



SunLine Transit Agency/  
 SunLine Services Group  
 October 23, 2024  
 12:00 p.m.

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

**Board 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 to the Board 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 disability-related modification(s) and/or interpreter services are needed to participate in a Board meeting. Notification of at least 72 hours prior to the meeting time will assist staff in ensuring reasonable arrangements can be made to provide assistance at the meeting.

\*\*\*\*\*

**ITEM**

**RECOMMENDATION**

**1. CALL TO ORDER**

*Note: All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.*

**2. FLAG SALUTE**

**3. ROLL CALL**

ITEM

RECOMMENDATION

4. FINALIZATION OF AGENDA

5. PUBLIC COMMENTS

RECEIVE COMMENTS

**NON AGENDA ITEMS**

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

6. PRESENTATIONS

a) **Ophelia Girls Project**  
(Presenter: Kippy Laflame, JFK Foundation)

(PAGE 4-10)

7. BOARD MEMBER COMMENTS

RECEIVE COMMENTS

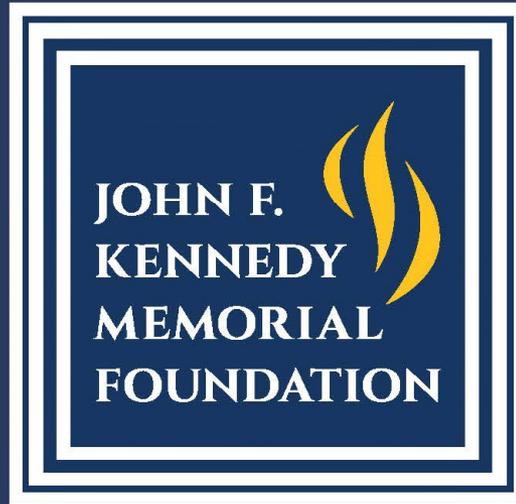
8. CONSENT CALENDAR

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

**APPROVE**

- 8a) Acceptance of Checks \$1,000 and Over Report for August 2024 (PAGE 11-15)
- 8b) Acceptance of Credit Card Statement for August 2024 (PAGE 16-28)
- 8c) Acceptance of Monthly Budget Variance Report for August 2024 (PAGE 29-33)
- 8d) Acceptance of Contracts Signed in Excess of \$25,000 Report for August 2024 (PAGE 34-35)
- 8e) Acceptance of Union & Non-Union Pension Investment Asset Summary August 2024 (PAGE 36-47)
- 8f) Acceptance of Quarterly Performance Summary for Pension Plans Q2 Calendar Year 2024 (PAGE 48-52)
- 8g) Acceptance of Ridership Report for August 2024 (PAGE 53-56)
- 8h) Acceptance of SunDial Operational Notes for August 2024 (PAGE 57-59)
- 8i) Acceptance of Metrics for August 2024 (PAGE 60-83)
- 8j) Acceptance of Quarterly Capital Projects Update for 3rd Quarter Calendar Year 2024 (PAGE 84-88)

<b><u>ITEM</u></b>	<b><u>RECOMMENDATION</u></b>
8k) Acceptance of Board Member Attendance Report for September 2024	(PAGE 89-90)
8l) Approval of Joint Board Meeting Minutes for September 25, 2024	(PAGE 91-93)
8m) Acceptance of SSG/SRA Checks \$1,000 and Over Report for August 2024	(PAGE 94-95)
8n) Acceptance of SSG Monthly Budget Variance Report for August 2024	(PAGE 96-98)
8o) Acceptance of Taxi Trip Data Report – August 2024	(PAGE 99-100)
<b>9. APPROVAL OF BOARD MEETING DATES FOR CALENDAR YEAR 2025</b> (Glenn Miller, Chair of Board Operations Committee; Staff: Edith Hernandez, Clerk of the Board/Director of Legislative Affairs)	<b>APPROVE</b> (PAGE 101-102)
<b>10. ADOPTING SETTLEMENT AUTHORITY POLICY</b> (Glenn Miller, Chair of Board Operations Committee; Staff: Luis Garcia, Chief Financial Officer)	<b>APPROVE</b> (PAGE 103-108)
<b>11. FIRST READING OF SUNLINE SERVICES GROUP (SSG) ORDINANCE NO. 2024-02, TAXICAB SERVICE ORDINANCE</b> (Kathleen Kelly, Chair of Taxi Committee; Staff: Jill Plaza, Taxi/Contracted Transportation Services Administrator)	<b>APPROVE</b> (PAGE 109-164)
<b>12. LEGISLATIVE UPDATE</b> (Staff: Edith Hernandez, Clerk of the Board/Director of Legislative Affairs)	<b>INFORMATION</b> (PAGE 165)
<b>13. CEO/GENERAL MANAGER’S REPORT</b>	
<b>14. NEXT MEETING DATE</b>  December 4, 2024 at 12 p.m. Board Room 32-505 Harry Oliver Trail Thousand Palms, CA 92276	
<b>15. ADJOURN</b>	



**Our value - Our worth**

# Ophelia Program

## What we are working against in Riverside County



- ✓ 94% of LOCAL students qualify for free or reduced meals
- ✓ Among the highest rates for drop out & chronic absenteeism
- ✓ 26% of girls who do drop out get pregnant while still in their teens
- ✓ 37% lack a caring adult relationship in their lives
- ✓ Falling confidence levels of teen girls

# Ophelia Program

## Harnessing the Power of Mentoring for 25+ Years



- ✓ Woman mentoring program for girls from 8<sup>th</sup> to 12<sup>th</sup> grade
- ✓ Currently in 20 schools in ALL districts
- ✓ Over 7,000 Ophelia Girls mentored
- ✓ 100% graduated high school with college and career plans

# Education and Outreach Program

## What We Are Working Against in Riverside County



- 63 new cases of child abuse and neglect reported EVERY day
- Caseworkers responded to 51,500 reports in 2021
- Between 1,200 to 1,600 children entered foster care annually
- In 2020, 52% entering foster care were 5 years old or younger
- Only 3% of former foster youth earn a college degree

# Education and Outreach Program

## Proven Prevention Strategies



*Team of nine (9) JFK Foundation staff educators, using four (4) different programs, visit vulnerable and disadvantaged families focused on:*

- Parental resilience
- Social connections
- Knowledge of parenting and child development
- Offer concrete support in times of need
- Social and emotional competence of children

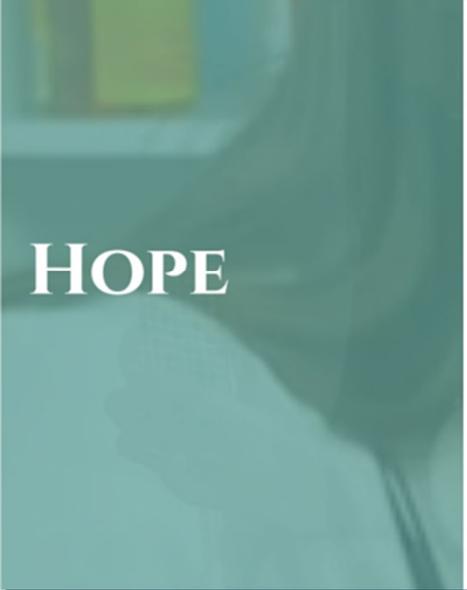
# Healthy Families Clinic

21 years of pediatric care to low-income families

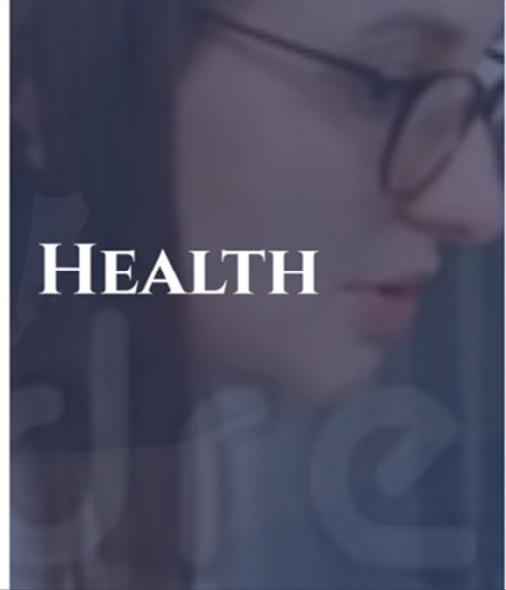


- Dr. Ramos, Clinic Pediatrician
- ~ 4,800 patients /year
- Serving Yucca Valley to Blythe
- 21% from Palm Springs/Rancho Mirage
- 33% from Palm Desert
- Reach Out and Read Program

# Questions?



HOPE



HEALTH



OPPORTUNITY

*Thank you to the  
SunLine Transit Agency Board  
for your continued support*

[www.jfkfoundation.org](http://www.jfkfoundation.org)

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

DATE: October 23, 2024

**RECEIVE & FILE**TO: Finance/Audit Committee  
Board of Directors

RE: Checks \$1,000 and Over Report August 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 August which required signature from the Chair or Vice Chair.

<b>Vendor</b>	<b>Check #</b>	<b>Amount</b>
<i>New Flyer of America Inc.</i>	697104	\$1,077,443.18
<i>Three Peaks Corp.</i>	697020	\$417,830.96
<i>Integrated Cryogenic Solutions LLC</i>	696991	\$58,012.99

Recommendation:

Receive and file.

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

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
NEW FLYER OF AMERICA INC.	WIP-Hydrogen Fuel Cell Buses- Project Acct #2401-01	697104	08/26/2024	1,077,443.18
THREE PEAKS CORP	WIP- Coachella Transit Hub- Project Acct#2212-00	697020	08/14/2024	417,830.96
CALPERS	Group Health Premiums	697040	08/21/2024	401,298.12
PERMA - INSURANCE	Jul-Sept 2024 Liability Trust Account	696930	08/07/2024	122,486.00
IMPERIAL IRRIGATION DIST	Utilities	696989	08/14/2024	92,707.85
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	697092	08/21/2024	89,008.34
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	696953	08/07/2024	80,558.74
SO CAL GAS CO.	Utilities	697015	08/14/2024	78,972.77
INTEGRATED CRYOGENIC SOLUTIONS LLC	Fuel - Liquid Hydrogen	696991	08/14/2024	58,012.99
ANEW RNG, LLC	Utilities	696966	08/14/2024	50,344.63
SHUTTLE BUS LEASING	Vehicle/Bus Leasing	696942	08/07/2024	49,600.00
HANSON BRIDGETT LLP	Legal Service	696986	08/14/2024	47,437.08
HANSON BRIDGETT LLP	Legal Service	697065	08/21/2024	46,788.46
MUTUAL OF OMAHA INSURANCE COMPANY	Supplement Benefits LTD/STD/LIFE Ins Prem	697072	08/21/2024	45,420.48
PALMER KAZANJIAN WOHL HODSON LLP	Legal Service	697006	08/14/2024	44,605.40
INSIGHT PUBLIC SECTOR, INC.	WIP-Information Technology Project-Project Acct#2002-02	696917	08/07/2024	44,478.16
ATKINSON, ANDELSON, LOYA RUUD AND ROMO	Legal Service	697036	08/21/2024	44,352.00
REMIX TECHNOLOGIES LLC	Computer/Network Software Agreement	696955	08/07/2024	38,500.00
VICTORIOUS GOLD PARTNERS, LLC.	Consulting	696956	08/07/2024	38,343.19
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	697026	08/14/2024	36,885.21
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	696959	08/07/2024	36,767.76
SOUTHWEST PLUMBING, INC.	WIP-Facility Maintenance Upgrade-Project Acct#2413-10	697016	08/14/2024	31,650.00
A AND A FLEET PAINTING INC	WIP-Bus Rehabilitation Painting and Decals-Project Acct#2415	696890	08/07/2024	31,328.44
SUMMIT STUDIOS, LLC	Advertising	696889	08/02/2024	29,300.00
A AND A FLEET PAINTING INC	WIP-Bus Rehabilitation Painting and Decals-Project Acct#2415	697105	08/28/2024	27,528.44
MICHELIN NORTH AMERICA, INC.	Lease Tires Services	697071	08/21/2024	24,133.77
INSIGHT STRATEGIES INC	Consulting	696990	08/14/2024	20,840.56
VERIZON WIRELESS	Wireless Telephone Service	697024	08/14/2024	20,768.77
TRAPEZE SOFTWARE GROUP INC.	Computer/Network Software Agreement	697091	08/21/2024	19,825.00
BURKE, WILLIAMS & SORENSEN, LLP	Legal Service	696970	08/14/2024	19,148.58
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	697102	08/21/2024	18,572.00
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	697150	08/28/2024	18,407.85
TEC EQUIPMENT, INC.	Inventory Repair Parts	697019	08/14/2024	15,555.56
N/S CORPORATION	WIP-Fixed Assets Facility Improvements-Project Acct#2413-12	697134	08/28/2024	14,853.66
VEHICLE TECHNICAL CONSULTANTS, INC.	WIP-Replacement Paratransit Vehicles-Project Acct#2205-01	697097	08/21/2024	12,500.00
TRUGUARD SECURITY SERVICES, INC	Security Guard Services	697147	08/28/2024	12,119.80
AMAZON CAPITAL SERVICES, INC	WIP-Fixed Assets-Maint Equipment-Project Acct#2310-01	696964	08/14/2024	11,716.69
GENFARE, LLC	Inventory Repair Parts	697124	08/28/2024	10,780.29
JACKSON LEWIS P.C.	Insurance Loss	696918	08/07/2024	9,908.88

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

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
DYNAMIC BUILDING MAINTENANCE INC	Janitorial Services	697120	08/28/2024	9,519.00
TOWNSEND PUBLIC AFFAIRS, INC	Consulting-General	697089	08/21/2024	9,500.00
PLAZA TOWING, INC.	Towing Services	697009	08/14/2024	9,417.59
VICTORIOUS GOLD PARTNERS, LLC.	Consulting	697098	08/21/2024	9,000.00
CENTER FOR TRANSPORTATION AND THE LAWCX	WIP-Liquid Hydrogen Refueling- Project Acct#2211-02 WC-Insurance Premium	697113 697131	08/28/2024 08/28/2024	8,463.98 7,697.00
STANTEC ARCHITECTURE, INC.	WIP-Hydrogen Refueling Station- Project Acct#2014-00	696947	08/07/2024	7,519.96
CENTER FOR TRANSPORTATION AND THE	WIP-Liquid Hydrogen Refueling - Project Acct#2211-02	697044	08/21/2024	7,404.89
ALLIED REFRIGERATION, INC	Freon & Coolant	697029	08/21/2024	7,300.80
SONSRAY FLEET SERVICES	Inventory Repair Parts	696951	08/07/2024	7,233.70
BURKE, WILLIAMS & SORENSEN, LLP	Legal Service	697037	08/21/2024	7,170.80
COACH GLASS	Inventory Repair Parts	696919	08/07/2024	6,996.00
NFI PARTS	Inventory Repair Parts	696891	08/07/2024	6,759.28
AMALGAMATED TRANSIT UNION	Union Dues	697030	08/21/2024	6,704.86
AMALGAMATED TRANSIT UNION	Union Dues	696894	08/07/2024	6,668.52
NAPA AUTO PARTS	Inventory Repair Parts	696999	08/14/2024	6,296.38
THE LEFLORE GROUP LLC	WIP-Liquid Hydrogen Refueling - Project Acct#2211-02	697142	08/28/2024	6,280.95
JOSEPH LYNN FRIEND	Contracted Services	696995	08/14/2024	6,210.00
US BANK VOYAGER FLEET SYSTEMS	Unleaded/Diesel Fuel	697022	08/14/2024	6,059.31
HEPTAGON SEVEN CONSULTING, INC.	WIP-Security Fence Upgrade DIV01-Project Acct#2202-00	696916	08/07/2024	5,925.00
JACKSON LEWIS P.C.	Insurance Loss	697067	08/21/2024	5,832.00
HD INDUSTRIES	Inventory Repair Parts	697127	08/28/2024	5,611.42
SPROUT SOCIAL, INC.	Contracted Services	696946	08/07/2024	5,292.48
RIDECO US INC	SunRide Ride Share Expenses	697010	08/14/2024	5,164.70
COACHELLA VALLEY ECONOMIC PARTNERSHIP	Membership & Subscriptions	696976	08/14/2024	5,000.00
TPX COMMUNICATIONS	Communication Service	697090	08/21/2024	4,829.85
FRANKLIN TRUCK PARTS, INC	Inventory Repair Parts	696982	08/14/2024	4,578.54
CALIFORNIA DENTAL NETWORK, INC.	Dental Benefits	696901	08/07/2024	4,386.15
JESSE FRESCAS JR.	WIP- Coachella Transit Hub- Project Acct#2212-00	696994	08/14/2024	4,320.00
PLAZA TOWING, INC.	Towing Services	697076	08/21/2024	4,000.00
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	697074	08/21/2024	3,951.41
SAFETY-KLEEN CORPORATION	Contract Svc-Haz Waste Removal	697013	08/14/2024	3,820.68
CHARTER COMMUNICATIONS	Utilities	696945	08/07/2024	3,752.06
NFI PARTS	Inventory Repair Parts	697106	08/28/2024	3,746.57
FORENSIC DRUG TESTING SERVICES	Alcohol & Drug Testing	696981	08/14/2024	3,731.75
AMERICAN MOVING PARTS	Inventory Repair Parts	697111	08/28/2024	3,710.66
PROFESSIONAL PLASTICS INC	Bus Stop Supplies	696932	08/07/2024	3,625.79
ROBERT HALF	Temporary Help	697141	08/28/2024	3,567.20
ROBERT HALF	Temporary Help	697081	08/21/2024	3,567.20

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

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
ROBERT HALF	Temporary Help	697011	08/14/2024	3,567.20
DECALS BY DESIGN, INC.	Staff Development	697048	08/21/2024	3,521.52
PLAZA TOWING, INC.	Towing Services	697139	08/28/2024	3,475.00
SUNBELT RENTALS, INC.	WIP-Facility Maintenance Upgrade-Project Acct#2413-10	696948	08/07/2024	3,470.14
ROBERT HALF	Temporary Help	696937	08/07/2024	3,444.20
ENTECH OIL INC	Lubricants- Oil	696978	08/14/2024	3,348.87
ALPHA MEDIA LLC	Advertising	696963	08/14/2024	3,333.00
PRUDENTIAL OVERALL SUPPLY	Uniforms	696933	08/07/2024	3,119.36
ANDREA CARTER & ASSOCIATES	Marketing & Communication Services	697034	08/21/2024	3,100.00
AMERICAN MOVING PARTS	Inventory Repair Parts	697033	08/21/2024	3,064.21
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	697012	08/14/2024	3,048.05
ENTECH OIL INC	Lubricants- Oil	697122	08/28/2024	2,990.06
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	697137	08/28/2024	2,936.13
IMPERIAL IRRIGATION DIST	Utilities	697066	08/21/2024	2,916.49
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	696902	08/07/2024	2,888.61
OPW FUELING COMPONENTS	Repair Parts-CNG	697073	08/21/2024	2,851.06
CPAC INC.COM	Computer/Network Software Agreement	697116	08/28/2024	2,848.50
DAVID RZEPINSKI CONSULTING	Consulting	696907	08/07/2024	2,827.50
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	697041	08/21/2024	2,795.13
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	696939	08/07/2024	2,715.27
HOME DEPOT CREDIT SERVICES	Bus Stop Supplies	696987	08/14/2024	2,687.48
SECTRAN SECURITY INC.	Bank Adjustment Fees	697144	08/28/2024	2,654.44
NFI PARTS	Inventory Repair Parts	697027	08/21/2024	2,594.00
YELLOW CAB OF THE DESERT	Taxi Voucher Program	697103	08/21/2024	2,573.40
MAKAI SOLUTIONS	Equipment Repair-Shop Equipment	696997	08/14/2024	2,438.22
GRAINGER	Inventory Repair Parts	697064	08/21/2024	2,373.83
ANDERSON COMMUNICATIONS	Radio Repeater Hill Top Rental	696897	08/07/2024	2,205.02
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	696971	08/14/2024	2,201.60
LUIS GARCIA	Reimbursement Expense	696921	08/07/2024	2,171.29
GALLAGHER BENEFIT SERVICES, INC	Consulting-General	696983	08/14/2024	2,100.00
COMPLETE COACH WORKS	Inventory Repair Parts	696905	08/07/2024	2,078.82
CMD CORPORATION	Inventory Repair Parts	696974	08/14/2024	2,032.99
AMAZON CAPITAL SERVICES, INC	Bus Stop Supplies	697110	08/28/2024	1,966.30
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	697083	08/21/2024	1,929.35
QUICK FIX AUTO GLASS	Repair Parts-Fixed Route	697107	08/28/2024	1,900.00
C V WATER DISTRICT	Utilities	697114	08/28/2024	1,829.48
OMNITRACS, LLC	General Services	696926	08/07/2024	1,820.00
PAUL MATTERN	Reimbursement Expense	697138	08/28/2024	1,800.53
ALLDATA LLC	Computer/Network Software Agreement	697028	08/21/2024	1,800.00

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

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
NORTHERN SAFETY COMPANY, INC.	Inventory Repair Parts	696924	08/07/2024	1,765.55
FASTENAL COMPANY	Shop Supplies	697056	08/21/2024	1,744.46
SAFEWAY SIGN COMPANY	Bus Stop Supplies	697143	08/28/2024	1,687.16
EDITH HERNANDEZ	Reimbursement Expense	696908	08/07/2024	1,632.59
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	696899	08/07/2024	1,628.05
WALTERS WHOLESALE ELECTRIC CO.	WIP-LQ Hydrogen Refueling Infrastructure-Project Acct#2214	697099	08/21/2024	1,595.79
SAFETY-KLEEN CORPORATION	Contract Svc-Haz Waste Removal	697084	08/21/2024	1,588.91
PARKHOUSE TIRE, INC.	Inventory Repair Parts	697075	08/21/2024	1,559.08
GARON WYATT INVESTIGATIVE SERVICES, LLC.	Insurance Loss	697062	08/21/2024	1,556.50
SMITTY'S AUTO PAINT OF HEMET	Body Shop Supplies	697146	08/28/2024	1,530.78
FRONTIER COMMUNICATIONS	Utilities- OPS Bldg	697061	08/21/2024	1,525.00
BROADLUX, INC.	Contract Services-General	696898	08/07/2024	1,480.00
MILE3 WEB DEVELOPMENT	Website Maintenance	696998	08/14/2024	1,470.00
LUMINATOR TECHNOLOGY GROUP	Inventory Repair Parts	697070	08/21/2024	1,433.10
GRAINGER	Freon & Coolant	697126	08/28/2024	1,317.03
JESSUP AUTO PLAZA	Inventory Repair Parts	696931	08/07/2024	1,282.67
RIVERSIDE COUNTY SHERIFF'S OFFICE	Garnishment	697080	08/21/2024	1,259.04
AMAZON CAPITAL SERVICES, INC	IT supplies	696895	08/07/2024	1,194.61
JOHN M. ELLSWORTH CO., INC.	Facility Maintenance	697068	08/21/2024	1,162.43
TOTAL CARE WORK INJURY CLINIC	Medical Exam & Testing	697025	08/14/2024	1,125.00
ULINE, INC.	Facility Maintenance	697148	08/28/2024	1,114.62
AMAZON CAPITAL SERVICES, INC	Facility Maintenance	697031	08/21/2024	1,094.14
GENFARE, LLC	Inventory Repair Parts	696914	08/07/2024	1,066.39
TOKEN TRANSIT, INC	Mobile Ticketing Commission	697021	08/14/2024	1,066.24
CITY CAB	Taxi Voucher Program	697085	08/21/2024	1,050.00
TEAMSTERS LOCAL 1932	Union Dues	696950	08/07/2024	1,029.26
TEAMSTERS LOCAL 1932	Union Dues	697088	08/21/2024	1,029.26
KORE CONTROLS, LLC	Facility Maintenance	697130	08/28/2024	1,015.00
QUADIANT FINANCE USA, INC.	Postage	697077	08/21/2024	1,000.00
<b>Total Checks Over \$1,000</b>	\$3,663,815.80			
<b>Total Checks Under \$1,000</b>	\$34,317.53			
<b>Total Checks</b>	\$3,698,133.33			

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

DATE: October 23, 2024

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Credit Card Statement for August 2024

Summary:

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

Recommendation:

Receive and file.



Reporting Period : 8/1/2024 - 8/30/2024

**Statement Summary**

<b>Name</b>	Ray Stevens	<b>Company</b>	Sunline Transit Agency
<b>Account #</b>	XXXX-XXXX-XXXX [REDACTED]	<b>Currency</b>	US Dollar
<b>Reporting Period</b>	8/1/2024 - 8/30/2024		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 7/31/2024	8/1/2024	Ctc-Vis 279-842-9957, CA					330.00
		Purchase Ctc-Vis	General Ledger Code: 5099900002				
		PR 21637 - CARB - Clean Truck Reporting 2024 Fees				Maintenance Department	
<hr/>							
2 7/31/2024	8/1/2024	Ctc-Vis *svc 279-842-9957, MD					9.87
		Purchase Ctc-Vis *svc	General Ledger Code: 5099900002				
		PR 21637 - CARB - Clean Truck Reporting 2024 Fees ( Service Fee)				Maintenance Department	
<hr/>							
3 8/1/2024	8/2/2024	Sams Club #6609 Palm Desert, CA					281.06
		Purchase Sams Club #6609	General Ledger Code: 5099900002				
		PR 21616 Pallet of Water for Maintenance				Maintenance Department	
<hr/>							
4 8/1/2024	8/2/2024	Sams Club#6609 Palm Desert, CA					5.98
		Purchase Sams Club#6609	General Ledger Code: 5099900002				
		PR 21616 Pallet of Water for Maintenance				Maintenance Department	
<hr/>							
5 8/1/2024	8/2/2024	Haws Co Httpshawscopa, NV					318.94
		Purchase Haws Co	General Ledger Code: 5099900002				
		PR 21624 SK6 Cane Detector				Performance Department	
<hr/>							

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
6 8/1/2024	8/5/2024	Southwes 800-435-9792, TX					309.96
		Purchase Southwes	General Ledger Code: 5090200000				
		Approve Travel for Luis Garcia - Flight Charge - Meeting with State Representative				Finance Department	
<hr/>							
7 8/2/2024	8/5/2024	Expedia 72888937197414 Expedia.Com, WA					3,110.20
		Purchase Expedia 72888937197414	General Ledger Code: 5090200000				
		Lodging for Mona Babauta - Transit of Good Repair Conference				Executive Department	
<hr/>							
8 8/2/2024	8/5/2024	Expedia 72888982219416 Expedia.Com, WA					202.92
		Purchase Expedia 72888982219416	General Ledger Code: 5090200000				
		Approved Travel for Edith Hernandez - Lodging Charge - Meeting with Legislative Officials				Finance Department	
<hr/>							
9 8/2/2024	8/5/2024	Expedia 72888930728468 Expedia.Com, WA					-733.98
		Credit Voucher Expedia 72888930728468	General Ledger Code: 5090200000				
		Refund for Lodging for Mona Babauta - The night of August 14, 2024 was removed from booking				Executive Department	
<hr/>							
10 8/2/2024	8/5/2024	Southwes 800-435-9792, TX					309.96
		Purchase Southwes	General Ledger Code: 5090200000				
		Approve Travel for Edith Hernandez - Flight Charge - Meeting with Legislative Officials				Executive Department	
<hr/>							
11 8/2/2024	8/5/2024	Expedia 72888930728468 Expedia.Com, WA					953.72
		Purchase Expedia 72888930728468	General Ledger Code: 5090200000				
		Lodging for Mona Babauta - Meeting with Legislative Officials				Executive Department	
<hr/>							

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
12 8/3/2024	8/5/2024	Courtyard By Marriott Larkspur, CA					382.42
		Purchase Courtyard By Marriott	General Ledger Code: 5090200000				
		Lodging for Mona Babauta - Transit for Good Repair Conference		Executive Department			
<hr/>							
13 8/3/2024	8/5/2024	Expedia 72888937197414 Expedia.Com, WA					-3,110.20
		Credit Voucher Expedia 72888937197414	General Ledger Code: 5090200000				
		Lodging Cancellation for Mona Babauta - Transit of Good Repair Conference		Executive Department			

Transaction Count: 13

**Total: 2,370.85**

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**SunLine Transit Agency Visa Credit Card Statement**

**Closing Date: 8/31/2024**

**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	07/31/24	8/1/2024	CTC-VIS	CARB- Clean Truck Reporting Fee	\$ -	\$ 330.00
2	07/31/24	8/1/2024	CTC-VIS	CARB- Clean Truck Reporting Fee (Service Fee)	\$ -	\$ 9.87
3	08/01/24	8/2/2024	Sam's Club #6609	Pallet of Water for Maintenance Department	\$ -	\$ 281.06
4	08/01/24	8/2/2024	Sam's Club #6609	Water for Maintenance Department	\$ -	\$ 5.98
5	08/01/24	8/2/2024	Haws Co	Cane Detector for Coachella Hub (ADA)	\$ -	\$ 318.94
6	08/01/24	8/5/2024	Southwest	Approve Travel for Luis Garcia - Flight Charge. Meeting with State Representatives	\$ -	\$ 309.96
7	08/02/24	8/5/2024	Expedia	Lodging for Mona Babauta - Transit of Good Repair Conference (Refunded)	\$ -	\$ 3,110.20
8	08/02/24	8/5/2024	Expedia	Approve Travel for Edith Hernandez - Lodging Charge. Meeting with State Representatives	\$ -	\$ 202.92
9	08/02/24	8/5/2024	Expedia	Lodging for Mona Babauta - August 14, 2024 Removed from Booking	\$ 733.98	\$ -
10	08/02/24	8/5/2024	Southwest	Approve Travel for Edith Hernandez - Meeting with State Representatives	\$ -	\$ 309.96
11	08/02/24	8/5/2024	Expedia	Lodging for Mona Babauta - Meeting with Legislative Officials	\$ -	\$ 953.72
12	08/03/24	8/5/2024	Courtyard By Marriot	Lodging for Mona Babauta - Transit of Good Repair Conference	\$ -	\$ 382.42
13	08/03/24	8/5/2024	Expedia	Lodging Cancellation for Mona Babauta - Transit of Good Repair Conference (Refund from line 7)	\$ 3,110.20	\$ -
					<b>\$ 3,844.18</b>	<b>\$ 6,215.03</b>



Reporting Period : 8/1/2024 - 8/30/2024

**Statement Summary**

<b>Name</b>	Walter Watcher	<b>Company</b>	Sunline Transit Agency
<b>Account #</b>	XXXX-XXXX-XXXX-████	<b>Currency</b>	US Dollar
<b>Reporting Period</b>	8/1/2024 - 8/30/2024		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 8/7/2024	8/9/2024	Sams Club#6609 Palm Desert, CA					287.04
		Purchase Sams Club#6609	General Ledger Code: 5099900002 Fund: 00				
		Pallet of Water for Operations			Operations Department		
2 8/8/2024	8/8/2024	Zazzle Inc 888-892-9953, CA					150.81
		Purchase Zazzle Inc	General Ledger Code: 5099900002 Fund: 00				
		PR 21663 - Board Name Tags			Executive Department		
3 8/8/2024	8/9/2024	Expedia 72892912926493 Expedia.Com, WA					574.68
		Purchase Expedia 72892912926493	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Edith Hernandez - Lodging Charge - APTA TRANSform Conference			Executive Department		
4 8/8/2024	8/9/2024	Expedia 72892893031857 Expedia.Com, WA					8.24
		Purchase Expedia 72892893031857	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Mark Perri - Expedia Charge - ZEB Conference			Maintenance Department		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
5 8/8/2024	8/12/2024	United United.Com, TX					162.97
Purchase United			General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Mark Perri - Flight Charge - ZEB Conference							
				Maintenance Department			
6 8/8/2024	8/12/2024	Alaska Air Seattle, WA					281.19
Purchase Alaska Air			General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Dioselyn Ayala - Flight Charge - MPACT Transit and Community Conference							
				Planning Department			
7 8/8/2024	8/12/2024	Delta Air Seattle, WA					328.98
Purchase Delta Air			General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Mark Perri - Flight Charge - Zeb Conference							
				Maintenance Department			
8 8/8/2024	8/12/2024	Alaska Air Seattle, WA					191.19
Purchase Alaska Air			General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Jessica Leon - Latinos in Transit and Leadership Academy Summit 2024 (LITLA)							
				Planning Department			
9 8/9/2024	8/12/2024	Live Chat 617-275-2400, MA					3,540.00
Purchase Live Chat			General Ledger Code: 5030300011 Fund: 00				
PR 21664 - Live Chat for SunLine Website							
				Marketing Department			
10 8/9/2024	8/12/2024	Apta 202-4964800, DC					1,075.00
Purchase Apta			General Ledger Code: 5090100000 Fund: 00				
Approved Travel for Edith Hernandez - Conference Charge - APTA TRANSform Conference							
				Executive Department			

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
11 8/12/2024	8/13/2024	Eb Valley-Wide Employ 801-413-7200, CA					145.00
		Purchase Eb Valley-Wide Employ	General Ledger Code: 5039903800 Fund: 00				
		Valley Wide Employee Expo			HR Department		
12 8/13/2024	8/15/2024	Alaska Air Seattle, WA					226.19
		Purchase Alaska Air	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Edith Hernandez - Flight Charge - Latinos in Transit Leadership Academy Summit 2024 (LITLA)			Executive Department		
13 8/13/2024	8/15/2024	Hyatt Regency Sacramento 9164431234, CA					203.25
		Purchase Hyatt Regency Sacramento	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Luis Garcia - Lodging Charge - Meeting with State Representative			Finance Department		
14 8/14/2024	8/15/2024	Autograph Mayflower Washington, DC					1,062.10
		Purchase Autograph Mayflower	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Magali Jimenez - Lodging Charge - APTA Workforce Summit			HR Department		
15 8/14/2024	8/15/2024	Autograph Mayflower Washington, DC					1,593.15
		Purchase Autograph Mayflower	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Tamara Miles - Lodging Charge - APTA Sustainability Workshop & APTA Workforce			HR Department		
16 8/14/2024	8/15/2024	Autograph Mayflower Washington, DC					796.58
		Purchase Autograph Mayflower	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Paul Mattern - Lodging Charge - APTA Sustainability / Operations and Scheduling Workshop			Planning Department		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
17 8/14/2024	8/15/2024	Autograph Mayflower Washington, DC					796.58
		Purchase Autograph Mayflower	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Dioselyn Ayala - Lodging Charge - APTA Sustainability / Operations and Scheduling Workshop					
18 8/15/2024	8/16/2024	Csusb 800-3398131, CA					350.00
		Purchase Csusb	General Ledger Code: 5090200001 Fund: 00				
		PR 21680 CSUSB Career Center Fall 2024 Showcase					
19 8/16/2024	8/19/2024	Mpact Registration Www.Mpactmobi, MN					595.00
		Purchase Mpact Registration	General Ledger Code: 5099900002 Fund: 00				
		Approved Travel for Dioselyn Ayala - Conference Charge - MPACT Transit and Community Conference					
20 8/16/2024	8/19/2024	American Air Fort Worth, TX					391.95
		Purchase American Air	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Paul Matern - Flight Charge - MPACT Transit and Community Conference					
21 8/16/2024	8/19/2024	American Air Fort Worth, TX					337.96
		Purchase American Air	General Ledger Code: 5090200000 Fund: 00				
		Approved Travel for Dioselyn Ayala - Flight Charge - MPACT Transit and Community Conference					
22 8/16/2024	8/19/2024	Autograph Mayflower Washington, DC					1,327.63
		Purchase Autograph Mayflower	General Ledger Code: 5090200000 Fund: 00				
		Travel for Mona Babauta - APTA Sustainability Workshop & APTA Workforce					

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
23 8/16/2024	8/19/2024	Burrtec Waste And Recycli 760-3402113, CA					812.76
Purchase Burrtec Waste And Recycli			General Ledger Code: 5050200001 Fund: 00				
PR 21703 and PR 21704 Portable Washroom Rental				Maintenance Department			
24 8/16/2024	8/19/2024	Mpact Registration Www.Mpactmobi, MN					640.00
Purchase Mpact Registration			General Ledger Code: 5099900002 Fund: 00				
Approved Travel for Paul Matern - Conference Charge - MPACT Transit and Community Conference				Planning Department			
25 8/16/2024	8/22/2024	Alaska Air Seattle, WA					60.01
Purchase Alaska Air			General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Edith Hernandez - Flight Charge - Latinos in Transit Leadership Academy Summit 2024 (LITLA)				Executive Department			
26 8/19/2024	8/20/2024	Expedia 72900806499263 Expedia.Com, WA					650.53
Purchase Expedia 72900806499263			General Ledger Code: 5090200000 Fund: 00				
Lodging Charge for Mona Babauta - ZEB Conference				Executive Department			
27 8/21/2024	8/22/2024	Gcvcc Www.Gcvcc.Org, CA					1,250.00
Purchase Gcvcc			General Ledger Code: 5090100000 Fund: 00				
PR 21725 Greater Coachella Valley All Mayors Event				Marketing Department			
28 8/22/2024	8/23/2024	Zazzle Inc 888-892-9953, CA					81.74
Purchase Zazzle Inc			General Ledger Code: 5099900002 Fund: 00				
PR 21739 Costumer Service Name Tags							

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
29 8/26/2024	8/27/2024	Samsclub #6609 Palm Desert, CA					287.04
Purchase Samsclub #6609			General Ledger Code: 5099900002 Fund: 00				
PR 21744 Pallet of Water for Maintenance Department				Maintenance Department			
30 8/29/2024	8/30/2024	Canva* I04258-83347005 Httpscanva.Co, DE					119.99
Purchase Canva* I04258-83347005			General Ledger Code: 5099900002 Fund: 00				
21761 Canva Subscription for Marketing				Marketing Department			

Transaction Count: 30

**Total: 18,327.56**

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**SunLine Transit Agency Visa Credit Card Statement**

**Closing Date: 8/31/2024**

**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	08/07/24	8/9/2024	Sam's Club #6609	Pallet of Water for Operations Department		\$ 287.04
2	08/08/24	8/8/2024	Zazzle Inc.	Board Name Tags		\$ 150.81
3	08/08/24	8/9/2024	Expedia	Approved Travel for Edith Hernandez - Lodging Charge. APTA TRANSform Conference		\$ 574.68
4	08/08/24	8/9/2024	Expedia	Approved Travel for Mark Perry - Expedia Charge. ZEB Conference		\$ 8.24
5	08/08/24	8/12/2024	Alaska Airlines	Approved Travel for Mark Perry - Flight Charge. ZEB Conference		\$ 162.97
6	08/09/24	8/12/2024	Alaskan Airlines	Approve Travel for Dioselyn Ayala - Flight Charge. MPACT Transit and Community Conference Charge		\$ 281.19
7	08/08/24	8/12/2024	Delta Airlines	Approved Travel for Mark Perry - Flight Charge. ZEB Conference		\$ 328.98
8	08/08/24	8/12/2024	Alaskan Airlines	Approved Travel for Jessica Leon - Latinos in Transit and Leadership Academy Summit 2024 (LITLA)		\$ 191.19
9	09/09/24	8/12/2024	Live Chat	Live Chat Feature for SunLine Website		\$ 3,540.00
10	08/09/24	8/12/2024	APTA	Approved Travel for Edith Hernandez - Lodging Charge. APTA Conference Charge		\$ 1,075.00
11	08/12/24	8/13/2024	EB Valley Wide Employ	Valley Wide Employee Expo		\$ 145.00
12	08/13/24	8/15/2024	Alaska Airlines	Approved Travel for Edith Hernandez - Flight Charge. Latinos in Transit and Leadership Academy Summit 2024 (LITLA)		\$ 226.19
13	08/13/24	8/15/2024	Hyatt Regency Sacramento	Approved Travel for Luis Garcia - Lodging Charge. Meeting with State Rep.		\$ 203.25
14	08/14/24	8/15/2024	Autograph Mayflower	Approved Travel for Magali Jimenez - Lodging Charge. APTA Workforce Summit		\$ 1,062.10
15	08/14/24	8/15/2024	Autograph Mayflower	Approved Travel for Tamara Miles - Lodging Charge. APTA Workforce Summit		\$ 1,593.15
16	08/14/24	8/15/2024	Autograph Mayflower	Approved Travel for Paul Mattern - Lodging Charge. APTA Workforce Summit		\$ 796.58
17	08/14/24	8/15/2024	Autograph Mayflower	Approved Travel for Dioselyn Ayala - Lodging Charge. APTA Workforce Summit		\$ 796.58
18	08/16/24	8/16/2024	CSUSB	CSUSB Career Center Fall 2024 Showcase		\$ 350.00
19	08/16/24	8/19/2024	MPACT Registration	Approved Travel for Dioselyn Ayala - Flight Charge. MPACT Transit and Community Conference Charge		\$ 595.00

	<b>Trans. Date</b>	<b>Post. Date</b>	<b>Name</b>	<b>Detail-Description</b>	<b>Credits</b>	<b>Charges</b>
20	08/16/24	8/19/2024	American Air	Approved Travel for Paul Mattern - Flight Charge. MPACT Transit and Community Conference Charge		\$ 391.95
21	08/16/24	8/19/2024	American Airlines	Approved Travel for Dioselyn Ayala - Flight Charge. MPACT Transit and Community Conference Charge		\$ 337.96
22	08/16/24	8/19/2024	Autograph Mayflower	Approved Travel for Mona Babauta - Lodging Charge. APTA Workforce Summit		\$ 1,327.63
23	08/16/24	8/19/2024	Burrtec Waste	Portable Washroom Rental		\$ 812.76
24	08/16/24	8/19/2024	MPACT Registration	Approved Travel for Paul Mattern - Flight Charge. MPACT Transit and Community Conference Charge		\$ 640.00
25	08/16/24	8/22/2024	Alaska Air	Approved Travel for Edith Hernandez - Expedia Charge. ZEB Conference		\$ 60.01
26	08/19/24	8/20/2024	Expedia	Approved Travel for Mona Babauta - Expedia Charge. ZEB Conference		\$ 650.53
27	08/21/24	8/22/2024	GCVCC	Greater Coachella Valley All Mayors Event		\$ 1,250.00
28	08/22/24	8/23/2024	Zazzle Inc	Customer Service Name Tags		\$ 81.74
29	08/26/24	8/27/2024	Sam's Club	Pallet of Water for Maintenance Department		\$ 287.04
30	08/29/24	8/30/2024	Canva	Canva Subscription for Marketing		\$ 119.99
					<b>\$ -</b>	<b>\$ 18,327.56</b>

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

DATE: October 23, 2024 **RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Monthly Budget Variance Report for August 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 August 2024 are equal to 2/12<sup>ths</sup> of the yearly budget.

Year to Date Summary

- As August 31, 2024, the Agency's FYTD revenues are \$167,131 or 20.49% below the FYTD budget.
- As of August 31, 2024, the Agency's FYTD expenditures are \$650,593 or 7.90% below the FYTD budget.

Monthly Spotlight:

- The negative variance in operator and mechanic overtime is primarily attributed to overtime for fixed route operators due to vacant positions.

Recommendation:

Receive and file.

SunLine Transit Agency  
Budget Variance Report  
August 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	138,110	151,408	(13,298)	275,917	302,816	(26,899)	84.8%
Other Revenue	3,078,163	164,776	256,514	(91,737)	372,794	513,027	(140,233)	87.9%
<b>Total Operating Revenue</b>	<b>4,895,056</b>	<b>302,886</b>	<b>407,921</b>	<b>(105,035)</b>	<b>648,711</b>	<b>815,843</b>	<b>(167,131)</b>	<b>86.7%</b>
<b>Operating Expenses:</b>								
Operator & Mechanic Salaries & Wages	11,239,225	884,350	936,602	52,252	1,808,292	1,873,204	64,912	83.9%
Operator & Mechanic Overtime	1,241,785	121,595	103,482	(18,113)	261,678	206,964	(54,714)	78.9%
Administration Salaries & Wages	7,861,873	666,570	655,156	(11,414)	1,258,682	1,310,312	51,630	84.0%
Administration Overtime	125,061	10,716	10,422	(294)	26,973	20,844	(6,130)	78.4%
Fringe Benefits	11,105,305	823,488	925,442	101,954	1,495,783	1,850,884	355,101	86.5%
Communications	287,782	22,609	23,982	1,373	44,382	47,964	3,582	84.6%
Legal Services	687,176	42,574	57,265	14,691	160,578	114,529	(46,048)	76.6%
Computer/Network Software Agreement	796,582	95,173	66,382	(28,791)	178,738	132,764	(45,974)	77.6%
Uniforms	99,824	7,939	8,319	380	6,354	16,637	10,283	93.6%
Contracted Services	1,556,640	56,372	129,720	73,348	105,490	259,440	153,950	93.2%
Equipment Repairs	26,500	1,038	2,208	1,171	6,195	4,417	(1,778)	76.6%
Security Services	168,000	12,588	14,000	1,412	24,702	28,000	3,298	85.3%
Fuel - CNG	1,920,006	154,519	160,001	5,482	315,947	320,001	4,054	83.5%
Fuel - Hydrogen	1,443,827	27,929	120,319	92,390	137,416	240,638	103,222	90.5%
Tires	234,000	22,491	19,500	(2,991)	37,073	39,000	1,927	84.2%
Office Supplies	76,260	4,800	6,355	1,555	8,782	12,710	3,928	88.5%
Travel/Training	248,200	16,210	20,683	4,474	27,088	41,367	14,279	89.1%
Repair Parts	2,008,500	136,500	167,375	30,875	242,841	334,750	91,909	87.9%
Facility Maintenance	87,000	4,438	7,250	2,812	(866)	14,500	15,366	101.0%
Electricity - CNG & Hydrogen	1,090,000	40,531	90,833	50,302	105,250	181,667	76,416	90.3%
Natural Gas	2,030,000	133,348	169,167	35,818	262,682	338,333	75,652	87.1%
Water and Gas	16,000	940	1,333	393	1,896	2,667	771	88.1%
Insurance Losses	1,235,000	93,331	102,917	9,586	171,282	205,833	34,551	86.1%
Insurance Premium - Property	200,000	19,055	16,667	(2,388)	38,110	33,333	(4,776)	80.9%
Repair Claims	100,000	0	8,333	8,333	0	16,667	16,667	100.0%
Fuel Taxes	124,500	9,261	10,375	1,114	18,019	20,750	2,731	85.5%
Other Expenses	7,470,578	572,699	622,548	49,849	1,237,620	1,245,096	7,476	83.4%
Self Consumed Fuel	(4,062,246)	(182,447)	(338,521)	(156,073)	(395,349)	(677,041)	(281,692)	90.3%
<b>Total Operating Expenses (Before Depreciation)</b>	<b>49,417,378</b>	<b>3,798,615</b>	<b>4,118,115</b>	<b>319,500</b>	<b>7,585,637</b>	<b>8,236,230</b>	<b>650,593</b>	<b>84.6%</b>
<b>Operating Expenses in Excess of Operating Revenue</b>		<b>\$ (3,495,729)</b>			<b>\$ (6,936,926)</b>			
<b>Subsidies:</b>								
Local	8,419,000	661,029	701,583	40,554	1,311,746	1,403,167	91,421	84.4%
State	30,588,336	2,401,683	2,549,028	147,345	4,765,902	5,098,056	332,154	84.4%
Federal	5,514,986	433,016	459,582	26,566	859,278	919,164	59,886	84.4%
<b>Total Subsidies</b>	<b>44,522,322</b>	<b>3,495,729</b>	<b>3,710,194</b>	<b>214,465</b>	<b>6,936,926</b>	<b>7,420,387</b>	<b>483,461</b>	<b>84.4%</b>
<b>Net Operating Gain (Loss) After Subsidies</b>	<b>\$ (0)</b>	<b>\$ -</b>			<b>\$ -</b>			

SunLine Transit Agency  
Budget Variance Report  
August 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	2,506,719	2,631,229	124,510	4,851,409	5,262,458	411,049	84.6%
Services	6,923,050	479,093	576,921	97,828	1,039,164	1,153,842	114,678	85.0%
Fuels & Lubricants	3,581,133	207,289	298,428	91,139	492,097	596,856	104,758	86.3%
Tires	234,000	22,491	19,500	(2,991)	37,073	39,000	1,927	84.2%
Materials and Supplies	2,602,460	164,565	216,872	52,306	312,100	433,743	121,643	88.0%
Utilities	3,554,000	208,743	296,167	87,423	440,159	592,333	152,174	87.6%
Casualty & Liability	3,678,540	283,477	306,545	23,068	598,511	613,090	14,579	83.7%
Taxes and Fees	124,500	9,261	10,375	1,114	18,019	20,750	2,731	85.5%
Miscellaneous Expenses	1,207,192	99,423	100,599	1,176	192,453	201,199	8,745	84.1%
Self Consumed Fuel	(4,062,246)	(182,447)	(338,521)	(156,073)	(395,349)	(677,041)	(281,692)	90.3%
<b>Total Operating Expenses (Before Depreciation)</b>	<b>49,417,378</b>	<b>3,798,615</b>	<b>4,118,115</b>	<b>319,500</b>	<b>7,585,637</b>	<b>8,236,230</b>	<b>650,593</b>	<b>84.6%</b>
<b>Revenues:</b>								
Passenger Revenue	1,816,893	138,110	151,408	(13,298)	275,917	302,816	(26,899)	84.8%
Other Revenue	3,078,163	164,776	256,514	(91,737)	372,794	513,027	(140,233)	87.9%
<b>Total Operating Revenue</b>	<b>4,895,056</b>	<b>302,886</b>	<b>407,921</b>	<b>(105,035)</b>	<b>648,711</b>	<b>815,843</b>	<b>(167,131)</b>	<b>86.7%</b>
<b>Net Operating Gain (Loss)</b>		<b>\$ (3,495,729)</b>			<b>\$ (6,936,926)</b>			
<b>Subsidies:</b>								
Local	8,419,000	661,029	701,583	40,554	1,311,746	1,403,167	91,421	84.4%
State	30,588,336	2,401,683	2,549,028	147,345	4,765,902	5,098,056	332,154	84.4%
Federal	5,514,986	433,016	459,582	26,566	859,278	919,164	59,886	84.4%
<b>Total Subsidies</b>	<b>44,522,322</b>	<b>3,495,729</b>	<b>3,710,194</b>	<b>214,465</b>	<b>6,936,926</b>	<b>7,420,387</b>	<b>483,461</b>	<b>84.4%</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 August, ridership was at 7.5% above FY24 FYTD totals.
- Total system ridership was 29,814 trips above FY24 FYTD amounts.

