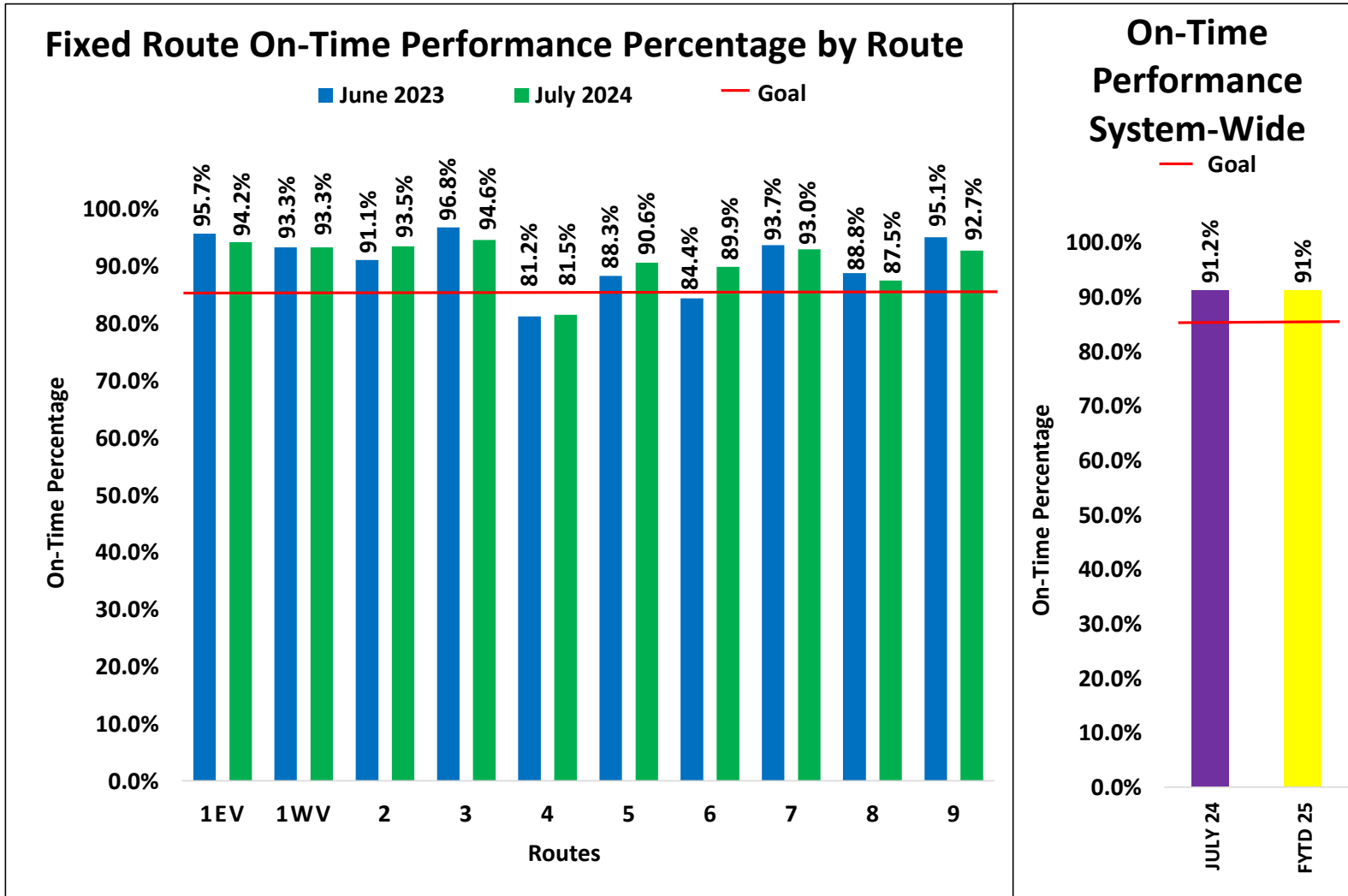
- SunRide has continued to see growth year-over-year. July 2024 saw the following increase percentages when compared to July 2023:
  - System-wide saw an increase of 66% over July 2023 and an increase of 14% over June 2024.
  - Cathedral City is up 19% over July 2023 but is down 38% when compared to May 2024 so we will be monitoring ridership trends in this geo-fence.
  - Desert Hot Springs is up 65% over July 2023 and increased 14% over June 2024
  - Indio is up 85% when compared to July 2023 and increased 9 % over June 2024.
  - Mecca North Shore is up 116% when compared to July 2023, again, due in large part to SunRide supplementing Route 9 between 10:00 am and 2:00 pm.
  - Palm Desert was up 88% when compared to July 2023 and increased 30% when compared to June 2024.

Fixed Route

- Fixed route's on-time performance remained consistent, with 91.2% in June 2024 and 91.2% in July 2024. For July, the agency exceeded the service standard goal of 85%.
  - Route 4 did not meet its service standard goal due to ongoing road work on Sunrise Way, Gene Autry Trail, and Vista Chino in Palm Springs.
- Late departures decreased by 0.4% in July 2024 compared to the previous month.
- Early departures increased by 0.3% in July 2024 compared to the previous month.
- For the month of July 2024, 23% of SunLine's fixed route operator workforce was absent when compared to July 2023 at 24%.
- For the month of July 2024, workforce was at a total of 140 operators when compared to July 2023 at 141 operators.

Recommendation:

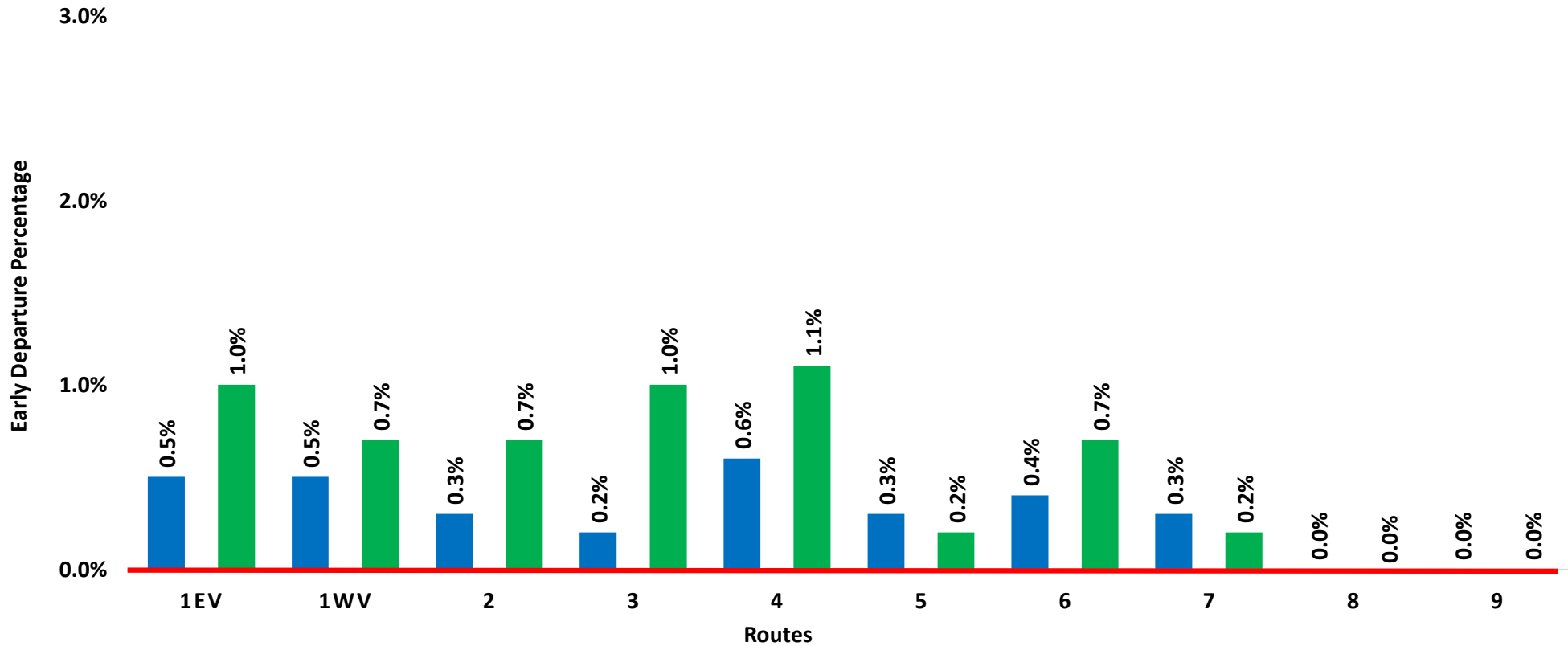
Receive and file.



On-Time: When a trip departs a time point within a range of zero (0) minutes early to five (5) minutes late.  
 Goal: Minimum target for On-Time Performance is 85%.  
 Note: For the month of July 2024, the Agency's on-time performance was at 91.2%, when compared to July 2023 at 93.3%. This is a decrease of 2.1%.

## Fixed Route Early Departure Percentage by Route

■ June 2024     ■ July 2024

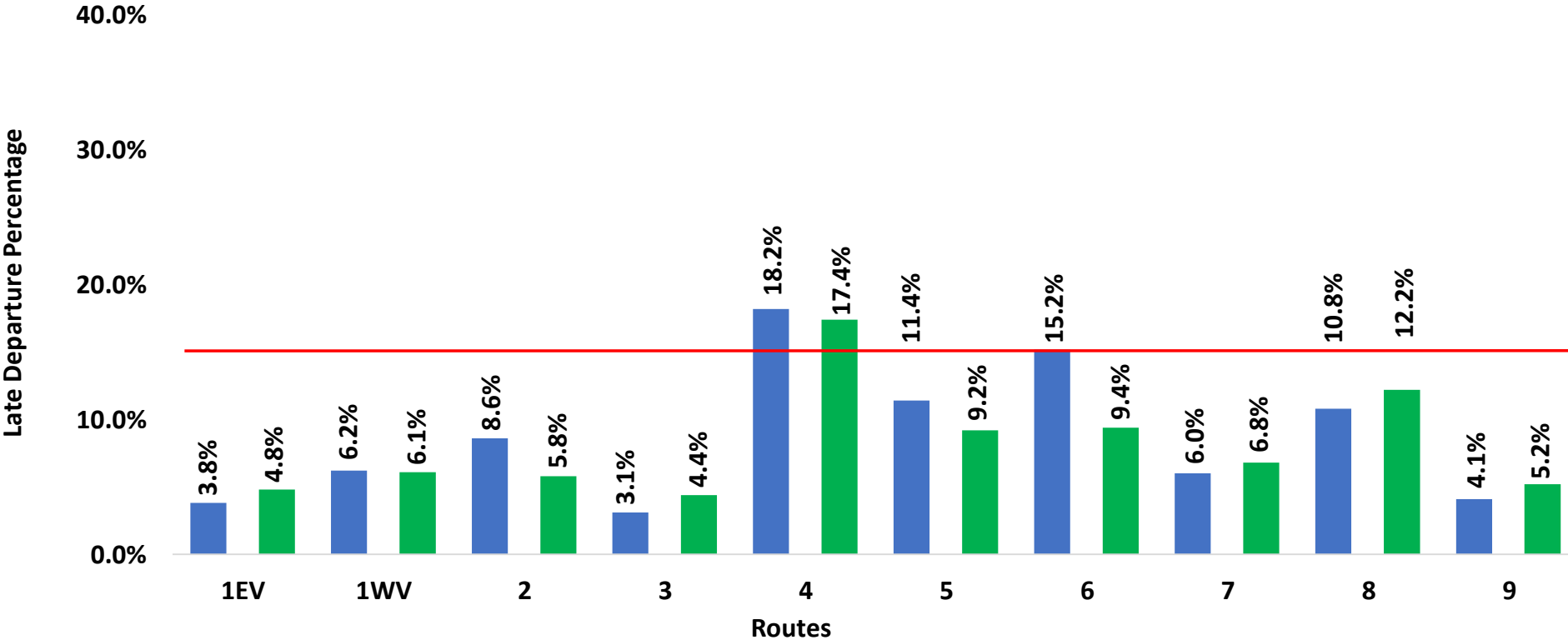


Early Departure: When a bus leaves a time point ahead of the scheduled departure time.

Goal: To reduce early departures to 0%.

# Fixed Route Late Departure Percentage by Route

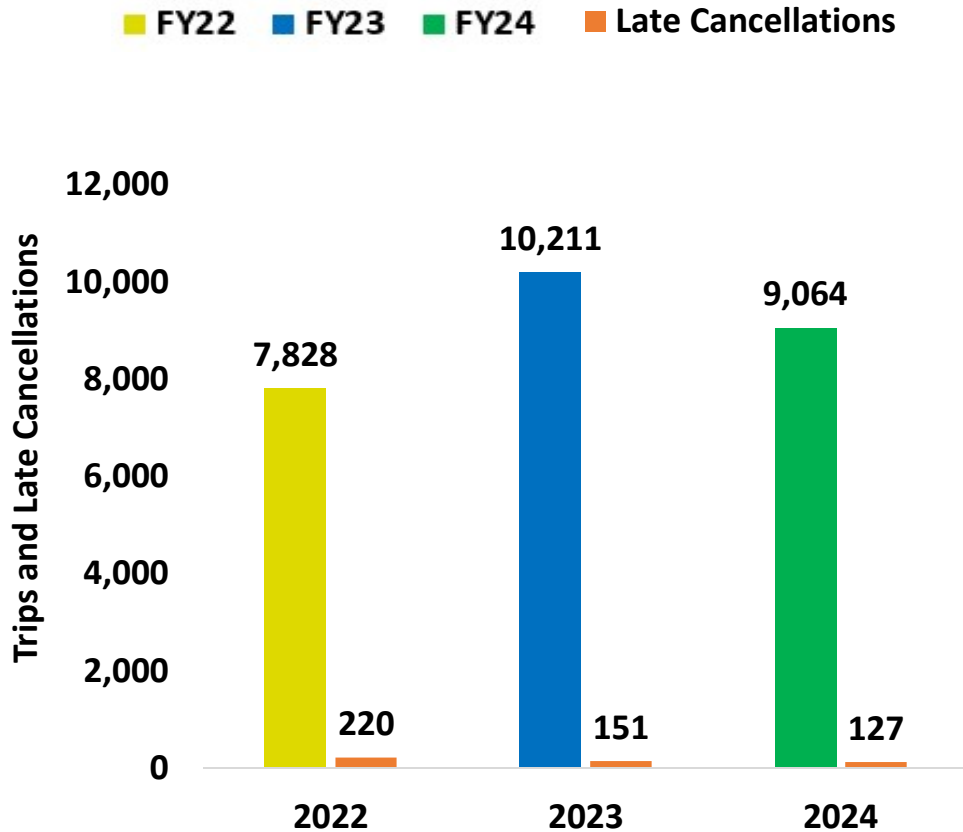
■ June 2023    ■ July 2024    — Goal



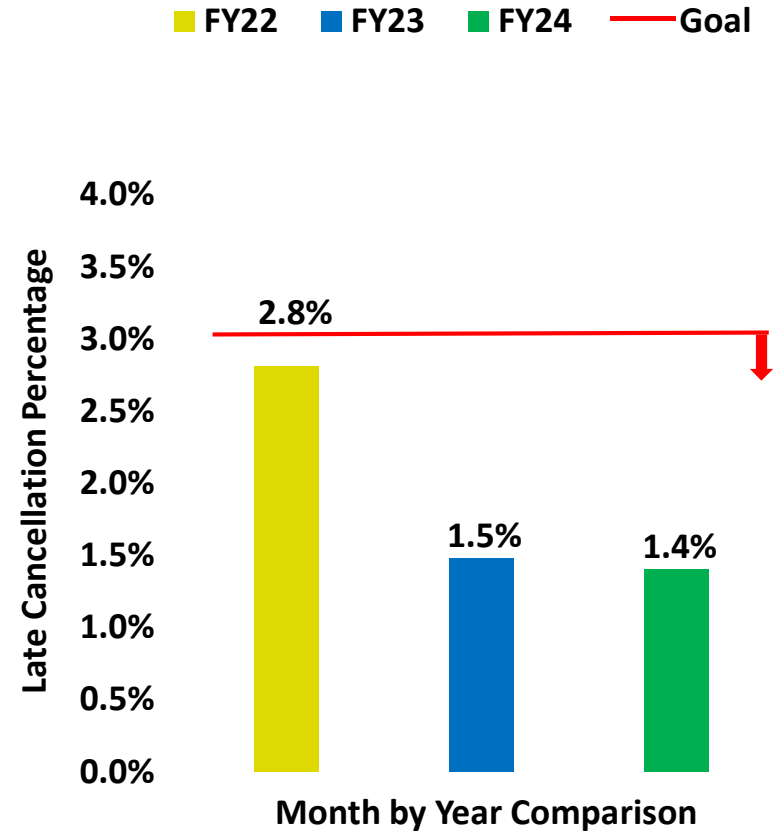
Late Departure: When a bus leaves a time point after the scheduled departure time and the route is running late with a departure greater than five (5) minutes.

