



SunLine Transit Agency/  
 SunLine Services Group  
 February 26, 2025  
 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**

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**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.

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**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**

**ITEM**

**RECOMMENDATION**

3. ROLL CALL

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

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 December 2024                 | (PAGE 8-12)  |
| 8b) Acceptance of Credit Card Statement for December 2024                          | (PAGE 13-19) |
| 8c) Acceptance of Monthly Budget Variance Report for December 2024                 | (PAGE 20-24) |
| 8d) Acceptance of Contracts Signed in Excess of \$25,000 Report for December 2024  | (PAGE 25-26) |
| 8e) Acceptance of Union & Non-Union Pension Investment Asset Summary December 2024 | (PAGE 27-38) |
| 8f) Acceptance of Ridership Report for December 2024                               | (PAGE 39-42) |
| 8g) Acceptance of SunDial Operational Notes for December 2024                      | (PAGE 43-45) |
| 8h) Acceptance of Metrics for December 2024  | (PAGE 46-69) |
| 8i) Acceptance of Board Member Attendance Report for January 2025                  | (PAGE 70-71) |

| <u>ITEM</u>   | <u>RECOMMENDATION</u>                |
|---|--------------------------------------|
| 8j) Approval of Joint Board Meeting Minutes for January 22, 2025  | (PAGE 72-77)                         |
| 8k) Acceptance of SSG/SRA Checks \$1,000 and Over Report for December 2024  | (PAGE 78-79)                         |
| 8l) Acceptance of SSG Monthly Budget Variance Report for December 2024  | (PAGE 80-82)                         |
| 8m) Acceptance of Taxi Trip Data Report – December 2024   | (PAGE 83-84)                         |
| 8n) Acceptance of Ratification of Provisional Committee Appointments  | (PAGE 85-87)                         |
| <b>9. AWARD OF CONTRACT FOR CAD/AVL TECHNOLOGY AND SERVICES</b><br>(Lynn Mallotto, Chair of Finance/Audit Committee;<br>Staff: Paul Mattern, Chief Planning Officer)  | <b>APPROVE</b><br>(PAGE 88-92)       |
| <b>10. AUTHORIZE EXECUTION OF MASTER AGREEMENT AND PROGRAM SUPPLEMENT WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR RECEIPT OF A \$612,200 TRANSIT AND INTERCITY RAIL CAPITAL PROGRAM GRANT</b><br>(Lynn Mallotto, Chair of Finance/Audit Committee;<br>Staff: Luis Garcia, Chief Financial Officer) | <b>APPROVE</b><br>(PAGE 93-96)       |
| <b>11. ACCESS ADVISORY COMMITTEE MEMBER</b><br>(John Peña, Chair of Board Operations Committee;<br>Staff: Jairho Urzua, ADA Eligibility & Compliance Specialist)  | <b>APPROVE</b><br>(PAGE 97-98)       |
| <b>12. SECOND READING AND ADOPTION OF SUNLINE SERVICES GROUP (SSG) ORDINANCE NO. 2025-01, TAXICAB SERVICE ORDINANCE</b><br>(Glenn Miller, Chair of Taxi Committee;<br>Staff: Jill Plaza, Taxi/Contracted Transportation Services Administrator)   | <b>APPROVE</b><br>(PAGE 99-166)      |
| <b>13. RESOLUTION NO. 099 ADOPTING SUNLINE SERVICES GROUP (SSG) TAXICAB PERMITTING FEES FOR FISCAL YEAR 2026</b><br>(Glenn Miller, Chair of Taxi Committee;<br>Staff: Jill Plaza, Taxi/Contracted Transportation Services Administrator)  | <b>APPROVE</b><br>(PAGE 167-173)     |
| <b>14. LEGISLATIVE UPDATE FOR FEBRUARY 2025</b><br>(Staff: Edith Hernandez, Clerk of the Board/Director of Legislative Affairs)   | <b>INFORMATION</b><br>(PAGE 174-180) |

**ITEM**

**RECOMMENDATION**

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

**16. CLOSED SESSION**

**a) CONFERENCE WITH LABOR NEGOTIATORS pursuant to Government Code section 54957.6**

Agency designated representatives: Irma Rodriguez Moisa and Tamara Miles  
Employee organization: Amalgamated Transit Union, Local 1277

**b) Pending Litigation (Cal. Govt. Code Section 54956.9(d)(1))**

Riverside County Superior Court, Case No. CVPS2301607  
Riverside County Superior Court, Case No. CVPS2301610

**17. RECONVENE TO OPEN SESSION AND REPORT OUT FROM CLOSED SESSION**

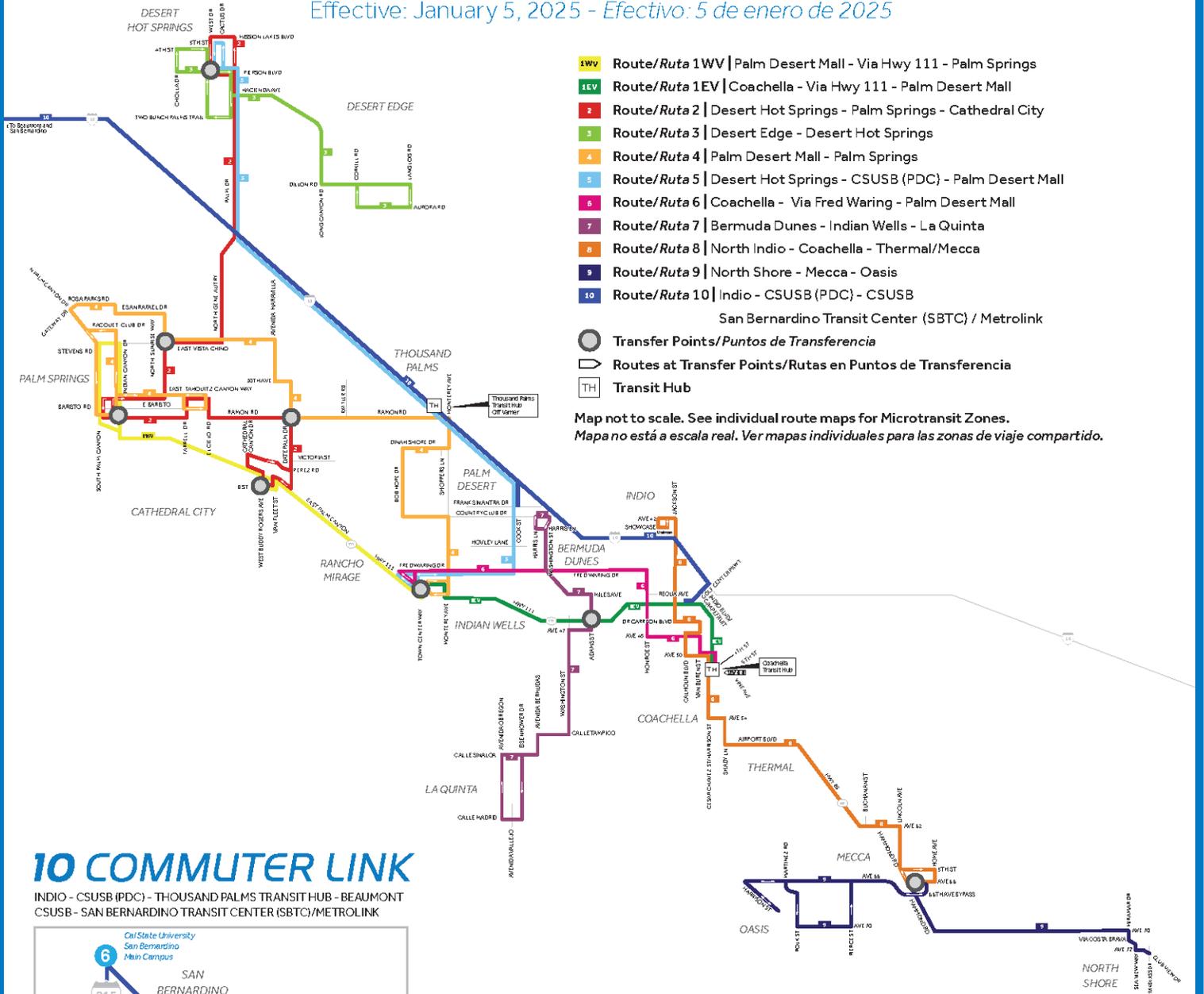
**18. NEXT MEETING DATE**

March 26, 2025 at 12 p.m.  
Board Room  
32-505 Harry Oliver Trail  
Thousand Palms, CA 92276

**19. ADJOURN**

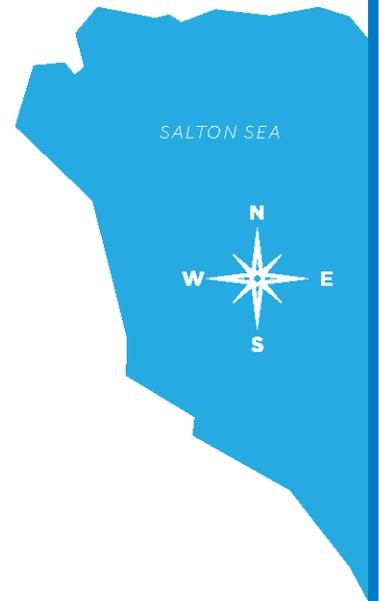
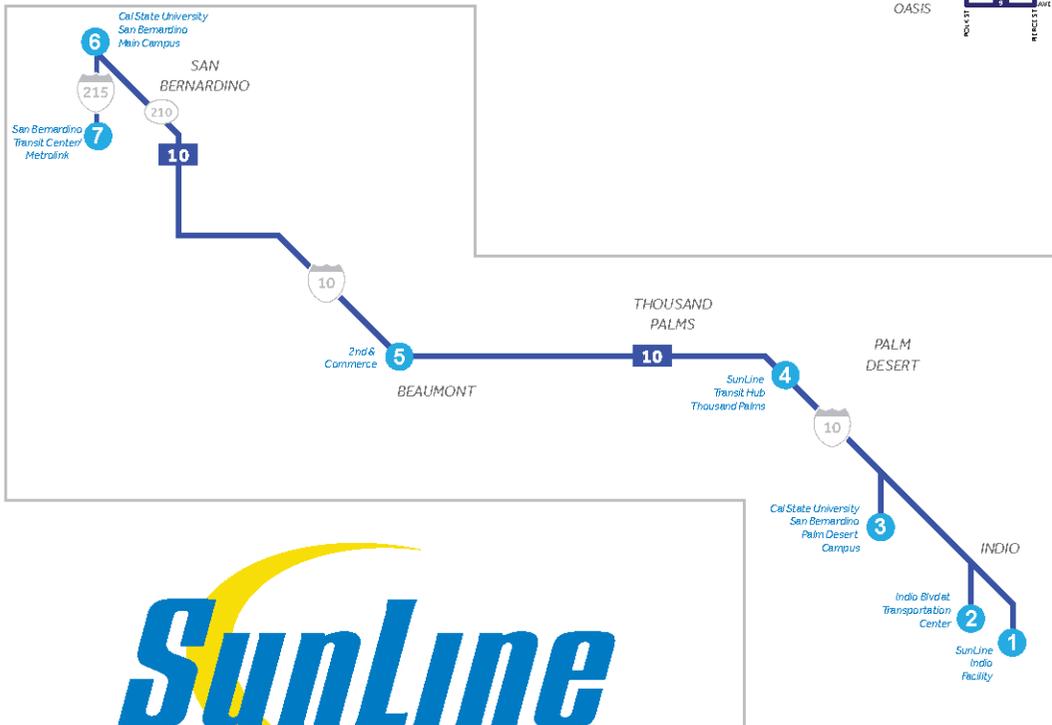
# SYSTEM MAP - MAPA DEL SISTEMA

Effective: January 5, 2025 - Efectivo: 5 de enero de 2025



## 10 COMMUTER LINK

INDIO - CSUSB (PDC) - THOUSAND PALMS TRANSIT HUB - BEAUMONT  
 CSUSB - SAN BERNARDINO TRANSIT CENTER (SBTC)/METROLINK



760.343.3451 | SunLine.org



**SunLine Transit Agency**

**ACRONYMS LIST OF TRANSPORTATION TERMS**

Last Updated: 02/18/2025

|               |  |                            |  |
|---------------|--|----------------------------|--|
| <b>#</b>      |  | CTA                        | California Transit Association               |
| 5307          | FTA Section 5307: Urbanized Area Formula Grants                                | CTC                        | California Transportation Commission         |
| 5310          | FTA Section 5310: Enhanced Mobility of Seniors & Individuals with Disabilities | CTSA                       | Consolidated Transportation Services Agency  |
|               |  | <b>D</b>                   |  |
| 5311          | FTA Section 5311: Formula Grants for Rural Areas                               | DBE                        | Disadvantaged Business Enterprise            |
| 5339          | FTA Section 5339: Bus and Bus Facilities Formula Grants                        | DC                         | Direct Current                               |
|               |  | DRS                        | Demand Response Service                      |
| <b>A</b>      |  | DOT                        | Department of Transportation                 |
| A&E           | Architect and Engineering  | DPSS                       | Department of Public Social Services         |
| AC            | Alternating Current  | <b>E</b>                   |  |
| ATU           | Amalgamated Transit Union  | EA                         | Environmental Assessment                     |
| ADA           | Americans with Disabilities Act  | EAM                        | Enterprise Asset Management                  |
| AHSC          | Affordable Housing and Sustainable Communities                                 | EEO                        | Equal Employment Opportunity                 |
| APC           | Automated Passenger Counting   | EIR                        | Environmental Impact Report                  |
| APTA          | American Public Transit Association  | EPA                        | Environmental Protection Agency              |
| ATP           | Active Transportation Program  | ERMA                       | Employee Risk Management Authority           |
| AVL           | Automated Vehicle Location System  | ERP                        | Enterprise Resource Planning                 |
| AFC           | Automatic Fare Collection  | ETO                        | Earned Time Off                              |
| AVA           | Automatic Voice Annunciation   | EFP                        | Electronic Fare Payment                      |
| AV            | Autonomous Vehicle   | EV                         | Electric Vehicle                             |
|               |  | <b>F</b>                   |  |
| <b>B</b>      |  | FCEB/FCB                   | Fuel Cell Electric Bus                       |
| BAFO          | Best and Final Offer   | FFY                        | Federal Fiscal Year                          |
| Bar           | Metric Unit of Pressure (100 kPa)  | FHWA                       | Federal Highway Administration               |
| BEB           | Battery Electric Bus   | FMCSA                      | Federal Motor Carrier Safety Administration  |
| BRT           | Bus Rapid Transit  | FTA                        | Federal Transit Administration               |
| BUILD         | Better Utilizing Investments to Leverage Development                           | FTE                        | Full-Time Equivalent                         |
| <b>C</b>      |  | FTIP                       | Federal Transportation Improvement Program   |
| CAD           | Computer-Aided Dispatch  | FM/LM                      | First Mile/Last Mile                         |
| CalACT        | California Association for Coordinated Transportation                          | FY                         | Fiscal Year                                  |
| CalOES        | California Office of Emergency Services  | <b>G, H, I, J, &amp; K</b> |  |
| CalSTA        | California State Transportation Agency   | GTFS                       | General Transit Feed Specifications          |
| Caltrans      | California Department of Transportation  | GTFS-RT                    | General Transit Feed Specifications Realtime |
| Cap-and-Trade | California's Cap-and-Trade Program   | GFI                        | Gen-fare Industries Farebox                  |
| CARB          | California Air Resources Board   | GGE                        | Gallons of Gas Equivalent                    |
| CBA           | Collective Bargaining Agreement  | GHG                        | Greenhouse Gas                               |
| CEC           | California Energy Commission   | GPS                        | Global Positioning System                    |
| CEQA          | California Environmental Quality Act   | GTFS                       | General Transit Feed Specification           |
| CFR           | Code of Federal Regulations  | H2                         | Hydrogen                                     |
| CI            | Carbon Intensity   | HOV                        | High-Occupancy Vehicle                       |
| CIG           | Capital Investment Grants Program  | ICT                        | Innovative Clean Transit                     |
| CIP           | Capital Improvement Program  | ITS                        | Intelligent Transport System                 |
| CMAQ          | Congestion Mitigation and Air Quality Improvement Program                      | IFB                        | Invitation for Bid                           |
| CNG           | Compressed Natural Gas   | IJA                        | Infrastructure Investment and Jobs Act       |
| CO            | Change Order   | ITS                        | Intelligent Transportation Systems           |
| CO2           | Carbon Dioxide   | JPA                        | Joint Powers Authority                       |
| CVAG          | Coachella Valley Association-Government  | Kg                         | Kilogram                                     |
| CTAA          | Community Transportation Association of America                                | kPa                        | Kilopascal (1,000 Pa)                        |
| COA           | Comprehensive Operational Analysis   | KPI                        | Key Performance Indicator                    |
| COLA          | Cost of Living Adjustment  | kW                         | Kilowatts (1,000 watts)                      |
| COVID-19      | Coronavirus  | Kwh                        | Kilowatt Hour                                |
|               |  | <b>L</b>                   |  |
| CRRSAA        | Coronavirus Response and Relief Supplemental Appropriations Act                | LCFS                       | Low Carbon Fuel Standard                     |
| CSUSB         | California State University, San Bernardino                                    | LCTOP                      | Low Carbon Transit Operations Program        |
|               |  | LH2                        | Liquid Hydrogen                              |

|                      |   |                         |  |
|----------------------|---|-------------------------|--|
| LOI                  | Letter of Intent  | S RTP                   | Short Range Transit Plan                   |
| LOS                  | Level of Service  | STA                     | State Transit Assistance Fund              |
| LOU                  | Letter of Understanding   | STBG                    | Surface Transportation Block Grant Program |
| Low No               | Low or No Carbon Emissions Program                                | STIP                    | State Transportation Improvement Program   |
| L RTP                | Long Range Transportation Plan                                    | <b>T</b>                |  |
| L TF                 | Local Transportation Fund   | TAC                     | Technical Advisory Committee               |
| <b>M, N, &amp; O</b> |   | TAM                     | Transit Asset Management                   |
| MCI                  | Motor Coach Industries  | TCP                     | Transit Capital Priorities                 |
| MCO                  | Motor Coach Operator  | TDA                     | Transportation Development Act             |
| Measure A            | Measure A Funding   | TDM                     | Transportation Demand Management           |
| MOD                  | Mobility on Demand  | TIP                     | Transportation Improvement Program         |
| MOU                  | Memorandum of Understanding                                       | TIRCP                   | Transit and Intercity Rail Capital Program |
| MPO                  | Metropolitan Planning Organization                                | TNC                     | Transportation Network Company             |
| MSDS                 | Material Safety Data Sheet  | TOD                     | Transit-Oriented Development               |
| mW                   | Megawatt (1,000,000 watts)  | TSI                     | Transportation Safety Institute            |
| mWh                  | Megawatt Hour   | TSP                     | Transit Signal Priority                    |
| NAAQS                | National Ambient Air Quality Standards                            | <b>U, V, W, X, Y, Z</b> |  |
| NEPA                 | National Environmental Policy Act                                 | USDOT                   | United States Department of Transportation |
| NIMS                 | National Incident Management System                               | UPT                     | Unlinked Passenger Trips                   |
| NOFA                 | Notice of Funding Availability                                    | VCR                     | Vehicle Condition Report                   |
| NOFO                 | Notice of Funding Opportunity                                     | VMT                     | Vehicle Miles Traveled                     |
| NTD                  | National Transit Database   | VTO                     | Vacation Time Off                          |
| NTP                  | Notice to Proceed   | YTD                     | Year to Date                               |
| NTSB                 | National Transportation Safety Board                              | ZEB                     | Zero-Emission Bus                          |
| O&M                  | Operations and Maintenance  |                         |  |
| OSHA                 | Occupational Safety and Health Administration                     |                         |  |
| OBC                  | On-Board Communication  |                         |  |
| OTP                  | On-Time Performance   |                         |  |
| <b>P &amp; Q</b>     |   |                         |  |
| Pa                   | Pascal  |                         |  |
| PPRH                 | Passenger Per Revenue Hour  |                         |  |
| PIS                  | Passenger Information System                                      |                         |  |
| PAC                  | Public Advisory Committee   |                         |  |
| PEM                  | Proton Exchange Membrane (H2)                                     |                         |  |
| PEPRA                | Public Employer Pension Reform Act                                |                         |  |
| PERMA                | Public Entity Risk Management Authority                           |                         |  |
| PLD                  | Paid Leave Day  |                         |  |
| PM                   | Preventative Maintenance  |                         |  |
| PNR                  | Park & Ride   |                         |  |
| PO                   | Purchase Order  |                         |  |
| PPE                  | Personal Protective Equipment                                     |                         |  |
| PPRH                 | Passengers per Revenue Hour                                       |                         |  |
| PSI                  | Pounds per Square Inch  |                         |  |
| PTASP                | Public Transportation Agency Safety Plan                          |                         |  |
| <b>R &amp; S</b>     |   |                         |  |
| RAISE                | Rebuilding American Infrastructure with Sustainability and Equity |                         |  |
| RCTC                 | Riverside County Transportation Commission                        |                         |  |
| RFP                  | Request for Proposals   |                         |  |
| RFQ                  | Request for Quotation   |                         |  |
| RFS                  | Renewable Fuel Standard   |                         |  |
| RIN                  | Renewable Identification Number                                   |                         |  |
| RVH                  | Revenue Vehicle Hours   |                         |  |
| RVM                  | Revenue Vehicle Miles   |                         |  |
| SBTC                 | San Bernardino Transit Center                                     |                         |  |
| SCAG                 | Southern California Association of Governments                    |                         |  |
| SGR                  | State of Good Repair  |                         |  |
| SMR                  | Steam Methane Reforming (H2)                                      |                         |  |
| SMS                  | Safety Management System  |                         |  |
| SOP                  | Standard Operating Procedure                                      |                         |  |
| SOW                  | Scope of Work   |                         |  |

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

DATE: February 26, 2025 **APPROVE**

TO: Finance/Audit Committee  
Board of Directors

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

| <b>Vendor</b>                    | <b>Check #</b> | <b>Amount</b> |
|----------------------------------|----------------|---------------|
| <i>Complete Coach Works</i>      | 698253         | \$238,530.60  |
| <i>New Flyer of America Inc.</i> | 698294         | \$217,627.38  |

Recommendation:

Approve.

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

| <b>Vendor Filed As Name</b>            | <b>Description</b>   | <b>Check #</b> | <b>Payment Date</b> | <b>Payment Amount</b> |
|--|--|----------------|---------------------|-----------------------|
| CALPERS                                | Group Health Premiums  | 698246         | 12/24/2024          | 432,770.15            |
| COMPLETE COACH WORKS                   | WIP-Rehab/Rebuild 40FT Buses-Project Acct#1805-00            | 698253         | 12/24/2024          | 238,530.60            |
| NEW FLYER OF AMERICA INC.              | WIP-Hydrogen Fuel Cell Buses - Project Acct#2401-01          | 698294         | 12/24/2024          | 217,627.68            |
| U.S. BANK INSTITUTIONAL TRUST-WESTERN  | Pension Deposit  | 698184         | 12/11/2024          | 86,975.15             |
| U.S. BANK INSTITUTIONAL TRUST-WESTERN  | Pension Deposit  | 698316         | 12/24/2024          | 85,985.47             |
| IMPERIAL IRRIGATION DIST               | Utilities  | 698212         | 12/18/2024          | 70,667.82             |
| SO CAL GAS CO.                         | Utilities  | 698172         | 12/11/2024          | 65,352.94             |
| HANSON BRIDGETT LLP                    | Legal Service  | 698070         | 12/04/2024          | 48,867.95             |
| ATKINSON, ANDELSON, LOYA RUUD AND ROMO | Legal Service  | 698334         | 12/31/2024          | 46,774.18             |
| ANEW RNG, LLC                          | Utilities  | 698194         | 12/18/2024          | 46,685.66             |
| THREE PEAKS CORP                       | WIP- Coachella Transit Hub- Project Acct#2212-00             | 698371         | 12/31/2024          | 46,055.75             |
| SHUTTLE BUS LEASING                    | Vehicle/Bus Leasing  | 698308         | 12/24/2024          | 43,400.00             |
| HANSON BRIDGETT LLP                    | Legal Service  | 698125         | 12/11/2024          | 39,102.00             |
| YELLOW CAB OF THE DESERT               | SunRide Ride Share Expenses                                  | 698090         | 12/04/2024          | 36,997.44             |
| MICHELIN NORTH AMERICA, INC.           | Lease Tires Services   | 698140         | 12/11/2024          | 35,717.78             |
| YELLOW CAB OF THE DESERT               | SunRide Ride Share Expenses                                  | 698190         | 12/11/2024          | 33,549.47             |
| MICHELIN NORTH AMERICA, INC.           | Lease Tires Services   | 698355         | 12/31/2024          | 30,708.37             |
| HELIXSTORM                             | Contracted Services  | 698348         | 12/31/2024          | 23,770.10             |
| DECALS BY DESIGN, INC.                 | Advertising Student Art Contest Bus Wrap                     | 698111         | 12/11/2024          | 22,415.44             |
| RUSH TRUCK CENTERS OF CALIFORNIA, INC. | Inventory Repair Parts                                       | 698221         | 12/18/2024          | 19,218.54             |
| YELLOW CAB OF THE DESERT               | SunRide Ride Share Expenses                                  | 698232         | 12/18/2024          | 18,603.14             |
| YELLOW CAB OF THE DESERT               | SunRide Ride Share Expenses                                  | 698374         | 12/31/2024          | 18,592.75             |
| TEC EQUIPMENT, INC.                    | Inventory Repair Parts                                       | 698178         | 12/11/2024          | 18,190.72             |
| HELIXSTORM                             | Contracted Services  | 698071         | 12/04/2024          | 17,500.00             |
| NFI PARTS                              | Inventory Repair Parts                                       | 698235         | 12/24/2024          | 17,202.95             |
| NAPA AUTO PARTS                        | Inventory Repair Parts                                       | 698291         | 12/24/2024          | 14,100.97             |
| VIRGINKAR AND ASSOCIATES, INC.         | WIP-Upgrade CAD/AVL System- Project Acct#2309-00             | 698321         | 12/24/2024          | 14,023.50             |
| VERIZON WIRELESS                       | Wireless Telephone Service                                   | 698320         | 12/24/2024          | 13,401.32             |
| HELIXSTORM                             | Contracted Services  | 698211         | 12/18/2024          | 13,350.00             |
| A AND A FLEET PAINTING INC             | WIP-Bus Rehabilitation Painting and Decals-Project Acct#2415 | 698234         | 12/24/2024          | 12,369.70             |
| BALLARD POWER SYSTEMS                  | Inventory Repair Parts                                       | 698099         | 12/11/2024          | 11,987.19             |
| ROBERT HALF                            | Temporary Help   | 698164         | 12/11/2024          | 11,745.35             |
| TRUGUARD SECURITY SERVICES, INC        | Security Guard Services                                      | 698227         | 12/18/2024          | 11,569.92             |
| CPAC INC.COM                           | WIP-Radio System Replacement- Project Acct#1905-02           | 698255         | 12/24/2024          | 10,846.08             |
| DOCUSIGN, INC.                         | Computer/Network Software Agreement                          | 698059         | 12/04/2024          | 9,715.90              |
| JL GROUP LLC                           | Legal Service  | 698073         | 12/04/2024          | 9,531.74              |
| DYNAMIC BUILDING MAINTENANCE INC       | Janitorial Services  | 698114         | 12/11/2024          | 9,349.00              |
| ROMAINE ELECTRIC CORP.                 | Inventory Repair Parts                                       | 698363         | 12/31/2024          | 8,715.47              |
| GENFARE, LLC                           | Inventory Repair Parts                                       | 698208         | 12/18/2024          | 7,883.37              |

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

| <b>Vendor Filed As Name</b>            | <b>Description</b>                             | <b>Check #</b> | <b>Payment Date</b> | <b>Payment Amount</b> |
|--|--|----------------|---------------------|-----------------------|
| INSIGHT STRATEGIES INC                 | Consulting                                     | 698129         | 12/11/2024          | 7,800.00              |
| FIESTA FORD, INC.                      | Inventory Repair Parts                         | 698206         | 12/18/2024          | 7,698.30              |
| JE STRATEGIES LLC                      | Consulting                                     | 698133         | 12/11/2024          | 7,500.00              |
| PIEDMONT PLASTICS, INC.                | Bus Stop Supplies                              | 698157         | 12/11/2024          | 7,356.94              |
| RWC GROUP                              | Inventory Repair Parts                         | 698268         | 12/24/2024          | 7,038.92              |
| ANDREA CARTER & ASSOCIATES             | Marketing & Communication Services             | 698333         | 12/31/2024          | 6,875.00              |
| PALM SPRINGS MOTORS, INC.              | Inventory Repair Parts                         | 698216         | 12/18/2024          | 6,848.85              |
| AMALGAMATED TRANSIT UNION              | Union Dues                                     | 698093         | 12/11/2024          | 6,631.02              |
| AMALGAMATED TRANSIT UNION              | Union Dues                                     | 698239         | 12/24/2024          | 6,617.36              |
| BROADLUX, INC.                         | Contract Services-General                      | 698050         | 12/04/2024          | 6,373.50              |
| NFI PARTS                              | Inventory Repair Parts                         | 698326         | 12/31/2024          | 5,712.82              |
| JOSEPH LYNN FRIEND                     | Contracted Services                            | 698132         | 12/11/2024          | 5,700.00              |
| MOHAWK MFG & SUPPLY CO                 | Inventory Repair Parts                         | 698215         | 12/18/2024          | 5,695.00              |
| GILLIG LLC                             | Inventory Repair Parts                         | 698271         | 12/24/2024          | 5,318.87              |
| SONSRAY FLEET SERVICES                 | Inventory Repair Parts                         | 698225         | 12/18/2024          | 5,253.94              |
| FRANKLIN TRUCK PARTS, INC              | Inventory Repair Parts                         | 698120         | 12/11/2024          | 5,190.83              |
| TOWNSEND PUBLIC AFFAIRS, INC           | Contract Services-General                      | 698182         | 12/11/2024          | 5,000.00              |
| TOLAR MFG. CO., INC                    | WIP-Bus Stop Improvement- Project Acct#2504-01 | 698181         | 12/11/2024          | 4,957.83              |
| TPX COMMUNICATIONS                     | Communication Service                          | 698183         | 12/11/2024          | 4,779.54              |
| RUSH TRUCK CENTERS OF CALIFORNIA, INC. | Inventory Repair Parts                         | 698167         | 12/11/2024          | 4,740.74              |
| NFI PARTS                              | Inventory Repair Parts                         | 698191         | 12/18/2024          | 4,724.31              |
| FORENSIC DRUG TESTING SERVICES         | Alcohol & Drug Testing                         | 698265         | 12/24/2024          | 4,403.45              |
| RIDECO US INC                          | SunRide Ride Share Expenses                    | 698219         | 12/18/2024          | 4,395.70              |
| CMD CORPORATION                        | Inventory Repair Parts                         | 698251         | 12/24/2024          | 4,302.11              |
| MORENO RUIZ, INC.                      | SunLine Events Expense                         | 698144         | 12/11/2024          | 4,207.10              |
| COACH GLASS                            | Inventory Repair Parts                         | 698130         | 12/11/2024          | 4,171.00              |
| AVAIL TECHNOLOGIES                     | Inventory Repair Parts                         | 698098         | 12/11/2024          | 4,109.68              |
| QUADIENT FINANCE USA, INC.             | Postage  | 698160         | 12/11/2024          | 4,000.00              |
| ROBERT HALF                            | Temporary Help                                 | 698083         | 12/04/2024          | 3,937.08              |
| ALPHA MEDIA LLC                        | Advertising                                    | 698092         | 12/11/2024          | 3,583.00              |
| OPW FUELING COMPONENTS                 | Inventory Repair Parts-SunFuels                | 698154         | 12/11/2024          | 3,528.22              |
| IMPERIAL IRRIGATION DIST               | Utilities                                      | 698349         | 12/31/2024          | 3,380.55              |
| SC FUELS                               | Lubricants- Oil                                | 698223         | 12/18/2024          | 3,289.08              |
| CHARTER COMMUNICATIONS                 | Utilities                                      | 698175         | 12/11/2024          | 3,272.26              |
| TREETOP PRODUCTS, LLC                  | Bus Stop Supplies                              | 698226         | 12/18/2024          | 3,240.16              |
| ROBERT HALF                            | Temporary Help                                 | 698362         | 12/31/2024          | 3,157.20              |
| SC FUELS                               | Lubricants- Oil                                | 698306         | 12/24/2024          | 3,109.67              |
| VANNER INC.                            | Inventory Repair Parts                         | 698276         | 12/24/2024          | 3,001.66              |
| AMETZA ARIZONA, LLC.                   | Lubricants- Oil                                | 698332         | 12/31/2024          | 2,969.59              |

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

| <b>Vendor Filed As Name</b>        | <b>Description</b>                                      | <b>Check #</b> | <b>Payment Date</b> | <b>Payment Amount</b> |
|------------------------------------|---|----------------|---------------------|-----------------------|
| YELLOW CAB OF THE DESERT           | Taxi Voucher Program                                    | 698089         | 12/04/2024          | 2,870.84              |
| FIESTA FORD, INC.                  | Inventory Repair Parts                                  | 698119         | 12/11/2024          | 2,858.26              |
| ROMAINE ELECTRIC CORP.             | Inventory Repair Parts                                  | 698165         | 12/11/2024          | 2,699.32              |
| SECTRAN SECURITY INC.              | Bank Adjustment Fees                                    | 698170         | 12/11/2024          | 2,689.94              |
| TOKEN TRANSIT, INC                 | Mobile Ticketing Commission                             | 698180         | 12/11/2024          | 2,652.96              |
| MAKAI SOLUTIONS                    | Small Tools & Equipment                                 | 698286         | 12/24/2024          | 2,646.34              |
| DAVID RZEPINSKI CONSULTING         | Consulting  | 698057         | 12/04/2024          | 2,632.50              |
| 4IMPRINT, INC.                     | SunLine Events Expense                                  | 698233         | 12/24/2024          | 2,607.61              |
| PRUDENTIAL OVERALL SUPPLY          | Uniforms  | 698159         | 12/11/2024          | 2,587.08              |
| SOCALGAS                           | Utilities   | 698173         | 12/11/2024          | 2,579.05              |
| HOME DEPOT CREDIT SERVICES         | Bus Stop Supplies                                       | 698126         | 12/11/2024          | 2,547.20              |
| GILLIG LLC                         | Inventory Repair Parts                                  | 698209         | 12/18/2024          | 2,535.96              |
| ENTECH OIL INC                     | Lubricants- Oil   | 698203         | 12/18/2024          | 2,494.19              |
| AMAZON CAPITAL SERVICES, INC       | Inventory Repair Parts                                  | 698331         | 12/31/2024          | 2,465.41              |
| GILLIG LLC                         | Inventory Repair Parts                                  | 698122         | 12/11/2024          | 2,425.37              |
| LANGUAGELINE SOLUTIONS             | Translation Services                                    | 698075         | 12/04/2024          | 2,396.03              |
| CALIFORNIA STATE DISBURSEMENT UNIT | Garnishment   | 698247         | 12/24/2024          | 2,387.04              |
| ISABEL VIZCARRA                    | Reimbursement Expense                                   | 698351         | 12/31/2024          | 2,368.10              |
| CALIFORNIA STATE DISBURSEMENT UNIT | Garnishment   | 698103         | 12/11/2024          | 2,363.49              |
| VALLEY OFFICE EQUIPMENT, INC.      | Copier Service  | 698373         | 12/31/2024          | 2,277.30              |
| BRADLEY/GROMBACHER LLP             | Insurance Loss  | 698100         | 12/11/2024          | 2,250.00              |
| AMAZON CAPITAL SERVICES, INC       | Office Supplies   | 698094         | 12/11/2024          | 2,216.06              |
| ANDERSON COMMUNICATIONS            | Radio Repeater Hill Top Rental                          | 698047         | 12/04/2024          | 2,205.02              |
| SPORTWORKS NORTHWEST, INC.         | Inventory Repair Parts                                  | 698309         | 12/24/2024          | 2,201.41              |
| IDWHOLESALER                       | ID Badge Supplies                                       | 698277         | 12/24/2024          | 2,171.21              |
| KELLY SPICERS STORES               | Office Supplies   | 698074         | 12/04/2024          | 2,119.98              |
| EDITH HERNANDEZ                    | Reimbursement Expense                                   | 698202         | 12/18/2024          | 1,989.67              |
| PALM SPRINGS MOTORS, INC.          | Inventory Repair Parts                                  | 698295         | 12/24/2024          | 1,967.56              |
| FASTENAL COMPANY                   | Shop Supplies   | 698061         | 12/04/2024          | 1,944.53              |
| ROBERT HALF                        | Temporary Help  | 698220         | 12/18/2024          | 1,927.20              |
| BURRTEC WASTE & RECYCLING SERVICES | Trash Service   | 698101         | 12/11/2024          | 1,919.73              |
| OMNITRACS, LLC                     | General Services  | 698151         | 12/11/2024          | 1,820.00              |
| MARK PERRY                         | Reimbursement Expense                                   | 698139         | 12/11/2024          | 1,812.26              |
| FENCEWORKS RENTAL SYSTEMS, INC     | WIP-Center of Excellence Facility- Project Acct#1808-00 | 698263         | 12/24/2024          | 1,704.00              |
| CARQUEST AUTO PARTS STORES         | Inventory Repair Parts                                  | 698248         | 12/24/2024          | 1,703.15              |
| SWRCB ACCOUNTING OFFICE            | Permits & Licenses                                      | 698311         | 12/24/2024          | 1,701.00              |
| RIVERSIDE COUNTY SHERIFF'S OFFICE  | Garnishment   | 698163         | 12/11/2024          | 1,696.81              |
| BRYAN VALENZUELA                   | Reimbursement Expense                                   | 698245         | 12/24/2024          | 1,656.55              |
| ON THE GO DJ PRO                   | SunLine Events Expense                                  | 698244         | 12/24/2024          | 1,645.00              |

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

| <b>Vendor Filed As Name</b>          | <b>Description</b>  | <b>Check #</b> | <b>Payment Date</b> | <b>Payment Amount</b> |
|--------------------------------------|---|----------------|---------------------|-----------------------|
| BURRTEC WASTE & RECYCLING SERVICES   | Trash Service   | 698102         | 12/11/2024          | 1,553.30              |
| DEALER EQUIPMENT REPAIR SERVICE INC. | Small Tools & Equipment                                     | 698200         | 12/18/2024          | 1,552.26              |
| FRONTIER COMMUNICATIONS              | Utilities- OPS Bldg   | 698207         | 12/18/2024          | 1,525.00              |
| SECTRAN SECURITY INC.                | Bank Adjustment Fees  | 698366         | 12/31/2024          | 1,523.55              |
| AMAZON CAPITAL SERVICES, INC         | Computer Supplies   | 698240         | 12/24/2024          | 1,499.25              |
| C V WATER DISTRICT                   | Utilities   | 698339         | 12/31/2024          | 1,495.25              |
| PLAZA TOWING, INC.                   | Towing Services   | 698359         | 12/31/2024          | 1,475.00              |
| MILE3 WEB DEVELOPMENT                | Website Maintenance   | 698356         | 12/31/2024          | 1,470.00              |
| MILE3 WEB DEVELOPMENT                | Website Maintenance   | 698141         | 12/11/2024          | 1,470.00              |
| LANGUAGELINE SOLUTIONS               | Translation Services  | 698135         | 12/11/2024          | 1,457.00              |
| CNTY OF RIVERSIDE DIV. OF WEIGHTS &  | Permits & Licenses  | 698107         | 12/11/2024          | 1,446.00              |
| WELTYS ENTERPRISES, INC.             | SunLine Events Expense                                      | 698322         | 12/24/2024          | 1,379.72              |
| SUN CHEMICAL                         | Lubricants- Oil   | 698161         | 12/11/2024          | 1,357.65              |
| ALLIED-ROETTGER INDUSTRIES INC.      | Materials & Supplies - CNG                                  | 698330         | 12/31/2024          | 1,336.09              |
| TOTAL CARE WORK INJURY CLINIC        | Medical Exam & Testing                                      | 698324         | 12/24/2024          | 1,270.00              |
| BALLARD POWER SYSTEMS                | Inventory Repair Parts                                      | 698197         | 12/18/2024          | 1,263.91              |
| RA AUTOMOTIVE SOFTWARE SOLUTIONS INC | Computer/Network Software Agreement                         | 698361         | 12/31/2024          | 1,200.00              |
| ON THE FLY TERMITE AND PEST CONTROL  | Pest Control Services                                       | 698152         | 12/11/2024          | 1,192.00              |
| CPAC INC.COM                         | Computer Supplies   | 698199         | 12/18/2024          | 1,180.84              |
| NORTHERN SAFETY COMPANY, INC.        | Inventory Repair Parts                                      | 698146         | 12/11/2024          | 1,117.80              |
| TEAMSTERS LOCAL 1932                 | Union Dues  | 698312         | 12/24/2024          | 1,068.28              |
| PJ'S DESERT TROPHIES & GIFTS         | SunLine Events Expense                                      | 698068         | 12/04/2024          | 1,055.15              |
| GENFARE, LLC                         | Inventory Repair Parts                                      | 698269         | 12/24/2024          | 1,054.21              |
| TEAMSTERS LOCAL 1932                 | Union Dues  | 698177         | 12/11/2024          | 1,048.42              |
| NFI PARTS                            | Inventory Repair Parts                                      | 698091         | 12/11/2024          | 1,028.40              |
| ABSOLUTE SELF STORAGE                | Storage Rental  | 698325         | 12/31/2024          | 1,023.00              |
| DISCOUNTCELL LLC                     | Inventory Repair Parts                                      | 698343         | 12/31/2024          | 1,012.85              |
| FULTON DISTRIBUTING                  | Bus Stop Supplies   | 698341         | 12/31/2024          | 1,011.47              |
| EVERSOFT, INC.                       | WIP-Hydrogen Station/SoCal Gas Project-Project Acct#2107-02 | 698060         | 12/04/2024          | 1,003.51              |
| PLAZA TOWING, INC.                   | Towing Services   | 698218         | 12/18/2024          | 1,000.00              |
| JOSE LOAIZA                          | Reimbursement Expense                                       | 698284         | 12/24/2024          | 1,000.00              |
| GEORGE HERNANDEZ                     | Reimbursement Expense                                       | 698270         | 12/24/2024          | 1,000.00              |
| <b>Total Checks Over \$1,000</b>     | \$2,241,527.88  |                |                     |                       |
| <b>Total Checks Under \$1,000</b>    | \$45,717.29   |                |                     |                       |
| <b>Total Checks</b>                  | \$2,287,245.17  |                |                     |                       |

**SunLine Transit Agency**

**CONSENT CALENDAR**

DATE: February 26, 2025

**APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Credit Card Statement for December 2024

Summary:

The attached report summarizes the Agency's credit card expenses for December 2024. The report summarizes transactions for the credit card utilized for Procurement which aligns with the statement closing date of December 31, 2024.

