



SunLine Services Group  
May 18, 2020  
9:00 a.m. – 10:00 a.m.

## AGENDA

### TAXI COMMITTEE Special Meeting

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## VIA VIDEOCONFERENCE

Pursuant to California Governor Newsom's Executive Orders N-25-20 issued on March 4, 2020 and N-29-20 issued on March 18, 2020, the Finance/Audit Committee special meeting will be conducted remotely through Zoom. Please follow the instructions below to join the meeting remotely.

#### INSTRUCTIONS FOR ELECTRONIC PARTICIPATION

##### Join Zoom Meeting - from PC, Laptop or Phone

<https://us02web.zoom.us/j/84653846293>

Meeting ID: 846 5384 6293

Teleconference Dial In  
888-475-4499 (Toll Free)  
Meeting ID: 846 5384 6293

One tap mobile  
+16699009128,,84653846293#

Phone controls for participants:

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

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

For members of the public wishing to submit comment in connection with the Taxi Committee Meeting: all public comment requests need to be submitted via email to the Clerk of the Board at [clerkoftheboard@sunline.org](mailto:clerkoftheboard@sunline.org) prior to May 17, 2020 at 5:00 p.m. with your name, telephone number and subject of your public comment (agenda item or non-agenda item). Members of the public may make public comments through their telephone or Zoom connection when recognized by the Chair. If you send written comments, your comments will be made part of the official record of the proceedings and read into the record.

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**ITEM**

**RECOMMENDATION**

In compliance with the Brown Act and Government Code Section 54957.5, agenda materials distributed 72 hours prior to the meeting, which are public records relating to open session agenda items, will be available for inspection by members of the public prior to the meeting at SunLine Transit Agency's Administration Building, 32505 Harry Oliver Trail, Thousand Palms, CA 92276 and on the Agency's website, www.sunline.org.

In compliance with the Americans with Disabilities Act, Government Code Section 54954.2, and the Federal Transit Administration Title VI, please contact the Clerk of the Board at (760) 343-3456 if special assistance is needed to participate in a Board meeting, including accessibility and translation services. Notification of at least 48 hours prior to the meeting time will assist staff in assuring reasonable arrangements can be made to provide assistance at the meeting.

**ITEM**

**RECOMMENDATION**

1. **CALL TO ORDER**
2. **FLAG SALUTE**
3. **ROLL CALL**
4. **PRESENTATIONS**
5. **FINALIZATION OF AGENDA**

6. **PUBLIC COMMENTS**

**RECEIVE COMMENTS**

**NON AGENDA ITEMS**

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

7. **COMMITTEE MEMBER COMMENTS**

**RECEIVE COMMENTS**

8. **RESOLUTION NO. 090 SETTING FY21 TAXICAB SERVICE FEES**

**APPROVE  
(PAGE 3-15)**

(Staff: Michal Brock, Taxi Administrator)

9. **ADJOURN**

## SunLine Services Group

**DATE:** May 18, 2020 **ACTION**

**TO:** Taxi Committee

**FROM:** Michal Brock, Taxi Administrator

**RE:** Resolution No. 090 Setting FY21 Taxicab Service Fees

### Recommendation

Recommend that the Board of Directors approve the attached Resolution No. 090 which sets taxicab service fees effective July 01, 2020 through June 30, 2021.

### Background

The proposed fee schedule is based on allowable fees, per Government Code 53075.75, to be charged to taxicab businesses to recover the costs of carrying out an ordinance in regard to taxicab transportation services. The resolution proposes the following fee additions/changes:

Fee Description	FY20 Fee Amt.	Proposed FY21 Fee Amt.	Variance
Annual Business Permit	\$ 60,000.00	\$ 40,000.00	\$ (20,000.00)
Annual Vehicle Permit (Gasoline/Diesel)	\$ 600.00	\$ 1,650.00	\$ 1,050.00
Annual Vehicle Permit (Hybrid <sup>1</sup> /Alt Fuel <sup>2</sup> )	\$ 450.00	\$ 850.00	\$ 400.00
Annual Vehicle Permit (WAV <sup>3</sup> /Zero Emission <sup>4</sup> )	\$ 450.00	\$ 200.00	\$ (250.00)

<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)

### Financial Impact

The proposed fee schedule is expected to create a balanced FY21 budget to carryout SRA's regulatory mandate.