Goal: To ensure late departures remain below 15%.

## Paratransit Total Trips vs. Late Cancellations July



## Late Cancellations by Percentage



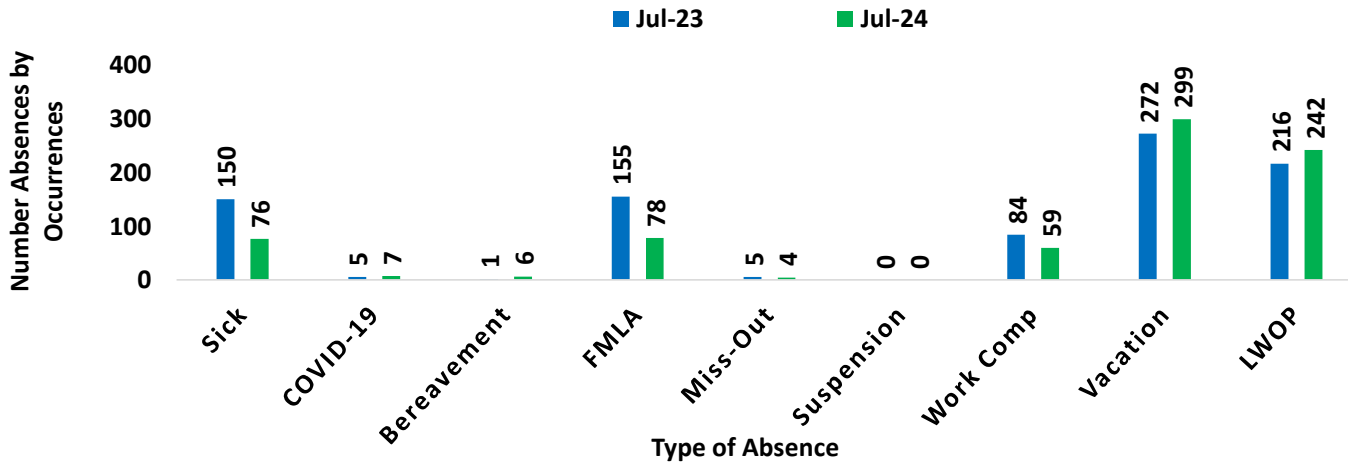
Trip: A one-way trip booked by the rider. A round trip is counted as two (2) trips.

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

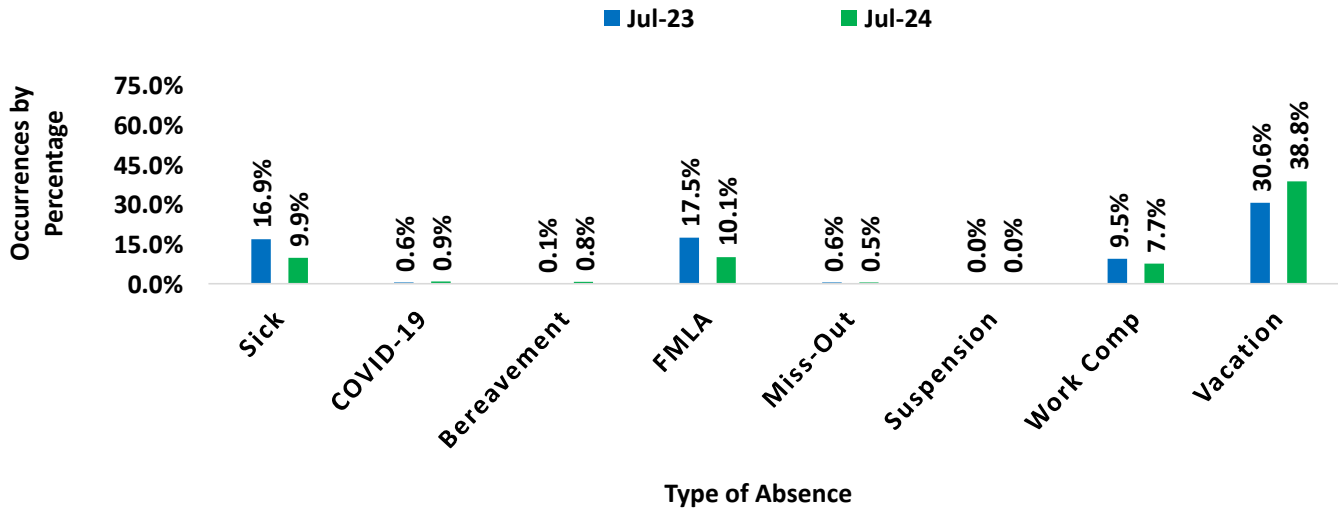
Goal for Late Cancellations: 3% or below.

Total Trips: Total one-way trips completed.

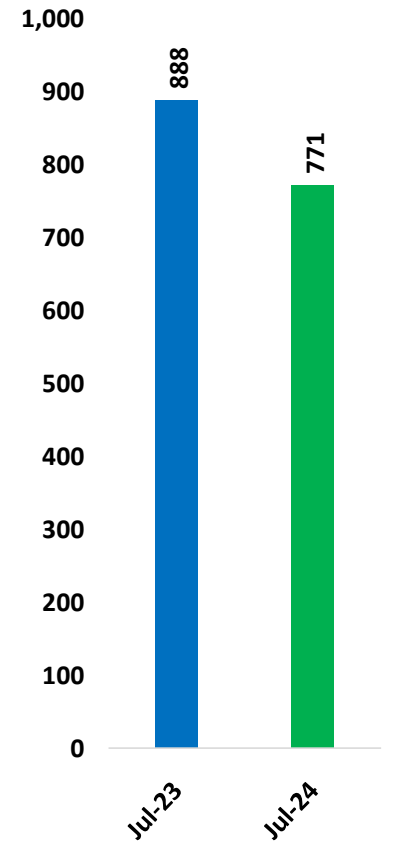
### Fixed Route Operator Absence by Type



### Fixed Route Operator Absence Type by Percentage

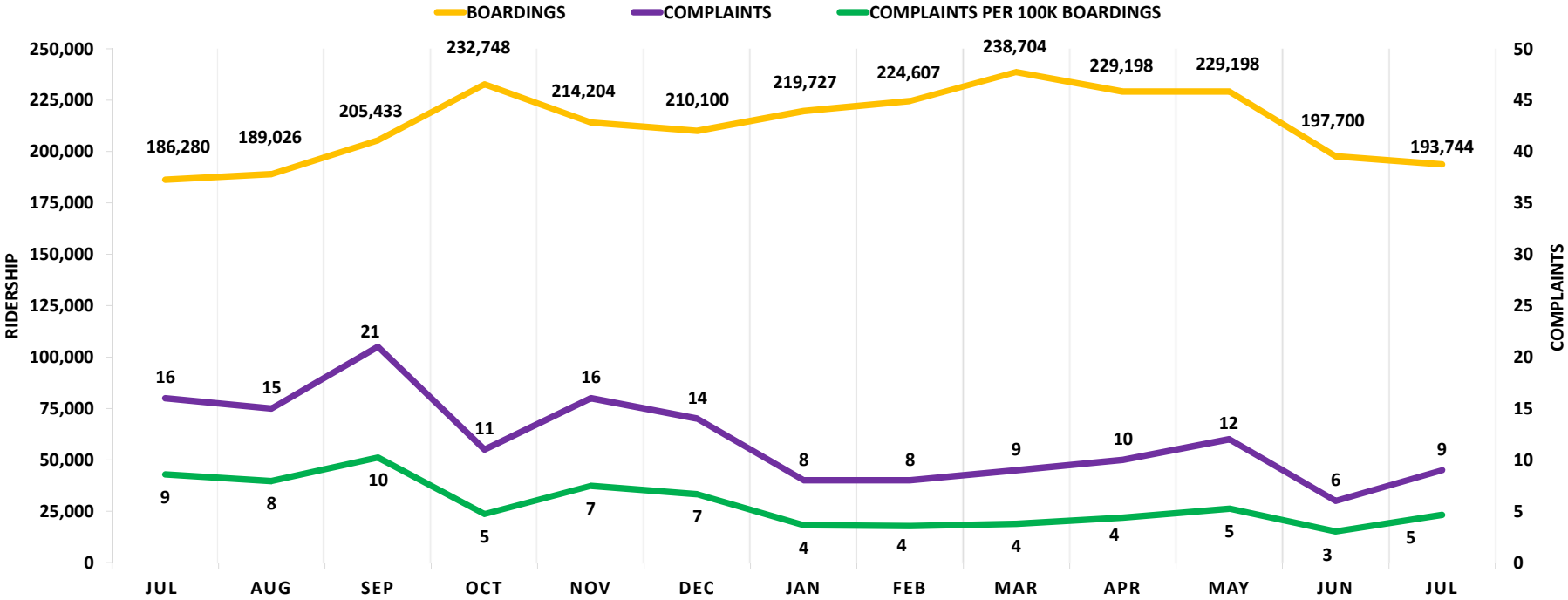


### Fixed Route Total Absence Occurrences



This chart includes unplanned/unscheduled and COVID-19 absences for Fixed Route drivers. For the month of July 2024, 23% of SunLine's fixed route operator workforce was absent when compared to July 2023 at 24%. For the month of July 2024, workforce was at a total of 140 operators when compared to July 2023 at 141 operators.

### Fixed Route Customer Complaints July 2023 to July 2024

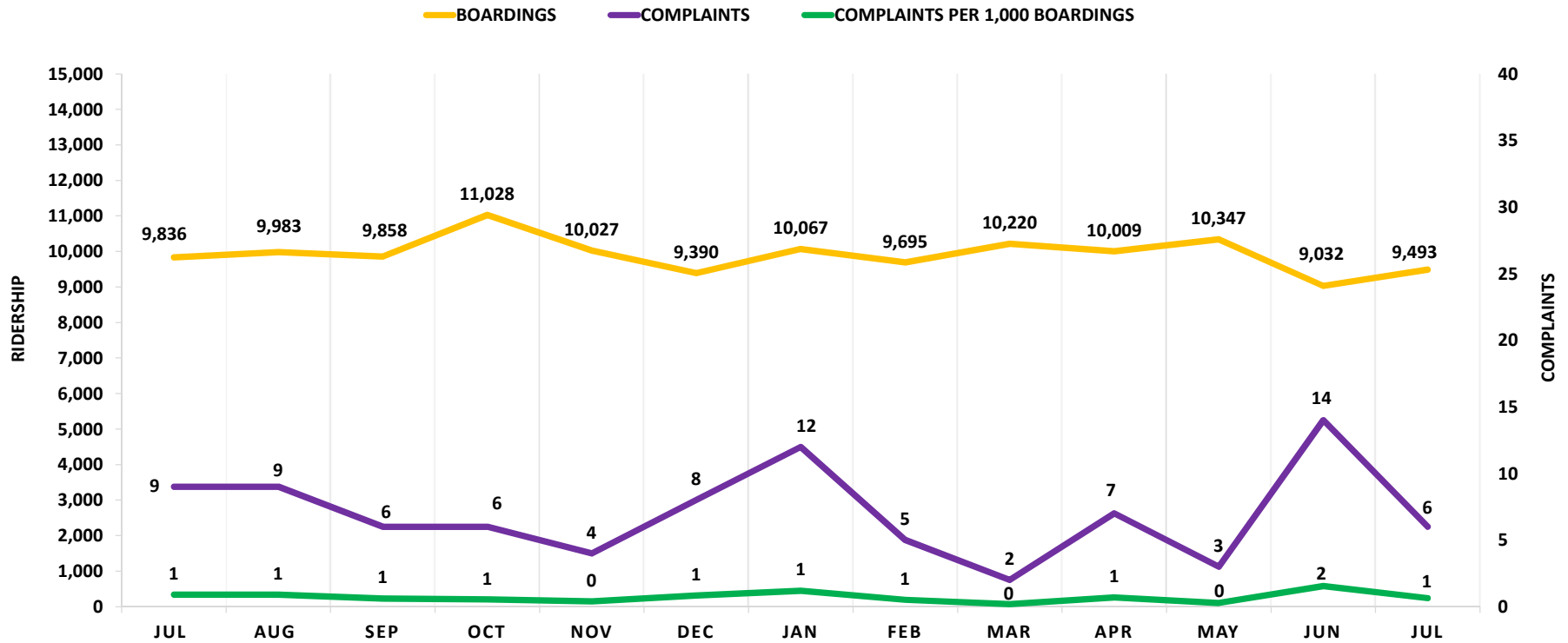


This chart represents the number of boardings and total valid complaints, as well as the number of valid complaints per 100,000 boardings for the fixed route system.

For the month of July, 99.99% of our total boardings did not receive a complaint.



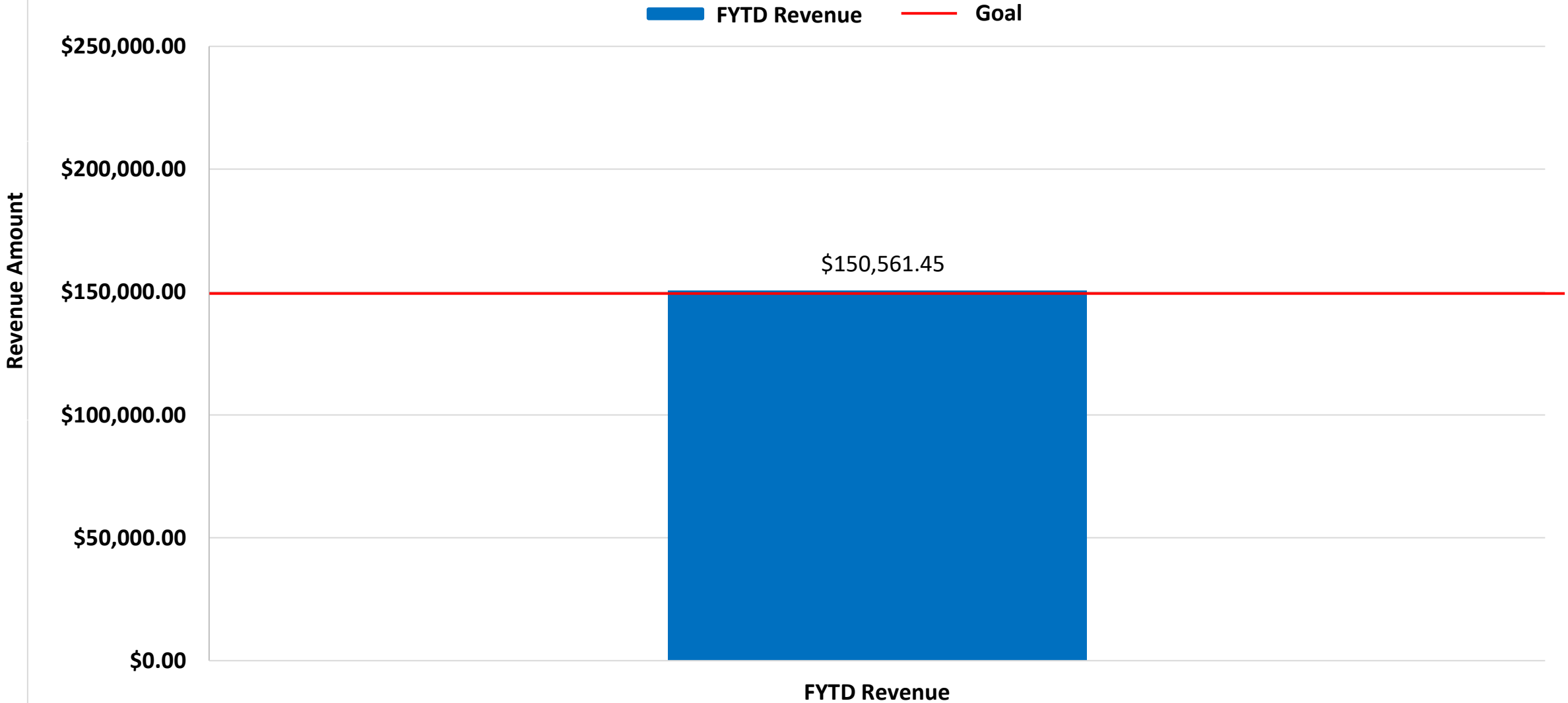
## Paratransit Customer Complaints July 2023 to July 2024