Recommendation:

Approve.

**SunLine Transit Agency Visa Credit Card Statement**

**Closing Date: 12/31/2024**

**Name on Card: Mona Babauta**

| Trans. Date                 | Post Date  | Reference      | Detail - Description  | Credits       | Charges         |
|-----------------------------|------------|----------------|---|---------------|-----------------|
| 12/9/2024                   | 12/10/2024 | Lyft Ride      | APTA Safety and Risk Management Conference- Lyft ride from Atlanta, GA Airport To Hotel; Mona Babauta, CEO/GM |               | \$41.95         |
| 12/10/2024                  | 12/11/2024 | Lyft Ride      | APTA Safety and Risk Management Conference- Roundtrip Lyft Ride SunLine Team Dinner; Mona Babauta, CEO/GM     |               | \$37.19         |
| 12/11/2024                  | 12/13/2024 | Marriott Hotel | APTA Safety and Risk Management Conference- Hotel Conference Stay; Mona Babuta, CEO/GM                        |               | \$548.06        |
| <b>Credits and Charges:</b> |            |                |   | <b>\$0.00</b> | <b>\$627.20</b> |



Reporting Period : 11/30/2024 - 12/31/2024

**Statement Summary**

|                         |                         |                 |                        |
|-------------------------|-------------------------|-----------------|------------------------|
| <b>Name</b>             | Mona Babauta            | <b>Company</b>  | Sunline Transit Agency |
| <b>Account #</b>        | [REDACTED]              | <b>Currency</b> | US Dollar              |
| <b>Reporting Period</b> | 11/30/2024 - 12/31/2024 |                 |                        |

| Trans Date   | Post Date  | Merchant Name                         | Charge Codes                    | Approved | Personal | Receipt | Amount |
|--------------|------------|---------------------------------------|---------------------------------|----------|----------|---------|--------|
| 1 12/9/2024  | 12/10/2024 | Lyft *ride Sun 9pm<br>Lyft.Com, CA    |                                 |          |          |         | 41.95  |
|              |            | Purchase Lyft *ride Sun 9pm           | General Ledger Code: 5090200000 | _____    | _____    | _____   |        |
| <hr/>        |            |                                       |                                 |          |          |         |        |
| 2 12/10/2024 | 12/11/2024 | Lyft *2 Rides 12-09<br>Lyft.Com, CA   |                                 |          |          |         | 37.19  |
|              |            | Purchase Lyft *2 Rides 12-09          | General Ledger Code: 5090200000 | _____    | _____    | _____   |        |
| <hr/>        |            |                                       |                                 |          |          |         |        |
| 3 12/11/2024 | 12/13/2024 | Marriott Buckhead Hote<br>Atlanta, GA |                                 |          |          |         | 548.06 |
|              |            | Purchase Marriott Buckhead Hote       | General Ledger Code: 5090200000 | _____    | _____    | _____   |        |
| <hr/>        |            |                                       |                                 |          |          |         |        |

Transaction Count: 3  
**Total: 627.20**

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

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

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 12/31/2024

Name on Card: Ray Stevens (Procurement Card)

| Trans. Date | Post. Date | Name                         | Detail-Description   | Credits | Charges     |
|-------------|------------|------------------------------|--|---------|-------------|
| 1 12/02/25  | 12/3/2025  | Expedia                      | APTA Safety & Risk Management Seminar Lodging Expense - John Sowers            |         | \$ 548.40   |
| 2 12/04/24  | 12/5/2024  | American Airlines            | APTA Safety & Risk Management Seminar Flight Expense - John Sowers             |         | \$ 742.95   |
| 3 12/06/24  | 12/9/2024  | Panaderia Del Pueblo         | Bread for Holiday Employee Breakfast   |         | \$ 442.45   |
| 4 12/10/24  | 12/11/2024 | Sam's Club                   | Holiday Employee Breakfast Supplies  |         | \$ 794.73   |
| 5 12/10/24  | 12/11/2024 | Sam's Club                   | Water Pallet for Coachella Hub   |         | \$ 287.04   |
| 6 12/10/24  | 12/12/2024 | Co. Riverside Transportation | Permit for Backup Generator Project - Service Fee                              |         | \$ 18.12    |
| 7 12/10/24  | 12/12/2024 | Co. Riverside Transportation | Permit for Backup Generator Project  |         | \$ 794.55   |
| 8 12/12/24  | 12/13/2024 | NNA Services, LLC            | Notary Training and Supplies - Vanessa Ordorica                                |         | \$ 625.18   |
| 9 12/12/24  | 12/13/2024 | Canva                        | Canva Subscription for Maintenance Department                                  |         | \$ 119.99   |
| 10 12/17/24 | 12/18/2024 | Harbor Freight Tools         | Tool Storage Cabinet for SunFuels  |         | \$ 978.74   |
| 11 12/19/24 | 12/20/2024 | Magicjack.com                | Emergency Phone for Coachella Hub  |         | \$ 3.52     |
| 12 12/20/24 | 12/23/2024 | United Airlines              | California Transit Works Mentors in Motion Flight Expense - Mark Perry         |         | \$ 333.75   |
| 13 12/20/24 | 12/23/2024 | Expedia                      | California Transit Works Mentors in Motion Lodging Expense - Mark Perry        |         | \$ 1,058.08 |
| 14 12/26/24 | 12/27/2024 | CTC-VIS                      | California Air Resources Board (CARB) Clean Truck Reporting Vehicle Fees       |         | \$ 480.00   |
| 15 12/26/24 | 12/27/2024 | CTC-VIS                      | California Air Resources Board (CARB) Clean Truck Reporting Online Payment Fee |         | \$ 14.35    |
| Totals:     |            |                              |  | \$ -    | \$ 7,241.85 |



Reporting Period : 11/30/2024 - 12/31/2024

**Statement Summary**

|                         |                         |                 |                        |
|-------------------------|-------------------------|-----------------|------------------------|
| <b>Name</b>             | Ray Stevens             | <b>Company</b>  | Sunline Transit Agency |
| <b>Account #</b>        | XXXX-XXXX-XXXX-████     | <b>Currency</b> | US Dollar              |
| <b>Reporting Period</b> | 11/30/2024 - 12/31/2024 |                 |                        |

| Trans Date   | Post Date  | Merchant Name                             | Charge Codes                    | Approved | Personal | Receipt | Amount |
|--------------|------------|---|---------------------------------|----------|----------|---------|--------|
| 1 12/2/2024  | 12/3/2024  | Expedia 72976620079672<br>Expedia.Com, WA |                                 |          |          |         | 548.40 |
|              |            | Purchase Expedia 72976620079672           | General Ledger Code: 5090200000 |          |          |         |        |
| <hr/>        |            |   |                                 |          |          |         |        |
| 2 12/4/2024  | 12/6/2024  | American Air<br>Fort Worth, TX            |                                 |          |          |         | 742.95 |
|              |            | Purchase American Air                     | General Ledger Code: 5090200000 |          |          |         |        |
| <hr/>        |            |   |                                 |          |          |         |        |
| 3 12/6/2024  | 12/9/2024  | Panaderia Del Pueblo Inc<br>Indio, CA     |                                 |          |          |         | 442.45 |
|              |            | Purchase Panaderia Del Pueblo Inc         | General Ledger Code: 5099900002 |          |          |         |        |
| <hr/>        |            |   |                                 |          |          |         |        |
| 4 12/10/2024 | 12/11/2024 | Sams Club#6609<br>Palm Desert, CA         |                                 |          |          |         | 794.73 |
|              |            | Purchase Sams Club#6609                   | General Ledger Code: 5099900002 |          |          |         |        |
| <hr/>        |            |   |                                 |          |          |         |        |
| 5 12/10/2024 | 12/11/2024 | Sams Club#6609<br>Palm Desert, CA         |                                 |          |          |         | 287.04 |
|              |            | Purchase Sams Club#6609                   | General Ledger Code: 5099900002 |          |          |         |        |
| <hr/>        |            |   |                                 |          |          |         |        |

| Trans Date    | Post Date  | Merchant Name                                 | Charge Codes                    | Approved | Personal | Receipt | Amount |
|---------------|------------|---|---------------------------------|----------|----------|---------|--------|
| 6 12/10/2024  | 12/12/2024 | Co Riverside Transportati<br>951-9550533, IN  |                                 |          |          |         | 18.12  |
|               |            | Purchase Co Riverside Transportati            | General Ledger Code: 5099900002 |          |          |         |        |
| <hr/>         |            |   |                                 |          |          |         |        |
| 7 12/10/2024  | 12/12/2024 | Co Of Riverside Transport<br>951-9551800, CA  |                                 |          |          |         | 794.55 |
|               |            | Purchase Co Of Riverside Transport            | General Ledger Code: 5099900002 |          |          |         |        |
| <hr/>         |            |   |                                 |          |          |         |        |
| 8 12/12/2024  | 12/13/2024 | Nna Services Llc<br>Www.Nationaln, CA         |                                 |          |          |         | 625.18 |
|               |            | Purchase Nna Services Llc                     | General Ledger Code: 5039903800 |          |          |         |        |
| <hr/>         |            |   |                                 |          |          |         |        |
| 9 12/13/2024  | 12/16/2024 | Canva* I04359-1335382<br>Httpscanva.Co, DE    |                                 |          |          |         | 119.99 |
|               |            | Purchase Canva* I04359-1335382                | General Ledger Code: 5030303260 |          |          |         |        |
| <hr/>         |            |   |                                 |          |          |         |        |
| 10 12/17/2024 | 12/18/2024 | Harbor Freight Tools 506<br>Cathedral Cit, CA |                                 |          |          |         | 978.74 |
|               |            | Purchase Harbor Freight Tools 506             | General Ledger Code: 5049900011 |          |          |         |        |
| <hr/>         |            |   |                                 |          |          |         |        |
| 11 12/19/2024 | 12/20/2024 | Magicjack.Com<br>561-594-9925, FL             |                                 |          |          |         | 3.52   |
|               |            | Purchase Magicjack.Com                        | General Ledger Code: 5030200006 |          |          |         |        |
| <hr/>         |            |   |                                 |          |          |         |        |



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

DATE: February 26, 2025 **APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Monthly Budget Variance Report for December 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 December 2024 are equal to 6/12<sup>ths</sup> of the yearly budget.

Year to Date Summary

- As of December 31, 2024, the Agency's FYTD revenues are \$474,001 or 19.37% below the FYTD budget.
- As of December 31, 2024, the Agency's FYTD expenditures are \$943,393 or 3.82% below the FYTD budget.

Monthly Spotlight:

- The variance in legal services are primarily due to an increased usage of legal services and increased costs for new firm.

Recommendation:

Approve.

SunLine Transit Agency  
Budget Variance Report  
December 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         | 143,559               | 151,408          | (7,849)             | 824,213                | 908,447           | (84,233)            | 54.6%                |
| Other Revenue  | 3,078,163         | 312,136               | 256,514          | 55,622              | 1,149,314              | 1,539,082         | (389,767)           | 62.7%                |
| <b>Total Operating Revenue</b>                           | <b>4,895,056</b>  | <b>455,694</b>        | <b>407,921</b>   | <b>47,773</b>       | <b>1,973,527</b>       | <b>2,447,528</b>  | <b>(474,001)</b>    | <b>59.7%</b>         |
| <b>Operating Expenses:</b>                               |                   |                       |                  |                     |                        |                   |                     |                      |
| Operator & Mechanic Salaries & Wages                     | 11,239,225        | 883,853               | 936,602          | 52,749              | 5,363,394              | 5,619,613         | 256,219             | 52.3%                |
| Operator & Mechanic Overtime                             | 1,241,785         | 118,633               | 103,482          | (15,151)            | 822,542                | 620,893           | (201,650)           | 33.8%                |
| Administration Salaries & Wages                          | 7,861,873         | 576,576               | 655,156          | 78,580              | 3,618,262              | 3,930,937         | 312,674             | 54.0%                |
| Administration Overtime                                  | 126,561           | 27,894                | 10,547           | (17,347)            | 119,950                | 63,281            | (56,669)            | 5.2%                 |
| Fringe Benefits  | 11,105,305        | 776,336               | 925,442          | 149,106             | 4,615,889              | 5,552,653         | 936,764             | 58.4%                |
| Communications   | 287,782           | 23,246                | 23,982           | 736                 | 137,847                | 143,891           | 6,044               | 52.1%                |
| Legal Services   | 687,176           | 86,344                | 57,265           | (29,079)            | 632,732                | 343,588           | (289,144)           | 7.9%                 |
| Computer/Network Software Agreement                      | 1,096,582         | 68,871                | 91,382           | 22,511              | 488,974                | 548,291           | 59,317              | 55.4%                |
| Uniforms   | 99,824            | 2,846                 | 8,319            | 5,472               | 36,431                 | 49,912            | 13,481              | 63.5%                |
| Contracted Services                                      | 1,556,640         | 105,334               | 129,720          | 24,386              | 444,313                | 778,320           | 334,007             | 71.5%                |
| Equipment Repairs  | 26,500            | (412)                 | 2,208            | 2,620               | 12,320                 | 13,250            | 930                 | 53.5%                |
| Security Services  | 168,000           | 12,800                | 14,000           | 1,200               | 73,669                 | 84,000            | 10,331              | 56.1%                |
| Fuel - CNG   | 1,920,006         | 123,118               | 160,001          | 36,882              | 852,234                | 960,003           | 107,769             | 55.6%                |
| Fuel - Hydrogen  | 1,443,827         | 724,295               | 120,319          | (603,976)           | 994,280                | 721,914           | (272,367)           | 31.1%                |
| Tires  | 234,000           | 17,208                | 19,500           | 2,292               | 124,947                | 117,000           | (7,947)             | 46.6%                |
| Office Supplies  | 81,260            | 2,257                 | 6,772            | 4,514               | 33,052                 | 40,630            | 7,578               | 59.3%                |
| Travel/Training  | 248,200           | 5,312                 | 20,683           | 15,371              | 89,465                 | 124,100           | 34,635              | 64.0%                |
| Repair Parts   | 2,008,500         | 21,055                | 167,375          | 146,320             | 808,552                | 1,004,250         | 195,698             | 59.7%                |
| Facility Maintenance                                     | 87,000            | 5,620                 | 7,250            | 1,630               | 21,346                 | 43,500            | 22,154              | 75.5%                |
| Electricity - CNG & Hydrogen                             | 1,090,000         | 37,634                | 90,833           | 53,199              | 300,115                | 545,000           | 244,885             | 72.5%                |
| Natural Gas  | 2,030,000         | 111,603               | 169,167          | 57,563              | 689,443                | 1,015,000         | 325,557             | 66.0%                |
| Water and Gas  | 16,000            | 882                   | 1,333            | 452                 | 5,522                  | 8,000             | 2,479               | 65.5%                |
| Insurance Losses   | 1,235,000         | 387,416               | 102,917          | (284,500)           | 850,406                | 617,500           | (232,906)           | 31.1%                |
| Insurance Premium - Property                             | 200,000           | 19,055                | 16,667           | (2,388)             | 114,329                | 100,000           | (14,329)            | 42.8%                |
| Repair Claims  | 100,000           | -                     | 8,333            | 8,333               | (600)                  | 50,000            | 50,600              | 100.6%               |
| Fuel Taxes   | 124,500           | 6,973                 | 10,375           | 3,402               | 49,127                 | 62,250            | 13,123              | 60.5%                |
| Other Expenses   | 7,164,078         | 507,216               | 597,007          | 89,790              | 3,546,293              | 3,582,039         | 35,746              | 50.5%                |
| Self Consumed Fuel                                       | (4,062,246)       | (138,451)             | (338,521)        | (200,069)           | (1,079,540)            | (2,031,123)       | (951,583)           | 73.4%                |
| <b>Total Operating Expenses (Before Depreciation)</b>    | <b>49,417,378</b> | <b>4,513,515</b>      | <b>4,118,115</b> | <b>(395,400)</b>    | <b>23,765,296</b>      | <b>24,708,689</b> | <b>943,393</b>      | <b>51.9%</b>         |
| <b>Operating Expenses in Excess of Operating Revenue</b> |                   | <b>\$ (4,057,820)</b> |                  |                     | <b>\$ (21,791,769)</b> |                   |                     |                      |
| <b>Subsidies:</b>  |                   |                       |                  |                     |                        |                   |                     |                      |
| Local  | 8,419,000         | 767,318               | 701,583          | (65,735)            | 4,120,740              | 4,209,500         | 88,760              | 51.1%                |
| State  | 30,588,336        | 2,787,859             | 2,549,028        | (238,831)           | 14,971,679             | 15,294,168        | 322,489             | 51.1%                |
| Federal  | 5,514,986         | 502,643               | 459,582          | (43,061)            | 2,699,349              | 2,757,493         | 58,144              | 51.1%                |
| <b>Total Subsidies</b>                                   | <b>44,522,322</b> | <b>4,057,820</b>      | <b>3,710,194</b> | <b>(347,627)</b>    | <b>21,791,769</b>      | <b>22,261,161</b> | <b>469,393</b>      | <b>51.1%</b>         |
| <b>Net Operating Gain (Loss) After Subsidies</b>         | <b>\$ (0)</b>     | <b>\$ -</b>           |                  |                     | <b>\$ -</b>            |                   |                     |                      |

SunLine Transit Agency  
Budget Variance Report  
December 2024

| Description   | FY25<br>Total Budget | Current Month         |                  |                        | Fiscal Year to Date    |                     |                        |                         |
|---|----------------------|-----------------------|------------------|------------------------|------------------------|---------------------|------------------------|-------------------------|
|   |                      | Actual                | Budget           | Positive<br>(Negative) | FYTD Actual            | FY25<br>FYTD Budget | Positive<br>(Negative) | Percentage<br>Remaining |
| <b>Operating Expenses:</b>                            |                      |                       |                  |                        |                        |                     |                        |                         |
| Wages & Benefits                                      | 31,574,749           | 2,383,292             | 2,631,229        | 247,937                | 14,540,037             | 15,787,375          | 1,247,337              | 54.0%                   |
| Services  | 6,903,050            | 502,617               | 575,254          | 72,637                 | 3,210,689              | 3,451,525           | 240,836                | 53.5%                   |
| Fuels & Lubricants                                    | 3,581,133            | 854,870               | 298,428          | (556,442)              | 1,916,239              | 1,790,567           | (125,673)              | 46.5%                   |
| Tires   | 234,000              | 17,208                | 19,500           | 2,292                  | 124,947                | 117,000             | (7,947)                | 46.6%                   |
| Materials and Supplies                                | 2,607,460            | 50,380                | 217,288          | 166,909                | 1,038,847              | 1,303,730           | 264,883                | 60.2%                   |
| Utilities   | 3,554,000            | 175,231               | 296,167          | 120,936                | 1,192,585              | 1,777,000           | 584,415                | 66.4%                   |
| Casualty & Liability                                  | 3,678,540            | 611,321               | 306,545          | (304,776)              | 2,192,808              | 1,839,270           | (353,538)              | 40.4%                   |
| Taxes and Fees  | 124,500              | 6,973                 | 10,375           | 3,402                  | 49,127                 | 62,250              | 13,123                 | 60.5%                   |
| Miscellaneous Expenses                                | 1,222,192            | 50,075                | 101,849          | 51,774                 | 579,557                | 611,096             | 31,540                 | 52.6%                   |
| Self Consumed Fuel                                    | (4,062,246)          | (138,451)             | (338,521)        | (200,069)              | (1,079,540)            | (2,031,123)         | (951,583)              | 73.4%                   |
| <b>Total Operating Expenses (Before Depreciation)</b> | <b>49,417,378</b>    | <b>4,513,515</b>      | <b>4,118,115</b> | <b>(395,400)</b>       | <b>23,765,296</b>      | <b>24,708,689</b>   | <b>943,393</b>         | <b>51.9%</b>            |
| <b>Revenues:</b>                                      |                      |                       |                  |                        |                        |                     |                        |                         |
| Passenger Revenue                                     | 1,816,893            | 143,559               | 151,408          | (7,849)                | 824,213                | 908,447             | (84,233)               | 54.6%                   |
| Other Revenue   | 3,078,163            | 312,136               | 256,514          | 55,622                 | 1,149,314              | 1,539,082           | (389,767)              | 62.7%                   |
| <b>Total Operating Revenue</b>                        | <b>4,895,056</b>     | <b>455,694</b>        | <b>407,921</b>   | <b>47,773</b>          | <b>1,973,527</b>       | <b>2,447,528</b>    | <b>(474,001)</b>       | <b>59.7%</b>            |
| <b>Net Operating Gain (Loss)</b>                      |                      | <b>\$ (4,057,820)</b> |                  |                        | <b>\$ (21,791,769)</b> |                     |                        |                         |
| <b>Subsidies:</b>                                     |                      |                       |                  |                        |                        |                     |                        |                         |
| Local   | 8,419,000            | 767,318               | 701,583          | (65,735)               | 4,120,740              | 4,209,500           | 88,760                 | 51.1%                   |
| State   | 30,588,336           | 2,787,859             | 2,549,028        | (238,831)              | 14,971,679             | 15,294,168          | 322,489                | 51.1%                   |
| Federal   | 5,514,986            | 502,643               | 459,582          | (43,061)               | 2,699,349              | 2,757,493           | 58,144                 | 51.1%                   |
| <b>Total Subsidies</b>                                | <b>44,522,322</b>    | <b>4,057,820</b>      | <b>3,710,194</b> | <b>(347,627)</b>       | <b>21,791,769</b>      | <b>22,261,161</b>   | <b>469,393</b>         | <b>51.1%</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 than expected revenue over budgeted values.
- As of December, ridership was at 8.6% above FY24 FYTD totals.
- Total system ridership was 79,275 trips above FY24 FYTD amounts.

**Ridership**

|              | FY24-December | FY25-December | Variance | %Δ    |
|--------------|---------------|---------------|----------|-------|
| Fixed Route  | 210,100       | 229,938       | 19,838   | 9.4%  |
| Paratransit  | 9,390         | 8,703         | (687)    | -7.3% |
| SunRide      | 2,036         | 1,950         | (86)     | -4.2% |
| System Total | 221,526       | 240,591       | 19,065   | 8.6%  |

**Ridership**

|              | FYTD-FY24 | FYTD-FY25 | Variance | %Δ    |
|--------------|-----------|-----------|----------|-------|
| Fixed Route  | 1,032,503 | 1,113,920 | 81,417   | 7.9%  |
| Paratransit  | 50,264    | 46,591    | (3,673)  | -7.3% |
| SunRide      | 8,852     | 10,383    | 1,531    | 17.3% |
| System Total | 1,091,619 | 1,170,894 | 79,275   | 7.3%  |

**Other Revenue**

- The unfavorable variance in other revenue is primarily due lower emission credit revenue as a result of low credit values.

**Operator & Mechanic Salaries & Wages**

- The favorable variance in operator and mechanic wages are due to vacancies.

**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 overtime in the Maintenance department to account for vacant positions & premium pay for holidays worked.

**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**

- The unfavorable variance in legal services is primarily due to an increased usage of legal services and increased costs for new firm.

**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**

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

**Contracted Services**

- Savings in contract services costs are primarily attributed to budgeted operating and maintenance costs for the hydrogen stations that were not incurred as of December

**Equipment Repairs**

- Equipment repair expenses are within an acceptable range of the budget.

**Security Services**

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

**Fuel - CNG**

- The favorable balance in fuel CNG expenses are primarily due to lower costs of natural gas.

**Fuel - Hydrogen**

- The unfavorable balance is due to an accrual of liquid hydrogen and increased deliveries of liquid hydrogen through the new station commissioning.

**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 first half of the fiscal year.

**Facility Maintenance**

- The favorable variance in facility maintenance expenses are primarily due to lower than anticipated YTD expenses for facility repairs.

**Electricity - CNG & Hydrogen**

- Electricity - CNG & Hydrogen expenses are less than anticipated use in the first half of FY25 due to increase utilization of the liquid hydrogen station.

**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**

- The variance in insurance losses is primarily due to a quarterly reconciliation to estimated losses from the Agency's risk pool.

**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 studies and services which are not scheduled to begin until the second half of FY25.

**Self-Consumed Fuel**

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

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

DATE: February 26, 2025 **APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Contracts Signed between \$25,000 and \$250,000 for  
December 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 four (4) agreements and (1) purchase order executed in December 2024 between \$25,000 and \$250,000:

| <b>Vendor</b>                   | <b>Purpose</b>                   | <b>Amount</b> |
|---------------------------------|----------------------------------|---------------|
| MaTran, Inc                     | Paratransit Bus Rentals          | \$35,110.00   |
| All American Building           | Evaporator Coolers               | \$100,900.00  |
| Vertosoft                       | Transit Management Software      | \$91,700.00   |
| Connected Solutions Group (CSG) | Upgrade Vehicle Cellular Routers | \$236,930.68  |
| Carahsoft Technology            | Swiftly Transit Software         | \$206,082.10  |

Recommendation:

Approve.

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

| <b>Vendor</b>             | <b>Product/Service</b> | <b>Need</b>                              | <b>Budgeted</b> | <b>Budgeted Amount</b> | <b>Cost</b>  | <b>Type</b>    |
|---------------------------|------------------------|--|-----------------|------------------------|--------------|----------------|
| MaTran, Inc               | Bus Lease              | 3 month Paratransit Lease                | FY25            | \$35,110.00            | \$35,110.00  | Agreement      |
| All American Building     | Evaporator Coolers     | Replace 3 Maintenance Evaporator Coolers | FY25            | \$100,900.00           | \$100,900.00 | Agreement      |
| Vertosoft                 | Software               | Transit Management Software              | FY25            | \$91,700.00            | \$91,700.00  | Agreement      |
| Connected Solutions Group | Computer Hardware      | Vehicle Cellular Routers                 | FY25            | \$236,931.68           | \$236,930.68 | Purchase Order |
| Carahsoft Technology      | Software               | Swiftly Transit Software                 | FY25            | \$206,082.10           | \$206,082.10 | Agreement      |

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

DATE: February 26, 2025 **APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Union & Non-Union Pension Investment Asset Summary  
for December 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 December, 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      | 29.0%  | 16% – 56% |
|                           | International Equity | 15.2%  | 0% - 39%  |
|                           | Other                | 7.0%   | 0% – 20%  |
| <b>Income Assets</b>      |                      |        |           |
|                           | Fixed Income         | 41.1%  | 25% - 65% |
|                           | Other                | 4.7%   | 0% – 20%  |
| <b>Real Return Assets</b> |                      | 1.6%   | 0% – 20%  |

|                         |      |          |
|-------------------------|------|----------|
| <b>Cash Equivalents</b> | 1.3% | 0% – 20% |
|-------------------------|------|----------|

## Non-Union

| Asset Class               |                      | Actual | Range     |
|---------------------------|----------------------|--------|-----------|
| <b>Growth Assets</b>      |                      |        |           |
|                           | Domestic Equity      | 28.8%  | 16% – 56% |
|                           | International Equity | 15.1%  | 0% - 39%  |
|                           | Other                | 6.9%   | 0% – 20%  |
| <b>Income Assets</b>      |                      |        |           |
|                           | Fixed Income         | 41.1%  | 25% - 65% |
|                           | Other                | 4.8%   | 0% – 20%  |
| <b>Real Return Assets</b> |                      | 1.7%   | 0% – 20%  |
| <b>Cash Equivalents</b>   |                      | 1.6%   | 0% – 20%  |

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

For the month of December, the market value of assets decreased by \$948,139 and \$856,962 for the union and non-union plans, respectively.

## Month to Month Asset Comparison

| Month               | Market Value - Union | Market Value – Non-Union |
|---------------------|----------------------|--------------------------|
| November 2024       | \$44,174,929         | \$44,262,719             |
| December 2024       | \$43,226,790         | \$43,405,757             |
| Increase (Decrease) | (\$948,139)          | (\$856,962)              |

Recommendation:

Approve.



Detail of Securities Held & Market Analytics

For the Month Ending December 31, 2024

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

| Security Type/Description<br>Dated Date/Coupon/Maturity | CUSIP     | Ticker   | Shares    | Average<br>Cost/Share | Original<br>Cost | Market<br>Price | Market<br>Value | Unreal G/L<br>on Cost | Percentage |
|---|-----------|----------|-----------|-----------------------|------------------|-----------------|-----------------|-----------------------|------------|
| <b>Exchange-Traded Fund - Bond</b>                      |           |          |           |                       |                  |                 |                 |                       |            |
| ISHARES 5-10Y INV GRADE CORP                            | 464288638 | 11413317 | 2,389.00  | 60.30                 | 144,056.70       | 51.51           | 123,057.39      | (20,999.31)           | 0.28       |
| ISHARES 5-10Y INV GRADE CORP                            | 464288638 | 11413317 | 965.00    | 61.00                 | 58,865.00        | 51.51           | 49,707.15       | (9,157.85)            | 0.12       |
| ISHARES 5-10Y INV GRADE CORP                            | 464288638 | 11413317 | 631.00    | 56.68                 | 35,765.08        | 51.51           | 32,502.81       | (3,262.27)            | 0.07       |
| ISHARES 5-10Y INV GRADE CORP                            | 464288638 | 11413317 | 7,097.00  | 50.32                 | 357,121.04       | 51.51           | 365,566.47      | 8,445.43              | 0.85       |
| ISHARES 5-10Y INV GRADE CORP                            | 464288638 | 11413317 | 1,776.00  | 57.66                 | 102,405.94       | 51.51           | 91,481.76       | (10,924.18)           | 0.21       |
| ISHARES 5-10Y INV GRADE CORP                            | 464288638 | 11413317 | 1,146.00  | 61.12                 | 70,043.52        | 51.51           | 59,030.46       | (11,013.06)           | 0.14       |
| ISHARES 5-10Y INV GRADE CORP                            | 464288638 | 11413317 | 633.00    | 56.98                 | 36,068.34        | 51.51           | 32,605.83       | (3,462.51)            | 0.08       |
| ISHARES CORE U.S. AGGREGATE                             | 464287226 | 8278395  | 17,918.00 | 98.64                 | 1,767,431.52     | 96.90           | 1,736,254.20    | (31,177.32)           | 4.02       |
| ISHARES CORE U.S. AGGREGATE                             | 464287226 | 8278395  | 4,049.00  | 98.87                 | 400,324.63       | 96.90           | 392,348.10      | (7,976.53)            | 0.91       |
| ISHARES CORE U.S. AGGREGATE                             | 464287226 | 8278395  | 6,446.00  | 92.76                 | 597,930.32       | 96.90           | 624,617.40      | 26,687.08             | 1.45       |
| ISHARES CORE U.S. AGGREGATE                             | 464287226 | 8278395  | 3,322.00  | 99.12                 | 329,276.64       | 96.90           | 321,901.80      | (7,374.84)            | 0.74       |
| ISHARES CORE U.S. AGGREGATE                             | 464287226 | 8278395  | 3,307.00  | 96.40                 | 318,794.80       | 96.90           | 320,448.30      | 1,653.50              | 0.74       |

|                                |  |  |                  |  |                     |  |               |                     |                    |             |
|--------------------------------|--|--|------------------|--|---------------------|--|---------------|---------------------|--------------------|-------------|
| <b>Security Type Sub-Total</b> |  |  | <b>49,679.00</b> |  | <b>4,218,083.53</b> |  | <b>845.07</b> | <b>4,149,521.67</b> | <b>(68,561.86)</b> | <b>9.61</b> |
|--------------------------------|--|--|------------------|--|---------------------|--|---------------|---------------------|--------------------|-------------|

|                                      |           |          |            |       |               |       |               |              |       |
|--------------------------------------|-----------|----------|------------|-------|---------------|-------|---------------|--------------|-------|
| <b>Exchange-Traded Fund - Equity</b> |           |          |            |       |               |       |               |              |       |
| SCHWAB US LARGE-CAP ETF              | 808524201 | 17333747 | 511,356.00 | 22.54 | 11,527,668.76 | 23.18 | 11,853,232.08 | 325,563.32   | 27.42 |
| VANGUARD FTSE DEVELOPED ETF          | 921943858 | 12373850 | 2,629.00   | 39.67 | 104,292.43    | 47.82 | 125,718.78    | 21,426.35    | 0.29  |
| VANGUARD FTSE DEVELOPED ETF          | 921943858 | 12373850 | 2,614.00   | 37.16 | 97,136.24     | 47.82 | 125,001.48    | 27,865.24    | 0.29  |
| VANGUARD FTSE DEVELOPED ETF          | 921943858 | 12373850 | 2,193.00   | 42.17 | 92,478.81     | 47.82 | 104,869.26    | 12,390.45    | 0.24  |
| VANGUARD FTSE DEVELOPED ETF          | 921943858 | 12373850 | 6,816.00   | 38.85 | 264,801.60    | 47.82 | 325,941.12    | 61,139.52    | 0.75  |
| VANGUARD FTSE DEVELOPED ETF          | 921943858 | 12373850 | 46,244.00  | 52.35 | 2,420,864.15  | 47.82 | 2,211,388.08  | (209,476.07) | 5.12  |
| VANGUARD FTSE DEVELOPED ETF          | 921943858 | 12373850 | 4,430.00   | 49.80 | 220,614.00    | 47.82 | 211,842.60    | (8,771.40)   | 0.49  |
| VANGUARD TOTAL INTL STOCK            | 921909768 | 23836382 | 2,586.00   | 56.19 | 145,307.34    | 58.93 | 152,392.98    | 7,085.64     | 0.35  |
| VANGUARD TOTAL INTL STOCK            | 921909768 | 23836382 | 3,480.00   | 52.06 | 181,168.80    | 58.93 | 205,076.40    | 23,907.60    | 0.47  |
| VANGUARD TOTAL INTL STOCK            | 921909768 | 23836382 | 6,003.00   | 61.64 | 370,024.92    | 58.93 | 353,756.79    | (16,268.13)  | 0.82  |
| VANGUARD TOTAL INTL STOCK            | 921909768 | 23836382 | 1,834.00   | 54.44 | 99,842.96     | 58.93 | 108,077.62    | 8,234.66     | 0.25  |
| VANGUARD TOTAL INTL STOCK            | 921909768 | 23836382 | 2,875.00   | 51.81 | 148,953.46    | 58.93 | 169,423.75    | 20,470.29    | 0.39  |
| VANGUARD TOTAL INTL STOCK            | 921909768 | 23836382 | 2,586.00   | 56.52 | 146,160.72    | 58.93 | 152,392.98    | 6,232.26     | 0.35  |
| VANGUARD TOTAL INTL STOCK            | 921909768 | 23836382 | 15,690.00  | 47.86 | 750,920.27    | 58.93 | 924,611.70    | 173,691.43   | 2.14  |