	Ridership			
	FY24-August	FY25-August	Variance	%Δ
Fixed Route	189,171	210,803	21,632	11.4%
Paratransit	9,983	9,657	(326)	-3.3%
SunRide	1,471	2,067	596	40.5%
System Total	200,625	222,527	21,902	10.9%

	Ridership			
	FYTD-FY24	FYTD-FY25	Variance	%Δ
Fixed Route	375,451	404,547	29,096	7.7%
Paratransit	19,819	19,150	(669)	-3.4%
SunRide	2,699	4,086	1,387	51.4%
System Total	397,969	427,783	29,814	7.5%

**Other Revenue**

- The unfavorable variance in other revenue is primarily due lower emission credit revenue.

**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 overtime for fixed route operators due to vacant positions.

**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. Many renewals are completed at the beginning of the fiscal year.

**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 August

**Equipment Repairs**

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

**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 within an acceptable range of the budget.

**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 months of July & August.

**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 & August.

**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**

- The unfavorable balance is primarily attributed to the increased value of insured assets.

**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: October 23, 2024

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Contracts Signed between \$25,000 and \$250,000 for August 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 three (3) agreements and one (1) purchase order executed in August 2024 between \$25,000 and \$250,000:

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

Recommendation:

Receive and file.

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

<b>Vendor</b>	<b>Product/Service</b>	<b>Need</b>	<b>Budgeted</b>	<b>Budgeted Amount</b>	<b>Cost</b>	<b>Type</b>
Strong's Enterprises	Vehicle Upfit	Stops & Zones Truckd Upfit	FY25	\$38,000.00	\$32,649.42	Agreement
JE Strategies	Legislative Services	PR/Legislative Services	FY25 FY26	\$203,400.00	\$203,400.00	Agreement
Golden Star Technologies	Computer Hardware	Cisco Switches	FY25	\$72,000.00	\$47,822.14	Purchase Order
Palmer Kazanjian Wohl Hodson	Legal Services	Specialized Legal Services	FY25	\$46,000.00	\$46,000.00	Amendment

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

DATE: October 23, 2024

**RECEIVE & FILE**TO: Finance/Audit Committee  
Board of Directors

RE: Union &amp; Non-Union Pension Investment Asset Summary for August 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 August, 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	18.4%	0% - 39%
	Other	4.6%	0% – 20%
<b>Income Assets</b>			
	Fixed Income	39.2%	25% - 65%
	Other	4.9%	0% – 20%
<b>Real Return Assets</b>		0.0%	0% – 20%
<b>Cash Equivalents</b>		0.2%	0% – 20%

## Non-Union

Asset Class		Actual	Range
<b>Growth Assets</b>			
	Domestic Equity	32.3%	16% – 56%
	International Equity	18.4%	0% - 39%
	Other	4.6%	0% – 20%
<b>Income Assets</b>			
	Fixed Income	39.4%	25% - 65%
	Other	4.9%	0% – 20%
<b>Real Return Assets</b>		0.0%	0% – 20%
<b>Cash Equivalents</b>		0.3%	0% – 20%

*Components may not sum to 100.0% due to rounding.*

For the month of August, the market value of assets increased by \$664,374 and \$720,934 for the union and non-union plans, respectively.

## Month to Month Asset Comparison

Month	Market Value - Union	Market Value – Non-Union
July 2024	\$42,651,389	\$42,625,155
August 2024	\$43,315,763	\$43,346,089
Increase (Decrease)	\$664,374	\$720,934

Recommendation:

Receive and file.



**Detail of Securities Held & Market Analytics**

For the Month Ending **August 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>Exchange-Traded Fund - Bond</b>										
ISHARES 5-10Y INV GRADE CORP		464288638	IGIB	7,097.00	50.32	357,121.04	53.06	376,566.82	19,445.78	0.87
ISHARES 5-10Y INV GRADE CORP		464288638	IGIB	965.00	61.00	58,865.00	53.06	51,202.90	(7,662.10)	0.12
ISHARES 5-10Y INV GRADE CORP		464288638	IGIB	633.00	56.98	36,068.34	53.06	33,586.98	(2,481.36)	0.08
ISHARES 5-10Y INV GRADE CORP		464288638	IGIB	631.00	56.68	35,765.08	53.06	33,480.86	(2,284.22)	0.08
ISHARES 5-10Y INV GRADE CORP		464288638	IGIB	1,146.00	61.12	70,043.52	53.06	60,806.76	(9,236.76)	0.14
ISHARES 5-10Y INV GRADE CORP		464288638	IGIB	2,389.00	60.30	144,056.70	53.06	126,760.34	(17,296.36)	0.29
ISHARES 5-10Y INV GRADE CORP		464288638	IGIB	1,776.00	57.66	102,405.94	53.06	94,234.56	(8,171.38)	0.22
ISHARES CORE U.S. AGGREGATE		464287226	AGG	3,322.00	99.12	329,276.64	100.25	333,030.50	3,753.86	0.77
ISHARES CORE U.S. AGGREGATE		464287226	AGG	6,446.00	92.76	597,930.32	100.25	646,211.50	48,281.18	1.49
ISHARES CORE U.S. AGGREGATE		464287226	AGG	3,307.00	96.40	318,794.80	100.25	331,526.75	12,731.95	0.77
ISHARES CORE U.S. AGGREGATE		464287226	AGG	17,918.00	98.64	1,767,431.52	100.25	1,796,279.50	28,847.98	4.15
<b>Security Type Sub-Total</b>				<b>45,630.00</b>		<b>3,817,758.90</b>	<b>772.42</b>	<b>3,883,687.47</b>	<b>65,928.57</b>	<b>8.98</b>
<b>Exchange-Traded Fund - Equity</b>										
VANGUARD FTSE DEVELOPED ETF		921943858	VEA	6,816.00	38.85	264,801.60	52.39	357,090.24	92,288.64	0.82
VANGUARD FTSE DEVELOPED ETF		921943858	VEA	2,629.00	39.67	104,292.43	52.39	137,733.31	33,440.88	0.32
VANGUARD FTSE DEVELOPED ETF		921943858	VEA	2,614.00	37.16	97,136.24	52.39	136,947.46	39,811.22	0.32
VANGUARD FTSE DEVELOPED ETF		921943858	VEA	4,430.00	49.80	220,614.00	52.39	232,087.70	11,473.70	0.54
VANGUARD FTSE DEVELOPED ETF		921943858	VEA	2,193.00	42.17	92,478.81	52.39	114,891.27	22,412.46	0.27
VANGUARD TOTAL INTL STOCK		921909768	VXUS	18,820.00	47.86	900,721.44	63.37	1,192,623.40	291,901.96	2.75
VANGUARD TOTAL INTL STOCK		921909768	VXUS	8,244.00	52.50	432,810.00	63.37	522,422.28	89,612.28	1.21
VANGUARD TOTAL INTL STOCK		921909768	VXUS	1,834.00	54.44	99,842.96	63.37	116,220.58	16,377.62	0.27
VANGUARD TOTAL INTL STOCK		921909768	VXUS	17,752.00	52.12	925,234.24	63.37	1,124,944.24	199,710.00	2.60
VANGUARD TOTAL INTL STOCK		921909768	VXUS	2,875.00	51.81	148,953.46	63.37	182,188.75	33,235.29	0.42
VANGUARD TOTAL INTL STOCK		921909768	VXUS	2,586.00	56.52	146,160.72	63.37	163,874.82	17,714.10	0.38
VANGUARD TOTAL INTL STOCK		921909768	VXUS	553.00	64.34	35,580.02	63.37	35,043.61	(536.41)	0.08
VANGUARD TOTAL INTL STOCK		921909768	VXUS	1,932.00	53.53	103,419.96	63.37	122,430.84	19,010.88	0.28
VANGUARD TOTAL INTL STOCK		921909768	VXUS	6,979.00	65.36	456,147.44	63.37	442,259.23	(13,888.21)	1.02
VANGUARD TOTAL INTL STOCK		921909768	VXUS	3,480.00	52.06	181,168.80	63.37	220,527.60	39,358.80	0.51
VANGUARD TOTAL INTL STOCK		921909768	VXUS	6,003.00	61.64	370,024.92	63.37	380,410.11	10,385.19	0.88

Detail of Securities Held & Market Analytics

For the Month Ending August 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	593.00	56.00	33,208.00	63.37	37,578.41	4,370.41	0.09
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,586.00	56.19	145,307.34	63.37	163,874.82	18,567.48	0.38
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	20,572.00	204.03	4,197,305.16	278.38	5,726,833.36	1,529,528.20	13.22
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	276.00	216.57	59,773.32	278.38	76,832.88	17,059.56	0.18
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	433.00	233.91	101,283.03	278.38	120,538.54	19,255.51	0.28
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	1,546.00	226.20	349,704.89	278.38	430,375.48	80,670.59	0.99
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	764.00	191.48	146,290.72	278.38	212,682.32	66,391.60	0.49
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	2,772.00	225.32	624,587.04	278.38	771,669.36	147,082.32	1.78
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	4,809.00	195.75	941,361.75	278.38	1,338,729.42	397,367.67	3.09
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	2,635.00	261.82	689,895.70	278.38	733,531.30	43,635.60	1.69
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	625.00	199.57	124,731.25	278.38	173,987.50	49,256.25	0.40
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	15,938.00	169.04	2,694,159.52	278.38	4,436,820.44	1,742,660.92	10.24
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	624.00	198.23	123,695.52	278.38	173,709.12	50,013.60	0.40
<b>Security Type Sub-Total</b>			<b>143,913.00</b>		<b>14,810,690.28</b>	<b>4,147.94</b>	<b>19,878,858.39</b>	<b>5,068,168.11</b>	<b>45.90</b>
<b>Money Market Mutual Fund</b>									
FIRST AM GOV OBLIG-Z DTD 01/01/2010 0.000% --	31846V567	FGZXX	542,493.65	1.00	542,493.65	100.00	542,493.65	0.00	1.25
<b>Security Type Sub-Total</b>			<b>542,493.65</b>		<b>542,493.65</b>	<b>100.00</b>	<b>542,493.65</b>	<b>0.00</b>	<b>1.25</b>
<b>Mutual Fund - Bond</b>									
BAIRD CORE PLUS BOND-INST	057071870	BCOIX	458,044.59	10.94	5,011,103.77	10.30	4,717,859.27	(293,244.50)	10.89
BBH LIMITED DURATION-I	05528X851	BBBIX	0.03	10.29	0.35	10.41	0.35	0.00	0.00
DOUBLELINE CORE FIX INC-I	258620301	DBLFX	193,836.21	10.46	2,028,059.12	9.39	1,820,122.06	(207,937.06)	4.20
NYLI MACKAY HIGH YILD CBF-R6	56063N881	MHYSX	133,106.22	5.18	690,082.31	5.22	694,814.47	4,732.16	1.60
PGIM TOTAL RETURN BOND-R6	74440B884	PTRQX	311,004.74	13.46	4,187,347.62	12.18	3,788,037.76	(399,309.86)	8.75
VOYA INTERMEDIATE BOND-R6	92913L569	IIBZX	206,781.03	10.04	2,075,207.31	8.90	1,840,351.14	(234,856.17)	4.25
<b>Security Type Sub-Total</b>			<b>1,302,772.83</b>		<b>13,991,800.48</b>	<b>56.40</b>	<b>12,861,185.05</b>	<b>(1,130,615.43)</b>	<b>29.69</b>

**Detail of Securities Held & Market Analytics**

For the Month Ending **August 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>									
GLDMN SCHS GQG PRT INTL-INST	38147N293	GSIMX	34,602.03	19.28	667,118.97	23.68	819,376.01	152,257.04	1.89
HRDNG LVNR INTL EQTY-INST	412295107	HLMIX	18,363.09	28.95	531,566.14	28.12	516,370.00	(15,196.14)	1.19
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	SEMTX	20,199.83	15.19	306,926.65	17.24	348,245.13	41,318.48	0.80
JOHCM INTERNATIONAL SEL-INST	46653M849	JOHIX	21,077.91	26.06	549,380.76	25.27	532,638.76	(16,742.00)	1.23

**Security Type Sub-Total** **94,242.86** **2,054,992.52** **94.31** **2,216,629.90** **161,637.38** **5.11**

**Separate Account**

ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	24,500.00	1.00	24,500.00	91.39	22,389.67	(2,110.33)	0.05
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	49,980.00	1.00	49,980.00	91.39	45,674.92	(4,305.08)	0.11
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	8,379.74	1.00	8,379.74	91.39	7,657.94	(721.80)	0.02
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	21,070.00	1.00	21,070.00	91.39	19,255.12	(1,814.88)	0.04
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	49,000.00	1.00	49,000.00	91.39	44,779.34	(4,220.66)	0.10
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	49,000.00	1.00	49,000.00	91.39	44,779.34	(4,220.66)	0.10
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0090	F_GOLUB	1,206,958.00	1.00	1,206,958.00	114.47	1,381,586.70	174,628.70	3.19

**Detail of Securities Held & Market Analytics**

For the Month Ending **August 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>Separate Account</b>										
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0090	F_GOLUB	180,000.00	1.00	180,000.00	114.47	206,043.30	26,043.30	0.47	
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	164,375.49	1.00	164,375.49	137.85	226,592.73	62,217.24	0.52	
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	127,930.57	1.00	127,930.57	137.85	176,353.16	48,422.59	0.41	
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	252,000.00	1.00	252,000.00	137.85	347,383.71	95,383.71	0.80	
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	130,837.59	1.00	130,837.59	137.85	180,360.50	49,522.91	0.42	
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	309,750.00	1.00	309,750.00	137.85	426,992.47	117,242.47	0.99	
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	180,319.43	1.00	180,319.43	137.85	248,571.55	68,252.12	0.57	
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	105,000.00	1.00	105,000.00	137.85	144,743.21	39,743.21	0.33	
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	147,000.00	1.00	147,000.00	137.85	202,640.49	55,640.49	0.47	
<b>Security Type Sub-Total</b>			<b>3,232,725.82</b>		<b>3,232,725.82</b>	<b>2,336.99</b>	<b>3,932,908.60</b>	<b>700,182.78</b>	<b>9.09</b>	
<b>Managed Account Sub-Total</b>			<b>5,361,778.16</b>		<b>38,450,461.65</b>	<b>7,508.06</b>	<b>43,315,763.06</b>	<b>4,865,301.41</b>	<b>100.02</b>	
<b>Securities Sub-Total</b>			<b>\$5,361,778.16</b>		<b>\$38,450,461.65</b>	<b>\$7,508.06</b>	<b>\$43,315,763.06</b>	<b>\$4,865,301.41</b>	<b>100.02%</b>	
<b>Accrued Interest</b>							<b>\$0.00</b>			
<b>Total Investments</b>							<b>\$43,315,763.06</b>			



**Detail of Securities Held & Market Analytics**

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

SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [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 5-10Y INV GRADE CORP	464288638	IGIB	7,130.00	50.32	358,781.60	53.06	378,317.80	19,536.20	0.87
ISHARES 5-10Y INV GRADE CORP	464288638	IGIB	631.00	56.68	35,765.08	53.06	33,480.86	(2,284.22)	0.08
ISHARES 5-10Y INV GRADE CORP	464288638	IGIB	1,113.00	61.12	68,026.56	53.06	59,055.78	(8,970.78)	0.14
ISHARES 5-10Y INV GRADE CORP	464288638	IGIB	633.00	56.98	36,068.34	53.06	33,586.98	(2,481.36)	0.08
ISHARES 5-10Y INV GRADE CORP	464288638	IGIB	2,405.00	60.30	145,021.50	53.06	127,609.30	(17,412.20)	0.29
ISHARES 5-10Y INV GRADE CORP	464288638	IGIB	982.00	61.00	59,902.00	53.06	52,104.92	(7,797.08)	0.12
ISHARES 5-10Y INV GRADE CORP	464288638	IGIB	1,779.00	57.66	102,578.92	53.06	94,393.74	(8,185.18)	0.22
ISHARES CORE U.S. AGGREGATE	464287226	AGG	3,372.00	99.12	334,232.64	100.25	338,043.00	3,810.36	0.78
ISHARES CORE U.S. AGGREGATE	464287226	AGG	17,957.00	98.64	1,771,278.48	100.25	1,800,189.25	28,910.77	4.15
ISHARES CORE U.S. AGGREGATE	464287226	AGG	3,317.00	96.40	319,758.80	100.25	332,529.25	12,770.45	0.77
ISHARES CORE U.S. AGGREGATE	464287226	AGG	6,272.00	92.76	581,790.09	100.25	628,768.00	46,977.91	1.45

<b>Security Type Sub-Total</b>			<b>45,591.00</b>		<b>3,813,204.01</b>	<b>772.42</b>	<b>3,878,078.88</b>	<b>64,874.87</b>	<b>8.95</b>
--------------------------------	--	--	------------------	--	---------------------	---------------	---------------------	------------------	-------------

<b>Exchange-Traded Fund - Equity</b>									
VANGUARD FTSE DEVELOPED ETF	921943858	VEA	2,211.00	42.17	93,237.87	52.39	115,834.29	22,596.42	0.27
VANGUARD FTSE DEVELOPED ETF	921943858	VEA	2,484.00	39.67	98,540.28	52.39	130,136.76	31,596.48	0.30
VANGUARD FTSE DEVELOPED ETF	921943858	VEA	6,915.00	38.85	268,647.75	52.39	362,276.85	93,629.10	0.84
VANGUARD FTSE DEVELOPED ETF	921943858	VEA	2,614.00	37.16	97,136.24	52.39	136,947.46	39,811.22	0.32
VANGUARD FTSE DEVELOPED ETF	921943858	VEA	4,430.00	49.80	220,614.00	52.39	232,087.70	11,473.70	0.54
VANGUARD TOTAL INTL STOCK	921909768	VXUS	632.00	64.34	40,662.88	63.37	40,049.84	(613.04)	0.09
VANGUARD TOTAL INTL STOCK	921909768	VXUS	580.00	56.00	32,480.00	63.37	36,754.60	4,274.60	0.08
VANGUARD TOTAL INTL STOCK	921909768	VXUS	8,570.00	52.50	449,925.00	63.37	543,080.90	93,155.90	1.25
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,875.00	51.81	148,953.46	63.37	182,188.75	33,235.29	0.42
VANGUARD TOTAL INTL STOCK	921909768	VXUS	17,679.00	52.12	921,429.48	63.37	1,120,318.23	198,888.75	2.58
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,883.00	65.36	449,872.88	63.37	436,175.71	(13,697.17)	1.01
VANGUARD TOTAL INTL STOCK	921909768	VXUS	3,770.00	52.06	196,266.20	63.37	238,904.90	42,638.70	0.55
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,469.00	56.19	138,733.11	63.37	156,460.53	17,727.42	0.36
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,375.00	54.44	74,855.00	63.37	87,133.75	12,278.75	0.20
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,003.00	61.64	370,024.92	63.37	380,410.11	10,385.19	0.88
VANGUARD TOTAL INTL STOCK	921909768	VXUS	18,935.00	47.86	906,225.31	63.37	1,199,910.95	293,685.64	2.77

**Detail of Securities Held & Market Analytics**

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

**SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [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	2,470.00	56.52	139,604.40	63.37	156,523.90	16,919.50	0.36
VANGUARD TOTAL INTL STOCK		921909768	VXUS	1,714.00	53.53	91,750.42	63.37	108,616.18	16,865.76	0.25
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	499.00	198.23	98,916.77	278.38	138,911.62	39,994.85	0.32
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	20,562.00	204.03	4,195,264.86	278.38	5,724,049.56	1,528,784.70	13.21
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	15,479.00	169.04	2,616,570.16	278.38	4,309,044.02	1,692,473.86	9.94
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	1,551.00	226.20	350,835.89	278.38	431,767.38	80,931.49	1.00
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	2,635.00	261.82	689,895.70	278.38	733,531.30	43,635.60	1.69
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	4,931.00	195.75	965,243.25	278.38	1,372,691.78	407,448.53	3.17
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	983.00	191.48	188,224.84	278.38	273,647.54	85,422.70	0.63
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	138.00	216.57	29,886.66	278.38	38,416.44	8,529.78	0.09
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	2,790.00	225.32	628,642.80	278.38	776,680.20	148,037.40	1.79
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	433.00	233.91	101,283.03	278.38	120,538.54	19,255.51	0.28
VANGUARD TOTAL STOCK MKT ETF		922908769	VTI	500.00	199.57	99,785.00	278.38	139,190.00	39,405.00	0.32
<b>Security Type Sub-Total</b>				<b>143,110.00</b>		<b>14,703,508.16</b>	<b>4,147.94</b>	<b>19,722,279.79</b>	<b>5,018,771.63</b>	<b>45.51</b>
<b>Money Market Mutual Fund</b>										
FIRST AM GOV OBLIG-Z		31846V567	FGZXX	662,942.68	1.00	662,942.68	100.00	662,942.68	0.00	1.53
DTD 01/01/2010 0.000%	--									
<b>Security Type Sub-Total</b>				<b>662,942.68</b>		<b>662,942.68</b>	<b>100.00</b>	<b>662,942.68</b>	<b>0.00</b>	<b>1.53</b>
<b>Mutual Fund - Bond</b>										
BAIRD CORE PLUS BOND-INST		057071870	BCOIX	462,184.54	10.93	5,051,079.23	10.30	4,760,500.83	(290,578.40)	10.98
BBH LIMITED DURATION-I		05528X851	BBBIX	0.03	10.29	0.35	10.41	0.35	0.00	0.00
DOUBLELINE CORE FIX INC-I		258620301	DBLFX	193,362.53	10.46	2,023,230.62	9.39	1,815,674.10	(207,556.52)	4.19
NYLI MACKAY HIGH YILD CBF-R6		56063N881	MHYSX	132,754.11	5.18	688,091.81	5.22	692,976.45	4,884.64	1.60
PGIM TOTAL RETURN BOND-R6		74440B884	PTRQX	314,665.97	13.44	4,227,753.43	12.18	3,832,631.47	(395,121.96)	8.84
VOYA INTERMEDIATE BOND-R6		92913L569	IIBZX	206,259.88	10.03	2,069,682.16	8.90	1,835,712.87	(233,969.29)	4.24
<b>Security Type Sub-Total</b>				<b>1,309,227.06</b>		<b>14,059,837.60</b>	<b>56.40</b>	<b>12,937,496.07</b>	<b>(1,122,341.53)</b>	<b>29.85</b>

**Detail of Securities Held & Market Analytics**

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

**SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [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>									
GLDMN SCHS GQG PRT INTL-INST	38147N293	GSIMX	34,546.06	19.28	666,093.46	23.68	818,050.71	151,957.25	1.89
HRDNG LVNR INTL EQTY-INST	412295107	HLMIX	18,332.57	28.93	530,449.56	28.12	515,511.75	(14,937.81)	1.19
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	SEMTX	20,162.83	15.19	306,364.44	17.24	347,607.23	41,242.79	0.80
JOHCM INTERNATIONAL SEL-INST	46653M849	JOHIX	21,021.51	26.08	548,223.76	25.27	531,213.51	(17,010.25)	1.23

<b>Security Type Sub-Total</b>			<b>94,062.97</b>		<b>2,051,131.22</b>	<b>94.31</b>	<b>2,212,383.20</b>	<b>161,251.98</b>	<b>5.11</b>
--------------------------------	--	--	------------------	--	---------------------	--------------	---------------------	-------------------	-------------

<b>Separate Account</b>									
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	49,000.00	1.00	49,000.00	91.39	44,779.34	(4,220.66)	0.09
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	49,000.00	1.00	49,000.00	91.39	44,779.34	(4,220.66)	0.09
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	21,070.00	1.00	21,070.00	91.39	19,255.12	(1,814.88)	0.04
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	8,379.74	1.00	8,379.74	91.39	7,657.94	(721.80)	0.02
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	49,980.00	1.00	49,980.00	91.39	45,674.92	(4,305.08)	0.11
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	24,500.00	1.00	24,500.00	91.39	22,389.67	(2,110.33)	0.05
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	91.39	41,420.89	(3,904.11)	0.10
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0091	F_GOLUB	180,000.00	1.00	180,000.00	114.47	206,043.30	26,043.30	0.48

**Detail of Securities Held & Market Analytics**

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

SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [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>										
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0091	F_GOLUB	1,206,958.00	1.00	1,206,958.00	114.47	1,381,586.70	174,628.70	3.19	
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	309,750.00	1.00	309,750.00	137.85	426,992.47	117,242.47	0.99	
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	127,930.57	1.00	127,930.57	137.85	176,353.16	48,422.59	0.41	
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	130,837.59	1.00	130,837.59	137.85	180,360.50	49,522.91	0.42	
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	164,375.49	1.00	164,375.49	137.85	226,592.73	62,217.24	0.52	
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	147,000.00	1.00	147,000.00	137.85	202,640.49	55,640.49	0.47	
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	252,000.00	1.00	252,000.00	137.85	347,383.71	95,383.71	0.80	
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	105,000.00	1.00	105,000.00	137.85	144,743.21	39,743.21	0.33	
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	180,319.43	1.00	180,319.43	137.85	248,571.55	68,252.12	0.57	
<b>Security Type Sub-Total</b>			<b>3,232,725.82</b>		<b>3,232,725.82</b>	<b>2,336.99</b>	<b>3,932,908.60</b>	<b>700,182.78</b>	<b>9.08</b>	
<b>Managed Account Sub-Total</b>			<b>5,487,659.53</b>		<b>38,523,349.49</b>	<b>7,508.06</b>	<b>43,346,089.22</b>	<b>4,822,739.73</b>	<b>100.03</b>	
<b>Securities Sub-Total</b>			<b>\$5,487,659.53</b>		<b>\$38,523,349.49</b>	<b>\$7,508.06</b>	<b>\$43,346,089.22</b>	<b>\$4,822,739.73</b>	<b>100.03%</b>	
<b>Accrued Interest</b>							<b>\$0.00</b>			
<b>Total Investments</b>							<b>\$43,346,089.22</b>			

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

DATE: October 23, 2024 **RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Quarterly Performance Summary for Q2 of Calendar Year 2024

Summary:

The following quarterly reports demonstrate the performance of the bargaining and non-bargaining pension plans for the second quarter of calendar year 2024. The report shows market value, asset allocation percentage and performance compared to benchmarks. The bargaining and non-bargaining pension assets were both up 1.28% for the second quarter of calendar year 2024. Pension plans are measured on long-term performance and it is expected that short-term fluctuations in market performance will exceed or fall short of long-term plan assumptions. The recommended actuarial employer contributions account for the disparity between assumptions.

Recommendation:

Receive and file.

## Asset Allocation &amp; Performance

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	Year To Date	1 Year	3 Years	5 Years	Since Inception	Inception Date
<b>Total Fund</b>	<b>41,973,934</b>	<b>100.00</b>	<b>1.28</b>	<b>5.91</b>	<b>12.31</b>	<b>1.93</b>	<b>7.31</b>	<b>7.31</b>	<b>07/01/2017</b>
<i>PFM Blended Benchmark</i>			<i>1.38</i>	<i>5.53</i>	<i>11.50</i>	<i>1.75</i>	<i>6.45</i>	<i>6.66</i>	<i>07/01/2017</i>
<b>Domestic Equity</b>	<b>13,641,405</b>	<b>32.50</b>	<b>3.19</b>	<b>13.23</b>	<b>22.71</b>	<b>7.14</b>	<b>N/A</b>	<b>9.02</b>	<b>04/01/2021</b>
<i>Russell 3000 Index</i>			<i>3.22</i>	<i>13.56</i>	<i>23.12</i>	<i>8.05</i>	<i>14.14</i>	<i>10.06</i>	<i>04/01/2021</i>
Vanguard Total Stock Market ETF	13,641,405	32.50	3.24	13.58	23.20	7.92	14.06	20.57	04/01/2020
<i>Russell 3000 Index</i>			<i>3.22</i>	<i>13.56</i>	<i>23.12</i>	<i>8.05</i>	<i>14.14</i>	<i>20.63</i>	<i>04/01/2020</i>
<b>International Equity</b>	<b>7,537,186</b>	<b>17.96</b>	<b>0.52</b>	<b>5.51</b>	<b>11.36</b>	<b>-2.32</b>	<b>N/A</b>	<b>-0.62</b>	<b>04/01/2021</b>
<i>MSCI AC World ex USA (Net)</i>			<i>0.96</i>	<i>5.69</i>	<i>11.62</i>	<i>0.46</i>	<i>5.55</i>	<i>2.08</i>	<i>04/01/2021</i>
Vanguard Total International Stock ETF	4,476,491	10.66	0.81	5.15	11.00	0.39	5.80	12.21	04/01/2020
<i>MSCI AC World ex USA (Net)</i>			<i>0.96</i>	<i>5.69</i>	<i>11.62</i>	<i>0.46</i>	<i>5.55</i>	<i>11.66</i>	<i>04/01/2020</i>
J. O. Hambro International Select	506,291	1.21	-4.15	3.62	7.80	-4.60	3.91	5.02	07/01/2017
<i>MSCI AC World ex USA (Net)</i>			<i>0.96</i>	<i>5.69</i>	<i>11.62</i>	<i>0.46</i>	<i>5.55</i>	<i>5.17</i>	<i>07/01/2017</i>
Harding Loevner International Equity	484,051	1.15	-0.04	1.58	5.24	-1.64	5.51	6.29	07/01/2020
<i>MSCI AC World ex USA (Net)</i>			<i>0.96</i>	<i>5.69</i>	<i>11.62</i>	<i>0.46</i>	<i>5.55</i>	<i>8.31</i>	<i>07/01/2020</i>
Goldman Sachs GQG Ptnrs Intl Opportunities	802,075	1.91	2.98	17.01	29.38	8.70	12.11	28.68	09/01/2023
<i>MSCI AC World ex USA (Net)</i>			<i>0.96</i>	<i>5.69</i>	<i>11.62</i>	<i>0.46</i>	<i>5.55</i>	<i>12.34</i>	<i>09/01/2023</i>
Vanguard FTSE Developed Markets ETF	923,264	2.20	-0.71	4.41	10.63	1.82	6.54	4.63	03/01/2022
<i>MSCI EAFE (net)</i>			<i>-0.42</i>	<i>5.34</i>	<i>11.54</i>	<i>2.89</i>	<i>6.46</i>	<i>5.77</i>	<i>03/01/2022</i>
Hartford Schroders Emerging Markets Equity	345,013	0.82	5.56	9.21	11.09	-6.13	3.39	1.45	03/01/2018
<i>MSCI EM (net)</i>			<i>5.00</i>	<i>7.49</i>	<i>12.55</i>	<i>-5.07</i>	<i>3.10</i>	<i>1.00</i>	<i>03/01/2018</i>
<b>Other Growth</b>	<b>1,989,872</b>	<b>4.74</b>	<b>0.00</b>	<b>6.06</b>	<b>13.68</b>	<b>12.59</b>	<b>N/A</b>	<b>15.49</b>	<b>04/01/2021</b>
NB Secondary Opportunities Fund V Offshore[CE]	1,989,872	4.74	0.00	6.06	13.68	N/A	N/A	50.43	03/01/2022
<i>CA US Private Equity Index</i>			<i>0.00</i>	<i>0.00</i>	<i>3.57</i>	<i>5.28</i>	<i>13.69</i>	<i>1.76</i>	<i>03/01/2022</i>

Returns are net of mutual fund fees.

Returns are expressed as percentages.

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

## Asset Allocation &amp; Performance

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	Year To Date	1 Year	3 Years	5 Years	Since Inception	Inception Date
<b>Fixed Income</b>	<b>16,155,972</b>	<b>38.49</b>	<b>0.40</b>	<b>0.27</b>	<b>4.48</b>	<b>-2.26</b>	<b>0.33</b>	<b>1.39</b>	<b>07/01/2017</b>
<i>Blmbg. U.S. Aggregate</i>			0.07	-0.71	2.63	-3.02	-0.23	0.86	07/01/2017
Baird Core Plus	4,546,352	10.83	0.30	0.12	4.32	-2.30	0.65	1.60	07/01/2017
<i>Blmbg. U.S. Aggregate</i>			0.07	-0.71	2.63	-3.02	-0.23	0.86	07/01/2017
DoubleLine Core Fixed Income	1,748,687	4.17	0.26	0.09	3.47	-2.44	-0.09	0.81	09/01/2017
PGIM Total Return Bond Fund	3,653,197	8.70	0.47	0.61	5.10	-2.54	0.33	1.38	09/01/2017
<i>Blmbg. U.S. Aggregate</i>			0.07	-0.71	2.63	-3.02	-0.23	0.69	09/01/2017
Voya Intermediate Bond	1,771,785	4.22	0.70	0.58	4.88	-2.56	0.38	-0.21	01/01/2020
<i>Blmbg. U.S. Aggregate</i>			0.07	-0.71	2.63	-3.02	-0.23	-0.79	01/01/2020
iShares Core US Aggregate Bond ETF	3,008,491	7.17	0.13	-0.62	2.61	-3.02	-0.26	1.15	02/01/2023
<i>Blmbg. U.S. Aggregate</i>			0.07	-0.71	2.63	-3.02	-0.23	1.16	02/01/2023
iShares Intermediate-Term Corporate Bond ETF	750,293	1.79	0.51	0.55	6.01	-2.08	1.11	0.63	10/01/2019
<i>ICE BofA U.S. Corporate 5-10 Year Index</i>			0.53	0.58	6.02	-2.17	1.15	0.67	10/01/2019
MainStay MacKay High Yield Corp Bond Fund	677,168	1.61	1.41	3.12	9.69	2.54	4.22	2.85	06/01/2021
<i>ICE BofA US High Yield Index</i>			1.09	2.62	10.45	1.65	3.73	2.05	06/01/2021
<b>Other Income</b>	<b>2,118,911</b>	<b>5.05</b>	<b>1.99</b>	<b>5.08</b>	<b>11.42</b>	<b>N/A</b>	<b>N/A</b>	<b>-0.08</b>	<b>09/01/2021</b>
Golub Capital Partners International XIV	1,652,370	3.94	2.00	5.25	12.36	N/A	N/A	12.56	04/01/2023
<i>Cliffwater Direct Lending Index</i>			0.00	3.02	9.42	8.87	8.66	9.87	04/01/2023
ATEL Private Debt Partners II	466,541	1.11	1.96	4.51	8.18	N/A	N/A	7.25	10/01/2021
<i>Cliffwater Direct Lending Index</i>			0.00	3.02	9.42	8.87	8.66	8.66	10/01/2021
<b>Cash Equivalent</b>	<b>530,588</b>	<b>1.26</b>	<b>1.28</b>	<b>2.61</b>	<b>5.32</b>	<b>2.97</b>	<b>2.04</b>	<b>1.93</b>	<b>07/01/2017</b>
First American Prime Obligation - Z	530,588	1.26	1.32	2.65	5.42	3.13	2.18	2.10	07/01/2017

\*[Current Estimate] At any point in time the valuation for private equity and other illiquid asset classes may be different from market prices due to an inherent lag effect in the industry. The reporting lag inherent in this process means that there can be a valuation lag of a quarter or, in some cases, even longer. For such illiquid asset classes shown herein, performance is calculated for the relevant period(s) using a roll-forward valuation approach whereby the last reported valuation is adjusted for cash flows to provide an initial estimated valuation, typically resulting in a zero return for the lagging period. Performance is adjusted and finalized when the updated valuation is reported. Returns are gross of management fees. The roll-forward valuation methodology described is consistent with guidance provided within the CFA Institute's Global Investment Performance Standards (GIPS). Performance is calculated using the Modified-Dietz time weighted methodology to maintain consistency with the other returns in this exhibit. For since inception IRR performance, please refer to the fund-specific overview page.

Returns are net of mutual fund fees.

Returns are expressed as percentages.

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

## Asset Allocation &amp; Performance

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	Year To Date	1 Year	3 Years	5 Years	Since Inception	Inception Date
<b>Total Fund - Non-Bargaining</b>	<b>41,945,952</b>	<b>100.00</b>	<b>1.28</b>	<b>5.91</b>	<b>12.30</b>	<b>1.93</b>	<b>7.31</b>	<b>7.31</b>	<b>07/01/2017</b>
<i>PFM Blended Benchmark</i>			<i>1.38</i>	<i>5.53</i>	<i>11.50</i>	<i>1.75</i>	<i>6.45</i>	<i>6.66</i>	<i>07/01/2017</i>
<b>Domestic Equity</b>	<b>13,509,523</b>	<b>32.21</b>	<b>3.19</b>	<b>13.23</b>	<b>22.69</b>	<b>7.15</b>	<b>N/A</b>	<b>9.02</b>	<b>04/01/2021</b>
<i>Russell 3000 Index</i>			<i>3.22</i>	<i>13.56</i>	<i>23.12</i>	<i>8.05</i>	<i>14.14</i>	<i>10.06</i>	<i>04/01/2021</i>
Vanguard Total Stock Market ETF	13,509,523	32.21	3.24	13.58	23.20	7.92	14.06	20.57	04/01/2020
<i>Russell 3000 Index</i>			<i>3.22</i>	<i>13.56</i>	<i>23.12</i>	<i>8.05</i>	<i>14.14</i>	<i>20.63</i>	<i>04/01/2020</i>
<b>International Equity</b>	<b>7,514,709</b>	<b>17.92</b>	<b>0.52</b>	<b>5.52</b>	<b>11.35</b>	<b>-2.32</b>	<b>N/A</b>	<b>-0.62</b>	<b>04/01/2021</b>
<i>MSCI AC World ex USA (Net)</i>			<i>0.96</i>	<i>5.69</i>	<i>11.62</i>	<i>0.46</i>	<i>5.55</i>	<i>2.08</i>	<i>04/01/2021</i>
Vanguard Total International Stock ETF	4,459,487	10.63	0.81	5.15	11.00	0.39	5.80	12.21	04/01/2020
<i>MSCI AC World ex USA (Net)</i>			<i>0.96</i>	<i>5.69</i>	<i>11.62</i>	<i>0.46</i>	<i>5.55</i>	<i>11.66</i>	<i>04/01/2020</i>
J. O. Hambro International Select	504,937	1.20	-4.15	3.62	7.80	-4.60	3.91	5.02	07/01/2017
<i>MSCI AC World ex USA (Net)</i>			<i>0.96</i>	<i>5.69</i>	<i>11.62</i>	<i>0.46</i>	<i>5.55</i>	<i>5.17</i>	<i>07/01/2017</i>
Harding Loevner International Equity	483,246	1.15	-0.04	1.58	5.24	-1.64	5.51	6.29	07/01/2020
<i>MSCI AC World ex USA (Net)</i>			<i>0.96</i>	<i>5.69</i>	<i>11.62</i>	<i>0.46</i>	<i>5.55</i>	<i>8.31</i>	<i>07/01/2020</i>
Goldman Sachs GQG Ptnrs Intl Opportunities	800,778	1.91	2.98	17.01	29.38	8.70	12.11	28.68	09/01/2023
<i>MSCI AC World ex USA (Net)</i>			<i>0.96</i>	<i>5.69</i>	<i>11.62</i>	<i>0.46</i>	<i>5.55</i>	<i>12.34</i>	<i>09/01/2023</i>
Vanguard FTSE Developed Markets ETF	921,881	2.20	-0.71	4.41	10.63	1.82	6.54	4.63	03/01/2022
<i>MSCI EAFE (net)</i>			<i>-0.42</i>	<i>5.34</i>	<i>11.54</i>	<i>2.89</i>	<i>6.46</i>	<i>5.77</i>	<i>03/01/2022</i>
Hartford Schroders Emerging Markets Equity	344,381	0.82	5.56	9.21	11.09	-6.13	3.39	1.45	03/01/2018
<i>MSCI EM (net)</i>			<i>5.00</i>	<i>7.49</i>	<i>12.55</i>	<i>-5.07</i>	<i>3.10</i>	<i>1.00</i>	<i>03/01/2018</i>
<b>Other Growth</b>	<b>1,989,872</b>	<b>4.74</b>	<b>0.00</b>	<b>6.06</b>	<b>13.68</b>	<b>12.59</b>	<b>N/A</b>	<b>15.49</b>	<b>04/01/2021</b>
NB Secondary Opportunities Fund V Offshore[CE]	1,989,872	4.74	0.00	6.06	13.68	N/A	N/A	50.43	03/01/2022
<i>CA US Private Equity Index</i>			<i>0.00</i>	<i>0.00</i>	<i>3.57</i>	<i>5.28</i>	<i>13.69</i>	<i>1.76</i>	<i>03/01/2022</i>

Returns are net of mutual fund fees.

Returns are expressed as percentages.

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

## Asset Allocation &amp; Performance

	Allocation		Performance(%)						
	Market Value (\$)	%	1 Quarter	Year To Date	1 Year	3 Years	5 Years	Since Inception	Inception Date
<b>Fixed Income</b>	<b>16,224,105</b>	<b>38.68</b>	<b>0.40</b>	<b>0.27</b>	<b>4.47</b>	<b>-2.27</b>	<b>0.33</b>	<b>1.39</b>	<b>07/01/2017</b>
<i>Blmbg. U.S. Aggregate</i>			0.07	-0.71	2.63	-3.02	-0.23	0.86	07/01/2017
Baird Core Plus	4,587,443	10.94	0.30	0.12	4.32	-2.30	0.65	1.60	07/01/2017
<i>Blmbg. U.S. Aggregate</i>			0.07	-0.71	2.63	-3.02	-0.23	0.86	07/01/2017
DoubleLine Core Fixed Income	1,744,414	4.16	0.26	0.09	3.47	-2.44	-0.09	0.81	09/01/2017
PGIM Total Return Bond Fund	3,696,203	8.81	0.47	0.61	5.10	-2.54	0.33	1.38	09/01/2017
<i>Blmbg. U.S. Aggregate</i>			0.07	-0.71	2.63	-3.02	-0.23	0.69	09/01/2017
Voya Intermediate Bond	1,767,320	4.21	0.70	0.58	4.88	-2.56	0.38	-0.21	01/01/2020
<i>Blmbg. U.S. Aggregate</i>			0.07	-0.71	2.63	-3.02	-0.23	-0.79	01/01/2020
iShares Core US Aggregate Bond ETF	3,001,210	7.15	0.13	-0.62	2.61	-3.02	-0.26	1.15	02/01/2023
<i>Blmbg. U.S. Aggregate</i>			0.07	-0.71	2.63	-3.02	-0.23	1.16	02/01/2023
iShares Intermediate-Term Corporate Bond ETF	752,138	1.79	0.51	0.55	6.01	-2.08	1.11	0.63	10/01/2019
<i>ICE BofA U.S. Corporate 5-10 Year Index</i>			0.53	0.58	6.02	-2.17	1.15	0.67	10/01/2019
MainStay MacKay High Yield Corp Bond Fund	675,377	1.61	1.41	3.12	9.69	2.54	4.22	2.85	06/01/2021
<i>ICE BofA US High Yield Index</i>			1.09	2.62	10.45	1.65	3.73	2.05	06/01/2021
<b>Other Income</b>	<b>2,118,911</b>	<b>5.05</b>	<b>1.99</b>	<b>5.08</b>	<b>11.40</b>	<b>N/A</b>	<b>N/A</b>	<b>-0.08</b>	<b>09/01/2021</b>
Golub Capital Partners International XIV	1,652,370	3.94	2.00	5.25	12.36	N/A	N/A	12.56	04/01/2023
<i>Cliffwater Direct Lending Index</i>			0.00	3.02	9.42	8.87	8.66	9.87	04/01/2023
ATEL Private Debt Partners II	466,541	1.11	1.96	4.51	8.18	N/A	N/A	7.27	10/01/2021
<i>Cliffwater Direct Lending Index</i>			0.00	3.02	9.42	8.87	8.66	8.66	10/01/2021
<b>Cash Equivalent</b>	<b>588,832</b>	<b>1.40</b>	<b>1.29</b>	<b>2.61</b>	<b>5.33</b>	<b>3.02</b>	<b>2.07</b>	<b>1.95</b>	<b>07/01/2017</b>
First American Prime Obligation - Z	588,832	1.40	1.32	2.65	5.42	3.13	2.18	2.10	07/01/2017

\*[Current Estimate] At any point in time the valuation for private equity and other illiquid asset classes may be different from market prices due to an inherent lag effect in the industry. The reporting lag inherent in this process means that there can be a valuation lag of a quarter or, in some cases, even longer. For such illiquid asset classes shown herein, performance is calculated for the relevant period(s) using a roll-forward valuation approach whereby the last reported valuation is adjusted for cash flows to provide an initial estimated valuation, typically resulting in a zero return for the lagging period. Performance is adjusted and finalized when the updated valuation is reported. Returns are gross of management fees. The roll-forward valuation methodology described is consistent with guidance provided within the CFA Institute's Global Investment Performance Standards (GIPS). Performance is calculated using the Modified-Dietz time weighted methodology to maintain consistency with the other returns in this exhibit. For since inception IRR performance, please refer to the fund-specific overview page.

Returns are net of mutual fund fees.

Returns are expressed as percentages.

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

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

DATE: October 23, 2024

**RECEIVE & FILE**TO: Finance/Audit Committee  
Board of Directors

RE: Ridership Report for August 2024

Summary:

	Monthly Ridership		Monthly Variance	
	Aug 24	Aug 23	Net	Percent
Fixed Route	210,803	189,171	21,632	11.4%
SunRide	2,067	1,471	596	40.5%
Taxi Voucher*	162	171	(9)	(5.3)%
SunDial	9,657	9,983	(326)	(3.3)%
<b>Total</b>	<b>222,689</b>	<b>200,796</b>	<b>21,893</b>	<b>10.9%</b>

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

Yearly Ridership	
<b>Fiscal Year 2024</b>	428,091
<b>Fiscal Year 2023</b>	398,313
<b>Ridership Increase</b>	29,784

Fiscal year to date system ridership increased by 29,784 rides or 7.48% 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.



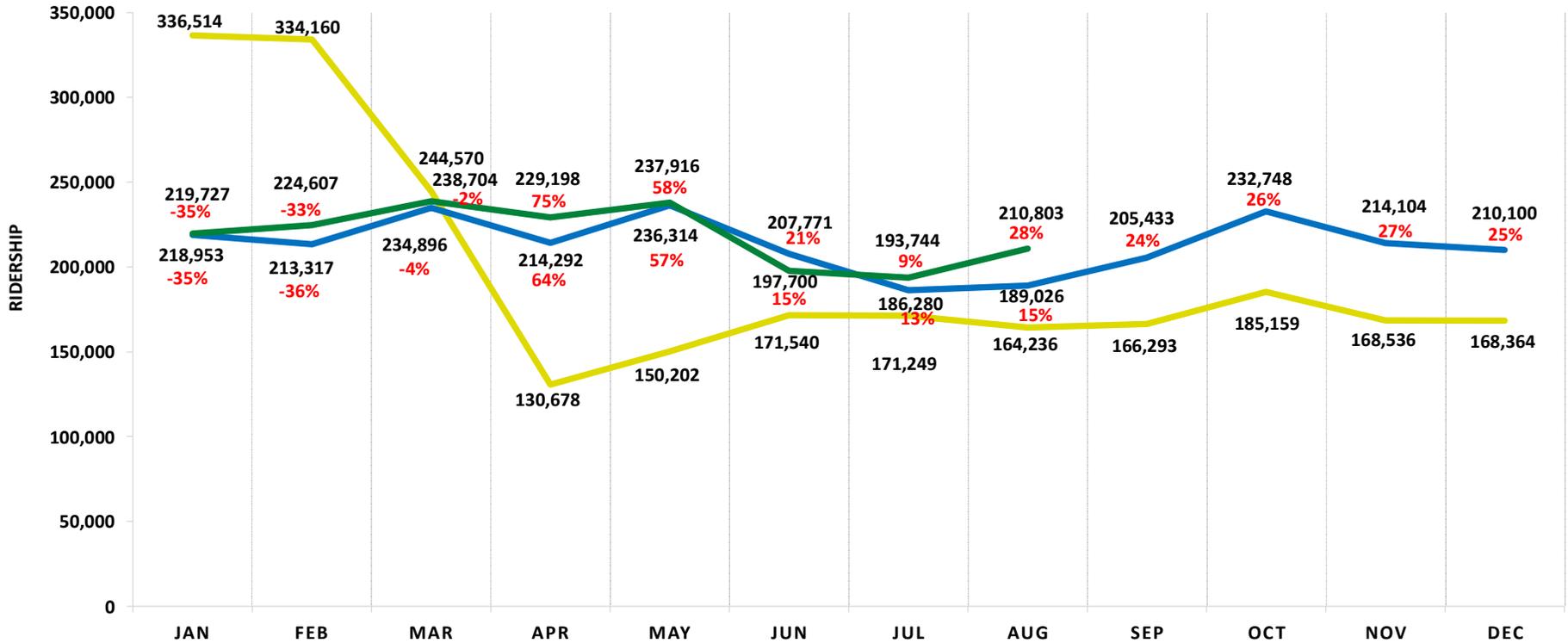
## SunLine Transit Agency Monthly Ridership Report August 2024

Fixed Route	FY 2024		FY 2023		Monthly KPI		Bikes		Wheelchairs	
	Aug 2024	Aug 2023	YTD	YTD	Passengers/ Rev. Hours	Passengers/ Rev. Miles	Monthly	FYTD	Monthly	FYTD
	Route 1EV	46,357	46,837	91,967	92,840	16.3	1.4	1,824	3,572	263
Route 1WV	37,435	35,111	70,863	71,839	14.1	1.2	1,352	2,520	329	565
Route 2	63,866	50,702	124,286	108,219	17.6	1.3	1,866	3,871	678	1,242
Route 3	7,923	7,096	14,109	11,081	8.9	0.6	205	442	136	239
Route 4	18,205	14,999	35,475	31,431	9.9	0.7	595	1,143	75	181
Route 5	2,326	1,893	4,189	3,058	4.3	0.2	70	158	9	14
Route 6	4,311	3,476	7,740	6,480	7.3	0.5	120	235	23	56
Route 7	5,931	6,428	11,205	11,631	6.9	0.5	226	481	-	9
Route 8	15,659	12,525	31,969	25,509	10.4	0.7	441	931	162	231
Route 9	2,956	2,714	5,351	4,984	4.6	0.2	114	161	8	12
Route 10	2,127	1,634	3,687	2,623	10.5	0.1	29	54	10	19
Route 200 SB	166	98	166	98	13	1	-	-	-	-
Route 400 SB	-	-	-	-	-	-	-	-	-	-
Route 401 SB	-	-	-	-	-	-	-	-	-	-
Route 402 NB	-	-	-	-	-	-	-	-	-	-
Route 403 NB	-	-	-	-	-	-	-	-	-	-
Route 500 SB	89	227	89	227	23	1	-	-	-	-
Route 501 NB	-	-	-	-	-	-	-	-	-	-
Route 700 SB/NB	83	216	83	216	8	1	-	-	-	-
Route 701 SB/NB	450	646	450	646	49	3	4	4	1	1
Route 800 NB	1,124	1,279	1,124	1,279	125	6	-	-	-	-
Route 801 SB	817	1,531	817	1,531	91	5	-	-	-	-
Route 802 SB	156	484	156	484	17	1	-	-	-	-
Route 803 NB	821	1,275	821	1,275	110	5	-	-	-	-
<b>Fixed Route Total</b>	<b>210,803</b>	<b>189,171</b>	<b>404,547</b>	<b>375,451</b>	<b>12.7</b>	<b>0.9</b>	<b>6,846</b>	<b>13,572</b>	<b>1,694</b>	<b>3,068</b>
SunRide	2,067	1,471	4,086	2,699	0.8	0.2				
Taxi Voucher	162	171	314	344	0.9	0.2				
SunDial	9,657	9,983	19,150	19,819	2.0	0.1				
<b>System Total</b>	<b>222,689</b>	<b>200,796</b>	<b>428,097</b>	<b>398,313</b>	<b>9.3</b>	<b>0.7</b>				
	<b>Aug-24</b>	<b>Aug-23</b>								
Weekdays:	22	23								
Saturdays:	4	4								
Sundays:	5	4								
Total Days:	31	31								

Haul Pass COD contributed with 4,437 rides, CSUSB with 1,098 rides.  
 Mobile Ticketing contributed with 31,549 rides, the total for August 2024 includes 115 paratransit mobile tickets.