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

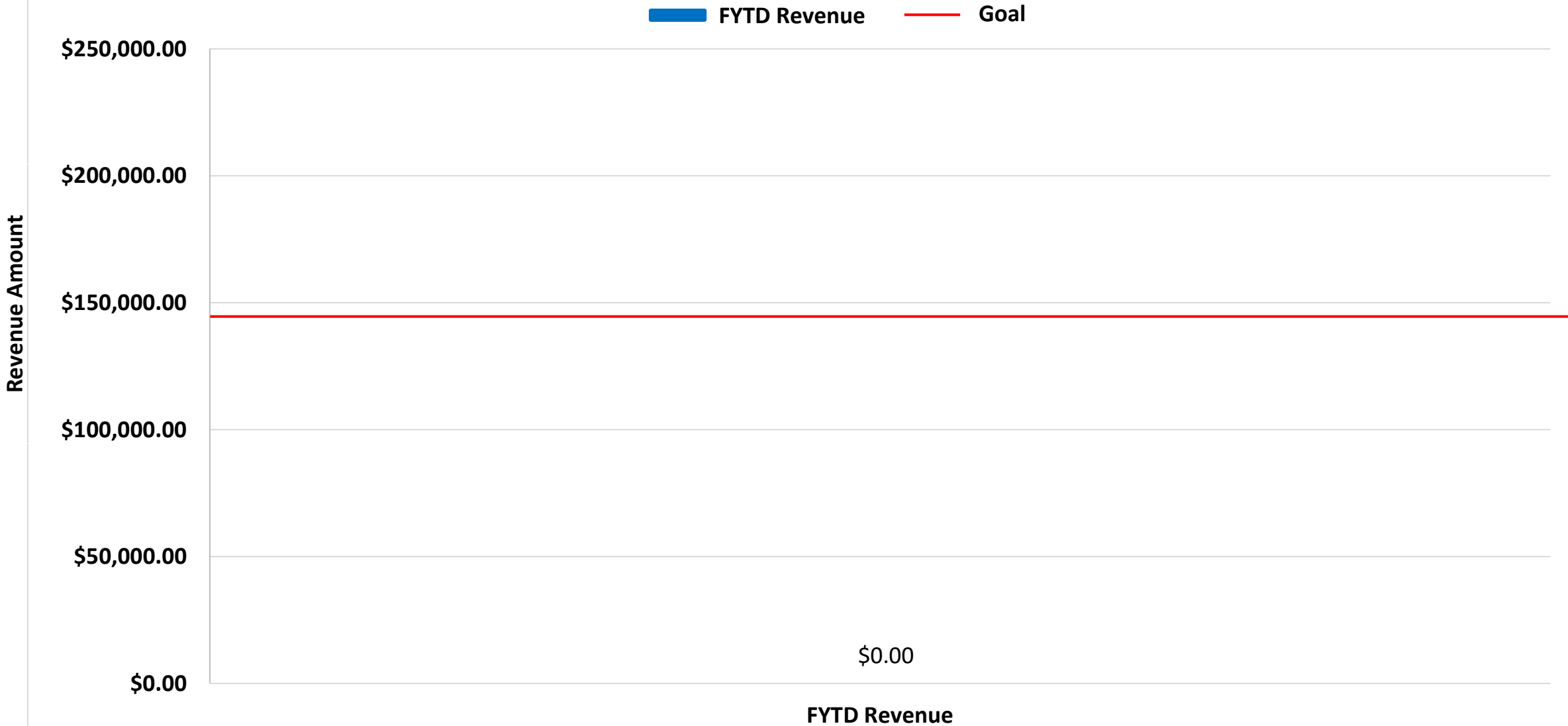
For the month of July, 99.84% of our total boardings did not receive a complaint.

# Advertising Revenue FYTD Revenue vs. Yearly Goal June 2024



Advertising revenue tracks revenue of invoiced contracts for bus shelter and bus wrap advertising. The graph tracks FYTD revenue versus our yearly goal. The yearly goal for FY24 is \$150,000 (*advertising revenues follow Finance Department reporting from the previous two (2) months*).

# Advertising Revenue FYTD Revenue vs. Yearly Goal July 2024

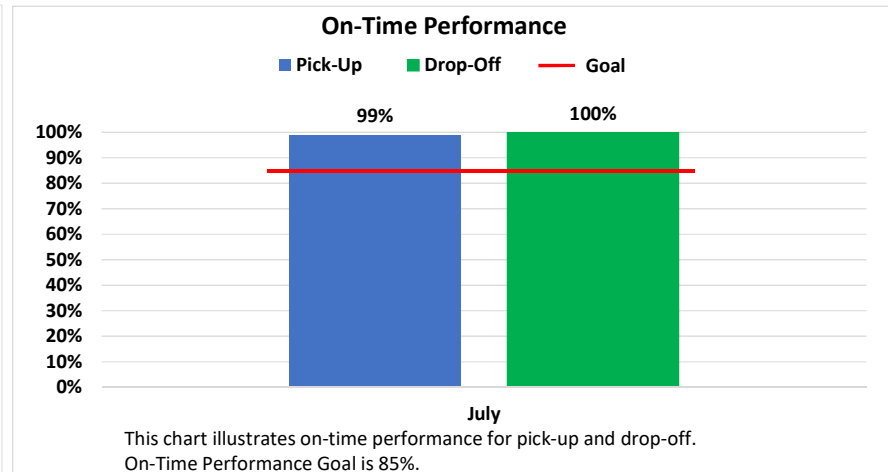
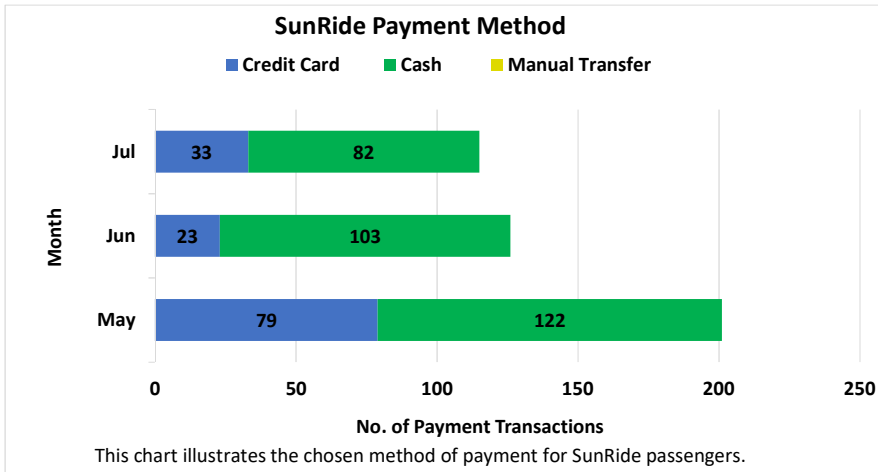
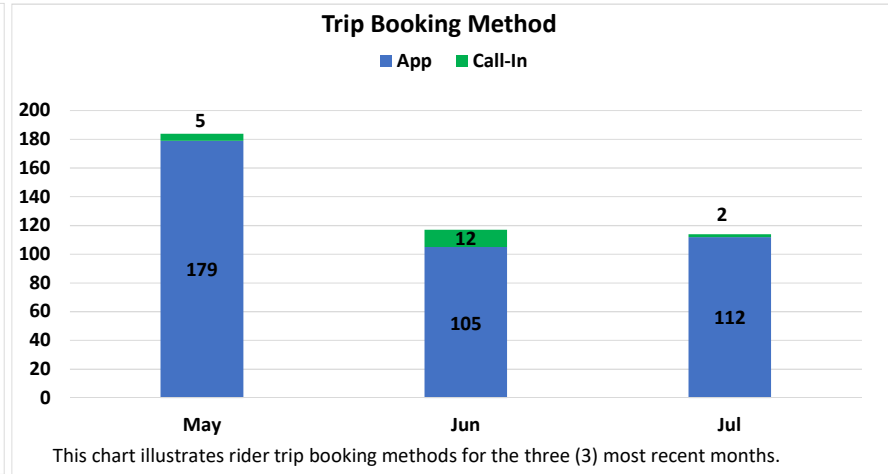
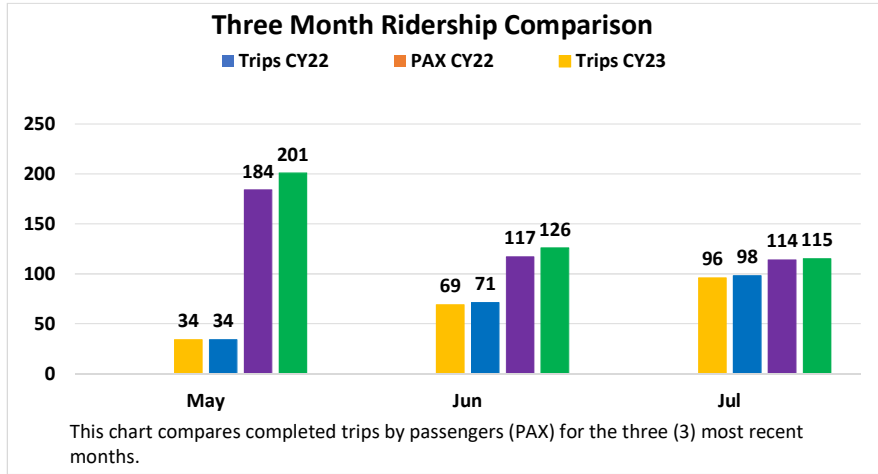


Advertising revenue tracks revenue of invoiced contracts for bus shelter and bus wrap advertising. The graph tracks FYTD revenue versus our yearly goal. The yearly goal for FY25 is \$150,000 (*advertising revenues follow Finance Department reporting from the previous two (2) months*).

## Cathedral City Geo-Fence Metrics CYTD 2024

**Total Completed Trips: 1,192**

**Total Number of Passengers: 1,250**



**Percentage of Trips as Ridesharing: Four (4) percent.**  
 [Based on No. of Shared Rides for the month (4) divided by Total Trips Completed (114).]

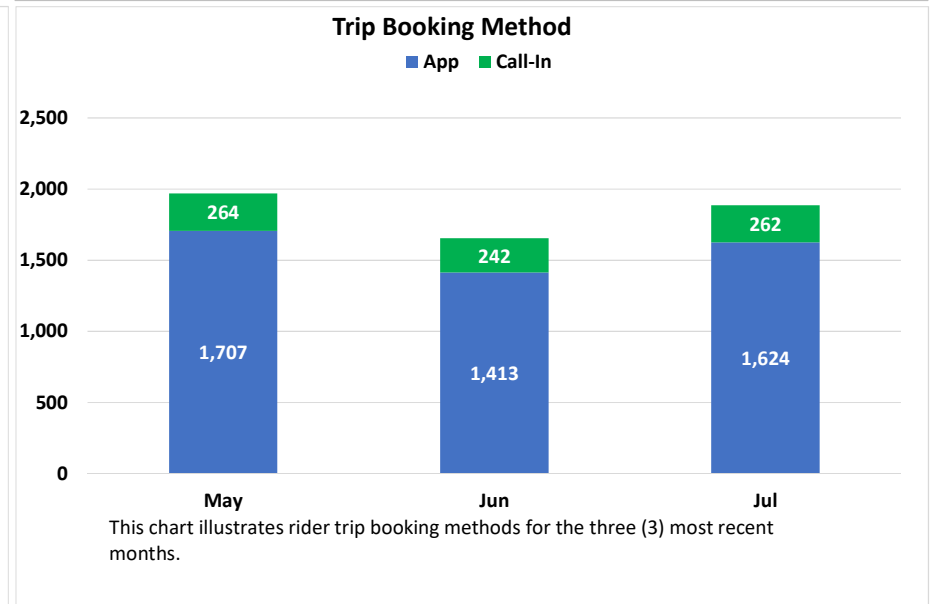
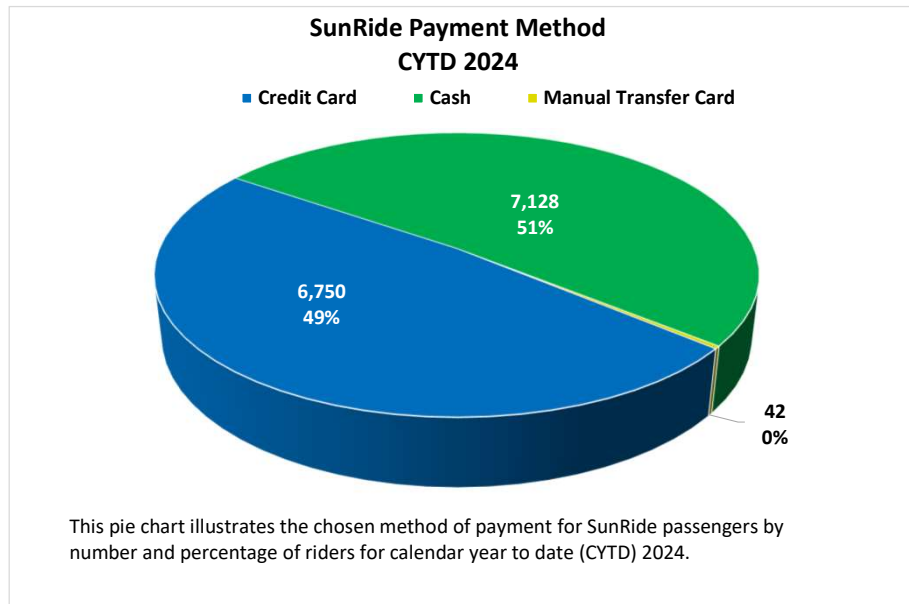
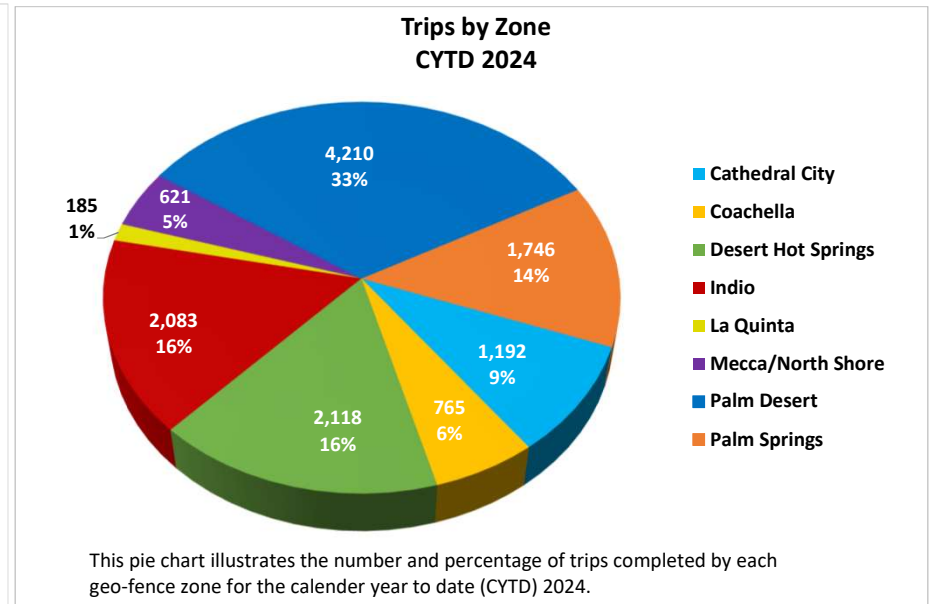
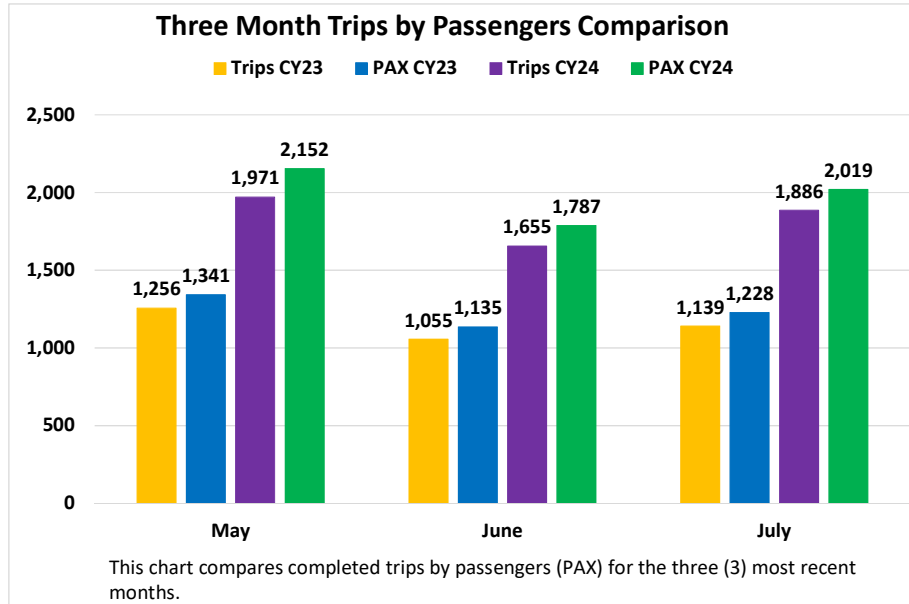
**Customer Satisfaction Rating**  
 Avg. rider trip rating 5.0  
 Goal: 4.5