**Detail of Securities Held & Market Analytics**

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

| <b>SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]</b> |              |               |                     |                   |                      |               |                      |                       |                   |
|---|--------------|---------------|---------------------|-------------------|----------------------|---------------|----------------------|-----------------------|-------------------|
| <b>Security Type/Description</b>                            |              |               |                     | <b>Average</b>    | <b>Original</b>      | <b>Market</b> | <b>Market</b>        | <b>Unreal G/L</b>     |                   |
| <b>Dated Date/Coupon/Maturity</b>                           | <b>CUSIP</b> | <b>Ticker</b> | <b>Shares</b>       | <b>Cost/Share</b> | <b>Cost</b>          | <b>Price</b>  | <b>Value</b>         | <b>on Cost</b>        | <b>Percentage</b> |
| <b>Security Type Sub-Total</b>                              |              |               | <b>611,336.00</b>   |                   | <b>16,570,234.46</b> | <b>722.61</b> | <b>17,023,725.62</b> | <b>453,491.16</b>     | <b>39.37</b>      |
| <b>Money Market Mutual Fund</b>                             |              |               |                     |                   |                      |               |                      |                       |                   |
| FIRST AM GOV OBLIG-Z<br>DTD 01/01/2010 0.000% --            | 31846V567    | 351477        | 561,338.85          | 1.00              | 561,338.85           | 100.00        | 561,338.85           | 0.00                  | 1.30              |
| <b>Security Type Sub-Total</b>                              |              |               | <b>561,338.85</b>   |                   | <b>561,338.85</b>    | <b>100.00</b> | <b>561,338.85</b>    | <b>0.00</b>           | <b>1.30</b>       |
| <b>Mutual Fund - Bond</b>                                   |              |               |                     |                   |                      |               |                      |                       |                   |
| BAIRD CORE PLUS BOND-INST                                   | 057071870    | 7001692       | 494,958.52          | 10.88             | 5,385,831.01         | 10.01         | 4,954,534.86         | (431,296.15)          | 11.46             |
| BBH LIMITED DURATION-I                                      | 05528X851    | 7344118       | 0.03                | 10.29             | 0.35                 | 10.43         | 0.35                 | 0.00                  | 0.00              |
| DOUBLELINE CORE FIX INC-I                                   | 258620301    | 19170004      | 197,174.08          | 10.44             | 2,059,037.92         | 9.13          | 1,800,199.41         | (258,838.51)          | 4.16              |
| NYLI MACKAY HIGH YILD CBF-R6                                | 56063N881    | 121732        | 135,827.56          | 5.18              | 704,019.27           | 5.18          | 703,586.78           | (432.49)              | 1.63              |
| PGIM TOTAL RETURN BOND-R6                                   | 74440B884    | 168981        | 341,163.22          | 13.33             | 4,546,484.27         | 11.84         | 4,039,372.49         | (507,111.78)          | 9.34              |
| VOYA INTERMEDIATE BOND-R6                                   | 92913L569    | 212412        | 244,926.47          | 9.84              | 2,409,067.43         | 8.62          | 2,111,266.23         | (297,801.20)          | 4.88              |
| <b>Security Type Sub-Total</b>                              |              |               | <b>1,414,049.89</b> |                   | <b>15,104,440.25</b> | <b>55.21</b>  | <b>13,608,960.12</b> | <b>(1,495,480.13)</b> | <b>31.47</b>      |
| <b>Mutual Fund - Equity</b>                                 |              |               |                     |                   |                      |               |                      |                       |                   |
| COHEN & STEERS INST RLTY                                    | 19247U106    | 1428049       | 14,471.75           | 52.20             | 755,473.06           | 47.91         | 693,341.61           | (62,131.45)           | 1.60              |
| COLUMBIA SMALL CAP GRW-INST3                                | 19765Y340    | 195897        | 9,629.50            | 28.07             | 270,300.00           | 29.62         | 285,225.72           | 14,925.72             | 0.66              |
| GLDMN SCHS GQG PRT INTL-INST                                | 38147N293    | 51973400      | 36,861.86           | 19.35             | 713,335.27           | 19.56         | 721,018.00           | 7,682.73              | 1.67              |
| HRDNG LVNR INTL EQTY-INST                                   | 412295107    | 175052        | 19,680.08           | 28.64             | 563,700.77           | 24.51         | 482,358.74           | (81,342.03)           | 1.12              |
| HRTFRD SCHR EM MRKT EQ-SDR                                  | 41665H789    | 10575468      | 12,957.31           | 15.22             | 197,181.37           | 16.64         | 215,609.72           | 18,428.35             | 0.50              |
| UNDISC MGRS BEHAV VAL-R6                                    | 904504479    | 1428076       | 4,861.61            | 87.23             | 424,087.81           | 84.28         | 409,736.15           | (14,351.66)           | 0.95              |
| <b>Security Type Sub-Total</b>                              |              |               | <b>98,462.11</b>    |                   | <b>2,924,078.28</b>  | <b>222.52</b> | <b>2,807,289.94</b>  | <b>(116,788.34)</b>   | <b>6.50</b>       |
| <b>Separate Account</b>                                     |              |               |                     |                   |                      |               |                      |                       |                   |
| ATEL PRIVATE DEBT FUND II<br>DTD 01/01/2010 0.000% --       | ATEL00019    | SA406         | 45,325.00           | 1.00              | 45,325.00            | 111.99        | 50,758.98            | 5,433.98              | 0.12              |
| ATEL PRIVATE DEBT FUND II<br>DTD 01/01/2010 0.000% --       | ATEL00019    | SA406         | 49,000.00           | 1.00              | 49,000.00            | 111.99        | 54,874.57            | 5,874.57              | 0.13              |

**Detail of Securities Held & Market Analytics**

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

| SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]                   |           |         |              |                       |                  |                 |                 |                       |            |
|--|-----------|---------|--------------|-----------------------|------------------|-----------------|-----------------|-----------------------|------------|
| Security Type/Description<br>Dated Date/Coupon/Maturity                | CUSIP     | Ticker  | Shares       | Average<br>Cost/Share | Original<br>Cost | Market<br>Price | Market<br>Value | Unreal G/L<br>on Cost | Percentage |
| <b>Separate Account</b>  |           |         |              |                       |                  |                 |                 |                       |            |
| ATEL PRIVATE DEBT FUND II<br>DTD 01/01/2010 0.000% --                  | ATEL00019 | SA406   | 49,000.00    | 1.00                  | 49,000.00        | 111.99          | 54,874.57       | 5,874.57              | 0.13       |
| ATEL PRIVATE DEBT FUND II<br>DTD 01/01/2010 0.000% --                  | ATEL00019 | SA406   | 45,325.00    | 1.00                  | 45,325.00        | 111.99          | 50,758.98       | 5,433.98              | 0.12       |
| ATEL PRIVATE DEBT FUND II<br>DTD 01/01/2010 0.000% --                  | ATEL00019 | SA406   | 8,005.07     | 1.00                  | 8,005.07         | 111.99          | 8,964.79        | 959.72                | 0.02       |
| ATEL PRIVATE DEBT FUND II<br>DTD 01/01/2010 0.000% --                  | ATEL00019 | SA406   | 49,980.00    | 1.00                  | 49,980.00        | 111.99          | 55,972.06       | 5,992.06              | 0.13       |
| ATEL PRIVATE DEBT FUND II<br>DTD 01/01/2010 0.000% --                  | ATEL00019 | SA406   | 45,325.00    | 1.00                  | 45,325.00        | 111.99          | 50,758.98       | 5,433.98              | 0.12       |
| ATEL PRIVATE DEBT FUND II<br>DTD 01/01/2010 0.000% --                  | ATEL00019 | SA406   | 21,070.00    | 1.00                  | 21,070.00        | 111.99          | 23,596.07       | 2,526.07              | 0.05       |
| ATEL PRIVATE DEBT FUND II<br>DTD 01/01/2010 0.000% --                  | ATEL00019 | SA406   | 45,325.00    | 1.00                  | 45,325.00        | 111.99          | 50,758.98       | 5,433.98              | 0.12       |
| ATEL PRIVATE DEBT FUND II<br>DTD 01/01/2010 0.000% --                  | ATEL00019 | SA406   | 45,325.00    | 1.00                  | 45,325.00        | 111.99          | 50,758.98       | 5,433.98              | 0.12       |
| BLACKSTONE INFRASTRUCTURE PRTNRS F 2<br>L.<br>DTD 10/01/2024 0.000% -- | BKSTONE63 | SA495   | 900,000.00   | 1.00                  | 900,000.00       | 100.00          | 900,000.00      | 0.00                  | 2.08       |
| GOLUB CAPITAL XIV INT'L<br>DTD 01/01/2010 0.000% --                    | GOLUB0090 | F_GOLUB | 1,173,710.00 | 1.00                  | 1,173,710.00     | 117.28          | 1,376,526.14    | 202,816.14            | 3.18       |
| GOLUB CAPITAL XIV INT'L<br>DTD 01/01/2010 0.000% --                    | GOLUB0090 | F_GOLUB | 180,000.00   | 1.00                  | 180,000.00       | 117.28          | 211,103.86      | 31,103.86             | 0.49       |
| NB SOF V<br>DTD 01/01/2010 0.000% --                                   | NBSOFV007 | F_NBF   | 145,309.38   | 1.00                  | 145,309.38       | 144.48          | 209,942.32      | 64,632.94             | 0.49       |
| NB SOF V<br>DTD 01/01/2010 0.000% --                                   | NBSOFV007 | F_NBF   | 80,433.93    | 1.00                  | 80,433.93        | 144.48          | 116,210.57      | 35,776.64             | 0.27       |
| NB SOF V<br>DTD 01/01/2010 0.000% --                                   | NBSOFV007 | F_NBF   | 309,750.00   | 1.00                  | 309,750.00       | 144.48          | 447,525.38      | 137,775.38            | 1.04       |
| NB SOF V<br>DTD 01/01/2010 0.000% --                                   | NBSOFV007 | F_NBF   | 180,319.43   | 1.00                  | 180,319.43       | 144.48          | 260,524.68      | 80,205.25             | 0.60       |

**Detail of Securities Held & Market Analytics**

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

| SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]    |           |        |                       |                       |                        |                   |                        |                       |                |  |
|---|-----------|--------|-----------------------|-----------------------|------------------------|-------------------|------------------------|-----------------------|----------------|--|
| Security Type/Description<br>Dated Date/Coupon/Maturity | CUSIP     | Ticker | Shares                | Average<br>Cost/Share | Original<br>Cost       | Market<br>Price   | Market<br>Value        | Unreal G/L<br>on Cost | Percentage     |  |
| <b>Separate Account</b>                                 |           |        |                       |                       |                        |                   |                        |                       |                |  |
| NB SOF V<br>DTD 01/01/2010 0.000% --                    | NBSOFV007 | F_NBF  | 127,930.57            | 1.00                  | 127,930.57             | 144.48            | 184,833.50             | 56,902.93             | 0.43           |  |
| NB SOF V<br>DTD 01/01/2010 0.000% --                    | NBSOFV007 | F_NBF  | 130,837.59            | 1.00                  | 130,837.59             | 144.48            | 189,033.55             | 58,195.96             | 0.44           |  |
| NB SOF V<br>DTD 01/01/2010 0.000% --                    | NBSOFV007 | F_NBF  | 252,000.00            | 1.00                  | 252,000.00             | 144.48            | 364,088.44             | 112,088.44            | 0.84           |  |
| NB SOF V<br>DTD 01/01/2010 0.000% --                    | NBSOFV007 | F_NBF  | 147,000.00            | 1.00                  | 147,000.00             | 144.48            | 212,384.92             | 65,384.92             | 0.49           |  |
| NB SOF V<br>DTD 01/01/2010 0.000% --                    | NBSOFV007 | F_NBF  | 105,000.00            | 1.00                  | 105,000.00             | 144.48            | 151,703.52             | 46,703.52             | 0.35           |  |
| <b>Security Type Sub-Total</b>                          |           |        | <b>4,135,970.97</b>   |                       | <b>4,135,970.97</b>    | <b>2,754.76</b>   | <b>5,075,953.84</b>    | <b>939,982.87</b>     | <b>11.76</b>   |  |
| <b>Managed Account Sub-Total</b>                        |           |        | <b>6,870,836.82</b>   |                       | <b>43,514,146.34</b>   | <b>4,700.17</b>   | <b>43,226,790.04</b>   | <b>(287,356.30)</b>   | <b>100.01</b>  |  |
| <b>Securities Sub-Total</b>                             |           |        | <b>\$6,870,836.82</b> |                       | <b>\$43,514,146.34</b> | <b>\$4,700.17</b> | <b>\$43,226,790.04</b> | <b>(\$287,356.30)</b> | <b>100.01%</b> |  |
| <b>Accrued Interest</b>                                 |           |        |                       |                       |                        |                   |                        | <b>\$0.00</b>         |                |  |
| <b>Total Investments</b>                                |           |        |                       |                       |                        |                   | <b>\$43,226,790.04</b> |                       |                |  |



Detail of Securities Held & Market Analytics

For the Month Ending December 31, 2024

SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [REDACTED]

| Security Type/Description<br>Dated Date/Coupon/Maturity | CUSIP     | Ticker   | Shares    | Average<br>Cost/Share | Original<br>Cost | Market<br>Price | Market<br>Value | Unreal G/L<br>on Cost | Percentage |
|---|-----------|----------|-----------|-----------------------|------------------|-----------------|-----------------|-----------------------|------------|
| <b>Exchange-Traded Fund - Bond</b>                      |           |          |           |                       |                  |                 |                 |                       |            |
| ISHARES 5-10Y INV GRADE CORP                            | 464288638 | 11413317 | 631.00    | 56.68                 | 35,765.08        | 51.51           | 32,502.81       | (3,262.27)            | 0.07       |
| ISHARES 5-10Y INV GRADE CORP                            | 464288638 | 11413317 | 1,113.00  | 61.12                 | 68,026.56        | 51.51           | 57,330.63       | (10,695.93)           | 0.13       |
| ISHARES 5-10Y INV GRADE CORP                            | 464288638 | 11413317 | 633.00    | 56.98                 | 36,068.34        | 51.51           | 32,605.83       | (3,462.51)            | 0.08       |
| ISHARES 5-10Y INV GRADE CORP                            | 464288638 | 11413317 | 1,779.00  | 57.66                 | 102,578.92       | 51.51           | 91,636.29       | (10,942.63)           | 0.21       |
| ISHARES 5-10Y INV GRADE CORP                            | 464288638 | 11413317 | 2,405.00  | 60.30                 | 145,021.50       | 51.51           | 123,881.55      | (21,139.95)           | 0.29       |
| ISHARES 5-10Y INV GRADE CORP                            | 464288638 | 11413317 | 982.00    | 61.00                 | 59,902.00        | 51.51           | 50,582.82       | (9,319.18)            | 0.12       |
| ISHARES 5-10Y INV GRADE CORP                            | 464288638 | 11413317 | 7,130.00  | 50.32                 | 358,781.60       | 51.51           | 367,266.30      | 8,484.70              | 0.85       |
| ISHARES CORE U.S. AGGREGATE                             | 464287226 | 8278395  | 4,049.00  | 98.87                 | 400,324.63       | 96.90           | 392,348.10      | (7,976.53)            | 0.90       |
| ISHARES CORE U.S. AGGREGATE                             | 464287226 | 8278395  | 3,317.00  | 96.40                 | 319,758.80       | 96.90           | 321,417.30      | 1,658.50              | 0.74       |
| ISHARES CORE U.S. AGGREGATE                             | 464287226 | 8278395  | 3,372.00  | 99.12                 | 334,232.64       | 96.90           | 326,746.80      | (7,485.84)            | 0.75       |
| ISHARES CORE U.S. AGGREGATE                             | 464287226 | 8278395  | 17,957.00 | 98.64                 | 1,771,278.48     | 96.90           | 1,740,033.30    | (31,245.18)           | 4.00       |
| ISHARES CORE U.S. AGGREGATE                             | 464287226 | 8278395  | 6,272.00  | 92.76                 | 581,790.09       | 96.90           | 607,756.80      | 25,966.71             | 1.40       |

|                                |  |  |                  |  |                     |               |                     |                    |             |
|--------------------------------|--|--|------------------|--|---------------------|---------------|---------------------|--------------------|-------------|
| <b>Security Type Sub-Total</b> |  |  | <b>49,640.00</b> |  | <b>4,213,528.64</b> | <b>845.07</b> | <b>4,144,108.53</b> | <b>(69,420.11)</b> | <b>9.54</b> |
|--------------------------------|--|--|------------------|--|---------------------|---------------|---------------------|--------------------|-------------|

|                                      |           |          |            |       |               |       |               |              |       |
|--------------------------------------|-----------|----------|------------|-------|---------------|-------|---------------|--------------|-------|
| <b>Exchange-Traded Fund - Equity</b> |           |          |            |       |               |       |               |              |       |
| SCHWAB US LARGE-CAP ETF              | 808524201 | 17333747 | 509,848.00 | 22.54 | 11,493,673.41 | 23.18 | 11,818,276.64 | 324,603.23   | 27.23 |
| VANGUARD FTSE DEVELOPED ETF          | 921943858 | 12373850 | 2,211.00   | 42.17 | 93,237.87     | 47.82 | 105,730.02    | 12,492.15    | 0.24  |
| VANGUARD FTSE DEVELOPED ETF          | 921943858 | 12373850 | 2,484.00   | 39.67 | 98,540.28     | 47.82 | 118,784.88    | 20,244.60    | 0.27  |
| VANGUARD FTSE DEVELOPED ETF          | 921943858 | 12373850 | 2,614.00   | 37.16 | 97,136.24     | 47.82 | 125,001.48    | 27,865.24    | 0.29  |
| VANGUARD FTSE DEVELOPED ETF          | 921943858 | 12373850 | 6,915.00   | 38.85 | 268,647.75    | 47.82 | 330,675.30    | 62,027.55    | 0.76  |
| VANGUARD FTSE DEVELOPED ETF          | 921943858 | 12373850 | 44,356.00  | 52.35 | 2,322,027.73  | 47.82 | 2,121,103.92  | (200,923.81) | 4.89  |
| VANGUARD FTSE DEVELOPED ETF          | 921943858 | 12373850 | 4,430.00   | 49.80 | 220,614.00    | 47.82 | 211,842.60    | (8,771.40)   | 0.49  |
| VANGUARD TOTAL INTL STOCK            | 921909768 | 23836382 | 6,003.00   | 61.64 | 370,024.92    | 58.93 | 353,756.79    | (16,268.13)  | 0.82  |
| VANGUARD TOTAL INTL STOCK            | 921909768 | 23836382 | 16,886.00  | 47.86 | 808,160.58    | 58.93 | 995,091.98    | 186,931.40   | 2.29  |
| VANGUARD TOTAL INTL STOCK            | 921909768 | 23836382 | 3,770.00   | 52.06 | 196,266.20    | 58.93 | 222,166.10    | 25,899.90    | 0.51  |
| VANGUARD TOTAL INTL STOCK            | 921909768 | 23836382 | 1,375.00   | 54.44 | 74,855.00     | 58.93 | 81,028.75     | 6,173.75     | 0.19  |
| VANGUARD TOTAL INTL STOCK            | 921909768 | 23836382 | 2,469.00   | 56.19 | 138,733.11    | 58.93 | 145,498.17    | 6,765.06     | 0.34  |
| VANGUARD TOTAL INTL STOCK            | 921909768 | 23836382 | 2,875.00   | 51.81 | 148,953.46    | 58.93 | 169,423.75    | 20,470.29    | 0.39  |
| VANGUARD TOTAL INTL STOCK            | 921909768 | 23836382 | 2,470.00   | 56.52 | 139,604.40    | 58.93 | 145,557.10    | 5,952.70     | 0.34  |

**Detail of Securities Held & Market Analytics**

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

| <b>SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [REDACTED]</b> |              |               |                     |                   |                      |               |                      |                       |                   |
|---|--------------|---------------|---------------------|-------------------|----------------------|---------------|----------------------|-----------------------|-------------------|
| <b>Security Type/Description</b>                            |              |               |                     | <b>Average</b>    | <b>Original</b>      | <b>Market</b> | <b>Market</b>        | <b>Unreal G/L</b>     |                   |
| <b>Dated Date/Coupon/Maturity</b>                           | <b>CUSIP</b> | <b>Ticker</b> | <b>Shares</b>       | <b>Cost/Share</b> | <b>Cost</b>          | <b>Price</b>  | <b>Value</b>         | <b>on Cost</b>        | <b>Percentage</b> |
| <b>Security Type Sub-Total</b>                              |              |               | <b>608,706.00</b>   |                   | <b>16,470,474.95</b> | <b>722.61</b> | <b>16,943,937.48</b> | <b>473,462.53</b>     | <b>39.05</b>      |
| <b>Money Market Mutual Fund</b>                             |              |               |                     |                   |                      |               |                      |                       |                   |
| FIRST AM GOV OBLIG-Z<br>DTD 01/01/2010 0.000% --            | 31846V567    | 351477        | 713,781.03          | 1.00              | 713,781.03           | 100.00        | 713,781.03           | 0.00                  | 1.64              |
| <b>Security Type Sub-Total</b>                              |              |               | <b>713,781.03</b>   |                   | <b>713,781.03</b>    | <b>100.00</b> | <b>713,781.03</b>    | <b>0.00</b>           | <b>1.64</b>       |
| <b>Mutual Fund - Bond</b>                                   |              |               |                     |                   |                      |               |                      |                       |                   |
| BAIRD CORE PLUS BOND-INST                                   | 057071870    | 7001692       | 499,162.63          | 10.87             | 5,426,458.30         | 10.01         | 4,996,617.89         | (429,840.41)          | 11.51             |
| BBH LIMITED DURATION-I                                      | 05528X851    | 7344118       | 0.03                | 10.29             | 0.35                 | 10.43         | 0.35                 | 0.00                  | 0.00              |
| DOUBLELINE CORE FIX INC-I                                   | 258620301    | 19170004      | 196,692.24          | 10.44             | 2,054,133.71         | 9.13          | 1,795,800.12         | (258,333.59)          | 4.14              |
| NYLI MACKAY HIGH YILD CBF-R6                                | 56063N881    | 121732        | 135,468.25          | 5.18              | 701,991.91           | 5.18          | 701,725.58           | (266.33)              | 1.62              |
| PGIM TOTAL RETURN BOND-R6                                   | 74440B884    | 168981        | 344,882.97          | 13.30             | 4,587,557.02         | 11.84         | 4,083,414.37         | (504,142.65)          | 9.41              |
| VOYA INTERMEDIATE BOND-R6                                   | 92913L569    | 212412        | 244,396.39          | 9.83              | 2,403,463.81         | 8.62          | 2,106,696.89         | (296,766.92)          | 4.85              |
| <b>Security Type Sub-Total</b>                              |              |               | <b>1,420,602.51</b> |                   | <b>15,173,605.10</b> | <b>55.21</b>  | <b>13,684,255.20</b> | <b>(1,489,349.90)</b> | <b>31.53</b>      |
| <b>Mutual Fund - Equity</b>                                 |              |               |                     |                   |                      |               |                      |                       |                   |
| COHEN & STEERS INST RLTY                                    | 19247U106    | 1428049       | 15,436.53           | 52.20             | 805,837.92           | 47.91         | 739,564.37           | (66,273.55)           | 1.70              |
| COLUMBIA SMALL CAP GRW-INST3                                | 19765Y340    | 195897        | 9,529.75            | 28.07             | 267,500.00           | 29.62         | 282,271.11           | 14,771.11             | 0.65              |
| GLDMN SCHS GQG PRT INTL-INST                                | 38147N293    | 51973400      | 36,802.24           | 19.35             | 712,235.01           | 19.56         | 719,851.76           | 7,616.75              | 1.66              |
| HRDNG LVNR INTL EQTY-INST                                   | 412295107    | 175052        | 19,647.37           | 28.63             | 562,530.78           | 24.51         | 481,557.05           | (80,973.73)           | 1.11              |
| HRTFRD SCHR EM MRKT EQ-SDR                                  | 41665H789    | 10575468      | 12,919.82           | 15.22             | 196,610.96           | 16.64         | 214,985.88           | 18,374.92             | 0.50              |
| UNDISC MGRS BEHAV VAL-R6                                    | 904504479    | 1428076       | 4,811.24            | 87.23             | 419,694.20           | 84.28         | 405,491.21           | (14,202.99)           | 0.93              |
| <b>Security Type Sub-Total</b>                              |              |               | <b>99,146.95</b>    |                   | <b>2,964,408.87</b>  | <b>222.52</b> | <b>2,843,721.38</b>  | <b>(120,687.49)</b>   | <b>6.55</b>       |
| <b>Separate Account</b>                                     |              |               |                     |                   |                      |               |                      |                       |                   |
| ATEL PRIVATE DEBT FUND II<br>DTD 01/01/2010 0.000% --       | ATEL00020    | SA407         | 49,000.00           | 1.00              | 49,000.00            | 111.99        | 54,874.56            | 5,874.56              | 0.13              |
| ATEL PRIVATE DEBT FUND II<br>DTD 01/01/2010 0.000% --       | ATEL00020    | SA407         | 8,005.07            | 1.00              | 8,005.07             | 111.99        | 8,964.79             | 959.72                | 0.02              |

**Detail of Securities Held & Market Analytics**

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

| SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [REDACTED]                   |           |         |              |                       |                  |                 |                 |                       |            |
|--|-----------|---------|--------------|-----------------------|------------------|-----------------|-----------------|-----------------------|------------|
| Security Type/Description<br>Dated Date/Coupon/Maturity                | CUSIP     | Ticker  | Shares       | Average<br>Cost/Share | Original<br>Cost | Market<br>Price | Market<br>Value | Unreal G/L<br>on Cost | Percentage |
| <b>Separate Account</b>  |           |         |              |                       |                  |                 |                 |                       |            |
| ATEL PRIVATE DEBT FUND II<br>DTD 01/01/2010 0.000% --                  | ATEL00020 | SA407   | 21,070.00    | 1.00                  | 21,070.00        | 111.99          | 23,596.06       | 2,526.06              | 0.04       |
| ATEL PRIVATE DEBT FUND II<br>DTD 01/01/2010 0.000% --                  | ATEL00020 | SA407   | 45,325.00    | 1.00                  | 45,325.00        | 111.99          | 50,758.97       | 5,433.97              | 0.12       |
| ATEL PRIVATE DEBT FUND II<br>DTD 01/01/2010 0.000% --                  | ATEL00020 | SA407   | 45,325.00    | 1.00                  | 45,325.00        | 111.99          | 50,758.97       | 5,433.97              | 0.12       |
| ATEL PRIVATE DEBT FUND II<br>DTD 01/01/2010 0.000% --                  | ATEL00020 | SA407   | 49,000.00    | 1.00                  | 49,000.00        | 111.99          | 54,874.56       | 5,874.56              | 0.13       |
| ATEL PRIVATE DEBT FUND II<br>DTD 01/01/2010 0.000% --                  | ATEL00020 | SA407   | 49,980.00    | 1.00                  | 49,980.00        | 111.99          | 55,972.05       | 5,992.05              | 0.13       |
| ATEL PRIVATE DEBT FUND II<br>DTD 01/01/2010 0.000% --                  | ATEL00020 | SA407   | 45,325.00    | 1.00                  | 45,325.00        | 111.99          | 50,758.97       | 5,433.97              | 0.12       |
| ATEL PRIVATE DEBT FUND II<br>DTD 01/01/2010 0.000% --                  | ATEL00020 | SA407   | 45,325.00    | 1.00                  | 45,325.00        | 111.99          | 50,758.97       | 5,433.97              | 0.12       |
| ATEL PRIVATE DEBT FUND II<br>DTD 01/01/2010 0.000% --                  | ATEL00020 | SA407   | 45,325.00    | 1.00                  | 45,325.00        | 111.99          | 50,758.97       | 5,433.97              | 0.12       |
| BLACKSTONE INFRASTRUCTURE PRTNRS F 2<br>L.<br>DTD 10/01/2024 0.000% -- | BKSTONE64 | SA496   | 900,000.00   | 1.00                  | 900,000.00       | 100.00          | 900,000.00      | 0.00                  | 2.07       |
| GOLUB CAPITAL XIV INT'L<br>DTD 01/01/2010 0.000% --                    | GOLUB0091 | F_GOLUB | 1,173,710.00 | 1.00                  | 1,173,710.00     | 117.28          | 1,376,526.14    | 202,816.14            | 3.17       |
| GOLUB CAPITAL XIV INT'L<br>DTD 01/01/2010 0.000% --                    | GOLUB0091 | F_GOLUB | 180,000.00   | 1.00                  | 180,000.00       | 117.28          | 211,103.86      | 31,103.86             | 0.49       |
| NB SOF V<br>DTD 01/01/2010 0.000% --                                   | NBSOFV008 | F_NBF   | 147,000.00   | 1.00                  | 147,000.00       | 144.48          | 212,384.92      | 65,384.92             | 0.49       |
| NB SOF V<br>DTD 01/01/2010 0.000% --                                   | NBSOFV008 | F_NBF   | 130,837.59   | 1.00                  | 130,837.59       | 144.48          | 189,033.55      | 58,195.96             | 0.44       |
| NB SOF V<br>DTD 01/01/2010 0.000% --                                   | NBSOFV008 | F_NBF   | 80,433.93    | 1.00                  | 80,433.93        | 144.48          | 116,210.57      | 35,776.64             | 0.27       |
| NB SOF V<br>DTD 01/01/2010 0.000% --                                   | NBSOFV008 | F_NBF   | 252,000.00   | 1.00                  | 252,000.00       | 144.48          | 364,088.44      | 112,088.44            | 0.84       |

**Detail of Securities Held & Market Analytics**

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

| SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [REDACTED]    |           |        |                       |                       |                        |                   |                        |                        |                |  |
|---|-----------|--------|-----------------------|-----------------------|------------------------|-------------------|------------------------|------------------------|----------------|--|
| Security Type/Description<br>Dated Date/Coupon/Maturity | CUSIP     | Ticker | Shares                | Average<br>Cost/Share | Original<br>Cost       | Market<br>Price   | Market<br>Value        | Unreal G/L<br>on Cost  | Percentage     |  |
| <b>Separate Account</b>                                 |           |        |                       |                       |                        |                   |                        |                        |                |  |
| NB SOF V<br>DTD 01/01/2010 0.000% --                    | NBSOFV008 | F_NBF  | 127,930.57            | 1.00                  | 127,930.57             | 144.48            | 184,833.50             | 56,902.93              | 0.43           |  |
| NB SOF V<br>DTD 01/01/2010 0.000% --                    | NBSOFV008 | F_NBF  | 105,000.00            | 1.00                  | 105,000.00             | 144.48            | 151,703.52             | 46,703.52              | 0.35           |  |
| NB SOF V<br>DTD 01/01/2010 0.000% --                    | NBSOFV008 | F_NBF  | 180,319.43            | 1.00                  | 180,319.43             | 144.48            | 260,524.68             | 80,205.25              | 0.60           |  |
| NB SOF V<br>DTD 01/01/2010 0.000% --                    | NBSOFV008 | F_NBF  | 309,750.00            | 1.00                  | 309,750.00             | 144.48            | 447,525.38             | 137,775.38             | 1.03           |  |
| NB SOF V<br>DTD 01/01/2010 0.000% --                    | NBSOFV008 | F_NBF  | 145,309.38            | 1.00                  | 145,309.38             | 144.48            | 209,942.32             | 64,632.94              | 0.48           |  |
| <b>Security Type Sub-Total</b>                          |           |        | <b>4,135,970.97</b>   |                       | <b>4,135,970.97</b>    | <b>2,754.76</b>   | <b>5,075,953.75</b>    | <b>939,982.78</b>      | <b>11.71</b>   |  |
| <b>Managed Account Sub-Total</b>                        |           |        | <b>7,027,847.46</b>   |                       | <b>43,671,769.56</b>   | <b>4,700.17</b>   | <b>43,405,757.37</b>   | <b>(266,012.19)</b>    | <b>100.02</b>  |  |
| <b>Securities Sub-Total</b>                             |           |        | <b>\$7,027,847.46</b> |                       | <b>\$43,671,769.56</b> | <b>\$4,700.17</b> | <b>\$43,405,757.37</b> | <b>(\$266,012.19)</b>  | <b>100.02%</b> |  |
| <b>Accrued Interest</b>                                 |           |        |                       |                       |                        |                   |                        | <b>\$0.00</b>          |                |  |
| <b>Total Investments</b>                                |           |        |                       |                       |                        |                   |                        | <b>\$43,405,757.37</b> |                |  |

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

DATE: February 26, 2025

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

RE: Acceptance of Ridership Report for December 2024

Summary:

|               | Monthly Ridership |                | Monthly Variance |             |
|---------------|-------------------|----------------|------------------|-------------|
|               | Dec-24            | Dec-23         | Net              | Percent     |
| Fixed Route   | 229,938           | 210,100        | 19,838           | 9.4%        |
| SunRide       | 1,950             | 2,036          | -86              | -4.2%       |
| Taxi Voucher* | 118               | 197            | -79              | -40.1%      |
| SunDial       | 8,703             | 9,390          | -687             | -7.9%       |
| <b>Total</b>  | <b>240,709</b>    | <b>221,723</b> | <b>18,986</b>    | <b>7.9%</b> |

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

| Yearly Ridership          |                |
|---------------------------|----------------|
| <b>Fiscal Year 2024</b>   | 1,409,140      |
| <b>Fiscal Year 2023</b>   | 1,308,592      |
| <b>Ridership Increase</b> | <b>100,548</b> |

Fiscal year to date system ridership increased by 100,548 rides or 7.68% 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:

Approve.

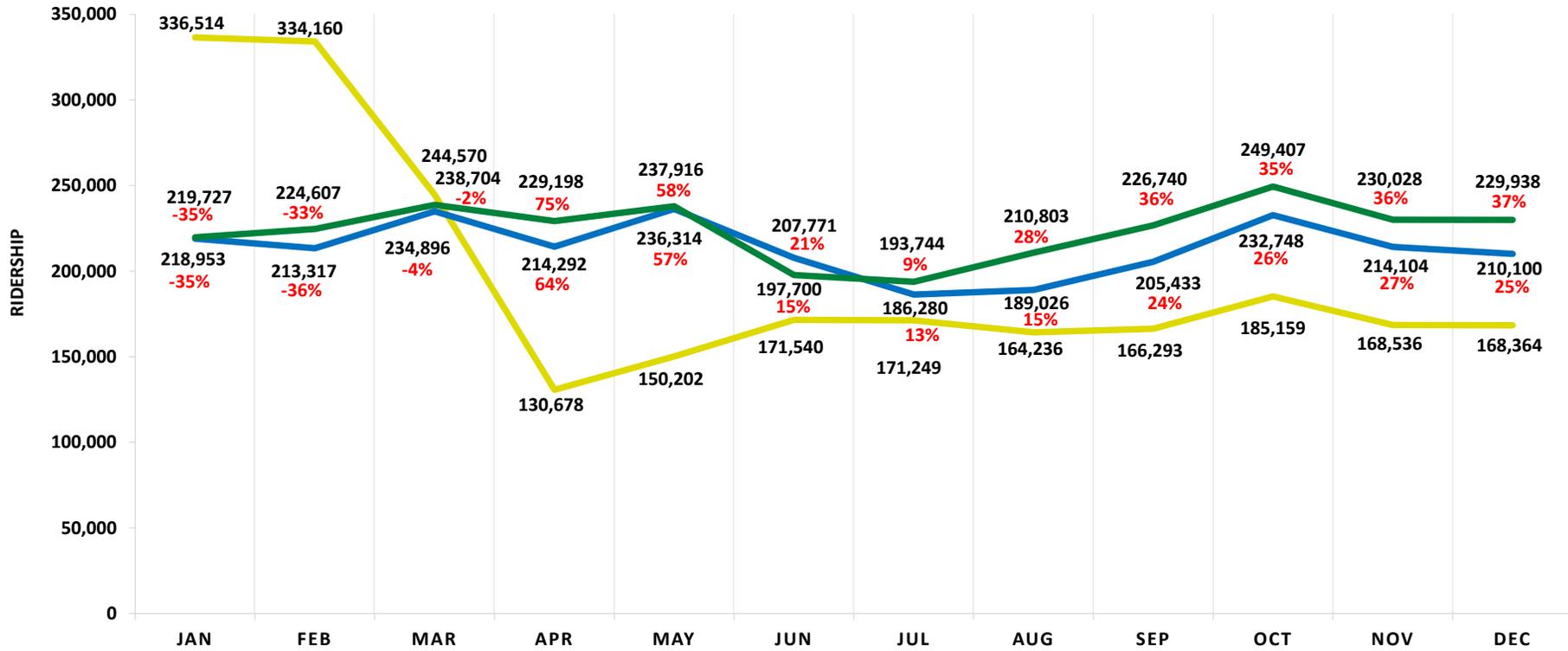


## SunLine Transit Agency Monthly Ridership Report December 2024

| Fixed Route              | FY 2024        |                | FY 2023          |                  | Monthly KPI               |                           | Bikes        |               | Wheelchairs  |              |
|--------------------------|----------------|----------------|------------------|------------------|---------------------------|---------------------------|--------------|---------------|--------------|--------------|
|                          | Dec 2024       | Dec 2023       | YTD              | YTD              | Passengers/<br>Rev. Hours | Passengers/<br>Rev. Miles | Monthly      | FYTD          | Monthly      | FYTD         |
|                          |                |                |                  |                  |                           |                           |              |               |              |              |
| Route 1EV                | 49,539         | 47,802         | 246,199          | 243,633          | 19.3                      | 1.5                       | 1,746        | 8,845         | 289          | 1,362        |
| Route 1WV                | 40,181         | 36,748         | 190,366          | 184,372          | 15.5                      | 1.3                       | 1,220        | 6,956         | 295          | 1,811        |
| Route 2                  | 66,204         | 60,926         | 325,579          | 293,429          | 18.7                      | 1.4                       | 1,945        | 7,914         | 580          | 2,525        |
| Route 3                  | 8,066          | 6,087          | 39,207           | 31,582           | 10.2                      | 0.6                       | 264          | 1,509         | 111          | 523          |
| Route 4                  | 20,376         | 18,695         | 97,328           | 87,162           | 11.2                      | 0.8                       | 539          | 2,484         | 159          | 490          |
| Route 5                  | 2,386          | 1,279          | 12,339           | 6,701            | 5.5                       | 0.3                       | 69           | 425           | 15           | 61           |
| Route 6                  | 4,217          | 2,032          | 21,309           | 13,072           | 8.3                       | 0.6                       | 130          | 822           | 38           | 130          |
| Route 7                  | 8,479          | 8,005          | 36,692           | 36,124           | 9.2                       | 0.7                       | 362          | 1,672         | 12           | 131          |
| Route 8                  | 16,767         | 14,779         | 81,452           | 72,197           | 10.6                      | 0.7                       | 455          | 1,991         | 89           | 409          |
| Route 9                  | 4,770          | 4,830          | 19,964           | 21,161           | 7.0                       | 0.3                       | 53           | 359           | 6            | 53           |
| Route 10                 | 2,450          | 2,214          | 15,039           | 12,849           | 19.1                      | 0.2                       | 18           | 1,969         | 3            | 313          |
| Route 200 SB             | 125            | 204            | 763              | 814              | 15                        | 1                         | -            | 6             | -            | -            |
| Route 400 SB             | -              | -              | -                | -                | -                         | -                         | -            | -             | -            | -            |
| Route 401 SB             | -              | -              | -                | -                | -                         | -                         | -            | -             | -            | -            |
| Route 402 NB             | -              | -              | -                | -                | -                         | -                         | -            | -             | -            | -            |
| Route 403 NB             | -              | -              | -                | -                | -                         | -                         | -            | -             | -            | -            |
| Route 500 SB             | 18             | 130            | 706              | 902              | 12                        | 2                         | -            | -             | -            | -            |
| Route 501 NB             | -              | -              | -                | -                | -                         | -                         | -            | -             | -            | -            |
| Route 700 SB/NB          | 150            | 287            | 1,037            | 1,315            | 16                        | 1                         | -            | 2             | -            | -            |
| Route 701 SB/NB          | 604            | 655            | 3,470            | 3,355            | 62                        | 4                         | 2            | 9             | 1            | 3            |
| Route 800 NB             | 3,533          | 1,353          | 10,461           | 6,430            | 204                       | 10                        | -            | 1             | -            | 1            |
| Route 801 SB             | 1,873          | 1,973          | 8,012            | 8,848            | 163                       | 10                        | -            | 1             | 1            | 1            |
| Route 802 SB             | 63             | 590            | 1,229            | 2,354            | 21                        | 1                         | -            | -             | -            | 2            |
| Route 803 NB             | 137            | 1,511          | 2,768            | 6,203            | 51                        | 3                         | -            | -             | -            | -            |
| <b>Fixed Route Total</b> | <b>229,938</b> | <b>210,100</b> | <b>1,113,920</b> | <b>1,032,503</b> | <b>14.5</b>               | <b>1.0</b>                | <b>6,803</b> | <b>34,965</b> | <b>1,599</b> | <b>7,815</b> |
| SunRide                  | 1,802          | 2,036          | 10,383           | 8,852            | 2.0                       | 0.1                       |              |               |              |              |
| Taxi Voucher             | 118            | 197            | 796              | 913              |                           |                           |              |               |              |              |
| SunDial                  | 8,703          | 9,390          | 46,591           | 50,264           | 0.9                       | 0.2                       |              |               |              |              |
| <b>System Total</b>      | <b>240,561</b> | <b>221,723</b> | <b>1,171,690</b> | <b>1,092,532</b> | <b>10.5</b>               | <b>0.8</b>                |              |               |              |              |
|                          | <b>Dec-24</b>  | <b>Dec-23</b>  |                  |                  |                           |                           |              |               |              |              |
| Weekdays:                | 21             | 20             |                  |                  |                           |                           |              |               |              |              |
| Saturdays:               | 4              | 5              |                  |                  |                           |                           |              |               |              |              |
| Sundays:                 | 5              | 5              |                  |                  |                           |                           |              |               |              |              |
| <b>Total Days:</b>       | <b>30</b>      | <b>30</b>      |                  |                  |                           |                           |              |               |              |              |

## Fixed Route Ridership COVID-19 Recovery

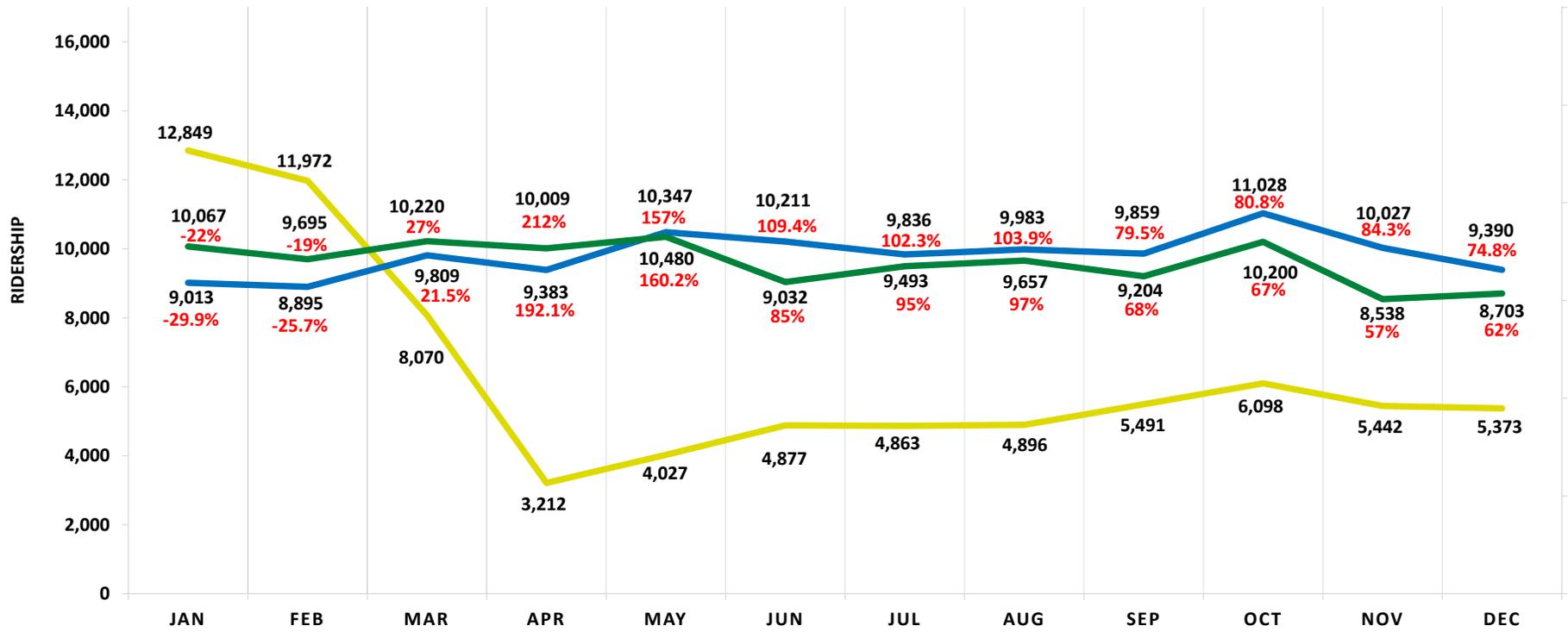
— CY 2020   
 — CY 2023   
 — CY 2024   
 %VAR. 2020 vs 2023   
 %VAR. 2020 vs 2024



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: February 26, 2025 **APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of SunDial Operational Notes for December 2024

Summary:

The attached report summarizes SunDial's operation for the month of December 2024. This report identifies that for the month of December, 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 December was 93.4%.