## Fixed Route Ridership COVID-19 Recovery

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

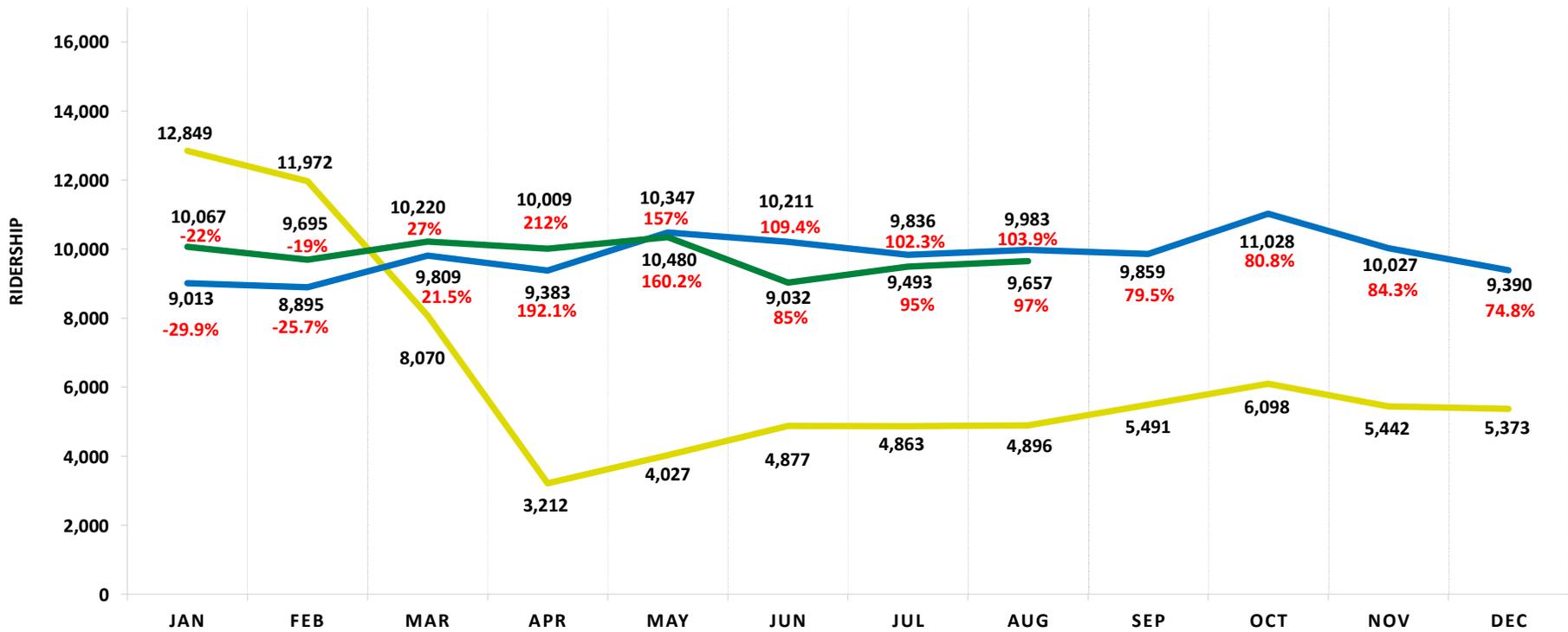


The COVID-19 pandemic caused a major national and global disruption with closures of businesses, schools and entertainment venues due to the implementation of national and statewide public health policies. Variances are in red close to their corresponding ridership number. 2023 and 2024 are referring 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: October 23, 2024

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: SunDial Operational Notes for August 2024

Summary:

The attached report summarizes SunDial's operation for the month of August 2024. This report identifies that for the month of August, 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 August was 90.1%.

Fiscal-year-to-date, SunDial has maintained an on-time performance of 89.6%. Total vehicle miles for August 2024 decreased by 896 compared to August 2023. Total trips for the month of August were 9,269. When compared to August 2023, this is an decrease of 274 trips or 2.9%.

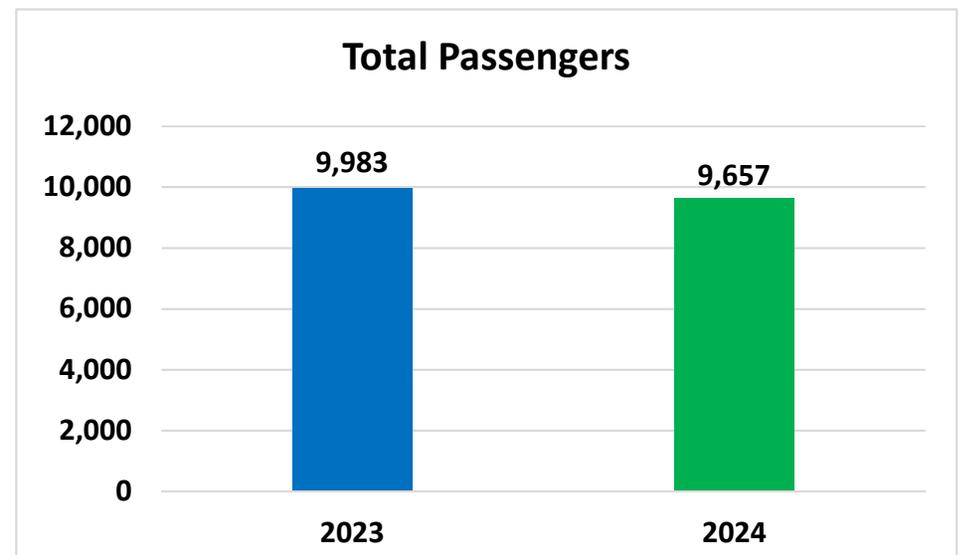
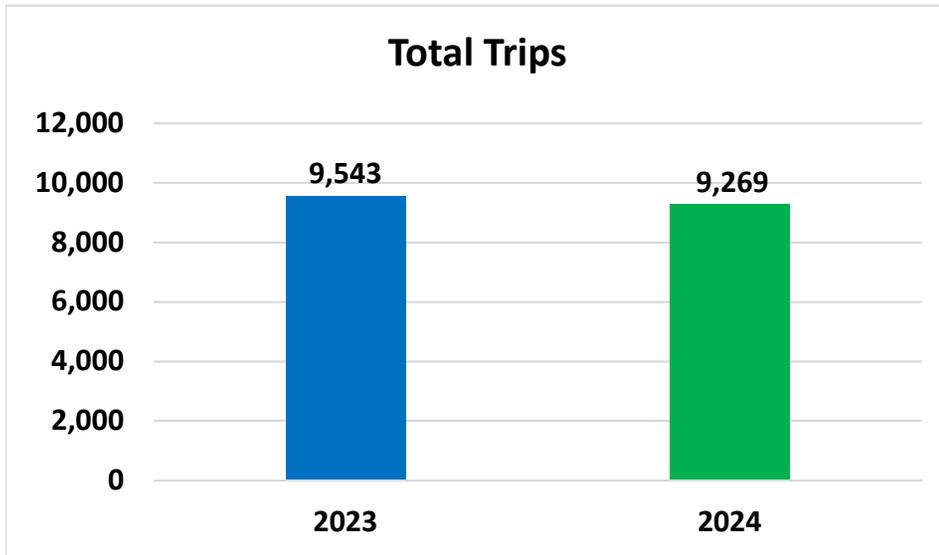
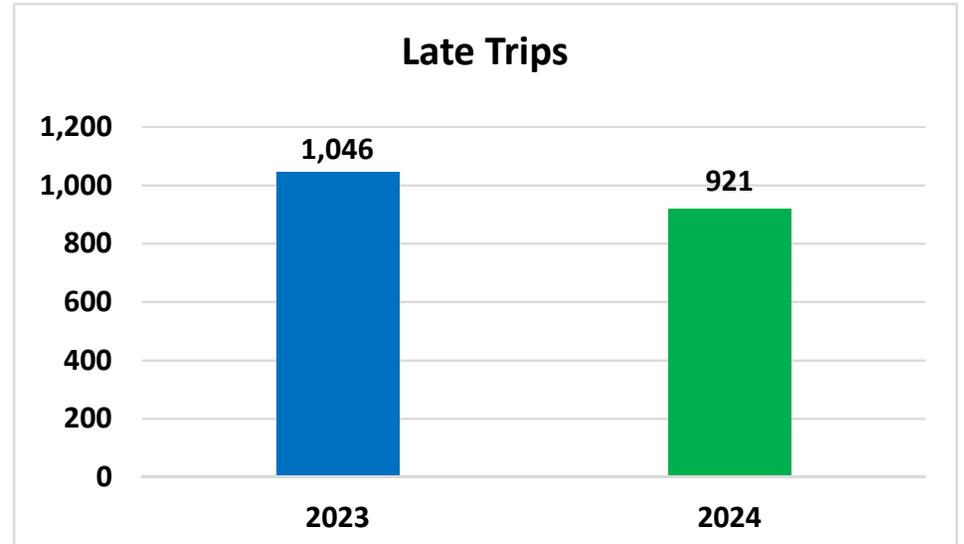
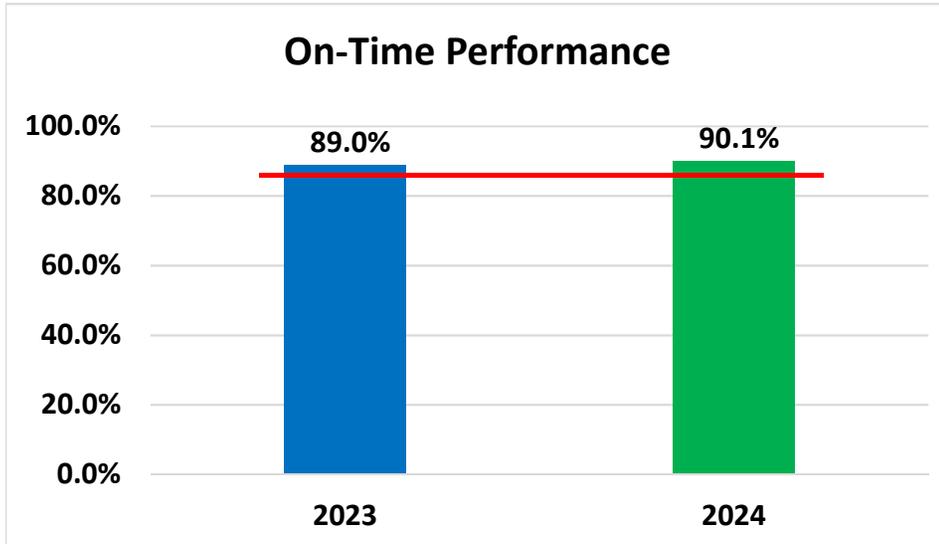
The total number of passengers for the month of August 2024 was 9,657, which indicates a decrease of 326 passengers or 3.3% when compared to August 2023. Mobility device boardings for August 2024 decreased by 204 or 13% when compared to August 2023. During this month, the field supervisors conducted a total of 67 onboard inspections and 76 safety evaluations, which included pre-trip inspections and trailing evaluations. The supervisors have exceeded their monthly on-board evaluations goal of 60 by 7, indicating an increase of 37% when compared to August 2023. Similarly, they have also exceeded their safety evaluations goal of 60 by 16, indicating an increase of 73% when compared to August 2023.

Recommendation:

Receive and file.

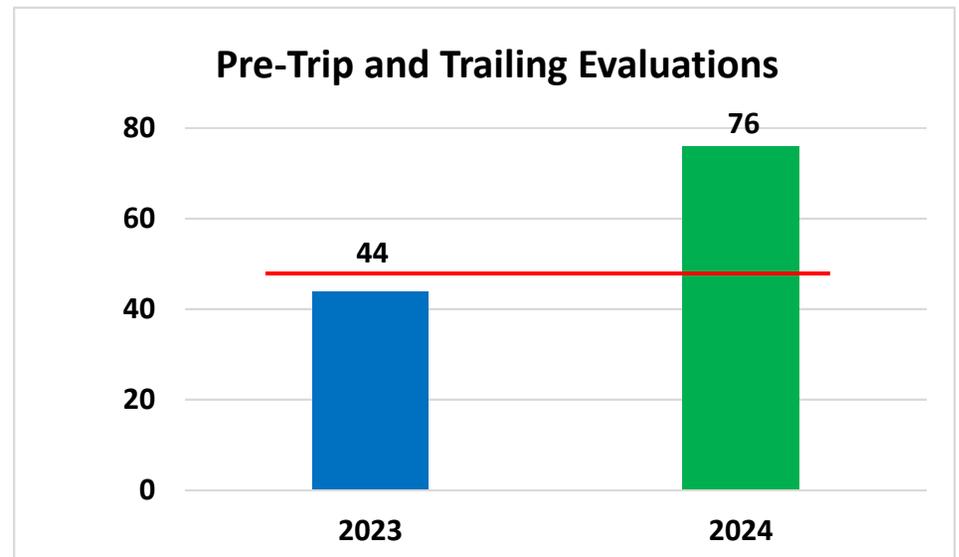
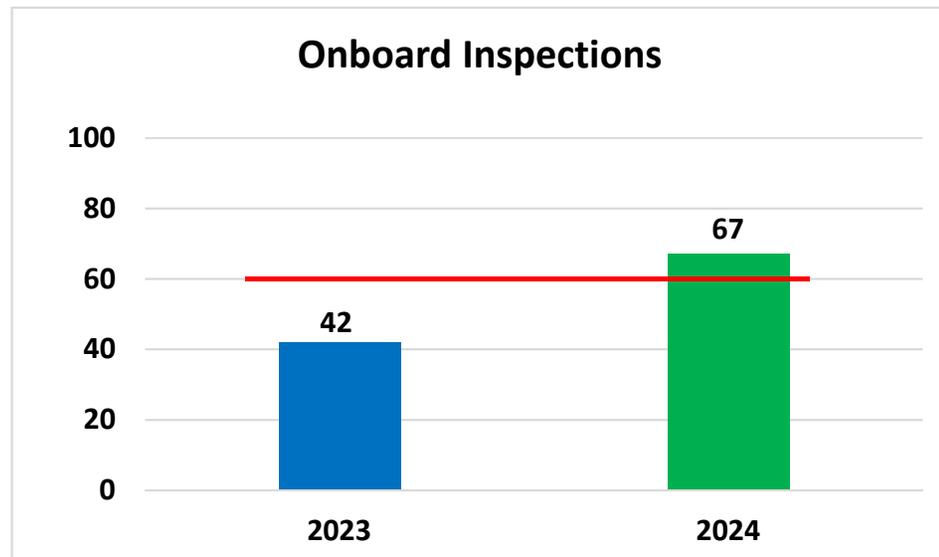
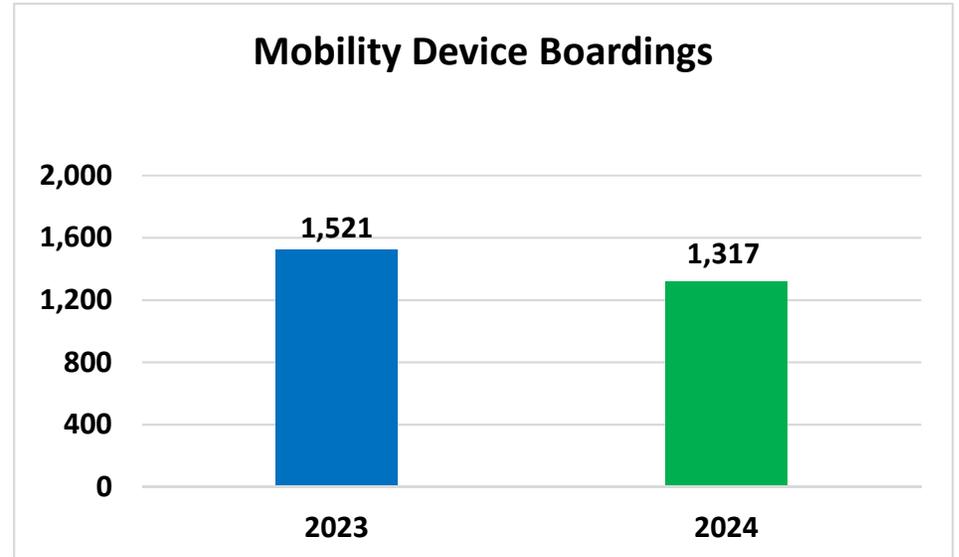
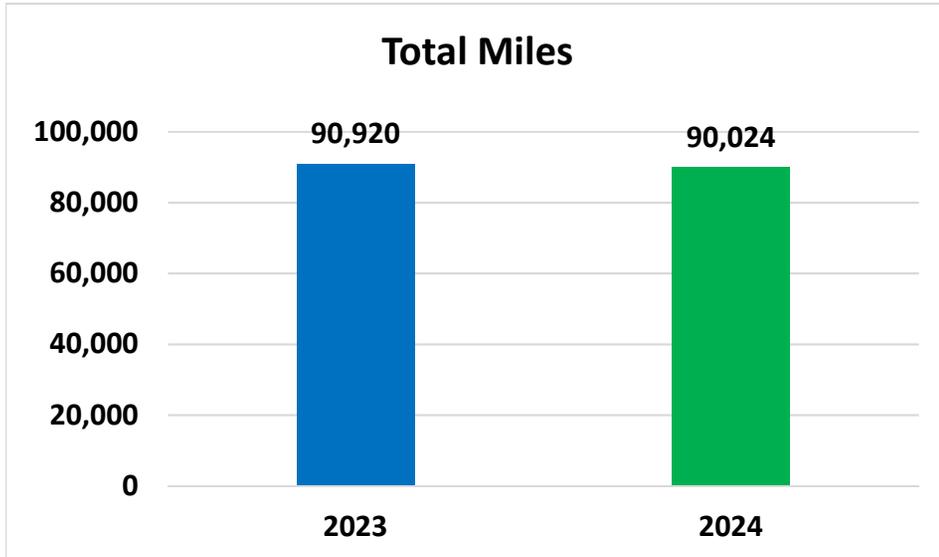
# Paratransit Operational Charts

## August 2023 vs. August 2024



# Paratransit Operational Charts

## August 2023 vs. August 2024



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

DATE: October 23, 2024 **RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Metrics for August 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. System-wide there was an increase of 41% over August 2023 and an increase of 2% over July 2024.
- Desert Hot Springs saw an increase of 103% over August 2023 and an increase of 11% when compared to July 2024.
- Indio saw an increase of 58% over August 2023 and an increase of 7% when compared to July 2024.
- Palm Springs saw an increase of 59% over August 2023 and an increase of 24% when compared to July 2024.

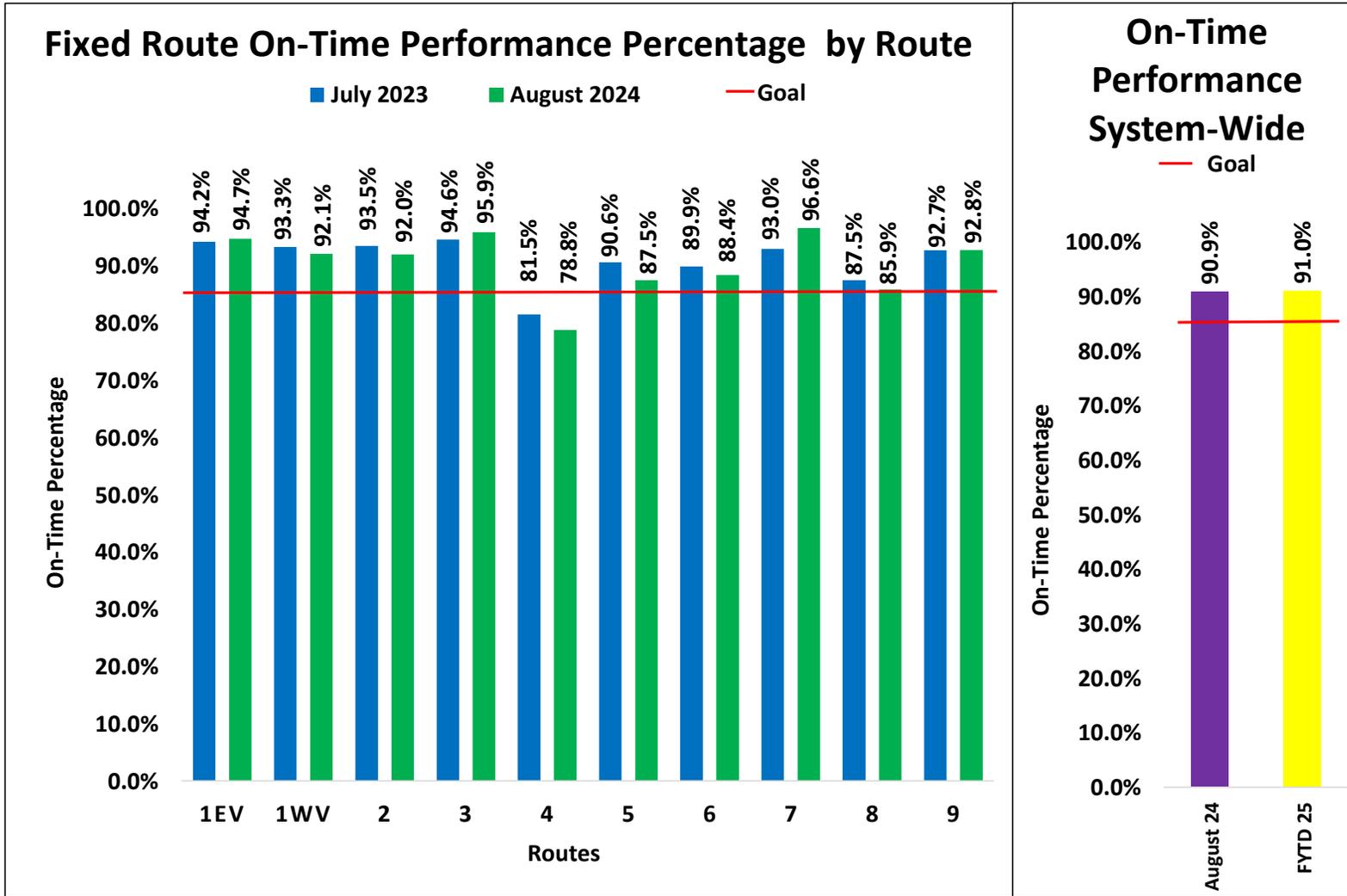
Fixed Route

- Fixed route's on-time performance had a decrease of 0.3% from July 2024 at 91.2% to August 2024 at 90.9%. For August, 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 0.6% in August 2024 compared to the previous month.
- Early departures increased by 0.5% in August 2024 compared to the previous month.
- For the month of August 2024, 24.2% of SunLine's fixed route operator workforce was absent when compared to August 2023 at 23%.
- For the month of August 2024, workforce was at a total of 140 operators when compared to August 2023 at 145 operators.
- The Haul Pass program at COD observed a decline in ridership, with a reduction of 344 rides following the recent implementation of mobile ticketing through Token Transit in June 2024.
  - Further analysis and Marketing are underway to promote the new application among students.

Recommendation:

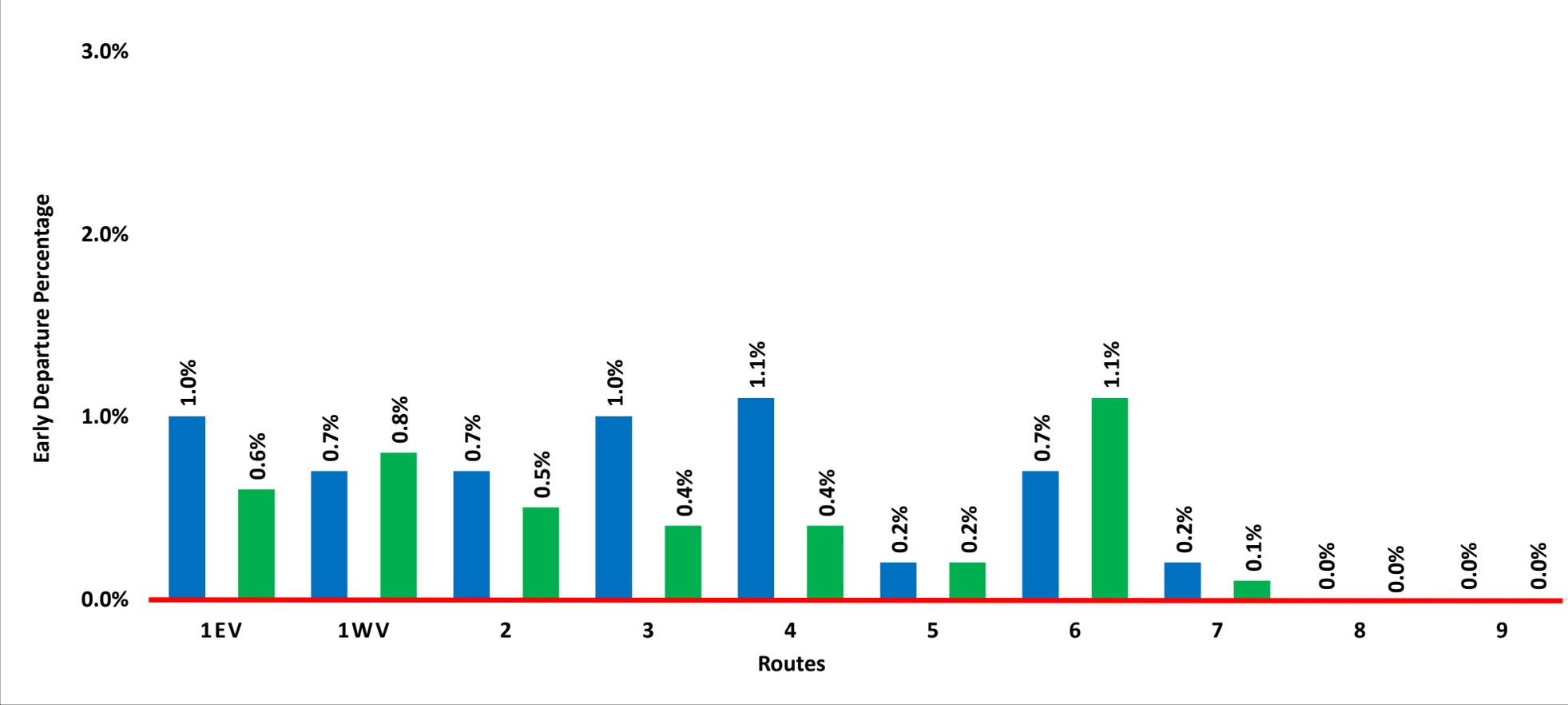
Receive and file.



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 August 2024, the Agency's on-time performance was at 90.9%, when compared to August 2023 at 91.1%. This is a decrease of 0.3%.

# Fixed Route Early Departure Percentage by Route

July 2024      August 2024

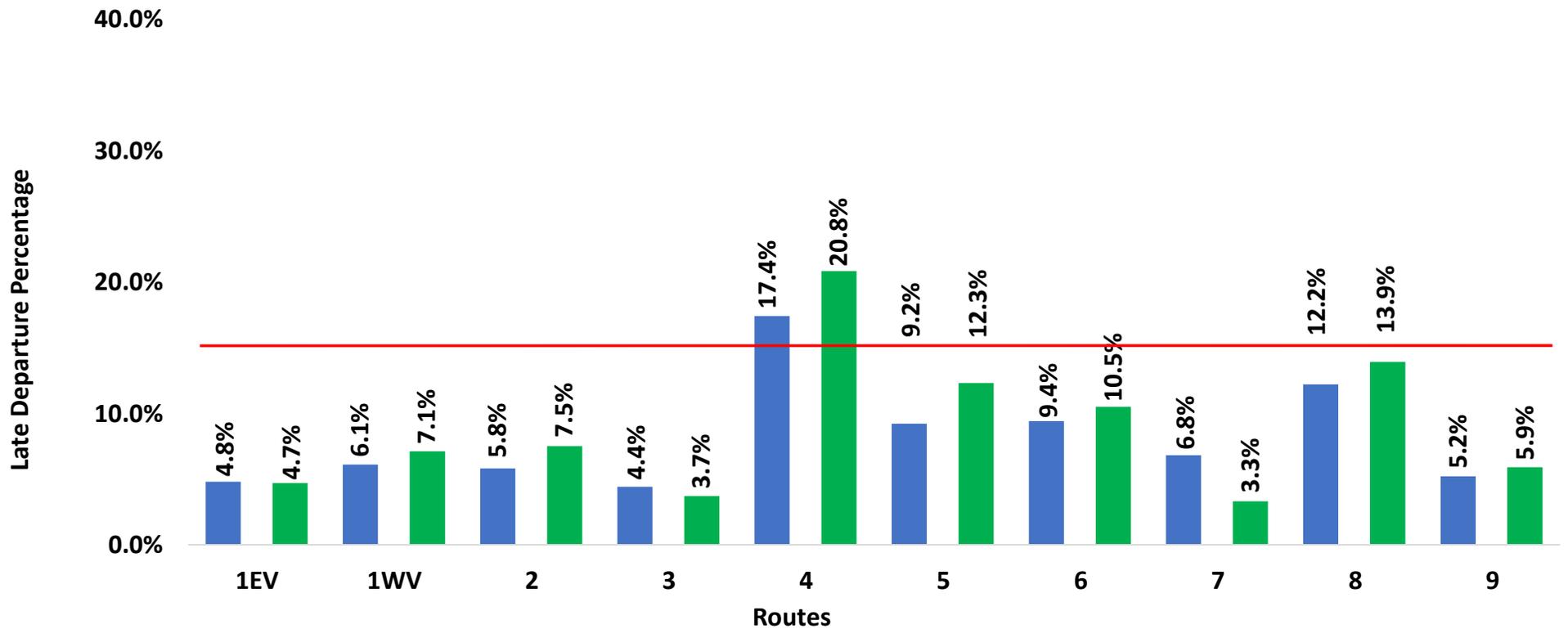


Early Departure: When a bus leaves a time point ahead of the scheduled departure time.

Goal: To reduce early departures to 0%.

## Fixed Route Late Departure Percentage by Route

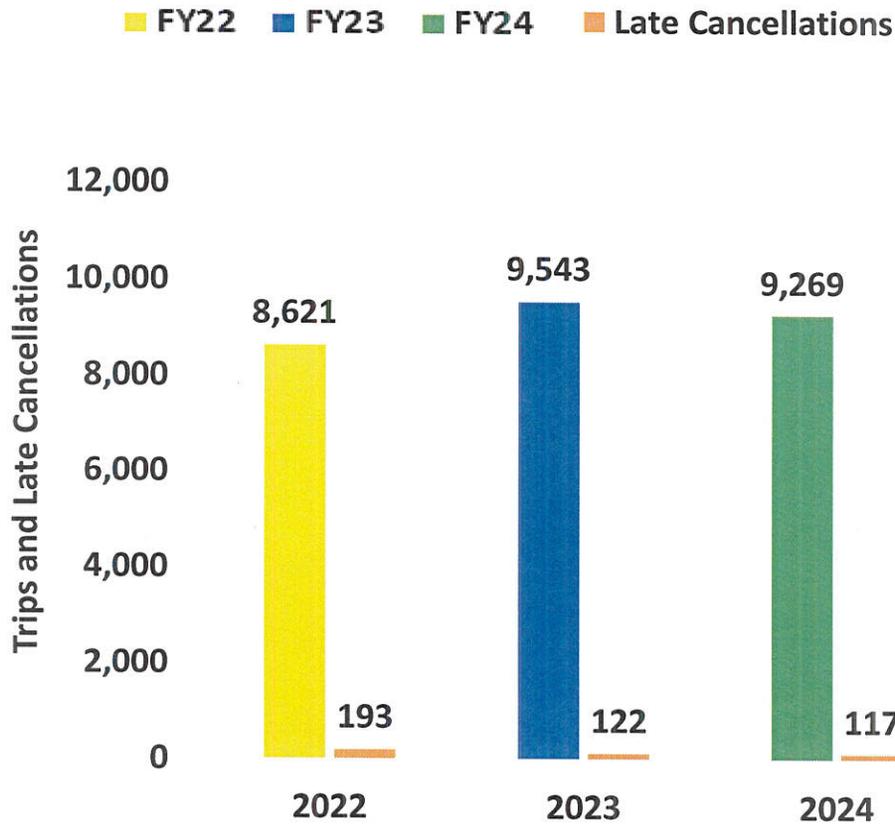
July 2024    August 2024    Goal



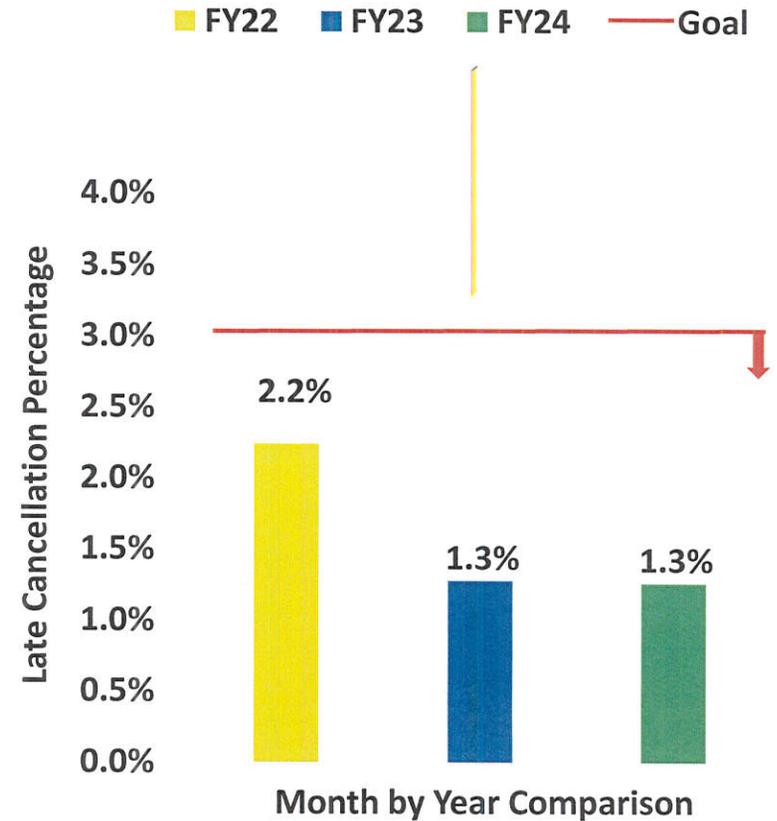
Late Departure: When a bus leaves a time point after the scheduled departure time and the route is running late with a departure greater than five (5) minutes.

Goal: To ensure late departures remain below 15%.

## Paratransit Total Trips vs. Late Cancellations August



## Late Cancellations by Percentage



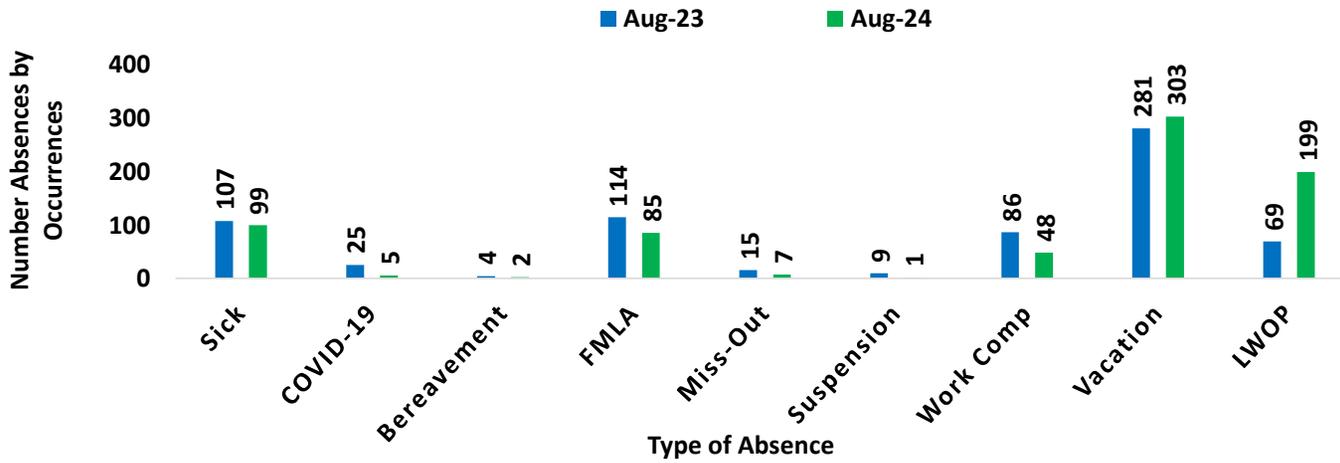
Trip: A one-way trip booked by the rider. A round trip is counted as two (2) trips.

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

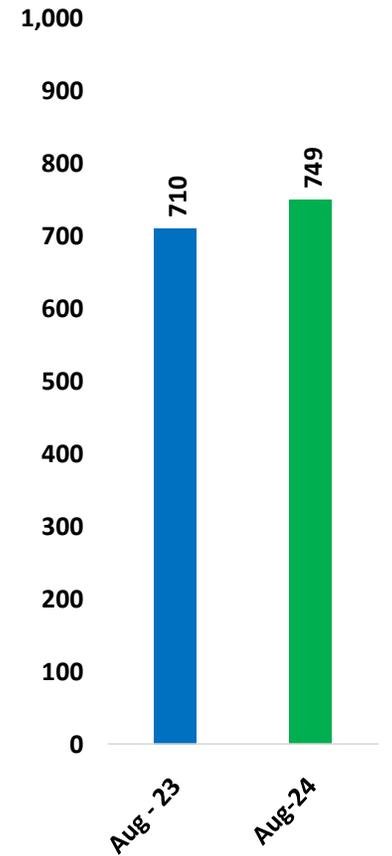
Goal for Late Cancellations: 3% or below.

Total Trips: Total one-way trips completed.

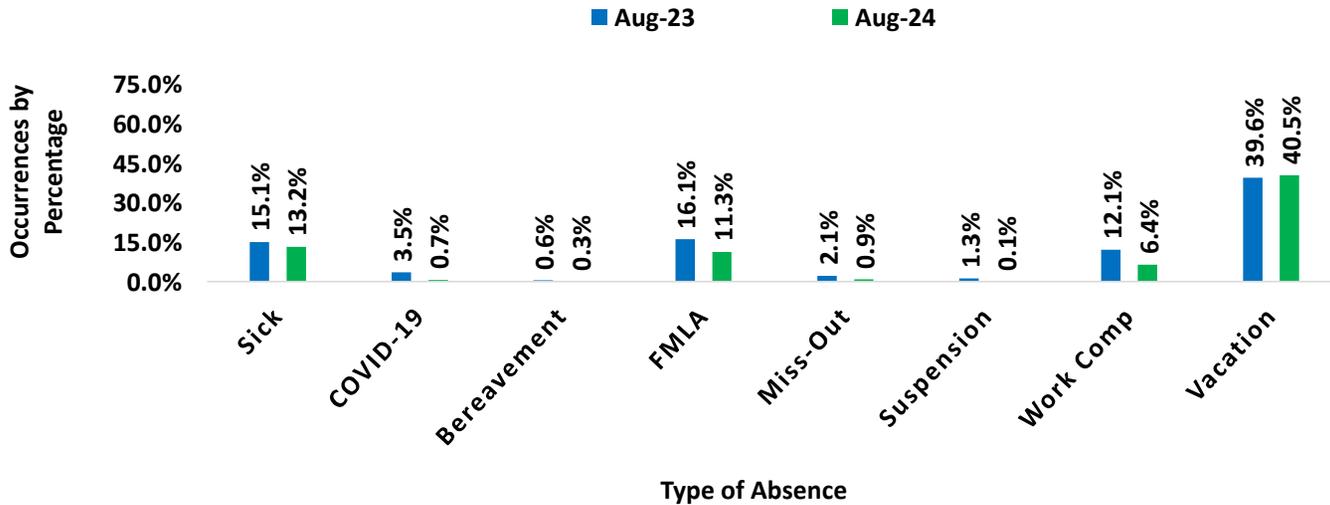
### Fixed Route Operator Absence by Type



### Fixed Route Total Absence Occurrences

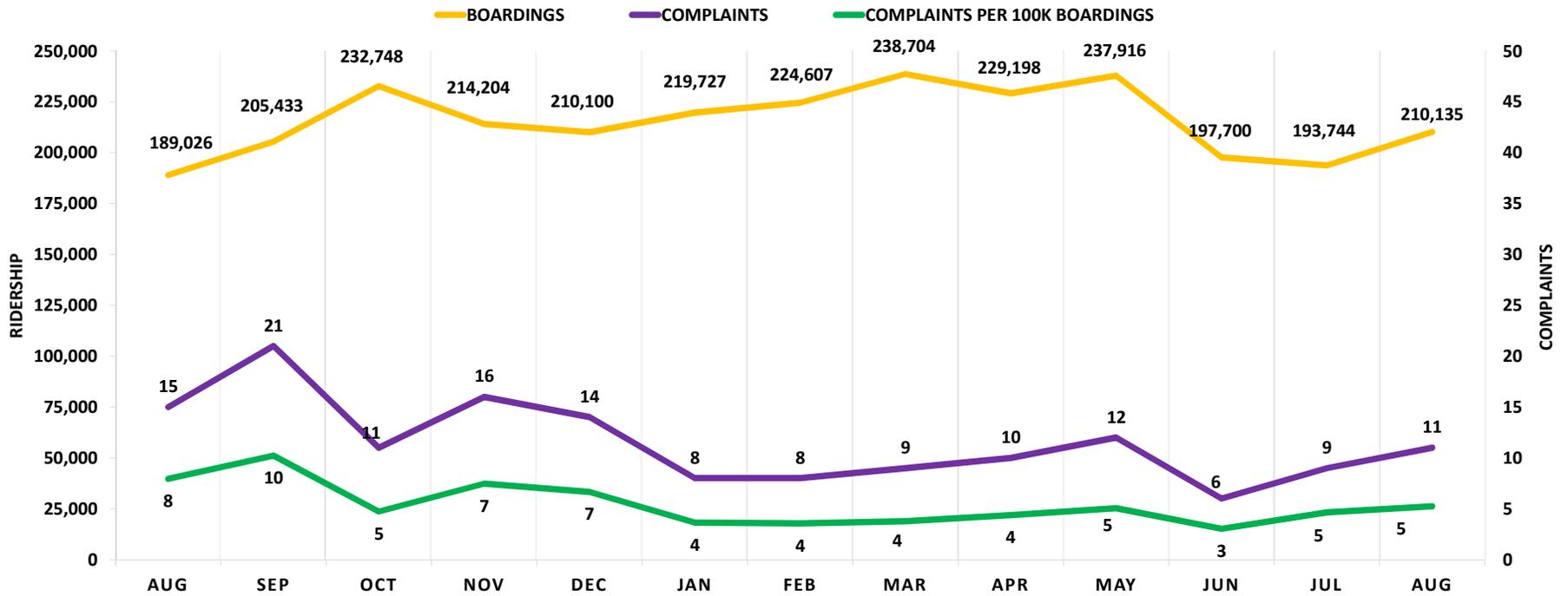


### Fixed Route Operator Absence Type by Percentage



This chart includes unplanned/unscheduled and COVID-19 absences for Fixed Route drivers. For the month of August 2024, 24.2% of SunLine's fixed route operator workforce was absent when compared to August 2023 at 23%. For the month of August 2024, workforce was at a total of 140 operators when compared to August 2023 at 145 operators.

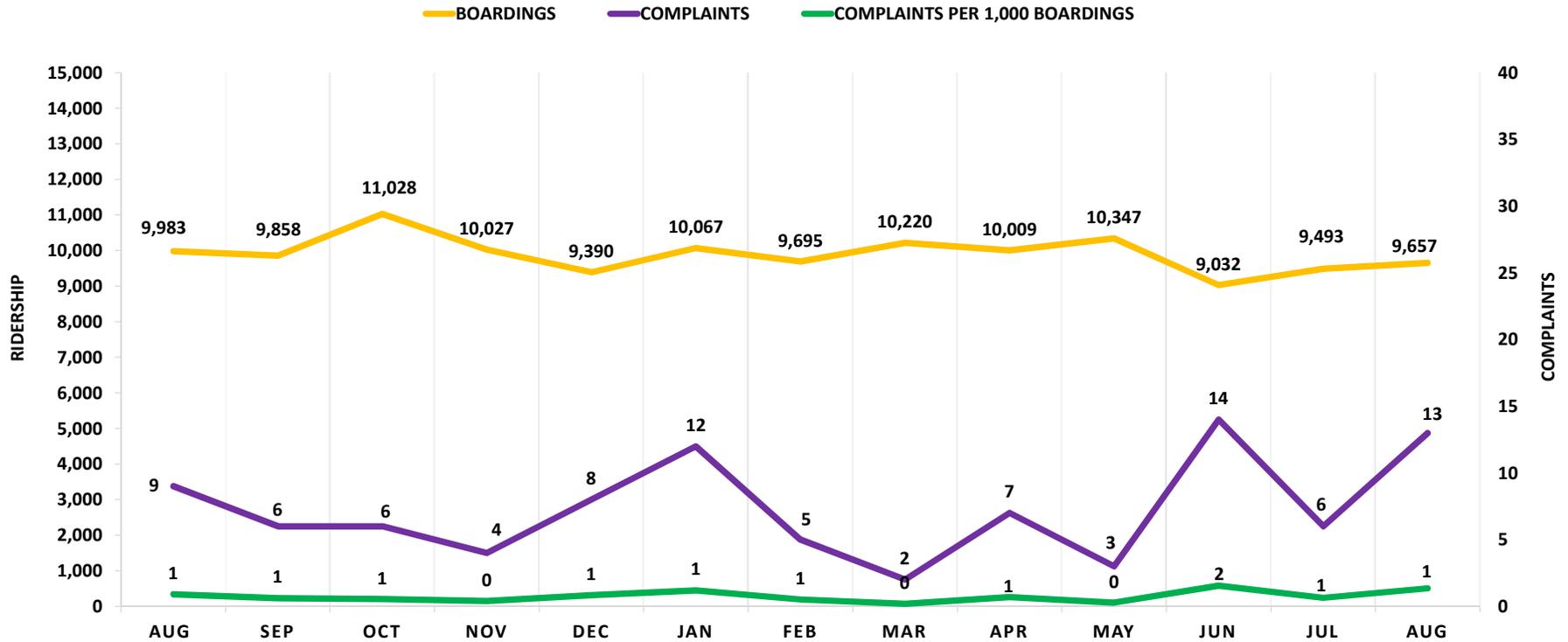
## Fixed Route Customer Complaints August 2023 to August 2024



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 August, 99.99% of our total boardings did not receive a complaint.