**EXCEEDS GOAL**

## SunRide System-Wide Metrics CYTD 2024

**Total Completed Trips: 12,920**

**Total Number of Passengers: 13,920**

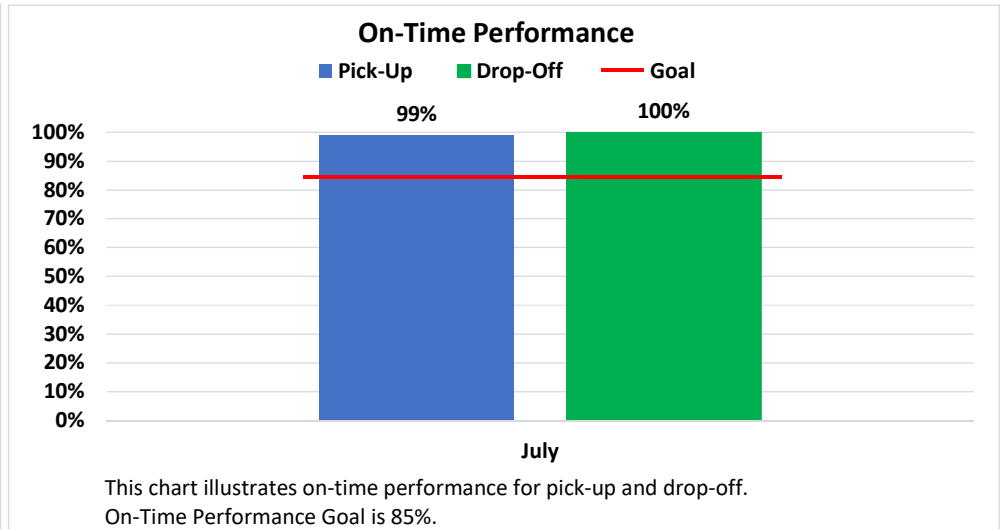
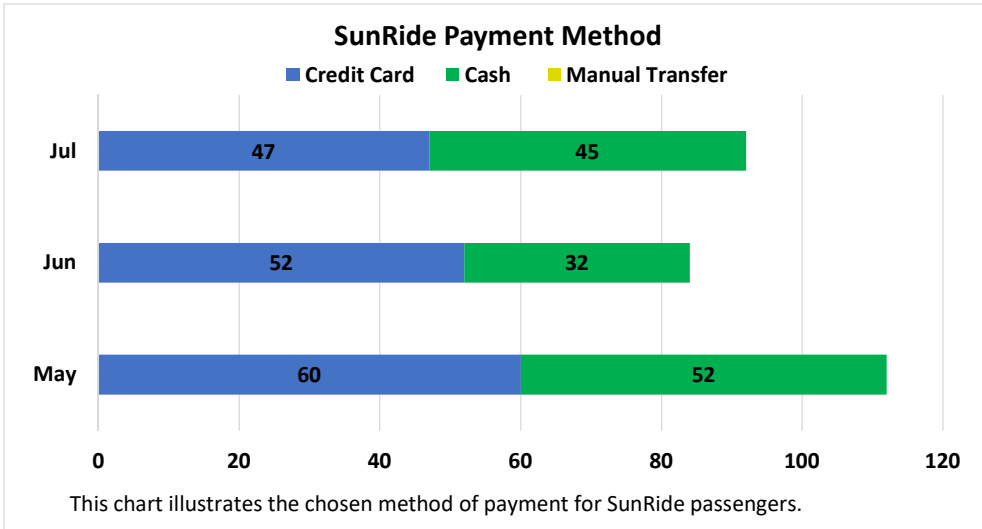
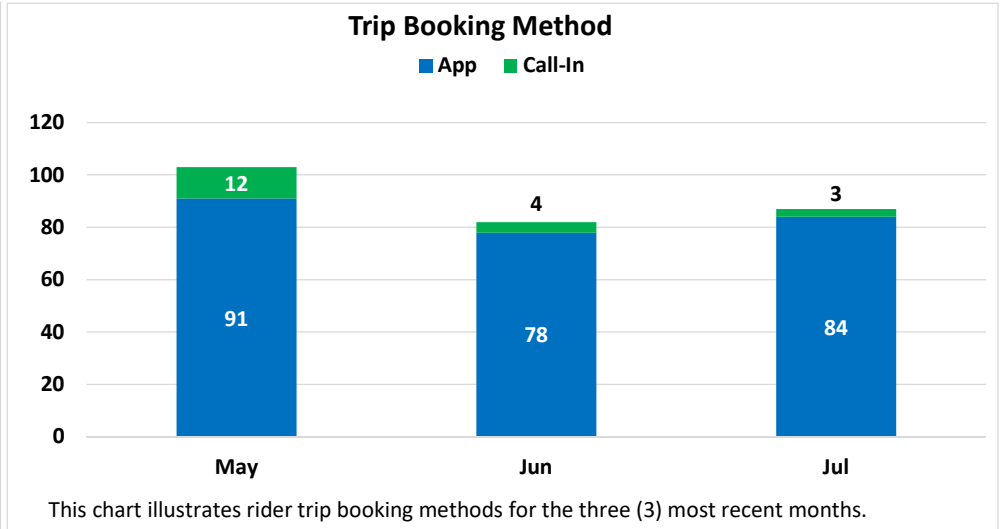
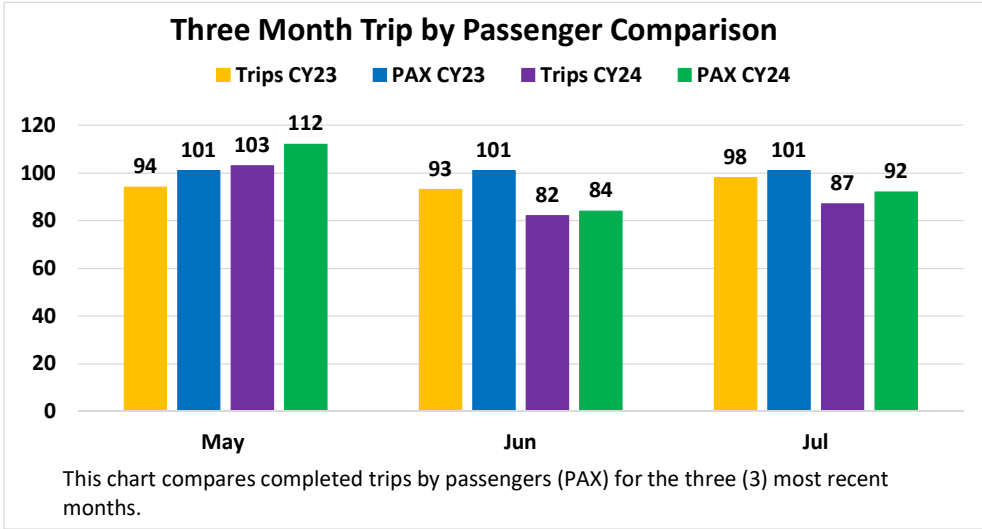


**Percentage of Trips System-wide as Ridesharing: 25%.**  
 [Based on No. of Shared Rides for the month (467) divided by Total Trips Completed (1,886)].

## Coachella Geo-Fence Metrics CYTD 2024

**Total Completed Trips: 765**

**Total Number of Passengers: 854**



**Combined Zone: Coachella-Indio-LaQuinta**  
**Percentage of Trips as Ridesharing: 17%.**  
 [Based on No. of Shared Rides for the month (74) divided by Total Trips Completed (448).]

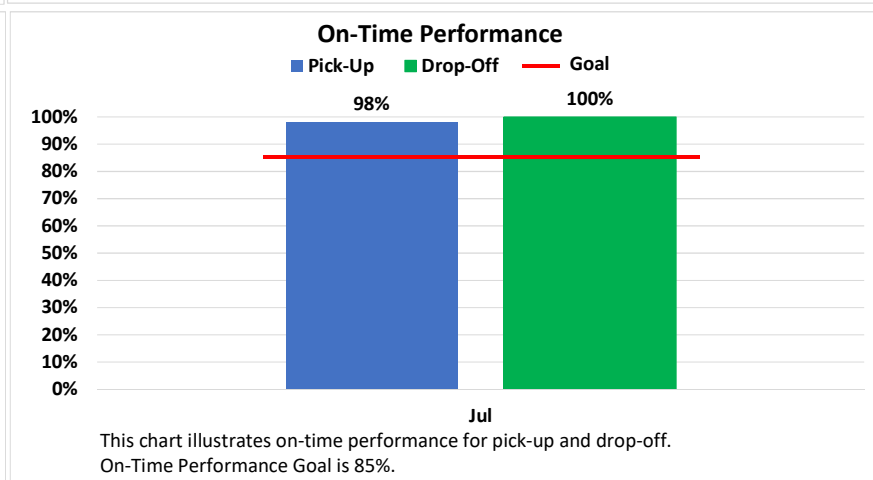
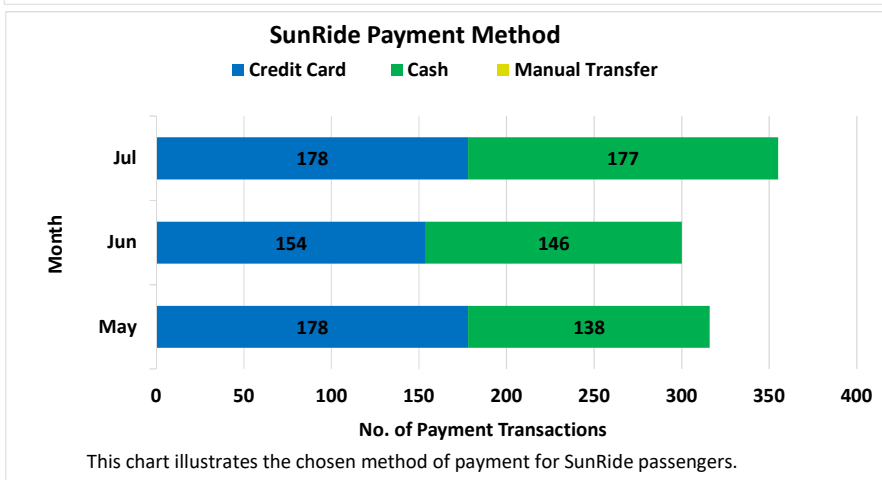
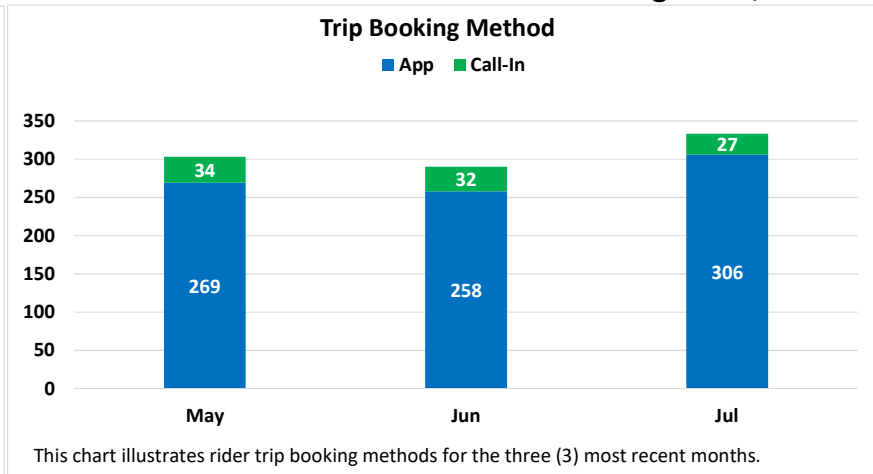
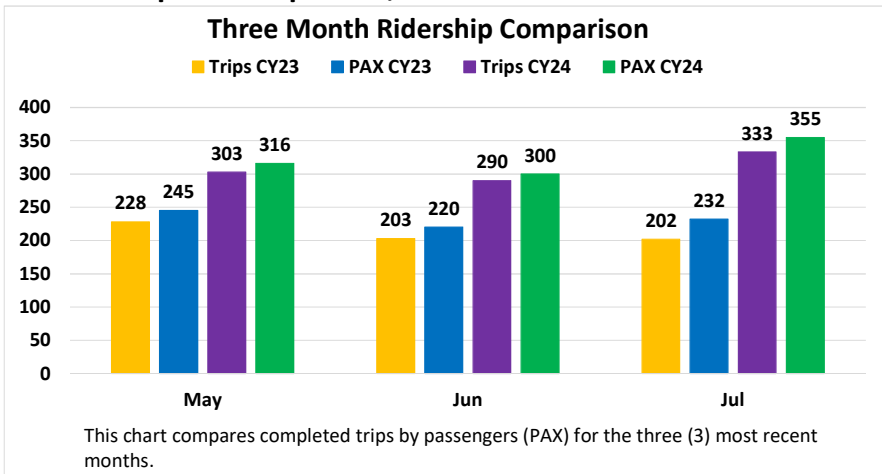
**Customer Satisfaction Rating**  
 Avg. rider trip rating: 5.0  
 Goal: 4.5



## Desert Hot Springs/Desert Edge Geo-Fence Metrics CYTD 2024

**Total Completed Trips: 2,118**

**Total Number of Passengers: 2,216**



**Percentage of Trips as Ridesharing: 33%.**  
 [Based on No. of Shared Rides for the month (109) divided by Total Trips Completed (333).]

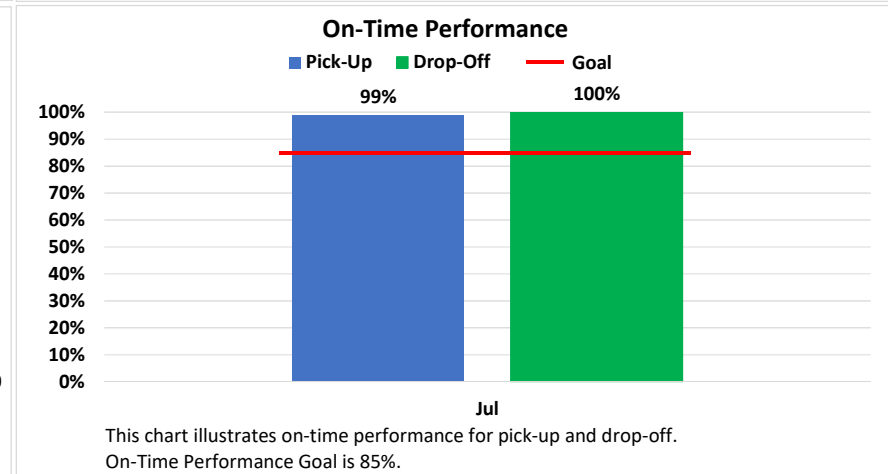
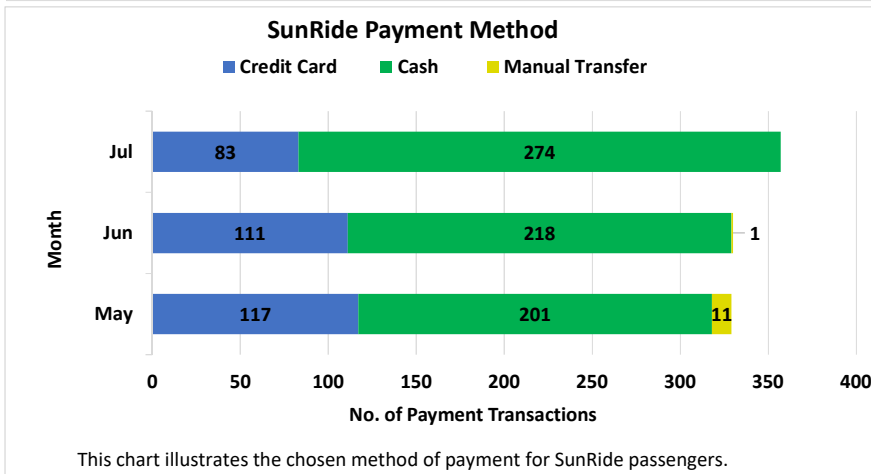
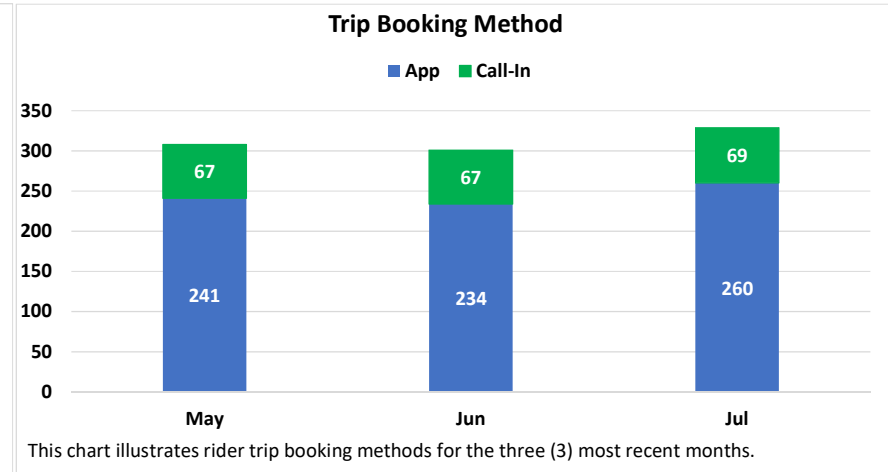
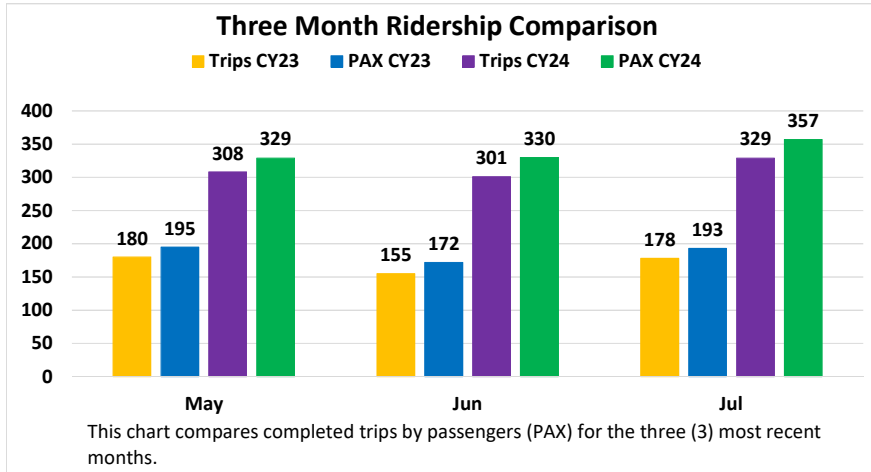
**Customer Satisfaction Rating**  
 Avg. rider trip rating 5.0  
 Goal: 4.5