Fiscal-year-to-date, SunDial has maintained an on-time performance of 89.7%. Total vehicle miles for December 2024 decreased by 4,410 compared to December 2023. Total trips for the month of December were 8,219. When compared to December 2023, this is a decrease of 724 trips or 8.1%.

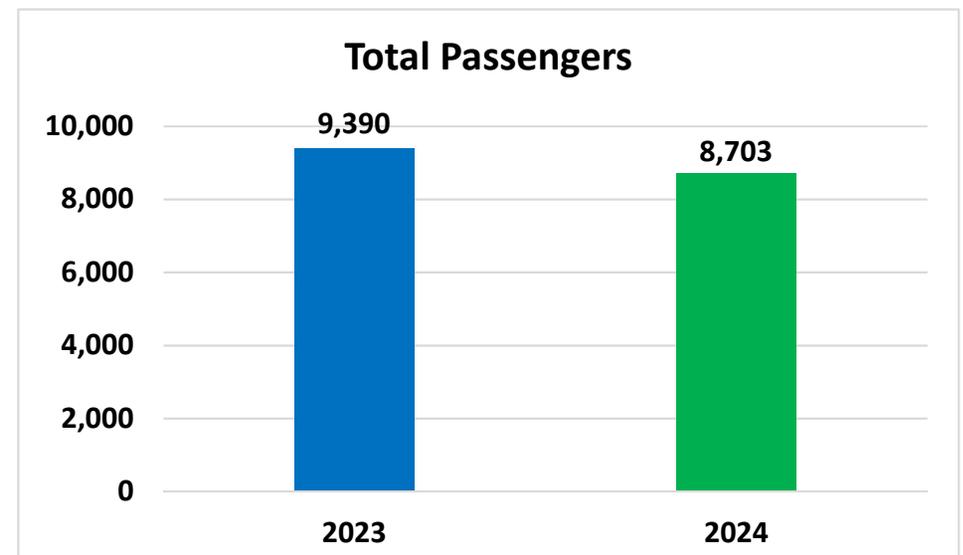
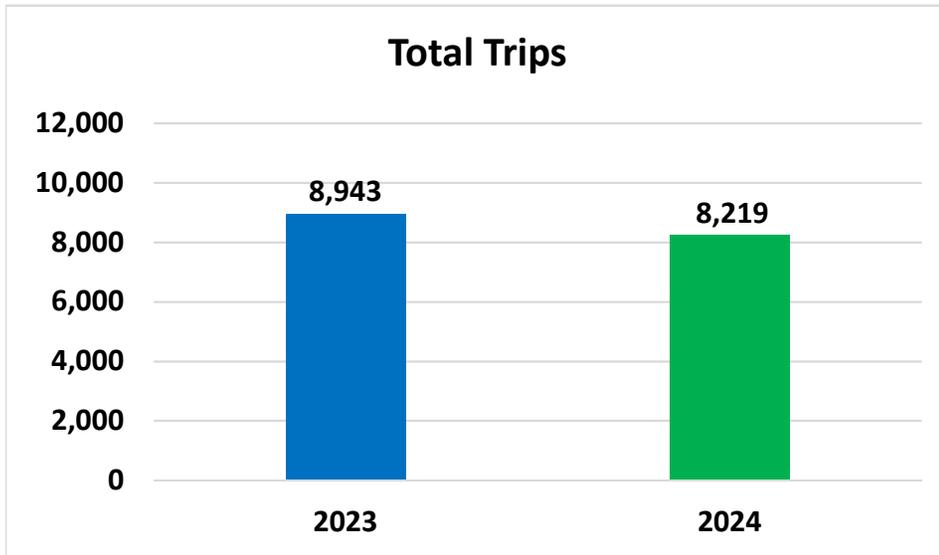
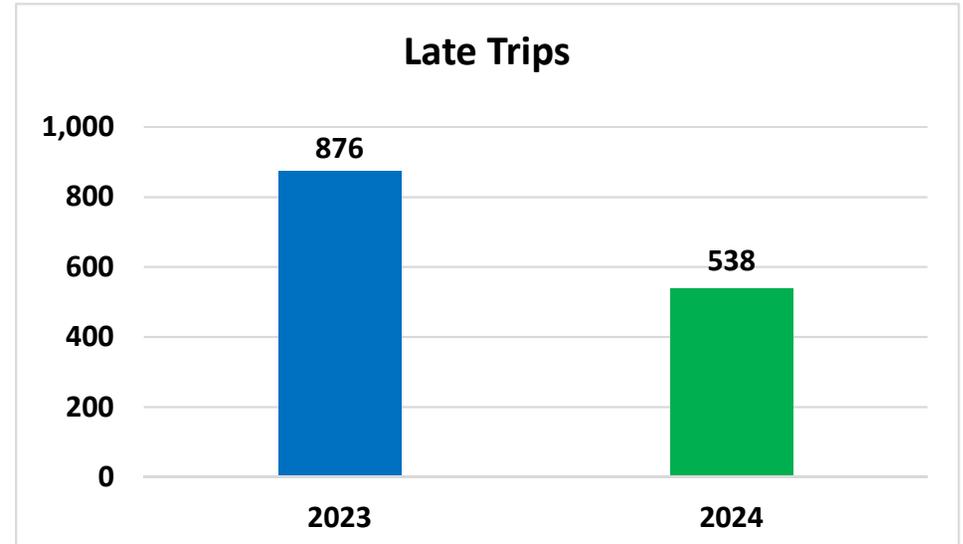
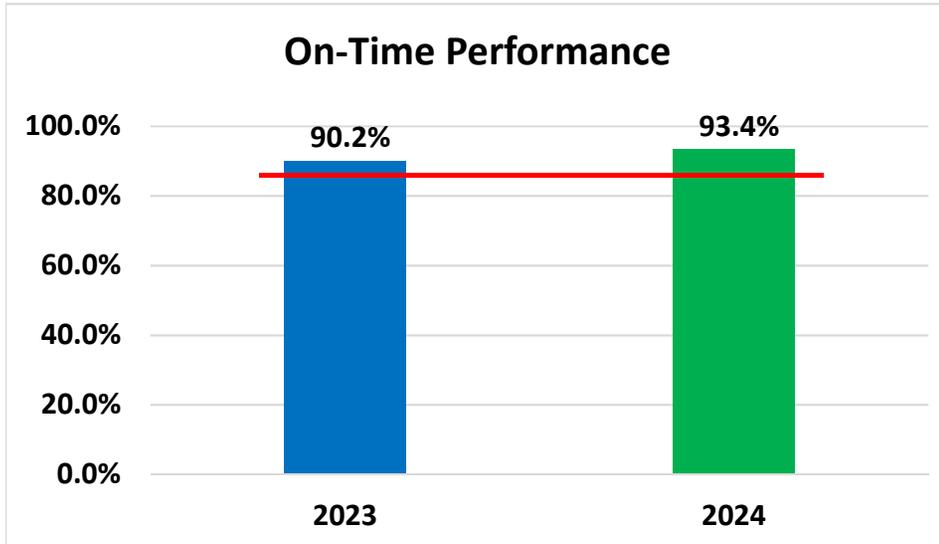
The total number of passengers for the month of December 2024 was 8,703, which indicates a decrease of 687 passengers or 7.3% when compared to December 2023. Mobility device boardings for December 2024 decreased by 142 or 11% when compared to December 2023. During this month, the field supervisors conducted a total of 82 onboard inspections and 82 safety evaluations, which included pre-trip inspections and trailing evaluations. The supervisors have exceeded their monthly on-board evaluations goal of 60 by 22, indicating an increase of 52% when compared to December 2023. Similarly, they have also exceeded their safety evaluations goal of 60 by 28, indicating an increase of 71% when compared to December 2023.

Recommendation:

Approve.

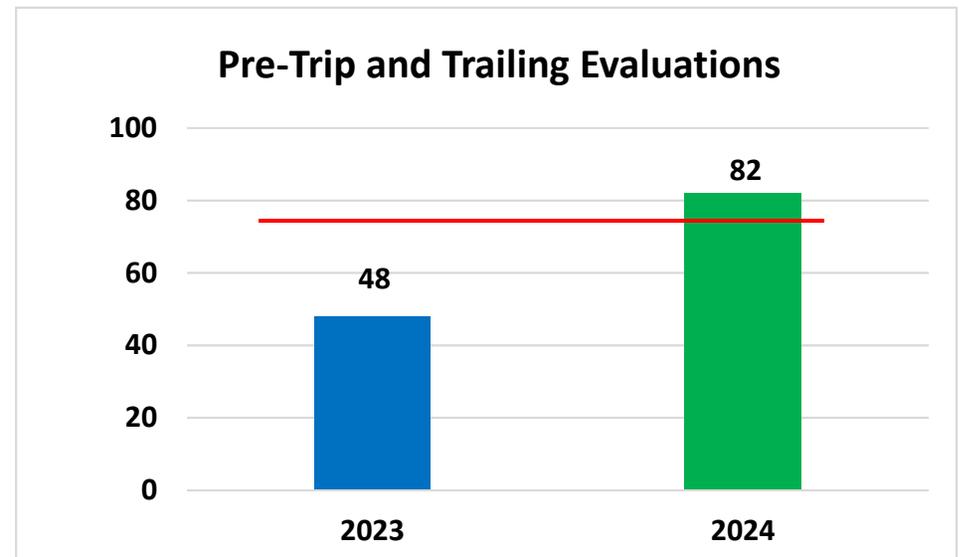
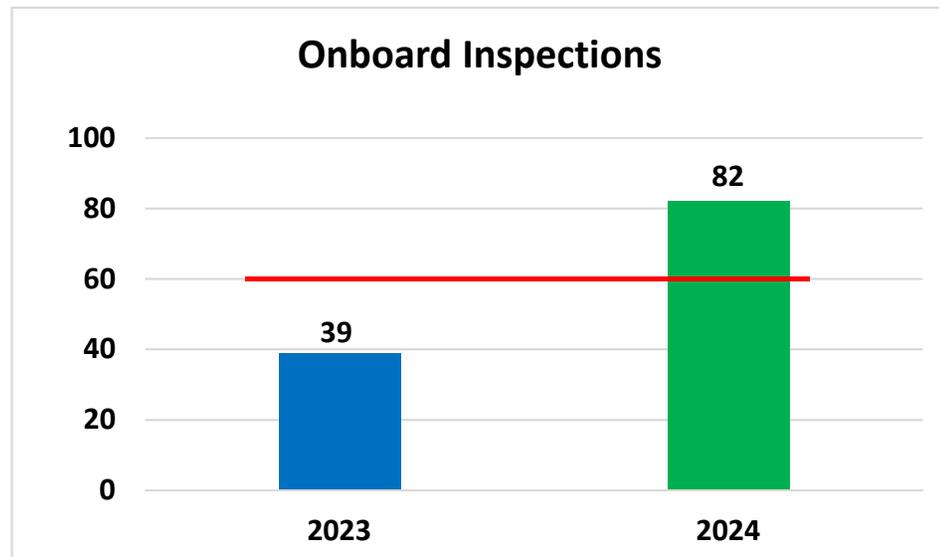
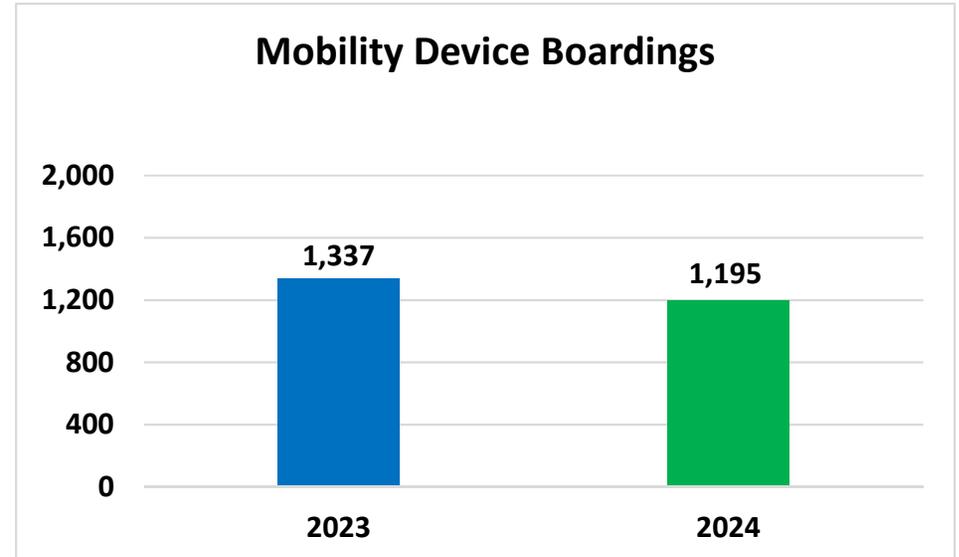
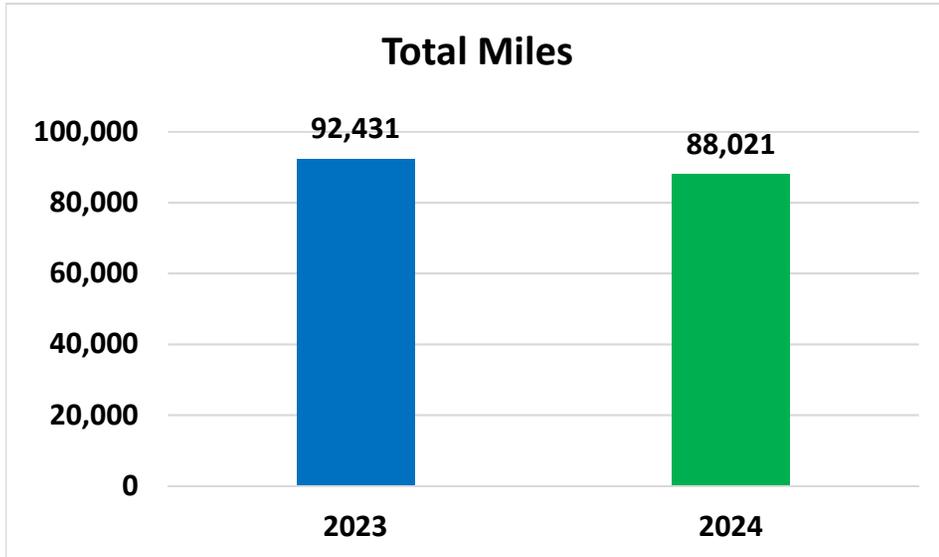
# Paratransit Operational Charts

## December 2023 vs. December 2024



# Paratransit Operational Charts

## December 2023 vs. December 2024



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

DATE: February 26, 2025 **APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Metrics for December 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

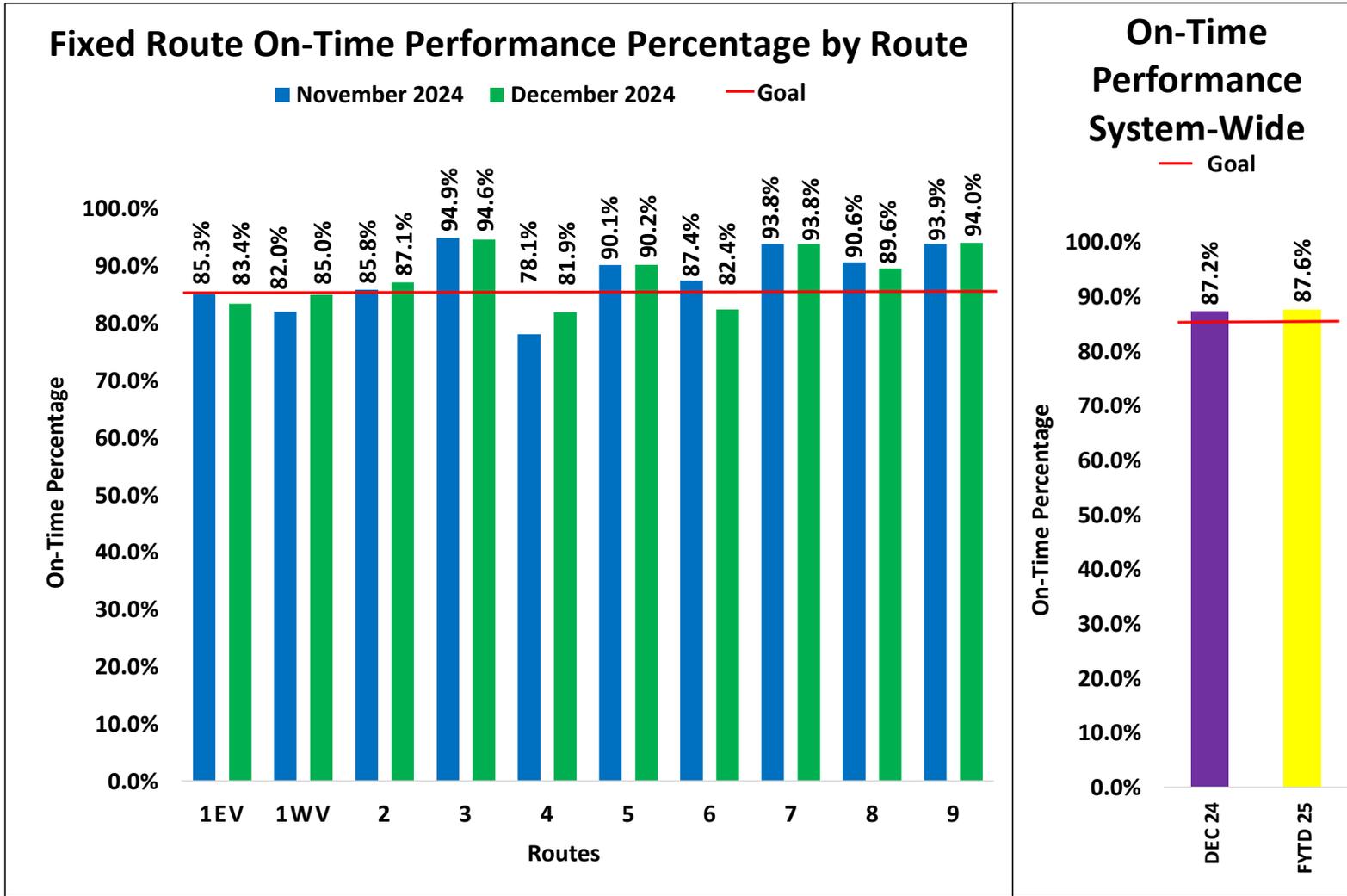
- Mecca/North Shore continues to improve when compared to 2023. December 2024 saw a 43% increase in ridership with 125 rides by 149 passengers, compared to December 2023 which had 78 rides by 104 passengers.
- Indio had a 14% increase in ridership In December 2024 when compared to December 2023.
- Cathedral City saw a 45% increase in ridership in December 2024 when compared to November 2024, with 136 rides by 149 passengers.
- Palm Springs saw a 50% increase in ridership in December 2024 when compared to December 2023 with 259 rides by 275 passengers.
- La Quinta continues to underperform, with only 8 ride by 10 passengers in December 2024. This is a 64% decrease when compared to December 2023.
- Desert Edge remains below 2023 ridership numbers, down 72% in December with 214 trips by 222 passengers.
- Systemwide ridership in December had 1,802 trips by 1,960 passengers, representing a 4% decrease in ridership when compared to December 2023.

Fixed Route

- Fixed route's on-time performance had an increase of 0.7% from November 2024 at 86.5% to December 2024 at 87.2%. For December, the agency exceeded the service standard goal of 85%.
  - Route 1EV did not meet its service standard goal for December due to the Coachella Christmas Parade and the Ironman Triathlon and traffic congestion.
  - Route 4 did not meet its service standard goal for December due to the Palm Springs Festival of Lights and Farrell Rd. and Vista Chino Rd. road work, which caused road and detour closures.
  - Route 6 did not meet its service standard goal for December due to mechanical issues.
- Late departures decreased by 0.06% in December 2024 compared to the previous month.
- Early departures decreased by 0.1% in December 2024 compared to the previous month.
- For the month of December 2024, 23% of SunLine's fixed route operator workforce was absent when compared to December 2023 at 20%.
- For the month of December 2024, workforce was at a total of 133 operators when compared to December 2023 at 147 operators.

Recommendation:

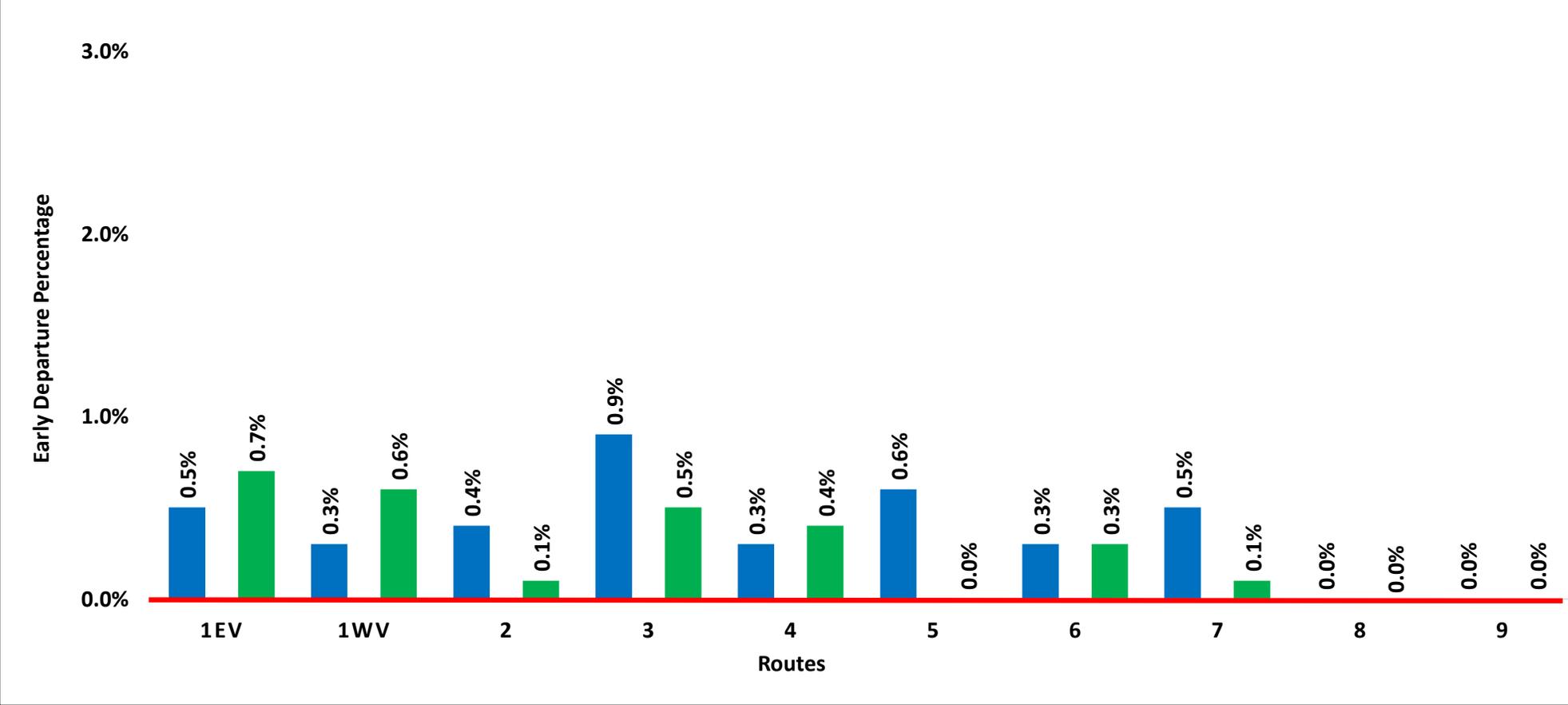
Approve.



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 December 2024, the Agency's on-time performance was at 87.2%, when compared to December 2023 at 83.8%. This is an increase of 3.4%.

# Fixed Route Early Departure Percentage by Route

■ November 2024    ■ December 2024

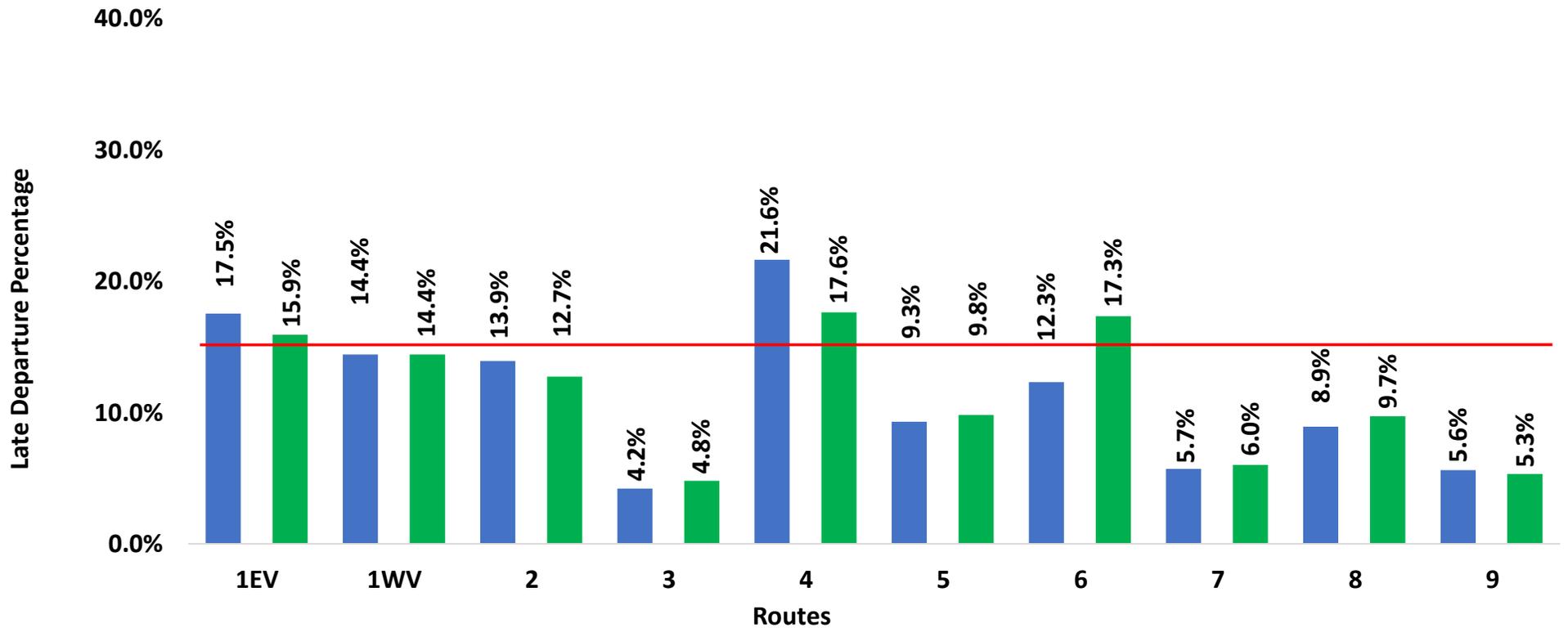


Early Departure: When a bus leaves a time point ahead of the scheduled departure time.

Goal: To reduce early departures to 0%.

## Fixed Route Late Departure Percentage by Route

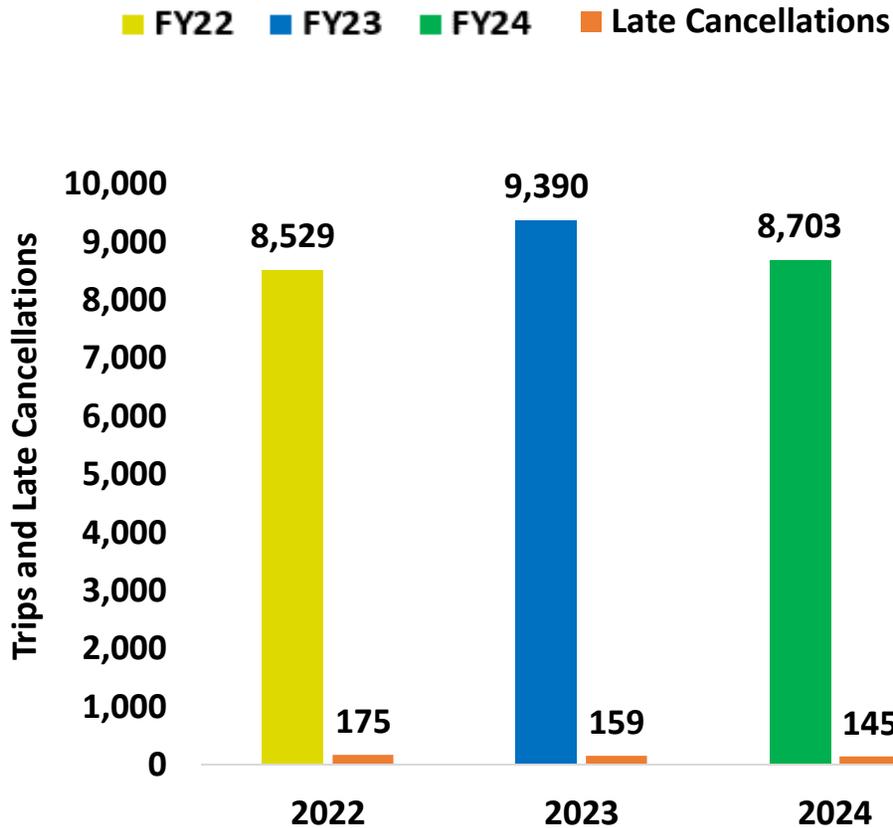
■ November 2024 ■ December 2024 — Goal



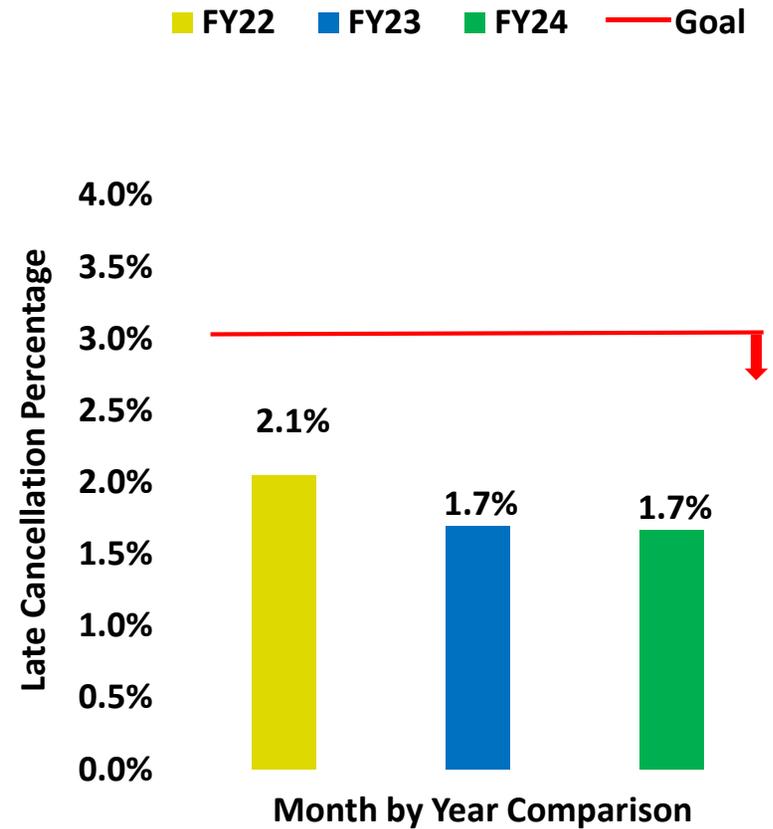
Late Departure: When a bus leaves a time point after the scheduled departure time and the route is running late with a departure greater than five (5) minutes.

Goal: To ensure late departures remain below 15%.

## Paratransit Total Trips vs. Late Cancellations December



## Late Cancellations by Percentage



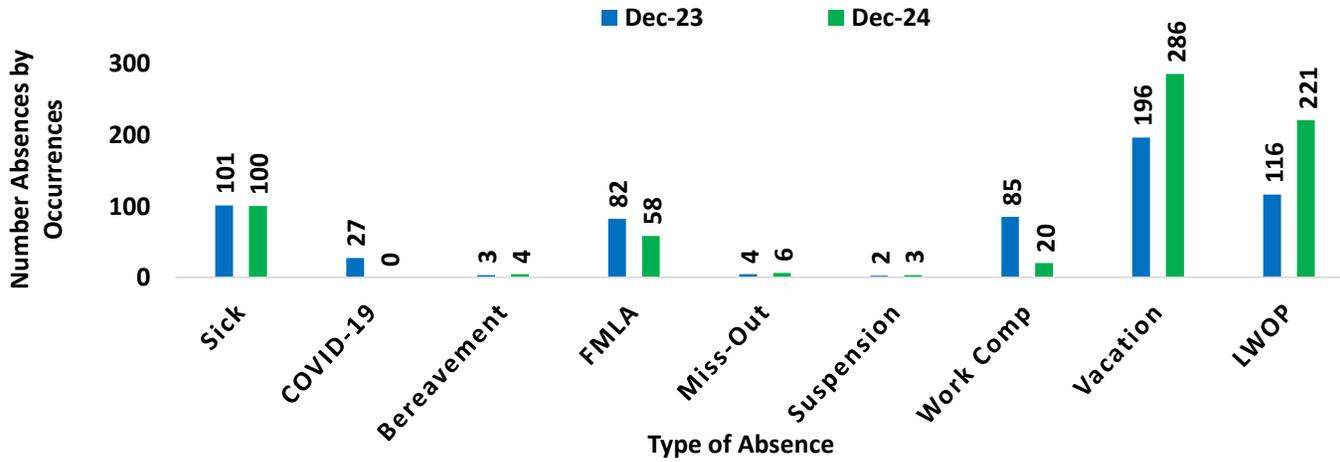
Trip: A one-way trip booked by the rider. A round trip is counted as two (2) trips.

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

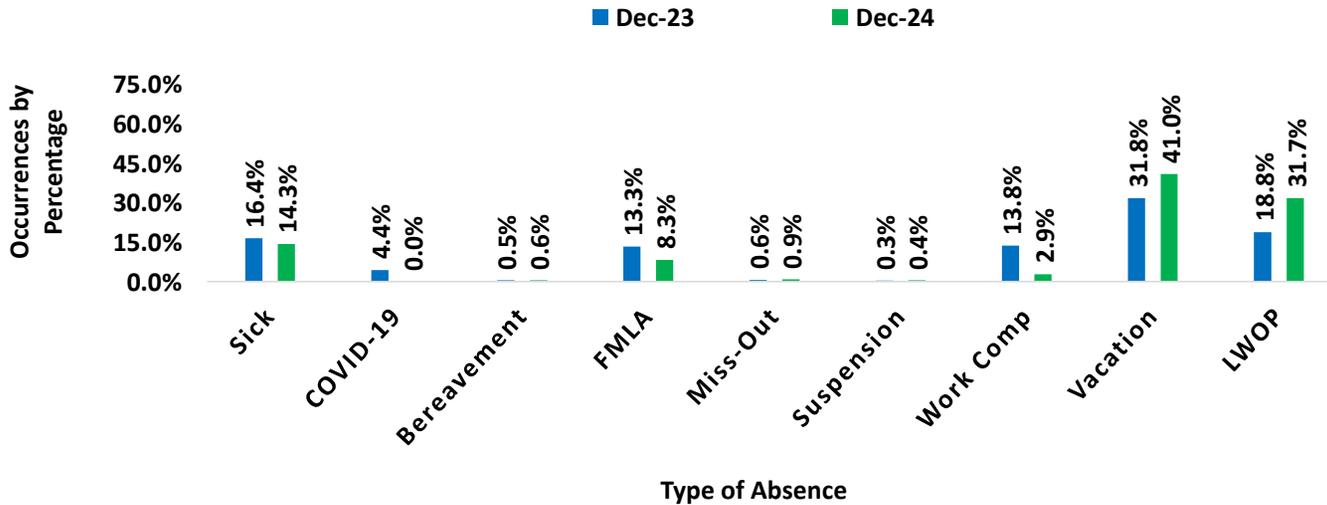
Goal for Late Cancellations: 3% or below.