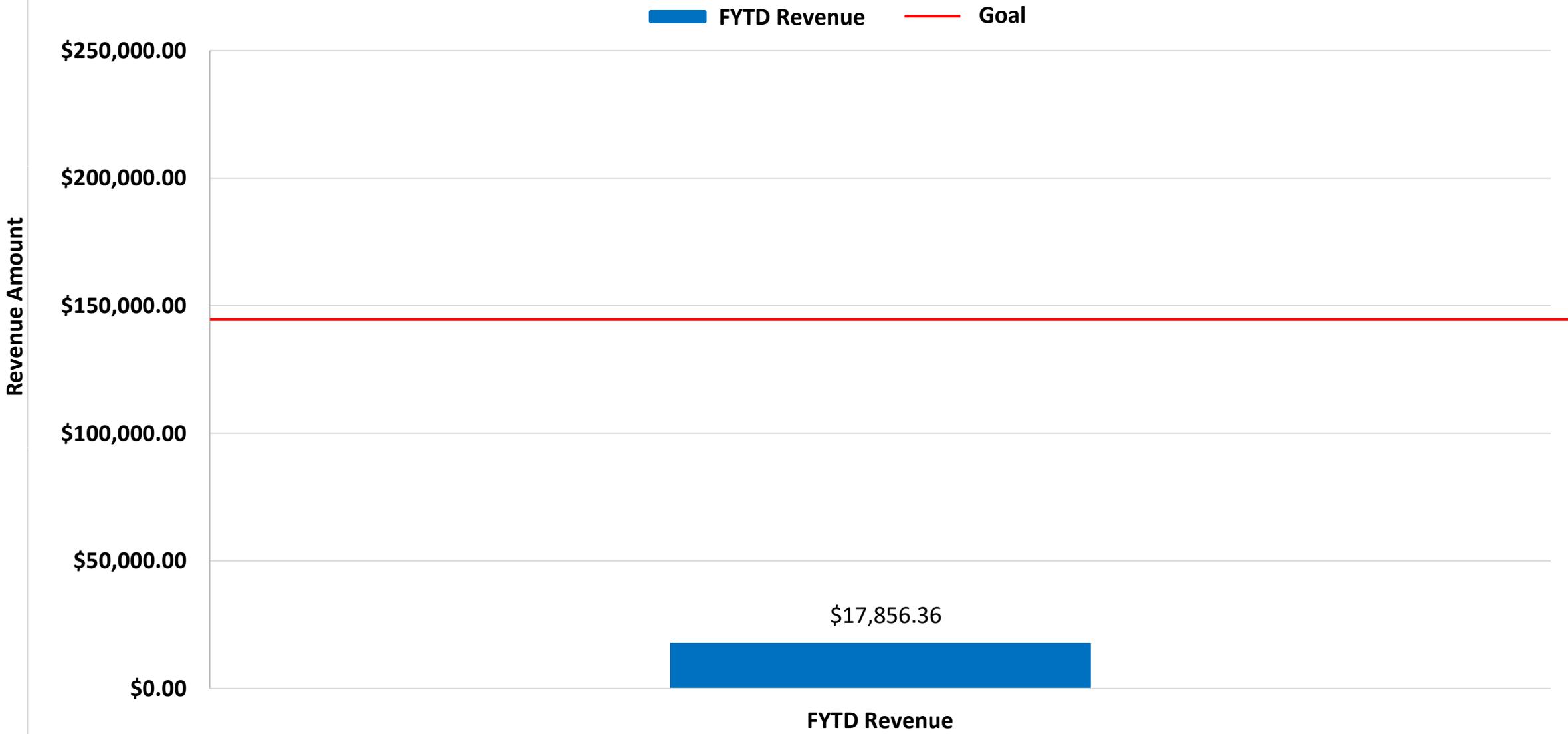
## Paratransit Customer Complaints August 2023 to August 2024



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 August, 99.84% of our total boardings did not receive a complaint.

# Advertising Revenue FYTD Revenue vs. Yearly Goal August 2024

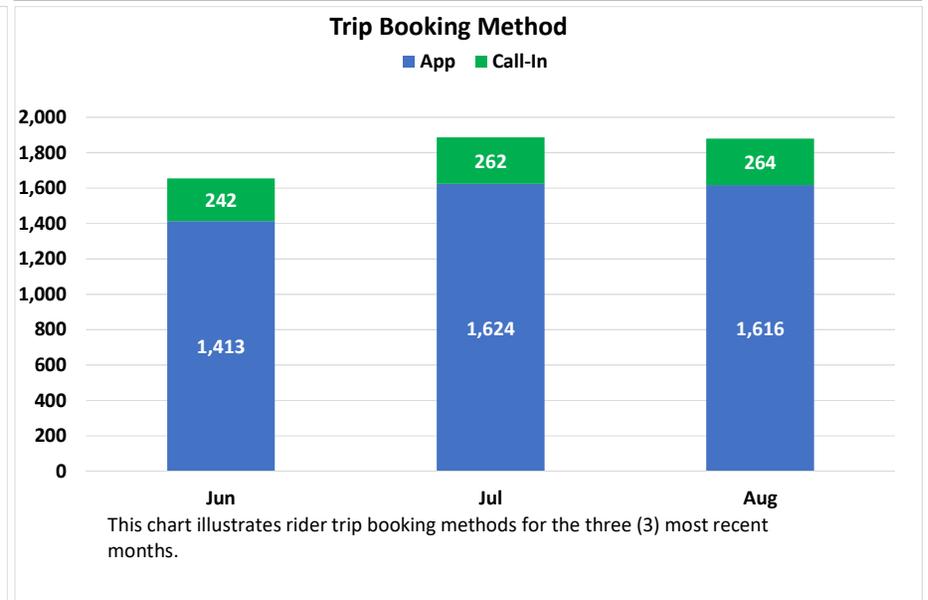
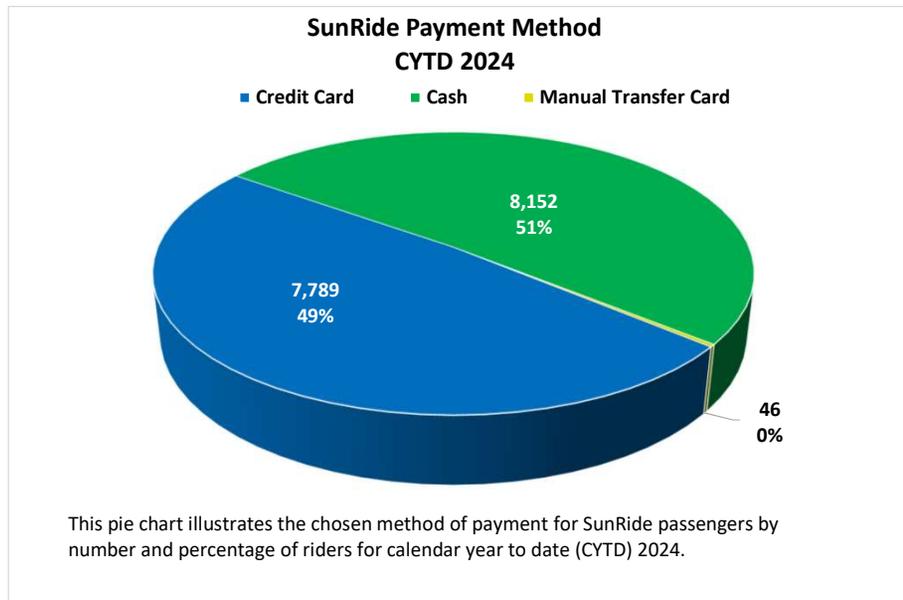
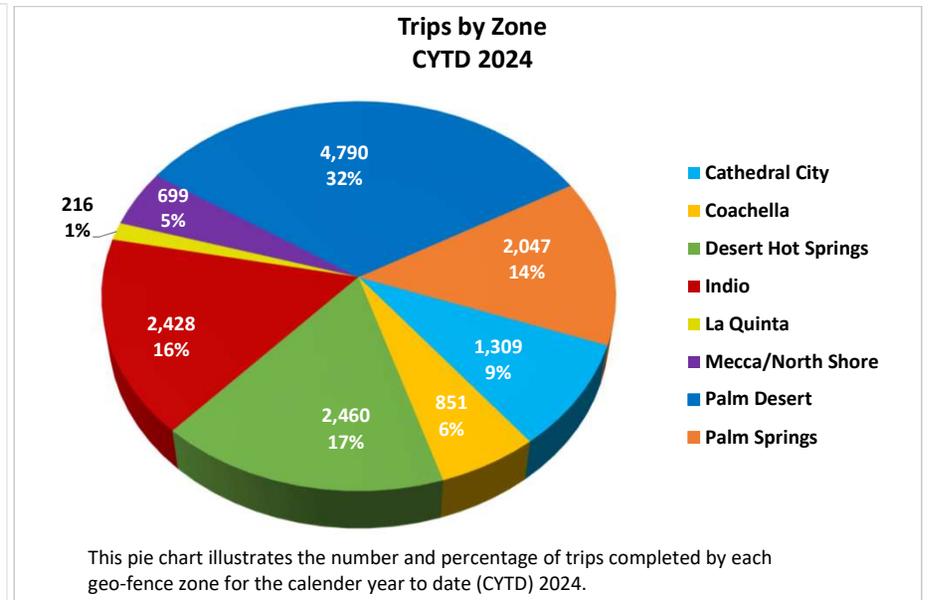
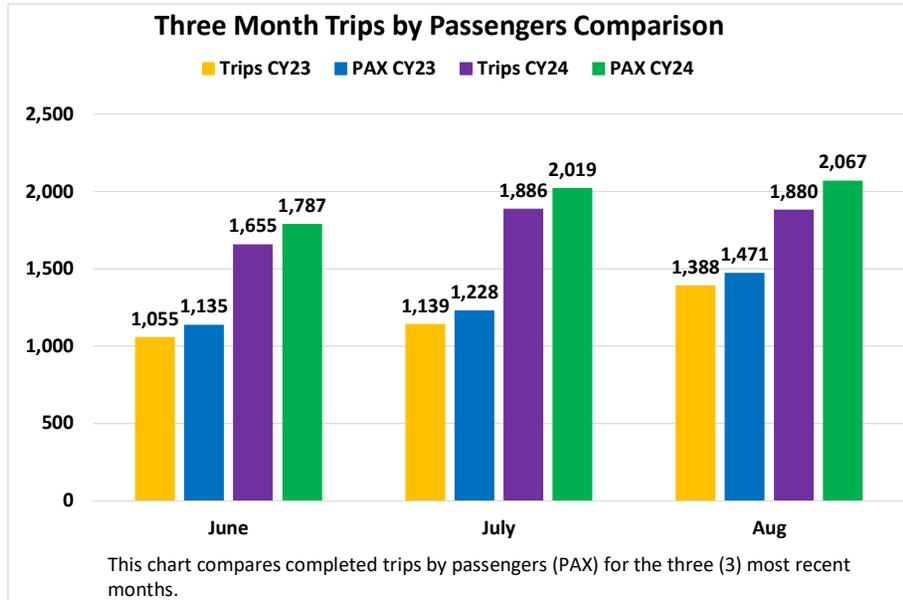


Advertising revenue tracks revenue of invoiced contracts for bus shelter and bus wrap advertising. The graph tracks FYTD revenue versus our yearly goal. The yearly goal for FY25 is \$150,000 (*advertising revenues follow Finance Department reporting from the previous two (2) months*).

## SunRide System-Wide Metrics CYTD 2024

**Total Completed Trips: 14,800**

**Total Number of Passengers: 15,987**

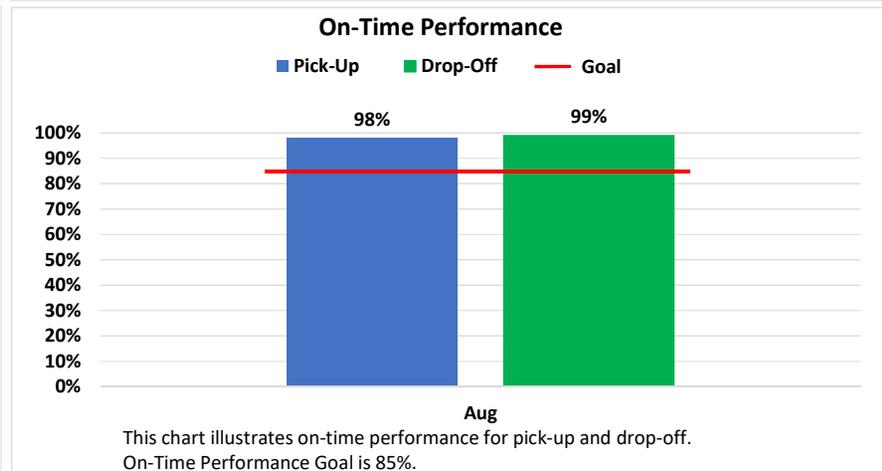
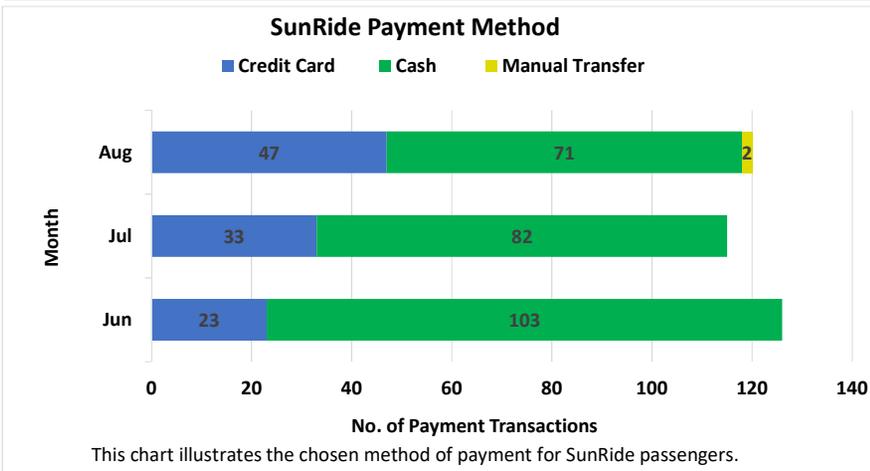
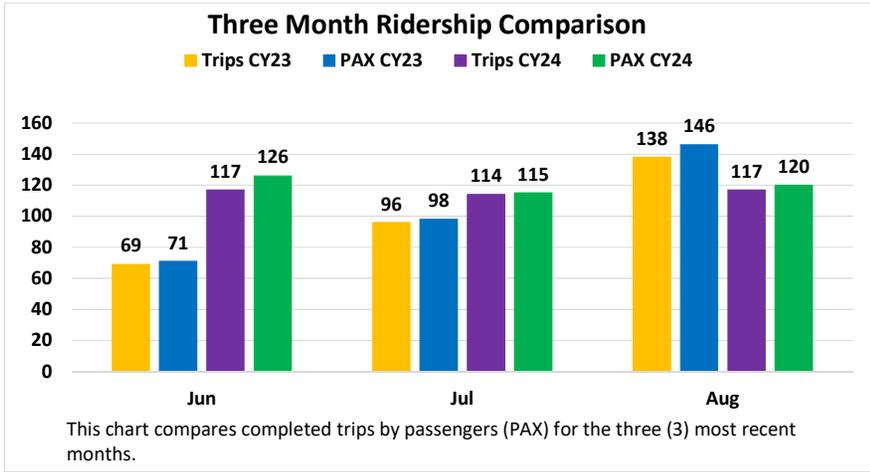


**Percentage of Trips System-wide as Ridesharing: 28%.**  
 [Based on No. of Shared Rides for the month (533) divided by Total Trips Completed (1,880)].

## Cathedral City Geo-Fence Metrics CYTD 2024

**Total Completed Trips: 1,309**

**Total Number of Passengers: 1,370**



**Percentage of Trips as Ridesharing: Nine (9) percent.**  
 [Based on No. of Shared Rides for the month (11) divided by Total Trips Completed (117).]

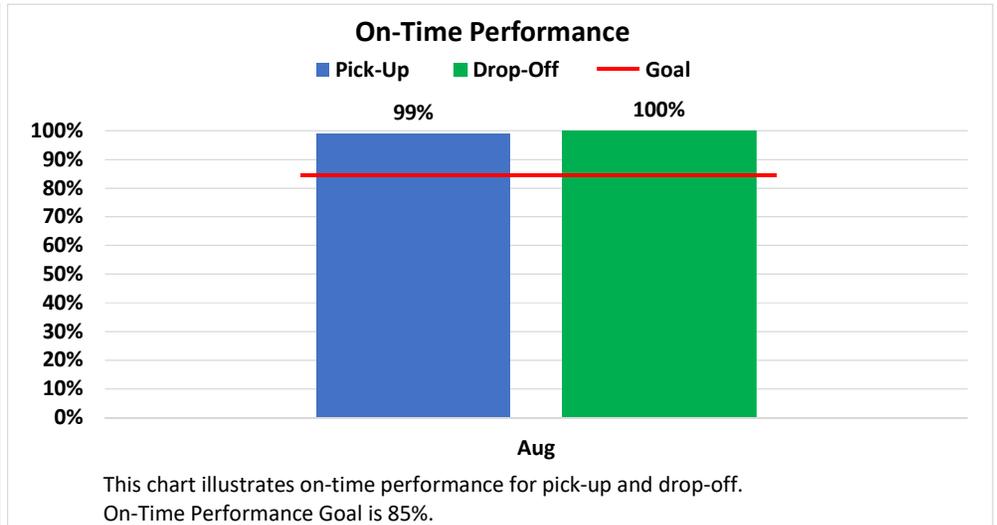
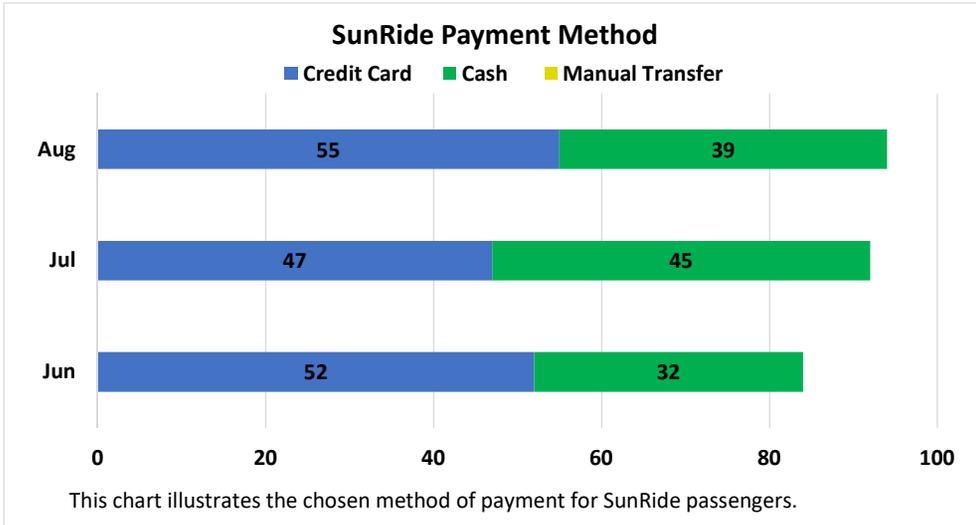
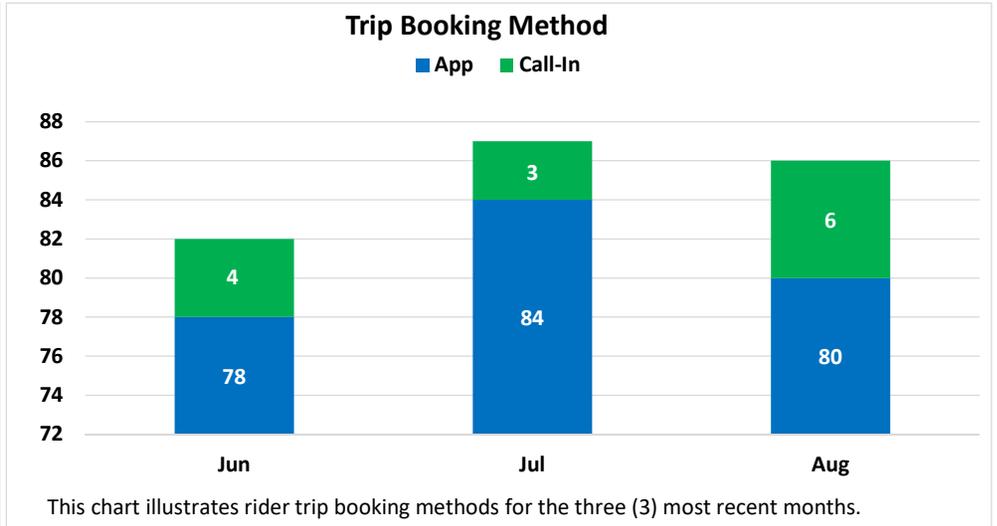
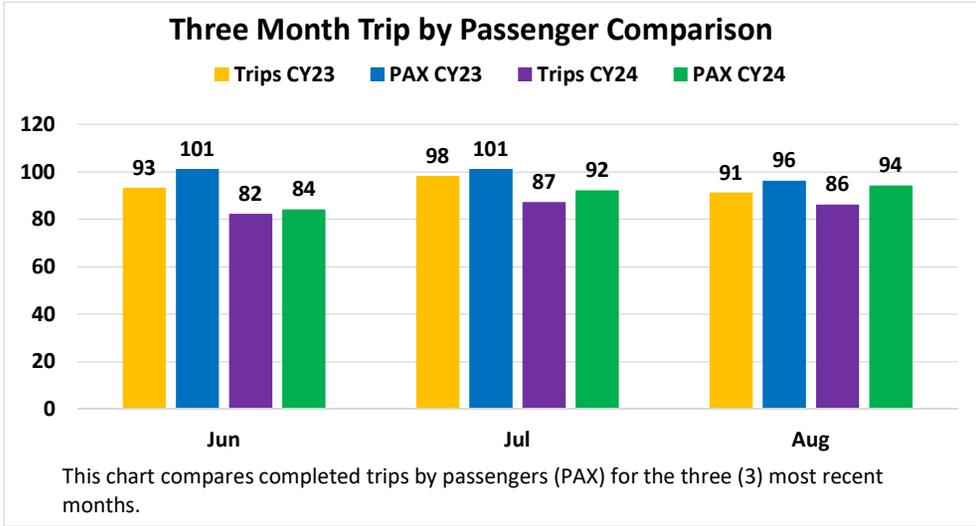
**Customer Satisfaction Rating**  
 Avg. rider trip rating 4.9  
 Goal: 4.5



## Coachella Geo-Fence Metrics CYTD 2024

**Total Completed Trips: 851**

**Total Number of Passengers: 948**



**Combined Zone: Coachella-Indio-LaQuinta**  
**Percentage of Trips as Ridesharing: 16%.**  
 [Based on No. of Shared Rides for the month (75) divided by Total Trips Completed (462).]

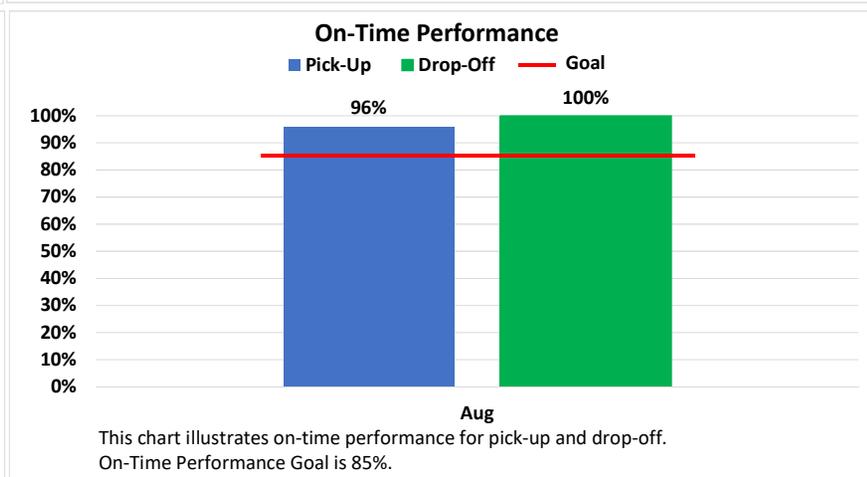
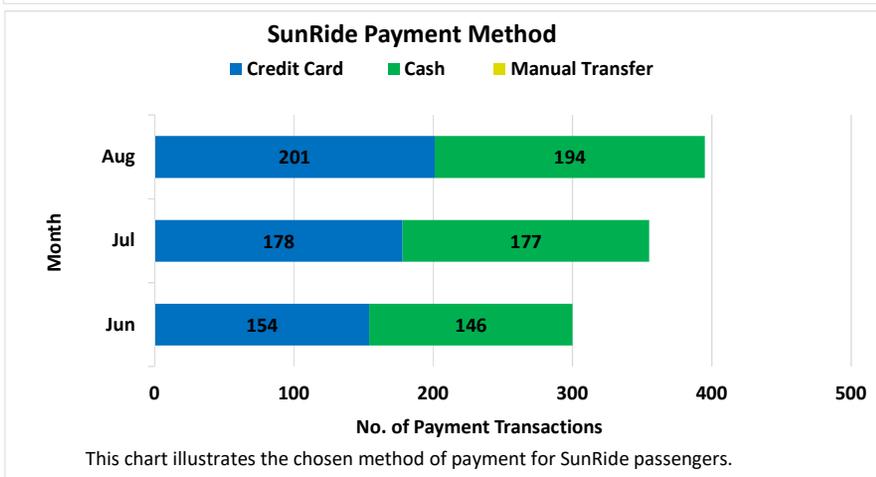
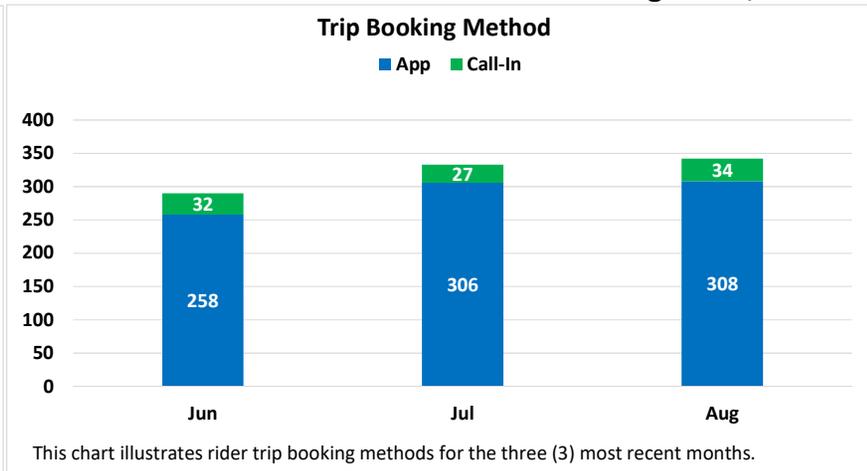
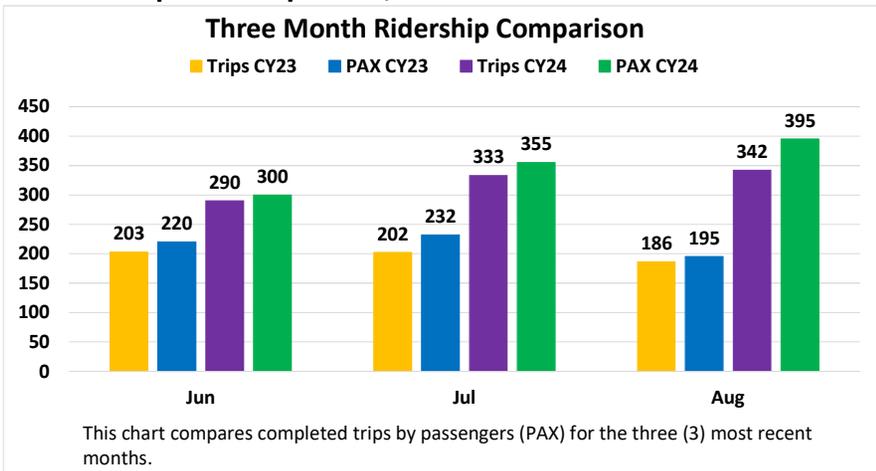
**Customer Satisfaction Rating**  
 Avg. rider trip rating: 4.8  
 Goal: 4.5



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

**Total Completed Trips: 2,460**

**Total Number of Passengers: 2,611**



**Percentage of Trips as Ridesharing: 27%.**  
 [Based on No. of Shared Rides for the month (93) divided by Total Trips Completed (342).]

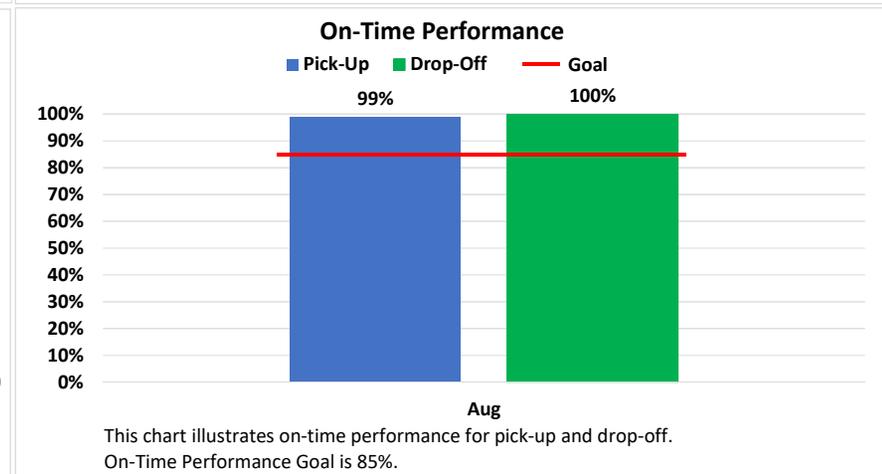
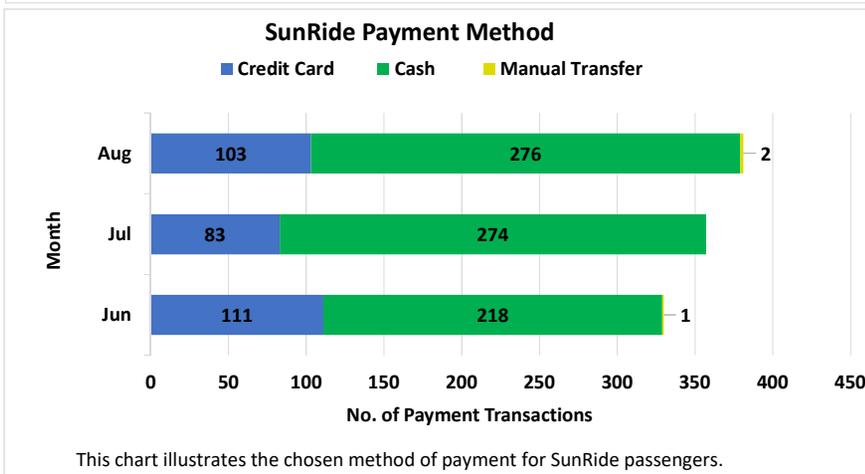
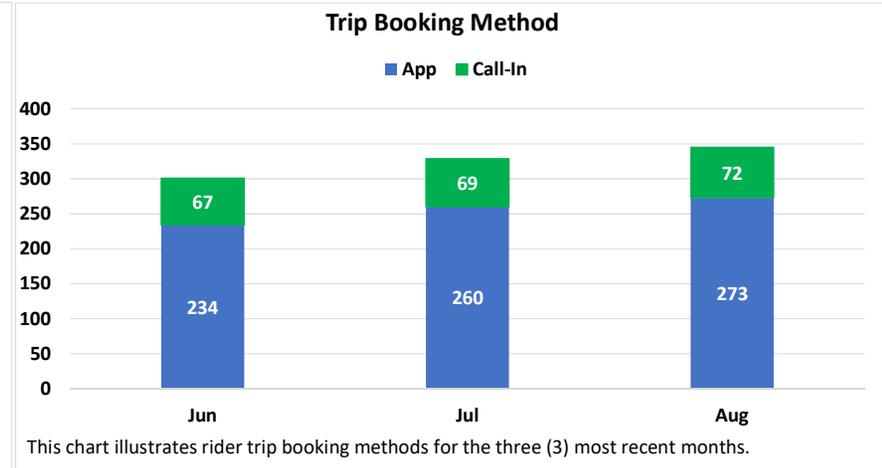
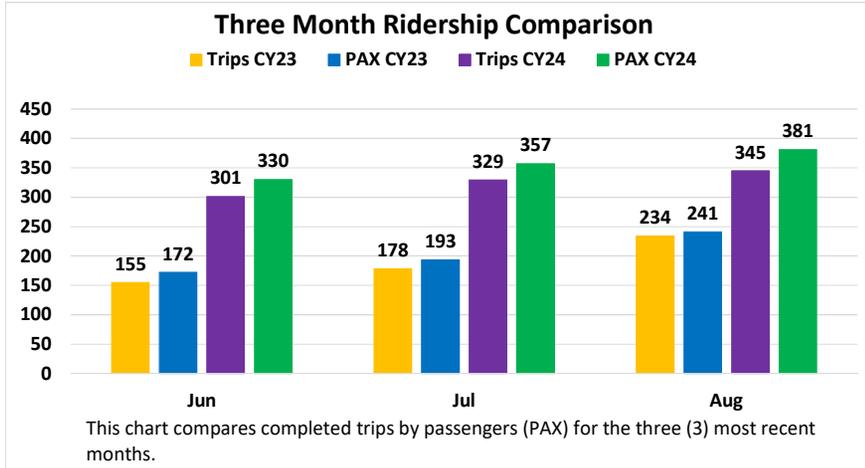
**Customer Satisfaction Rating**  
 Avg. rider trip rating 4.8  
 Goal: 4.5



## Indio Geo-Fence Metrics CYTD 2024

**Total Completed Trips: 2,428**

**Total Number of Passengers: 2,655**



**Combined Zone: Coachella-Indio-LaQuinta**  
**Percentage of Trips as Ridesharing: 16%.**  
 [Based on No. of Shared Rides for the month (75) divided by Total Trips Completed (462).]

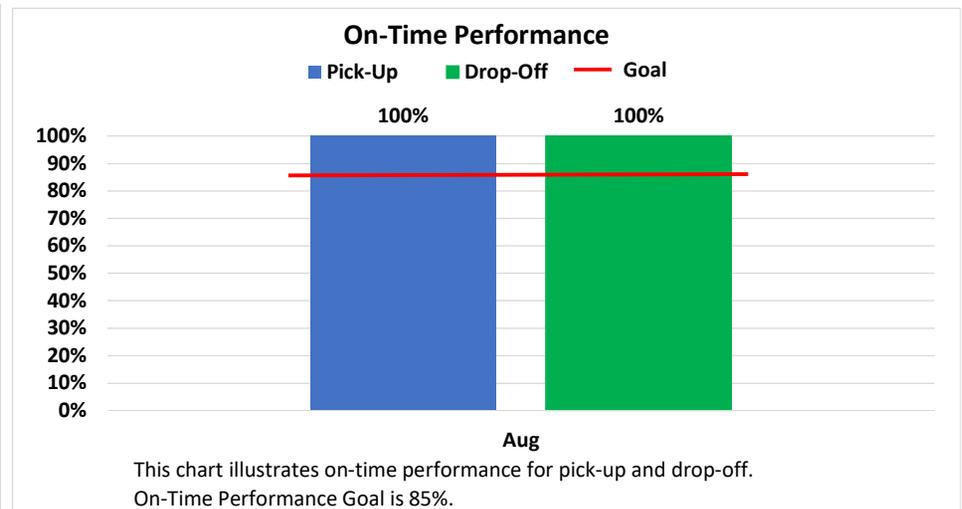
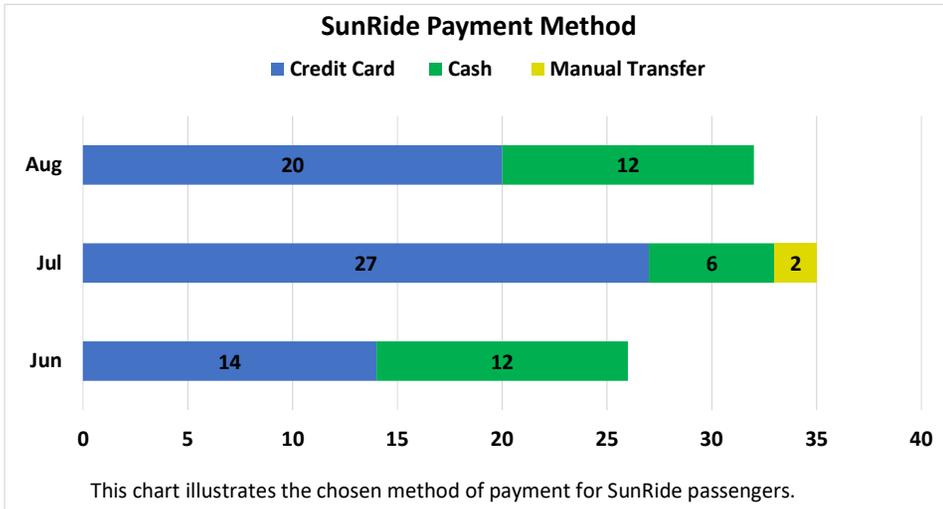
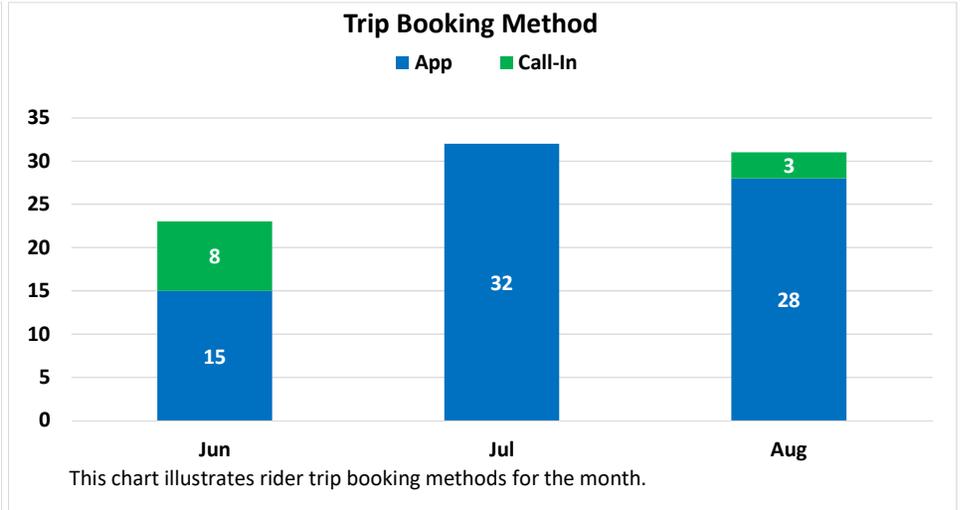
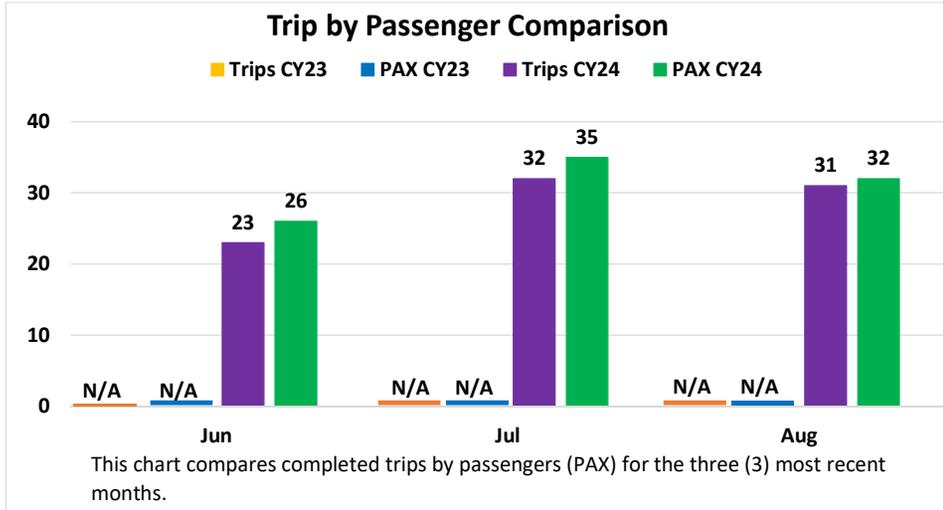
**Customer Satisfaction Rating**  
 Avg. rider trip rating 4.9  
 Goal: 4.5



## La Quinta Geo-Fence Metrics CYTD 2024

**Total Completed Trips: 216**

**Total Number of Passengers: 238**



**Combined Zone: Coachella-Indio-LaQuinta**  
**Percentage of Trips as Ridesharing: 16%.**  
 [Based on No. of Shared Rides for the month (75) divided by Total Trips Completed (462).]

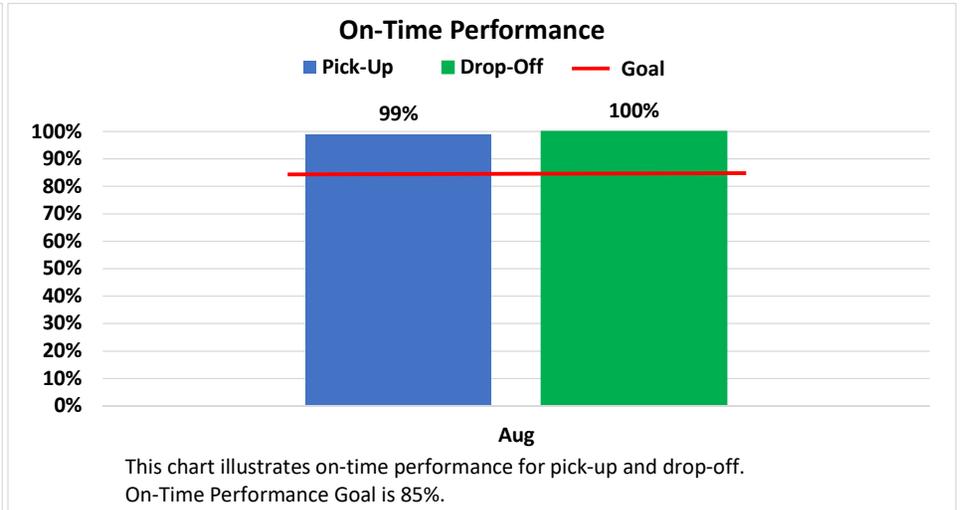
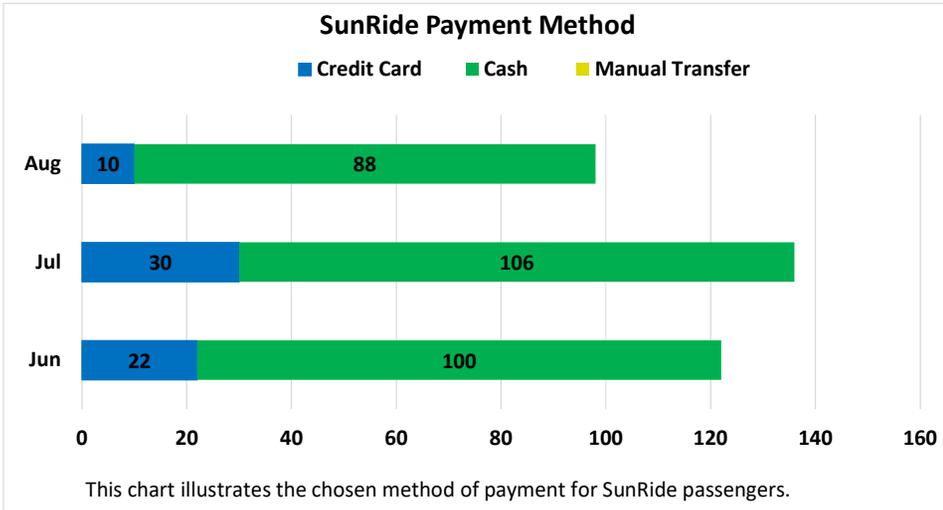
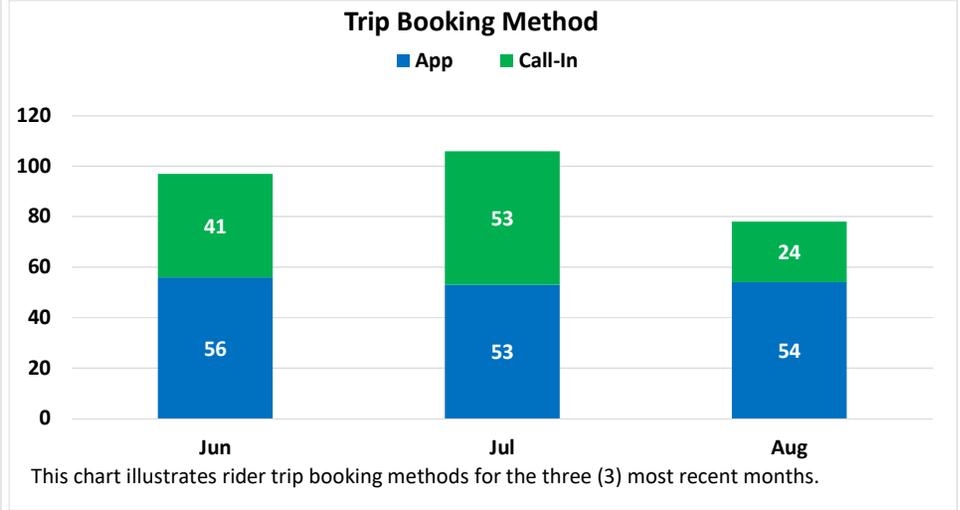
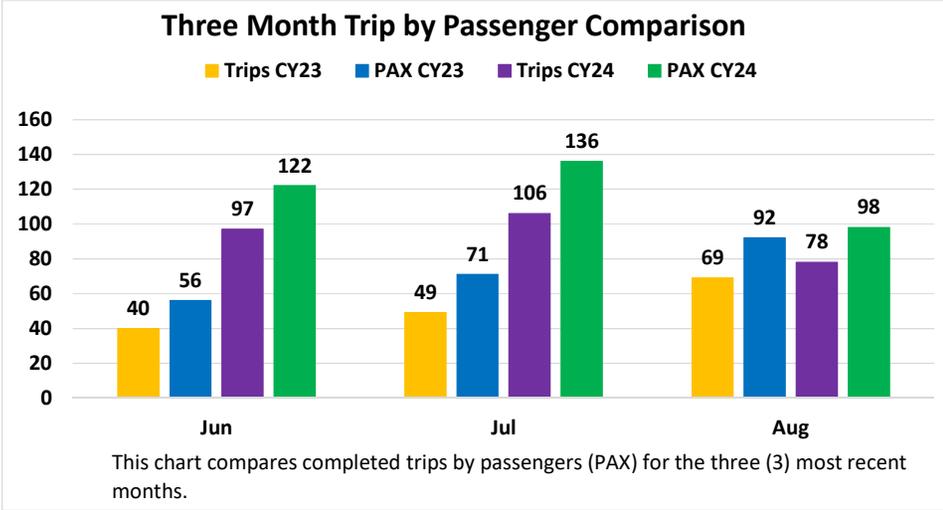
**Customer Satisfaction Rating**  
 Avg. rider trip rating: 5.0  
 Goal: 4.5



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

**Total Completed Trips: 699**

**Total Number of Passengers: 883**



**Percentage of Trips as Ridesharing: Three (3) percent.**  
[Based on No. of Shared Rides for the month (2) divided by Total Trips Completed (78).]

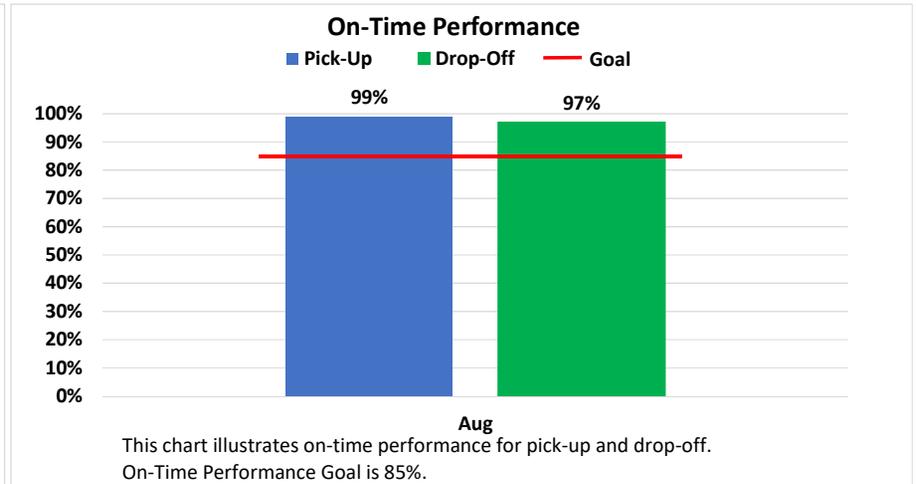
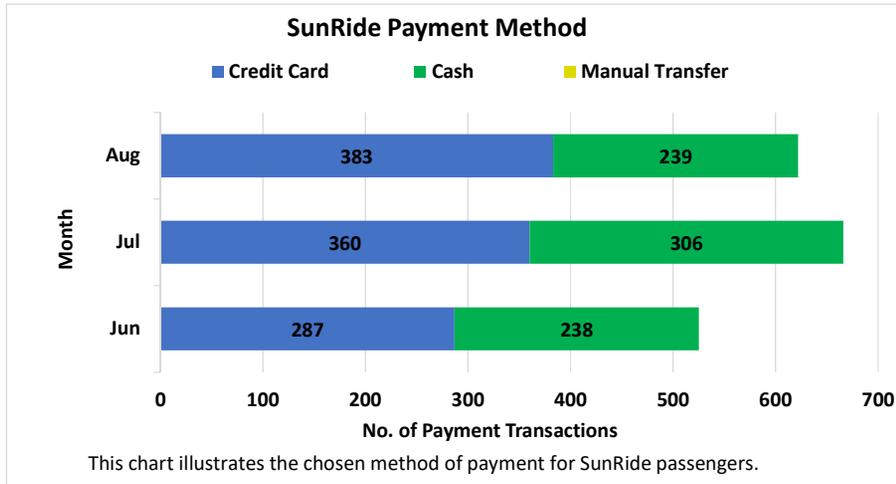
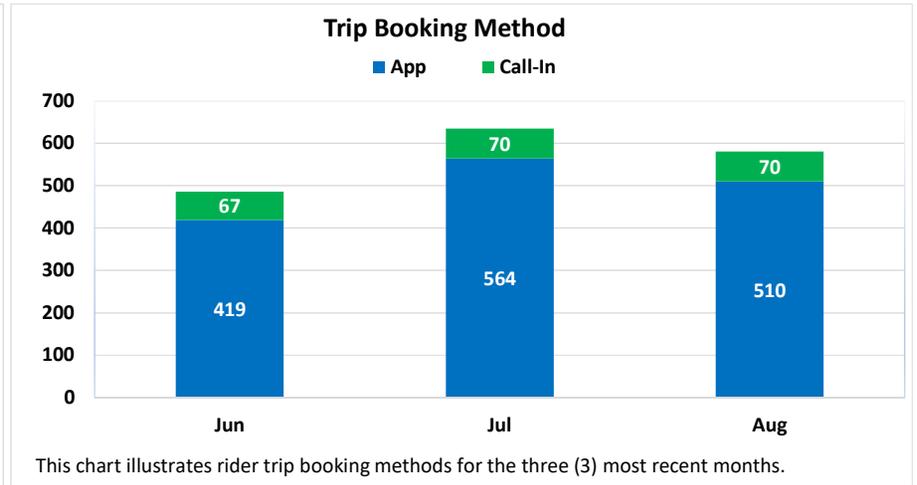
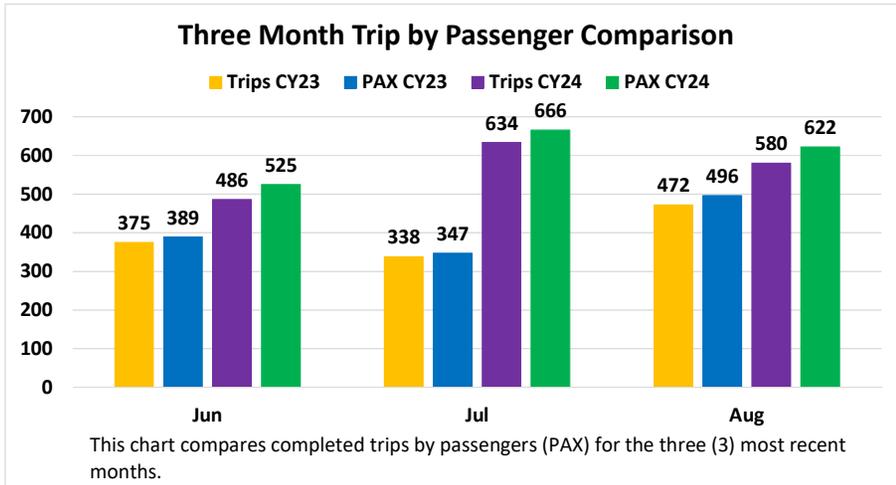
**Customer Satisfaction Rating**  
Avg. rider trip rating: 4.9  
Goal: 4.5



## Palm Desert Geo-Fence Metrics CYTD 2024

**Total Completed Trips: 4,790**

**Total Number of Passengers: 5,044**



**Percentage of Trips as Ridesharing: 44%**  
 [Based on No. of Shared Rides for the month (256) divided by Total Trips Completed (580).]