## Indio Geo-Fence Metrics CYTD 2024

**Total Completed Trips: 2,083**

**Total Number of Passengers: 2,274**



**Combined Zone: Coachella-Indio-LaQuinta**  
**Percentage of Trips as Ridesharing: 17%.**  
 [Based on No. of Shared Rides for the month (74) divided by Total Trips Completed (448).]

**Customer Satisfaction Rating**  
 Avg. rider trip rating 4.7  
 Goal: 4.5

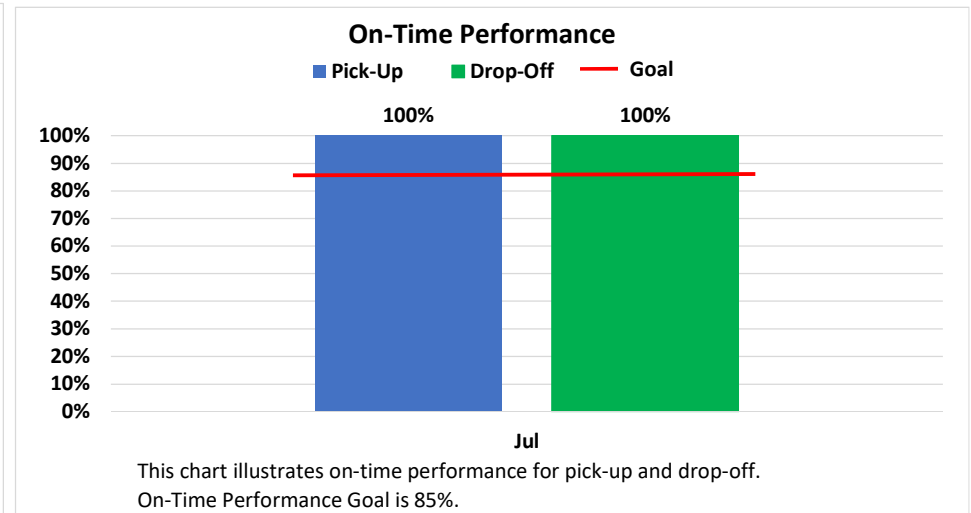
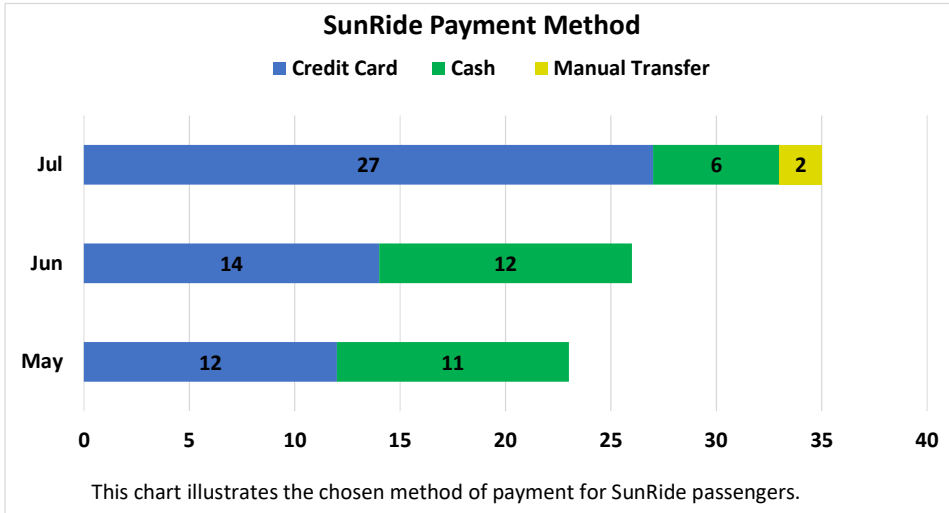
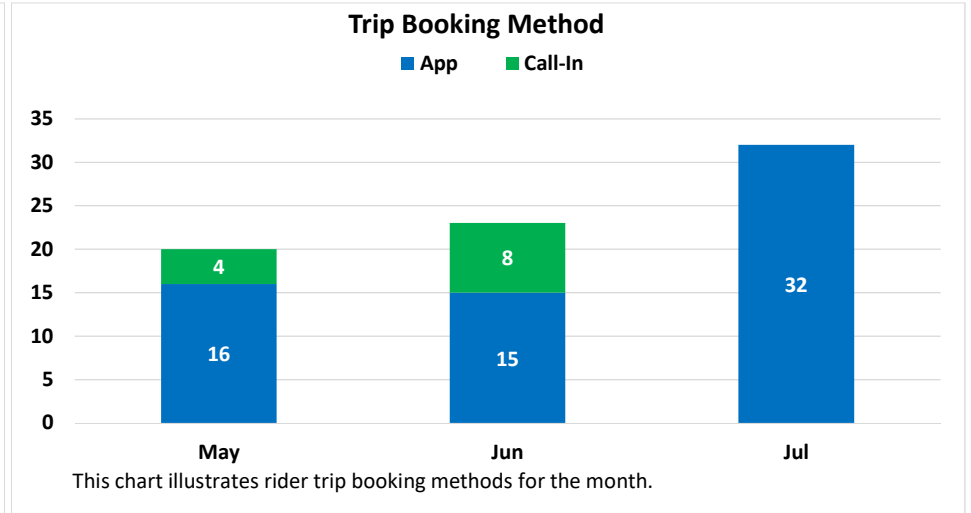
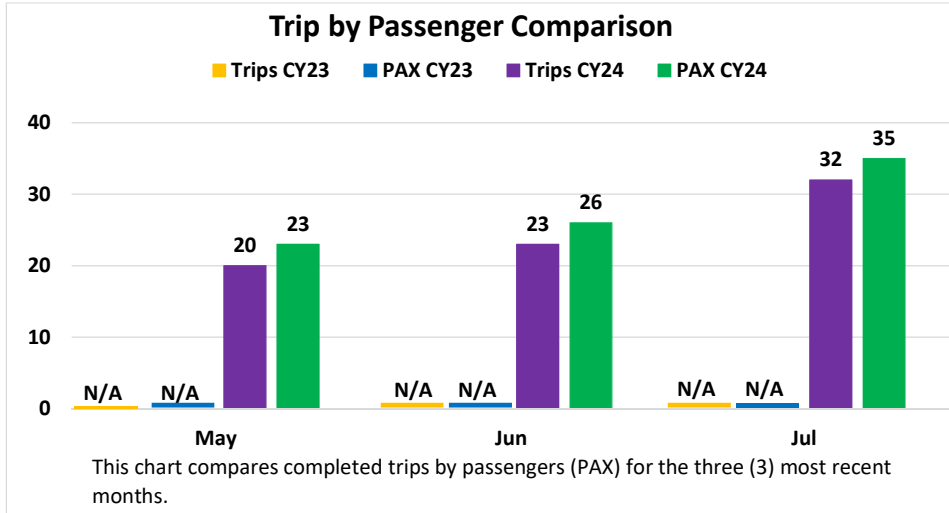
**EXCEEDS GOAL**



## La Quinta Geo-Fence Metrics CYTD 2024

**Total Completed Trips: 185**

**Total Number of Passengers: 206**



**Combined Zone: Coachella-Indio-LaQuinta**  
**Percentage of Trips as Ridesharing: 17%.**  
 [Based on No. of Shared Rides for the month (74) divided by Total Trips Completed (448).]

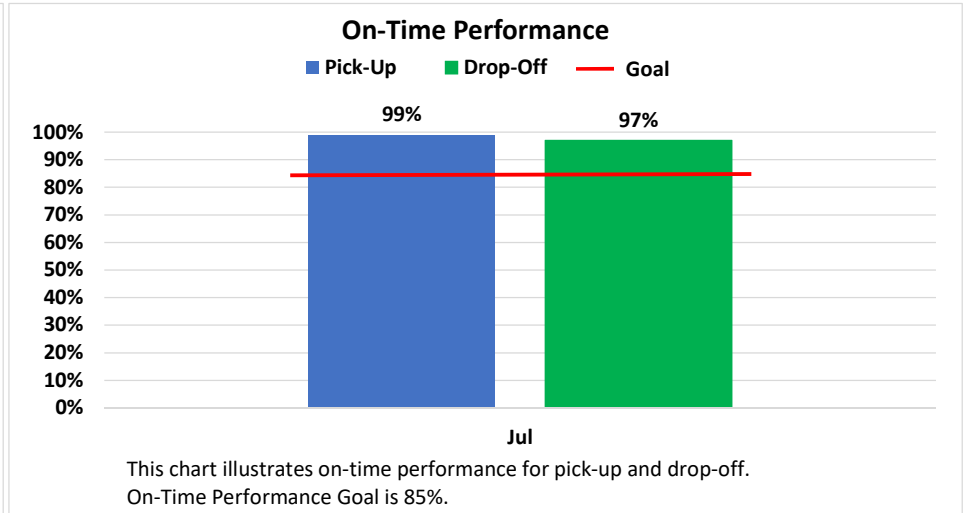
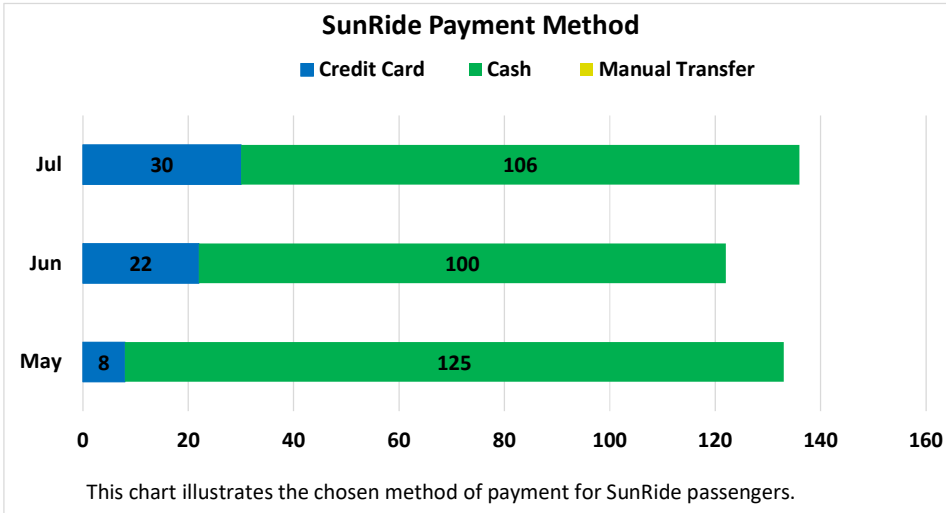
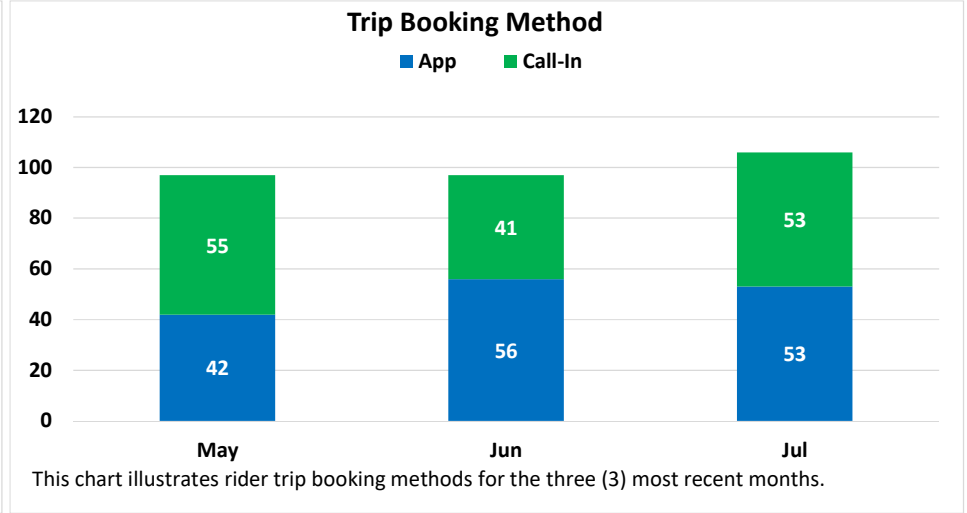
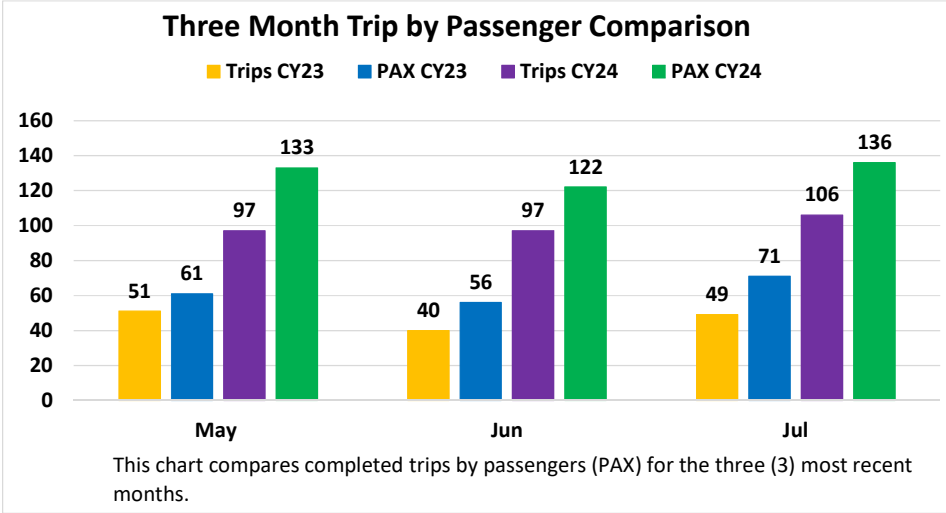
**Customer Satisfaction Rating**  
 Avg. rider trip rating: 3.7  
 Goal: 4.5



## Mecca/North Shore Geo-Fence Metrics CYTD 2024

**Total Completed Trips: 621**

**Total Number of Passengers: 785**



**Percentage of Trips as Ridesharing: Nine (9) percent.**  
 [Based on No. of Shared Rides for the month (10) divided by Total Trips Completed (106).]