Total Trips: Total one-way trips completed.

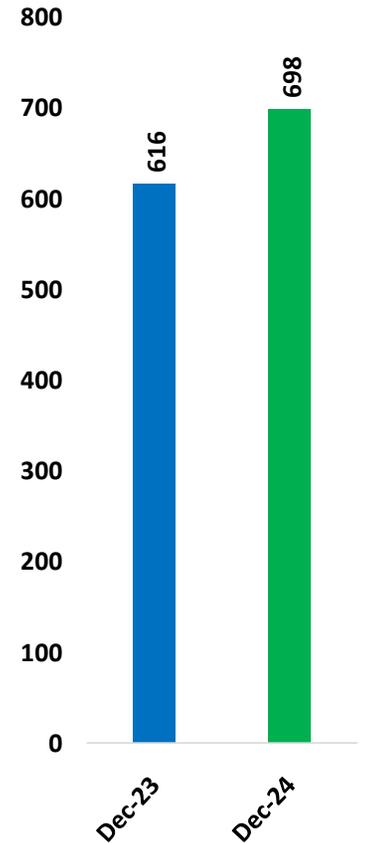
### Fixed Route Operator Absence by Type



### Fixed Route Operator Absence Type by Percentage

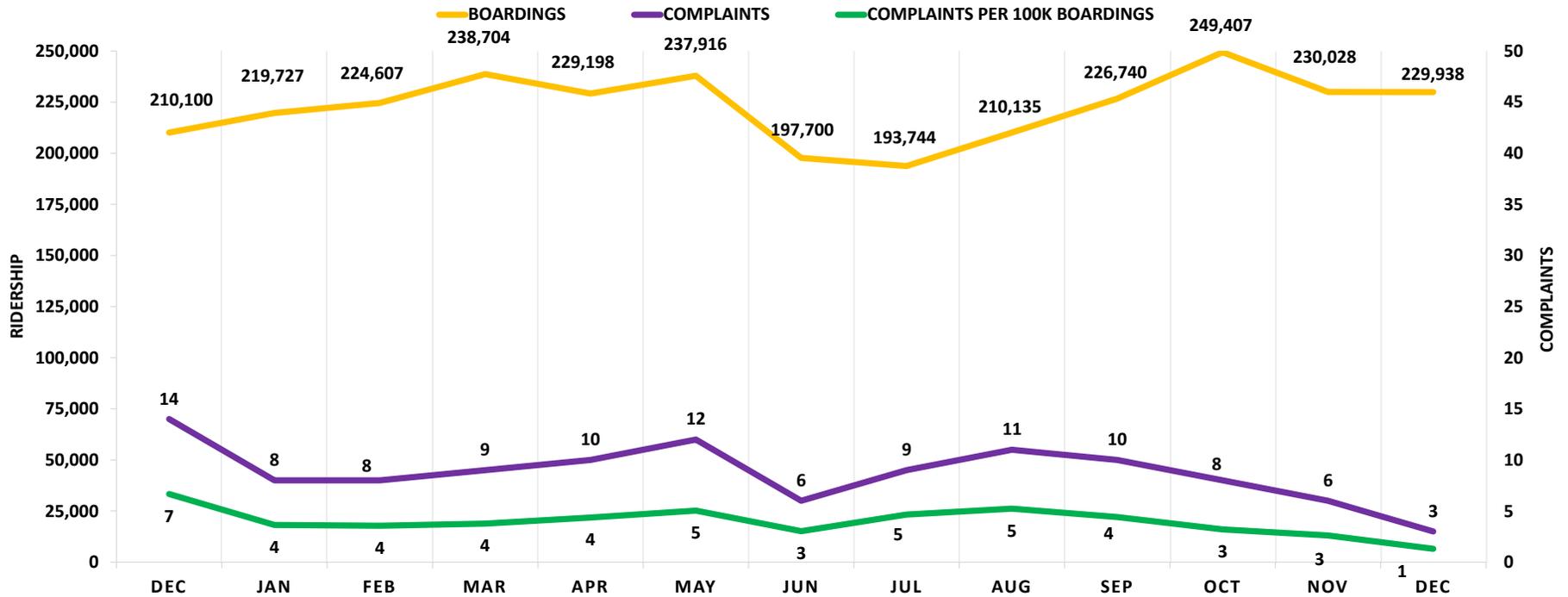


### Fixed Route Total Absence Occurrences



This chart includes unplanned/unscheduled and COVID-19 absences for Fixed Route drivers. For the month of December 2024, 23% of SunLine's fixed route operator workforce was absent when compared to December 2023 at 20%. For the month of December 2024, workforce was at a total of 133 operators when compared to December 2023 at 147 operators.

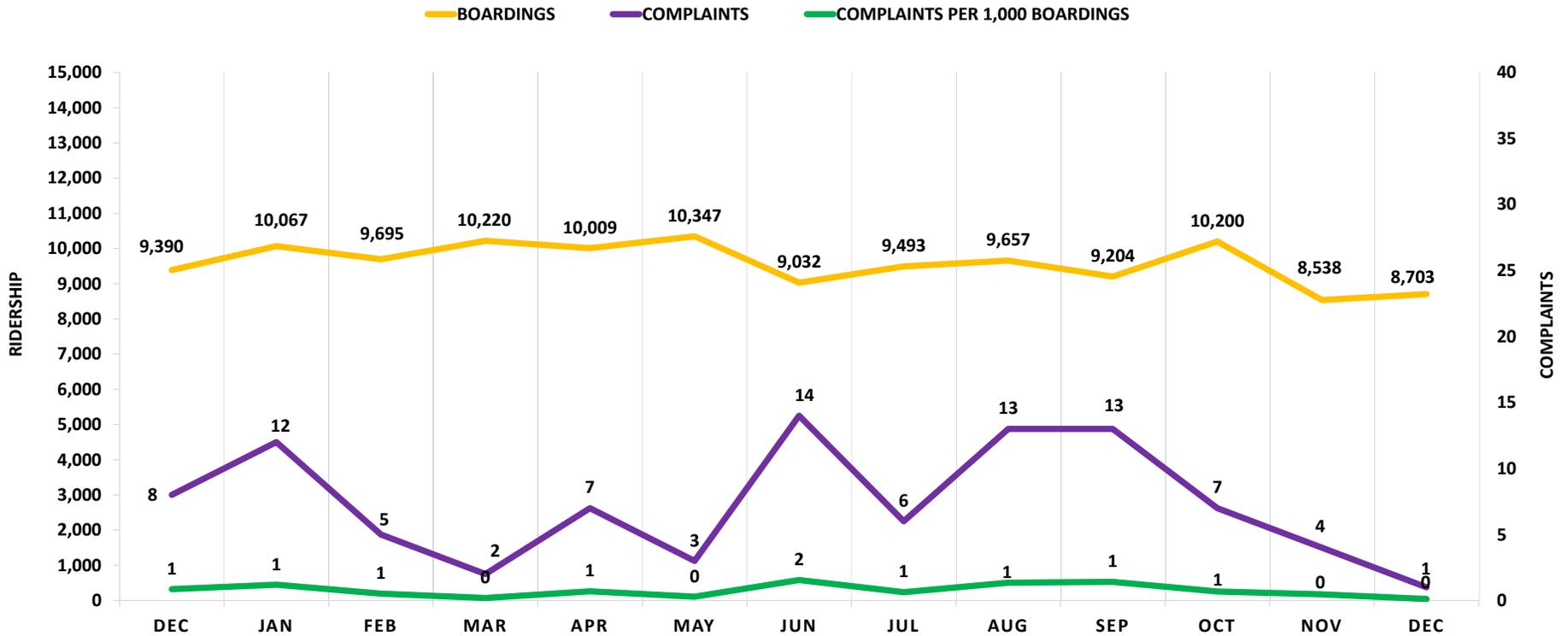
## Fixed Route Customer Complaints December 2023 to December 2024



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

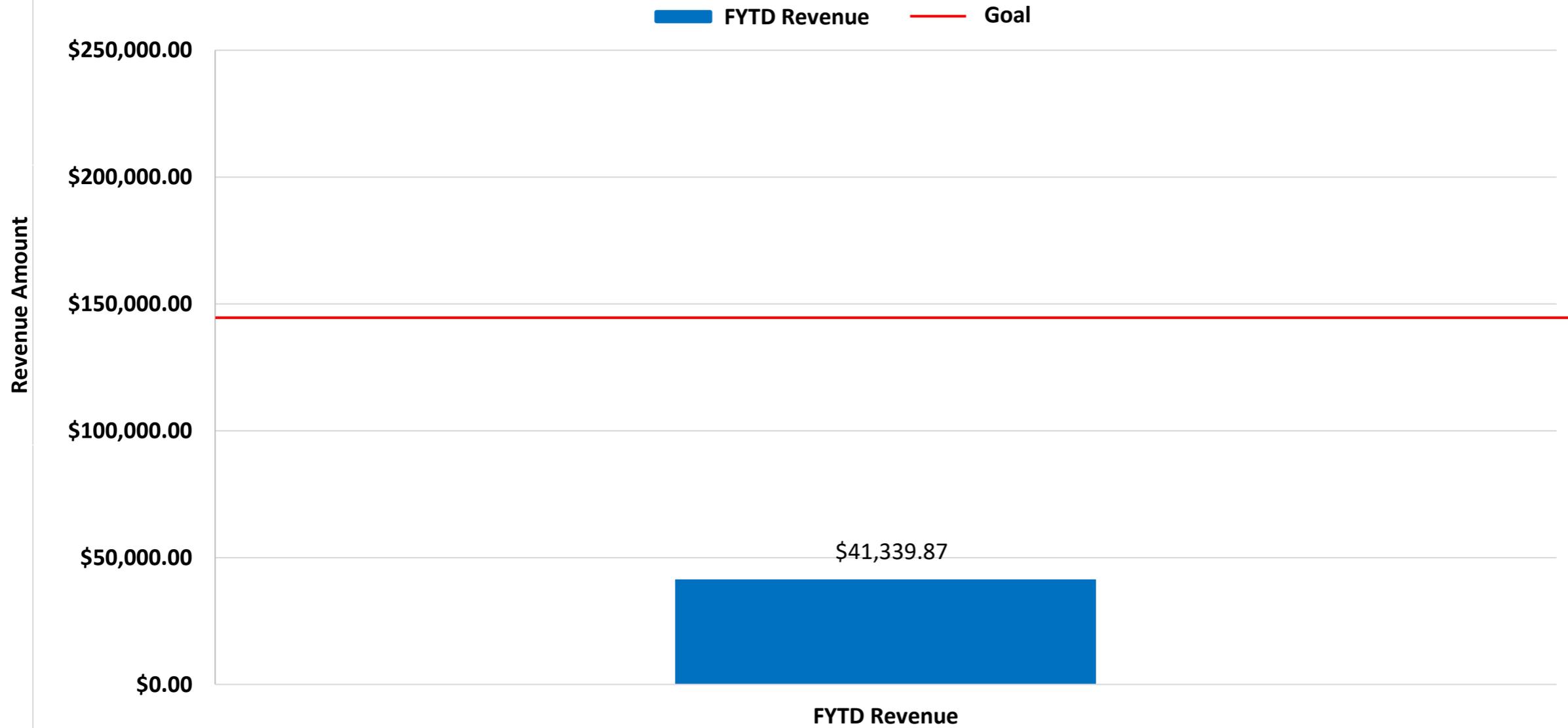
## Paratransit Customer Complaints December 2023 to December 2024



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

### Advertising Revenue FYTD Revenue vs. Yearly Goal December 2024

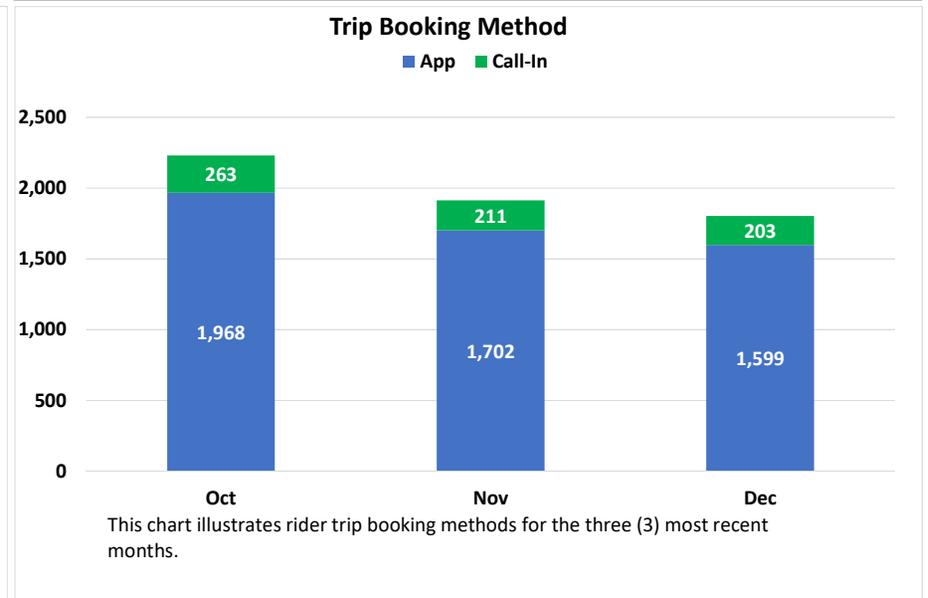
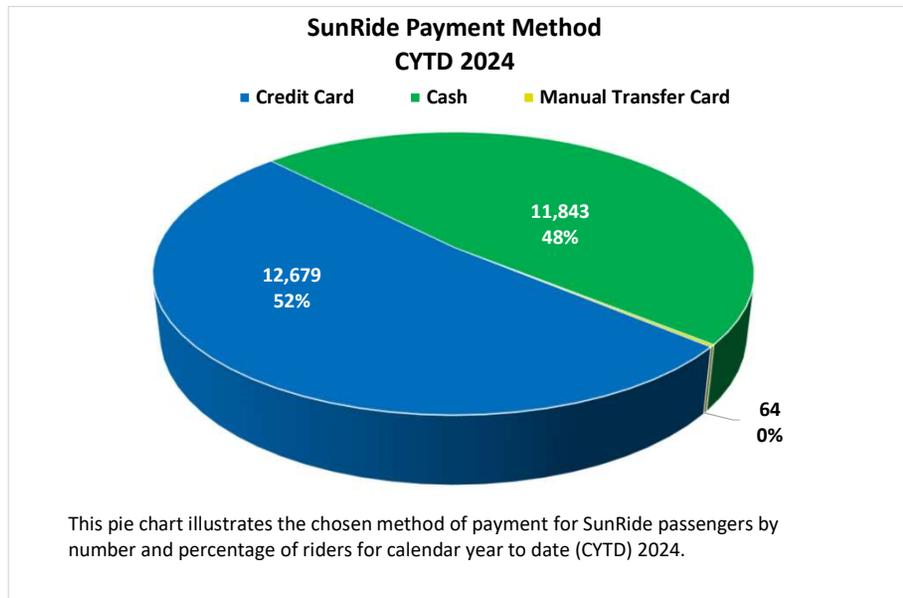
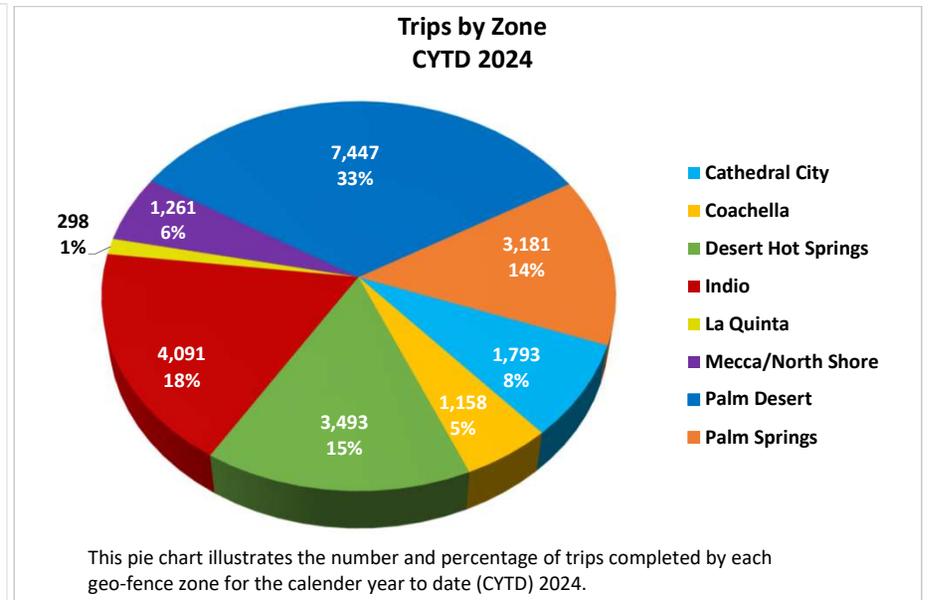
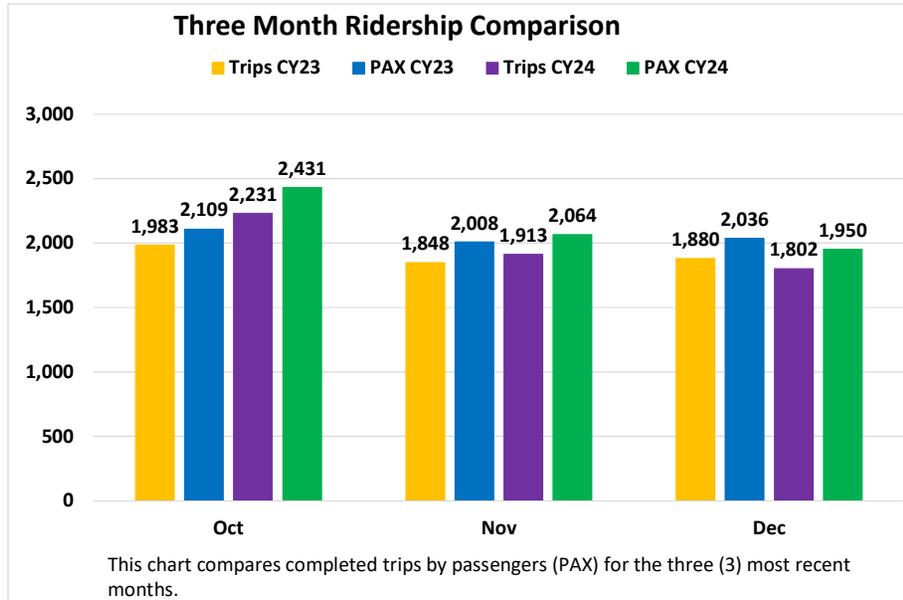


Advertising revenue tracks revenue of invoiced contracts for bus shelter and bus wrap advertising. The graph tracks FYTD revenue versus our yearly goal. The yearly goal for FY25 is \$150,000 (*advertising revenues follow Finance Department reporting from the previous two (2) months*).

## SunRide System-Wide Metrics CYTD 2024

**Total Completed Trips: 22,722**

**Total Number of Passengers: 24,586**

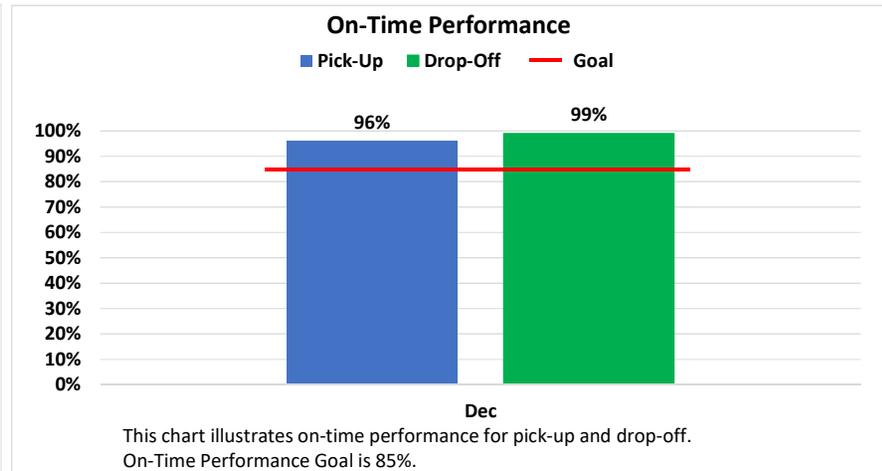
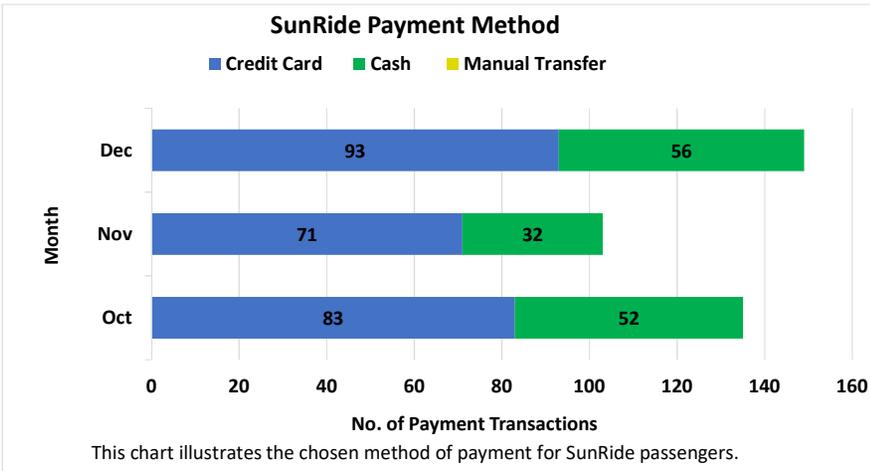
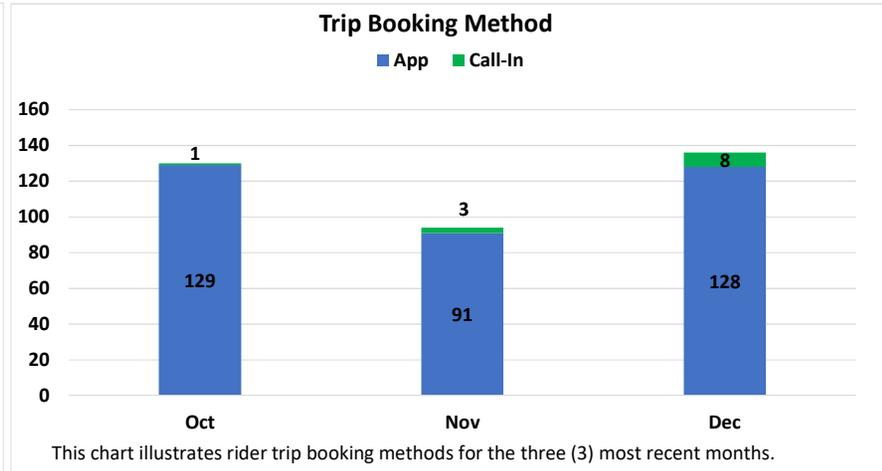
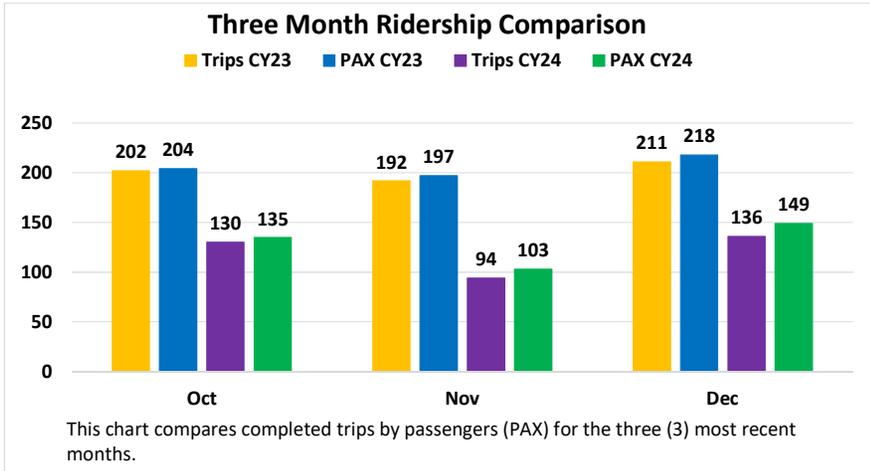


**Percentage of Trips System-wide as Ridesharing: 27%.**  
 [Based on No. of Shared Rides for the month (492) divided by Total Trips Completed (1,802)].

## Cathedral City Geo-Fence Metrics CYTD 2024

**Total Completed Trips: 1,793**

**Total Number of Passengers: 1,882**



**Percentage of Trips as Ridesharing: 18%.**  
 [Based on No. of Shared Rides for the month (25) divided by Total Trips Completed (136).]

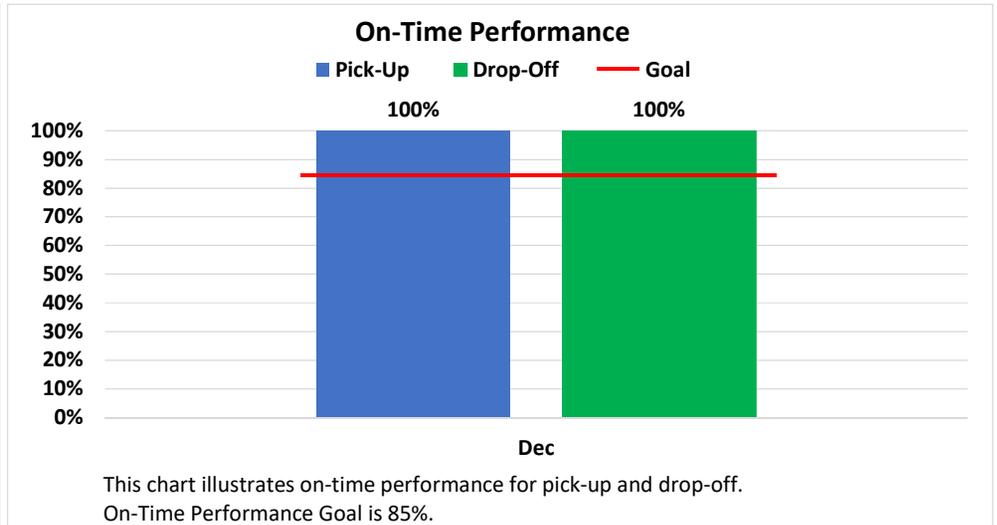
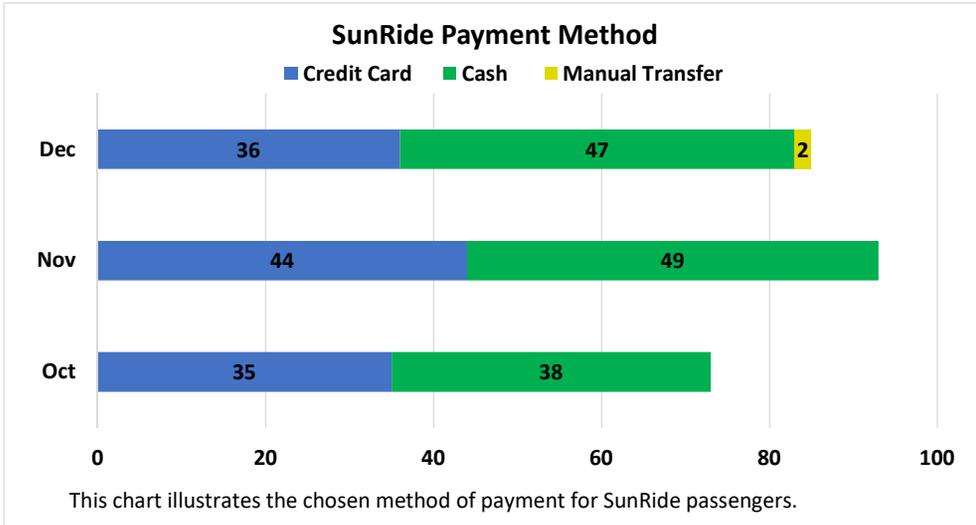
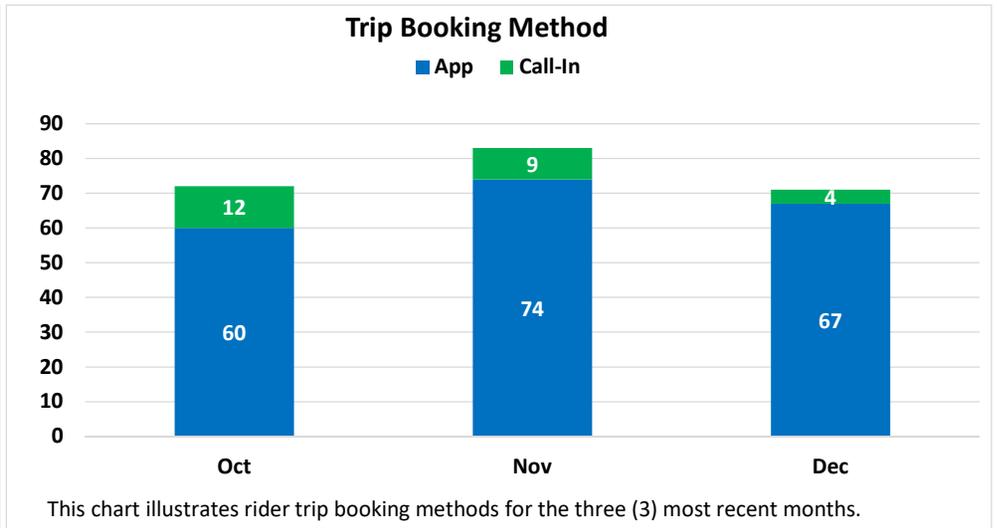
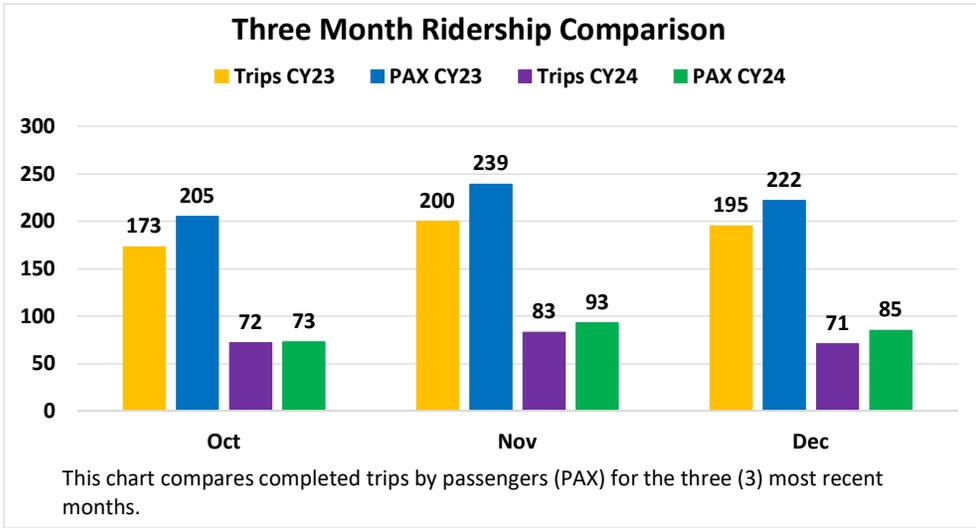
**Customer Satisfaction Rating**  
 Avg. rider trip rating 5.0  
 Goal: 4.5

**EXCEEDS GOAL**

## Coachella Geo-Fence Metrics CYTD 2024

**Total Completed Trips: 1,158**

**Total Number of Passengers: 1,286**



**Combined Zone: Coachella-Indio-LaQuinta**  
**Percentage of Trips as Ridesharing: 17%.**  
 [Based on No. of Shared Rides for the month (84) divided by Total Trips Completed (483).]

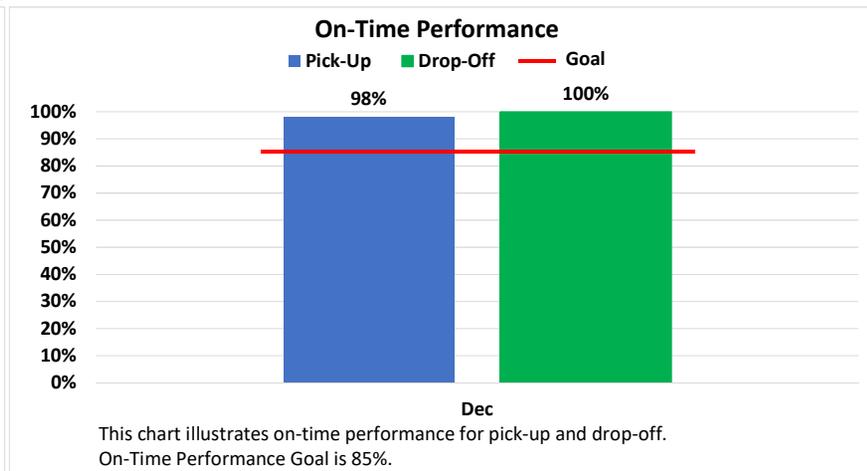
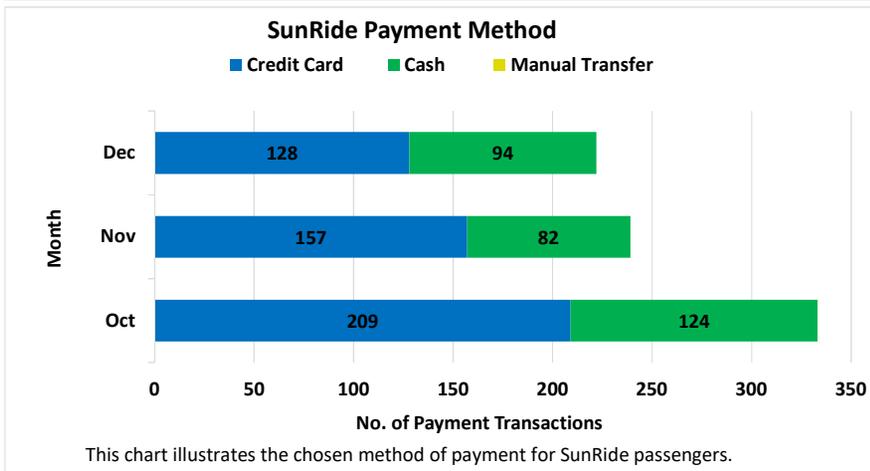
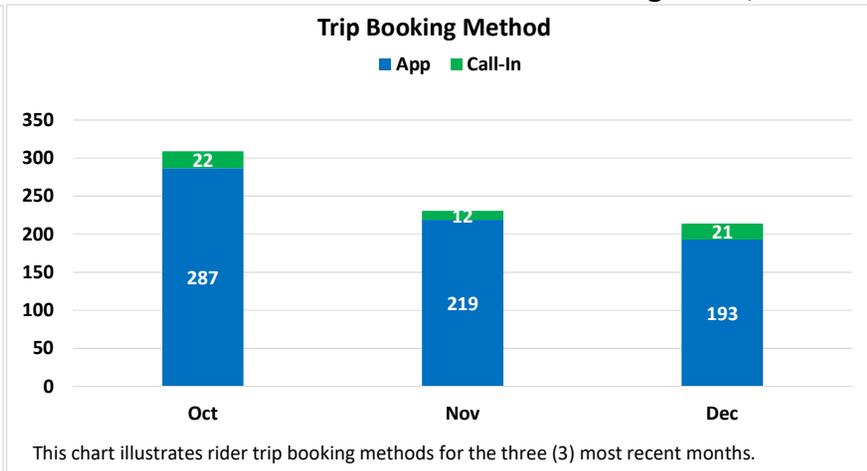
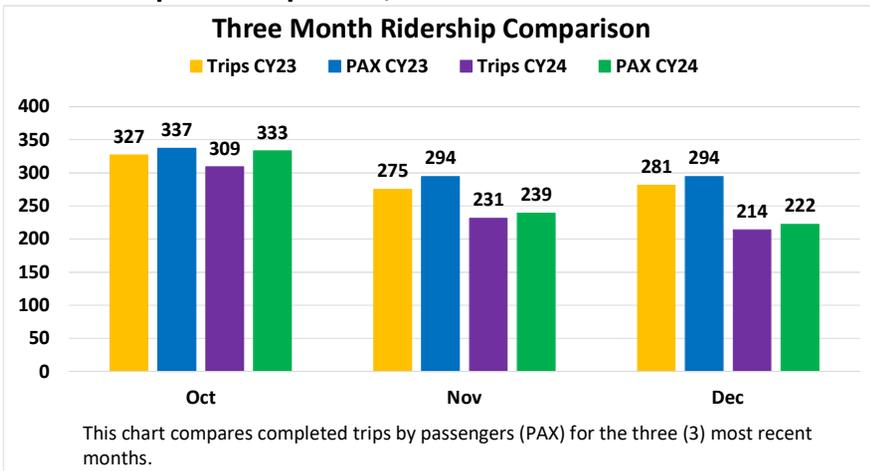
**Customer Satisfaction Rating**  
 Avg. rider trip rating: 4.9  
 Goal: 4.5



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

**Total Completed Trips: 3,493**

**Total Number of Passengers: 3,719**



**Percentage of Trips as Ridesharing: 20%.**  
 [Based on No. of Shared Rides for the month (43) divided by Total Trips Completed (214).]