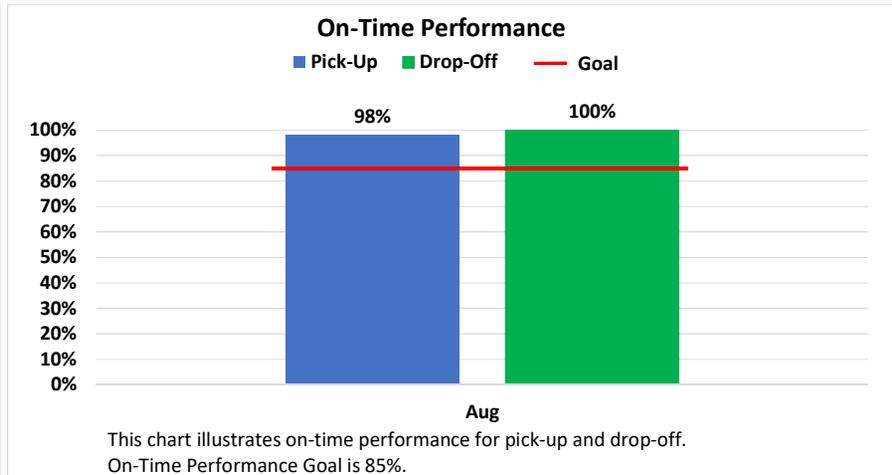
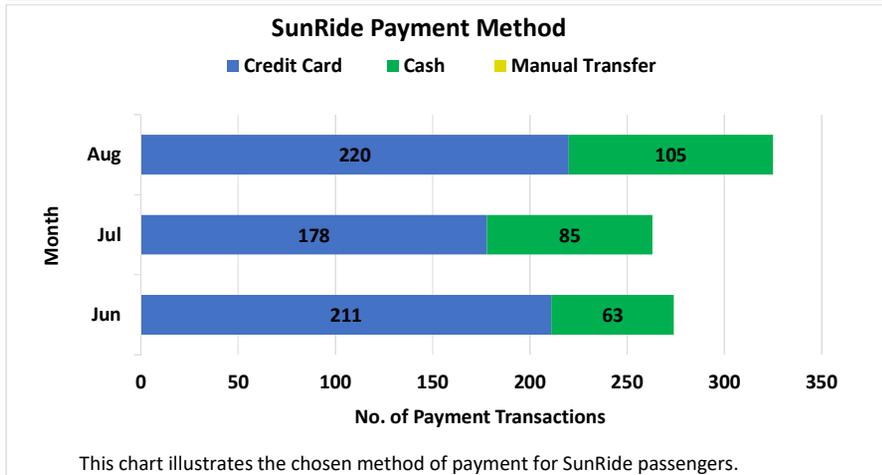
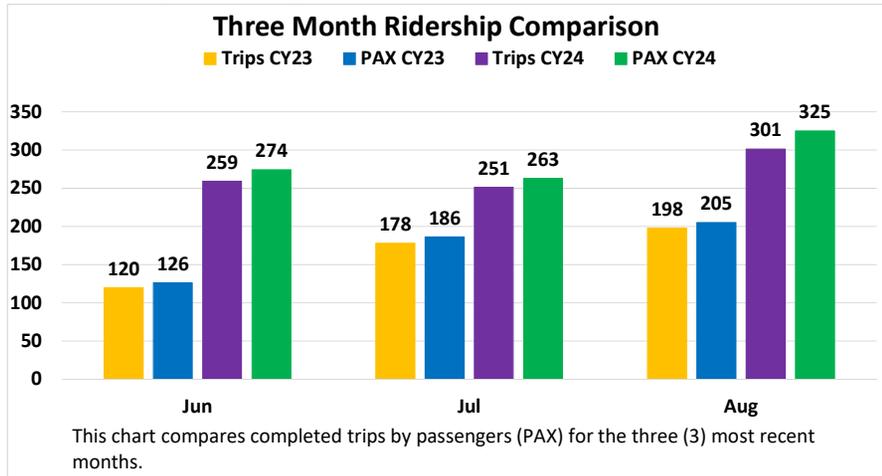
**Customer Satisfaction Rating**  
 Avg. rider trip rating: 5.0  
 Goal: 4.5



## Palm Springs Geo-Fence Metrics CYTD 2024

**Total Completed Trips: 2,047**

**Total Number of Passengers: 2,238**

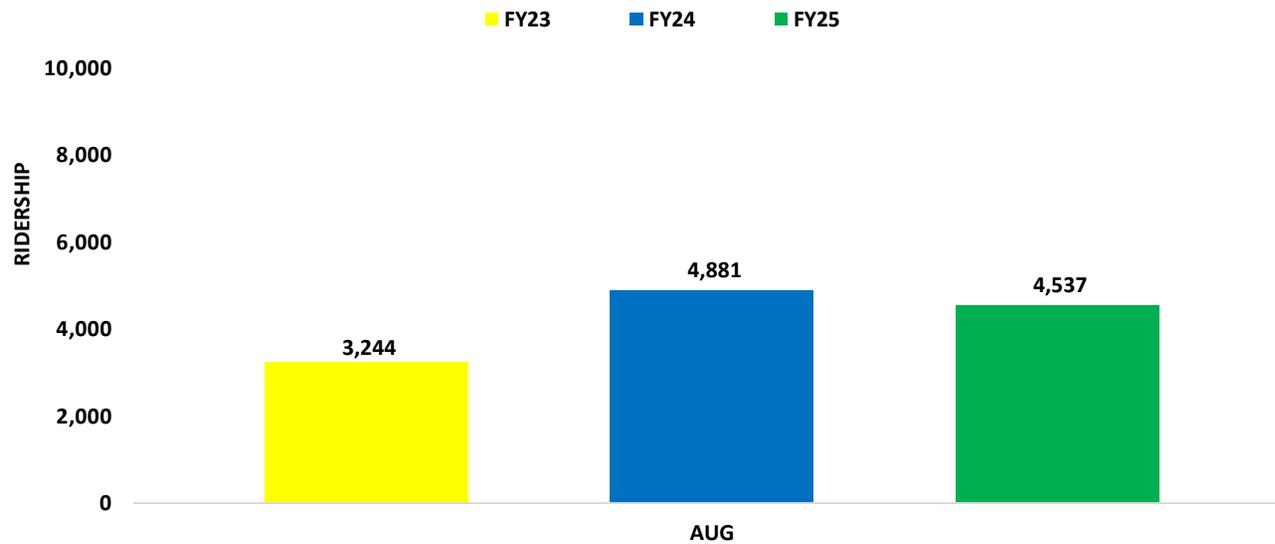


**Percentage of Trips as Ridesharing: 32%.**  
 [Based on No. of Shared Rides for the month (96) divided by Total Trips Completed (301).]

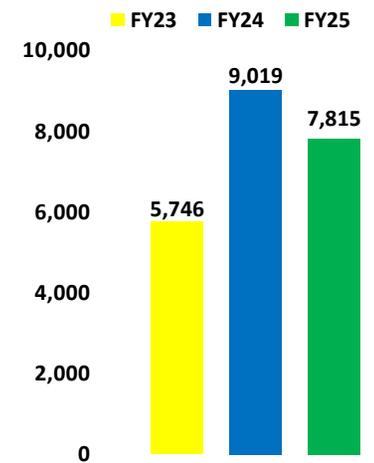
**Customer Satisfaction Rating**  
 Avg. rider trip rating 5.0  
 Goal: 4.5



### Haul Pass COD Ridership - August 2024



### COD Fixed Route Ridership Year to Date



The Haul Pass program was introduced in August 2018.

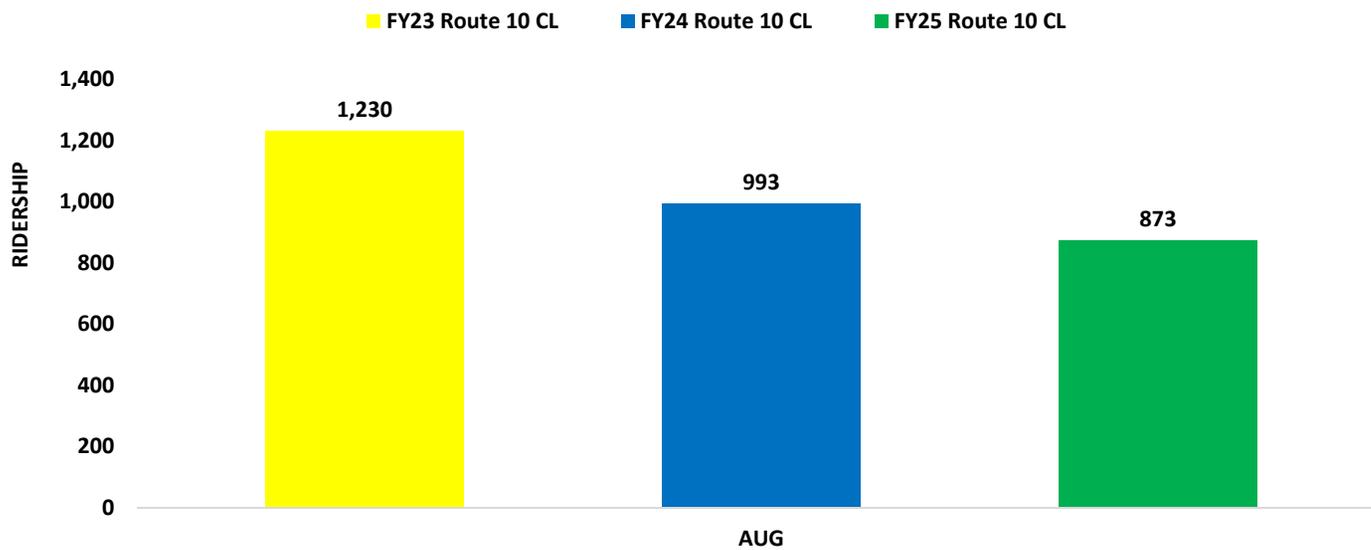
This chart represents monthly ridership on the Haul Pass COD.

For the month of August 2024, Haul Pass COD contributed with 4,537 rides.

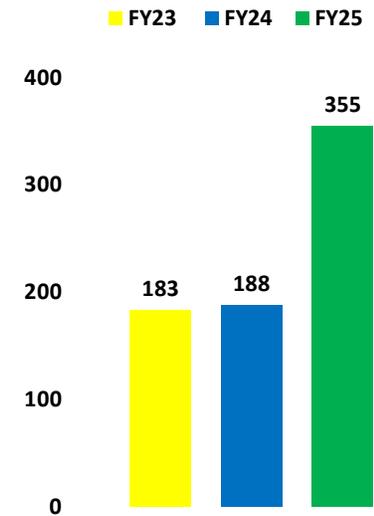
ID Card swipe contributed 780 rides Token Transit contributed 3,678 rides. 31 Day Paper Pass contributed 79 rides.

COD moved over to Token Transit & 31 Day University Paper Pass as of June 3, 2024.

### Haul Pass CSUSB Ridership - August 2024



### CSUSB Fixed Route Ridership Total



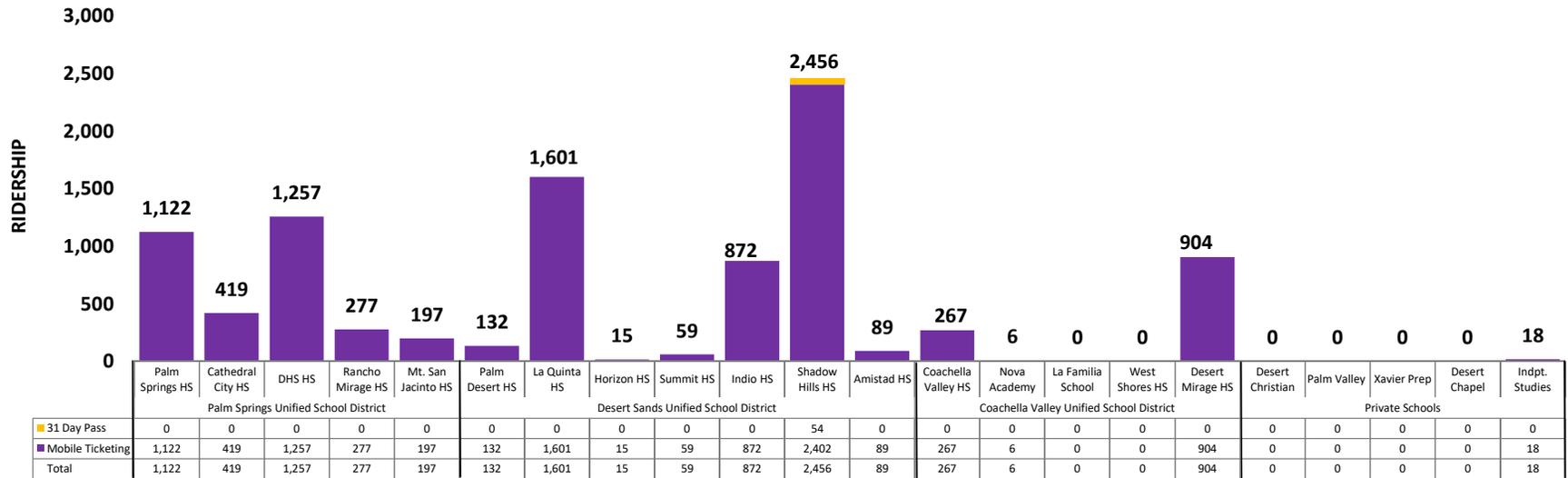
The Haul Pass CSUSB program was introduced in September 2019.

This chart represents monthly ridership on the Haul Pass CSUSB.

For the month of August 2024, CSUSB contributed 1,098 rides from 234 unique users. From that total, 873 rides were used on Route 10 and 225 rides on the fixed route system.

## High School Haul Pass - August 2024

■ Mobile Ticketing   
 ■ 31 Day Pass

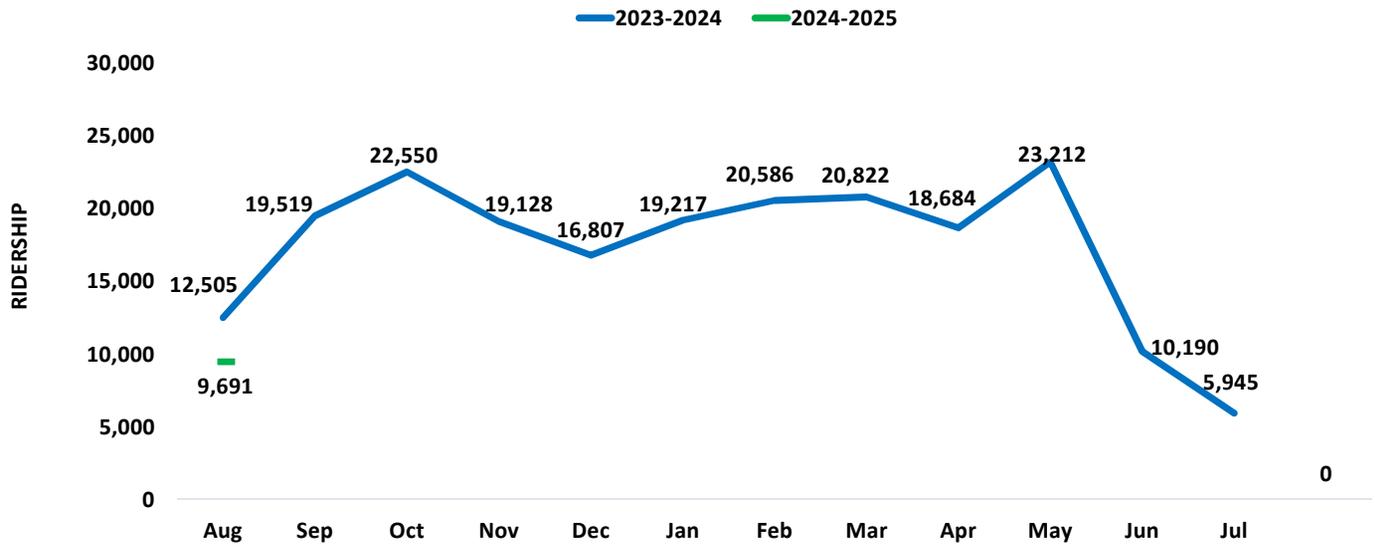


The High School Haul Pass program was introduced in August 2021.

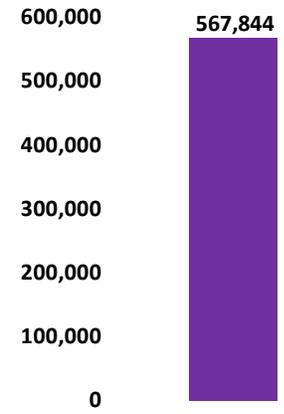
This chart represents a monthly combination of Mobile Ticketing and 31 Day Pass ridership by school for the High School Haul Pass.

The total active users as of August 2024 are 511 using the High School Haul Pass.

### High School Haul Pass - Year to Date

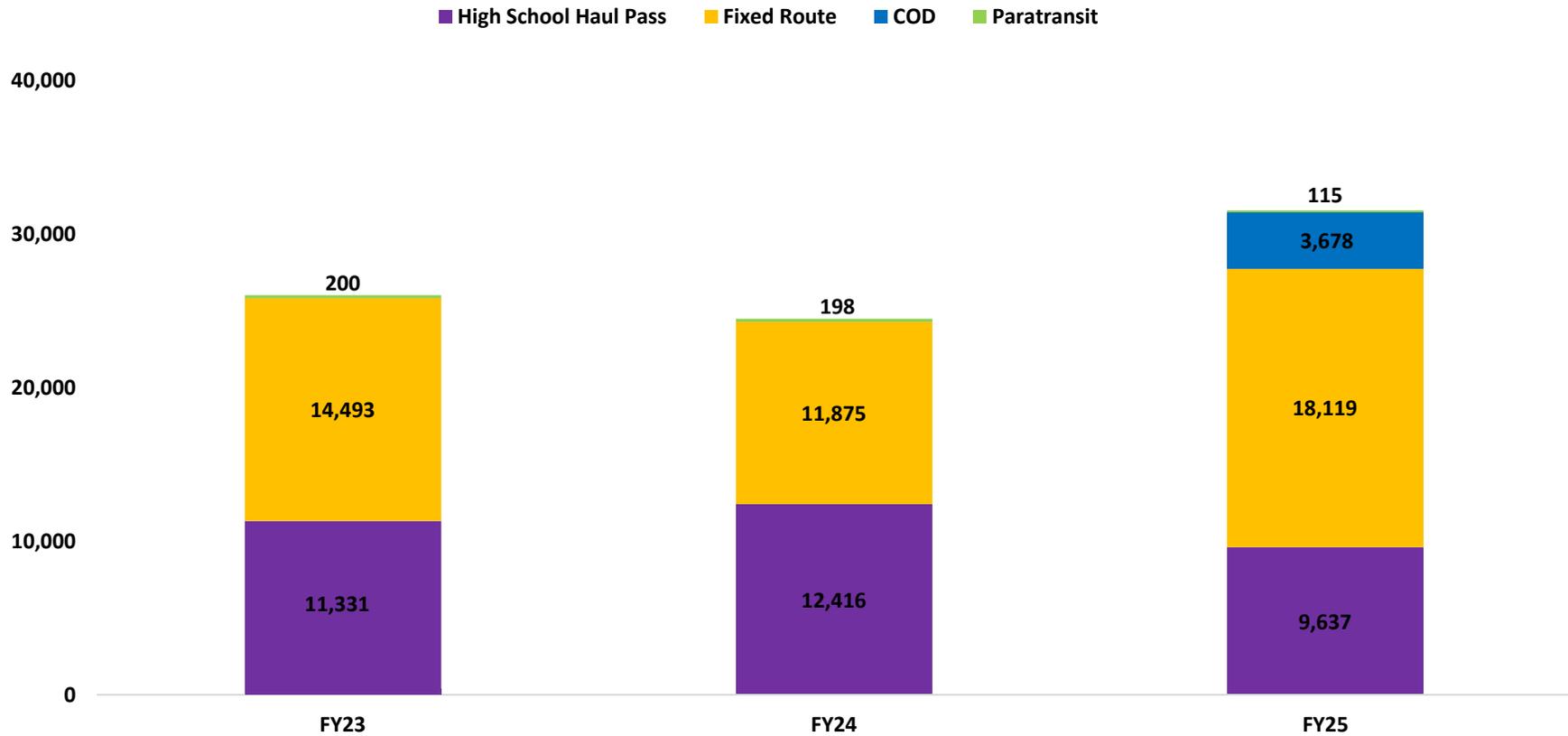


### High School Haul Pass Ridership Total



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 - August 2024



This chart represents all monthly mobile ticketing usage by category based on the Token Transit app data. The total for August 2024 includes the following passes used through Token Transit: High School Haul Pass, COD Haul Pass, Fixed Route and Paratransit. A total of 2,314 unique users used mobile ticketing. Unique users made a total of 31,549 rides.

**SunLine Transit Agency**

**CONSENT CALENDAR**

DATE: October 23, 2024

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Quarterly Capital Projects Update for 3<sup>rd</sup> Quarter Calendar Year 2024

Summary:

The capital projects update summarizes the quarterly status of the large capital projects that are active. The list summarizes all funding identified for capital projects which have been programmed over multiple fiscal years.

Recommendation:

Receive and file.

Project	Project Description	Project Status	Total Project Funding Balance
<b>Vehicles &amp; Vehicle Improvements</b>			<b>\$ 31,255,529</b>
Purchase of Hydrogen Fuel Cell Bus (7)	Purchase of replacement fixed route vehicles to replace buses that have exceeded their useful life of 12 years of 500,000 miles.	Project for eight (8) total buses approved by the Board of Directors at the June 2023 board meeting. Project split by into two line items to differentiate between AQMD funding and other funding. Buses were delivered in late CYQ3 and beginning if CYQ4. They are in the processes of preparation for service.	\$ 2,543,142
Purchase of Battery Electric Buses (6)	Purchase of replacement fixed route vehicles to replace buses that have exceeded their useful life of 12 years of 500,000 miles. The competitive funding for the buses and included electrical chargers were awarded to the agency as part of a competitive Low Now funding application.	Project not started. Staff will be working with FTA for a potential change from battery to fuel cell bus types.	7,064,109
Purchase of Hydrogen Fuel Cell Electric Bus (1)	Purchase of replacement fixed route vehicle to replace buses that have exceeded their useful life of 12 years of 500,000 miles.	Project not started.	1,100,000
Purchase of Hydrogen Fuel Cell Bus (1)	Purchase of replacement fixed route vehicles to replace buses that have exceeded their useful life of 12 years of 500,000 miles.	Project for eight (8) total buses approved by the Board of Directors at the June 2023 board meeting. Project split by into two line items to differentiate between AQMD funding and other funding. Buses were delivered in late CYQ3 and beginning if CYQ4. They are in the processes of preparation for service.	1,391,356
Purchase of Fuel Cell Bus (1)	Purchase of replacement fixed route vehicle to replace buses that have exceeded their useful life of 12 years of 500,000 miles.	Project not started. Staff will review the active fleet to determine how many new replacement buses can be purchased with available funding.	768,000
Purchase of Fuel Cell Bus (1)	Purchase of replacement fixed route vehicle to replace buses that have exceeded their useful life of 12 years of 500,000 miles.	Project not started. Staff will review the active fleet to determine how many new replacement buses can be purchased with available funding.	649,088
Replacement of Fixed Route Bus (CNG)	Purchase of replacement fixed route vehicle to replace buses that have exceeded their useful life of 12 years of 500,000 miles.	Project not started. Staff will review the active fleet to determine how many new replacement buses can be purchased with available funding.	450,304
Expansion Fixed Route Bus (Fuel Cell)	Purchase of expansion fixed route vehicle.	Project not started. Staff will review the active fleet to determine how many new replacement buses can be purchased with available funding.	382,147
Expansion Fixed Route Bus (Motor Coach)	This project will allow the purchase of one (1) additional MCI bus to meet the needs of the Agency.	The vehicle has been delivered. However, there have been issues that the manufacturer needs to address before the vehicle is placed into revenue service. The project team will begin the process to close this project once the vehicle is repaired and officially placed into service.	45,857
<b>Sub-total Fixed Route Vehicles</b>			<b>14,394,003</b>
Purchase of Paratransit Vehicles (15)	This project will allow the replacement of fifteen paratransit vehicles that have met their useful life.	Project not started.	3,600,000
Purchase of Paratransit Vehicles (10)	This project will allow the replacement of ten (10) paratransit vehicles that have met their useful life.	Board approved the purchase at the July 2023 and the vehicles are expected in the fourth quarter of CY24. Project delayed due to CARB certification of CNG engine.	2,322,092
<b>Sub-total Demand Response Vehicles</b>			<b>5,922,092</b>
Micro Transit Expansion (4)	This project will allow the procurement of two (2) micro transit Chrysler Voyager vehicles that are ADA accessible.	Both vehicles have been received and the project. The project is closed.	170,576
H2 Vehicle Demonstration	This project will support the make ready costs for the demonstration of four (4) 22-foot hydrogen fuel cell vehicles. Vehicles to be demonstrated in Agency service including the ability to assign to microtransit.	All four (4) vehicles have been delivered but are not yet ready to be placed into service.	36,178
<b>Sub-total Micro Transit Vehicles</b>			<b>206,753</b>
Purchase of Stops & Zones CNG Trucks (3)	Purchase of three (3) support trucks to replace the current vehicles that have met their useful life.	The vehicles have been manufactured but are waiting CARB certification for the CNG conversion before the vehicles are completed and delivered to SunLine.	209,661

Project	Project Description	Project Status	Total Project Funding Balance
Purchase of Shop Service CNG Vehicle (1)	This project is for the purchase of a shop service vehicle to support the Maintenance and Transportation departments.	The vehicles have been manufactured but are waiting CARB certification for the CNG conversion before the vehicles are completed and delivered to SunLine.	159,400
Purchase of Administrative Vehicles (2)	This project is for the purchase of two (2) support vehicles.	A revised project initiation has been completed and procurement will begin in the fourth quarter of calendar year 2024.	119,971
<b>Sub-total Support Vehicles</b>			<b>489,032</b>
CNG Bus Refurbishments (12)	Refurbishment of 12 CNG buses to extend their useful life. This will allow time to obtain zero emission replacement buses.	FTA has approved the project scope change in the model year of buses to be refurbished. The project will begin in CY25.	3,400,000
Bus Rehabilitation	This project allocates funding to ensure that the Agency's vehicles remain in a state of good repair.	Project not started.	524,898
<b>Sub-total Bus Rehabilitation</b>			<b>3,924,898</b>
Upgrade ITS (CAD-AVL)	This project will allow the replacement of the ITS system for the fleet.	The project is currently in the solicitation phase.	4,849,319
Radio System Replacements Phase 1 & Phase 2	This project will allow the replacement of the current radio system from analog to cellular services that will improve the day-to-day operational communications of SunLine's Transportation department.	Board approved agreement with Clever Devices at the February 2024 meeting. Project with vendor will begin in the fourth quarter of CY24.	1,300,479
<b>Sub-total Radio Replacements</b>			<b>6,149,798</b>
Fare Collection Modernization (Study)	This project will allow the Agency to conduct a study of its fare collection mechanism and provide recommendations on new technology to replace the existing fareboxes.	Project not started.	100,000
H1 Vehicle Demonstration	This project will support the make ready costs for the demonstration of one (1) hydrogen fuel cell vehicle.	Vehicle has been delivered but it is not yet ready to be placed into service.	68,952
<b>Sub-total Others</b>			<b>168,952</b>
<b>Facilities &amp; Stations</b>			<b>\$ 42,673,647</b>
Public Hydrogen Station Expansion	This project will allow the Agency to provide hydrogen to the public through 700 bar dispensers.	Project not started.	9,725,000
Liquid Hydrogen Refueling Infrastructure	The new liquid hydrogen station will include liquid storage, compression equipment, gaseous storage and dispensing, providing both additional capacity and resiliency for the existing fueling infrastructure. The new station will be capable of dispensing fuel at 350 and 700 bar.	Project is undergoing the final commissioning phase which is to be completed in the fourth quarter of CY24.	4,863,629
Liquid Hydrogen Trailer	The new liquid hydrogen station in Indio would allow the Agency to fuel hydrogen fuel cell buses on the East end of the Valley and provide an opportunity for the public to access hydrogen.	Utility upgrades are currently being planned and discussed with IID to support power requirements of new station and backup generator.	8,852,950
Center of Excellence	This project is for the construction of a facility to serve as a training center and maintenance bay for zero-emission vehicles.	Bids received were higher than what was originally anticipated by the project team. Staff is currently reviewing the scope and will look to allocate additional funding.	3,496,806
Microgrid to Hydrogen	The microgrid will utilize power generated through solar panels to stored onsite in batteries. The project will reduce operating costs and provide for additional resiliency from green power.	Land has been purchased. The next step is the planning phase for the solar panels.	3,513,789
Coachella Transit Hub	This project is in conjunction with a grant awarded to SunLine as part of the Affordable Housing Sustainability Community Grant. SunLine, along with the City of Coachella, will construct sustainable transportation infrastructure to provide transportation related amenities.	The project has undergone substantial completion and is currently being utilized. The project will be closed in the fourth quarter of CY24.	1,886,224
Indio CNG Station Upgrade	The project will upgrade the existing equipment and CNG station in Indio.	Project not started.	2,277,000
Electrolyzer	This project deployed five (5) new 40-foot fuel cell electric buses along with the upgrade of SunLine's existing hydrogen refueling station with a new electrolyzer.	Contractor failed to meet site acceptance test by the December 2023 deadline. Staff is actively working on the next steps of the project.	784,359
Bus Stop Improvements	Bus stop improvements funds are utilized to replace and install new amenities in locations that meet the Agency's ridership and equity standards.	Project ongoing.	1,349,444

Project	Project Description	Project Status	Total Project Funding Balance
Operator's Training Ground	The project will allow the Agency to begin the initial stages of the plan to utilize its existing land to develop an area where operators can be trained on how to maneuver buses in a safe location.	Project not started.	1,000,000
Asphalt & Concrete Upgrade	The project will allow the Agency to maintain the asphalt and concrete at its Thousand Palms division in a state of good repair.	Project not started.	1,000,000
Design & Construction of New Storage Building	This project would allow the Agency to construct a new pre-fabricated building for the Facility Maintenance staff.	Project not started.	800,000
Facility Maintenance Upgrade	This project will support the purchase of equipment and facility improvements.	Ongoing.	968,329
SoCal Gas Demonstration Project	SunLine, in partnership with the Southern California Gas Company, will install, test, monitor, and demonstrate a Steam Methane Reformer (SMR) in various operating conditions at SunLine's Thousand Palms facility.	Commissioning phase and equipment integration is anticipated to be completed in the fourth quarter of calendar year 2024.	486,398
Automatic Transfer Switch (ATS) T-1 & T-2	This project will upgrade the existing connection to the maintenance building by converting it to an automatic transfer switch and will connect the operations building to the backup generator.	Project being revised to replace existing generator with a new generator capable of supporting the new liquid hydrogen station as well as the operations and maintenance buildings.	362,382
Upgrade Gate and Guard Shack	This project will make upgrades to the existing entrance and guard shack at the main entrance to the Thousand Palms facility.	Project not started.	277,150
Facility Improvements	This project will support the purchase of facility improvements.	Ongoing.	324,000
Maintenance Facility Modernization (Study)	The project would assist the Agency conduct a study for future plans for the maintenance facility.	Project has been initiated.	200,000
Repair of Division 1 Maintenance Roof	The project will allow the Agency to make repairs to the roof in the maintenance shop at its Thousand Palms division.	Project not started.	200,000
Indio Facilities Improvements	The project would allow the Agency to make improvement and repairs to the Indio division property.	Ongoing.	79,159
Thousand Palms Facilities Improvements	This project will support the purchase of facility improvements.	Ongoing.	12,172
Upgrade Division 1 Fence	This project will allow the Agency to make upgrades to the fence surround the property at the Thousand Palms division.	Project not started.	36,856
Replace Vehicle Lift Equipment	This project will allow the Agency to repair existing lifts by replacing vital components.	Project is expected to be completed by the end of the second quarter of calendar year 2024.	98,000
Perimeter Lighting Division 1	Installation of perimeter lighting to enhance the safety and security of the Thousand Palms facility.	Project not started.	80,000
<b>Equipment</b>			<b>\$ 2,371,602</b>
Bus Chargers	Purchase of bus chargers to support the purchase for six (6) new electric buses. The competitive funding for the buses and included electrical chargers were awarded to the agency as part of a competitive Low Now funding application.	Project not started.	1,679,854
Tools & Equipment	This project will support the purchase of equipment needed in the maintenance department.	Project not started.	322,000
Miscellaneous Equipment	The project will allow the replacement of existing assets once they have met their useful life.	Project not started.	369,748
<b>Systems</b>			<b>\$ 2,790,168</b>
Project Management & Administration	This project allows the Agency to capitalize project management costs from third party contractors. Funding will be used when individual project costs do not allow for project management or do not have the budget to support project management.	Project is ongoing.	683,783
Software Expansion	This project would facilitate the Agency's need for software upgrades across its operations.	Project not started.	600,000

<b>Project</b>	<b>Project Description</b>	<b>Project Status</b>	<b>Total Project Funding Balance</b>
Information & Technology	The project focuses on the purchase of information technology equipment such as servers, switches and battery backup systems, desktop replacements.	Project is ongoing.	787,252
Transit Asset Management	This project will allow the purchase of an asset management tool for the Maintenance Department.	Software has been implemented and staff is working with vendor to close project.	131,858
Access Control Surveillance	This project will allow the procurement and installation of new access control systems around the Agency.	Work has begun and the project is anticipated to be closed by the end of the third quarter of calendar year 2024.	104,901
Safety Projects	This project will be allow the Agency to improve overall safety of its facilities by enhancing the perimeter fence, gates and surveillance.	Project not started.	250,000
Real Time Surveillance System	This project is to add real time video surveillance to all Agency support vehicles.	Project not started.	90,000
Timekeeping Software Integration	This project is to replace an existing timekeeping interface between two software systems within the Agency.	Project has been completed.	82,374
Safety Enhancements	This project will be allow the Agency to improve overall safety of its facilities by enhancing the perimeter fence, gates and surveillance.	Project not started.	60,000
<b>Grand Total</b>			<b>\$ 79,090,946</b>

**SunLine Transit Agency**

**CONSENT CALENDAR**

DATE: October 23, 2024

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Board Member Attendance for September 2024

Summary:

The attached report summarizes the Board of Directors' attendance for fiscal year to date September 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		X										10	2
Palm Desert	X		X										10	2
Palm Springs	X		X										10	2
Cathedral City	X		X										10	2
Rancho Mirage	X		X										10	2
Indian Wells	X												10	1
La Quinta	X		X										10	2
Indio	X		X										10	2
Coachella	X		X										10	2
County of Riverside	X		X										10	2

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

**DARK –**

## **MINUTES**

### **Joint SunLine Transit Agency/SunLine Services Group Board of Directors Meeting September 25, 2024**

A joint regular meeting of the SunLine Transit Agency and SunLine Services Group Board of Directors was held at 12:00 p.m. on Wednesday, September 25, 2024 in the Board Room at SunLine Transit Agency, 32-505 Harry Oliver Trail, Thousand Palms, CA 92276.

#### **1. CALL TO ORDER**

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

#### **2. FLAG SALUTE**

Vice-Chair Mallotto led the pledge of allegiance.

#### **3. ROLL CALL**

##### Members Present:

Nancy Ross, Chair, SunLine Agency Board Member, City of Cathedral City  
Lynn Mallotto, Vice-Chair, SunLine Agency Board Member, City of Rancho Mirage

Russell Betts, SunLine Agency Board Member, City of Desert Hot Springs

Lisa Middleton, SunLine Agency Board Member, City of Palm Springs

Kathleen Kelly, SunLine Agency Board Member, City of Palm Desert

John Peña, SunLine Agency Board Member, City of La Quinta

Denise Delgado, SunLine Agency Board Member, City of Coachella

Glenn Miller, SunLine Agency Board Member, City of Indio

Pat Cooper, SunLine Agency Board Member Alternate, County of Riverside\*

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

#### **4. PRESENTATIONS**

##### **a) Fixed Route Service Status Report**

A presentation was provided by Paul Mattern, Chief Planning Officer on the Fixed Route Service Status Report.

**SUNLINE TRANSIT AGENCY/  
SUNLINE SERVICES GROUP  
BOARD OF DIRECTORS MEETING - MINUTES  
SEPTEMBER 25, 2024**

Board Member comments were made by:

- Board Member Betts, City of Desert Hot Springs

*\*Board Member Alternate Cooper joined the meeting at 12:01 p.m.*

**5. FINALIZATION OF AGENDA**

No changes to the agenda.

**6. APPROVAL OF MINUTES FOR THE JOINT STA/SSG July 24, 2024 BOARD MEETING**

Board Member Kelly moved to approve the minutes of the July 24, 2024 Joint STA/SSG Board meeting. The motion was seconded by Board Member Miller. The motion was approved by a unanimous vote of 9 yes; 0 no; 0 abstain.

**7. PUBLIC COMMENTS**

Two (2) public comments were made by:

- Josue Pineda
- Constantin Constantinescu

**8. BOARD MEMBER COMMENTS**

None.

**9. CONSENT CALENDAR**

Board Member Miller moved to approve the consent calendar. The motion was seconded by Board Member Mallotto. The motion was approved by a unanimous vote of 9 yes; 0 no; 0 abstain.

**10. AWARD OF CONTRACT FOR ACTUARIAL SERVICES**

An oral report was provided by Luis Garcia, Chief Financial Officer. Finance/Audit Committee Chair Mallotto reported that this item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Member Mallotto moved to approve the Award of Contract for Actuarial Services. The motion was approved by a unanimous vote of 9 yes; 0 no; 0 abstain.

**11. LEGISLATIVE UPDATE**

An oral report was provided by Edith Hernandez, Clerk of the Board/Director of Legislative Affairs on this information item.

**SUNLINE TRANSIT AGENCY/  
SUNLINE SERVICES GROUP  
BOARD OF DIRECTORS MEETING - MINUTES  
SEPTEMBER 25, 2024**

**12. CEO/GENERAL MANAGER'S REPORT**

CEO/General Manager, Mona Babauta, provided a brief oral update.

**13. CLOSED SESSION**

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

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

*Boudagian v. SunLine Transit Agency*

a) There was no reportable action taken.

**b) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Initiation of litigation pursuant to Government Code section 54956.9(d)(4)

Number of matters: One (1).

b) There was no reportable action taken.

**14. NEXT MEETING DATE**

October 23, 2024 at 12 p.m.

Board Room

32-505 Harry Oliver Trail

Thousand Palms, CA 92276

**15. ADJOURN**

The SunLine Services Group and SunLine Transit Agency meeting concurrently adjourned at 12:52 p.m.

Respectfully Submitted,

Edith Hernandez  
Clerk of the Board/Director of  
Legislative Affairs

**SunLine Services Group**

**CONSENT CALENDAR**

DATE: October 23, 2024

**RECEIVE & FILE**

TO: Taxi Committee  
Board of Directors

RE: Checks \$1,000 and Over Report for August 2024

Summary:

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

Recommendation:

Receive and file.

**SunLine Regulatory Administration  
Checks \$1,000 and Over  
August 2024**

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
SUNLINE TRANSIT AGENCY	Payroll Liabilities 08/16/2024	91341	08/21/2024	2,737.73
SUNLINE TRANSIT AGENCY	Payroll Liabilities 08/02/2024	91339	08/07/2024	2,386.29
<b>Total Checks Over \$1,000</b>	\$5,124.02			
<b>Total Checks Under \$1,000</b>	\$747.44			
<b>Total Checks</b>	\$5,871.46			

**SunLine Services Group****CONSENT CALENDAR**

DATE: October 23, 2024

**RECEIVE & FILE**TO: Taxi Committee  
Board of Directors

RE: Monthly Budget Variance Report for August 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 August 2024 are equal to 2/12<sup>ths</sup> of the yearly budget.

## Year to Date Summary

- As of August 31, 2024, the organization's revenues are \$6,308 or 19.96% above the FYTD budget.
- As of August 31, 2024, expenditures are \$18,885 or 59.76% below the FYTD budget.
- The net FYTD operating gain (loss) after expenses is \$25,193.

Recommendation:

Receive and file.

SunLine Regulatory Administration  
Budget Variance Report  
August 2024

Description	FY25 Total Budget	Current Month			Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY25 FYTD Budget	Positive (Negative)	Percentage Remaining
<b>Revenues:</b>								
Revenue Fines	3,500	300	292	8	1,050	583	467	70.0%
New Driver Permit Revenue	750	150	63	88	375	125	250	50.0%
Taxi Business Permit	96,000	8,001	8,000	1	18,667	16,000	2,667	80.6%
Driver Transfer Revenue	125	25	10	15	25	21	4	80.0%
Driver Renewal Revenue	1,725	100	144	(44)	200	288	(88)	88.4%
Vehicle Permit Revenue	86,000	11,538	7,167	4,371	17,591	14,333	3,258	79.5%
Operator Application Fee	1,500	-	125	(125)	-	250	(250)	100.0%
<b>Total Revenue</b>	<b>189,600</b>	<b>20,113</b>	<b>15,800</b>	<b>4,313</b>	<b>37,908</b>	<b>31,600</b>	<b>6,308</b>	<b>20.0%</b>
<b>Expenses:</b>								
Salaries and Wages	88,369	3,638	7,364	3,726	8,051	14,728	6,677	90.9%
Fringe Benefits	61,290	1,896	5,108	3,212	4,065	10,215	6,150	93.4%
Services	18,315	307	1,526	1,219	549	3,053	2,503	97.0%
Supplies and Materials	3,585	(251)	299	550	(251)	598	849	107.0%
Utilities	5,802	-	484	484	-	967	967	100.0%
Casualty and Liability	5,589	-	466	466	-	932	932	100.0%
Taxes and Fees	50	-	4	4	-	8	8	100.0%
Miscellaneous	6,600	177	550	373	300	1,100	800	95.4%
<b>Total Expenses</b>	<b>189,600</b>	<b>5,766</b>	<b>15,800</b>	<b>10,034</b>	<b>12,715</b>	<b>31,600</b>	<b>18,885</b>	<b>59.8%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ 14,347</b>			<b>\$ 25,193</b>			

**Budget Variance Analysis - SunLine Regulatory Administration**

---

**Revenue**

- The positive variance in revenue is largely due to vehicle permit revenue
- As of FYTD25, there is a decrease of 620 taxi trips compared to FYTD24.

**Taxi Trips**

	FY24-August	FY25-August	Variance	%Δ
Trips	5,341	5,225	(116)	-2.2%

**Taxi Trips**

	FYTD-FY24	FYTD-FY25	Variance	%Δ
Trips	10,348	9,728	(620)	-6.0%

**Salaries and Wages**

- Wage expenses are below budget due to vacancies throughout the year

**Fringe Benefits**

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

**Services**

- The favorable variance is due to lower than expected costs for legal and temporary help services

**Supplies and Materials**

- Supplies and material expenses are within an acceptable range of the budget

**Utilities**

- Utility expenses are within an acceptable range of the budget

**Casualty and Liability**

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

**Taxes and Fees**

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

**Miscellaneous**

- Miscellaneous expenses are within an acceptable range of the budget

**SunLine Services Group**  
**CONSENT CALENDAR**

DATE: October 23, 2024

**RECEIVE & FILE**

TO: Taxi Committee  
Board of Directors

RE: Taxi Trip Data – August 2024

Summary:

The attached charts summarize the total number of taxi trips generated in the Coachella Valley for the previous three (3) month period and total taxi trips for the current fiscal year to date (FYTD) compared to the last two (2) fiscal years.

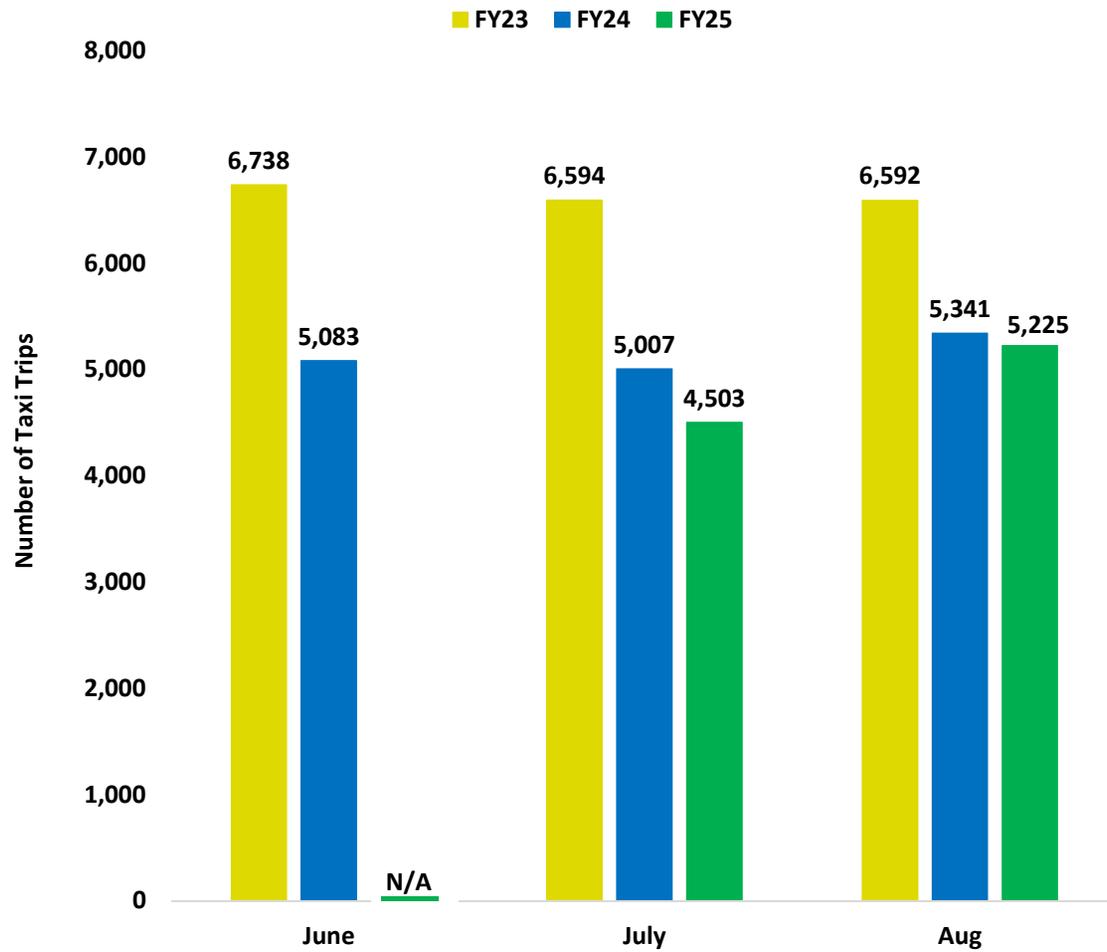
For the month of August, there were 116 fewer taxi trips serviced by three (3) more cab when compared to August 2023 (52 cabs in 2024 compared to 49 cabs in 2023).

There were 620 fewer taxi trips for FYTD25 compared to FYTD24.

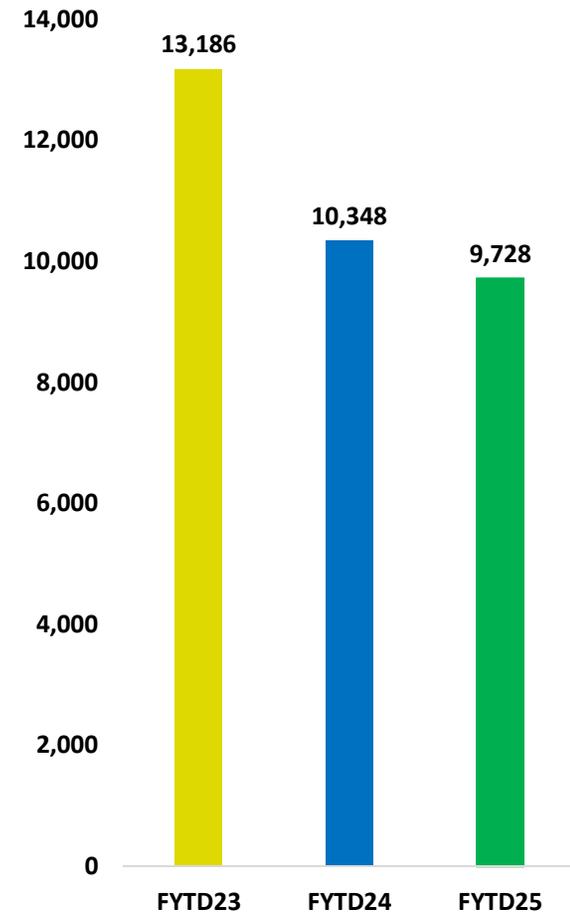
Recommendation:

Receive and file.