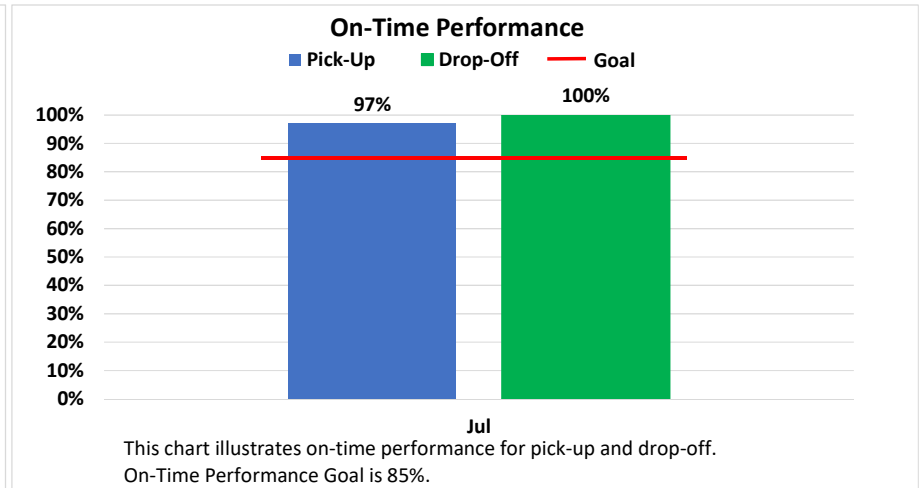
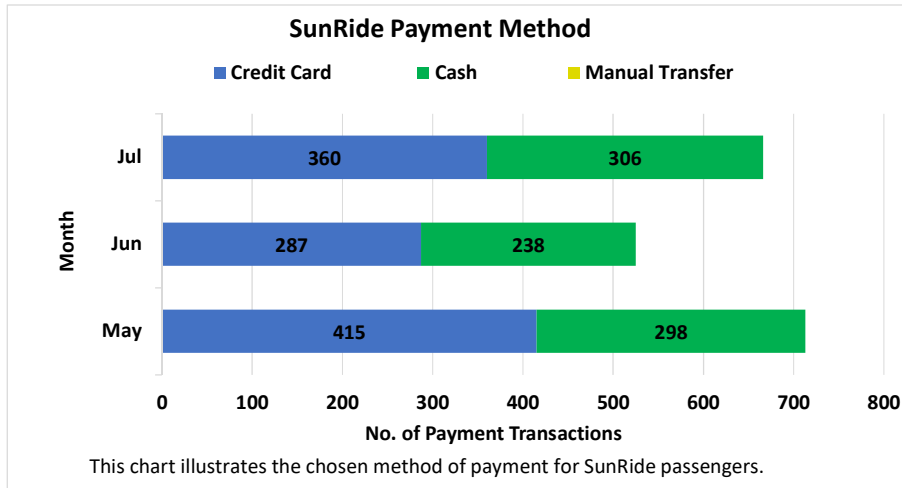
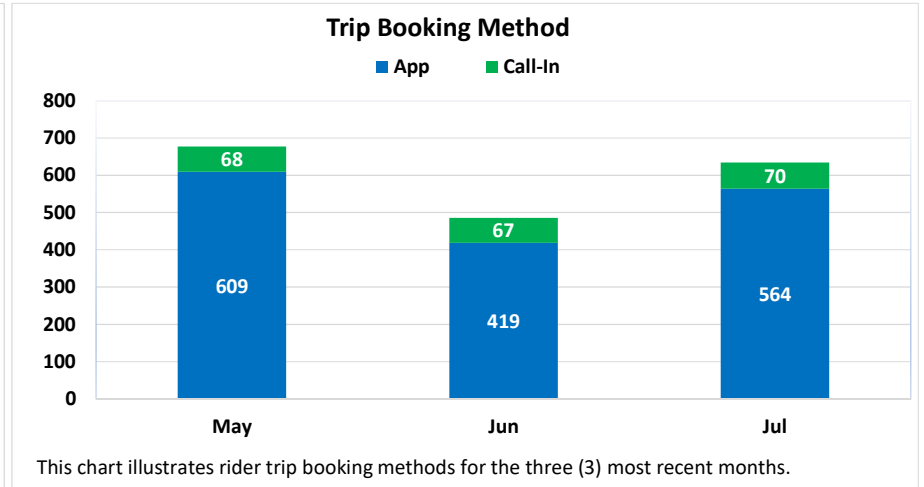
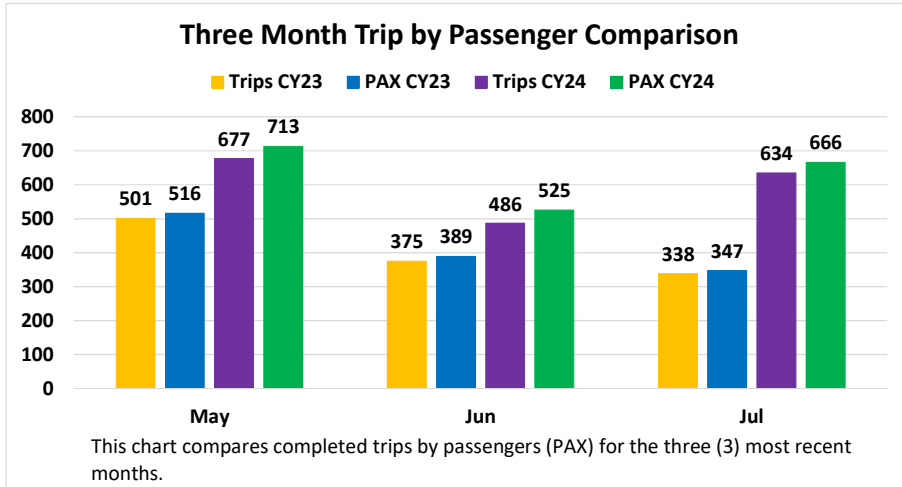
**Customer Satisfaction Rating**  
 Avg. rider trip rating: 4.8  
 Goal: 4.5



## Palm Desert Geo-Fence Metrics CYTD 2024

**Total Completed Trips: 4,210**

**Total Number of Passengers: 4,422**



**Percentage of Trips as Ridesharing: 38%.**  
[Based on No. of Shared Rides for the month (242) divided by Total Trips Completed (634).]

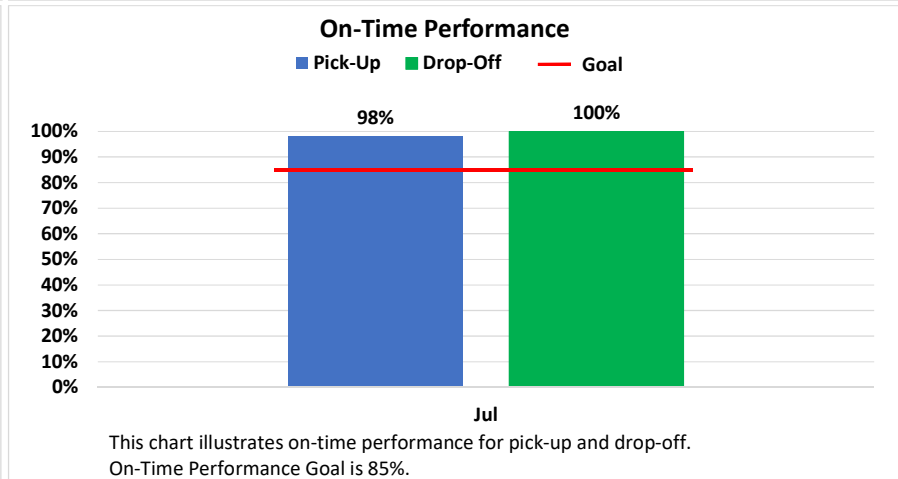
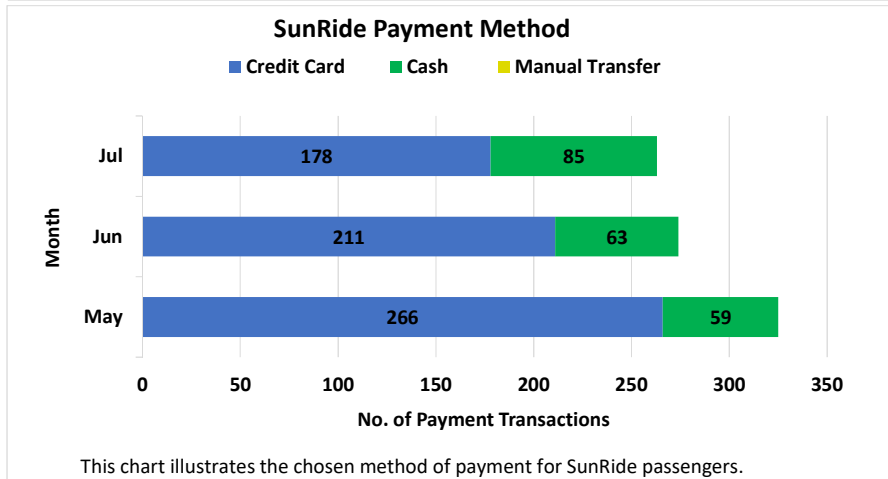
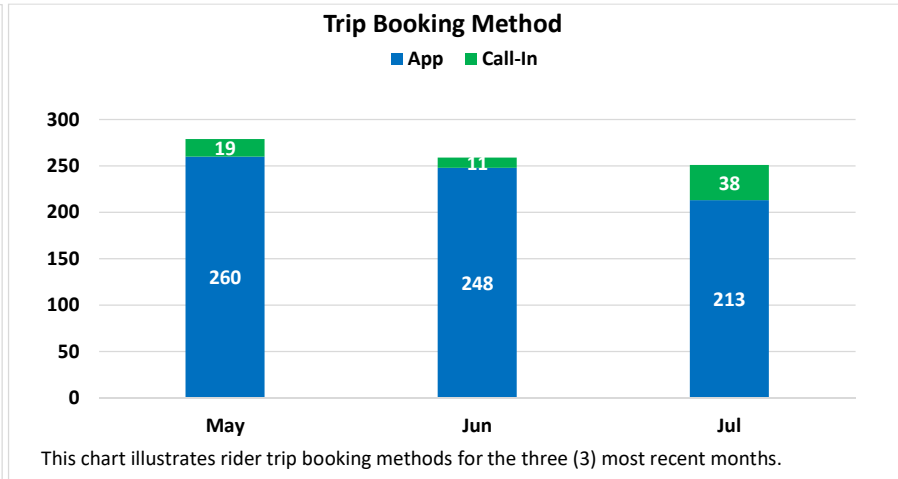
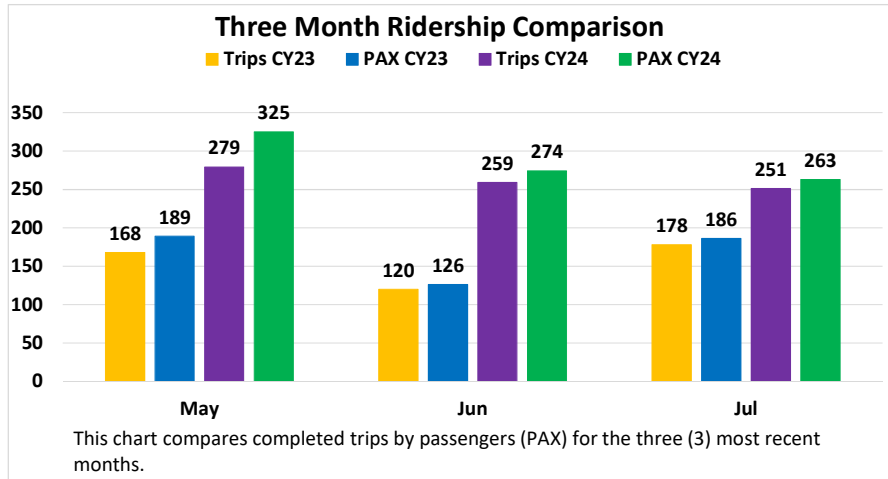
**Customer Satisfaction Rating**  
Avg. rider trip rating: 4.9  
Goal: 4.5



## Palm Springs Geo-Fence Metrics CYTD 2024

**Total Completed Trips: 1,746**

**Total Number of Passengers: 1,913**

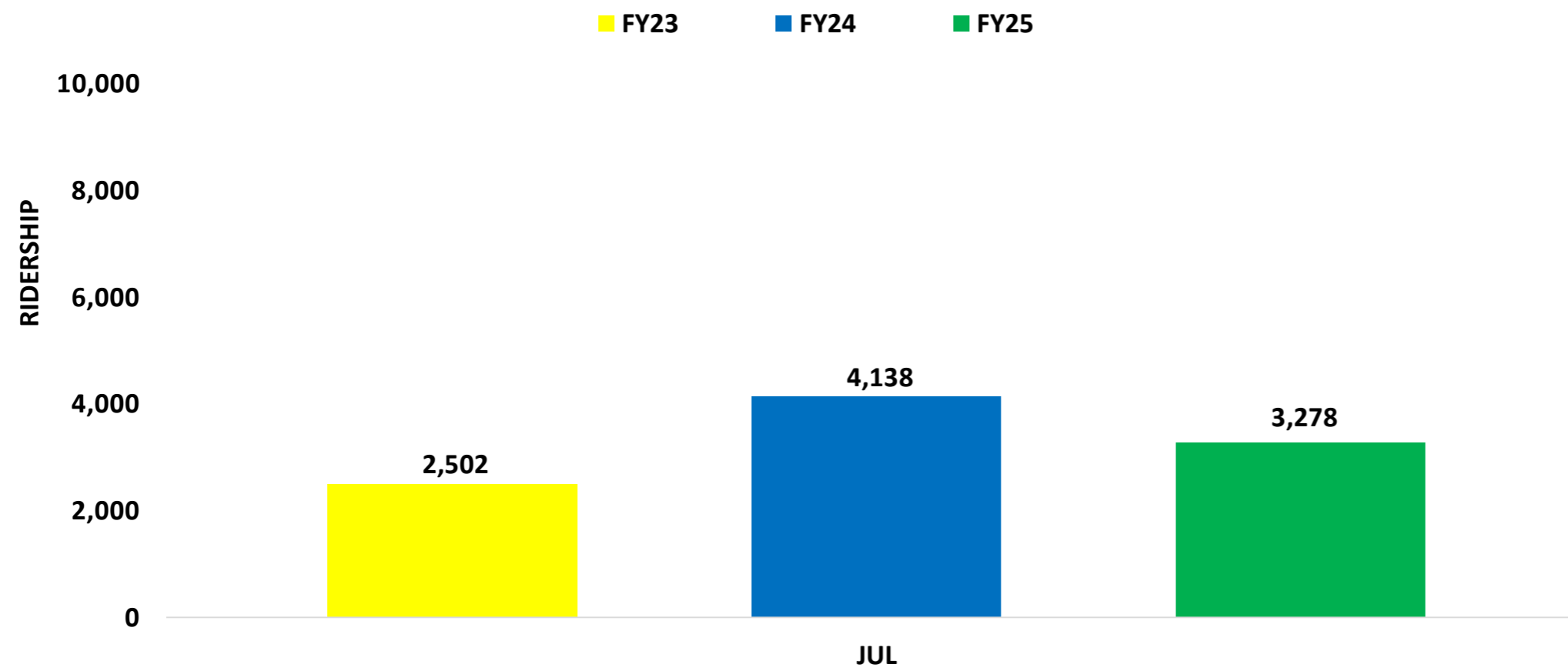


**Percentage of Trips as Ridesharing: 11%.**  
 [Based on No. of Shared Rides for the month (28) divided by Total Trips Completed (251).]