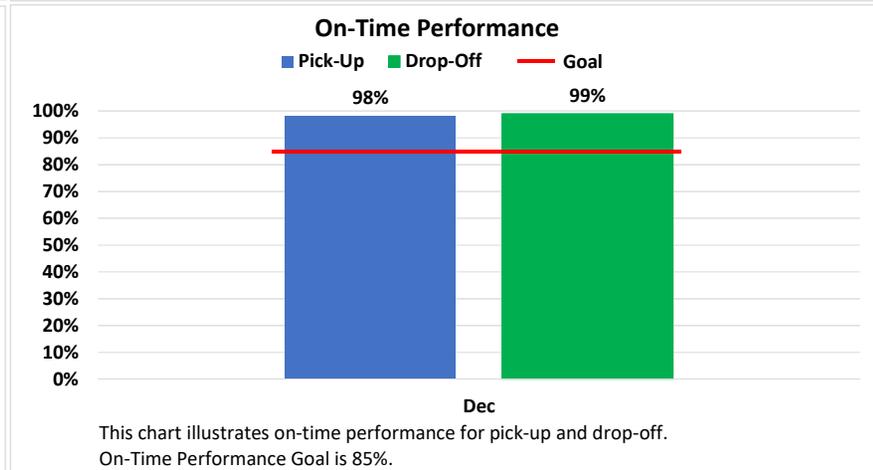
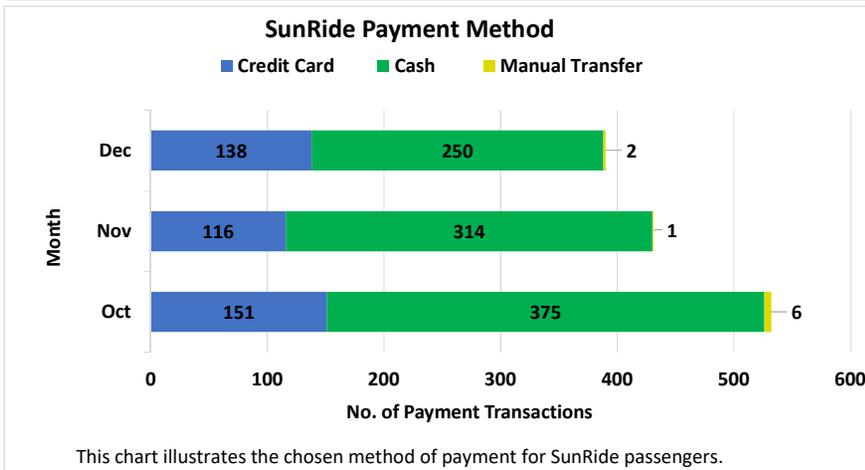
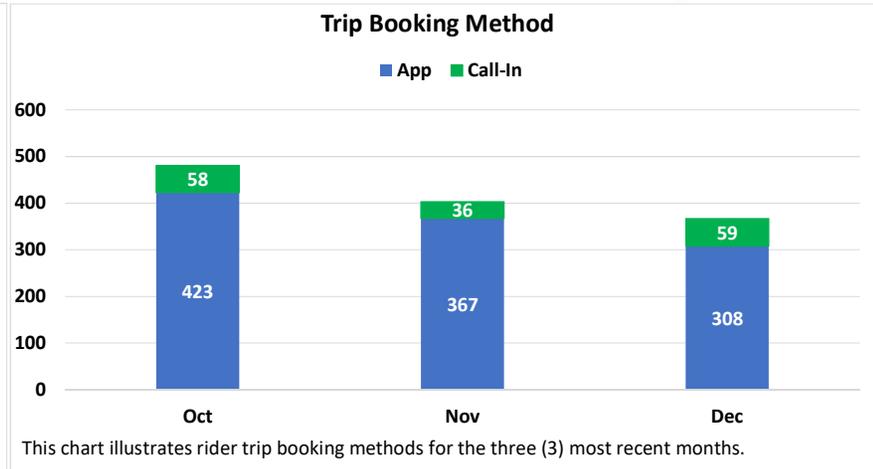
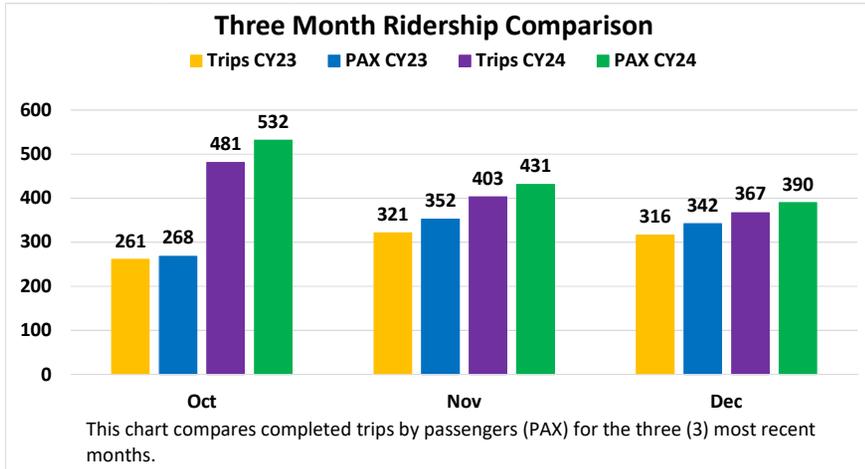
**Customer Satisfaction Rating**  
 Avg. rider trip rating 4.9  
 Goal: 4.5



## Indio Geo-Fence Metrics CYTD 2024

**Total Completed Trips: 4,091**

**Total Number of Passengers: 4,453**



**Combined Zone: Coachella-Indio-LaQuinta**  
**Percentage of Trips as Ridesharing: 17%.**  
 [Based on No. of Shared Rides for the month (84) divided by Total Trips Completed (483).]

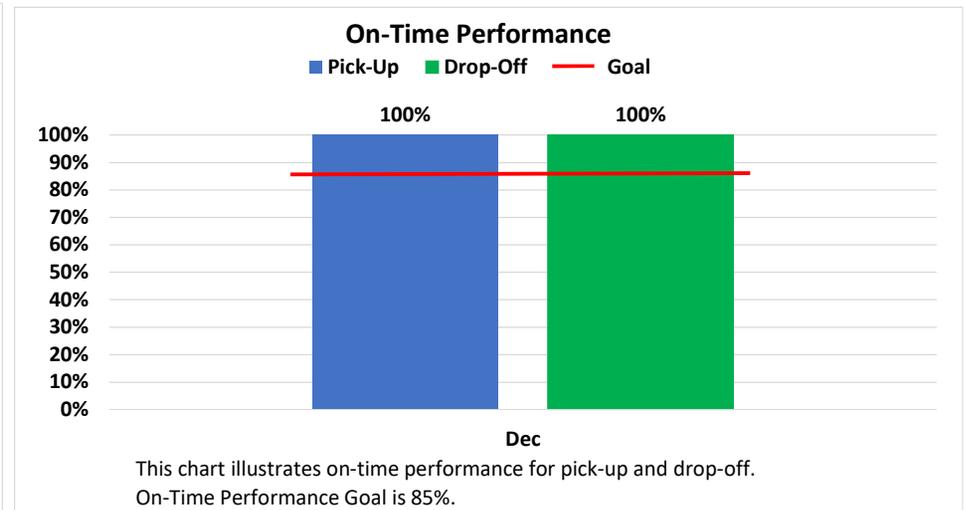
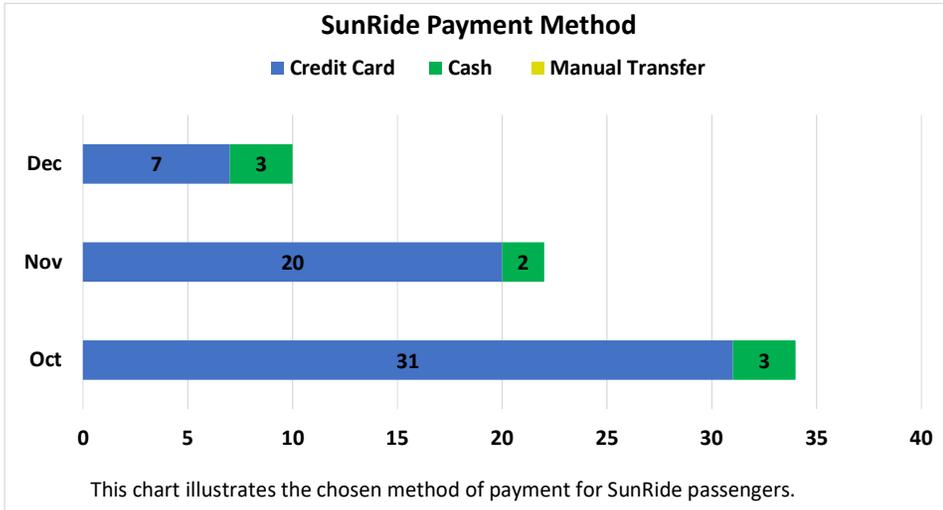
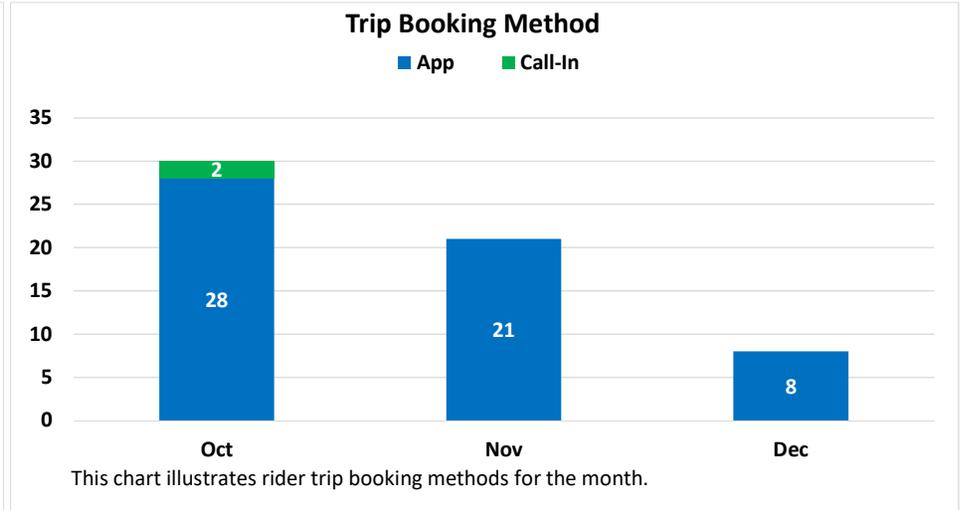
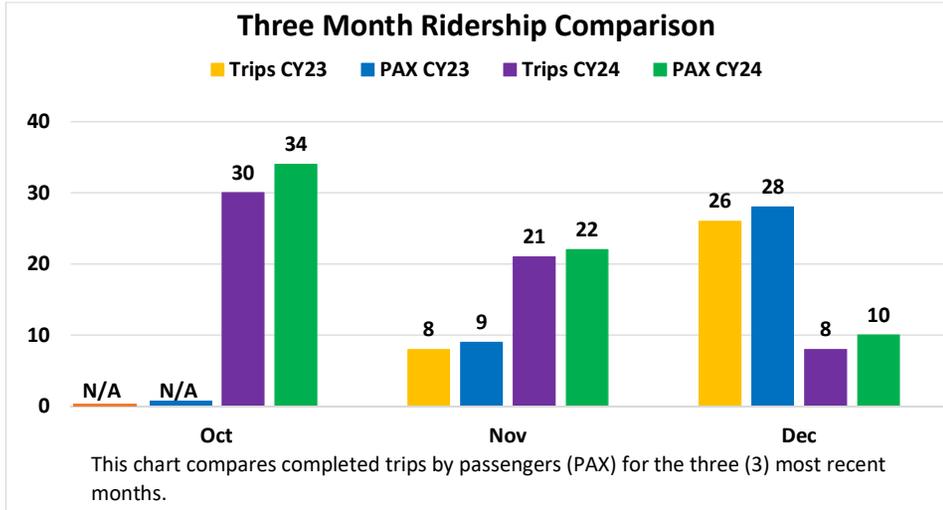
**Customer Satisfaction Rating**  
 Avg. rider trip rating 5.0  
 Goal: 4.5



## La Quinta Geo-Fence Metrics CYTD 2024

**Total Completed Trips: 298**

**Total Number of Passengers: 329**



**Combined Zone: Coachella-Indio-LaQuinta**  
**Percentage of Trips as Ridesharing: 17%.**  
 [Based on No. of Shared Rides for the month (84) divided by Total Trips Completed (483).]

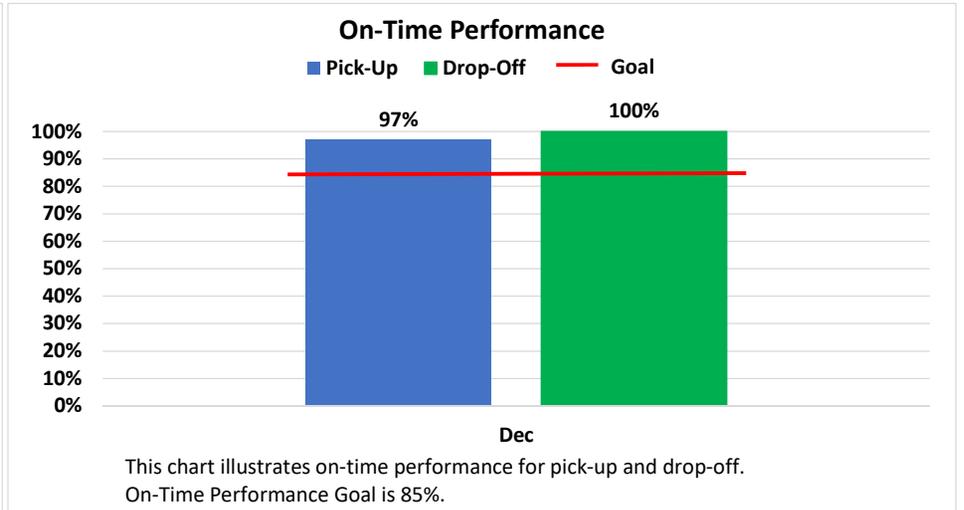
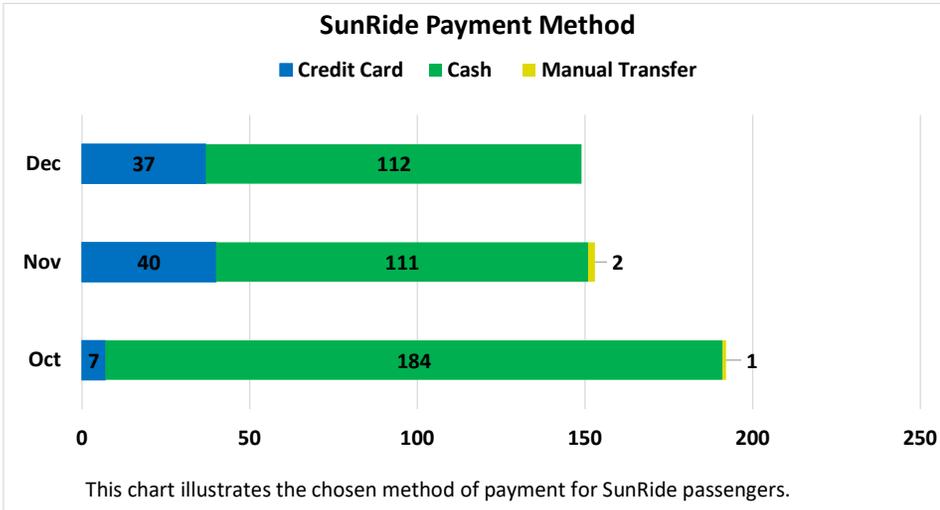
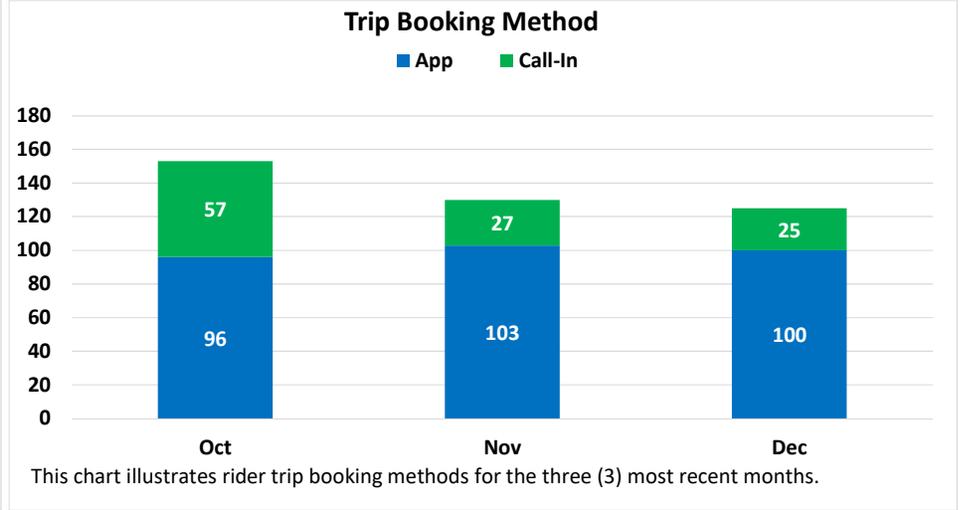
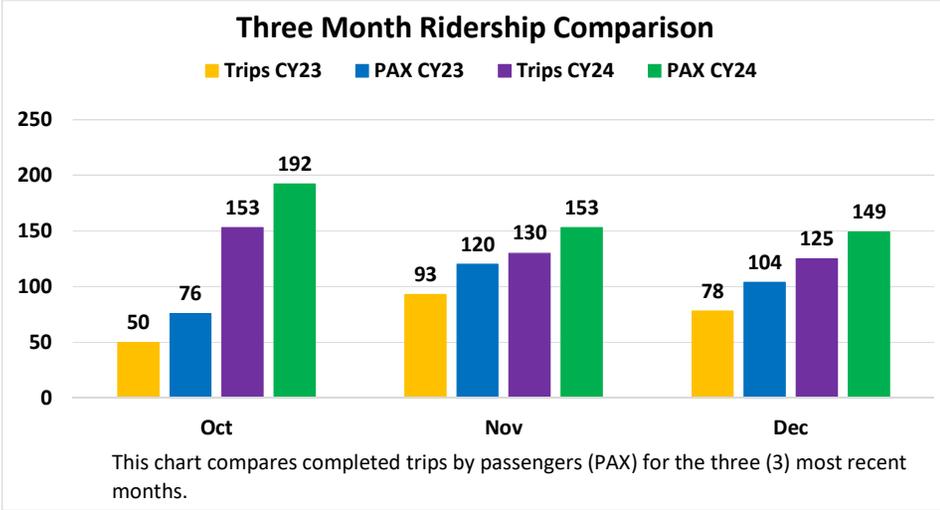
**Customer Satisfaction Rating**  
 Avg. rider trip rating: 5.0  
 Goal: 4.5



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

**Total Completed Trips: 1,261**

**Total Number of Passengers: 1,561**



**Percentage of Trips as Ridesharing: Five (5) percent.**  
 [Based on No. of Shared Rides for the month (6) divided by Total Trips Completed 125].

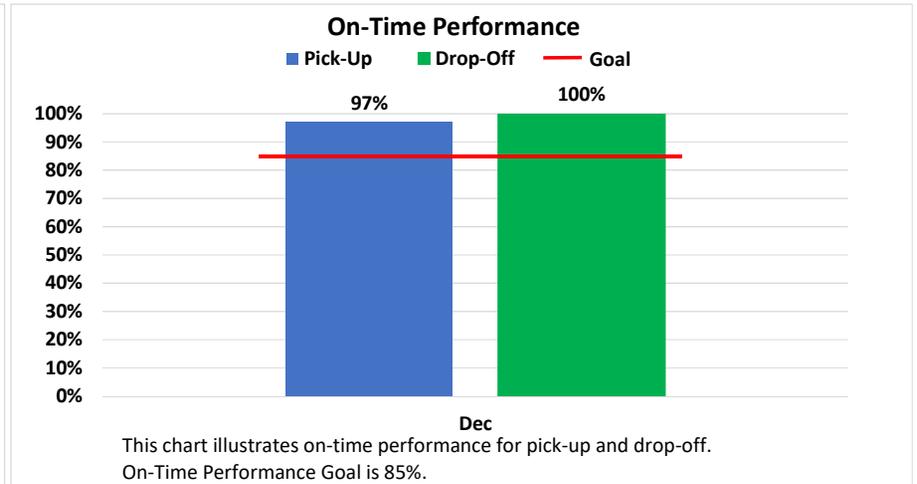
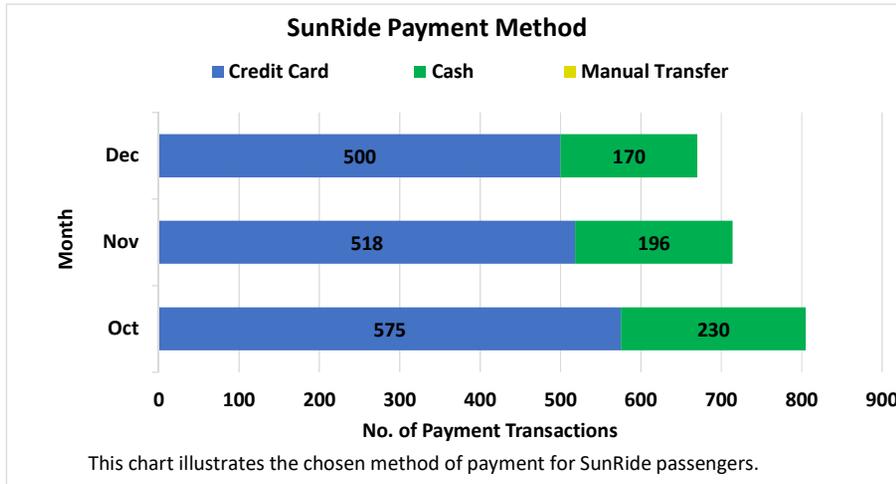
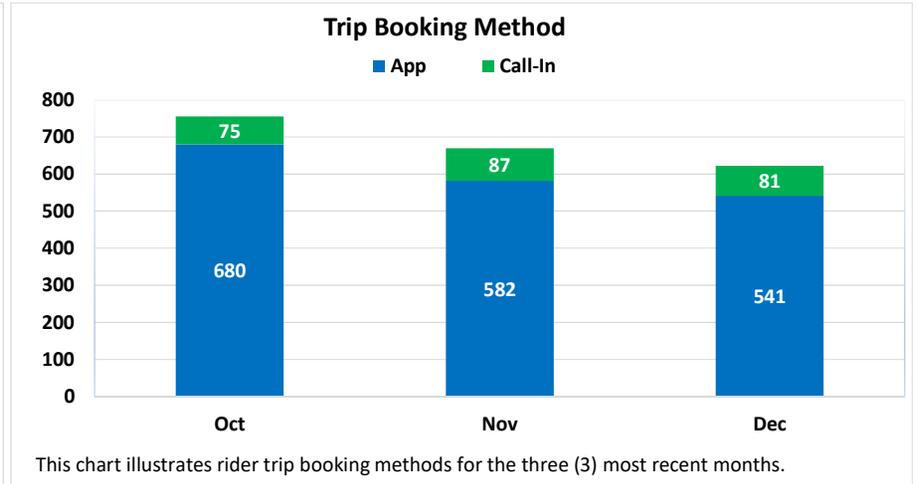
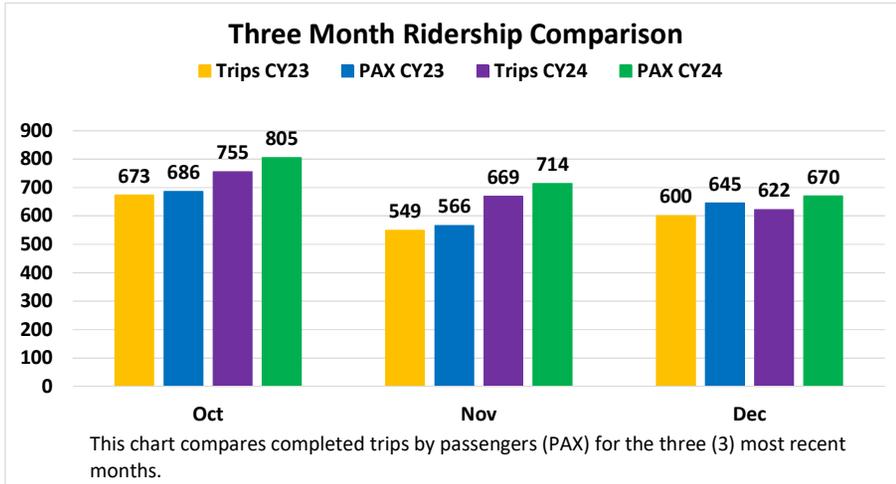
**Customer Satisfaction Rating**  
 Avg. rider trip rating: 5.0  
 Goal: 4.5



## Palm Desert Geo-Fence Metrics CYTD 2024

**Total Completed Trips: 7,447**

**Total Number of Passengers: 7,891**



**Percentage of Trips as Ridesharing: 43%.**  
 [Based on No. of Shared Rides for the month (265) divided by Total Trips Completed (622).]

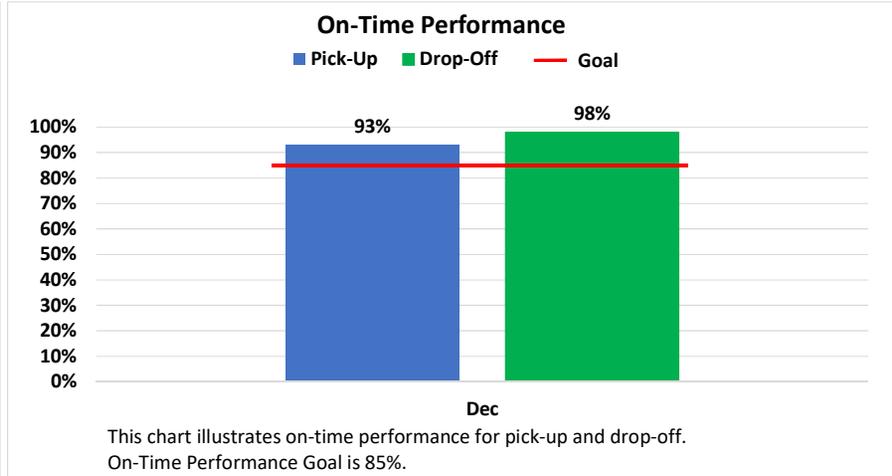
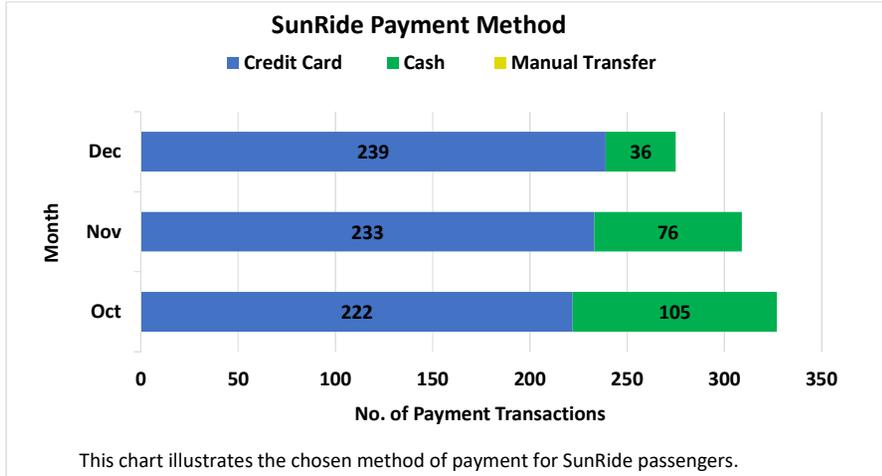
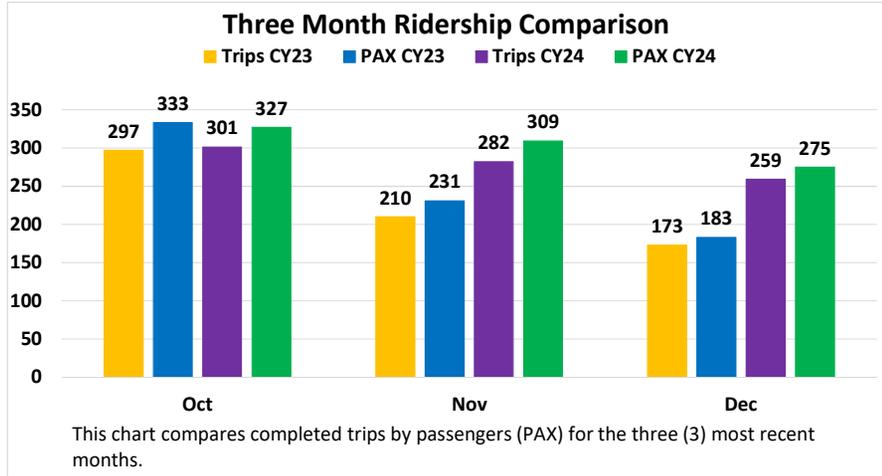
**Customer Satisfaction Rating**  
 Avg. rider trip rating: 5.0  
 Goal: 4.5



## Palm Springs Geo-Fence Metrics CYTD 2024

**Total Completed Trips: 3,181**

**Total Number of Passengers: 3,465**

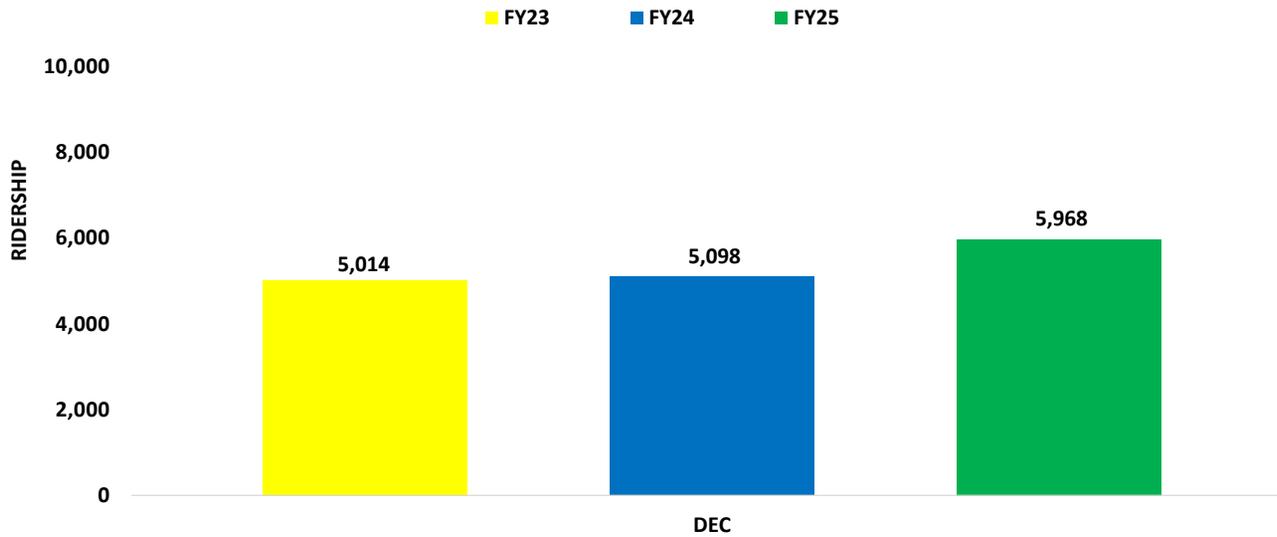


**Percentage of Trips as Ridesharing: 27%.**  
 [Based on No. of Shared Rides for the month (69) divided by Total Trips Completed (259).]

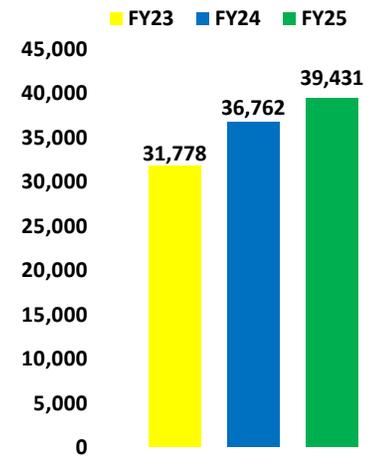
**Customer Satisfaction Rating**  
 Avg. rider trip rating 5.0  
 Goal: 4.5



### Haul Pass COD Ridership - December 2024

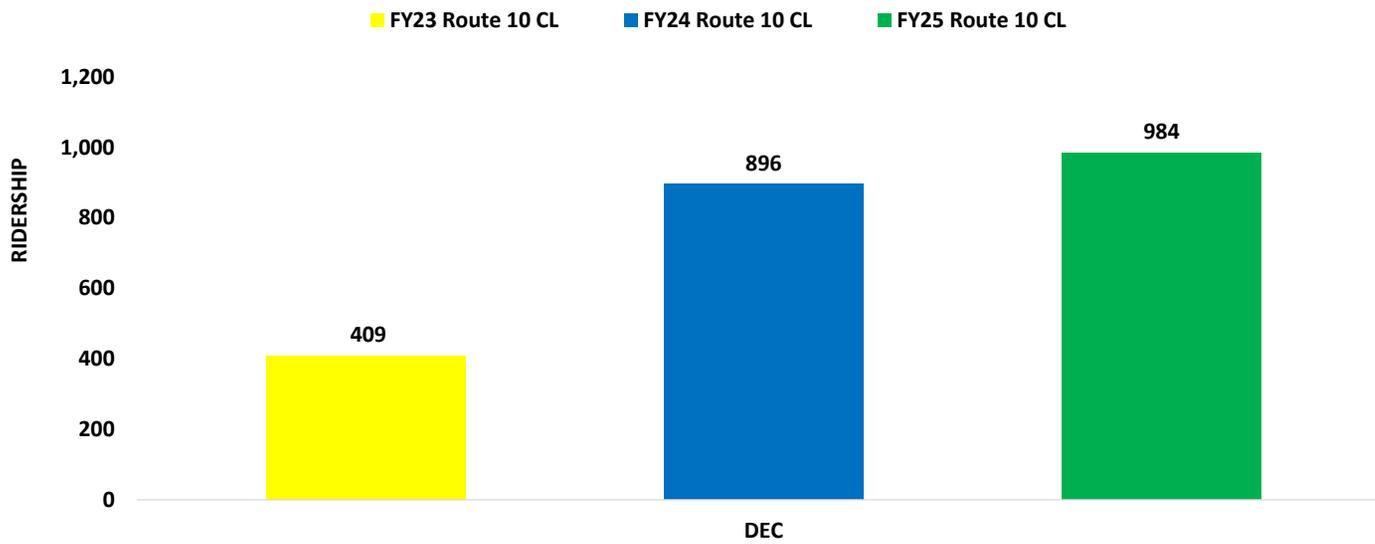


### COD Fixed Route Ridership Year to Date

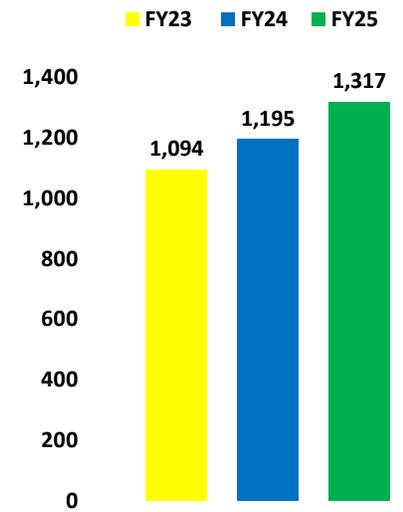


The Haul Pass program was introduced in August 2018. This chart represents monthly ridership on the Haul Pass COD. ID Card swipe contributed 214 rides Token Transit contributed 5,431 rides. 31 Day Paper Pass contributed 323 rides. COD moved over to Token Transit & 31 Day University Paper Pass as of June 3, 2024.

### Haul Pass CSUSB Ridership - December 2024



### CSUSB Fixed Route Ridership Total



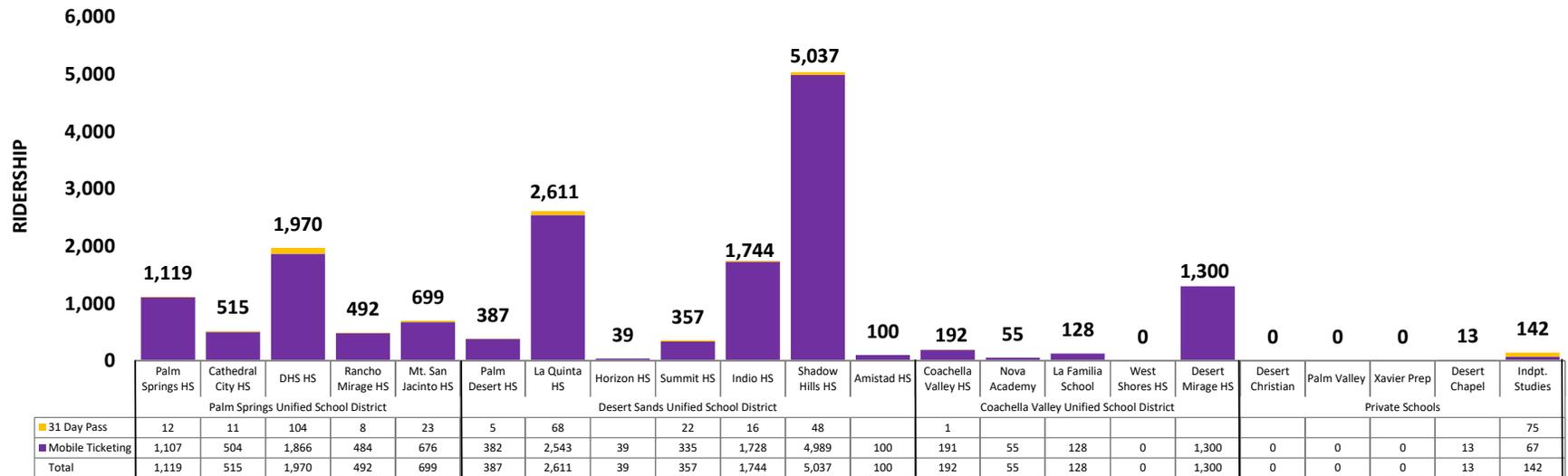
The Haul Pass CSUSB program was introduced in September 2019.

This chart represents monthly ridership on the Haul Pass CSUSB.

For the month of December 2024, CSUSB contributed 1,209 rides from 274 unique users. From that total, 984 rides were used on Route 10 and 225 rides on the fixed route system.

## High School Haul Pass - December 2024

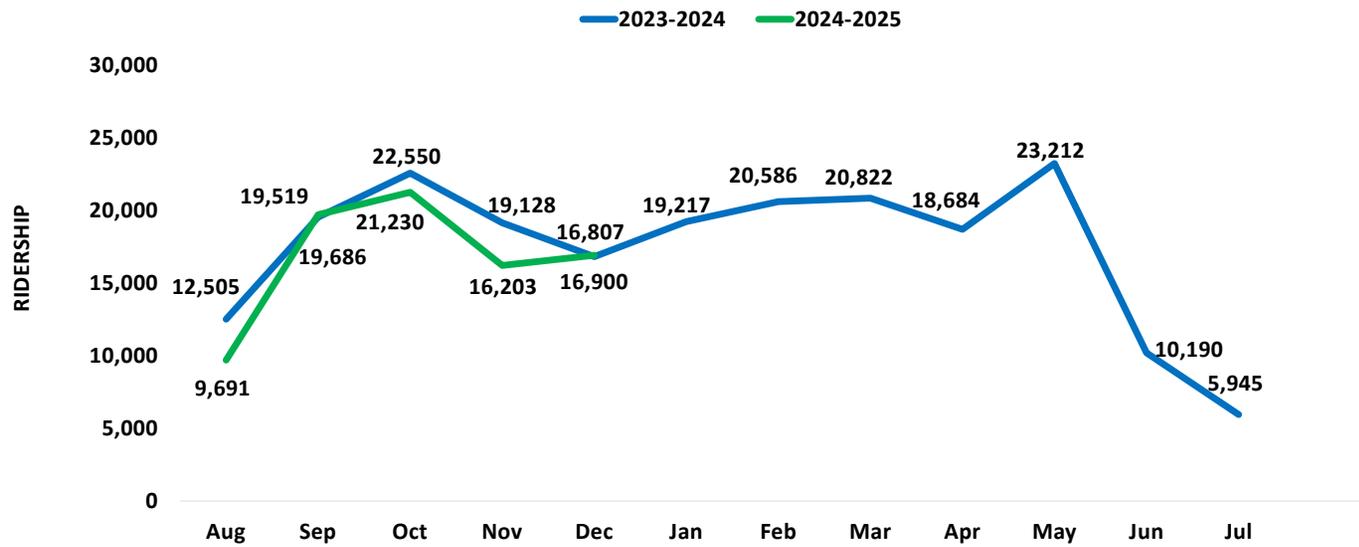
■ Mobile Ticketing   
 ■ 31 Day Pass



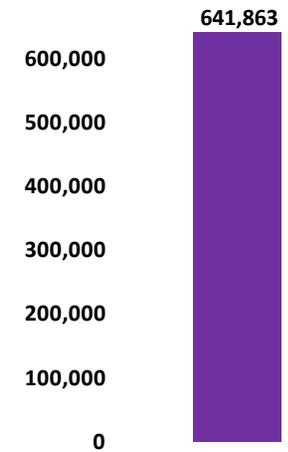
The High School Haul Pass program was introduced in August 2021.