### Taxi Trip Three (3) Month Comparison as of August 2024



### FYTD No. of Taxi Trips



This chart compares the three (3) most recent months and measures the total number of taxi trips taken year to date for FY23, FY24, and FY25.





## **SunLine Transit Agency/SunLine Services Group**

# **Board Meeting Schedule for 2025**

---

**January 22**

**February 26**

**March 26**

**April 23**

**May 28**

**June 25**

**July 23**

**September 24**

**October 22**

**December 3**

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



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. CEO/General Manager: Up to \$50,000.
  - b. Finance/Audit Committee: Over \$50,000 up to \$250,000.
  - c. 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 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.

A discussion item and draft resolution was presented to the Finance/Audit Committee and the Board Operations Committee in September. Staff received comments and recommended changes from the two (2) committees and have incorporated the revisions in the proposed resolution.

### **Financial Impact**

There is no direct financial impact to the proposed resolution. It is SunLine's obligation to continue to reduce risk and claims against the Agency and vigorously defend its interest by thoroughly investigating all claims and lawsuits filed against it.

### **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](#) – Resolution No. 0808

## 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 Executive Officer/General Manager is authorized to settle valid general liability and worker's compensation claims and actions up to \$50,000; and

b. 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

c. 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 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 23rd day of October, 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



**Financial Impact**

There is no financial impact to the SSG FY2025 budget associated with this agenda item.

**Performance Goal**

Goal 2A: To strive to deliver highly accessible, convenient and trusted mobility solutions that efficiently meet the diverse needs of the Coachella Valley citizens and improve their connectivity to daily life needs by maximizing system safety to include physical and operational security and overall resilience through reinforcing mitigating actions taken to reduce the likelihood and severity of consequences to individuals and transit agency assets.

**Attachments:**

- [Item 11a](#) – Redlined Copy of Ordinance No. 2024-02
- [Item 11b](#) – Ordinance No. 2024-02 (Redlined Changes Accepted)

**ORDINANCE NO. 2024-02  
AN ORDINANCE OF SUNLINE SERVICES GROUP  
SUPERSEDING ORDINANCE NO. 2024-01**

**WHEREAS**, Government Code Section 53075.5 requires every city and county to protect the public health, safety and welfare by adopting an ordinance concerning the provision of taxicab services, to provide a policy for entry into the business of providing taxicab services, to establish maximum rates for the provision of such services, and for such other matters as determined by the legislative body; and

**WHEREAS**, the County of Riverside and the Coachella Valley cities comprising the joint powers agency known as SunLine Transit Agency (STA) desire to provide for the orderly, efficient, and safe operation of taxicab services within the Coachella Valley; and

**WHEREAS**, members of STA have delegated the authority to regulate the safe operation of taxicab services to SunLine Services Group (SSG); and

**WHEREAS**, SSG desires to update the insurance requirements for taxicabs to align with current insurance market practices.

**NOW, THEREFORE**, the Board of Directors of SSG does ordain as follows:

**SECTION 1: ADOPTION OF TAXICAB SERVICE ORDINANCE.**

SSG hereby adopts this ordinance regulating taxicabs within the jurisdictional boundaries of SSG, superseding and replacing Ordinance 2024-01, as attached hereto as Exhibit A.

**SECTION 2: SEVERABILITY.**

If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid or unconstitutional by the decision of a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the ordinance of SSG. The Board of Directors of SSG hereby declares that it would have passed this ordinance, and each section, subsection, clause, sentence or phrase thereof, irrespective of the fact that any one or more other sections, subsections, clauses, sentences, or phrases may be declared invalid or unconstitutional.

**SECTION 3: EFFECTIVE DATE.**

This ordinance shall take effect thirty (30) days from its passage by the Board of Directors of SSG.

**SECTION 4: PUBLICATION.**

The Clerk of the Board is authorized and directed to cause this ordinance to be published within fifteen (15) days after its passage in a newspaper of general circulation and circulated within the jurisdictional boundaries of SSG in accordance with Government Code Section 36933(a) or, to cause this ordinance to be published in the manner required by law using the alternative summary and posting procedure authorized under Government Code Section 36933(c).

INTRODUCED at the regular meeting of the Board of Directors of SunLine Services Group on the \_\_\_\_\_ day of October, 2024.

APPROVED AND ADOPTED by the Board of Directors of SunLine Services Group at a regular meeting held on \_\_\_\_\_ day of December, 2024.

---

Nancy Ross  
Chairperson of the Board

ATTEST:

---

Edith Hernandez  
Clerk of the Board

APPROVED AS TO FORM:

---

Catherine Groves  
General Counsel

**EXHIBIT A: TAXICAB SERVICE ORDINANCE**

**CHAPTER ONE**

**ARTICLE I  
PERMITTING OF TAXICAB BUSINESSES AND DRIVERS**

- 1.010 Purpose
- 1.015 Definitions and Statutory References
- 1.020 Taxi Administrator
- 1.025 Delivery of Notices or Requests
- 1.030 Business Permit Required
- 1.035 Business Permit Renewal
- 1.040 Insurance Required
- 1.045 Driver Permit Required
- 1.050 Driver Permit Renewal and Transfer
- 1.055 Vehicle Permit Required
- 1.060 Vehicle Permit Renewal
- 1.065 Vehicle Inspections
- 1.070 Rates
- 1.075 Mandatory Controlled Substance and Alcohol Testing Program
- 1.080 Denial, Revocation, or Suspension of Permits
- 1.085 Appeal Hearings
- 1.090 Advance Deposit Hardship Waiver
- 1.095 Administrative Citation
- 1.200 Fines and Penalties
- 1.205 Late Payment Charges
- 1.210 Cost Recovery
- 1.215 Airports

**ARTICLE II  
OPERATING REQUIREMENTS**

- 2.010 Taxicab Businesses Distinct Appearance
- 2.015 Advertisements
- 2.020 Driver Standards and Appearance
- 2.025 Special Events
- 2.030 Taxi Administrator
- 2.035 Fines and Penalties

## **CHAPTER ONE**

### **ARTICLE I**

#### **PERMITTING OF TAXICAB BUSINESSES AND DRIVERS**

##### **Section 1.010 Purpose**

State law requires every city or county to adopt an ordinance or resolution in regards to taxicab transportation services, which include, among others, a policy for entry into the business, establishment of registration rates, and mandatory controlled substance and alcohol testing programs. In October 2017, Assembly Bill 1069 was enacted to modernize the regulation of taxicab transportation services in order for taxicabs to better compete with all for hire modes of transportation. In September, 2018, Assembly Bill 939 was subsequently enacted imposing additional duties on local governments related to taxicab transportation services. This ordinance establishes a permitting process and regulatory structure consistent with the requirements of state law.

##### **Section 1.015 Definitions and Statutory References**

As used in this Chapter:

- A. "AB 1069" means Assembly Bill 1069 *Local government: taxicab transportation services* as codified in Government Code Sections 53075.5, 53075.51, 53075.52 and 53075.53.
- B. "AB 939" means Assembly Bill 939 *Local government: taxicab transportation services* amending Government Code Sections 53075.5, 53075.51, and 53075.52.
- C. "Advertisement" means the dissemination in any newspaper, circular, form letter, brochure, business card, telephone directory (including the yellow and/or white pages) or similar publication, display, sign, internet, phone and/or tablet "app", radio broadcast, telecast of by other electronic means, information designed to promote the use of a Taxicab Business' services.
- D. "Alternative Fuel Vehicle" means vehicles and engines that are designed for alternative fuels including but not limited to hydrogen, natural gas, propane; alcohols such as ethanol, methanol, and butanol; vegetable and waste-derived oils; and electricity.
- E. "Board" or "Board of Directors" means the Board of Directors of SunLine Services Group.
- F. "Business" means any person, firm, association, corporation, partnership or other entity that is established to operate or lease one or more taxicabs within the jurisdictional boundaries of SSG that is issued a permit by the Taxi Administrator pursuant to this ordinance.
- G. "Business Permit" means the permit issued by SSG to a business authorizing the business to operate taxicab services in the jurisdictional boundaries of SSG.

- H. "Business Permit Fee" means the fees charged for issuance of the business permit.
- I. "Business Permit Application Fee" means the fees charged for the review of an application for a Business Permit prior to issuance.
- J. "Control Person" means any person, firm, association, corporation, partnership, owner, investor, shareholder, officer and director that has or have a majority interest in the Taxicab Business.
- K. "Driver" means an individual natural person who drives or is allowed to drive a taxicab under the name of a business. This includes, but is not limited to: full time, regularly employed drivers; casual intermittent or occasional drivers; leased drivers and independent, owner-operator contractors who are either directly employed by or under lease to a business or who drive or operate a taxicab at the direction of or with the consent of a business.
- L. "Engaged with a Passenger" means ongoing interactions between the Driver and passenger during the course and scope of providing taxicab service to the passenger.
- M. "Jurisdictional Boundaries of SSG" means the territory within the jurisdictional boundaries of the cities of Desert Hot Springs, Palm Springs, Cathedral City, Rancho Mirage, Palm Desert, Indian Wells, La Quinta, Indio, Coachella, and the unincorporated area of Riverside County that is within the territorial boundaries of the Palm Springs and Desert Sands Unified School District, and that portion of the Coachella Valley Unified School District located within Riverside County, as such boundaries may be adjusted from time to time as allowed for under the law.
- N. "Permittee" means any business including any owners, investors, shareholders, partners, officers, directors and representatives acting on its behalf or driver that has been issued a permit pursuant to the Article I.
- O. "Prorated" means a pro rata distribution based on the date of business, driver or vehicle permit issuance.
- P. "Pull Notice Program" as referred to in Vehicle Code Section 1808.1 shall mean a process for the purpose of providing the employer with a report showing the Driver's current public record by the Department of Motor Vehicles and any subsequent convictions, failures to appear, accidents, driver's license suspensions, driver's license revocations, or any other actions taken against the driving privilege or certificate, added to the driver's record while the employer's notification request remains valid and uncanceled.
- Q. "Per Mile" means the charge to a taxicab passenger calculated and based on distance traveled by the taxicab vehicle.
- R. "SSG" means the joint powers authority established by Riverside County and Coachella Valley cities charged with the duties, obligations and responsibilities to implement and enforce this ordinance and any related ordinance and any regulations promulgated pursuant thereto as directed by the SSG Board.

- S. "Substantially Located" shall have the same meaning as defined within Government Code Section 53075.5.
- T. "Taxicab" means every automobile or motor propelled vehicle, designed for carrying not more than eight persons, excluding the driver, where the driver's seat may be separated from the passenger's compartment by a glass or other partition used for the transportation of passengers for hire over the public streets in the jurisdictional boundaries of SSG, and not over a defined route, irrespective of whether the operations extend beyond the jurisdictional boundaries, in circumstances where the vehicle is routed under the direction of the passenger of the person hiring the same.
- U. "Taxi Administrator" means the General Manager of SSG or his/her designee.
- V. "Vehicle Permit" means a valid permit issued by SSG, authorizing a particular vehicle to be operated as a Taxicab.
- W. "Vehicle Permit Fee" means a non-transferable authorization to drive or operate a vehicle as an authorized Taxicab transportation service within the jurisdictional boundaries of SSG, whether as owner, lesser, lessee, or otherwise.

As used in this Chapter, any citation or reference to a California code or statute is intended to include any subsequent amendments enacted by the state thereto.

**Section 1.020 Taxi Administrator**

- A. The Taxi Administrator shall be authorized to carry out the permitting and regulation of Businesses and Drivers under this Chapter, and to enforce the provisions of this Chapter in compliance with California Government Code sections 53075.5 and 53075.51. The Taxi Administrator is authorized to promulgate and adopt regulations and procedures necessary to implement all provisions of this Chapter.
- B. The Taxi Administrator shall be authorized to conduct investigations, audits or field inspections in order to enforce the provisions of this Chapter and regulations.

**Section 1.025 Delivery of Notices or Requests**

- A. All notices or requests referred to in this ordinance shall be delivered to the Administrative Office of SSG. All notices or requests referred to in the ordinance of SSG to any business or individual shall be delivered to the address of record for the business or individual.
- B. Notices or requests referred to in this ordinance may be delivered through electronic mail to the address provided in the application for a Business, Driver or Vehicle Permit.
- C. Delivery of any notice or request shall be effective as follows:
  - 1. Immediately if given by personal delivery or electronic mail;

2. One (1) day after delivery if delivered by an overnight delivery service; and
3. Three (3) days after delivery if delivered by U.S. Mail.

**Section 1.030 Business Permit Required**

- A. It is unlawful for any business to operate a Taxicab or Taxicabs without first having been issued a Business Permit from SSG if the Business is substantially located within the Jurisdictional Boundaries of SSG.
- B. A Business Permit may be obtained from SSG as provided below. The Permit shall state the name of the Taxicab Business, location of principal operation, and the date of issuance. If the Taxicab Business and the Driver are the same person, he or she shall apply for and obtain from SSG both a Business Permit and a Driver permit.
- C. An applicant for a Business Permit shall complete an application form which shall contain the following information:
  1. Name of Business as recorded in formation documents filed with the California Secretary of State or fictitious business name as registered with Riverside County;
  2. Name, job title, and function of all owners, investors, shareholders, partners, officers, directors and representatives acting on the Business' behalf and provide such information as is required to evaluate the legitimacy of the company's business structure, qualifications, corporate stability, financial stability and capability;
  3. Fingerprint based criminal history check of all owners, investors, shareholders or partners that hold an interest in the Taxicab Business;
  4. Address of principal place of business from which the Business conducts its activities;
  5. Address of all locations from which the Business conducts its activities;
  6. Electronic mail address for the purpose of providing notice or requests.
  7. Before any Business Permit is issued, the applicant shall procure and maintain, at its cost, comprehensive general liability and property damage insurance, against all claims for injuries against persons or damages to property which may arise from or in connection with the operation of Taxicabs by the applicant, its agents, representatives, employees, or subcontractors and the owner of the vehicle;
  8. A list of the Vehicle Identification Numbers ("VIN") of the Taxicabs ("vehicle identification list") which have annually passed a vehicle safety inspection at a facility certified by the National Institute for Automotive Service Excellence or a facility registered with the Bureau of Automotive Repair.

The list shall include vehicle number, license plate number, and SSG permit number;

9. A current list of all Drivers authorized to operate any vehicle on the required vehicle identification list;
  10. Evidence of valid and current California Department of Motor Vehicle Registration for each Taxicab listed in the vehicle identification list;
  11. Verification of safety and education program as required by Government Code Section 53075.5;
  12. Verification of disabled access education program as required by Government Code Section 53075.5;
  13. Verification of participation in the Pull-Notice Program pursuant to Section 1808.1 of the California Vehicle Code;
  14. Each applicant shall submit information establishing the total number of prearranged and non-prearranged trips that originate within the Jurisdictional Boundaries of SSG accounting for the largest share of the Business' total number of trips over the applicable time period pursuant Government Code Section 53075.5; and,
  15. Each applicant shall provide SSG an address of an office or terminal where documents supporting the factual matters specified in Government Code Section 53075.5 may be inspected by SSG upon request.
- D. The Business Permit shall be valid for a period of one (1) year, beginning July 1<sup>st</sup> of each year and expiring June 30<sup>th</sup> or until suspended, revoked or surrendered. Requirements to approve and maintain the permit include:
1. Taxicab Businesses shall have a distinctive name and appearance and shall have a standard monogram, insignia, or logo which is permanently affixed to each vehicle and indicates that the vehicle is offered for the use of transportation of passengers of hire. Distinctive name includes consideration of a specific color referenced in the Taxicab Business' name and distinctive appearance may include the original factory paint color;
  2. Maintenance of a year-round computerized dispatch system capable of providing performance reports as required by Government Code Section 53075.5 and the Taxi Administrator;
  3. At least one (1) wheelchair-accessible van that meets federal standards as provided in Title 49, Subtitle A, Part 38 of the Code of Federal Regulations ready and available as may be requested in its fleet;
  4. Proof of insurance per section 1.040;
  5. Compliance with the maximum rates established per section 1.070;

6. Implementation of mandatory controlled substance and alcohol testing program per section 1.075;
  7. Maintenance of safety education and training program;
  8. Maintenance of disabled access education and training program;
  9. Maintenance of current and valid California Department of Motor Vehicles Registration for each Taxicab listed in the vehicle identification list;
  10. Continuous participation in the Pull Notice Program per Vehicle Code Section 1808.1; and,
  11. Compliance with all operational requirements in Article II of this Chapter.
- E. Each Taxicab Business shall at all times maintain accurate and complete accounts of all revenues and income arising out of its Taxicab operations, a list of vehicles in use, a list of all Drivers of the company, any complaints by patrons and any other information SSG may require to verify compliance with the ordinance of SSG. The Taxicab Business' books, accounts and records pertaining to compliance with the ordinance of SSG shall at all reasonable times be open to inspection, examination and audit by the authorized officers, employees and agents of SSG. The refusal of a Taxicab Business to provide the required records for inspection shall be deemed a violation of the ordinance of SSG and cause for termination of the Taxicab Business permit. Any proprietary data provided to SSG shall be maintained confidential to the extent permitted by law.
- F. At the time the application for a Business Permit is received, the applicant shall pay a Business Permit Application Fee as established and amended from time to time by resolution of the Board. Fees shall be due and payable before a Business Permit application is processed. Prorated fees will be based on the date of Business Permit approval.
- G. At the time the application for a Business Permit is received, it will be reviewed for accuracy and compliance within ten (10) days. The applicant will receive a deficiency notice should the application and documents be lacking and/or incomplete. The applicant shall have thirty (30) days from the date of deficiency notice to remedy and re-submit application deficiencies. Applications that have not met the minimum requirements for a Business Permit within sixty (60) days will be denied. A new Business Permit application must be submitted for consideration, thereafter.
- H. At the time a Business Permit Application is approved, the applicant shall pay the Annual Taxicab Business Permit Fee. The Annual Taxicab Business Permit Fee shall be due and payable before issuance of a Business Permit. The Annual Taxicab Business Permit Fee may be adjusted by resolution of the Board.
- I. The Board may establish a procedure for a payment of the Business Permit Fee in installments.

- J. The rights of appeal provided for by Section 1.085 are available to a Business in the event that his or her Business Permit is denied based on the provisions of this Chapter.
- K. In the event a Taxicab Business or any Control Person transfers 50% or more of its interest in the Business therein, the Taxicab Business' Permit cannot be sold or transferred in part or in whole, by assignment, trust, mortgage, lease, sublease, pledge or other hypothecation without prior written consent of the Board.

**Section 1.035 Business Permit Renewal**

- A. Sixty (60) days prior to the expiration of a Business Permit the Business may apply to SSG for a renewal thereof for an additional year. A Business shall be entitled to a one (1) year renewal of the Business Permit provided that:
  - 1. The Business submits a Business Permit renewal application;
  - 2. The Business pays the annual renewal application fee;
  - 3. The Business pays the Business Permit Fee;
  - 4. The Business pays the applicable Taxicab Vehicle Permit Fee;
  - 5. The Business shows that it continues to be substantially located within the Jurisdictional Boundaries of SSG as defined in Government Code Section 53075.5;
  - 6. The Business continues to comply with all provisions of Section 1.030.
- B. The rights of appeal provided for by Section 1.085 are available to a Business in the event that renewal of his or her Business Permit is denied based on the provisions of this Chapter.

**Section 1.040 Insurance Required**

- A. The insurance policies required under this Chapter shall consist of and contain or be endorsed to contain the following provisions:
  - 1. General Liability and Automotive Liability Coverage:
    - a. SSG, its member entities, their officers, officials, employees, and volunteers are to be covered as additional insureds for liability related to:
      - i. Activities performed by or on behalf of the Business;
      - ii. Premises owned, occupied, or used by the Business; and,
      - iii. Automobiles owned or leased by the Business.

- b. The Permittee shall also carry Workers' Compensation Insurance in accordance with State of California Workers' Compensation laws.
- c. The coverage shall contain no special limitations on the scope of protection afforded to SSG, its member entities, their officers, officials, employees, agents, representatives, or volunteers.
- d. The business' insurance shall be the primary insurance of SSG, its member entities, their officers, officials, employees, agents, representatives and volunteers. Any insurance or self-insurance maintained by SSG, its member entities, their officers, officials, employees, agents, representatives or volunteers shall be in excess of the Permittee's insurance and shall not contribute with it.
- e. Any failure to comply with reporting provisions of the policy shall not affect coverage provided to SSG, its member entities, their officers, officials, employees and agents.
- f. Permittee's insurance shall apply separately to each insured against whom a claim is made or a suit is brought, except with respect to the limits of the insurer's liability.

2. All Coverage:

- a. Each insurance policy required by this Section shall be endorsed to state that coverage shall not be suspended, voided, cancelled by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to SSG.
- b. Permittee shall furnish SSG with a certificate of insurance and any applicable policies and endorsements affecting the coverage required hereunder. The policies and endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. At SSG's option, endorsements and any certificates of insurance required by SSG shall be on forms provided or approved by SSG. All endorsements and certificates are to be received and approved by SSG prior to the operation of any Taxicab by the Permittee in the Jurisdictional Boundaries of SSG. SSG reserves the right to require complete certified copies of all insurance policies, including endorsements affecting the coverage required by this ordinance, at any time and shall include, but not limited to, the obligation to indemnify, hold harmless, release and defend SSG.
- c. Business Permittee shall include all individual Drivers employed by Permittee, agents, contractors, other sub-operators as may be permitted by SSG, as insureds under its policies or shall furnish separate certificates and endorsements for each sub-operator. All coverage for such sub-operators shall be subject to all of the requirements stated herein.

- d. The procuring of such insurance or the delivery or endorsements and certificates evidencing the same shall not be construed as a limitation of the Permittee's obligation to indemnify, hold harmless, release and defend SSG, its member entities, their officers, officials, employees, agents, representatives, and volunteers from and against any and all liability, claims, suits, costs, expenses, fines, judgments, settlements, charges or penalties, including reasonable attorney's fees, regardless of the merit or outcome of the same arising out of, or in any manner connected with, any or all of the operations or services authorized conducted or permitted under this ordinance.
  - e. The amount of insurance required hereunder shall be as follows:
    - i. For injury or death in any one accident or occurrence, three hundred fifty thousand dollars (\$350,000.00);
    - ii. For the injury or destruction of property in any one accident or occurrence, three hundred fifty thousand dollars (\$350,000.00);
    - iii. For combined single limits of liability for primary bodily injury and primary property damage, three hundred fifty thousand dollars (\$350,000.00);
    - iv. For employer's liability, with limits of three hundred fifty thousand dollars (\$350,000.00).
  - f. It shall be the responsibility of all Permittees to provide and maintain insurance coverage in compliance with the provisions of this ordinance to cover each and every driver that operates a vehicle as a Taxicab. The Permittee shall further ensure that appropriate certificates of insurance reflecting the coverage are on file with SSG at all times.
3. Insurance required by this Section shall be satisfactory only if issued by companies having at least an A insurance rating on AM Best, Insurance Rating or equivalent, and are admitted-authorized to do write business in California. All applicants are required to comply with this Section prior to the issuance of any Business Permit.
  4. Permittees are responsible to ensure compliance with all of the foregoing insurance requirements and regulatory provisions related to such requirements. Responsibility on the part of the Permittee includes ensuring that any vehicle owner whose vehicle is operated under the Business Permittee's name maintains insurance and provides SSG with proof of the same at all times that each vehicle is operated. Failures to comply with the foregoing insurance requirements which affect the Business as a whole shall result in immediate suspension of the permit. Failure to comply with the foregoing insurance requirements three (3) times within a calendar year constitutes grounds for revocation of the permit.

- B. Permittees shall maintain on file with SSG evidence of its insurance coverage meeting all the requirements as indicated in this Section. The Permittee shall provide SSG with verbal notice within 24 hours in the event of any change in insurance coverage and written notification of any insurance change within three (3) calendar days after the change.

**Section 1.045 Driver Permit Required**

- A. It is unlawful for any person to drive a Taxicab without having first obtained a Driver permit from SSG. A Driver permit may be obtained as provided below.
- B. An applicant for a Driver permit shall complete an application which shall contain the following information:
  - 1. Applicant's full name, residence address and age;
  - 2. A listing of all equivalent permits which have been issued to the applicant by any governmental agency;
  - 3. Applicant's height, weight, gender and color of eyes and hair;
  - 4. The number and expiration date of the applicant's California driver's license;
  - 5. All moving violations within the last 3 years, including dates of violations and the jurisdiction where each violation occurred;
  - 6. Authorization for SSG, or its agents or employees to seek information and conduct an investigation into the truth of the statements set forth in the application and the qualifications of the applicant; and
- C. The Taxi Administrator may accept the submission of a permitted Business' Driver application that provides all the information required in subsection B above in lieu of the Driver application provided by SSG.
- D. At the time the applicant submits an application for a Driver permit, the applicant shall do all of the following:
  - 1. Submit to a fingerprint based criminal history check pursuant to Government Code Section 53075.5;
  - 2. Provide SSG with a copy of the results of the drug and alcohol test as conducted by the Business pursuant to Government Code Section 53075.5 and Section 1.075 of this ordinance;
  - 3. Provide proof of insurance as insureds under an employer's policies as required by Section 1.040;
  - 4. Provide proof of completion for taxi business's driver safety education and training program;

5. Provide proof of completion for taxi business's disabled access education and training program;
  6. Provide Intent to Hire form indicating the name of the Business with whom the applicant is employed or who has given the applicant an offer of employment within the meaning of Government Code Section 53075.5;
  7. Provide SSG with a copy of the Department of Motor Vehicles Pull Notice Program enrollment, as defined in Vehicle Code Section 1808.1; and
  8. Payment of Driver permit fee as established and amended from time to time by resolution of the Board. The Driver permit fee shall be due and payable before receipt of the driver permit.
- E. The Driver permit shall state the name of the employer.
- F. In the event of denial, revocation or suspension of a Driver permit, the applicant may within ten (10) days of notification of denial apply to SSG for a hearing on the denial in accordance with the procedures set forth in Section 1.085.
- G. The Driver permit shall be valid for a period of one (1) year or until suspended, revoked or surrendered. Termination of the Driver's California driver's license shall constitute grounds for revocation of the Driver permit authorized hereunder.
- H. Upon termination of employment within the meaning of Government Code Section 53075.5 the permit shall become void. In such case, the Driver shall immediately return the Driver permit to SSG. Upon return of the Driver permit, the Driver may re-apply for a Driver permit, provided that the Driver complies with the requirements for issuance of a Driver permit under this Section.

#### **Section 1.050 Driver Permit Renewal and Transfer**

- A. Prior to the expiration of a Driver permit, the Driver may apply to SSG for a renewal thereof for an additional year. A Driver shall be entitled to a one (1) year renewal of the Driver permit provided that:
1. The Driver submits a completed renewal application which shall contain the information stipulated in Section 1.045, subsection B.
  2. The Driver pays a permit renewal fee as established and amended from time to time by resolution of the Board;
  3. The Driver submits to permit-renewal controlled substances and alcohol testing as provided by Government Code Section 53075.5;
  4. The results of controlled substances and alcohol testing indicate that the Driver has not been using a controlled substance as specified in Part 40 (commencing with Section 40.1) of Title 49 of the Code of Federal Regulations;

5. The results of such testing indicate that the Driver has a breath concentration of less than 0.02 percent on an alcohol screening test; and,
  6. The Driver has not been convicted of any of the crimes, including but not limited to, those crimes enumerated in Section 1.080 during the preceding year.
- B. A Driver may request a transfer of his/her Driver Permit to another Permittee provided the Driver has submitted the following:
1. A Driver permit application signed by an authorized representative of the prospective Permittee;
  2. Intent to Hire Form;
  3. A copy of the results of the drug and alcohol test as conducted by the Business pursuant to Government Code Section 53075.5 and Section 1.075 of this ordinance;
  4. Proof of insurance as insured under a Business' policy as required by Section 1.040;
  5. Proof of completion for taxi business's driver safety education and training program;
  6. Proof of completion for taxi business's disabled access education and training program;
  7. A copy of the Department of Motor Vehicles Pull Notice Program enrollment, as defined in Vehicle Code Section 1808.1;
  8. A Driver permit transfer fee; and
  9. SSG Driver permit to be transferred.
- C. Driver shall not operate a Taxicab until the transfer permit is obtained and in possession of the Driver pursuant to this Section.
- D. A transferred Driver permit shall expire on the same date as the original Driver Permit and shall not exceed the Driver's permit period.
- E. If the Driver permit has expired or terminated and is not renewed or transferred within thirty (30) business days of the expiration or termination, the Driver shall be required to re-apply as a new applicant for issuance of a Driver permit and shall pay all fees associated therewith.
- F. The rights of appeal provided for by Section 1.085 are available to a Driver in the event that renewal of his or her Driver permit is denied based on the provisions of this Chapter.

**Section 1.055 Vehicle Permit Required**

- A. It is unlawful for any Taxicab to operate without first having been issued a Vehicle Permit from SSG, unless otherwise authorized by Government Code section 53075.5. At all times while providing Taxicab service, the Vehicle Permit must be affixed to the lower left rear windshield of the vehicle.
- B. A Vehicle Permit may be issued provided that the vehicle has successfully completed a safety and cosmetic inspection conducted by a facility certified by the National Institute for Automotive Service Excellence or a facility registered with the Bureau of Automotive Repair in accordance with the vehicle safety standards.
- C. The Vehicle Permit shall be valid for a period of one (1) year, beginning July 1<sup>st</sup> of each year and expiring June 30<sup>th</sup> or until suspended, revoked or surrendered.
- D. The Vehicle Permit Fee shall be due and payable upon the issuance of a Vehicle Permit. Permittees shall pay the Vehicle Permit Fee for each vehicle that is issued a Vehicle Permit.
- E. If a vehicle is permanently taken out of service with a balance due to SSG of the Vehicle Permit Fee for the year, such fee shall become immediately due and payable.
- F. If a Taxicab Business' Business Permit is suspended or terminated pursuant to section 1.080, all corresponding Vehicle Permits shall also be suspended. Owners of all vehicles with a suspended Vehicle Permit shall present vehicles to SSG for out of service Taximeter readings immediately upon suspension or termination of a Taxicab Business or expiration, suspension or termination of the Vehicle Permit sticker. The owner of the vehicle shall have thirty (30) days to register the vehicle with an existing and valid Taxicab Business permit holder. If the owner fails to register the vehicle within such thirty (30) day period, the vehicle shall be presented to SSG for removal of the Vehicle Permit sticker (if such sticker has not already been surrendered) and the balance of the Vehicle Permit Fee owing to SSG for the vehicle shall be immediately due and payable. SSG shall pursue collection of the Vehicle Permit Fee from either the Taxicab Business or the owner of the vehicle and no Vehicle Permit sticker shall be issued to the vehicle regardless of its ownership until the Vehicle Permit Fee owing to SSG shall have been paid.

**Section 1.060 Vehicle Permit Renewal**

- A. Prior to the expiration of a Vehicle Permit, the Permittee may apply to SSG for a renewal thereof for an additional year. A Vehicle Permit may be entitled to a one (1) year renewal provided that:
  - 1. Payment of the Vehicle Permit Fee as established and amended from time to time by resolution of the Board is received; and
  - 2. All requirements for initial issuance of a Vehicle Permit are maintained as provided in Section 1.055.
- B. The rights of appeal provided for by Section 1.085 are available in the event that renewal of a Vehicle Permit is denied based on the provisions of this Chapter.

### **Section 1.065 Vehicle Inspections**

- A. Prior to obtaining a Taxicab Business Permit, an applicant shall first present each vehicle to be used as a Taxicab to a facility certified by the National Institute for Automotive Service Excellence or a facility registered with the Bureau of Automotive Repair, and SSG, for a vehicle safety and cosmetic inspection. Any vehicle(s) that a Taxicab Business proposes to add to its fleet shall also be presented to a facility certified by the National Institute for Automotive Service Excellence or a facility registered with the Bureau of Automotive Repair, and SSG, for successful completion of a vehicle safety and cosmetic inspection prior to operation as a Taxicab. The Taxicab Administrator shall maintain a list which reflects the VIN of each vehicle that successfully completes the vehicle safety inspection. A record of the VIN of each vehicle that fails the vehicle safety inspection shall also be maintained by SSG.
- B. In addition to the initial vehicle safety and cosmetic inspection, each vehicle shall be required to pass additional inspections at the following times:
  - 1. Every twelve (12) months from the date the vehicle is first licensed as a Taxicab;
  - 2. After every incident resulting in cosmetic or greater damages; and,
  - 3. At any time upon written request by the Taxi Administrator.
- C. Failure to present a vehicle for inspection under this ordinance within three (3) days of the date upon which a request under Section 1.025 is delivered or within three (3) days after inspection is due shall result in the issuance of a penalty in accordance with Section 1.095. Further failure to present a vehicle for inspection under this ordinance within ten (10) days of the date upon which a written request is delivered or inspection is due shall result in the vehicle being declared presumed unfit to operate as a Taxicab, an administrative citation shall be issued to that effect, and the vehicle shall be read out of service.
- D. It is unlawful to operate a Taxicab vehicle in an unsafe operating condition, including but not limited to a condition that violates the vehicle safety inspection standards of SSG. All Taxicab Businesses are responsible to ensure that their vehicles are maintained in a safe operating condition at all times that they are in service. An incident that results in any cosmetic or greater damage shall be reported to SSG.

### **Section 1.070 Rates**

- A. No Permittee operating in the Jurisdictional Boundaries of SSG may charge a rate in excess of the maximum rate of \$12.00 Per Mile, \$4.00 flag drop/base rate, and \$24.00 per hour for traffic delay or waiting time. Maximum rates may be adjusted by resolution of the Board.
- B. A Permittee may charge a rate that is less than the maximum rate set by SSG. Permittees may set fares or charge a flat rate as made permissible by Government

Code Section 53075.5. No other fees or rates may be charged by a Permittee except as permitted by law.

- C. The Board may from time to time establish maximum flat rates for special events or fixed routes.
- D. A Permittee may use any type of device or technology approved by the Division of Measurement Standards to calculate fares as provided for in Government Code Section 53075.5.
- E. The Permittee shall disclose fares, fees or rates to the customer as provided for in Government Code Section 53075.5.
- F. The Permittee shall notify the passenger of applicable rates prior to the passenger accepting the ride for walk up rides and street hails as provided for in Government Code Section 53075.5.

#### **Section 1.075 Mandatory Controlled Substance and Alcohol Testing Program**

- A. Each Permittee shall maintain a mandatory controlled substance and alcohol testing certification program conforming to all requirements as set forth in California Government Code Section 53075.5 and Part 40 (commencing with Section 40.1) of Title 49 of the Code of Federal Regulations.
- B. Each Business shall maintain a written drug and alcohol policy as required by Government Code Section 53075.5 and proof that the Business has implemented a drug and alcohol certification program covering all of its drivers.
- C. No Business shall permit a Driver who refuses to submit to such tests to operate or continue to operate a Taxicab.
- D. In the case of self-employed independent Driver within the meaning of Government Code Section 53075.5, the test results shall be reported directly to SSG. In all other cases, the test results shall be reported to the Business who has employed or made an offer of employment to the Driver within the meaning of Government Code Section 53075.5.
- E. Results of all tests provided for in this Section are confidential and shall not be released to the public without the written consent of the Driver, except as provided by law.

#### **Section 1.080 Denial, Revocation, or Suspension of Permits**

- A. In addition to any other reason provided for in this Chapter, a permit may be denied, suspended or revoked when it has been determined that the Business, including any owners, investors, shareholders, partners, officers, directors, and representatives acting on its behalf:
  - 1. Has not complied with the applicable provisions of Article I; or
  - 2. Has not complied with the applicable provisions of the regulations; or

3. Has failed to cure any item listed in a sixty (60) day warning for failure to comply with any requirements of permit issuance; or
4. Has been issued three (3) sixty (60) day warnings of failure to comply with any requirements of this Chapter within a period of twelve (12) months; or
5. Has knowingly made a false statement of fact in an application for such permit; or
6. Has any outstanding balance owed to SSG; or
7. Has charged rates or fares exceeding the maximum rates other than those permitted by Section 1.070.

B. Business and Driver Criminal Conduct

1. A permit may be denied, suspended or revoked when it has been determined that the Business, including any owners, investors, shareholders, partners, officers, directors, and representatives acting on its behalf or Driver has been convicted of any of the following crimes within the timeframes set forth below, whether committed in the State of California or elsewhere. A conviction within the meaning of this Section means a plea or verdict of guilty or a conviction following a plea of nolo contendere:
  - a. Any conviction regardless of the time elapsed, in any state, of any of the following or their equivalent:
    - i. Any crime (apart from adult same-sex consensual sexual behavior) which requires the applicant to register as a sex offender under California Penal Code §290 shall require denial or revocation; or
    - ii. Any felony involving actual or threatened violence against persons, including, but not limited to, assault, battery, robbery or the use of a firearm or other weapon against a person.
  - b. Any conviction (felony or misdemeanor) within the past seven (7) years of any crime involving theft or dishonesty, including, but not limited to, burglary, theft, shoplifting or other crime related to fraud or intentional dishonesty; or
  - c. Any conviction (felony or misdemeanor) within the past seven (7) years of any crime involving the sale, possession or transportation of narcotics or other controlled substances; or
  - d. Any conviction (misdemeanor or felony) within the past three (3) years of any crime involving pandering or prostitution.
2. In addition to the crimes listed above, no Driver permit shall be granted to an applicant who has been convicted of three (3) or more moving violations

within three years previous to submission of the application. Any permit previously granted shall be revoked for any Driver who has been convicted of three (3) or more moving violations within three (3) years.

3. In addition, if an applicant has been convicted of, or pled nolo contendere at any time within the past seven (7) years, to a violation related to driving under the influence of alcohol or drugs, the applicant shall be disqualified and the application shall be denied. If after issuance of a permit to a Driver, the Driver is convicted of, or pleads nolo contendere to, a violation related to driving under the influence of alcohol or drugs, the Driver's permit shall be revoked.
- C. In addition to the foregoing, a Driver permit may be suspended, revoked or denied in the event that:
1. A driver is involved in an accident due to a medical condition that prevents the Driver from safely operating a vehicle, or;
  2. A medical condition that prevents a Driver from safely operating a vehicle otherwise comes to SSG's attention. Any Driver whose permit has been suspended, revoked or denied due to a prohibitive medical condition as described above, shall be entitled to a permit upon certification by a medical doctor that the condition is correctable, has been corrected and will continue to be corrected.
- D. In addition to the above, any Driver permit may be suspended or revoked for any crime which is substantially related to the qualifications, functions, or duties of a Driver which include, but are not limited to, the following: reckless driving; wet reckless driving; murder; rape; vehicular manslaughter; a violation of California Vehicle Code Sections 20001, 20002, or 20003 or any corresponding substitute Sections; robbery; a violation of California Penal Code Section 314 or any corresponding substitute Section; pandering; crimes related to the use, sale, possession, or transportation of narcotics or intoxicating liquors; assault; battery; or indecent exposure.
- E. Any Driver permit may also be suspended for and during the period that the payment of any citation remains outstanding after all appeal periods have been exhausted.
- F. From the time of the revocation or suspension of a Driver permit granted under the provisions of this Chapter, it is unlawful for any person whose Driver's permit has been suspended or revoked to operate or drive a Taxicab within the Jurisdictional Boundaries of SSG until a new permit has been procured or the period of suspension has expired. It is also unlawful for any person to drive or operate within the Jurisdictional Boundaries of SSG any Taxicab during the period of time that a permit has been revoked, terminated or suspended.
- G. In the event the Permittee appeals any denial, suspension, or revocation of a permit issued under this Section, the appeal procedures of Section 1.085 shall apply.

## **Section 1.085 Appeal Hearings**

- A. Any person aggrieved by any determination under the provisions of this Chapter shall be entitled to appeal that decision as provided herein. Any recipient of an administrative citation may contest that there was a regulatory violation or that he or she is the responsible party.
- B. A request for hearing must be made within ten (10) days following the delivery of notice of the decision of the Taxi Administrator which is challenged by delivery of the request for hearing at the administrative offices of SSG together with:
  - 1. An advance deposit of any fine or a notice of request for an advance hardship waiver pursuant to Section 1.090; and
  - 2. Payment of an appeal fee as established by resolution of the Board of Directors.
- C. Upon satisfaction of the foregoing, SSG shall set a hearing within thirty (30) days of delivery of the request for hearing, or as soon thereafter as reasonably practical. The Taxi Administrator shall appoint a hearing officer.
  - 1. If the appeal is of: (1) a decision to deny, suspend, revoke or terminate a permit; or (2) an administrative fine or penalty imposed pursuant to an administrative citation in excess of \$2,000.00, the Taxi Administrator shall refer the matter to the administrative hearing officer under contract with SunLine, or a retired judge or an administrative law judge with the California State Office of Administrative Law Judges.
  - 2. If the appeal is of a decision to impose a(n) administrative fine(s) or penalty(ies) pursuant to an administrative citation whose total is less than \$2,000.00, the Taxi Administrator shall refer the matter to an employee who shall serve as the hearing officer.
- D. SSG shall notify the appealing party of the time and date for the hearing, which notice shall be delivered at least fifteen (15) days prior to the hearing.
- E. The hearing officer shall conduct an administrative hearing. The administrative hearing allows SSG and the appealing party to be represented by an attorney, to present evidence related to the alleged violations, to cross examine witnesses who have testified, and to argue their positions. The administrative hearing shall be informal and technical rules of evidence, including but not limited to, the hearsay rule, shall not apply. Oral testimony received at the hearing shall be taken only on oath, affirmation, or penalty of perjury. The right to cross examine witnesses shall not preclude the introduction and consideration of written statements whether made under oath or not. The proceedings shall be recorded or otherwise preserved. It is the intent of SSG that the hearing officer allow wide latitude in introduction of evidence and the holdings and discussions concerning informality of hearings and relaxed rules of evidence set forth in *Mohilef v. Janovici* (1986) 56 Cal.App.4<sup>th</sup> 310 apply to the fullest extent to all the hearings conducted under this ordinance.

- F. If the appealing party fails to appear, the hearing officer may conduct the hearing in the party's absence and/or may render a decision to dismiss the matter.
- G. After consideration of the evidence presented by all parties, the hearing officer shall render written decision which sets forth a statement of the case, any relevant findings of fact to support the decision and administrative enforcement order. If the hearing officer finds one or more of the alleged violations has been committed, he or she may suspend, revoke, or terminate any permit and/or impose administrative monetary penalties in accordance with the limits set forth in this ordinance. In determining whether to suspend or revoke any permit or to impose administrative monetary penalties, the hearing officer shall take into consideration the gravity of the violation, the entire record of the party requesting the hearing, and the harm threatened to the public by the violation.
- H. The decision of the hearing officer shall be final and the party requesting the hearing shall be notified in writing of the decision of the hearing officer. Such decision shall be delivered within fifteen (15) days from the date the hearing is concluded.
- I. Any review of a decision by the hearing officer brought pursuant to an administrative citation shall be governed by the provisions of Government Code Section 53069.4. Review of any other final decision under this ordinance shall be governed by Code of Civil Procedure Section 1094.5, *et seq.*
- J. With the exception of the conviction of a crime which requires registration as a sex offender under California Penal Code Section 290, in any case where a Driver permit is denied due to a criminal conviction, the applicant shall be entitled to apply the Driver permit application fee towards the appeal fee from such denial. In the event that a Driver permit is granted on such appeal, the applicant shall pay the Driver permit fee in full prior to issuance of a permit.

**Section 1.090 Advance Deposit Hardship Waiver**

- A. Any person who intends to request a hearing to contest that there was a regulatory violation or that he or she is the responsible party and who is financially unable to make the advance deposit of the fine under Section 1.085, may file a request for an advance deposit hardship waiver.
- B. The request shall be filed with the SSG on an advance deposit hardship waiver application form within ten (10) days of the date of the administrative citation.
- C. The requirement of depositing the full amount of the fine as described in subsection A above shall be stayed unless or until the SSG makes a determination not to issue the advance deposit hardship waiver.
- D. SSG may waive the requirement of an advance deposit set forth in Section 1.085 and issue the advance deposit hardship waiver only if the cited party submits a sworn affidavit, together with any supporting documents or materials demonstrating the person's actual financial inability to deposit with SSG the full amount of the fine in advance of the hearing.

### **Section 1.095 Administrative Citation**

- A. Whenever an enforcement officer charged with the enforcement of any regulation determines that a violation has occurred, the enforcement officer shall have the authority to issue an administrative citation to any person responsible for the violation. In instances in which a Driver is cited for a violation, the Business may also be cited.
- B. Each administrative citation shall contain the following information:
  - 1. The date of the violation;
  - 2. The address or a definite description of the location where the violation occurred;
  - 3. The section of the regulation violated and a description of the violation;
  - 4. The amount of the fine for the violation;
  - 5. A description of the fine payment process, including a description of the time within which and the place to which the fine shall be paid;
  - 6. An order prohibiting the continuation or repeated occurrence of the violation described in the administrative citation;
  - 7. A description of the administrative citation review process, including the time within which the administrative citation may be contested and the place from which a request for hearing form to contest the administrative citation may be obtained; and
  - 8. The name and signature of the citing enforcement officer.

### **Section 1.200 Fines and Penalties**

- A. The fine for violation of Article I of this Chapter shall be between one hundred dollars (\$100.00) and one thousand dollars (\$1,000.00).
- B. The minimum fine for operating a Taxicab without a valid permit(s) to operate issued by SSG shall be five thousand dollars (\$5,000.00).
- C. The amount of the fine shall be set forth in the schedule of fines established by resolution of SSG and paid to SSG within thirty (30) days from the date of the administrative citation.
- D. If the fine is challenged by an administrative hearing as set forth in Section 1.085 and the hearing officer determines that the administrative citation shall be upheld, then the fine amount on deposit with SSG shall be retained by SSG.
- E. If after a hearing under Section 1.085, the hearing officer determines that the administrative citation should be upheld and the fine has not been deposited pursuant to an advance deposit hardship waiver, the fine shall be due within thirty

(30) days of the date of the decision of the hearing officer is deposited in the mail. Failure to pay the fine within such period shall result in the suspension of the Driver permit of the Driver or Business, as may be applicable, until such time as payment is made.

- F. If after a hearing under Section 1.085 the hearing officer determines that the administrative citation should be canceled and the fine was deposited with SSG, then SSG shall promptly refund the amount of the deposited fine, together with interest at the rate of five percent (5%) per annum for the period of time that the fine amount was held by SSG.
- G. Payment of a fine under this Chapter shall not excuse or discharge any continuation or repeated occurrence of the regulatory violation that is the subject of the administrative citation.

**Section 1.205 Late Payment Charges**

- A. Any person who fails to pay to SSG any fine or other payment imposed pursuant to the provisions of the ordinance of SSG on or before the date that fine or payment is due also shall be liable for the payment of any applicable late payment charges set forth in the schedule of fines. In addition, the permit of the Driver or Business involved may be suspended pending payment.

**Section 1.210 Cost Recovery**

- A. SSG may collect any past due administrative citation fine or late payment charge by use of all available legal means.
- B. SSG may collect any past due Business Permit Fees, Vehicle Permit Fees or any other fees established in this ordinance by use of all available legal means.
- C. SSG may recover its collection costs, including any reasonable attorneys' fees.

**Section 1.215 Airports**

- A. Nothing in this Chapter shall prevent Palm Springs Regional Airport or any other publicly owned airport from regulation of taxicab access or from charging access/permit fees.

## ARTICLE II

### OPERATING REQUIREMENTS

#### **Section 2.010 Taxicab Businesses Distinct Appearance**

- A. All Taxicabs operating under a Taxicab Business permit shall be of distinctive name and appearance such as is in common usage in this country for Taxicabs and shall have a standard monogram, insignia, or logo which is permanently affixed to each vehicle and clearly indicates that the vehicle is offered for the use of transportation of passengers for hire. Distinctive appearance may include the original factory paint color.
- B. No Taxicab Business permit shall be granted to any Person and/or company whose name, monogram, logo or insignia to be used on its Taxicabs is in conflict with, or imitates, any name, monogram, logo or insignia used by another Taxicab Business within the Jurisdictional Boundaries of SSG in such a manner as to be misleading to, or which would tend to deceive or defraud the public. This includes the consideration of a specific color referenced in the Taxicab Business' name.
- C. No Taxicab Business shall be entitled to utilize the name or telephone number of any previously operating Taxicab Business unless the assuming company has paid all fines, Business Permit Fees, Vehicle Permit Fees, and administrative penalties due to SSG from the previous Taxicab Business and otherwise complied with the requirements for issuance of a Taxicab Business permit under the ordinance of SSG. In any case where an administrative or other form of proceeding is pending against the previous Taxicab Business, no transfer of the name shall occur unless and until SSG is provided with adequate monetary assurance of payment of any anticipated monetary penalty. Assurance may be in the form of a bond or undertaking.

#### **Section 2.015 Advertisements**

- A. No Taxicab Business, Driver or any other person shall place or cause to be placed any advertisement which:
  - 1. Is misleading to, or would tend to deceive or defraud the public;
  - 2. Uses a name(s) other than the name(s) registered with SSG for which a valid taxicab business permit has been issued without first obtaining written consent of SSG; or
  - 3. Uses a name, monogram, logo or insignia which is in conflict with or imitates any monogram, logo or insignia used by any other person operating in the Jurisdiction Boundaries of SSG.

#### **Section 2.020 Driver Standards and Appearance**

- A. All drivers shall have in his or her immediate possession a valid California driver's license and a Driver permit issued by SSG while in charge of or driving a Taxicab and shall present either upon request.