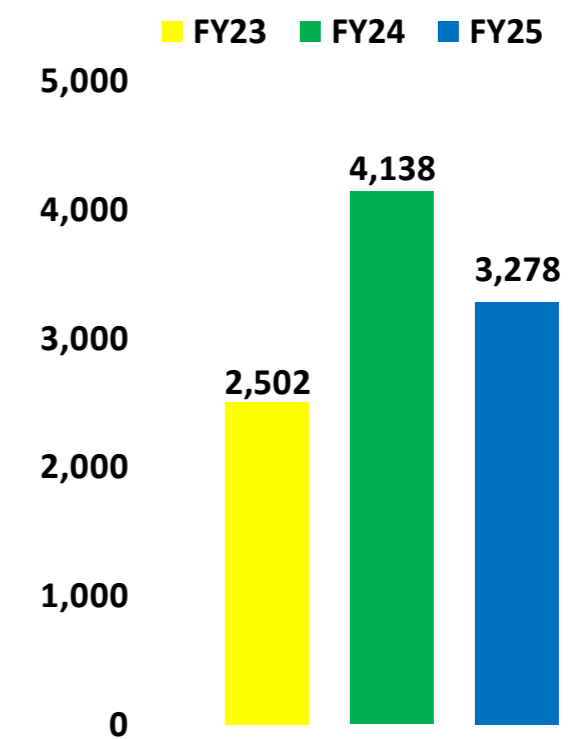
**Customer Satisfaction Rating**  
 Avg. rider trip rating 5.0  
 Goal: 4.5



### Haul Pass COD Ridership - July 2024

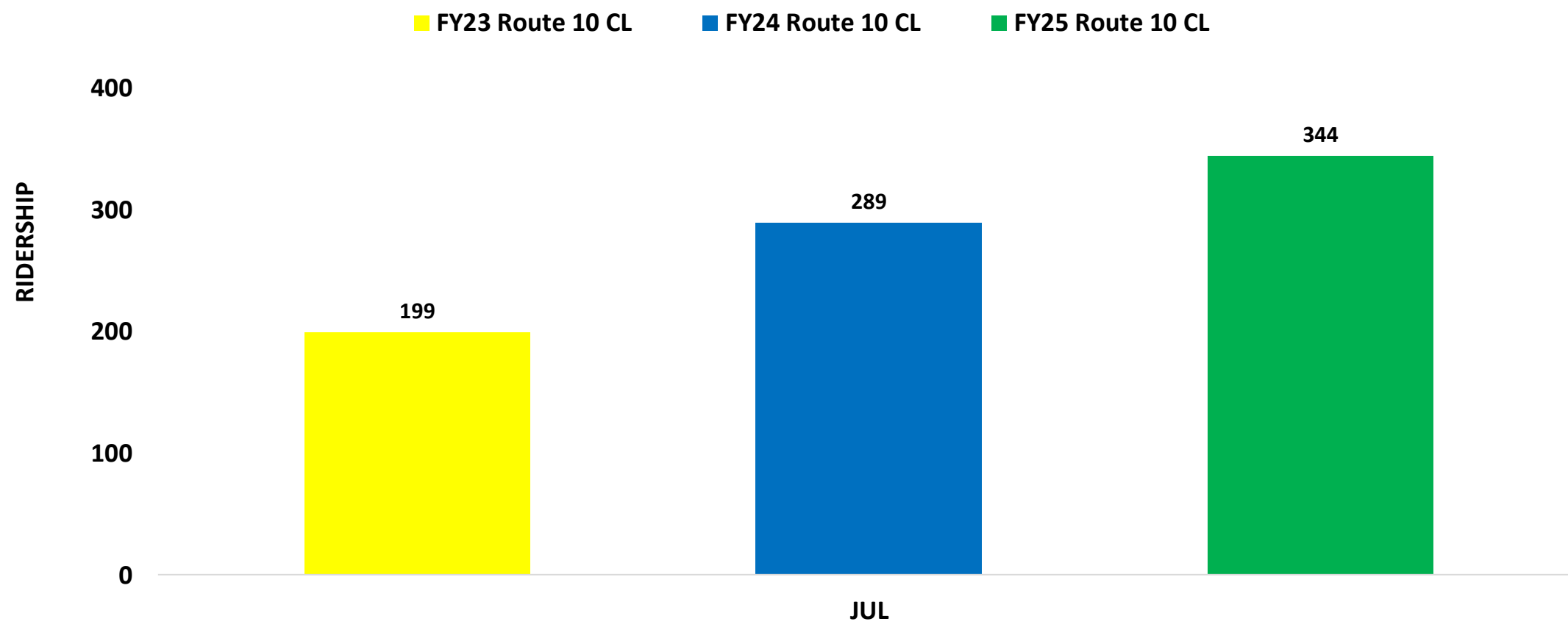


### COD Fixed Route Ridership Year to Date

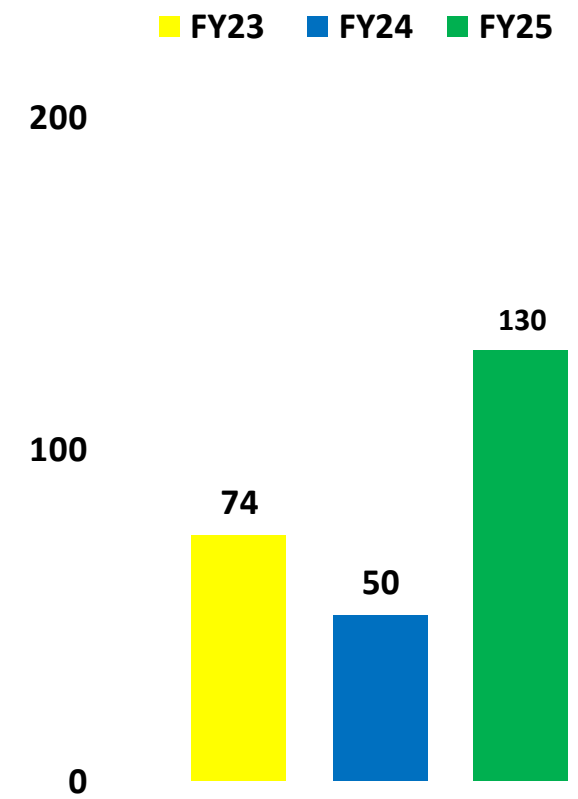


The Haul Pass program was introduced in August 2018.  
 This chart represents monthly ridership on the Haul Pass COD.  
 For the month of July 2024, Haul Pass COD contributed with 3,278 rides.  
 Token Transit contributed 3,075 rides. 31 Day Paper Pass contributed 203 rides.  
 COD moved over to Token Transit & 31 Day University Paper Pass as of June 3, 2024.

### Haul Pass CSUSB Ridership - July 2024



### CSUSB Fixed Route Ridership Total



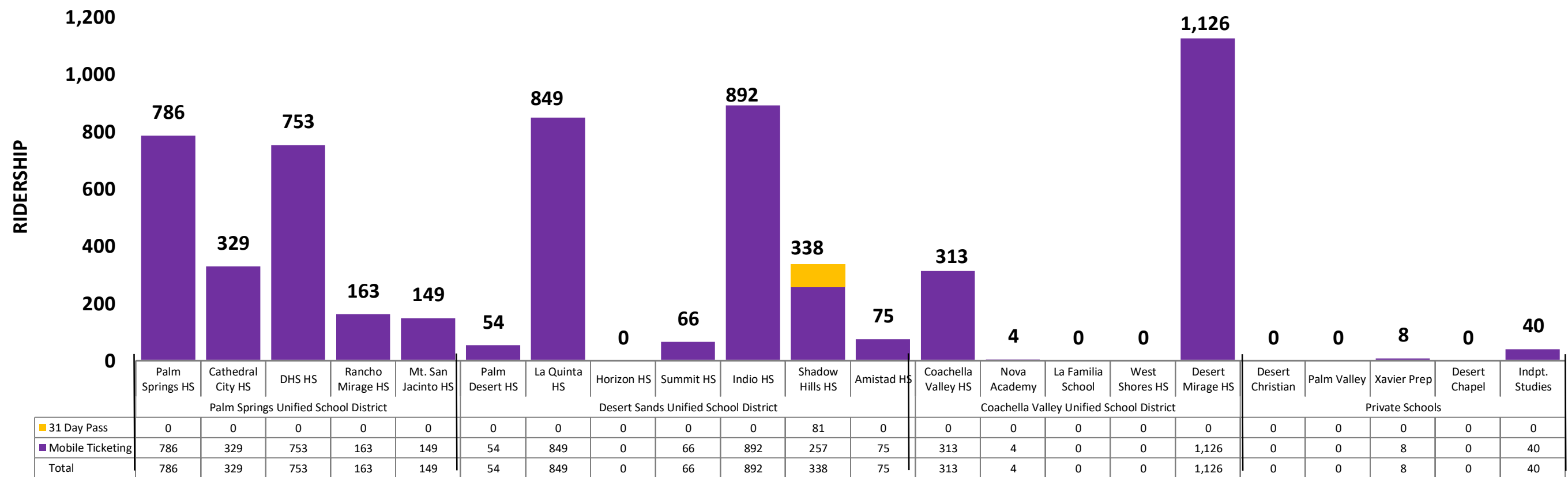
The Haul Pass CSUSB program was introduced in September 2019.

This chart represents monthly ridership on the Haul Pass CSUSB.

For the month of July 2024, CSUSB contributed 474 rides from 66 unique users. From that total, 344 rides were used on Route 10 and 130 rides on the fixed route system.

## High School Haul Pass - July 2024

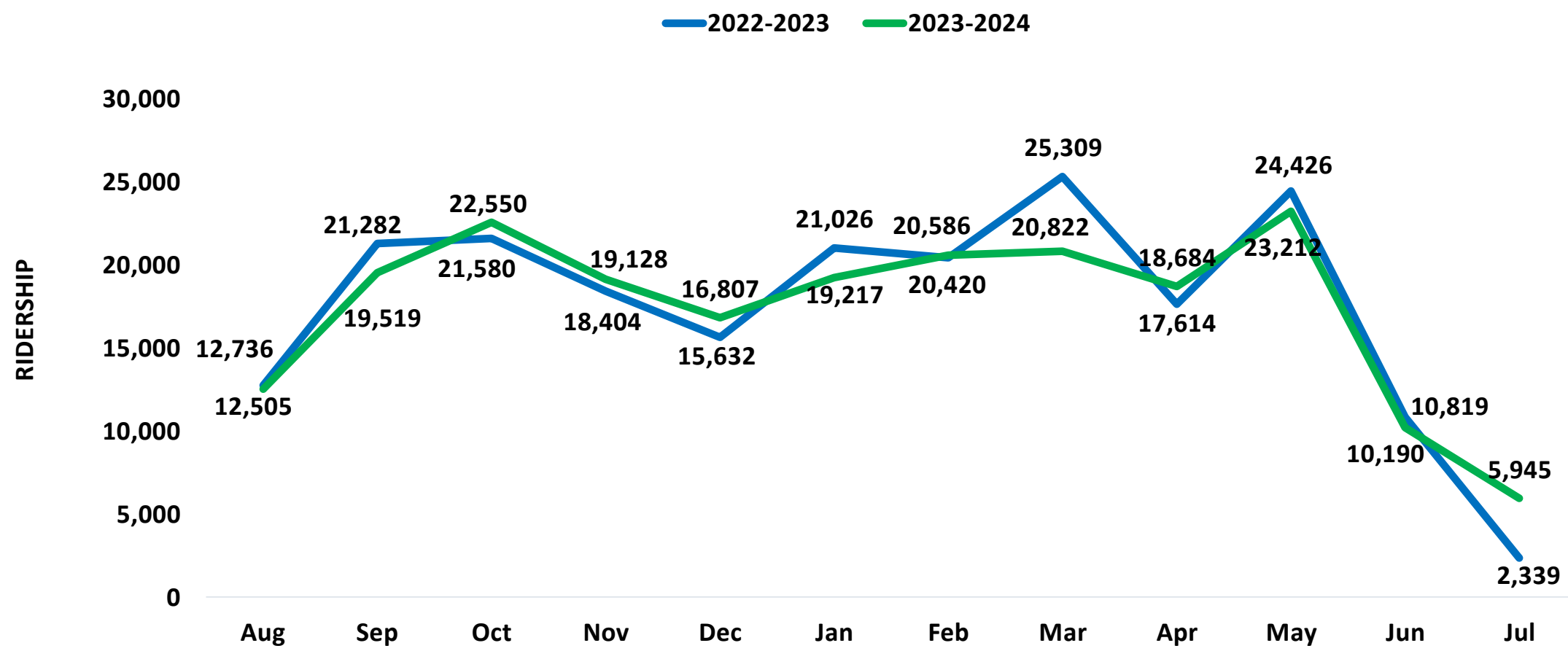
■ Mobile Ticketing    
 ■ 31 Day Pass



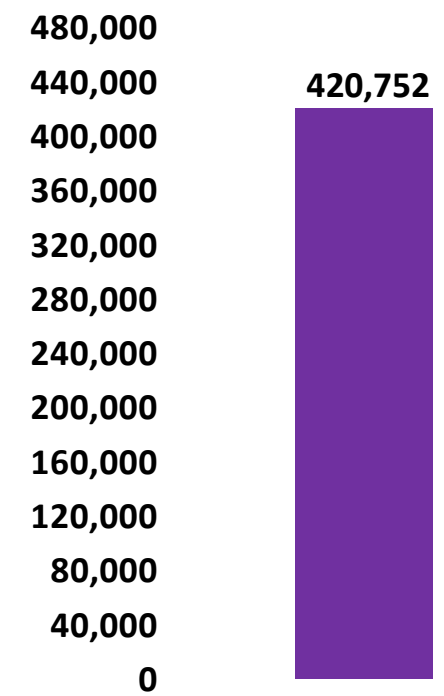
The High School Haul Pass program was introduced in August 2021.

This chart represents a monthly combination of Mobile Ticketing and 31 Day Pass ridership by school for the High School Haul Pass.

### High School Haul Pass - Year to Date



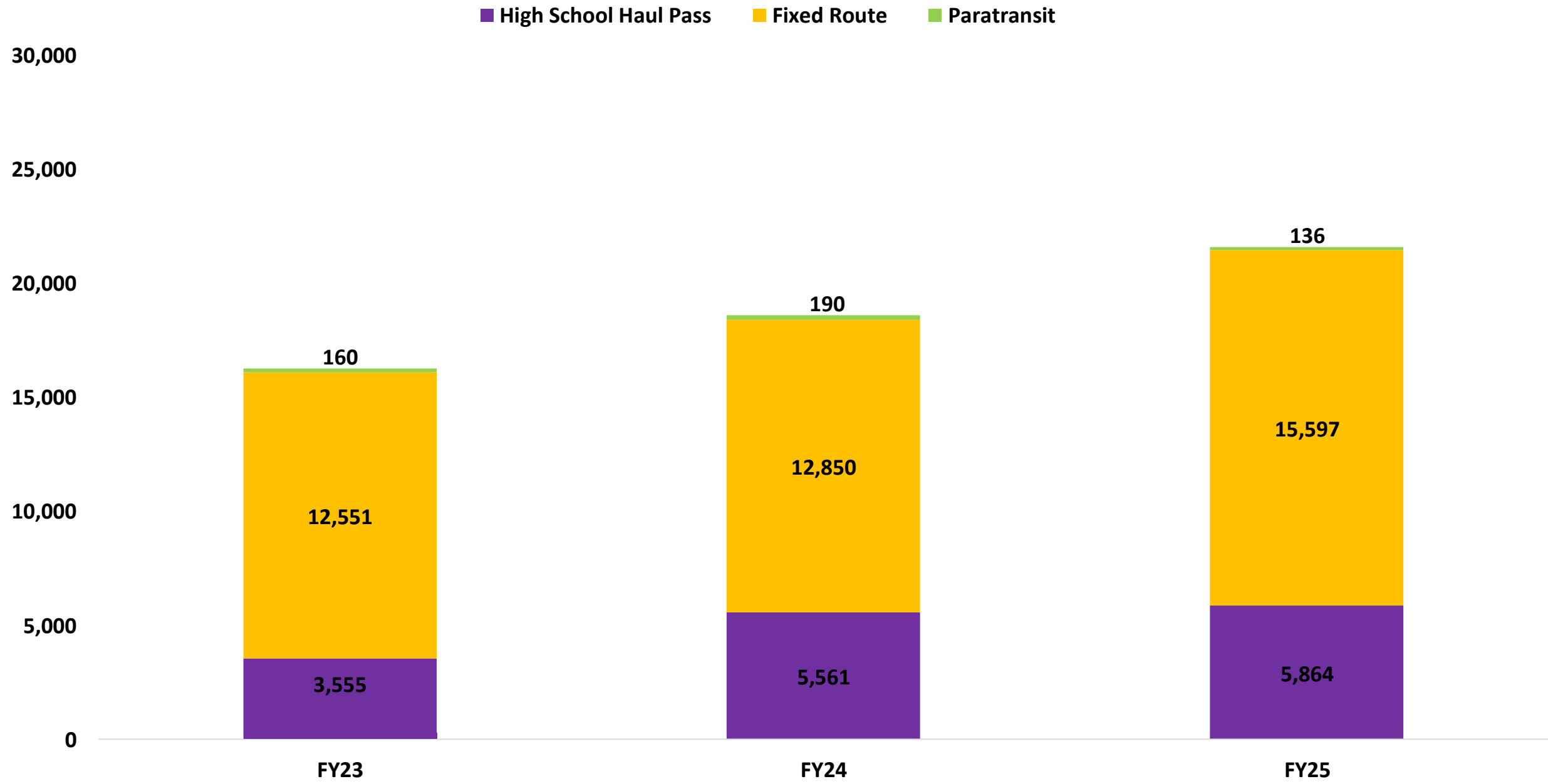
### High School Haul Pass Ridership Total



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



## Mobile Ticketing Usage - July 2024



This chart represents all monthly mobile ticketing usage by category based on the Token Transit app data. The total for July 2024 includes the following passes used through Token Transit: High School Haul Pass, COD Haul Pass, Fixed Route and Paratransit. A total of 1,616 unique users used mobile ticketing. Unique users made a total of 23,860 rides.