**Taxi Committee Meeting  
Fiscal Year 2021 Fee Schedule Discussion  
May 18, 2020**

**Topics**

- Revised Taxi Fee Goals and Objectives
- SSG & SRA Distinction Clarification
- SSG Financial Constraints
- Financial Position of SRA
- Taxi Fee Schedule & Installment Plan
- Proposed FY21 Budget Overview
- SRA Insolvency - Mandated Taxi Regulation Alternatives
- Industry Support
- Presentation Summary

## SSG & SRA Distinction Clarification

### SunLine Services Group (SSG) – Joint Powers Authority

- SunLine Regulatory Administration (SRA) – Taxi administration function of SSG
  - Independent budget
  - Revenue source dependent upon taxi regulatory fees
  - SSG capital funds cannot subsidize SRA operations
  - STA funds cannot subsidize SRA operations

## Revised Taxi Fee Goals and Objectives

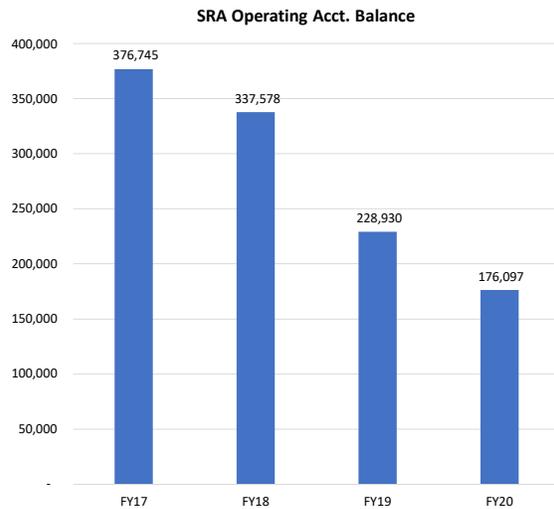
Objective: Receive Board approval on new taxi fee schedule

Goals:

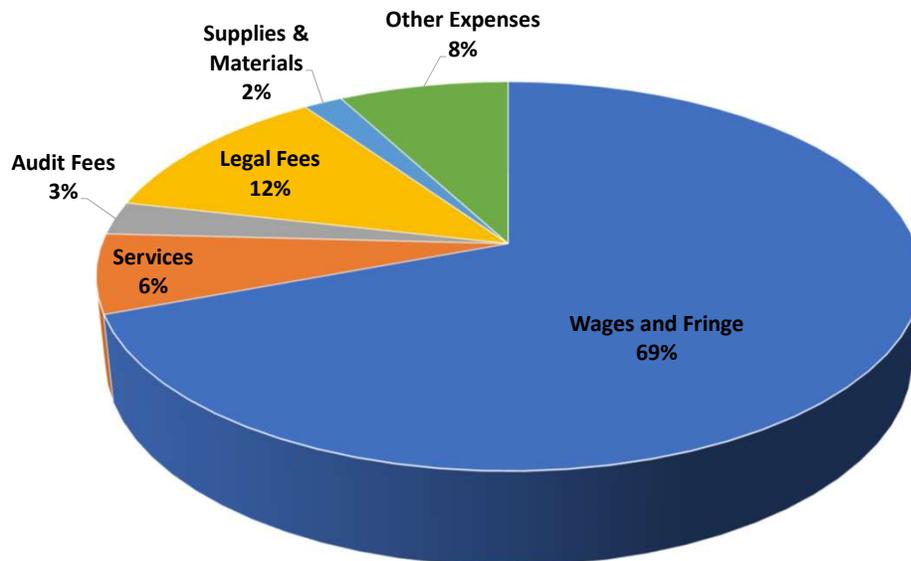
1. Produce a balanced budget
  - Protect solvency of SunLine Regulatory Administration
2. Redesign regulatory fee structure
  - Allow taxi businesses more control over fees
  - Level the playing field between smaller and larger businesses
  - Incentivize zero emission and wheelchair accessible vehicles

## SRA Operating Funds & Constraints

- From FY17 to FY20 reduction of \$200,648
- No federal or state funding relief for taxi regulators
- STA funds cannot be used to support SRA
- SSG Capital funds cannot be used to support SRA



## Proposed FY21 Expense Summary



## Financial Position

- Proposed Expense FY21
  - \$254,550
- Required Revenues FY21
  - \$254,550
- Estimated Ending Balance SRA Operating Account for FY20
  - \$176,097
- Estimated Balance in SSG Capital Account
  - \$130,663
  - May only be utilized for capital expenditures