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

### High School Haul Pass - Year to Date



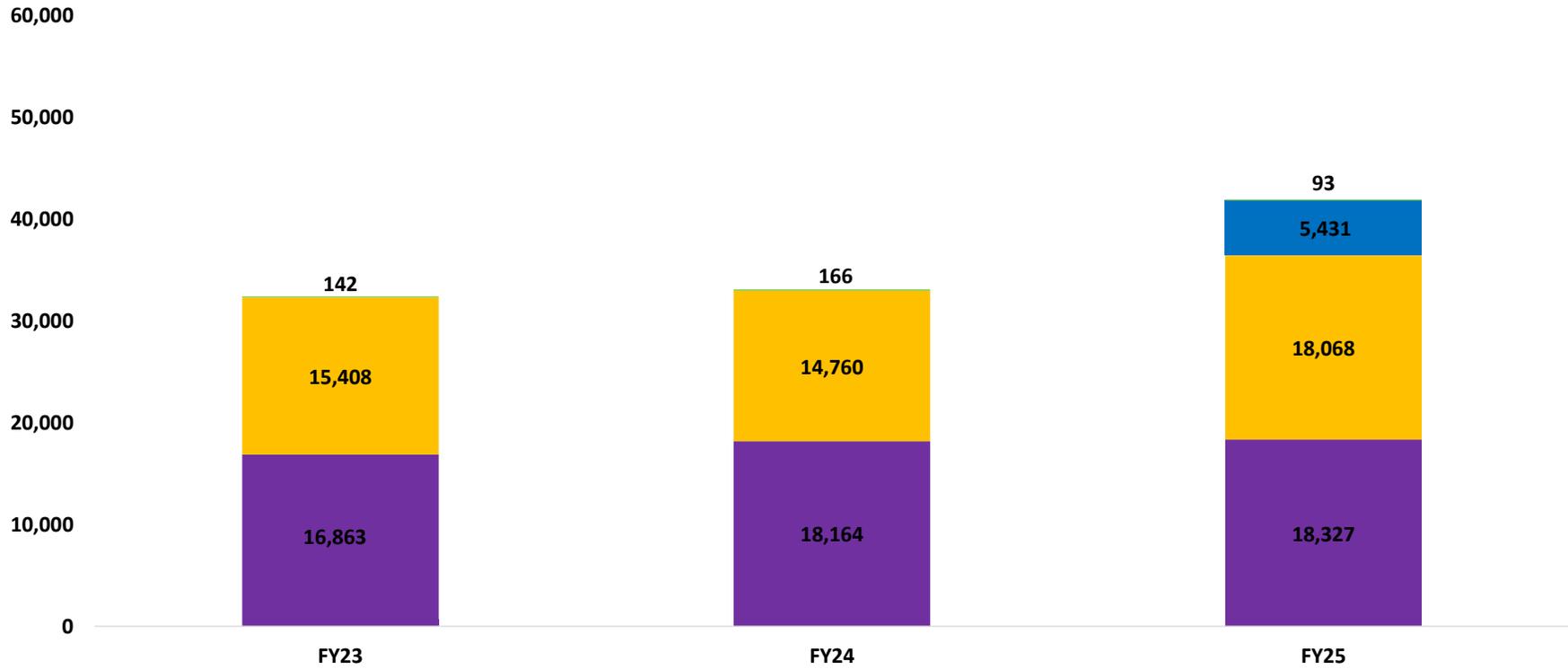
### High School Haul Pass Ridership Total



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

## Mobile Ticketing Usage - December 2024

■ High School Haul Pass 
 ■ Fixed Route 
 ■ COD 
 ■ Paratransit



This chart represents all monthly mobile ticketing usage by category based on the Token Transit app data.  
 The total for December 2024 includes the following passes used through Token Transit: High School Haul Pass, COD Haul Pass, Fixed Route and Paratransit.

**SunLine Transit Agency**

**CONSENT CALENDAR**

DATE: February 26, 2025 **APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Board Member Attendance for January 2025

Summary:

The attached report summarizes the Board of Directors' attendance for fiscal year to date January 2025.

Recommendation:

Approve.

| 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   | X   |     | X   |     |     |     |     |     |     | 10             | 4              |
| Palm Desert         | X                              |     | X   | X   |     | X   | X   |     |     |     |     |     | 10             | 5              |
| Palm Springs        | X                              |     | X   | X   |     | X   | X   |     |     |     |     |     | 10             | 5              |
| Cathedral City      | X                              |     | X   | X   |     |     | X   |     |     |     |     |     | 10             | 4              |
| Rancho Mirage       | X                              |     | X   | X   |     | X   | X   |     |     |     |     |     | 10             | 5              |
| Indian Wells        | X                              |     |     | X   |     | X   |     |     |     |     |     |     | 10             | 3              |
| La Quinta           | X                              |     | X   | X   |     | X   | X   |     |     |     |     |     | 10             | 5              |
| Indio               | X                              |     | X   | X   |     | X   | X   |     |     |     |     |     | 10             | 5              |
| Coachella           | X                              |     | X   | X   |     |     | X   |     |     |     |     |     | 10             | 4              |
| County of Riverside | X                              |     | X   | X   |     | X   | X   |     |     |     |     |     | 10             | 5              |

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

**DARK –**

**SunLine Transit Agency**

**CONSENT CALENDAR**

DATE: February 26, 2025

**APPROVE**

TO: Board of Directors

RE: Approval of Joint Board Meeting Minutes for January 22, 2025

Summary:

The attached report summarizes the Joint Board Meeting Minutes from the Board of Directors' meeting held on January 22, 2025.

Recommendation:

Approve.

## MINUTES

### Joint SunLine Transit Agency/SunLine Services Group Board of Directors Meeting January 22, 2025

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, January 22, 2025 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 12:02 p.m. by Chairperson Ross.

#### 2. FLAG SALUTE

Board Member Delgado 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

Grace Garner, SunLine Agency Board Member, City of Palm Springs\*

Jan Harnik, SunLine Agency Board Member, City of Palm Desert

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

Glenn Miller, SunLine Agency Board Member, City of Indio

Denise Delgado, SunLine Agency Board Member, City of Coachella

Supervisor V. Manuel Perez, SunLine Agency Board Member, County of Riverside\*

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

#### 4. OATH OF OFFICE

*\*Board Member Garner joined the meeting at 12:06 p.m.*

The Oath of Office was administered to newly appointed Board Member Grace Garner from the City of Palm Springs and Board Member Jan Harnik from the City of Palm Desert. Both members took the oath to officially serve on the SunLine Transit Agency Board of Directors.

*\*Supervisor Perez joined the meeting at 12:12 p.m.*

**SUNLINE TRANSIT AGENCY/  
SUNLINE SERVICES GROUP  
BOARD OF DIRECTORS MEETING - MINUTES  
JANUARY 22, 2025**

**5. FINALIZATION OF AGENDA**

No changes to the agenda.

**6. PUBLIC COMMENTS**

Three (3) public comments were made by:

- Anthony Garcia
- Dominic Moonheart
- Alex

**7. CLOSED SESSION**

**a) Pending Litigation (Cal. Govt. Code Section 54956.9(d)(1))**

Riverside County Superior Court, Case No. CVPS2301602  
Riverside County Superior Court, Case No. CVPS2301603  
Riverside County Superior Court, Case No. CVPS2301604  
Riverside County Superior Court, Case No. CVPS2301606  
Riverside County Superior Court, Case No. CVPS2301607  
Riverside County Superior Court, Case No. CVPS2301608  
Riverside County Superior Court, Case No. CVPS2301609  
Riverside County Superior Court, Case No. CVPS2301610

**b) Pending Litigation (Cal. Govt. Code Section 54956.9(d)(1))**

PERB Case No. LA-CE-1536-M

**8. RECONVENE TO OPEN SESSION AND REPORT OUT FROM CLOSED SESSION**

The open session resumed at 12:55 p.m. The General Counsel reported that the Board gave legal counsel appropriate guidance on how to proceed regarding items 7a and 7b.

**9. PRESENTATIONS**

None.

**10. BOARD MEMBER COMMENTS**

Board Member comments were made by:

- Supervisor Perez, County of Riverside

**11. CONSENT CALENDAR**

Board Member Peña moved to approve the consent calendar. The motion was seconded by Board Member Miller. The motion was approved by a unanimous

**SUNLINE TRANSIT AGENCY/  
SUNLINE SERVICES GROUP  
BOARD OF DIRECTORS MEETING - MINUTES  
JANUARY 22, 2025**

vote of 8 yes; 0 no; 0 abstain.

**12. FISCAL YEAR 2024 SINGLE AUDIT REPORT**

Chairperson Ross reported that this item was brought to the Finance/Audit Committee and they unanimously motioned to receive and file this item. Chairperson Ross moved to receive and file the Fiscal Year 2024 Single Audit Report. The motion was approved by a unanimous vote of 8 yes; 0 no; 0 abstain.

**13. RESOLUTION NO. 0809 TO OBTAIN FEDERAL GRANT FUNDING**

Chairperson Ross reported that this item was brought to the Finance/Audit Committee and they unanimously motioned to approve this item. Chairperson Ross moved to approve Resolution No. 0809 to Obtain Federal Grant Funding. The motion was approved by a unanimous vote of 8 yes; 0 no; 0 abstain.

**14. AWARD OF CONTRACT FOR MICROTRANSIT SERVICES**

Chairperson Ross reported that this item was brought to the Finance/Audit Committee and they unanimously motioned to approve this item. Chairperson Ross moved to approve the Award of Contract for Microtransit Services. The motion was approved by a unanimous vote of 8 yes; 0 no; 0 abstain.

**15. ADOPT AMENDMENT TO THE SUNLINE TRANSIT AGENCY RETIREMENT INCOME PLAN FOR TEAMSTERS LOCAL 1932**

Board Operations Committee Chair Miller reported that this item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Member Miller moved to Adopt Amendment to the SunLine Transit Agency Retirement Income Plan for Teamsters Local 1932. The motion was approved by a unanimous vote of 8 yes; 0 no; 0 abstain.

**16. FORMAL SELECTION OF PENSION COMMITTEE MEMBERS**

Board Operations Committee Chair Miller reported that this item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Member Miller moved to approve the Formal Selection of Pension Committee Members. The motion was approved by a unanimous vote of 8 yes; 0 no; 0 abstain.

**17. APPROVE RESOLUTION NO. 0811 TO INCREASE THE BOARD MEMBER STIPEND**

Board Operations Committee Chair Miller reported that this item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Member Miller moved to approve Resolution No. 0811 to Increase the Board Member Stipend. The motion was approved by a unanimous vote of 8 yes; 0 no; 0

**SUNLINE TRANSIT AGENCY/  
SUNLINE SERVICES GROUP  
BOARD OF DIRECTORS MEETING - MINUTES  
JANUARY 22, 2025**

abstain.

**18. FIRST READING OF SUNLINE SERVICES GROUP (SSG) ORDINANCE NO. 2025-01, TAXICAB SERVICE ORDINANCE**

Taxi Committee Chair Peña reported that this item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Member Peña moved to approve the First Reading of SunLine Services Group (SSG) Ordinance No. 2025-01, Taxicab Service Ordinance. The motion was approved by a unanimous vote of 8 yes; 0 no; 0 abstain.

**19. SUBAWARD AGREEMENT WITH THE ALLIANCE FOR RENEWABLE CLEAN HYDROGEN ENERGY SYSTEMS (ARCHES)**

Chairperson Ross reported that Luis Garcia, Chief Financial Officer, provided an oral report on this information item during the Finance/Audit Committee meeting.

**20. UPDATE FOR ON-CALL ENGINEERING AND SUPPORT SERVICES FOR HYDROGEN FUELING**

Chairperson Ross reported that Luis Garcia, Chief Financial Officer, provided an oral report on this information item during the Finance/Audit Committee meeting.

**21. LEGISLATIVE UPDATE FOR JANUARY 2025**

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

Comments were made by:

- Supervisor Perez, County of Riverside
- Board Member Harnik, City of Palm Desert
- Mona Babauta, CEO/General Manager

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

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

**23. NEXT MEETING DATE**

February 26, 2025 at 12 p.m.  
Board Room  
32-505 Harry Oliver Trail  
Thousand Palms, CA 92276

**SUNLINE TRANSIT AGENCY/  
SUNLINE SERVICES GROUP  
BOARD OF DIRECTORS MEETING - MINUTES  
JANUARY 22, 2025**

**24. ADJOURN**

The SunLine Services Group and SunLine Transit Agency meeting concurrently adjourned at 1:20 p.m.

Respectfully Submitted,

Edith Hernandez  
Clerk of the Board/Director of  
Legislative Affairs

**SunLine Services Group**

**CONSENT CALENDAR**

DATE: February 26, 2025 **APPROVE**

TO: Taxi Committee  
Board of Directors

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

Approve.

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

| <b>Vendor Filed As Name</b>       | <b>Description</b> | <b>Check #</b> | <b>Payment Date</b> | <b>Payment Amount</b> |
|-----------------------------------|--------------------|----------------|---------------------|-----------------------|
| HANSON BRIDGETT LLP               | Legal Service      | 91371          | 12/04/2024          | 4,998.00              |
| <b>Total Checks Over \$1,000</b>  | \$4,998.00         |                |                     |                       |
| <b>Total Checks Under \$1,000</b> | \$3,036.78         |                |                     |                       |
| <b>Total Checks</b>               | \$8,034.78         |                |                     |                       |

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

DATE: February 26, 2025 **APPROVE**

TO: Taxi Committee  
Board of Directors

RE: Acceptance of Monthly Budget Variance Report for December 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 December 2024 are equal to 6/12<sup>ths</sup> of the yearly budget.

**Year to Date Summary**

- As of December 31, 2024, the organization's revenues are \$33,965 or 35.83% above the FYTD budget.
- As of December 31, 2024, expenditures are \$27,006 or 28.49% below the FYTD budget.
- The net FYTD operating gain (loss) after expenses is \$60,971.

**Recommendation:**

Approve.

SunLine Regulatory Administration  
Budget Variance Report  
December 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             | 50               | 292           | (242)               | 1,225            | 1,750            | (525)               | 65.0%                |
| New Driver Permit Revenue                | 750               | -                | 63            | (63)                | 900              | 375              | 525                 | -20.0%               |
| Taxi Business Permit                     | 96,000            | 10,668           | 8,000         | 2,668               | 59,190           | 48,000           | 11,190              | 38.3%                |
| Driver Transfer Revenue                  | 125               | -                | 10            | (10)                | 125              | 63               | 63                  | 0.0%                 |
| Driver Renewal Revenue                   | 1,725             | 100              | 144           | (44)                | 1,225            | 863              | 363                 | 29.0%                |
| Driver Permit Reinstatement/Replacement  | -                 | -                | -             | -                   | 20               | -                | 20                  | 0%                   |
| Vehicle Permit Revenue                   | 86,000            | 8,248            | 7,167         | 1,081               | 66,080           | 43,000           | 23,080              | 23.2%                |
| Operator Application Fee                 | 1,500             | -                | 125           | (125)               | -                | 750              | (750)               | 100.0%               |
| <b>Total Revenue</b>                     | <b>189,600</b>    | <b>19,066</b>    | <b>15,800</b> | <b>3,266</b>        | <b>128,765</b>   | <b>94,800</b>    | <b>33,965</b>       | <b>35.8%</b>         |
| <b>Expenses:</b>                         |                   |                  |               |                     |                  |                  |                     |                      |
| Salaries and Wages                       | 88,369            | 3,531            | 7,364         | 3,833               | 25,927           | 44,185           | 18,258              | 70.7%                |
| Fringe Benefits                          | 61,290            | 2,324            | 5,108         | 2,783               | 7,502            | 30,645           | 23,143              | 87.8%                |
| Services                                 | 18,315            | (3,763)          | 1,526         | 5,290               | 22,594           | 9,158            | (13,436)            | -23.4%               |
| Supplies and Materials                   | 3,585             | -                | 299           | 299                 | 10,789           | 1,793            | (8,996)             | -200.9%              |
| Utilities                                | 5,802             | -                | 484           | 484                 | -                | 2,901            | 2,901               | 100.0%               |
| Casualty and Liability                   | 5,589             | -                | 466           | 466                 | -                | 2,795            | 2,795               | 100.0%               |
| Taxes and Fees                           | 50                | -                | 4             | 4                   | -                | 25               | 25                  | 100.0%               |
| Miscellaneous                            | 6,600             | 64               | 550           | 486                 | 983              | 3,300            | 2,317               | 85.1%                |
| <b>Total Expenses</b>                    | <b>189,600</b>    | <b>2,155</b>     | <b>15,800</b> | <b>13,645</b>       | <b>67,794</b>    | <b>94,800</b>    | <b>27,006</b>       | <b>28.5%</b>         |
| <b>Total Operating Surplus (Deficit)</b> | <b>\$ -</b>       | <b>\$ 16,910</b> |               |                     | <b>\$ 60,971</b> |                  |                     |                      |

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**Revenue**

- The positive variance in revenue is largely due to increases in vehicle permit revenue and taxi business permit revenue due to one (1) unanticipated additional taxi business for FY2!
- As of FYTD25, there is a decrease of 4,054 taxi trips compared to FYTD24.

**Taxi Trips**

|       | FY24-December | FY25-December | Variance | %Δ    |
|-------|---------------|---------------|----------|-------|
| Trips | 8,516         | 8,443         | (73)     | -0.9% |

**Taxi Trips**

|       | FYTD-FY24 | FYTD-FY25 | Variance | %Δ    |
|-------|-----------|-----------|----------|-------|
| Trips | 48,080    | 44,026    | (4,054)  | -8.4% |

**Salaries and Wages**

- Wage expenses are below budget due to reduced costs allocated to SRA

**Fringe Benefits**

- Fringe benefit expenses are favorable due to reduced costs allocated to SRA

**Services**

- The unfavorable variance is due to higher costs for legal services

**Supplies and Materials**

- Supplies and material expenses are over unfavorable due to an allocation of overhead expenses from SunLine Transit Agency to SunLine Regulatory Administrator

**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: February 26, 2025

**APPROVE**

TO: Taxi Committee  
Board of Directors

RE: Acceptance of Taxi Trip Data – December 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 December, there were 73 fewer taxi trips serviced by eight (8) more cabs when compared to December 2023 (75 cabs in 2024 compared to 67 cabs in 2023).

There were 4,054 fewer taxi trips for FYTD25 compared to FYTD24.

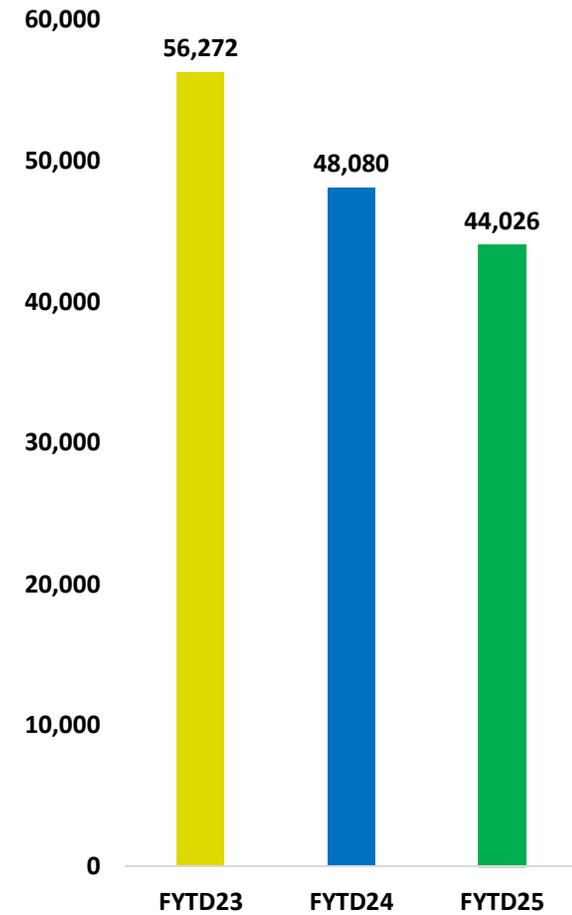
Recommendation:

Approve.

### Taxi Trip Three (3) Month Comparison as of December 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**

DATE: February 26, 2025 **APPROVE**

TO: Board of Directors

FROM: Nancy Ross, Chairperson of the Board

RE: Acceptance of Ratification of Provisional Committee Appointments

Recommendation

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

Background

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

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

Finance/Audit Committee

- Chairperson – Lynn Mallotto
- Vice Chairperson – John Peña
- Member – Jan Harnik
- Member – Bruce Whitman
- Member – Glenn Miller

Board Operations Committee

- Chairperson – John Peña
- Vice Chairperson – Grace Garner
- Member – Denise Delgado

- Member – Glenn Miller

Strategic Planning & Operational Committee

- Chairperson – Denise Delgado
- Vice Chairperson – Jan Harnik
- Member – Daniel Pitts
- Member – Lynn Mallotto

Taxi Committee

- Chairperson – Glenn Miller
- Vice Chairperson – Daniel Pitts
- Member – John Peña
- Member – Bruce Whitman

Recommendation:

Approve.

**SunLine Transit Agency/SunLine Services Group  
Board Committee Assignments  
FY 2024/25 COMMITTEE APPOINTMENTS**

|  | <b>Finance/Audit Committee (5)</b><br>Meet prior to each Board meeting | <b>Board Operations Committee (4)</b><br>Meet as needed | <b>Strategic Planning &amp; Operational Committee (4)</b><br>Meet as needed | <b>Taxi Committee (4)</b><br>Meet as needed |
|--|--|---|---|---|
| <b>John Peña</b><br>La Quinta              | <b>V</b>   | <b>C</b>  |   | <b>M</b>                                    |
| <b>Denise Delgado</b><br>Coachella         |  | <b>M</b>  | <b>C</b>  |   |
| <b>Daniel Pitts</b><br>Desert Hot Springs  |  |   | <b>M</b>  | <b>V</b>                                    |
| <b>Grace Garner</b><br>Palm Springs        |  | <b>V</b>  |   |   |
| <b>Lynn Mallotto</b><br>Rancho Mirage      | <b>C</b>   |   | <b>M</b>  |   |
| <b>Nancy Ross</b><br>Cathedral City        |  |   |   |   |
| <b>Jan Harnik</b><br>Palm Desert           | <b>M</b>   |   | <b>V</b>  |   |
| <b>Bruce Whitman</b><br>Indian Wells       | <b>M</b>   |   |   | <b>M</b>                                    |
| <b>Glenn Miller</b><br>Indio               | <b>M</b>   | <b>M</b>  |   | <b>C</b>                                    |
| <b>V. Manuel Perez</b><br>Riverside County |  |   |   |   |

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

Updated 02/2025

## SunLine Transit Agency

**DATE:** February 26, 2025 **ACTION**

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

**FROM:** Paul Mattern, Chief Planning Officer

**RE:** Award of Contract for CAD/AVL Technology and Services

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### Recommendation

Recommend that the Board of Directors delegate authority to the CEO/General Manager, or designee, to negotiate and execute a five (5) year contract with five (5) one-year options with GMV or the purchase and implementation of their Computer-Aided Dispatch/Automatic Vehicle (CAD/AVL) system for a not-to-exceed sum of \$3,572,369, upon approval as to form by General Counsel.

### Background

CAD/AVL technology has become a cornerstone of effective transit operations. As transit systems grow increasingly complex, managing fleets, ensuring on-time performance, and meeting rider expectations require real-time oversight. CAD/AVL integrates GPS tracking with software tools for dispatch and route management, allowing agencies to track vehicles in real-time, create detours, optimize operations and communicate with customers.

CAD/AVL offers many benefits to transit agencies, including optimized route performance, better dispatching decisions, data-informed decision making, and enhanced rider experience. CAD/AVL helps agencies monitor the location of buses in real-time, allowing dispatchers to respond quickly to delays, adjust routes, and keep the buses on time when traffic or weather conditions are unpredictable. Data collected from the CAD/AVL system can be easily queried and analyzed to build better schedules, optimize routes, and understand future service needs. In addition, real-time tracking of bus locations provides passengers with accurate information on bus arrival times at stops using mobile apps or digital signage.

Currently, SunLine Transit Agency (SunLine) uses a CAD/AVL (ITS) system that was procured in 2009 from Avail. There was a partial upgrade in 2015, but as of December 2022, 80% of SunLine's current system has reached end of life. Accordingly, staff evaluated the current system and determined that it needs to be replaced.

On September 5, 2024, staff issued Request for Proposals (RFP) 24-105. The RFP was advertised in a newspaper of general circulation and a notice was posted on SunLine's

website along with a copy of the RFP document. On January 9, 2025, four (4) proposals were received, and all firms were invited to demonstrate their product offering. After the demonstrations, all firms were invited to submit a Best and Final Offer (BAFO) price.

An evaluation committee representing staff from the Operations and Planning departments evaluated the proposals and system offerings in accordance with the criteria listed in the RFP that include technical capability, functional requirement, price, risk performance, and demonstration. Upon completing the review, the evaluation committee determined that GMV represents the best value for SunLine. Staff conducted a price analysis and determined the proposed prices to be fair and reasonable.

If approved by the Board, the new system will use up-to-date technology to manage fleets, ensure on-time performance, provide higher reliability, and improve operations and customer satisfaction. As each vehicle is upgraded with the new system, the equipment can be provisioned and put into service. Fleet installations will be scheduled for completion in nine (9) months, followed by system acceptance and project closeout. Once the new system is installed, staff will decommission SunLine's legacy CAD/AVL system.

### **Financial Impact**

The first year's estimated capital expense of \$2,145,606 has been included in the Fiscal Year 25 capital budget. The remaining \$1,426,763 will be budgeted in subsequent operating budgets by each year as outlined in the table below.

| Period                  | Estimated Cost |
|-------------------------|----------------|
| Year 1                  | \$2,145,606    |
| Year 2                  | \$145,642      |
| Year 3                  | \$145,642      |
| Year 4                  | \$145,642      |
| Year 5                  | \$145,642      |
| Year 6 (Option Year 1)  | \$168,839      |
| Year 7 (Option Year 2)  | \$168,839      |
| Year 8 (Option Year 3)  | \$168,839      |
| Year 9 (Option Year 4)  | \$168,839      |
| Year 10 (Option Year 5) | \$168,839      |
| Total                   | \$3,572,369    |

### **Performance Goal**

**Goal 2: Highly Trusted Mobility Solutions** – Strive to deliver highly accessible, convenient and trusted mobility solutions that effectively meet the diverse needs of the Coachella Valley citizens and improve their connectivity to daily life needs.

Attachments:

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



**REQUEST FOR PROPOSAL  
CAD/AVL Replacement  
24-105**

**PRICE ANALYSIS**

| Best and Final Offer Proposals (BAFO) | Avail       | Clever Devices | GMV         | INEO/Equans |
|---------------------------------------|-------------|----------------|-------------|-------------|
| Capital Costs                         | \$1,794,231 | \$2,968,290    | \$2,145,606 | 2485813     |
| Operating Costs Per Year              | \$2,054,440 | \$2,765,212    | \$1,426,763 | 1330271     |
| Total Proposal over 10 years          | \$3,848,671 | \$5,733,502    | \$3,572,369 | \$3,816,084 |

|                           |        |        |            |        |
|---------------------------|--------|--------|------------|--------|
| Proposal Evaluation Score | 472.39 | 486.76 | <b>524</b> | 483.35 |
|---------------------------|--------|--------|------------|--------|

|  | Difference  | Delta |
|--|-------------|-------|
| Difference between highest and lowest cost proposals   | \$2,161,133 | -38%  |
| Difference between GMV and the next lowest cost, INEO. | \$243,715   | 6.82% |

There was adequate price competition since four (4) bidders independently contended for the contract that is to be awarded. All four (4) companies were requested to interview and provide demonstrations. Best and Final Offers were requested from all four (4) of the vendors. Award is based on the highest evaluated proposal score for the evaluation criteria elements; Technical-Requirement Matrix, Functional and Technical Requirements, Price, Qualifications and Relevant Experience, Risk, Performance, and Quality Assurance, and Exceptions to Sample Agreement.

Based on the results of the evaluation committee's scoring, GMV is the best value to the Agency.

Based upon the results noted above, it is determined that the price submitted by GMV is considered fair and reasonable.

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Amy Gunderloy, Contract Administrator  
11-Feb-25

**PLANETBIDS SOLICITATION LIST CAD/AVL REPLACEMENT 24-105**

| <b>Vendor Name</b>       | <b>Address</b>             | <b>City</b>   | <b>State</b> | <b>Zip</b> | <b>Respondee</b>         | <b>Respondee Email</b>    |
|--------------------------|----------------------------|---------------|--------------|------------|--------------------------|---------------------------|
| Avail Technologies, Inc. | 1960 Old Gatesburg Rd      | State College | PA           | 16803      | Avail Technologies, Inc. | proposals@availtec.com    |
| Clever Devices Ltd.      | 300 Crossways Park Drive   | Woodbury      | NY           | 11797      | Thomas Smith             | tsmith@cleverdevices.com  |
| GMV                      | 700 S Flower St, Suite 470 | Los Angeles   | CA           | 90017      | Alex Fay                 | alex@gmv.com              |
| INEO SYSTRANS USA, INC.  | 8601 Dunwoody Pl Suite 115 | Sandy Springs | GA           | 30350      | Kareena Nagawa           | kareena.nagawa@equans.com |

## SunLine Transit Agency

**DATE:** February 26, 2025 **ACTION**

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

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

**RE:** Authorize Execution of Master Agreement and Program Supplement with the California Department of Transportation for Receipt of a \$612,200 Transit and Intercity Rail Capital Program Grant

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### **Recommendation**

Recommend that the Board of Directors (Board) authorize the CEO/General Manager, or designee, to (1) negotiate, enter into and execute a Master Agreement, all Program Supplements, and any amendments thereto, with the California Department of Transportation (Caltrans), to receive \$612,200 in Transit and Intercity Rail Capital Program (TIRCP) funds for the Bringing Easy Ticketing Solutions to the Coachella Valley Project (Project); and (2) take any action and execute any writing as may be necessary to give effect to the resolution, including executing and filing reports and applications, agreements, certifications and assurances, related amendments, or other documentation that may be required to receive funds.

### **Background**

In April 2024, the California State Transportation Agency (CalSTA) issued a call for projects for cycle 7 of the TIRCP program utilizing auction proceeds from the Greenhouse Gas Reduction Fund (GGRF) funded from the Cap-and-Trade program. The total funding available through cycle 7 was estimated at \$900 million at the time of the call for projects issuance.

In October 2024, SunLine Transit Agency (SunLine) was awarded \$612,200 in funding for the Project which will enable the agency to purchase and install a new contactless payment system on its revenue vehicles. Currently, riders are required to pay in exact cash for single rides, transfers or day passes. The contactless payment system will allow riders to tap and pay for SunLine services at the time of boarding vehicles using their own contactless credit, debit, prepaid card or a mobile wallet. The contactless payment technology will also allow SunLine to explore automatic discounts. The new hardware would also work with SunLine's current mobile ticketing option, Token Transit, to validate passes and will allow SunLine to gather rider statistics.

In the grant application, SunLine leveraged work conducted by California Integrated Travel Project's (Cal-ITP) to facilitate procurement and validation of contactless fare system integrations. Through a partnership with the State of California, Cal-ITP strives to facilitate and expand contactless fare payment availability across public transportation in California. The California Department of General Services (DGS), in collaboration with Cal-ITP, conducted a request for proposals that established six (6) competitively awarded Master Service Agreements that allow public transportation providers to purchase directly through the DGS without further competitive bidding.

In order to receive the TIRCP grant, the Board must adopt a resolution authorizing the CEO/General Manager to execute a funding agreement with Caltrans, a division of CalSTA. Staff also recommends that the Board authorize the CEO/General Manager to execute any other documents necessary to receive the funds.

If this item is approved, SunLine will proceed with the contactless payment project and initiate the procurement process through DGS and Cal-ITP to select the vendor whose equipment and payment processors will best fit SunLine's needs.

### **Financial Impact**

Approval of this item would allow SunLine to receive \$612,200 in TIRCP funding and allow the agency to purchase a new contactless fare payment system.

### **Performance Goal**

**Goal 3: Organizational Health & Resiliency** – Approval of this item aligns with the Agency's goal to improve the rider experience through competitive funding.

Attachments:

- [Item 10a](#) – Resolution No. 0812

## SUNLINE TRANSIT AGENCY

### RESOLUTION NO. 0812

#### **RESOLUTION AUTHORIZING THE EXECUTION OF A MASTER AGREEMENT AND PROGRAM SUPPLEMENT WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR RECEIPT OF A \$612,200 TRANSIT AND INTERCITY RAIL CAPITAL PROGRAM GRANT**

**WHEREAS**, in October 2024, the California State Transportation Agency (CalSTA) awarded \$612,200 in Transit and Intercity Rail Capital Program (TIRCP) funds to the SunLine Transit Agency (SunLine) for the Bringing Easy Ticketing Solutions to the Coachella Valley Project (Project); and

**WHEREAS**, the Project will install an open loop, contactless payment system on all SunLine service vehicles to enhance accessibility for SunLine's customers and generate operational savings, allowing for expanded services; and

**WHEREAS**, the statutes related to TIRCP-funded transit projects require local agencies to execute a funding agreement with the State of California through the California Department of Transportation (Caltrans), a division of CalSTA, before they can be reimbursed for project expenditures; and

**WHEREAS**, Caltrans uses Master Agreements and Program Supplements to administer and provide funds for TIRCP-funded transit projects; and

**WHEREAS**, SunLine desires to enter into an agreement with Caltrans for SunLine to receive the TIRCP funds; and

**WHEREAS**, Caltrans has requested a resolution from the governing board of SunLine authorizing execution of these agreements; and

**WHEREAS**, staff recommends that the Board delegate the authority to the Chief Executive Officer/General Manager (CEO/GM), or designee, to execute any documents required to receive this TIRCP grant.

**NOW THEREFORE, BE IT RESOLVED** that the SunLine Transit Agency Board of Directors authorizes the Chief Executive Officer/General Manager, or designee, to:

1. Negotiate, enter into and execute a Caltrans Master Agreement, all Program Supplements, and any amendments thereto, with the California Department of Transportation, to receive \$612,200 in Transit and Intercity Rail Capital Program funds for the Bringing Easy Ticketing Solutions to the Coachella Valley Project; and

2. Take any action and execute any writing as may be necessary to give effect to this resolution, including executing and filing reports and applications, agreements, certifications and assurances, related amendments, or other documentation that may be required to receive funds.

APPROVED AND ADOPTED by the Board of Directors of SunLine Transit Agency on the 26th day of February, 2025.

AYES:

NOES:

ABSENT:

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Nancy Ross  
Chair of the Board

ATTEST:

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Edith Hernandez  
Clerk of the Board

APPROVED AS TO FORM:

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General Counsel  
Catherine Groves

**SunLine Transit Agency**

**DATE:** February 26, 2025 **ACTION**

**TO:** Board Operations Committee  
Board of Directors

**FROM:** Jairho Urzua, ADA Eligibility & Compliance Specialist

**RE:** ACCESS Advisory Committee Member

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**Recommendation**

Recommend that the Board of Directors appoint Abdelhak Bouzroud to the ACCESS Advisory Committee (Committee).

**Background**

In June 1996, the Board of Directors established the Committee to assist staff in an advisory capacity on accessibility and senior mobility concerns. Formal bylaws and procedures were adopted to guide its operations. Its role has always been specifically limited by its bylaws to providing recommendations to staff. This input was especially valuable in the early years as SunLine Transit Agency (SunLine) structured its fixed route and paratransit services to comply with ADA requirements.

As determined by the Board of Directors, the Committee serves as a vital forum for advising SunLine on the planning and implementation of its fixed-route and paratransit services. The Committee reviews, comments on, and provides feedback to SunLine staff in order to make transportation more accessible for everyone. Membership is designed to include individuals with diverse expertise and firsthand experience with SunLine's services, strengthening the Committee's ability to offer well-informed recommendations. The Committee complies with California's open meeting law, the Brown Act, and follows Robert's Rules of Order to ensure structured and effective discussions.

All members of the Committee serve at the pleasure of the SunLine Board of Directors and in a voluntary capacity. The Committee includes fifteen (15) seats. Any person living within SunLine's service area may be appointed to the Committee, and the Committee includes individual who regularly utilize SunLine's transit services. Currently, five (5) of the fifteen (15) seats are filled. SunLine staff will be creating a plan to fill the remaining vacancies in the coming months, including outreach via word of mouth and social media.

To fill vacancies, the Committee utilizes the following appointment process to ensure transparency and compliance with the Committee bylaws:

1. **Application Submission** – Applicants submit their forms to the Committee Chair.
2. **Committee Review** – Applications are evaluated for qualifications.
3. **Ad Hoc committee Evaluation** – A three-member ad hoc committee reviews and discusses applications.
4. **Committee Vote** – The ad hoc Committee makes recommendation on the applicant to the Committee, who then votes on the application.
5. **Board Report Submission** – Approved applicants are presented for Board review.
6. **Board Approval** – The Board formally approves or denies the appointment.
7. **New Member Orientation** – After approval, the new member is briefed on expectations, meeting schedules, and responsibilities.

On September 23, 2024, the Committee received one (1) application. After reviewing the application, at the January 14, 2025 Committee meeting, the Membership committee recommended the appointment of Abdelhak Bouzroud, who serves as Palm Springs Unified School District Transportation Coordinator. The full Committee unanimously approved the ad hoc committee's recommendation.

#### **Financial Impact**

There is no financial impact.

#### **Performance Goal**

**Goal 4: Valuable Community Asset** – Be seen as a highly valued and integral contributor to shaping socially engaged, economically vibrant, and healthy communities throughout the Coachella Valley.

## SunLine Services Group

**DATE:** February 26, 2025 **ACTION**

**TO:** Taxi Committee  
Board of Directors

**FROM:** Jill Plaza, Taxi/Contracted Transportation Services Administrator

**RE:** Second Reading and Adoption of SunLine Services Group (SSG)  
Ordinance No. 2025-01, Taxicab Service Ordinance

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### **Recommendation**

Recommend that the Board of Directors waive the second reading and adopt SSG Ordinance No. 2025-01 to supersede SSG Ordinance No. 2024-02.

### **Background**

The proposed Ordinance was presented at the January 22, 2025 Board meeting for first reading and consideration for adoption. No comments or concerns were raised and no changes were recommended. Updates to the Taxicab Service Ordinance are part of an ongoing effort to reform and modernize taxicab rules and regulations to ensure high standards of public safety, consumer protection and customer service, while allowing for innovation and competition. On December 11, 2024, staff met with the stakeholders, including business owners and taxicab operators as to the proposed changes. Both businesses and operators strongly support the proposed Ordinance 2025-01 which would make the following changes:

- Define "E-Hail Application" (Section 1.015.L) and memorialize Permittees the ability to use an E-Hail Application and E-Hail Application-Based Fares for trips. (Section 1.070.B).
- Create a TNC-Taxi Upfront Fare Program to allow taxicabs to accept upfront fares and trips through transportation network companies' (TNC) E-Hail Applications. (Section 1.070.C).
- Establish criteria for taxicab ride refusals to align with taxi industry standards (Sections 2.020.K and 2.020.L).
- Non-substantive revisions to align the Ordinance with its defined terms.