- B. All Drivers shall be at least 18 years old.
- C. All Drivers shall have the ability to read signs, labels, work schedules, rate cards, information cards, maps and simple instructions in English, to understand and follow verbal directions in English, to write simple instructions in English and to speak English sufficiently to communicate clearly with the public at large.
- D. No Driver shall be afflicted with either a physical or mental incapacity or ailment that would preclude him or her from safely operating a Taxicab and performing the duties normal to such profession.
- E. All Drivers shall be well groomed and dressed in a neat and clean fashion at all times while on duty. At a minimum, attire shall include a collared shirt or blouse covering the shoulders, knee length shorts or skirt or long pants and closed toe shoes. T-shirts, spaghetti or strapless shirts, open toe shoes, flip flops, sweatpants and sandals are prohibited. A Driver shall wear an identification badge at all times while on duty. At a minimum, the shirt, blouse or identification badge worn by the Driver must bear the Driver's name and Business logo.
- F. All Drivers shall provide prompt, efficient service and be courteous at all times to the general public, the business community, all other Taxicab Drivers and SSG or local government administrators/officers. Disputes with the general public, the business community, other taxicab drivers and those in charge of taxicab stands on private property shall be resolved in a professional manner with a goal of maintaining a favorable public image for the taxicab industry.
- G. Smoking and the use of profanity is prohibited.
- H. No Driver shall refuse to transport wheelchairs, packages, luggage and animals as follows:
  - 1. Any passenger's wheelchair, which can be folded and placed in either the passenger vehicle or trunk compartment of the Taxicab;
  - 2. Groceries or packages when accompanied by a passenger;
  - 3. Personal luggage, possessions or small pets in appropriate carriers.
  - 4. Any passenger's service animal or intentionally interfere with the use of service animal by harassing or obstructing the user of his or her service animal as defined by the Americans with Disabilities Act (ADA).
- I. All Drivers shall assist a passenger in and out of a Taxicab when requested, provided the driver is not required to lift the passenger.
- J. All Drivers shall assist a passenger by placing luggage, packages and wheelchairs in and out of the taxicab when requested.
- K. No Driver shall refuse a dispatch call or other request for Taxicab service to transport any passengers who present themselves in a sober and orderly manner and for a lawful purpose.

- L. All Drivers shall be adequately rested, and shall not operate a Taxicab for more than ten (10) consecutive hours, nor for more than ten (10) hours spread over a total of fifteen (15) consecutive hours. Thereafter, no Driver shall drive a Taxicab until eight consecutive hours have elapsed.
- M. All Drivers shall not engage in conduct or verbally threaten to engage in conduct which is dangerous or violent such that the safety of the traveling public, SSG employees or agents, taxicab drivers or other persons, is implicated.
- N. All Drivers shall not engage in argumentative or discourteous conduct toward the public, a passenger, other taxicab drivers or other persons while on call to provide taxicab service or in the course of providing such service.
- O. All Drivers shall not have been convicted of any of the crimes within the timeframes as set forth in Section 1.080 of this Chapter, whether committed in the State of California or elsewhere. A conviction within the meaning of this Section means a plea or verdict of guilty or a conviction following a plea of nolo contendere.
- P. In the event that a Driver is involved in a collision with another vehicle, a fixed object or a pedestrian, that results in injury and/or renders any vehicle inoperable, the Driver and/or the Permittee shall complete and submit to SSG a written SSG approved Collision/Injury Report within twenty four (24) hours of the incident.

**Section 2.025 Special Events**

- A. As a matter of public safety and efficiency, during certain designated events where there is expected to be heavy concentration of customers seeking taxicab service, no passenger appointments will be allowed for pick-ups from the event. The designated events to which this regulation applies include:
  - 1. The Coachella Valley Music and Arts Festival;
  - 2. The Stagecoach Festival; and,
  - 3. Any other event for which Permittees are provided written notice no less than thirty (30) days before the event.

**Section 2.030 Taxi Administrator**

- A. The Taxi Administrator or his/her designee may adopt, by ordinance, operating requirements for Taxicab Businesses and Taxicab Drivers that do not relate to permitting or business licensing pursuant to Government Code Section 53075.51.

**Section 2.035 Fines and Penalties**

- A. The minimum fine for violation of Article II of this Chapter shall be one hundred dollars (\$100.00).

**ORDINANCE NO. 2024-02  
AN ORDINANCE OF SUNLINE SERVICES GROUP  
SUPERSEDING ORDINANCE NO. 2024-01**

**WHEREAS**, Government Code Section 53075.5 requires every city and county to protect the public health, safety and welfare by adopting an ordinance concerning the provision of taxicab services, to provide a policy for entry into the business of providing taxicab services, to establish maximum rates for the provision of such services, and for such other matters as determined by the legislative body; and

**WHEREAS**, the County of Riverside and the Coachella Valley cities comprising the joint powers agency known as SunLine Transit Agency (STA) desire to provide for the orderly, efficient, and safe operation of taxicab services within the Coachella Valley; and

**WHEREAS**, members of STA have delegated the authority to regulate the safe operation of taxicab services to SunLine Services Group (SSG); and

**WHEREAS**, SSG desires to update the insurance requirements for taxicabs to align with current insurance market practices.

**NOW, THEREFORE**, the Board of Directors of SSG does ordain as follows:

**SECTION 1: ADOPTION OF TAXICAB SERVICE ORDINANCE.**

SSG hereby adopts this ordinance regulating taxicabs within the jurisdictional boundaries of SSG, superseding and replacing Ordinance 2024-01, as attached hereto as Exhibit A.

**SECTION 2: SEVERABILITY.**

If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid or unconstitutional by the decision of a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the ordinance of SSG. The Board of Directors of SSG hereby declares that it would have passed this ordinance, and each section, subsection, clause, sentence or phrase thereof, irrespective of the fact that any one or more other sections, subsections, clauses, sentences, or phrases may be declared invalid or unconstitutional.

**SECTION 3: EFFECTIVE DATE.**

This ordinance shall take effect thirty (30) days from its passage by the Board of Directors of SSG.

**SECTION 4: PUBLICATION.**

The Clerk of the Board is authorized and directed to cause this ordinance to be published within fifteen (15) days after its passage in a newspaper of general circulation and circulated within the jurisdictional boundaries of SSG in accordance with Government Code Section 36933(a) or, to cause this ordinance to be published in the manner required by law using the alternative summary and posting procedure authorized under Government Code Section 36933(c).

INTRODUCED at the regular meeting of the Board of Directors of SunLine Services Group on the \_\_\_\_\_ day of October, 2024.

APPROVED AND ADOPTED by the Board of Directors of SunLine Services Group at a regular meeting held on \_\_\_\_\_ day of December, 2024.

---

Nancy Ross  
Chairperson of the Board

ATTEST:

---

Edith Hernandez  
Clerk of the Board

APPROVED AS TO FORM:

---

Catherine Groves  
General Counsel

**EXHIBIT A: TAXICAB SERVICE ORDINANCE**

**CHAPTER ONE**

**ARTICLE I  
PERMITTING OF TAXICAB BUSINESSES AND DRIVERS**

- 1.010 Purpose
- 1.015 Definitions and Statutory References
- 1.020 Taxi Administrator
- 1.025 Delivery of Notices or Requests
- 1.030 Business Permit Required
- 1.035 Business Permit Renewal
- 1.040 Insurance Required
- 1.045 Driver Permit Required
- 1.050 Driver Permit Renewal and Transfer
- 1.055 Vehicle Permit Required
- 1.060 Vehicle Permit Renewal
- 1.065 Vehicle Inspections
- 1.070 Rates
- 1.075 Mandatory Controlled Substance and Alcohol Testing Program
- 1.080 Denial, Revocation, or Suspension of Permits
- 1.085 Appeal Hearings
- 1.090 Advance Deposit Hardship Waiver
- 1.095 Administrative Citation
- 1.200 Fines and Penalties
- 1.205 Late Payment Charges
- 1.210 Cost Recovery
- 1.215 Airports

**ARTICLE II  
OPERATING REQUIREMENTS**

- 2.010 Taxicab Businesses Distinct Appearance
- 2.015 Advertisements
- 2.020 Driver Standards and Appearance
- 2.025 Special Events
- 2.030 Taxi Administrator
- 2.035 Fines and Penalties

## CHAPTER ONE

### ARTICLE I

#### PERMITTING OF TAXICAB BUSINESSES AND DRIVERS

##### **Section 1.010 Purpose**

State law requires every city or county to adopt an ordinance or resolution in regards to taxicab transportation services, which include, among others, a policy for entry into the business, establishment of registration rates, and mandatory controlled substance and alcohol testing programs. In October 2017, Assembly Bill 1069 was enacted to modernize the regulation of taxicab transportation services in order for taxicabs to better compete with all for hire modes of transportation. In September, 2018, Assembly Bill 939 was subsequently enacted imposing additional duties on local governments related to taxicab transportation services. This ordinance establishes a permitting process and regulatory structure consistent with the requirements of state law.

##### **Section 1.015 Definitions and Statutory References**

As used in this Chapter:

- A. "AB 1069" means Assembly Bill 1069 *Local government: taxicab transportation services* as codified in Government Code Sections 53075.5, 53075.51, 53075.52 and 53075.53.
- B. "AB 939" means Assembly Bill 939 *Local government: taxicab transportation services* amending Government Code Sections 53075.5, 53075.51, and 53075.52.
- C. "Advertisement" means the dissemination in any newspaper, circular, form letter, brochure, business card, telephone directory (including the yellow and/or white pages) or similar publication, display, sign, internet, phone and/or tablet "app", radio broadcast, telecast of by other electronic means, information designed to promote the use of a Taxicab Business' services.
- D. "Alternative Fuel Vehicle" means vehicles and engines that are designed for alternative fuels including but not limited to hydrogen, natural gas, propane; alcohols such as ethanol, methanol, and butanol; vegetable and waste-derived oils; and electricity.
- E. "Board" or "Board of Directors" means the Board of Directors of SunLine Services Group.
- F. "Business" means any person, firm, association, corporation, partnership or other entity that is established to operate or lease one or more taxicabs within the jurisdictional boundaries of SSG that is issued a permit by the Taxi Administrator pursuant to this ordinance.
- G. "Business Permit" means the permit issued by SSG to a business authorizing the business to operate taxicab services in the jurisdictional boundaries of SSG.

- H. "Business Permit Fee" means the fees charged for issuance of the business permit.
- I. "Business Permit Application Fee" means the fees charged for the review of an application for a Business Permit prior to issuance.
- J. "Control Person" means any person, firm, association, corporation, partnership, owner, investor, shareholder, officer and director that has or have a majority interest in the Taxicab Business.
- K. "Driver" means an individual natural person who drives or is allowed to drive a taxicab under the name of a business. This includes, but is not limited to: full time, regularly employed drivers; casual intermittent or occasional drivers; leased drivers and independent, owner-operator contractors who are either directly employed by or under lease to a business or who drive or operate a taxicab at the direction of or with the consent of a business.
- L. "Engaged with a Passenger" means ongoing interactions between the Driver and passenger during the course and scope of providing taxicab service to the passenger.
- M. "Jurisdictional Boundaries of SSG" means the territory within the jurisdictional boundaries of the cities of Desert Hot Springs, Palm Springs, Cathedral City, Rancho Mirage, Palm Desert, Indian Wells, La Quinta, Indio, Coachella, and the unincorporated area of Riverside County that is within the territorial boundaries of the Palm Springs and Desert Sands Unified School District, and that portion of the Coachella Valley Unified School District located within Riverside County, as such boundaries may be adjusted from time to time as allowed for under the law.
- N. "Permittee" means any business including any owners, investors, shareholders, partners, officers, directors and representatives acting on its behalf or driver that has been issued a permit pursuant to the Article I.
- O. "Prorated" means a pro rata distribution based on the date of business, driver or vehicle permit issuance.
- P. "Pull Notice Program" as referred to in Vehicle Code Section 1808.1 shall mean a process for the purpose of providing the employer with a report showing the Driver's current public record by the Department of Motor Vehicles and any subsequent convictions, failures to appear, accidents, driver's license suspensions, driver's license revocations, or any other actions taken against the driving privilege or certificate, added to the driver's record while the employer's notification request remains valid and uncanceled.
- Q. "Per Mile" means the charge to a taxicab passenger calculated and based on distance traveled by the taxicab vehicle.
- R. "SSG" means the joint powers authority established by Riverside County and Coachella Valley cities charged with the duties, obligations and responsibilities to implement and enforce this ordinance and any related ordinance and any regulations promulgated pursuant thereto as directed by the SSG Board.

- S. "Substantially Located" shall have the same meaning as defined within Government Code Section 53075.5.
- T. "Taxicab" means every automobile or motor propelled vehicle, designed for carrying not more than eight persons, excluding the driver, where the driver's seat may be separated from the passenger's compartment by a glass or other partition used for the transportation of passengers for hire over the public streets in the jurisdictional boundaries of SSG, and not over a defined route, irrespective of whether the operations extend beyond the jurisdictional boundaries, in circumstances where the vehicle is routed under the direction of the passenger of the person hiring the same.
- U. "Taxi Administrator" means the General Manager of SSG or his/her designee.
- V. "Vehicle Permit" means a valid permit issued by SSG, authorizing a particular vehicle to be operated as a Taxicab.
- W. "Vehicle Permit Fee" means a non-transferable authorization to drive or operate a vehicle as an authorized Taxicab transportation service within the jurisdictional boundaries of SSG, whether as owner, lesser, lessee, or otherwise.

As used in this Chapter, any citation or reference to a California code or statute is intended to include any subsequent amendments enacted by the state thereto.

**Section 1.020 Taxi Administrator**

- A. The Taxi Administrator shall be authorized to carry out the permitting and regulation of Businesses and Drivers under this Chapter, and to enforce the provisions of this Chapter in compliance with California Government Code sections 53075.5 and 53075.51. The Taxi Administrator is authorized to promulgate and adopt regulations and procedures necessary to implement all provisions of this Chapter.
- B. The Taxi Administrator shall be authorized to conduct investigations, audits or field inspections in order to enforce the provisions of this Chapter and regulations.

**Section 1.025 Delivery of Notices or Requests**

- A. All notices or requests referred to in this ordinance shall be delivered to the Administrative Office of SSG. All notices or requests referred to in the ordinance of SSG to any business or individual shall be delivered to the address of record for the business or individual.
- B. Notices or requests referred to in this ordinance may be delivered through electronic mail to the address provided in the application for a Business, Driver or Vehicle Permit.
- C. Delivery of any notice or request shall be effective as follows:
  - 1. Immediately if given by personal delivery or electronic mail;

2. One (1) day after delivery if delivered by an overnight delivery service; and
3. Three (3) days after delivery if delivered by U.S. Mail.

**Section 1.030 Business Permit Required**

- A. It is unlawful for any business to operate a Taxicab or Taxicabs without first having been issued a Business Permit from SSG if the Business is substantially located within the Jurisdictional Boundaries of SSG.
- B. A Business Permit may be obtained from SSG as provided below. The Permit shall state the name of the Taxicab Business, location of principal operation, and the date of issuance. If the Taxicab Business and the Driver are the same person, he or she shall apply for and obtain from SSG both a Business Permit and a Driver permit.
- C. An applicant for a Business Permit shall complete an application form which shall contain the following information:
  1. Name of Business as recorded in formation documents filed with the California Secretary of State or fictitious business name as registered with Riverside County;
  2. Name, job title, and function of all owners, investors, shareholders, partners, officers, directors and representatives acting on the Business' behalf and provide such information as is required to evaluate the legitimacy of the company's business structure, qualifications, corporate stability, financial stability and capability;
  3. Fingerprint based criminal history check of all owners, investors, shareholders or partners that hold an interest in the Taxicab Business;
  4. Address of principal place of business from which the Business conducts its activities;
  5. Address of all locations from which the Business conducts its activities;
  6. Electronic mail address for the purpose of providing notice or requests.
  7. Before any Business Permit is issued, the applicant shall procure and maintain, at its cost, comprehensive general liability and property damage insurance, against all claims for injuries against persons or damages to property which may arise from or in connection with the operation of Taxicabs by the applicant, its agents, representatives, employees, or subcontractors and the owner of the vehicle;
  8. A list of the Vehicle Identification Numbers ("VIN") of the Taxicabs ("vehicle identification list") which have annually passed a vehicle safety inspection at a facility certified by the National Institute for Automotive Service Excellence or a facility registered with the Bureau of Automotive Repair.

The list shall include vehicle number, license plate number, and SSG permit number;

9. A current list of all Drivers authorized to operate any vehicle on the required vehicle identification list;
  10. Evidence of valid and current California Department of Motor Vehicle Registration for each Taxicab listed in the vehicle identification list;
  11. Verification of safety and education program as required by Government Code Section 53075.5;
  12. Verification of disabled access education program as required by Government Code Section 53075.5;
  13. Verification of participation in the Pull-Notice Program pursuant to Section 1808.1 of the California Vehicle Code;
  14. Each applicant shall submit information establishing the total number of prearranged and non-prearranged trips that originate within the Jurisdictional Boundaries of SSG accounting for the largest share of the Business' total number of trips over the applicable time period pursuant Government Code Section 53075.5; and,
  15. Each applicant shall provide SSG an address of an office or terminal where documents supporting the factual matters specified in Government Code Section 53075.5 may be inspected by SSG upon request.
- D. The Business Permit shall be valid for a period of one (1) year, beginning July 1<sup>st</sup> of each year and expiring June 30<sup>th</sup> or until suspended, revoked or surrendered. Requirements to approve and maintain the permit include:
1. Taxicab Businesses shall have a distinctive name and appearance and shall have a standard monogram, insignia, or logo which is permanently affixed to each vehicle and indicates that the vehicle is offered for the use of transportation of passengers of hire. Distinctive name includes consideration of a specific color referenced in the Taxicab Business' name and distinctive appearance may include the original factory paint color;
  2. Maintenance of a year-round computerized dispatch system capable of providing performance reports as required by Government Code Section 53075.5 and the Taxi Administrator;
  3. At least one (1) wheelchair-accessible van that meets federal standards as provided in Title 49, Subtitle A, Part 38 of the Code of Federal Regulations ready and available as may be requested in its fleet;
  4. Proof of insurance per section 1.040;
  5. Compliance with the maximum rates established per section 1.070;

6. Implementation of mandatory controlled substance and alcohol testing program per section 1.075;
  7. Maintenance of safety education and training program;
  8. Maintenance of disabled access education and training program;
  9. Maintenance of current and valid California Department of Motor Vehicles Registration for each Taxicab listed in the vehicle identification list;
  10. Continuous participation in the Pull Notice Program per Vehicle Code Section 1808.1; and,
  11. Compliance with all operational requirements in Article II of this Chapter.
- E. Each Taxicab Business shall at all times maintain accurate and complete accounts of all revenues and income arising out of its Taxicab operations, a list of vehicles in use, a list of all Drivers of the company, any complaints by patrons and any other information SSG may require to verify compliance with the ordinance of SSG. The Taxicab Business' books, accounts and records pertaining to compliance with the ordinance of SSG shall at all reasonable times be open to inspection, examination and audit by the authorized officers, employees and agents of SSG. The refusal of a Taxicab Business to provide the required records for inspection shall be deemed a violation of the ordinance of SSG and cause for termination of the Taxicab Business permit. Any proprietary data provided to SSG shall be maintained confidential to the extent permitted by law.
- F. At the time the application for a Business Permit is received, the applicant shall pay a Business Permit Application Fee as established and amended from time to time by resolution of the Board. Fees shall be due and payable before a Business Permit application is processed. Prorated fees will be based on the date of Business Permit approval.
- G. At the time the application for a Business Permit is received, it will be reviewed for accuracy and compliance within ten (10) days. The applicant will receive a deficiency notice should the application and documents be lacking and/or incomplete. The applicant shall have thirty (30) days from the date of deficiency notice to remedy and re-submit application deficiencies. Applications that have not met the minimum requirements for a Business Permit within sixty (60) days will be denied. A new Business Permit application must be submitted for consideration, thereafter.
- H. At the time a Business Permit Application is approved, the applicant shall pay the Annual Taxicab Business Permit Fee. The Annual Taxicab Business Permit Fee shall be due and payable before issuance of a Business Permit. The Annual Taxicab Business Permit Fee may be adjusted by resolution of the Board.
- I. The Board may establish a procedure for a payment of the Business Permit Fee in installments.

- J. The rights of appeal provided for by Section 1.085 are available to a Business in the event that his or her Business Permit is denied based on the provisions of this Chapter.
- K. In the event a Taxicab Business or any Control Person transfers 50% or more of its interest in the Business therein, the Taxicab Business' Permit cannot be sold or transferred in part or in whole, by assignment, trust, mortgage, lease, sublease, pledge or other hypothecation without prior written consent of the Board.

**Section 1.035 Business Permit Renewal**

- A. Sixty (60) days prior to the expiration of a Business Permit the Business may apply to SSG for a renewal thereof for an additional year. A Business shall be entitled to a one (1) year renewal of the Business Permit provided that:
  - 1. The Business submits a Business Permit renewal application;
  - 2. The Business pays the annual renewal application fee;
  - 3. The Business pays the Business Permit Fee;
  - 4. The Business pays the applicable Taxicab Vehicle Permit Fee;
  - 5. The Business shows that it continues to be substantially located within the Jurisdictional Boundaries of SSG as defined in Government Code Section 53075.5;
  - 6. The Business continues to comply with all provisions of Section 1.030.
- B. The rights of appeal provided for by Section 1.085 are available to a Business in the event that renewal of his or her Business Permit is denied based on the provisions of this Chapter.

**Section 1.040 Insurance Required**

- A. The insurance policies required under this Chapter shall consist of and contain or be endorsed to contain the following provisions:
  - 1. General Liability and Automotive Liability Coverage:
    - a. SSG, its member entities, their officers, officials, employees, and volunteers are to be covered as additional insureds for liability related to:
      - i. Activities performed by or on behalf of the Business;
      - ii. Premises owned, occupied, or used by the Business; and,
      - iii. Automobiles owned or leased by the Business.

- b. The Permittee shall also carry Workers' Compensation Insurance in accordance with State of California Workers' Compensation laws.
- c. The coverage shall contain no special limitations on the scope of protection afforded to SSG, its member entities, their officers, officials, employees, agents, representatives, or volunteers.
- d. The business' insurance shall be the primary insurance of SSG, its member entities, their officers, officials, employees, agents, representatives and volunteers. Any insurance or self-insurance maintained by SSG, its member entities, their officers, officials, employees, agents, representatives or volunteers shall be in excess of the Permittee's insurance and shall not contribute with it.
- e. Any failure to comply with reporting provisions of the policy shall not affect coverage provided to SSG, its member entities, their officers, officials, employees and agents.
- f. Permittee's insurance shall apply separately to each insured against whom a claim is made or a suit is brought, except with respect to the limits of the insurer's liability.

2. All Coverage:

- a. Each insurance policy required by this Section shall be endorsed to state that coverage shall not be suspended, voided, cancelled by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to SSG.
- b. Permittee shall furnish SSG with a certificate of insurance and any applicable policies and endorsements affecting the coverage required hereunder. The policies and endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. At SSG's option, endorsements and any certificates of insurance required by SSG shall be on forms provided or approved by SSG. All endorsements and certificates are to be received and approved by SSG prior to the operation of any Taxicab by the Permittee in the Jurisdictional Boundaries of SSG. SSG reserves the right to require complete certified copies of all insurance policies, including endorsements affecting the coverage required by this ordinance, at any time and shall include, but not limited to, the obligation to indemnify, hold harmless, release and defend SSG.
- c. Business Permittee shall include all individual Drivers employed by Permittee, agents, contractors, other sub-operators as may be permitted by SSG, as insureds under its policies or shall furnish separate certificates and endorsements for each sub-operator. All coverage for such sub-operators shall be subject to all of the requirements stated herein.

- d. The procuring of such insurance or the delivery or endorsements and certificates evidencing the same shall not be construed as a limitation of the Permittee's obligation to indemnify, hold harmless, release and defend SSG, its member entities, their officers, officials, employees, agents, representatives, and volunteers from and against any and all liability, claims, suits, costs, expenses, fines, judgments, settlements, charges or penalties, including reasonable attorney's fees, regardless of the merit or outcome of the same arising out of, or in any manner connected with, any or all of the operations or services authorized conducted or permitted under this ordinance.
  - e. The amount of insurance required hereunder shall be as follows:
    - i. For injury or death in any one accident or occurrence, three hundred fifty thousand dollars (\$350,000.00);
    - ii. For the injury or destruction of property in any one accident or occurrence, three hundred fifty thousand dollars (\$350,000.00);
    - iii. For combined single limits of liability for primary bodily injury and primary property damage, three hundred fifty thousand dollars (\$350,000.00);
    - iv. For employer's liability, with limits of three hundred fifty thousand dollars (\$350,000.00).
  - f. It shall be the responsibility of all Permittees to provide and maintain insurance coverage in compliance with the provisions of this ordinance to cover each and every driver that operates a vehicle as a Taxicab. The Permittee shall further ensure that appropriate certificates of insurance reflecting the coverage are on file with SSG at all times.
3. Insurance required by this Section shall be satisfactory only if issued by companies having at least an A insurance rating on AM Best, or equivalent, and are authorized to write business in California. All applicants are required to comply with this Section prior to the issuance of any Business Permit.
4. Permittees are responsible to ensure compliance with all of the foregoing insurance requirements and regulatory provisions related to such requirements. Responsibility on the part of the Permittee includes ensuring that any vehicle owner whose vehicle is operated under the Business Permittee's name maintains insurance and provides SSG with proof of the same at all times that each vehicle is operated. Failures to comply with the foregoing insurance requirements which affect the Business as a whole shall result in immediate suspension of the permit. Failure to comply with the foregoing insurance requirements three (3) times within a calendar year constitutes grounds for revocation of the permit.

- B. Permittees shall maintain on file with SSG evidence of its insurance coverage meeting all the requirements as indicated in this Section. The Permittee shall provide SSG with verbal notice within 24 hours in the event of any change in insurance coverage and written notification of any insurance change within three (3) calendar days after the change.

**Section 1.045 Driver Permit Required**

- A. It is unlawful for any person to drive a Taxicab without having first obtained a Driver permit from SSG. A Driver permit may be obtained as provided below.
- B. An applicant for a Driver permit shall complete an application which shall contain the following information:
  - 1. Applicant's full name, residence address and age;
  - 2. A listing of all equivalent permits which have been issued to the applicant by any governmental agency;
  - 3. Applicant's height, weight, gender and color of eyes and hair;
  - 4. The number and expiration date of the applicant's California driver's license;
  - 5. All moving violations within the last 3 years, including dates of violations and the jurisdiction where each violation occurred;
  - 6. Authorization for SSG, or its agents or employees to seek information and conduct an investigation into the truth of the statements set forth in the application and the qualifications of the applicant; and
- C. The Taxi Administrator may accept the submission of a permitted Business' Driver application that provides all the information required in subsection B above in lieu of the Driver application provided by SSG.
- D. At the time the applicant submits an application for a Driver permit, the applicant shall do all of the following:
  - 1. Submit to a fingerprint based criminal history check pursuant to Government Code Section 53075.5;
  - 2. Provide SSG with a copy of the results of the drug and alcohol test as conducted by the Business pursuant to Government Code Section 53075.5 and Section 1.075 of this ordinance;
  - 3. Provide proof of insurance as insureds under an employer's policies as required by Section 1.040;
  - 4. Provide proof of completion for taxi business's driver safety education and training program;

5. Provide proof of completion for taxi business's disabled access education and training program;
  6. Provide Intent to Hire form indicating the name of the Business with whom the applicant is employed or who has given the applicant an offer of employment within the meaning of Government Code Section 53075.5;
  7. Provide SSG with a copy of the Department of Motor Vehicles Pull Notice Program enrollment, as defined in Vehicle Code Section 1808.1; and
  8. Payment of Driver permit fee as established and amended from time to time by resolution of the Board. The Driver permit fee shall be due and payable before receipt of the driver permit.
- E. The Driver permit shall state the name of the employer.
- F. In the event of denial, revocation or suspension of a Driver permit, the applicant may within ten (10) days of notification of denial apply to SSG for a hearing on the denial in accordance with the procedures set forth in Section 1.085.
- G. The Driver permit shall be valid for a period of one (1) year or until suspended, revoked or surrendered. Termination of the Driver's California driver's license shall constitute grounds for revocation of the Driver permit authorized hereunder.
- H. Upon termination of employment within the meaning of Government Code Section 53075.5 the permit shall become void. In such case, the Driver shall immediately return the Driver permit to SSG. Upon return of the Driver permit, the Driver may re-apply for a Driver permit, provided that the Driver complies with the requirements for issuance of a Driver permit under this Section.

#### **Section 1.050 Driver Permit Renewal and Transfer**

- A. Prior to the expiration of a Driver permit, the Driver may apply to SSG for a renewal thereof for an additional year. A Driver shall be entitled to a one (1) year renewal of the Driver permit provided that:
1. The Driver submits a completed renewal application which shall contain the information stipulated in Section 1.045, subsection B.
  2. The Driver pays a permit renewal fee as established and amended from time to time by resolution of the Board;
  3. The Driver submits to permit-renewal controlled substances and alcohol testing as provided by Government Code Section 53075.5;
  4. The results of controlled substances and alcohol testing indicate that the Driver has not been using a controlled substance as specified in Part 40 (commencing with Section 40.1) of Title 49 of the Code of Federal Regulations;

5. The results of such testing indicate that the Driver has a breath concentration of less than 0.02 percent on an alcohol screening test; and,
  6. The Driver has not been convicted of any of the crimes, including but not limited to, those crimes enumerated in Section 1.080 during the preceding year.
- B. A Driver may request a transfer of his/her Driver Permit to another Permittee provided the Driver has submitted the following:
1. A Driver permit application signed by an authorized representative of the prospective Permittee;
  2. Intent to Hire Form;
  3. A copy of the results of the drug and alcohol test as conducted by the Business pursuant to Government Code Section 53075.5 and Section 1.075 of this ordinance;
  4. Proof of insurance as insured under a Business' policy as required by Section 1.040;
  5. Proof of completion for taxi business's driver safety education and training program;
  6. Proof of completion for taxi business's disabled access education and training program;
  7. A copy of the Department of Motor Vehicles Pull Notice Program enrollment, as defined in Vehicle Code Section 1808.1;
  8. A Driver permit transfer fee; and
  9. SSG Driver permit to be transferred.
- C. Driver shall not operate a Taxicab until the transfer permit is obtained and in possession of the Driver pursuant to this Section.
- D. A transferred Driver permit shall expire on the same date as the original Driver Permit and shall not exceed the Driver's permit period.
- E. If the Driver permit has expired or terminated and is not renewed or transferred within thirty (30) business days of the expiration or termination, the Driver shall be required to re-apply as a new applicant for issuance of a Driver permit and shall pay all fees associated therewith.
- F. The rights of appeal provided for by Section 1.085 are available to a Driver in the event that renewal of his or her Driver permit is denied based on the provisions of this Chapter.

**Section 1.055 Vehicle Permit Required**

- A. It is unlawful for any Taxicab to operate without first having been issued a Vehicle Permit from SSG, unless otherwise authorized by Government Code section 53075.5. At all times while providing Taxicab service, the Vehicle Permit must be affixed to the lower left rear windshield of the vehicle.
- B. A Vehicle Permit may be issued provided that the vehicle has successfully completed a safety and cosmetic inspection conducted by a facility certified by the National Institute for Automotive Service Excellence or a facility registered with the Bureau of Automotive Repair in accordance with the vehicle safety standards.
- C. The Vehicle Permit shall be valid for a period of one (1) year, beginning July 1<sup>st</sup> of each year and expiring June 30<sup>th</sup> or until suspended, revoked or surrendered.
- D. The Vehicle Permit Fee shall be due and payable upon the issuance of a Vehicle Permit. Permittees shall pay the Vehicle Permit Fee for each vehicle that is issued a Vehicle Permit.
- E. If a vehicle is permanently taken out of service with a balance due to SSG of the Vehicle Permit Fee for the year, such fee shall become immediately due and payable.
- F. If a Taxicab Business' Business Permit is suspended or terminated pursuant to section 1.080, all corresponding Vehicle Permits shall also be suspended. Owners of all vehicles with a suspended Vehicle Permit shall present vehicles to SSG for out of service Taximeter readings immediately upon suspension or termination of a Taxicab Business or expiration, suspension or termination of the Vehicle Permit sticker. The owner of the vehicle shall have thirty (30) days to register the vehicle with an existing and valid Taxicab Business permit holder. If the owner fails to register the vehicle within such thirty (30) day period, the vehicle shall be presented to SSG for removal of the Vehicle Permit sticker (if such sticker has not already been surrendered) and the balance of the Vehicle Permit Fee owing to SSG for the vehicle shall be immediately due and payable. SSG shall pursue collection of the Vehicle Permit Fee from either the Taxicab Business or the owner of the vehicle and no Vehicle Permit sticker shall be issued to the vehicle regardless of its ownership until the Vehicle Permit Fee owing to SSG shall have been paid.

**Section 1.060 Vehicle Permit Renewal**

- A. Prior to the expiration of a Vehicle Permit, the Permittee may apply to SSG for a renewal thereof for an additional year. A Vehicle Permit may be entitled to a one (1) year renewal provided that:
  - 1. Payment of the Vehicle Permit Fee as established and amended from time to time by resolution of the Board is received; and
  - 2. All requirements for initial issuance of a Vehicle Permit are maintained as provided in Section 1.055.
- B. The rights of appeal provided for by Section 1.085 are available in the event that renewal of a Vehicle Permit is denied based on the provisions of this Chapter.

### **Section 1.065 Vehicle Inspections**

- A. Prior to obtaining a Taxicab Business Permit, an applicant shall first present each vehicle to be used as a Taxicab to a facility certified by the National Institute for Automotive Service Excellence or a facility registered with the Bureau of Automotive Repair, and SSG, for a vehicle safety and cosmetic inspection. Any vehicle(s) that a Taxicab Business proposes to add to its fleet shall also be presented to a facility certified by the National Institute for Automotive Service Excellence or a facility registered with the Bureau of Automotive Repair, and SSG, for successful completion of a vehicle safety and cosmetic inspection prior to operation as a Taxicab. The Taxicab Administrator shall maintain a list which reflects the VIN of each vehicle that successfully completes the vehicle safety inspection. A record of the VIN of each vehicle that fails the vehicle safety inspection shall also be maintained by SSG.
- B. In addition to the initial vehicle safety and cosmetic inspection, each vehicle shall be required to pass additional inspections at the following times:
  - 1. Every twelve (12) months from the date the vehicle is first licensed as a Taxicab;
  - 2. After every incident resulting in cosmetic or greater damages; and,
  - 3. At any time upon written request by the Taxi Administrator.
- C. Failure to present a vehicle for inspection under this ordinance within three (3) days of the date upon which a request under Section 1.025 is delivered or within three (3) days after inspection is due shall result in the issuance of a penalty in accordance with Section 1.095. Further failure to present a vehicle for inspection under this ordinance within ten (10) days of the date upon which a written request is delivered or inspection is due shall result in the vehicle being declared presumed unfit to operate as a Taxicab, an administrative citation shall be issued to that effect, and the vehicle shall be read out of service.
- D. It is unlawful to operate a Taxicab vehicle in an unsafe operating condition, including but not limited to a condition that violates the vehicle safety inspection standards of SSG. All Taxicab Businesses are responsible to ensure that their vehicles are maintained in a safe operating condition at all times that they are in service. An incident that results in any cosmetic or greater damage shall be reported to SSG.

### **Section 1.070 Rates**

- A. No Permittee operating in the Jurisdictional Boundaries of SSG may charge a rate in excess of the maximum rate of \$12.00 Per Mile, \$4.00 flag drop/base rate, and \$24.00 per hour for traffic delay or waiting time. Maximum rates may be adjusted by resolution of the Board.
- B. A Permittee may charge a rate that is less than the maximum rate set by SSG. Permittees may set fares or charge a flat rate as made permissible by Government

Code Section 53075.5. No other fees or rates may be charged by a Permittee except as permitted by law.

- C. The Board may from time to time establish maximum flat rates for special events or fixed routes.
- D. A Permittee may use any type of device or technology approved by the Division of Measurement Standards to calculate fares as provided for in Government Code Section 53075.5.
- E. The Permittee shall disclose fares, fees or rates to the customer as provided for in Government Code Section 53075.5.
- F. The Permittee shall notify the passenger of applicable rates prior to the passenger accepting the ride for walk up rides and street hails as provided for in Government Code Section 53075.5.

#### **Section 1.075 Mandatory Controlled Substance and Alcohol Testing Program**

- A. Each Permittee shall maintain a mandatory controlled substance and alcohol testing certification program conforming to all requirements as set forth in California Government Code Section 53075.5 and Part 40 (commencing with Section 40.1) of Title 49 of the Code of Federal Regulations.
- B. Each Business shall maintain a written drug and alcohol policy as required by Government Code Section 53075.5 and proof that the Business has implemented a drug and alcohol certification program covering all of its drivers.
- C. No Business shall permit a Driver who refuses to submit to such tests to operate or continue to operate a Taxicab.
- D. In the case of self-employed independent Driver within the meaning of Government Code Section 53075.5, the test results shall be reported directly to SSG. In all other cases, the test results shall be reported to the Business who has employed or made an offer of employment to the Driver within the meaning of Government Code Section 53075.5.
- E. Results of all tests provided for in this Section are confidential and shall not be released to the public without the written consent of the Driver, except as provided by law.

#### **Section 1.080 Denial, Revocation, or Suspension of Permits**

- A. In addition to any other reason provided for in this Chapter, a permit may be denied, suspended or revoked when it has been determined that the Business, including any owners, investors, shareholders, partners, officers, directors, and representatives acting on its behalf:
  - 1. Has not complied with the applicable provisions of Article I; or
  - 2. Has not complied with the applicable provisions of the regulations; or

3. Has failed to cure any item listed in a sixty (60) day warning for failure to comply with any requirements of permit issuance; or
4. Has been issued three (3) sixty (60) day warnings of failure to comply with any requirements of this Chapter within a period of twelve (12) months; or
5. Has knowingly made a false statement of fact in an application for such permit; or
6. Has any outstanding balance owed to SSG; or
7. Has charged rates or fares exceeding the maximum rates other than those permitted by Section 1.070.

**B. Business and Driver Criminal Conduct**

1. A permit may be denied, suspended or revoked when it has been determined that the Business, including any owners, investors, shareholders, partners, officers, directors, and representatives acting on its behalf or Driver has been convicted of any of the following crimes within the timeframes set forth below, whether committed in the State of California or elsewhere. A conviction within the meaning of this Section means a plea or verdict of guilty or a conviction following a plea of nolo contendere:
  - a. Any conviction regardless of the time elapsed, in any state, of any of the following or their equivalent:
    - i. Any crime (apart from adult same-sex consensual sexual behavior) which requires the applicant to register as a sex offender under California Penal Code §290 shall require denial or revocation; or
    - ii. Any felony involving actual or threatened violence against persons, including, but not limited to, assault, battery, robbery or the use of a firearm or other weapon against a person.
  - b. Any conviction (felony or misdemeanor) within the past seven (7) years of any crime involving theft or dishonesty, including, but not limited to, burglary, theft, shoplifting or other crime related to fraud or intentional dishonesty; or
  - c. Any conviction (felony or misdemeanor) within the past seven (7) years of any crime involving the sale, possession or transportation of narcotics or other controlled substances; or
  - d. Any conviction (misdemeanor or felony) within the past three (3) years of any crime involving pandering or prostitution.
2. In addition to the crimes listed above, no Driver permit shall be granted to an applicant who has been convicted of three (3) or more moving violations

within three years previous to submission of the application. Any permit previously granted shall be revoked for any Driver who has been convicted of three (3) or more moving violations within three (3) years.

3. In addition, if an applicant has been convicted of, or pled nolo contendere at any time within the past seven (7) years, to a violation related to driving under the influence of alcohol or drugs, the applicant shall be disqualified and the application shall be denied. If after issuance of a permit to a Driver, the Driver is convicted of, or pleads nolo contendere to, a violation related to driving under the influence of alcohol or drugs, the Driver's permit shall be revoked.
- C. In addition to the foregoing, a Driver permit may be suspended, revoked or denied in the event that:
1. A driver is involved in an accident due to a medical condition that prevents the Driver from safely operating a vehicle, or;
  2. A medical condition that prevents a Driver from safely operating a vehicle otherwise comes to SSG's attention. Any Driver whose permit has been suspended, revoked or denied due to a prohibitive medical condition as described above, shall be entitled to a permit upon certification by a medical doctor that the condition is correctable, has been corrected and will continue to be corrected.
- D. In addition to the above, any Driver permit may be suspended or revoked for any crime which is substantially related to the qualifications, functions, or duties of a Driver which include, but are not limited to, the following: reckless driving; wet reckless driving; murder; rape; vehicular manslaughter; a violation of California Vehicle Code Sections 20001, 20002, or 20003 or any corresponding substitute Sections; robbery; a violation of California Penal Code Section 314 or any corresponding substitute Section; pandering; crimes related to the use, sale, possession, or transportation of narcotics or intoxicating liquors; assault; battery; or indecent exposure.
- E. Any Driver permit may also be suspended for and during the period that the payment of any citation remains outstanding after all appeal periods have been exhausted.
- F. From the time of the revocation or suspension of a Driver permit granted under the provisions of this Chapter, it is unlawful for any person whose Driver's permit has been suspended or revoked to operate or drive a Taxicab within the Jurisdictional Boundaries of SSG until a new permit has been procured or the period of suspension has expired. It is also unlawful for any person to drive or operate within the Jurisdictional Boundaries of SSG any Taxicab during the period of time that a permit has been revoked, terminated or suspended.
- G. In the event the Permittee appeals any denial, suspension, or revocation of a permit issued under this Section, the appeal procedures of Section 1.085 shall apply.

## **Section 1.085 Appeal Hearings**

- A. Any person aggrieved by any determination under the provisions of this Chapter shall be entitled to appeal that decision as provided herein. Any recipient of an administrative citation may contest that there was a regulatory violation or that he or she is the responsible party.
- B. A request for hearing must be made within ten (10) days following the delivery of notice of the decision of the Taxi Administrator which is challenged by delivery of the request for hearing at the administrative offices of SSG together with:
  - 1. An advance deposit of any fine or a notice of request for an advance hardship waiver pursuant to Section 1.090; and
  - 2. Payment of an appeal fee as established by resolution of the Board of Directors.
- C. Upon satisfaction of the foregoing, SSG shall set a hearing within thirty (30) days of delivery of the request for hearing, or as soon thereafter as reasonably practical. The Taxi Administrator shall appoint a hearing officer.
  - 1. If the appeal is of: (1) a decision to deny, suspend, revoke or terminate a permit; or (2) an administrative fine or penalty imposed pursuant to an administrative citation in excess of \$2,000.00, the Taxi Administrator shall refer the matter to the administrative hearing officer under contract with SunLine, or a retired judge or an administrative law judge with the California State Office of Administrative Law Judges.
  - 2. If the appeal is of a decision to impose a(n) administrative fine(s) or penalty(ies) pursuant to an administrative citation whose total is less than \$2,000.00, the Taxi Administrator shall refer the matter to an employee who shall serve as the hearing officer.
- D. SSG shall notify the appealing party of the time and date for the hearing, which notice shall be delivered at least fifteen (15) days prior to the hearing.
- E. The hearing officer shall conduct an administrative hearing. The administrative hearing allows SSG and the appealing party to be represented by an attorney, to present evidence related to the alleged violations, to cross examine witnesses who have testified, and to argue their positions. The administrative hearing shall be informal and technical rules of evidence, including but not limited to, the hearsay rule, shall not apply. Oral testimony received at the hearing shall be taken only on oath, affirmation, or penalty of perjury. The right to cross examine witnesses shall not preclude the introduction and consideration of written statements whether made under oath or not. The proceedings shall be recorded or otherwise preserved. It is the intent of SSG that the hearing officer allow wide latitude in introduction of evidence and the holdings and discussions concerning informality of hearings and relaxed rules of evidence set forth in *Mohilef v. Janovici* (1986) 56 Cal.App.4<sup>th</sup> 310 apply to the fullest extent to all the hearings conducted under this ordinance.

- F. If the appealing party fails to appear, the hearing officer may conduct the hearing in the party's absence and/or may render a decision to dismiss the matter.
- G. After consideration of the evidence presented by all parties, the hearing officer shall render written decision which sets forth a statement of the case, any relevant findings of fact to support the decision and administrative enforcement order. If the hearing officer finds one or more of the alleged violations has been committed, he or she may suspend, revoke, or terminate any permit and/or impose administrative monetary penalties in accordance with the limits set forth in this ordinance. In determining whether to suspend or revoke any permit or to impose administrative monetary penalties, the hearing officer shall take into consideration the gravity of the violation, the entire record of the party requesting the hearing, and the harm threatened to the public by the violation.
- H. The decision of the hearing officer shall be final and the party requesting the hearing shall be notified in writing of the decision of the hearing officer. Such decision shall be delivered within fifteen (15) days from the date the hearing is concluded.
- I. Any review of a decision by the hearing officer brought pursuant to an administrative citation shall be governed by the provisions of Government Code Section 53069.4. Review of any other final decision under this ordinance shall be governed by Code of Civil Procedure Section 1094.5, *et seq.*
- J. With the exception of the conviction of a crime which requires registration as a sex offender under California Penal Code Section 290, in any case where a Driver permit is denied due to a criminal conviction, the applicant shall be entitled to apply the Driver permit application fee towards the appeal fee from such denial. In the event that a Driver permit is granted on such appeal, the applicant shall pay the Driver permit fee in full prior to issuance of a permit.

**Section 1.090 Advance Deposit Hardship Waiver**

- A. Any person who intends to request a hearing to contest that there was a regulatory violation or that he or she is the responsible party and who is financially unable to make the advance deposit of the fine under Section 1.085, may file a request for an advance deposit hardship waiver.
- B. The request shall be filed with the SSG on an advance deposit hardship waiver application form within ten (10) days of the date of the administrative citation.
- C. The requirement of depositing the full amount of the fine as described in subsection A above shall be stayed unless or until the SSG makes a determination not to issue the advance deposit hardship waiver.
- D. SSG may waive the requirement of an advance deposit set forth in Section 1.085 and issue the advance deposit hardship waiver only if the cited party submits a sworn affidavit, together with any supporting documents or materials demonstrating the person's actual financial inability to deposit with SSG the full amount of the fine in advance of the hearing.

### **Section 1.095 Administrative Citation**

- A. Whenever an enforcement officer charged with the enforcement of any regulation determines that a violation has occurred, the enforcement officer shall have the authority to issue an administrative citation to any person responsible for the violation. In instances in which a Driver is cited for a violation, the Business may also be cited.
- B. Each administrative citation shall contain the following information:
  - 1. The date of the violation;
  - 2. The address or a definite description of the location where the violation occurred;
  - 3. The section of the regulation violated and a description of the violation;
  - 4. The amount of the fine for the violation;
  - 5. A description of the fine payment process, including a description of the time within which and the place to which the fine shall be paid;
  - 6. An order prohibiting the continuation or repeated occurrence of the violation described in the administrative citation;
  - 7. A description of the administrative citation review process, including the time within which the administrative citation may be contested and the place from which a request for hearing form to contest the administrative citation may be obtained; and
  - 8. The name and signature of the citing enforcement officer.

### **Section 1.200 Fines and Penalties**

- A. The fine for violation of Article I of this Chapter shall be between one hundred dollars (\$100.00) and one thousand dollars (\$1,000.00).
- B. The minimum fine for operating a Taxicab without a valid permit(s) to operate issued by SSG shall be five thousand dollars (\$5,000.00).
- C. The amount of the fine shall be set forth in the schedule of fines established by resolution of SSG and paid to SSG within thirty (30) days from the date of the administrative citation.
- D. If the fine is challenged by an administrative hearing as set forth in Section 1.085 and the hearing officer determines that the administrative citation shall be upheld, then the fine amount on deposit with SSG shall be retained by SSG.
- E. If after a hearing under Section 1.085, the hearing officer determines that the administrative citation should be upheld and the fine has not been deposited pursuant to an advance deposit hardship waiver, the fine shall be due within thirty

(30) days of the date of the decision of the hearing officer is deposited in the mail. Failure to pay the fine within such period shall result in the suspension of the Driver permit of the Driver or Business, as may be applicable, until such time as payment is made.

- F. If after a hearing under Section 1.085 the hearing officer determines that the administrative citation should be canceled and the fine was deposited with SSG, then SSG shall promptly refund the amount of the deposited fine, together with interest at the rate of five percent (5%) per annum for the period of time that the fine amount was held by SSG.
- G. Payment of a fine under this Chapter shall not excuse or discharge any continuation or repeated occurrence of the regulatory violation that is the subject of the administrative citation.

#### **Section 1.205 Late Payment Charges**

- A. Any person who fails to pay to SSG any fine or other payment imposed pursuant to the provisions of the ordinance of SSG on or before the date that fine or payment is due also shall be liable for the payment of any applicable late payment charges set forth in the schedule of fines. In addition, the permit of the Driver or Business involved may be suspended pending payment.

#### **Section 1.210 Cost Recovery**

- A. SSG may collect any past due administrative citation fine or late payment charge by use of all available legal means.
- B. SSG may collect any past due Business Permit Fees, Vehicle Permit Fees or any other fees established in this ordinance by use of all available legal means.
- C. SSG may recover its collection costs, including any reasonable attorneys' fees.

#### **Section 1.215 Airports**

- A. Nothing in this Chapter shall prevent Palm Springs Regional Airport or any other publicly owned airport from regulation of taxicab access or from charging access/permit fees.

## ARTICLE II

### OPERATING REQUIREMENTS

#### **Section 2.010 Taxicab Businesses Distinct Appearance**

- A. All Taxicabs operating under a Taxicab Business permit shall be of distinctive name and appearance such as is in common usage in this country for Taxicabs and shall have a standard monogram, insignia, or logo which is permanently affixed to each vehicle and clearly indicates that the vehicle is offered for the use of transportation of passengers for hire. Distinctive appearance may include the original factory paint color.
- B. No Taxicab Business permit shall be granted to any Person and/or company whose name, monogram, logo or insignia to be used on its Taxicabs is in conflict with, or imitates, any name, monogram, logo or insignia used by another Taxicab Business within the Jurisdictional Boundaries of SSG in such a manner as to be misleading to, or which would tend to deceive or defraud the public. This includes the consideration of a specific color referenced in the Taxicab Business' name.
- C. No Taxicab Business shall be entitled to utilize the name or telephone number of any previously operating Taxicab Business unless the assuming company has paid all fines, Business Permit Fees, Vehicle Permit Fees, and administrative penalties due to SSG from the previous Taxicab Business and otherwise complied with the requirements for issuance of a Taxicab Business permit under the ordinance of SSG. In any case where an administrative or other form of proceeding is pending against the previous Taxicab Business, no transfer of the name shall occur unless and until SSG is provided with adequate monetary assurance of payment of any anticipated monetary penalty. Assurance may be in the form of a bond or undertaking.