**SunLine Transit Agency**

**CONSENT CALENDAR**

DATE: September 25, 2024

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Board Member Attendance for July 2024

Summary:

The attached report summarizes the Board of Directors' attendance for fiscal year to date July 2024.

Recommendation:

Receive and file.

FY 24/25	Board Member Matrix Attendance													
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total Meetings	Total Attended
Desert Hot Springs	X												10	1
Palm Desert	X												10	1
Palm Springs	X												10	1
Cathedral City	X												10	1
Rancho Mirage	X												10	1
Indian Wells	X												10	1
La Quinta	X												10	1
Indio	X												10	1
Coachella	X												10	1
County of Riverside	X												10	1

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

**DARK –**

## SunLine Transit Agency

**DATE:** September 25, 2024 **ACTION**

**TO:** Finance/Audit Committee  
Board of Directors

**FROM:** Luis Garcia, Chief Financial Officer

**RE:** Award of Contract for Actuarial Services

---

### **Recommendation**

Recommend that the Board of Directors delegate authority to the CEO/General Manager to negotiate and execute a contract with The Howard E. Nyhart Company, Inc., dba Nyhart for actuarial services, upon approval as to form by general counsel. The proposed agreement would be for a period of three (3) years with two (2) one-year option years and a total five (5) year cost not to exceed \$629,125.

### **Background**

SunLine Transit Agency (Agency) administers two (2) fully funded long-established defined benefit pension plans and one (1) new defined benefit pension plan established in 2022 for the new Teamsters union. As of March 31<sup>st</sup>, 2024, the combined assets in the plans exceed \$85 million and have over 800 total participants. Actuarial valuations are required to be completed for each calendar year. These actuarial valuations dictate the recommended funding rates as well as provide necessary plan details as the basis for the yearly pension audits and state controller reports. In addition to the yearly valuation reports, the Agency's actuary assists human resources staff with retirement estimates and processing retirement paperwork on an ongoing basis.

On March 20, 2024 staff issued Request for Proposal (RFP) 24-075 for actuarial services. On May 2, 2024 three (3) proposals were received. An evaluation committee reviewed the proposals in accordance with the criteria listed in the RFP and determined that Nyhart's proposal represented the best value for the Agency. Staff performed a price analysis and determined the prices to be fair, reasonable, and consistent with those currently paid by other public agencies in Riverside County for similar services. The new actuarial services contract will accommodate SunLine's actuarial needs through October 2029.

### **Financial Impact**

The financial impact of \$629,125 over five (5) years are eligible expenses for the plans and therefore will be paid out of the respective plan's assets every year and does not directly affect the Agency's yearly operating budget.

**Performance Goal**

**Goal 3: Organizational Health & Resiliency** – Ensure the good health of the employee’s pension plans that are administered in a timely, accurate and cost effective manner.

Attachments:

- [Item 9a](#) – Price Analysis
- [Item 9b](#) – Solicitation List



REQUEST FOR PROPOSAL  
ACTUARIAL SERVICES  
24-075

**PRICE ANALYSIS**

	Nyhart BAFO May 2024	Lauterbach BAFO May 2024	KMS BAFO May 2024	
<b>Years 1-3 Fee</b>	\$ 369,150.00	\$ 359,250.00	\$ 228,187.50	
<b>Year 4 Fee</b>	\$ 128,600.00	\$ 137,050.00	\$ 83,668.75	
<b>Year 5 Fee</b>	\$ 131,375.00	\$ 142,400.00	\$ 83,668.76	
<b>Total Proposal Value for 5 year period</b>	<b>\$ 629,125.00</b>	<b>\$ 638,700.00</b>	<b>\$ 395,525.00</b>	

	Difference	Delta
Difference between Nyhart and KMS	\$ 233,600.00	37.13%
Difference between Nyhart and Lauterbach	\$ (9,575.00)	1.52%

There was adequate price competition for the Actuarial Services since three (3) bidders independently contended for the contract. The 5 year award is based on the highest evaluated proposal factors; Firm/Team Background Experience, Key Personnel, Work Plan Strategy & Implementation and Price. In comparing both the initial proposals and Best and Final proposals received, Nyhart scored the highest with a total of 531.16, KMS at 463.65 Lauterbach at 455.18.

Based upon the evaluation team's review of the proposals received, it has been determined Nyhart will provide the best value to the Agency. The above pricing represent the Best and Final Offers received for this solicitation.

Prepared by:

\_\_\_\_\_  
Sara Parrish  
08/07/24

PLANETBIDS SOLICITATION LIST ACTUARIAL SERVICES 24-075

Company Name	Address	City	State	Zip	Contact Name	Email
Aon	200 E. Randolph Street	Chicago	Illinois	60601	Bradley Au	brad.au@aon.com
Athena Consulting LLC	60 South 6th St #2800	Minneapolis	Minnesota	55402	Alicia Traviss	compliance@athenaactuarial.com
Buck, A Gallagher Company	1205 Westlakes Dr	Berwyn	Pennsylvania	19312	Jason Fine	Jason.fine@buck.com
Jefferson Solutions, Inc.	14 Brittany Oaks	Clifton Park	New York	12065	Raymond R. Cerrone	mike.gaylord@jefsi.com
<b>KMS Actuaries</b>	<b>52 Hunt Road</b>	<b>Kingston</b>	<b>New Hampshire</b>	<b>03848</b>	<b>Linda Bournival</b>	<b>lindab@kmsactuaries.com</b>
<b>Lauterbach &amp; Amen, LLP</b>	<b>668 N. River Road</b>	<b>Naperville</b>	<b>Illinois</b>	<b>60563</b>	<b>Todd Schroeder</b>	<b>tschroeder@lauterbachamen.com</b>
MandateWire	330 Hudson Street	New York	New York	10013	Rachel So	rachel.so@ft.com
Segal	1800 M Street NW	Washington	Washington D.C.	20036	Herbert Afful	hafful@segalco.com
<b>The Howard E. Nyhart Co., Inc.</b>	<b>5750 Castle Creek Parkway Suite 245</b>	<b>Indianapolis</b>	<b>Indiana</b>	<b>46250</b>	<b>Amanda Hacker</b>	<b>amanda.hacker@nyhart.com</b>
VIA Actuarial Solutions	121 N Washington Ave, 4th Floor	Minneapolis	Minnesota	55401	Gina Ganab	gganab@viaactuarial.com

**Footnote:** Bold font indicates companies that participated in the bid

## SunLine Transit Agency

**DATE:** September 25, 2024 **DISCUSSION**

**TO:** Finance/Audit Committee  
Board Operations Committee

**FROM:** Luis Garcia, Chief Financial Officer

**RE:** Proposed Modifications to Settlement Authority Process

---

### **Background**

Through internal discussions between staff and General Counsel, staff has identified a need to review and update the Agency's authority and processes for settling tort claims, workers' compensation claims, potential claims, and legal actions filed against the Agency. California law allows the Board of Directors (Board) to delegate authority to employees or committees to allow, compromise, or settle claims. Delegating settlement authority allows the Agency to promptly settle claims and lawsuits, which may result in a more favorable settlement.

Currently, the Agency operates under the following general guidelines:

1. Settlements under \$10,000 are handled through the Agency's insurance pool, Public Entity Risk Management Authority (PERMA), and do not require Board approval.
2. Settlements above \$10,000 are presented to the full Board for approval during closed session.
3. In accordance with Resolution No. 0746, the CEO/General Manager is authorized to make settlement decisions for worker's compensation claims and submit settlement offers to the full Board for approval.
4. The Board Operations Committee is authorized to review and advise on litigation matters, excluding workers' compensation actions.

Staff proposes that the Board adopt a settlement authority policy that clearly delineates the employee or committee that may allow, compromise, or settle general liability and worker's compensation claims and lawsuits, depending on the dollar amount of the claim or lawsuit. Staff's goal is to streamline the settlement process to ensure efficient workflow, maintain transparency and improve accountability. To achieve this, staff is proposing the following changes which are detailed in the draft resolution:



1. The Finance/Audit Committee will review and advise on litigation matters, given its familiarity with settlements. This task will be removed from the Board Operations Committee.
2. The following employees and committee are authorized to settle valid general liability and workers' compensation claims and actions as follows:
  - a. Chief Safety Officer: Up to \$10,000.
  - b. Chief Financial Officer: Over \$10,000 up to \$25,000.
  - c. CEO/General Manager: Over \$25,000 up to \$50,000.
  - d. Finance/Audit Committee: Over \$50,000 up to \$250,000.
  - e. The Board of Directors will settle claims and actions in excess of \$250,000.
3. A staff committee will be formed to handle emergency settlements valued between \$50,000 and \$250,000 when it is not practicable to hold a Finance/Audit Committee meeting. The committee will consist of the CEO/General Manager, Chief Financial Officer, Chief Safety Officer, Chief of Human Relations, and General Counsel. Settlements made by this staff committee will be ratified by the Finance/Audit Committee at its next scheduled meeting.
4. The CEO/General Manager and General Counsel will endeavor to keep the Board informed of matters, or litigation decisions related to matters, that implicate or challenge Agency policy irrespective of the amount of damages sought in the matter.

Following discussions with the Finance/Audit Committee and the Board Operations Committee in September, staff will incorporate any relevant feedback and present the final proposal for approval at the October 23, 2024 Board meeting.

### **Performance Goal**

**Goal 1: Workforce Investment** – The proposed changes will enhance workforce investment by providing staff with clear guidelines and the authority they need to perform their duties confidently.

**Goal 4: Valuable Community Asset** – The proposed changes will improve the Agency's responsiveness to settlement demands and increase transparency by clearly defining roles and responsibilities throughout the process.

Attachments:

- [Item 10a](#) – Settlement Authority Matrix
- [Item 10b](#) – Draft Resolution No. 0808

### Settlement Authority Matrix

Agency	Designee	Limit	Settlement Types
San Joaquin RTD	CEO or designee; General Counsel; CFO	\$100,000	Tort liability, potential claims, claims and/or legal actions
	Board of Directors	in excess of \$100,000	
Santa Cruz Metro	CEO/GM or designee; CFO; General Counsel	\$100,000	Tort liability, potential claim, claim or legal action
	Board of Directors	in excess of \$100,000	
West County WD	GM or designee, upon advice of General Counsel	\$50,000	Administrative claim or lawsuit; workers' compensation claim
	GM	\$50,000	Workers' compensation claim
	Board of Directors	in excess of \$50,000	
GGBH&TD	GM	\$50,000	Liability claims, including workers' compensation and Jones Act claims
	GM or designee	\$50,000	Government tort claims
	Finance-Auditing Committee	\$250,000	
	Board of Directors	above \$250,000	
SamTrans	Third party claims administrator, with oversight by Insurance & Claims Administrator	up to \$5,000	General liability claims and actions
	Insurance & Claims Administrator	up to \$10,000	General liability claims and actions
	CFO, after review by General Counsel	between \$10,001 and \$25,000	General liability claims and actions
	Deputy GM, after review by General Counsel	up to \$25,000	Employment and workers' compensation claims
	GM/CEO, upon recommendation by CFO and General Counsel	between \$25,001 and \$100,000	General liability claims and actions
	GM/CEO, upon recommendation by Deputy GM and General Counsel	between \$25,001 and \$100,000	Employment and workers' compensation claims
	GM/CEO, with concurrence of CFO and General Counsel	\$100,000 or less	Claims District has against other parties
	Board of Directors	in excess of \$100,000	Any settlement in excess of \$100,000; settlement of claim that names GM/CEO, CFO, or General Counsel; claim the District has against another party

## SUNLINE TRANSIT AGENCY

### RESOLUTION NO. 0808

#### **RESOLUTION ADOPTING SETTLEMENT AUTHORITY POLICY FOR GENERAL LIABILITY CLAIMS, WORKERS' COMPENSATION CLAIMS, AND EMERGENCY SETTLEMENTS**

**WHEREAS**, no suit for money or damages may be brought against SunLine Transit Agency (SunLine) unless a written claim has been timely presented to SunLine and rejected in whole or in part; and

**WHEREAS**, SunLine has an obligation to vigorously defend its interest by thoroughly investigating all claims and lawsuits filed against it; and

**WHEREAS**, SunLine desires that all potential claims, claims, and lawsuits filed against it are resolved in a satisfactory manner; and

**WHEREAS**, on June 24, 2015 by Resolution No. 0745, the Board of Directors (Board) established the Finance/Audit Committee, Board Operations Committee, Strategic Planning and Operational Committee, and Taxi Committee, and tasked the Board Operations Committee with reviewing and advising on SunLine litigation, excluding worker's compensation actions; and

**WHEREAS**, on July 29, 2015 by Resolution No. 0746, the Board delegated to the Chief Executive Officer/General Manager the authority to make settlement decisions for worker's compensation claims and submit settlement offers to the full Board for approval; and

**WHEREAS**, SunLine desires to update and make other efficiency improvements in the process, and establish a comprehensive Settlement Authority Policy, which provides a clear delineation of authority to settle claims for all general liability and worker's compensation claims; and

**WHEREAS**, staff recommends that the Board establish a Settlement Authority Policy that will authorize the Chief Safety Officer, Chief Financial Officer, Chief Executive Officer/General Manager, Finance/Audit Committee, and a committee of staff to settle certain valid general liability and worker's compensation claims up to certain dollar values specified below.

**NOW THEREFORE, BE IT RESOLVED** that the Board of Directors of SunLine Transit Agency hereby rescinds Resolution No. 0746.

**BE IT FURTHER RESOLVED**, that the Board hereby tasks the Finance/Audit Committee with reviewing and advising on SunLine litigation and removes this task from the Board Operations Committee.

**BE IT FURTHER RESOLVED**, that the Board hereby establishes a Settlement Authority Policy for general liability and worker's compensation claims as follows:

a. The Chief Safety Officer is authorized to settle valid general liability and worker's compensation claims and actions up to \$10,000; and

b. The Chief Financial Officer is authorized to settle valid general liability and worker's compensation claims and actions over \$10,000 and up to \$25,000; and

c. The Chief Executive Officer/General Manager is authorized to settle valid general liability and worker's compensation claims and actions over \$25,000 and up to \$50,000; and

d. The Finance/Audit Committee, upon recommendation by the Chief Executive Officer/General Manager and/or General Counsel, is authorized to settle valid general liability and worker's compensation claims and actions over \$50,000 and up to \$250,000; and

e. The Board of Directors, upon recommendation by the Finance/Audit Committee and/or General Counsel, is authorized to settle valid general liability and worker's compensation claims and actions in excess of \$250,000, and to authorize payment of the same.

**BE IT FURTHER RESOLVED**, that for emergency situations when it is not practicable to hold a Finance/Audit Committee meeting, a staff committee consisting of the Chief Executive Officer/General Manager, Chief Financial Officer, Chief Safety Officer, Chief of Human Resources, and General Counsel may settle valid general liability and worker's compensation claims that have a financial impact of over \$50,000 and up to \$250,000. Settlements made by this staff committee will be ratified by the Finance/Audit Committee at its next scheduled meeting.

**BE IT FURTHER RESOLVED**, in all potential claims, claims, or legal actions that are allowed, compromised or settled, pursuant to the Board of Director's actions hereunder, the Chief Financial Officer will be responsible, upon written order of General Counsel and the Chief Executive Officer/General Manager and in accordance with the terms of such allowance, compromise or settlement, to cause the necessary check to be issued in an amount for which such liability, potential claim, claim, or legal action has been allowed, compromised or settled pursuant to this resolution.

**BE IT FURTHER RESOLVED**, that the Chief Executive Officer/General Manager and General Counsel shall endeavor to keep the Board informed of matters, or litigation decisions related to matters, that implicate or challenge agency policy irrespective of the amount of damages sought in the matter.

APPROVED AND ADOPTED by the Board of Directors of SunLine Transit Agency on the 25th day of September, 2024

AYES:

NOES:

ABSENT:

---

Nancy Ross  
Chair of the Board

ATTEST:

---

Edith Hernandez  
Clerk of the Board

APPROVED AS TO FORM:

---

General Counsel  
Catherine Groves