A redlined copy of the Ordinance showing these changes is attached.

### **Financial Impact**

Ordinance No. 2025-01 will have no financial impact.

**Performance Goal**

**Goal 2: Highly Trusted Mobility Solutions** – Strive to deliver highly accessible, convenient and trusted mobility solutions that effectively meet the diverse needs of the Coachella Valley citizens and improve their connectivity to daily life needs.

Attachments:

- [Item 12a](#) – Redlined Copy of Ordinance No. 2025-01
- [Item 12b](#) – Ordinance No. 2025-01 (Redlined Changes Accepted)

**ORDINANCE NO. ~~2024-021~~ 2025-01 24-02**  
**AN ORDINANCE OF SUNLINE SERVICES GROUP**  
**SUPERSEDING ORDINANCE NO. ~~2024-021~~**

**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**, to modernize the regulation of taxicab transportation services and in order for taxicabs to better compete with all for hire modes of transportation the State amended Government Code Section 53075.5 through Assembly Bill 1069 and Assembly Bill 939; and,

**WHEREAS**, SSG intends to adopt procedures compliant with Assembly Bill 1069 and Assembly Bill 939 for the regulation of taxicab transportation services in the Coachella Valley.

**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 ~~2024-021~~, 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 twenty~~ (320)-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 22<sup>nd</sup> day of January, 2025.

APPROVED AND ADOPTED by the Board of Directors of SunLine Services Group at a regular meeting held on 26<sup>th</sup> day of February, 2025.

\_\_\_\_\_  
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
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- 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
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**ARTICLE II  
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- 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. "E-Hail Application" means an application that allows customers to electronically order a permitted taxicab on demand using a smartphone or other mobile or electronic device and/or accept payment for those trips.
- 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 utilize an E-Hail Application to provide upfront fare estimates based on the trip distance and time (E-Hail Application Based Fare). An E-Hail Application-Based Fare may not exceed the maximum rates authorized by Section 1.070.A.
- C. A Permittee may charge customers an upfront flat rate fare through a transportation network company (TNC) E-Hail Application, such as Uber (Upfront Fare Program). Fares under the Upfront Fare Program must use dynamic pricing established by the TNC application(s) using an algorithm to calculate the upfront fare based on the trip distance and time. Meter rates cannot be applied to Upfront Fare Program trips. Section 1.070.A does not apply to the Upfront Fare Program.
- ~~G.D.~~ 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.
- ~~D.E.~~ The Board may from time to time establish maximum flat rates for special events or fixed routes.
- ~~E.F.~~ 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.
- ~~F.G.~~ The Permittee shall disclose fares, fees or rates to the customer as provided for in Government Code Section 53075.5.
- ~~G.H.~~ 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.
- J.K. Proposed trips that are part of the Upfront Fare Program, are considered accepted once the Driver has accepted the TNC application trip offer. If the offer accepted and then rejected, it is considered a ride refusal and subject to citation and applicable fine, unless the ride rejection is based on one or more of the exceptions set forth in Section 2.020.L.
- L. ~~No~~ A Driver may only 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. to serve a person requesting the service of their taxicab if:
1. The Driver has already been dispatched on another call;
  2. The passenger is engaging in physical or verbal mistreatment, including hitting, kicking, gestures, yelling, spitting, threats, intimidation, assaults, slurs, or cursing, or otherwise causing the driver to reasonably believe that the driver's health or safety, or that of others may be endangered. Discriminatory-based ride refusals are prohibited and may result in permit revocation;
  3. The passenger cannot, upon request, show ability to pay the fare;
  4. The passenger refuses to state a specific destination upon entering the taxicab; or
  5. The proposed trip is outside Riverside County.
- A Driver refusing service under this section must immediately record the reason(s) for the service refusal with their dispatcher and the taxicab company dispatcher is required to maintain a written record of all service refusals.
- A ride that is in the process of being completed, but which is refused under this provision, must be terminated at a safe, well-lit location, near a location where the passenger will have the ability to reasonably obtain an alternate form of transportation. In emergency situations, a driver may immediately refuse a ride and contact the police for further assistance.

~~K.M.~~ 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.

~~L.N.~~ 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.

~~M.O.~~ 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.

~~N.P.~~ 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.

~~O.Q.~~ 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. 2025-01**  
**AN ORDINANCE OF SUNLINE SERVICES GROUP**  
**SUPERSEDING ORDINANCE NO. 2024-02**

**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**, to modernize the regulation of taxicab transportation services and in order for taxicabs to better compete with all for hire modes of transportation the State amended Government Code Section 53075.5 through Assembly Bill 1069 and Assembly Bill 939; and,

**WHEREAS**, SSG intends to adopt procedures compliant with Assembly Bill 1069 and Assembly Bill 939 for the regulation of taxicab transportation services in the Coachella Valley.

**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 2024-02, 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 22<sup>nd</sup> day of January, 2025.

APPROVED AND ADOPTED by the Board of Directors of SunLine Services Group at a regular meeting held on 26<sup>th</sup> day of February, 2025.

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Nancy Ross  
Chairperson of the Board

ATTEST:

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Edith Hernandez  
Clerk of the Board

APPROVED AS TO FORM:

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Catherine Groves  
General Counsel

**EXHIBIT A: TAXICAB SERVICE ORDINANCE**

**CHAPTER ONE**

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PERMITTING OF TAXICAB BUSINESSES AND DRIVERS**

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## 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. "E-Hail Application" means an application that allows customers to electronically order a permitted taxicab on demand using a smartphone or other mobile or electronic device and/or accept payment for those trips.
- 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 utilize an E-Hail Application to provide upfront fare estimates based on the trip distance and time (E-Hail Application Based Fare). An E-Hail Application-Based Fare may not exceed the maximum rates authorized by Section 1.070.A.
- C. A Permittee may charge customers an upfront flat rate fare through a transportation network company (TNC) E-Hail Application, such as Uber (Upfront Fare Program). Fares under the Upfront Fare Program must use dynamic pricing established by the TNC application(s) using an algorithm to calculate the upfront fare based on the trip distance and time. Meter rates cannot be applied to Upfront Fare Program trips. Section 1.070.A does not apply to the Upfront Fare Program.
- D. 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.
- E. The Board may from time to time establish maximum flat rates for special events or fixed routes.
- F. 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.
- G. The Permittee shall disclose fares, fees or rates to the customer as provided for in Government Code Section 53075.5.
- H. 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. Proposed trips that are part of the Upfront Fare Program, are considered accepted once the Driver has accepted the TNC application trip offer. If the offer accepted and then rejected, it is considered a ride refusal and subject to citation and applicable fine, unless the ride rejection is based on one or more of the exceptions set forth in Section 2.020.L.
- L. A Driver may only refuse to serve a person requesting the service of their taxicab if:
  1. The Driver has already been dispatched on another call;
  2. The passenger is engaging in physical or verbal mistreatment, including hitting, kicking, gestures, yelling, spitting, threats, intimidation, assaults, slurs, or cursing, or otherwise causing the driver to reasonably believe that the driver's health or safety, or that of others may be endangered. Discriminatory-based ride refusals are prohibited and may result in permit revocation;
  3. The passenger cannot, upon request, show ability to pay the fare;
  4. The passenger refuses to state a specific destination upon entering the taxicab; or
  5. The proposed trip is outside Riverside County.

A Driver refusing service under this section must immediately record the reason(s) for the service refusal with their dispatcher and the taxicab company dispatcher is required to maintain a written record of all service refusals.

A ride that is in the process of being completed, but which is refused under this provision, must be terminated at a safe, well-lit location, near a location where the passenger will have the ability to reasonably obtain an alternate form of transportation. In emergency situations, a driver may immediately refuse a ride and contact the police for further assistance.

- M. 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.
- N. 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.
- O. 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.
- P. 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.
- Q. 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 Services Group

**DATE:** February 26, 2025 **ACTION**

**TO:** Taxi Committee  
Board of Directors

**FROM:** Jill Plaza, Taxi/Contracted Transportation Services Administrator

**RE:** Resolution No. 099 Adopting SunLine Services Group (SSG) Taxicab Permitting Fees for Fiscal Year 2026

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### Recommendation

Recommend that the Board of Directors approve the attached Resolution No. 099 adopting taxicab permitting fees and a 12-month installment payment plan effective July 1, 2025 through June 30, 2026.

### Background

California Government Code 53075.5 authorizes SunLine Services Group (SSG) to levy fees in an amount sufficient to cover the costs of regulating taxicab transportation services within its jurisdiction. Fiscal Year (FY) 2026 regulatory permitting fees are to be approved by the Board of Directors prior to staff bringing forward the FY26 SSG budget for approval.

Neither SSG capital funds nor SunLine Transit Agency (STA) can subsidize SunLine Regulatory Administration (SRA) operations. Taxi regulatory fees are the sole source of revenue to support SRA operations.

SRA has continued to support the taxi industry by reducing fees, reducing the budget to its bottom line, implementing a 12-month installment plan on Vehicle Permit fees and Business Permit fee, and providing programs through STA to generate additional revenues.

In light of a new taxicab business starting at the beginning of FY25 and the regulatory permitting revenues associated with that new business, as well as a continued effort to assist the local taxicab industry, staff is recommending a ten (10) percent reduction in the vehicle permit fees and the business permit fee. SRA met with taxicab business owners on February 5, 2025 and addressed the proposed ten (10) percent fee reduction and no concerns were expressed. SRA staff have analyzed projected expenses with expected regulatory fees for FY26 and determined a ten (10) percent reduction will provide SRA with sufficient fees for FY26. Installment plans for the annual business permit and vehicle permits are recommended to remain in place.

**Financial Impact**

The proposed fee schedule is expected to create a balanced FY26 budget to carryout SRA's regulatory mandate.

**Performance Goals:**

**Goal 2: Highly Trusted Mobility Solutions** – Strive to deliver highly accessible, convenient and trusted mobility solutions that effectively meet the diverse needs of the Coachella Valley citizens and improve their connectivity to daily life needs.

Attachments:

- [Item 13a](#) – FY26 SSG Fee Schedule
- [Item 13b](#) – Resolution No. 099

**FY26 SSG FEE SCHEDULE**

| <b>Fee Description</b>  | <b>FY24 Fee Amount</b> | <b>FY25 Fee Amount</b> | <b>Proposed FY26 Fee Amount</b> | <b>Variance</b> |
|---|------------------------|------------------------|---------------------------------|-----------------|
| New Taxicab Application   | \$ 1,000.00            | \$ 1,000.00            | \$ 1,000.00                     | \$ -            |
| Annual Taxicab Business Permit Renewal Application Fee                | \$ 500.00              | \$ 500.00              | \$ 500.00                       | \$ -            |
| Annual Business Permit  | \$ 32,000.00           | \$ 32,000.00           | \$ 28,800.00                    | \$ (3,200.00)   |
| Business Permit Reinstatement   | \$ 10,000.00           | \$ 10,000.00           | \$ 10,000.00                    | \$ -            |
| Annual Vehicle Permit (Gasoline/Diesel)                               | \$ 1,650.00            | \$ 1,650.00            | \$ 1,485.00                     | \$ (165.00)     |
| Annual Vehicle Permit (Hybrid <sup>1</sup> /Alt Fuel <sup>2</sup> )   | \$ 850.00              | \$ 850.00              | \$ 765.00                       | \$ (85.00)      |
| Annual Vehicle Permit (WAV <sup>3</sup> /Zero Emission <sup>4</sup> ) | \$ 200.00              | \$ 200.00              | \$ 180.00                       | \$ (20.00)      |
| Vehicle Permit Reinstatement  | \$ 65.00               | \$ 65.00               | \$ 65.00                        | \$ -            |
| New Driver Permit   | \$ 75.00               | \$ 75.00               | \$ 75.00                        | \$ -            |
| Driver Permit Renewal   | \$ 25.00               | \$ 25.00               | \$ 25.00                        | \$ -            |
| Driver Permit Transfer  | \$ 25.00               | \$ 25.00               | \$ 25.00                        | \$ -            |
| Driver Permit Reinstatement   | \$ 25.00               | \$ 25.00               | \$ 25.00                        | \$ -            |
| Driver Permit Replacement   | \$ 10.00               | \$ 10.00               | \$ 10.00                        | \$ -            |
| Appeal Fee  | \$ 100.00              | \$ 100.00              | \$ 100.00                       | \$ -            |
| Taxicab Distinct Appearance Determination Appeal Fee                  | \$ 1,200.00            | \$ 1,200.00            | \$ 1,200.00                     | \$ -            |
| Late Fee <sup>5</sup> (for late payment of invoices)                  | \$ 25.00               | \$ 25.00               | \$ 25.00                        | \$ -            |

<sup>[1]</sup> "Hybrid" means Hybrid Electric/Gas Vehicle (HEV) and Plug-in Electric/Gas Hybrid Vehicle (PHEV)

<sup>[2]</sup> "Alt Fuel" means alternative fuel vehicles that use Compressed Natural Gas (CNG), Biodiesel, or Ethanol (E85) fuel blends to operate

<sup>[3]</sup> "WAV" means wheelchair accessible vehicle that has the ability to load wheelchair users safely and without the need for the wheelchair user to leave their wheelchair.

<sup>[4]</sup> "Zero Emission" means Electric Vehicles (EV) and Hydrogen-Powered Fuel-Cell Vehicles (FCEV)

## SUNLINE SERVICES GROUP

### RESOLUTION NO. 099

#### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUNLINE SERVICES GROUP ADOPTING FEES FOR TAXICAB SERVICES WITHIN THE COACHELLA VALLEY FOR FISCAL YEAR 2026

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

**WHEREAS**, SSG and its Board of Directors is authorized pursuant to Government Code Section 53075.5 to levy by resolution, fees in an amount sufficient to pay for the costs of carrying out Ordinance No. 2025-01 regulating taxicab services within the Coachella Valley; and

**WHEREAS**, the Board of Directors hereby finds that the fees established herein are imposed solely to recover the actual and reasonable costs of regulating taxicabs within the Coachella Valley, and therefore is not a tax under Article 13C, Section 1 of the California Constitution.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Directors of SunLine Services Group that:

1. Definitions. The following terms shall have the meanings ascribed to them below. Terms that are not specifically defined below shall have the meaning provided for in Ordinance No. 2025-01:

- 1.1 ALT FUEL means alternative fuel vehicles that use Compressed Natural Gas (CNG), Biodiesel or Ethanol (E-85) fuel bonds to operate.
- 1.2 BUSINESS PERMIT means the permit issued by SSG to a business authorizing the business to operate taxicab services in the jurisdictional boundaries of SSG as provided for in Ordinance No. 2025-01.
- 1.3 DRIVER PERMIT means the permit issued by SSG to an individual person authorizing the individual to control and manage a taxicab as provided for in Ordinance No. 2025-01.
- 1.4 HYBRID means Hybrid Electric/Gas Vehicle (HEV) and Plug-in Electric Gas Hybrid Vehicle (PHEV).
- 1.5 VEHICLE PERMIT FEE means a non-transferrable authorization to drive or operate a vehicle in an authorized taxicab transportation

service within the jurisdictional boundaries of SSG, whether as owner, lesser, lessee or otherwise.

- 1.6 WAV means the wheelchair accessible vehicle that has the ability to load wheelchair users safely and without the need for the wheelchair user to leave their wheelchair.
- 1.7 ZERO EMISSION means Electric Vehicles (EV) and Hydrogen-Powered Fuel-Cell Vehicles (FCEV).

2. As a condition precedent to issuance of a permit as authorized by SSG Ordinance 2025-01, all applicable fees shall be paid in full at the time an application has been approved, unless otherwise provided for in Section 3 of this Resolution. The following fees shall be charged for the administration and regulation of taxicab services within the Coachella Valley:

|  |              |
|--|--------------|
| New Taxicab Business Application Fee                   | \$ 1,000.00  |
| Annual Taxicab Business Permit Renewal Application Fee | \$ 500.00    |
| Annual Taxicab Business Permit                         | \$ 28,800.00 |
| Business Permit Reinstatement Fee                      | \$ 10,000.00 |
| Annual Vehicle Permit Fee (Gasoline/Diesel)            | \$ 1,485.00  |
| Annual Vehicle Permit Fee (Hybrid/Alt Fuel)            | \$ 765.00    |
| Annual Vehicle Permit Fee (WAV/Zero Emission)          | \$ 180.00    |
| Vehicle Permit Fee, Reinstatement                      | \$ 65.00     |
| New Driver Permit                                      | \$ 75.00     |
| Driver Permit Renewal                                  | \$ 25.00     |
| Driver Permit Transfer Fee                             | \$ 25.00     |
| Driver Permit Reinstatement Fee                        | \$ 25.00     |
| Driver Permit Replacement                              | \$ 10.00     |
| Appeal Fee   | \$ 100.00    |
| Taxicab Distinct Appearance Determination Appeal Fee   | \$ 1,200.00  |

3. Installment Payments.

- 3.1 The Board of SSG hereby authorizes the Taxi Administrator to accept payments of the "Annual Taxicab Business Permit" fee in 12 monthly installments, beginning July 1, 2025 through June 1, 2026, for a total of \$28,800.00, with the initial installment payment being due as a condition precedent to issuance of such permit.
- 3.2 The Board of SSG hereby authorizes the Taxi Administrator to accept payments of "Annual Vehicle Permit" fees in 12 monthly installments, beginning July 1, 2025 through June 1, 2026. Installment payments for "Annual Vehicle Permit" fees must meet the following requirements:
  - (a) Each permitted taxi business must provide a list of taxicabs to be included in the installment plan no later than June 13, 2025.

- (b) Taxicabs permitted after June 13, 2025 will be due in full; prorated for the remainder of the fiscal year.
- (c) 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.

3.3 Installment payments shall be due on the first day of the month.

4. Late Payments.

4.1 A payment is late if not paid on or before the first day of each month. Late payments impose a late payment fee of \$25.00 per day that the payment is delinquent, not to exceed \$1,000.00.

5. This Resolution shall take effect July 1, 2025.

ADOPTED this 26<sup>th</sup> day of February, 2025.

ATTEST:

\_\_\_\_\_  
Edith Hernandez  
Clerk of the Board  
SunLine Services Group

\_\_\_\_\_  
Nancy Ross  
Chairperson of the Board  
SunLine Services Group

APPROVED AS TO FORM:

\_\_\_\_\_  
Catherine Groves  
General Counsel

STATE OF CALIFORNIA    )  
  ) ss.  
COUNTY OF RIVERSIDE    )

I, EDITH HERNANDEZ, Clerk of the Board of Directors of the SunLine Services Group, do hereby certify that Resolution No. \_\_\_\_\_ was adopted at a regular meeting of the Board of Directors held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Edith Hernandez  
Clerk of the Board  
SunLine Services Group

## SunLine Transit Agency

**DATE:** February 26, 2025 **INFORMATION**

**TO:** Board of Directors

**FROM:** Edith Hernandez, Clerk of the Board/Director of Legislative Affairs

**RE:** Legislative Update for February 2025

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### **Background**

On February 11<sup>th</sup>, members of the Executive Team traveled to Sacramento to meet with staff from SunLine Transit Agency's (SunLine) Sacramento delegation members, Senator Rosilicie Ochoa-Bogh and Assemblymember Jeff Gonzalez. Following these meetings, attendance at the Mobility 21 Legislative Reception provided an opportunity to network with representatives from legislative and administrative leadership, RCTC, SCAG, and other Southern California industry partners.

### ***State***

As discussed during the January 2025 Board meeting, the California Legislature reconvened in January, initiating bill introductions with key deadlines on the horizon. Notably, the California Air Resources Board (CARB) has withdrawn its federal waiver requests concerning zero-emission fleet regulations. In leadership developments, Darnell Grisby has been elected as Chair of the California Transportation Commission, effective March 1st.

Legislative budget hearings and transit funding discussions are set to continue into the spring. SunLine, with the assistance of Shaw Yoder Antwih Schmelzer & Lange (SYASL), is actively monitoring several pertinent bills:

- **SB 71 (Wiener):** Proposes the indefinite extension of California Environmental Quality Act (CEQA) exemptions for specific transit projects.
- **AB 35 (Alvarez):** Mandates expedited environmental assessments for clean hydrogen transportation initiatives.
- **AB 394 (Wilson):** Aims to enhance safety protocols for transit operators and passengers.
- **AB 259 (Rubio):** Suggests the indefinite extension of alternative teleconferencing procedures under the Brown Act.

For a comprehensive overview of all bills under SunLine's review, please refer to the attached document.

***Federal***

SunLine is closely monitoring federal developments impacting public transit, including funding opportunities, regulatory changes, and recent executive actions. The Fiscal Year 2025 appropriations bill maintains support for the Low or No Emission Grant Program, reinforcing SunLine's commitment to zero-emission mobility. However, recent Executive Orders have introduced significant changes, including layoffs across various agencies and the cancellation of numerous federal contracts, which may affect future funding and regulatory frameworks critical to SunLine's operations. SunLine will actively engage with federal partners to advocate for policies that support our operations, sustainability goals, and long-term planning.

Attachment:

- [Item 14a](#) – Shaw Yoder Antwih Schmelzer & Lange State Legislative Update – February 2025



1415 L Street  
Suite 1000  
Sacramento  
CA, 95814  
916-446-4656

February 13, 2025

TO: Board of Directors  
SunLine Transit Agency

FM: Matt Robinson and Michael Pimentel  
Shaw Yoder Antwih Schmelzer & Lange

RE: **STATE LEGISLATIVE UPDATE – February 2025**

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***General Update***

On January 6, the Legislature reconvened in Sacramento for the continuation of the 2025-26 Regular Legislative Session. This follows the initial convening for the Regular Legislative Session on December 2 during which legislators who stood for election in November 2024 were sworn-in and legislators in both houses selected their legislative leaders, adopted joint rules, and began bill introductions.

Legislators have until February 21 to introduce bills for consideration in the first year of the two-year session. As of this writing, there have been approximately 1100 bills introduced. Many bills start out as “spot” bills and will need to be amended before they can be heard in the Legislature’s policy committees. The Assembly requires spot bills to be amended by March 17 and the Senate by March 26. The deadline for policy committees to meet and hear bills with a fiscal impact is May 2 (May 9 for non-fiscal) for bills in the first house. For information about key legislative and budget deadlines, please see the 2025 Legislative Calendar available [here](#).

Concurrently with the Legislature’s return to Sacramento, on January 6, Governor Newsom provided Californians with a preview of the proposed Fiscal Year 2025-26 State Budget. The full budget was released by the Newsom Administration through the California Department of Finance on January 10.

***Governor Releases Proposed Fiscal Year 2025-26 State Budget***

On January 10, Governor Newsom released his [proposed Fiscal Year 2025-26 State Budget](#), outlining the Newsom Administration’s budget and initial budget-related policy priorities for the fiscal year, beginning on July 1, 2025.

The proposed budget presents a significantly improved fiscal picture for the state relative to the previous two budget acts, and proposes to invest \$322.3 billion in state programs, impacting housing and homelessness, transportation, climate, water, emergency response, education, health and human services, and corrections and rehabilitation, among other state priorities. Against this investment, the

budget presents a modest surplus of \$363 million and maintains \$16.9 billion in reserve capacity for addressing downturns to California’s economy.

Relative to public transportation, the proposed budget is largely status quo, as it would not make any adjustments to the level or timing of discretionary state investment in the formula-based Transit and Intercity Rail Capital Program (TIRCP) or formula-based Zero-Emission Transit Capital Program (ZETCP) (collectively, referred to as the “SB 125 program.”) compared to the Budget Act of 2024.

As a reminder, the Budget Act of 2024 protected the \$5.1 billion for SB 125 program first established by the Budget Act of 2023 but made minor adjustments to the release of this funding to implement the following appropriation timeline for the formula-based TIRCP and ZETCP.

#### TIRCP

- \$2 billion is appropriated in FY 2023-24.
- \$1 billion is appropriated in FY 2024-25.
- \$1 billion is approved for appropriation in FY 2025-26.

#### ZETCP

- \$190 million is appropriated in FY 2023-24.
- \$220 million is appropriated in FY 2024-25.
- \$230 million is approved for appropriation in FY 2026-27.
- \$460 million is approved for appropriation in FY 2027-28.

Therefore, if adopted by the Legislature and signed into law by the Governor, the proposed budget would advance the final \$1 billion that was approved for appropriation to the formula-based TIRCP in FY 2025-26, bringing the total level of funding appropriated toward the SB 125 program to \$4.41 billion (out of the total \$5.1 billion). The remaining \$690 million for the formula-based ZETCP would be appropriated in the future fiscal years of FY 2026-27 and FY 2027-28. Additionally, the proposed budget maintains \$150 million for grade separations but does not include any additional appropriations currently.

Relative to the climate, the proposed budget highlights the Newsom Administration’s intent to work with the Legislature on reauthorization of the Cap-and Trade program and the Cap-and-Trade Expenditure Plan as soon as this year. Should this work move forward, it would require engagement from transportation stakeholders to ensure that the Cap-and-Trade Expenditure Plan continues to support public transportation at current levels or more. As a reminder, today, the Cap-and-Trade Expenditure Plan directs 15% of annual revenues to public transit capital and operations.

Finally, relative to housing and homelessness, the proposed budget would establish a new California Housing and Homelessness Agency. The new agency will “strengthen California’s ability to plan, produce, and preserve housing while enhancing the state’s homelessness response now and over the long term by aligning housing initiatives with complementary policy areas—such as transportation, health, climate, energy, and community planning.”

The proposed budget also states the Newsom Administration's interest in working with the Legislature to advance policies to reduce housing costs, enhance accountability to meet their housing obligations, and promote efficient land use practices that integrate housing and transportation, including removing barriers to infill housing and supporting transit-oriented development, to help achieve the state's housing and environmental goals. While specific details of these policies are not yet available, the Administration notes that it will propose policies to enhance the Department of Housing and Community Development's ability to recycle funding, update housing programs to promote affordability, and expand existing CEQA streamlining tools to accelerate infill housing production.

Finally, the proposed budget would add \$25 million onetime General Fund in FY 2025-26 to the Clean California Program for a Community Cleanup and Employment Pathways Grant Program. This funding will provide matching grants to communities with a Clean California Community designation focused on both litter remediation and jobs creation. This helps build on the state's continued investments in litter removal and related maintenance activities.

With the Governor's proposed budget now released, the Legislature has begun to hold hearings on the proposed budget – first through the full budget committees, and soon through subject-specific budget subcommittees. The first hearings in the Senate Budget and Fiscal Review Committee and Assembly Budget Committee were held on January 30 and February 10, respectively. Additionally, the Senate Budget and Fiscal Review Committee held an information on transit funding on February 6. This process will continue in an iterative fashion throughout the spring in the lead-up to the release of the Governor's May Revise. The May Revise, scheduled to be released on May 15, serves a mid-year update to the Governor's proposed budget and will help inform the final budget agreement entered into by the Governor and legislative leaders in June.

#### ***CalSTA Releases Final Guidelines for SB 125 Programs***

On January 10, the California State Transportation Agency released the [final guidelines governing the distribution of the second year of SB 125 funding](#) as well as the [final annual reporting template](#). The final guidelines are largely consistent with the final guidelines released by CalSTA for the first year of SB 125 funding but include clarification that this can be used to expand service beyond 2022 baselines, not just maintain service at those baselines. These clarifications do not change the intent of SB 125 funding; rather, they harmonize the guidelines with the statutory intent for this funding and further validate the investments CalSTA has made in service expansion from SB 125 in regions across the state.

#### ***California Air Resources Board Withdraws Waiver Requests for Two Zero-Emission Vehicle Regulations***

On January 14, the California Air Resources Board (CARB) withdrew its waiver requests for the Advanced Clean Fleet (ACF) and In-Use Locomotive regulations, which were previously submitted to the U.S. Environmental Protection Agency (USEPA). Under the federal Clean Air Act, CARB is required to submit waiver requests to USEPA, and receive an approved waiver from the agency, to enforce regulations that exceed Clean Air Act requirements. The ACF and In-Use Locomotive regulations mandate that private and municipal medium- and heavy-duty fleets and freight and passenger rail locomotives, respectively, transition to zero-emission technologies on set schedules. The ACF specifically impacts medium- and heavy-duty vehicles in the classes 2b-8, except for the vehicle types covered by the Innovative Clean Transit (ICT) regulation.

### ***CTC Elects New Leadership***

At its January 2025 business meeting, the California Transportation Commission elected Darnell Grisby as its Chair and Clarissa Falcon as its Vice Chair, effective March 1.

Appointed to the Commission by Governor Newsom in March 2021, Grisby is a nationally recognized social impact leader who champions upward mobility by advancing policies that promote justice through economic opportunity and environmental stewardship.

He currently serves as Senior Fellow at the Beneficial State Foundation, where he leads programs that support economic mobility through transportation and financial justice. He spent the previous nine years as Director of Policy Development and Research at the American Public Transportation Association, where he helped protect public transportation from budget cuts, assisted cities around the nation in pursuing local transit ballot initiatives, and showcased the economic power of transportation investments. Grisby served as a legislative director and senior advisor in the California State Legislature and a government affairs professional before working at Reconnecting America, a think tank devoted to smart growth.

Appointed to the Commission by Senate President pro Tempore Toni Atkins, Clarissa Reyes Falcon is the President and Principal Consultant for Falcon Strategies. She previously worked for the California State Senate as a district director and as a public policy analyst for the San Diego Regional Economic Development Corporation. Falcon is a board member for the University of California, San Diego Chancellor's Community Advisory Board, the San Diego Union Tribune Community Advisory Board, the South County Economic Development Council, Circulate San Diego, and the Asian Business Association Board.

### ***CalSTA Holds Eighth Transit Transformation Task Force Meeting***

The California State Transportation Agency's Transit Transformation Task Force met for its eighth time in Riverside on February 5.

The meeting included discussion on the process and timeline for completing the Task Force's report to the Legislature by October 30, 2025, and afforded Task Force members the opportunity to review the draft staff report on recommendations for fleet and asset management transit system oversight and reporting and further discuss options for additional transit funding. The planned discussion on reforms to reduce transit capital construction costs and timelines was postponed until the next Task Force meeting.

As we have highlighted for you in our last few reports, the California Transit Association (the trade organization to which SunLine belongs) continues to lead engagement in the Task Force discussions on behalf of California transit agencies. To inform the positions it takes at Task Force meetings, the Association continues to engage its membership on the challenges / barriers they face in delivering improvements to transit service and has convened an internal Transit Transformation Advisory Committee to develop policy recommendations (for breaking past these challenges) for submittal to the Task Force.

The Task Force is subject to the state's open meeting requirements for state bodies, known as Bagley-Keene, and as such, all agenda materials are available on [CalSTA's website](#).

The next Task Force meeting will take place on March 11 in Sacramento.

### ***Bills of Interest***

#### **SB 71 (Wiener) CEQA Exemptions for Transit Projects**

Co-Sponsored by the California Transit Association, this bill would extend indefinitely the current January 1, 2030 sunset date established by SB 922 (Wiener, 2022) for statutorily authorized CEQA exemptions for transit and transportation projects, add additional project-types to the list of exemptions (ferry terminals, transit operational analysis, bus stops, bus shelters), and make substantive procedural changes surrounding board actions (i.e. board process for establishing a project's cost estimate).

#### **AB 35 (Alvarez) CEQA Review for Clean Hydrogen Transportation Projects**

This bill would require applications for a discretionary permit or authorization for a clean hydrogen transportation project to be reviewed through a clean hydrogen environmental assessment. The bill would also require the lead agency to determine whether the assessment is approved and, if it is approved, issue the discretionary permit or authorization no later than 270 days after the completion of the project application.

#### **AB 394 (Wilson) Transit Safety**

Co-Sponsored by the California Transit Association, this bill would enhance the safety and security of California's public transportation systems by strengthening protections for transit operators, employees, and passengers. The bill accomplishes this goal by applying enhanced penalties for assaults to all transit employees, as well as updated provisions for trespass violations on transit systems. Further, AB 394 would empower agencies to seek court-issued prohibition orders against those convicted of assault or trespass. AB 394 promote safer transit environments for transit riders and employees alike.

#### **AB 259 (Rubio) Brown Act Teleconferencing**

Existing law authorizes local agencies to use teleconferencing for board/council members under certain circumstances (illness, caring for others, travel, etc.) if a quorum of the members participates in person from the same location identified on the agenda and that the location is open to the public and is within the local agency's jurisdiction. Existing law establishes limits on the number of meetings members may participate in via teleconference to two meetings per year if the legislative body regularly meets once per month or less. These provisions sunset on January 1, 2026. This bill would remove the sunset date and extend the alternative teleconferencing procedures indefinitely.

***For a full list of bills we are tracking for SunLine, please click [here](#).***

## SunLine Transit Agency

**DATE:** February 26, 2025 **INFORMATION**

**TO:** Board of Directors

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

**RE:** General Manager's Report for February 2025

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### Human Resources Update

#### *Years of Service Recognition*

I would like to express my gratitude to the following staff members for their dedicated years of service to the organization. Their hard work and commitment have been essential in advancing our work in serving the community.

#### **5 Years:**

- Shawn Craycraft (*Alternative Fuels Program Manager*)
- Yumeka Allen (*Motor Coach Operator*)
- Graciela Navarrete (*Motor Coach Operator*)

Thank you for your outstanding contributions and dedication throughout your time at SunLine.

#### ***American Public Transportation Association (APTA) Virtual Workforce Summit – (February 12, 2025)***

On Wednesday, February 12, 2025, HR staff attended the 2025 Virtual Workforce Summit, where industry leaders shared innovative strategies for recruiting, retaining, and reskilling employees. As workforce dynamics evolve, the summit offered valuable insights into attracting top talent, enhancing employee engagement, and preparing our workforce with the skills needed for the future.

### Operations Update

#### ***CPR Training – Thousand Palms, CA (January 21 – 23, 2025)***

From January 21-23, 2025, ten out of twelve field supervisors completed CPR training to enhance their emergency response skills. The training aimed to enhance their emergency response skills and ensure they are equipped to handle life-threatening situations in the field. The training covered essential CPR techniques, providing hands-

on experience and certification. This ensures they are better prepared to support their teams and respond effectively in emergencies.

### ***SunLine Transit Agency Bus Rodeo – Palm Springs, CA (February 8, 2025)***

On Saturday, February 8, 2025, SunLine hosted its Bus Rodeo for the first time since the pandemic, bringing back this exciting competition where operators showcase their exceptional driving skills. The event features 12 challenging obstacle courses that participants must navigate with precision. The winner earns the opportunity to represent SunLine at the Southern Regional Bus Rodeo, hosted by Riverside Transit Agency (RTA) in Hemet, CA!

2025 SunLine Rodeo Fixed Route Winners:

- 1st Place: Juan Colon
- 2nd Place: Marius Chiselencu
- 3rd Place: Raul Estrada

2025 SunLine Rodeo Paratransit Winner:

- 1st Place: David Arangure

The event was a huge success, filled with cheers, laughter, and remarkable driving displays. A special thank you to the Rodeo Committee for organizing a memorable and enjoyable day for all!

### **Department of Strategic Alignment Update**

#### ***Supervisors' Training Program Graduation – Thousand Palms, CA (January 27, 2025)***

In January 2024, SunLine Transit Agency, through SunLine University, launched a year-long supervisory training program for supervisors, managers, and certain non-management staff identified as future leaders within the Agency. With 32 hours of online curriculum provided through Pryor Learning, the online training program consisted of three (3) learning paths, each to be completed during the designated 120-day period. Groups of 4 program participants conducted roundtable activities each month to reinforce learning. The program ended in December 2024, and the Agency recognized participants' accomplishments with a celebratory luncheon. Supervisors, managers and the Chiefs received certificates of program completion.

SunLine University is currently developing curriculum for 2025 to challenge supervisors and managers to continue to grow, develop and improve their supervisory skills. We look forward to continuing to provide high quality educational and skills development opportunities to our supervisory staff.

## **Capital Projects Update**

Staff received approval from Riverside County's Fire and Building & Safety Departments for the backup generator project plans and subsequently issued an Invitation for Bid (IFB) for the procurement and installation of a natural gas backup generator.

This initiative aims to enhance SunLine's operational resilience by ensuring uninterrupted fueling, maintenance, and transit operations during power outages. The IFB outlines the project scope, technical specifications, and submission requirements for potential bidders.

## **Community/Industry Engagement Events**

### ***APTA Business Members Annual Meeting – Indian Wells, CA (January 28 – 31, 2025)***

SunLine successfully hosted the 2025 APTA Business Members Annual Meeting at the Hyatt in Indian Wells from January 28-31, 2025. In collaboration with APTA staff, SunLine coordinated logistics and provided transportation for various conference activities. Chair Ross and I gave welcome remarks on the first day of the event, offering participants a warm introduction to our Coachella Valley.

Continuing their tradition of community service, the APTA group volunteered at the Coachella Valley Horse Rescue during their visit. SunLine staff also participated in the conference to stay informed on emerging transportation trends and serve as a resource for attendees seeking local information.

The Operations department played a key role in assisting APTA by ensuring smooth transportation logistics, allowing participants to travel efficiently to and from events. Their support helped create a seamless experience for the attendees.

### ***National Wear Red Day (February 7, 2025)***

February marks National Heart Month, a time dedicated to raising awareness about heart health. In support of this important initiative, the American Heart Association designated February 7 as National Wear Red Day—a day when individuals across the country are encouraged to wear red to promote awareness and advocate for the fight against heart disease. Demonstrating its commitment to this cause, our staff proudly wore red SunLine-branded polos and came together for an aerial photo, forming the shape of a heart to visually symbolize their support for heart health awareness.

### ***Transit Bus Summit – Jacksonville, FL (February 10 – 12, 2025)***

On February 10-12, 2025, Chief Maintenance Officer, Mark Perry, attended the Transit Bus Summit in Jacksonville, Florida. This event provided an opportunity for transit

professionals to engage with industry leaders and explore innovative solutions for their agencies.

Mark collaborated with several peers from transit agencies nationwide, participating in structured daily presentations from vendors showcasing new products to enhance agency operations. Attendees also engaged in team discussions on key topics such as agency challenges, transitioning to zero emissions, and workforce development. The summit provided valuable learning experiences, strengthened professional networks, and contributed to leadership growth.

***2025 California Hydrogen Business Council (CHBC) Fuel Cell Bus Workshop – Berkeley, CA (February 11 – 12, 2025)***

On February 11-12, 2025, staff from the Maintenance and Capital Projects departments attended the CHBC Fuel Cell Bus Workshop in Berkeley, CA. This event focused on the latest deployments in hydrogen fuel cell bus technology, infrastructure, funding, and safety. Industry experts, transit agencies, policymakers, and technology providers gathered to discuss advancements and strategies for transitioning to zero-emission public transportation. This workshop provided valuable insights to support SunLine's commitment to sustainable and innovative transit solutions.

***2025 Presidents' Day Parade – Indio, CA (February 17, 2025)***

On Monday, February 17, 2025, the SunLine team participated in the Indio Presidents' Day Parade. The golf cart that was skillfully retrofitted into a miniature SunLine bus (FC .5) was admired by those who attended the parade. The SunLine Marketing team and Maintenance department staff decorated the golf cart with blue, white, and red sparklers and flags of our nation to celebrate this holiday. Kids and families in the community of Indio and the rest of the Valley were filled with joy and excitement when they saw the replica of our SunBus in golf cart form.