#### **Section 2.015 Advertisements**

- A. No Taxicab Business, Driver or any other person shall place or cause to be placed any advertisement which:
  - 1. Is misleading to, or would tend to deceive or defraud the public;
  - 2. Uses a name(s) other than the name(s) registered with SSG for which a valid taxicab business permit has been issued without first obtaining written consent of SSG; or
  - 3. Uses a name, monogram, logo or insignia which is in conflict with or imitates any monogram, logo or insignia used by any other person operating in the Jurisdiction Boundaries of SSG.

#### **Section 2.020 Driver Standards and Appearance**

- A. All drivers shall have in his or her immediate possession a valid California driver's license and a Driver permit issued by SSG while in charge of or driving a Taxicab and shall present either upon request.

- B. All Drivers shall be at least 18 years old.
- C. All Drivers shall have the ability to read signs, labels, work schedules, rate cards, information cards, maps and simple instructions in English, to understand and follow verbal directions in English, to write simple instructions in English and to speak English sufficiently to communicate clearly with the public at large.
- D. No Driver shall be afflicted with either a physical or mental incapacity or ailment that would preclude him or her from safely operating a Taxicab and performing the duties normal to such profession.
- E. All Drivers shall be well groomed and dressed in a neat and clean fashion at all times while on duty. At a minimum, attire shall include a collared shirt or blouse covering the shoulders, knee length shorts or skirt or long pants and closed toe shoes. T-shirts, spaghetti or strapless shirts, open toe shoes, flip flops, sweatpants and sandals are prohibited. A Driver shall wear an identification badge at all times while on duty. At a minimum, the shirt, blouse or identification badge worn by the Driver must bear the Driver's name and Business logo.
- F. All Drivers shall provide prompt, efficient service and be courteous at all times to the general public, the business community, all other Taxicab Drivers and SSG or local government administrators/officers. Disputes with the general public, the business community, other taxicab drivers and those in charge of taxicab stands on private property shall be resolved in a professional manner with a goal of maintaining a favorable public image for the taxicab industry.
- G. Smoking and the use of profanity is prohibited.
- H. No Driver shall refuse to transport wheelchairs, packages, luggage and animals as follows:
  - 1. Any passenger's wheelchair, which can be folded and placed in either the passenger vehicle or trunk compartment of the Taxicab;
  - 2. Groceries or packages when accompanied by a passenger;
  - 3. Personal luggage, possessions or small pets in appropriate carriers.
  - 4. Any passenger's service animal or intentionally interfere with the use of service animal by harassing or obstructing the user of his or her service animal as defined by the Americans with Disabilities Act (ADA).
- I. All Drivers shall assist a passenger in and out of a Taxicab when requested, provided the driver is not required to lift the passenger.
- J. All Drivers shall assist a passenger by placing luggage, packages and wheelchairs in and out of the taxicab when requested.
- K. No Driver shall refuse a dispatch call or other request for Taxicab service to transport any passengers who present themselves in a sober and orderly manner and for a lawful purpose.

- L. All Drivers shall be adequately rested, and shall not operate a Taxicab for more than ten (10) consecutive hours, nor for more than ten (10) hours spread over a total of fifteen (15) consecutive hours. Thereafter, no Driver shall drive a Taxicab until eight consecutive hours have elapsed.
- M. All Drivers shall not engage in conduct or verbally threaten to engage in conduct which is dangerous or violent such that the safety of the traveling public, SSG employees or agents, taxicab drivers or other persons, is implicated.
- N. All Drivers shall not engage in argumentative or discourteous conduct toward the public, a passenger, other taxicab drivers or other persons while on call to provide taxicab service or in the course of providing such service.
- O. All Drivers shall not have been convicted of any of the crimes within the timeframes as set forth in Section 1.080 of this Chapter, whether committed in the State of California or elsewhere. A conviction within the meaning of this Section means a plea or verdict of guilty or a conviction following a plea of nolo contendere.
- P. In the event that a Driver is involved in a collision with another vehicle, a fixed object or a pedestrian, that results in injury and/or renders any vehicle inoperable, the Driver and/or the Permittee shall complete and submit to SSG a written SSG approved Collision/Injury Report within twenty four (24) hours of the incident.

#### **Section 2.025 Special Events**

- A. As a matter of public safety and efficiency, during certain designated events where there is expected to be heavy concentration of customers seeking taxicab service, no passenger appointments will be allowed for pick-ups from the event. The designated events to which this regulation applies include:
  - 1. The Coachella Valley Music and Arts Festival;
  - 2. The Stagecoach Festival; and,
  - 3. Any other event for which Permittees are provided written notice no less than thirty (30) days before the event.

#### **Section 2.030 Taxi Administrator**

- A. The Taxi Administrator or his/her designee may adopt, by ordinance, operating requirements for Taxicab Businesses and Taxicab Drivers that do not relate to permitting or business licensing pursuant to Government Code Section 53075.51.

#### **Section 2.035 Fines and Penalties**

- A. The minimum fine for violation of Article II of this Chapter shall be one hundred dollars (\$100.00).

**SunLine Transit Agency**

**DATE:** October 23, 2024 **INFORMATION**  
**TO:** Board of Directors  
**FROM:** Edith Hernandez, Clerk of the Board/Director of Legislative Affairs  
**RE:** Legislative Update for October 2024

---

---

**Background**

As we await the November 5<sup>th</sup> election, the legislative bodies in California and Washington, D.C. are on hold. At the next Board meeting on December 4<sup>th</sup>, we will give an analysis of the election, including ballot measures and propositions that may directly affect the Agency's operations and funding.

***State***

The month of September marked the conclusion of legislative activity, with Governor Newsom acting on the final batch of the 1,206 bills sent to his desk. In total, the Governor signed 1,017 bills and vetoed 189, resulting in a slightly higher-than-average veto rate for his tenure. The State Legislature will reconvene for the 2025-26 session starting on December 2<sup>nd</sup>.

***Federal***

On September 25, the U.S. Senate voted 78-18 to pass a bipartisan Continuing Resolution (CR; H.R. 9747) to extend federal spending and avert a government shutdown through December 20, 2024. The U.S. House passed the measure unanimous consent on the same day, just before the end of Fiscal Year (FY) 2024 and the beginning of FY 2025 on October 1<sup>st</sup>. It is crucial to monitor developments regarding this resolution, as a government shutdown upon its expiration could significantly impact SunLine Transit Agency.

**SunLine Transit Agency**

**DATE:** October 23, 2024 **INFORMATION**

**TO:** Board of Directors

**FROM:** Mona Babauta, CEO/General Manager

**RE:** General Manager's Report for October 2024

---

---

**Safety Update*****California Great ShakeOut – Thousand Palms, CA (October 17, 2024)***

The Agency participated in the California Great ShakeOut on Thursday, October 17, 2024, at 10:17 AM. This statewide earthquake drill promotes earthquake preparedness and safety. In line with our commitment to the safety and well-being of our community, SunLine conducted various drills and activities to ensure our staff and passengers are well-prepared for an earthquake. During the drill, staff had the opportunity to practice their CPR skills and sharpen their situational awareness skills. These initiatives enhance our collective readiness and resilience, bringing us closer to achieving our FY 2024-25 Goal number 3: Organizational Health and Resiliency by being better prepared to withstand unexpected challenges.

***Liquid Hydrogen Station First Responder Training – Thousand Palms, CA (October 15, 2024)***

On Tuesday, October 15, 2024, SunLine Transit Agency, in partnership with Nikkiso Fueling & Solutions, conducted a comprehensive Hydrogen Safety Training session for First Responders from Riverside County CalFire. This session provided hands-on experience with the Liquid Hydrogen Station and included classroom instruction covering six critical modules:

- Module 1: Introduction to Hydrogen
- Module 2: Hydrogen Hazards
- Module 3: Detection and Monitoring
- Module 4: Storage and Handling
- Module 5: Safety Protocols
- Module 6: Emergency Response

These collaborative efforts are a significant step towards achieving our FY 2024-25 Goal number 3: Organizational Health and Resiliency. By enhancing our preparedness and ability to withstand unexpected challenges, we are reinforcing our commitment to safety and operational excellence.

## **Operations Update**

### ***CHP Audit – Thousand Palms, CA (September 27, 2024)***

On Friday, September 27, 2024, the California Highway Patrol (CHP) conducted its annual audit. The audit went very well for the Transportation Department, running smoothly from start to finish. Overall, the audit confirmed the department's commitment to excellence and continuous improvement for the future, and the Agency received the required certificate of compliance necessary for claiming its annual State Transportation Development Act (TDA) funds.

### ***Meeting with California Air Resources Board (CARB) on October 3, 2024***

In order to provide reliable and safe transit services, SunLine replaces its paratransit vehicles once they meet their useful life (7-10 years in age). Because there are no viable hydrogen powered or battery electric solutions in the marketplace, SunLine chooses to purchase compressed natural gas (CNG) powered paratransit vehicles to better support our emission reduction goal. When we placed our latest order, the only producer of CNG engines had to go through a new engine and onboard diagnostics certification process, which has taken longer than anticipated. To understand better this process and the realistic timeline for receiving the ten (10) new vehicles on order, staff and I met with CARB. Staff from Supervisor Perez's office also participated and continues to follow this matter with us given that our Supervisor is also a member of CARB's Commission.

## **Administrative and Planning Update**

### ***Meeting with City of Palm Springs***

The Planning team met with the City of Palm Springs Planning Department to discuss ongoing zoning update efforts. They reviewed potential areas for increased density and how our services will support these developments. The team also shared our upcoming Comprehensive Operational Analysis (COA) process and discussed their upcoming multimodal transportation plan.

### ***ARCHES Update***

Staff is actively working with the State via the Center for Transportation and the Environment (CTE), which is a contractor working on the State's behalf with transit operators to implement its vision and funding obligations to the Federal Department of Energy (DOE). A key priority is securing SunLine's funding allocation through ARCHES for purchasing additional hydrogen buses and constructing an additional hydrogen fueling station.

## **Community/Industry Engagement Events**

### ***El Grito Event – Coachella, CA (September 15, 2024)***

On Sunday, September 15, 2024 the marketing team participated in the City of Coachella's annual "Fiestas Patrias - El Grito" event at the Rancho Las Flores park from 3:00 PM – 8:00 PM. The annual "Fiestas Patrias" event is a large celebration of Mexican Independence Day, a Mexican holiday celebrating the cry (el grito) of independence on September 16, 1810. We interacted with about 315 attendees and provided them with information regarding all of SunLine's services, with an emphasis on the Haul Pass program.

### ***California State University San Bernardino (CSUSB) Transit Expo – San Bernardino, CA (September 16, 2024)***

Marketing and Planning team members attended CSUSB's Transit Expo on Monday, September 16, 2024. The event was geared toward promoting the 10 Commuter Link to students. We spoke to about 30 students regarding the opportunity, through the Haul Pass program, to ride the bus for free by using their student ID.

### ***Global Mass Transit State of Good Repair-West Conference – San Francisco, CA (September 17-18, 2024)***

I served on the opening session of the conference with executives from the Bay Area Rapid Transit (BART), Redding Area Transit, and the California State Department of Transportation. I discussed SunLine's efforts to maintain its hydrogen investments in a state of good repair, as well as lessons learned as a leader in the implementation of cutting edge hydrogen fuel cell electric bus (FCEB)/ zero emission bus (ZEB) and fueling technology. Attached is a copy of the presentation I delivered.

### ***29th Valley Wide Employment Expo – Indio, CA (September 19, 2024)***

On Thursday, September 19, 2024 members from the Hiring Project Action Team and Marketing went out to the Valley Wide Employment Expo hosted at Fantasy Springs by Riverside County's Department of Public Social Services and Housing and Workforce Solutions. The team spoke to close to 200 attendees who were interested in hearing about the positions available at SunLine. Many were interested in the available driver positions but we also received many inquiries regarding marketing and other administrative positions. It was an event full of great energy from the job seekers as well as all the many employers present at the expo.

### ***Mobility 21 "Authors of Innovation" Summit – Anaheim, CA (September 19-20, 2024)***

Mobility 21 is a coalition that brings together public, business and community stakeholders to pursue regional solutions to the transportation challenges facing Riverside, Imperial, Los Angeles, Orange, San Bernardino, San Diego and Ventura

counties. A nonpartisan alliance, Mobility 21 delivers a unified voice for the region's transportation priorities and seeks to improve mobility in the region for all. During the conference, I was able to interact with leaders in transit agencies regional transportation planning/funding agencies, and transportation advocacy agencies from throughout the state, especially in the Southern California region. This is a valuable forum for advocating for SunLine and sharing our key priorities/initiatives, which could lead to partnerships that benefit not only our local communities but also the region.

***Cabazon Community Fair – Cabazon, CA (September 21, 2024)***

On Saturday, September 21, 2024 the SunLine team attended the Cabazon Community Fair. This event was hosted by Riverside County 5th District Supervisor Gutierrez's office, from 10:00 AM to 1:00 PM at the Cabazon Community Park. We had a total of 40 interactions with families in that community and informed them of of services SunLine offers that might be beneficial to those that work or attend school in the Coachella Valley.

***Healthy Desert, Healthy You Environmental Health Summit – Rancho Mirage, CA (September 21, 2024)***

SunLine was invited to speak on two panels at the Health Desert, Healthy You environmental health summit on Saturday, September 21, 2024 at the Westin Rancho Mirage Golf Resort & Spa. This was a summit hosted by The Desert Healthcare District and Foundation that featured a variety of speakers, panels, and workshops focusing on the environmental health issues impacting the Coachella Valley.

Walter Watcher, Chief of Capital Projects, spoke at the "The Future of Renewable Energy: Innovation, Integration, and Impact" session. We were also invited to have one of our Youth Sustainability Committee members speak on a panel comprised of young leaders in the Coachella Valley who are advocating for a healthy environment for our communities. Shaurya Mahajan, a SunLine Youth Sustainability Committee member, did an amazing job representing SunLine as a panelist on the "Youth, Civic Engagement, and Environmental Action" session.

***Coachella Valley Rescue Mission (CVRM) Morning Mixer – Indio, CA (September 25, 2024)***

The SunLine team joined the Greater Coachella Valley Chamber of Commerce's Morning Mixer located at Coachella Valley Rescue Mission in Indio on Wednesday, September 25, 2024 from 8:00 AM – 10:00 AM. This was a great opportunity to let other organizations know more about the services that SunLine provides, see how we can work together, as well as them being able to take back information for their clients regarding SunLine and the services available to them.

***Golden Years Health & Information Fair, Thousand Palms Tri Palm Women's Club – Thousand Palms, CA (September 26, 2024)***

Marketing team members attended this community outreach in Thousand Palms on Thursday, September 26, 2024. The event was a health and resource event geared toward seniors to receive information regarding community services from many different vendors. We spoke to 66 individuals regarding SunLine's services.

***Zero-Emission Technology High School Outreach***

In September 2024, SunLine Transit Agency conducted three high school outreaches as part of a CALSTART funded grant award. The Career Exploration in Zero-Emission Technology Outreach aimed to raise awareness and provide students with insights into careers in zero-emission transportation technology, including potential career paths, industry knowledge, and engagement opportunities. The outreach was designed by SunLine staff to be interactive and educational, encouraging students to explore future possibilities and think critically about their career trajectories. The outreach included a presentation by seasoned staff and provided attending students an opportunity to build a model fuel cell vehicle, as well as a Q&A with the presenters. These outreaches took place at Amistad High School and Calexico High School. The outreach surpassed anticipated attendance and was very well received by both students and schools administrators.

***American Planning Association (APA-California Chapter) Conference – Riverside, CA (September 29, 2024)***

I provided insights into our planning, decision-making, and implementation processes with respect to our hydrogen fleet and fueling infrastructure investments on a panel entitled, "H2 – Transit and Rail's Solution to Reducing Greenhouse Gases." Other panelists included executive leadership from the San Bernardino Transportation Authority, Nikola, the Fiedler Group, and a Hydrogen Safety Consulting firm. Attached is my presentation.

***APTA TransForm Conference – Anaheim, CA (September 29 - October 2, 2024)***

Staff from the Operations, Human Resources and Executive Office, as well as myself, attended the APTA TransForm conference held from September 29 to October 2, 2024 in Anaheim, CA. Staff took advantage of valuable networking opportunities, establishing connections with industry leaders and stakeholders that will facilitate future collaborations. I participated as a panelist on the "Taking Stock of the ZEB Transition," where I contributed insights and lessons learned as we continue to transition our full fleet to zero emission with a strong focus on hydrogen technologies. Staff gained insights into human trafficking prevention strategies and learned about workforce solutions to address recruitment and retention challenges in transit systems among other topics. Additionally, staff explored the latest advancements in transit technologies, including smart infrastructure solutions designed to enhance service delivery. Overall,

the experience proved beneficial by equipping the departments with knowledge and resources to improve operations and better serve the community.

***Coachella Transit Hub Ribbon Cutting – Coachella, CA (October 7, 2024)***

SunLine Transit Agency, in partnership with the City of Coachella, officially introduced the new Coachella Transit Hub to the public at a ribbon cutting ceremony on Monday, October 7, 2024 at 10 AM. The location of the transit hub is at 4th Street and Cesar Chavez Street in Coachella, near the Pueblo Viejo Villas, which opened in May 2022 and expanded housing options for local citizens, including 10 units for individuals with developmental disabilities and their families.

This will serve as the main hub for transit service in the City of Coachella where SunLine's Routes 1EV (East Valley), 6, and 8 connect to allow for both local and regional travel. This multimodal facility, which replaces the SunLine transit stop at 5th Street and Vine Street, also includes bike racks, a bike repair station, and wide sidewalks. A connecting multi-use pathway to downtown Coachella is adjacent to the transit hub, making it easy for pedestrians and bicyclists to travel to and from housing, Veterans Park, restaurants, retail, civic events, and government services in the area.

***Liquid Hydrogen Station Ribbon Cutting – Thousand Palms, CA (October 10, 2024)***

SunLine Transit Agency hosted the Liquid Hydrogen Station ribbon cutting event on Thursday, October 10, 2024 at 10 AM to officially introduce our new liquid hydrogen station that offers the capacity to fuel SunLine's entire fleet and will also provide the opportunity for the public to purchase hydrogen fuel from SunLine Transit Agency for the first time. Congressman Raul Ruiz, Supervisor V. Manuel Perez, some of our Board members, and other Councilmembers from local cities attended to commemorate this momentous addition to SunLine's advancements in clean fuels.

***CSUSB Fall Fest – Palm Desert, CA (October 10, 2024)***

SunLine Transit Agency's marketing team joined CSUSB's Fall Fest event. The event was hosted on Thursday, October 10, 2024 from 6:00 PM – 9:00 PM at the CSUSB Palm Desert campus. We spoke to about 60 families regarding SunLine's 10 Commuter link, local fixed route, and SunRide services.

***California Transit Training Consortium (CTTC) Board Meeting – Thousand Palms, CA (October 16, 2024)***

I currently serve as the Chair of the CTTC, and my term runs through next spring 2025. Members of the organization include transit agency training staff, community colleges, Original Equipment Manufacturers (OEMs), and transit advocacy/support groups such as APTA, the California Transit Association, and CalACT. One of CTTC's primary goals is to prepare the transit workforce of the future to operate and maintain zero emission bus fleets, and we invite members to work collaboratively to invest in building and

standardizing training curriculum. Membership meetings rotate around the State, and SunLine hosted its last quarterly in person meeting on October 16<sup>th</sup>. As part of this meeting, staff provided a tour of the Agency's active hydrogen fueling stations, including the new liquid hydrogen station and the electrolyzer station.

***Center for Transportation and Environment (CTE) Board and Annual Meeting – Atlanta, GA (October 21-22, 2024)***

The mission of CTE is to improve the health of our climate and communities by bringing people together to develop and commercialize clean, efficient, and sustainable transportation technologies. Given that their mission is very much aligned with SunLine's interests in shaping a healthier environment in the Valley and supporting the continuous improvement and scaling-up of hydrogen technology in the transportation sector for supporting the long term viability of our transit system, I continue to serve on CTE's Board of Directors. CTE provides forums for SunLine to collaborate and partner with leaders and influencers in the clean air space, in order to strengthen our expertise and effectiveness as we continue to implement new technologies in our operating environment. The next in-person Board meeting is on Monday, October 21, and I will have an opportunity to collaborate with OEMs and policymakers during the Annual meeting on October 22<sup>nd</sup>.

***Haunted Bus – Palm Springs, CA (October 31, 2024)***

As in previous years, SunLine will host the annual Haunted Bus at the Palm Springs Village Fest, starting at 6:00 PM on Thursday, October 31, 2024.



# Emerging Trends in Transit Infrastructure Modernization and Asset Management

September 18, 2024

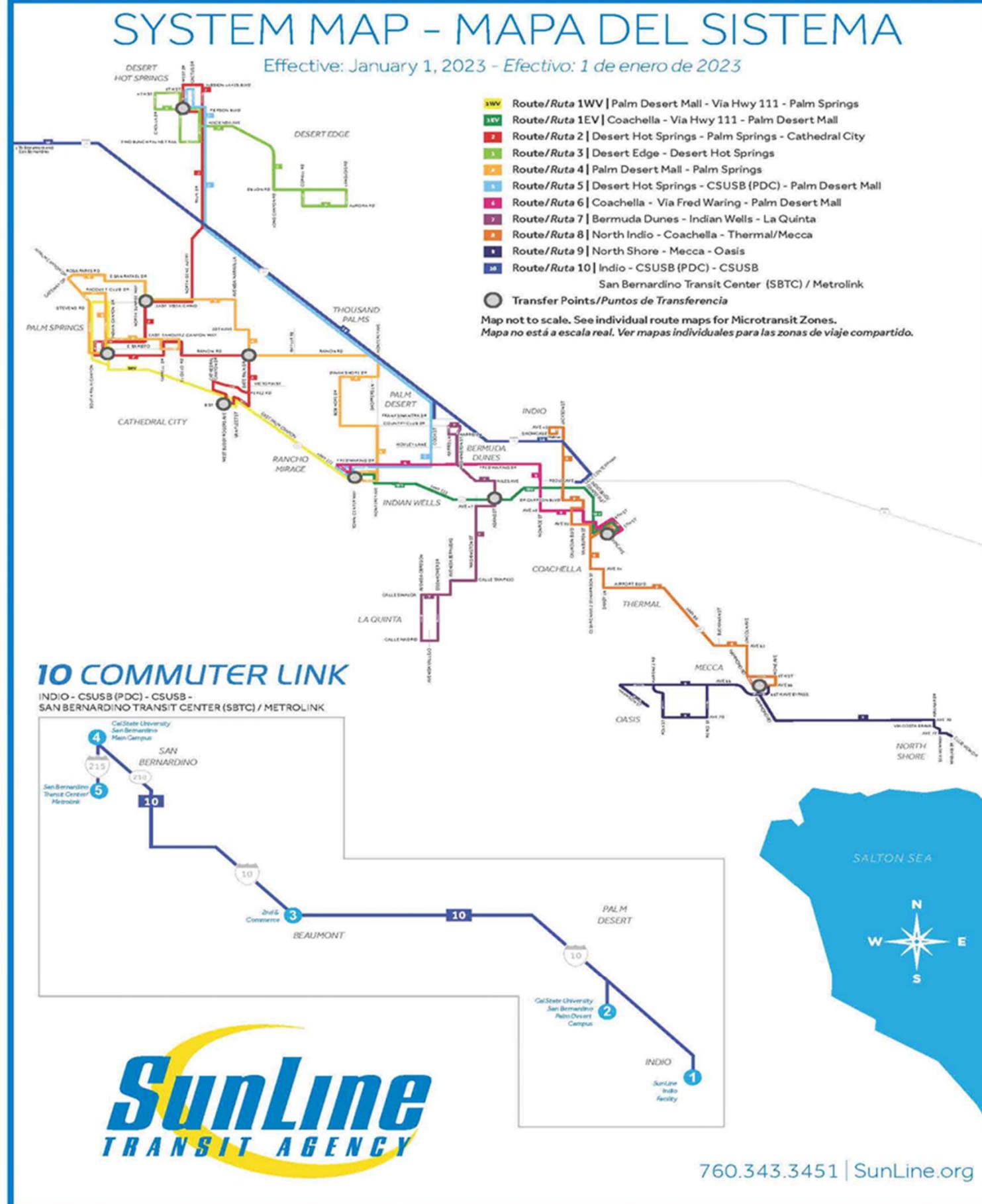
State of Good Repair Conference-West, San Francisco

By: Mona Babauta, CEO/General Manager



# SunLine Transit Agency Service Area

- Joint powers authority formed in 1977
- The cities of Palm Springs, Palm Desert, Rancho Mirage, Indian Wells, La Quinta, Desert Hot Springs, Cathedral City, Indio, Coachella and unincorporated areas of Riverside County
- Operate in the Coachella Valley
  - Eastern Riverside County
  - 1,120 mile service area
  - Fixed Route, Paratransit, Microtransit and Commuter Link



# Aggressive Zero Emission Program Goals

- State's Innovative Clean Transit (ICT) Rule -- Transition full fleet to zero emission by 2035 (5 years before CARB's 2040 target)
- Long legacy of implementing leading edge, clean air technology
- Policy direction to prioritize renewable energy sources and increasingly use green hydrogen



# POLICY COMMITMENT: 16+ Year Legacy of Hydrogen Investments



1<sup>st</sup>  
GENERATION  
2008



2<sup>nd</sup>  
GENERATION



3<sup>rd</sup>  
GENERATION



4<sup>th</sup>  
GENERATION



5<sup>th</sup>  
GENERATION



6<sup>th</sup>  
GENERATION



7<sup>th</sup>  
GENERATION



8<sup>th</sup>  
GENERATION



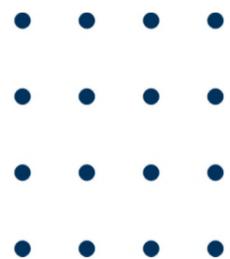
9<sup>th</sup>  
GENERATION



10<sup>th</sup>  
GENERATION



11<sup>th</sup>  
GENERATION  
2022



Leaders in Hydrogen Electric Fuel Cell Bus Technology for over 16 years

SUNLINE TRANSIT AGENCY ●●●●●

# Preferred Fuel Path - Hydrogen

- Extreme temperatures -  
Summer exceeds 120°F;  
Winters drop to 35°F
- Approximately 200-300 miles operated by each bus daily
- Combination of rural, highway and city routes
- FCEB is closest to 1 for 1 replacement of a CNG bus



# RESILIENCY – Multiple Fueling Solutions



## HYDROGEN ELECTROLYZER STATION

900 kg gaseous H<sub>2</sub> via onsite electrolysis

**IN OPERATION - NOVEMBER 2019**

CONTRACTOR: NEL HYDROGEN

Footprint: approximately 20,000 square feet



## LIQUID HYDROGEN STATION

15,000 gallon liquid H<sub>2</sub> capacity (delivered)

**CURRENTLY BEING COMMISSIONED**

CONTRACTOR: NIKKISO/INTEGRATED CRYOGENICS SOLUTIONS

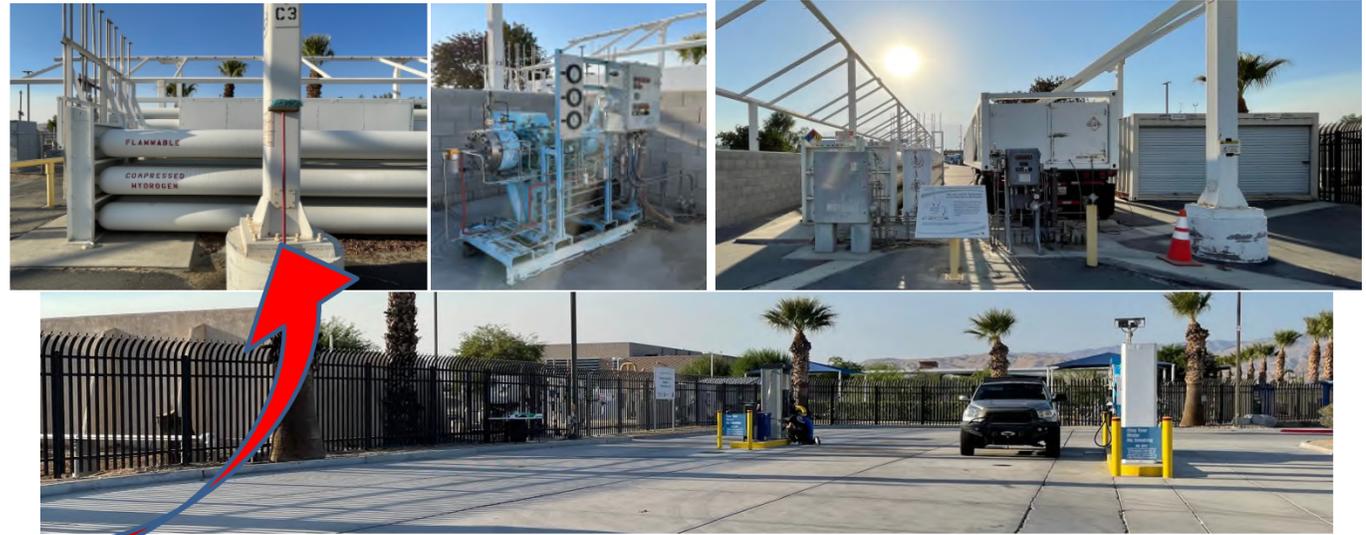
Footprint: approximately 10,000 square feet

# RESILIENCY – Multiple & Integrated Fueling Infrastructure



## HYDROGEN ELECTROLYZER STATION

SUNLINE'S FIRST 30+ YR OLD HYDROGEN STATION EQUIPMENT



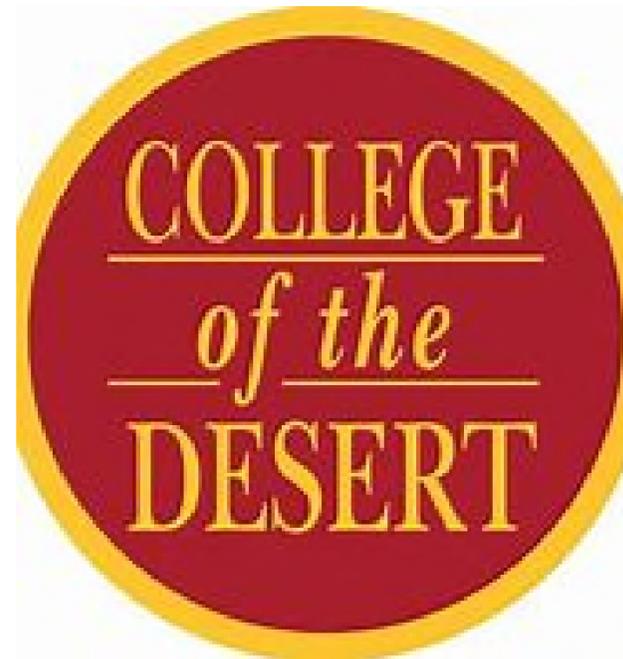
## LIQUID HYDROGEN



### Key Considerations:

- Value of Design Build in Construction of Developing Technology
- Clear contract language for defining relationship/level of support
- Pick your partners wisely!

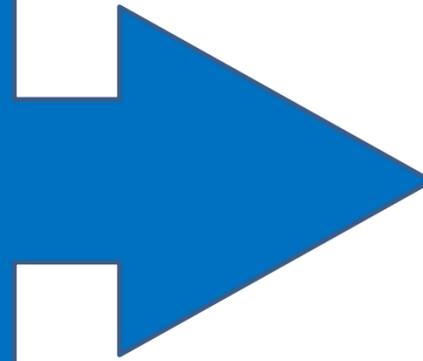
# WORKFORCE INVESTMENTS



# Key Considerations for SOGR/ Continuity of Operation



1. Pick the right procurement method
2. Trusted partnerships with clear contract language
3. Build resiliency
4. Sustainable funding
5. Workforce investment
6. Internal & external buy-in & communication



- Reliable infrastructure systems
- Reliable vehicles
- Reliable fuel supply / energy sources (electricity and water)
- Skilled, resilient workforce

# Leading edge Technology Considerations

## Balance operational requirements with leading edge technology risks

- **Build resiliency into the hydrogen program:** mixed-fuel fleet, secondary fueling station, mutual aid agreements with neighboring agencies, etc.
- **Operating costs, especially electricity & water, may increase:** Need to be financially prepared and/or prepared to make necessary service changes.

Maintain constructive & transparent communication with key players: OEMs, legal counsel, governing board, team members, funding partners, etc.

Effective workforce training on O&M, Planning, and Implementation-CRITICAL!

Strong contract language with technology provider:

- **Understand your agency's risk tolerance:** Is this a pilot or demonstration? If not, risk tolerance may be lower for your agency, especially if no contingency plans in place in the event of failure.
- **Define clear performance specifications, standards, metrics and project performance timeline:** Important for understanding system reliability.

Lead through transparency & honesty: Truthful information, sharing is critical for strengthening the industry's resiliency and OEMs' future work. Leadership includes sharing both successes and challenges and how you overcome the latter.

Be strategic!!! Look ahead always.



**SMR Pilot Project with SoCal Gas**

# THANK YOU



 [WWW.SUNLINE.ORG](http://WWW.SUNLINE.ORG)  
 (760) 343-3456



# H2 - Transit and Rail's Solution to Greenhouse Gas Emissions

September 29, 2024  
American Planning Association-California Chapter

By: Mona Babauta, CEO/General Manager



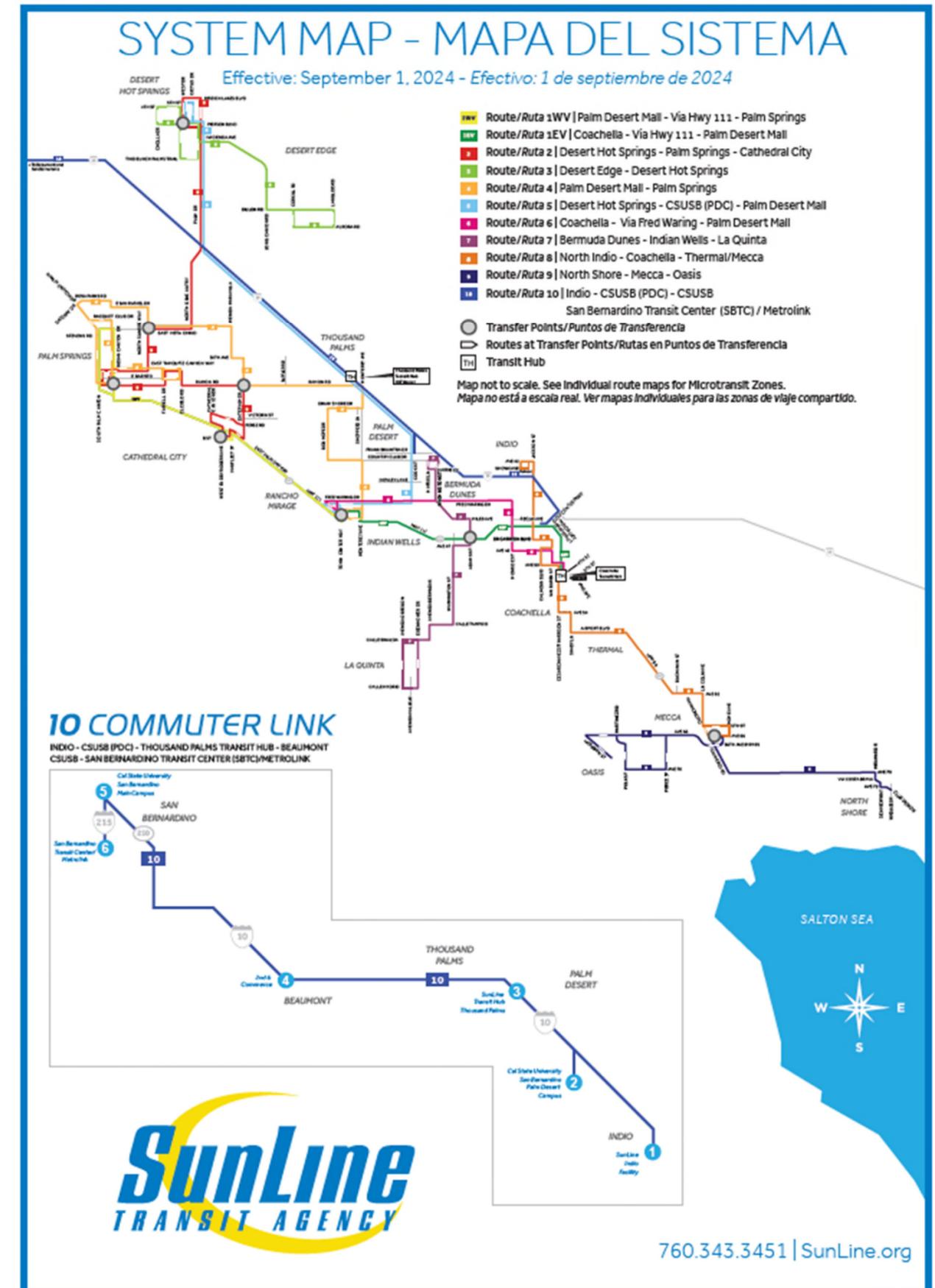
# SunLine Service Area

➤ Joint powers authority formed in 1977

- The cities of Palm Springs, Palm Desert, Rancho Mirage, Indian Wells, La Quinta, Desert Hot Springs, Cathedral City, Indio, Coachella and unincorporated areas of Riverside County

➤ Operate in the Coachella Valley

- 1,120 mile service area
- Fixed Route, Paratransit, Microtransit and Commuter Link



# Zero Emission Program Overview



- Continue legacy of implementing leading edge, clean air technology
- Transition full fleet to zero emission by 2035 (5 years before CARB's 2040 target)
- Minimize carbon footprint by generating renewable energy and producing green hydrogen as reasonably possible



## Hydrogen is Preferred Path:

- Extreme temperatures in the desert
- Operating environment: Rural, Highway & Urban setting
- Closest 1:1 Replacement to traditional CNG Bus (primarily range)

# 16+ Year Legacy of Hydrogen Fuel Cell Bus Investments



1<sup>st</sup>  
GENERATION  
2008



2<sup>nd</sup>  
GENERATION



3<sup>rd</sup>  
GENERATION



4<sup>th</sup>  
GENERATION



5<sup>th</sup>  
GENERATION



6<sup>th</sup>  
GENERATION



7<sup>th</sup>  
GENERATION



8<sup>th</sup>  
GENERATION



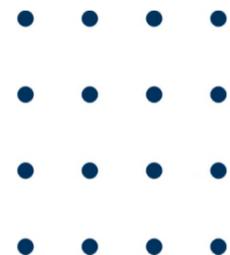
9<sup>th</sup>  
GENERATION



10<sup>th</sup>  
GENERATION



11<sup>th</sup>  
GENERATION  
2022



# RESILIENCY – Redundant Fueling Solutions



## HYDROGEN ELECTROLYZER STATION

900 kg gaseous H<sub>2</sub> via onsite electrolysis

**IN OPERATION - NOVEMBER 2019**

CONTRACTOR: NEL HYDROGEN

Footprint: approximately 20,000 square feet

Electrical Load: 2.5 Megawatts / 60 Megawatt Hours (24 hours for 900 kgs H<sub>2</sub>)



## LIQUID HYDROGEN STATION

15,000 gallon liquid H<sub>2</sub> capacity (delivered)

Includes Public H<sub>2</sub> Dispenser (for public sale)

**CURRENTLY BEING COMMISSIONED**

CONTRACTOR: NIKKISO/INTEGRATED CRYOGENICS SOLUTIONS

Footprint: approximately 10,000 square feet

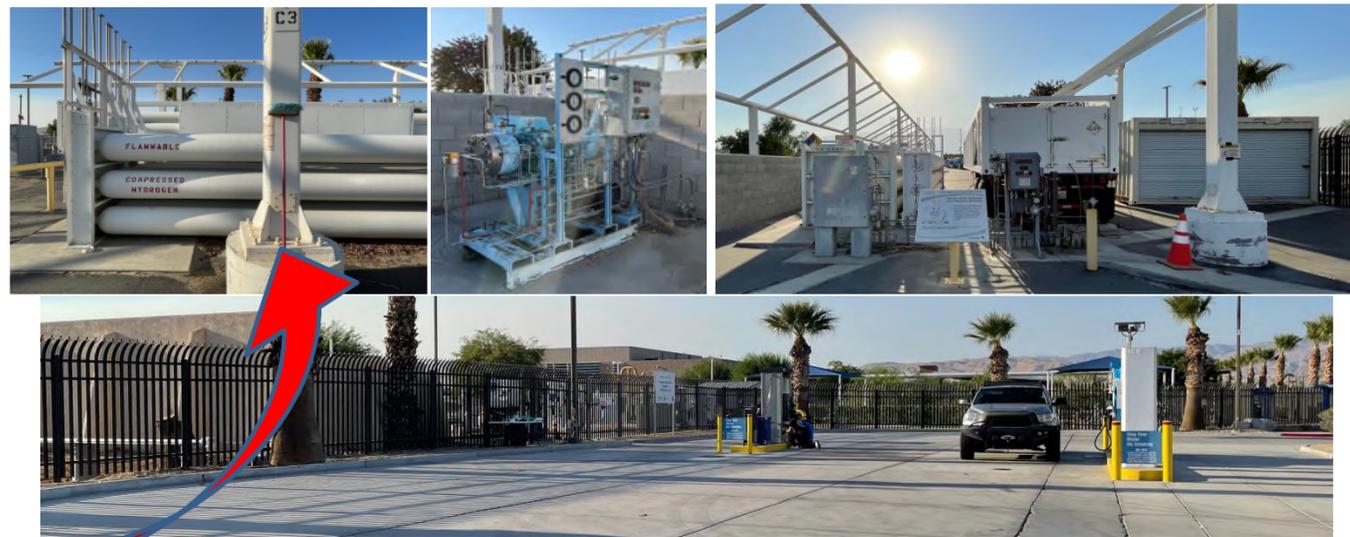
Electrical Load: 0.67 Megawatts / 5.32 Megawatt Hours (8 hours for 900 kgs H<sub>2</sub>)

# RESILIENCY –Integrated Fueling Infrastructure



## HYDROGEN ELECTROLYZER STATION

SUNLINE'S FIRST 30+ YR OLD HYDROGEN STATION EQUIPMENT



## LIQUID HYDROGEN



### Key Considerations:

- Value of design-build in construction of developing technology
- Clear contract language for defining relationship/level of support
- Pick your partners wisely!

# Alliance for Renewable Clean Hydrogen Energy Systems (ARCHES)



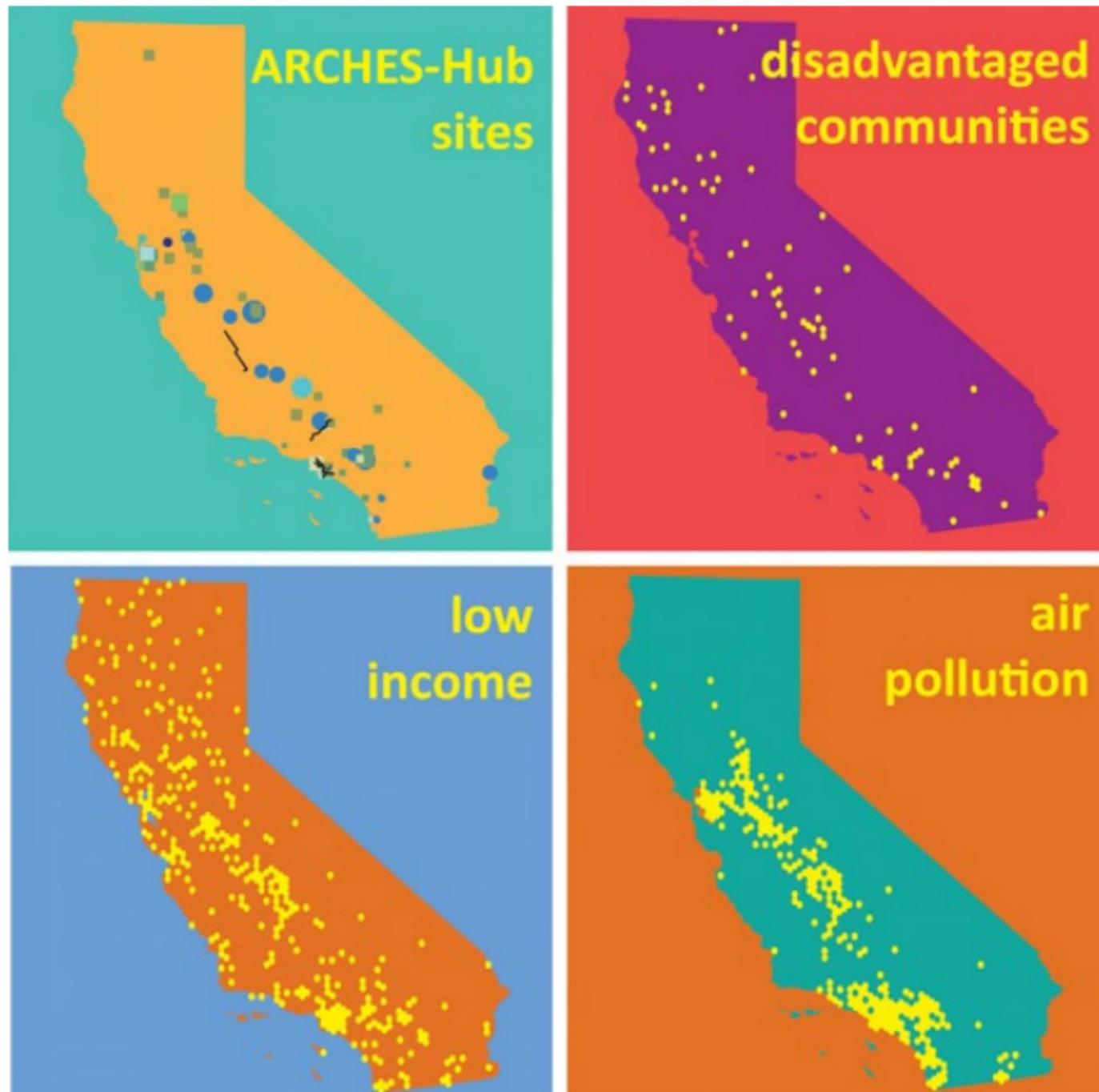
**CALIFORNIA AWARDED UP TO  
\$1.2 BILLION TO CREATE A  
RENEWABLE HYDROGEN HUB**



- \$7B Federal investment for Clean Hydrogen Hubs from Bipartisan Infrastructure Law
- ARCHES selected as California cluster
  - Receiving \$1.2B from DOE and \$11.4B from public and private matching funds to develop and deploy clean renewable hydrogen
- Hydrogen fuel goals
  - Produce hydrogen from exclusively renewable energy
  - Dramatically reduce the cost per kilogram of hydrogen to approx. \$5/kg
  - Over 10 sites producing H<sub>2</sub> across the state
  - Build over 60 H<sub>2</sub> fueling stations



# ARCHES Hubs & Community Characteristics



**Figure 3:** ARCHES Hub sites, demographics, and air pollution

- SunLine – ARCHES Hub Project Site
  - New Station
  - Workforce Development
  - Hydrogen Fuel Cell Bus Fleet Expansion
- Coachella Valley is a nonattainment area for PM 2.5 & PM10 (per SCAQMD)
- 18.4% of Residents are below poverty level in 2024 (compared to statewide rate of 12.2%)
- Median Household Income = approx. \$65K (Riverside County = \$85K, Statewide=\$92K)

## Workforce Upskilling/ Reskilling



### Skilled Workforce

- Foundation of Mentorship
- Pathway to Higher Education & Professional Growth



## Public Supply of Hydrogen (for consumer sale)



# Greenhouse Gas Emission Reduction



Over the past 16 years, SunLine has produced and dispensed nearly 480,000 Kgs of H2.



CO2 Savings: About 4,300 Metric Tons



SunLine was the first to convert its fleet to 100% CNG overnight in 1994. Since then, we have dispensed 15M GGE's of CNG into Agency vehicles.



CO2 Savings: About 37,650 Metric Tons

## **SB 1291, Archuleta. Hydrogen-fueling stations: administrative approval**

Extended existing law around the administrative approval of a permit application for the installation of electric vehicle charging stations to hydrogen fueling stations.

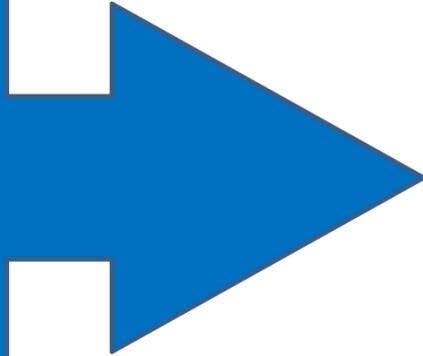
## **SB 1420, Caballero. Hydrogen Production Facilities: Certification & Environmental Review**

Adds specific hydrogen production facilities and onsite storage and processing facilities to the types of facilities that existing law makes eligible for centralized permitting and expedited review under the California Environmental Quality Act (CEQA). Applies only to projects that have received funds from one of three sources: the Hydrogen Program administered by the CEC, section 91530 in the 2024 Climate Bond, and ARCHES. Thus, so long as hydrogen is not derived from a fossil fuel feedstock, the nature of the projects benefitting from SB 1420 will ultimately be determined by the eligibility criteria of those three funding sources.

# Key Considerations for Hydrogen Infrastructure Planning



1. Pick the right procurement method
2. Trusted partnerships with clear contract language
3. Build resiliency
4. Sustainable funding
5. Workforce investment
6. Internal & external buy-in & communication



- Reliable infrastructure systems
- Reliable vehicles
- Reliable fuel supply / energy sources (electricity and water)
- Skilled, resilient workforce



# Thank You

WEBSITE  
[www.sunline.org](http://www.sunline.org)

For more information:  
**Mona Babauta**  
General Manager  
[Mbabauta@sunline.org](mailto:Mbabauta@sunline.org)

**Walter Watcher**  
Chief of Capital Projects  
[wwatcher@sunline.org](mailto:wwatcher@sunline.org)