## Proposed Taxi Fee Schedule

Fee Description	FY20 Fee Amt.	Proposed FY21 Fee Amt.	Variance
New Taxicab Application	\$ 1,000.00	\$ 1,000.00	\$ -
Annual Taxicab Business Permit Renewal Application Fee	\$ 500.00	\$ 500.00	\$ -
Annual Business Permit	\$ 60,000.00	\$ 40,000.00	\$ (20,000.00)
Business Permit Reinstatement	\$ 10,000.00	\$ 10,000.00	\$ -
Annual Vehicle Permit (Gasoline/Diesel)	\$ 600.00	\$ 1,650.00	\$ 1,050.00
Annual Vehicle Permit (Hybrid/Alt Fuel)	\$ 450.00	\$ 850.00	\$ 400.00
Annual Vehicle Permit (WAV/Zero Emission)	\$ 450.00	\$ 200.00	\$ (250.00)
Vehicle Permit Reinstatement	\$ 65.00	\$ 65.00	\$ -
New Driver Permit	\$ 75.00	\$ 75.00	\$ -
Driver Permit Renewal	\$ 25.00	\$ 25.00	\$ -
Driver Permit Transfer	\$ 25.00	\$ 25.00	\$ -
Driver Permit Reinstatement	\$ 25.00	\$ 25.00	\$ -
Driver Permit Replacement	\$ 10.00	\$ 10.00	\$ -
Appeal Fee	\$ 100.00	\$ 100.00	\$ -
Taxicab Distinct Appearance Determination Appeal Fee	\$ 1,200.00	\$ 1,200.00	\$ -
Late Fee <sup>5</sup> (for late payment of invoices)	\$ 25.00	\$ 25.00	\$ -

## Taxicab Fee Installment Plan (Example)

Taxi Business "A" Starting July 1, 2020			
Fee Type	Qty.	Fee	Total
Annual Taxicab Business Permit	1	\$ 40,000	\$ 40,000
Standard Gasoline Vehicle Permit	13	\$ 1,650	\$ 21,450
Hybrid Vehicle Permit	13	\$ 850	\$ 11,050
Wheelchair Accessible Van Permit	2	\$ 200	\$ 400
<b>Total</b>			<b>\$72,900</b>
Twelve (12) equal monthly installments	<b>\$ 6,075</b>		

Note: Additional vehicles added throughout the year will be charged a prorated fee to be paid in full in the month in which it was added.

## FY21 Proposed Budget

## Three Year Budget Comparison



## Proposed FY21 Budget

<b>Revenues</b>	
Revenue Fines	1,400
New Driver Permit Revenue	3,600
Taxi Business Permit	120,000
Driver Transfer Revenue	500
Driver Renewal Revenue	2,500
Driver Permit Reinstatement/Replacement	50
Vehicle Permit Revenue	124,500
Other Revenue	500
Operator Application Renewal Fee	1,500
<b>Total Revenues</b>	<b>254,550</b>
<b>Expenses</b>	
Wages	96,614
Fringe	79,692
Services	53,730
Supplies and Materials	4,575
Other Expenses (e.g. utilities, insurance premiums, training)	19,939
<b>Total Expenses</b>	<b>254,550</b>
<b>Net Operating Gain (Loss)</b>	-
Estimated Reserve as of 07/01/20	176,097
Net Operating Gain (Loss) Reserve	-
<b>Estimated Balance as of 07/01/2021</b>	<b>176,097</b>

## SRA Insolvency - Mandated Taxi Regulation Alternatives

- Cities and County contribute on a service provided basis to sustain SRA operations
- Cities assume taxi regulation
  - Elimination of SRA
  - Cities regulate and enforce taxi companies that provide service that is substantially located within the respective city limits
- Cities with taxi service form separate JPA
- Riverside County assumes taxi regulation responsibilities
  - Riverside County becomes single County Regulator

## SRA Industry Support

- Taxi Voucher Program
- STA Microtransit Pilot Program
- Future Microtransit opportunities
  - Development of four (4) microtransit areas
  - Wheelchair accessible vehicles
  - Safety and hygiene partition windows
- COVID-19 emergency relief
- Small business loans – Information on getting help
- Research and share additional opportunities as available

## Presentation Summary

- Approve Resolution Setting Taxi Revenue Fee Schedule
  - Including installment plans
- Proposed FY21 budget discussion at May 27, 2020 Board meeting

## Questions/Discussion

## SUNLINE SERVICES GROUP

### RESOLUTION NO. 090

#### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUNLINE SERVICES GROUP, CALIFORNIA, ADOPTING FEES FOR TAXICAB SERVICES WITHIN THE COACHELLA VALLEY

**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. 2019-01 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. 2019-01:

- 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. 2019-01.
- 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. 2019-01.
- 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 2019-01, 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	\$ 40,000.00
Business Permit Reinstatement Fee	\$ 10,000.00
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
Annual Vehicle Permit Fee (Gasoline/Diesel)	\$ 1,650.00
Annual Vehicle Permit Fee (Hybrid/Alt Fuel)	\$ 850.00
Annual Vehicle Permit Fee (WAV/Zero Emission)	\$ 200.00
Vehicle Permit Fee, Reinstatement	\$ 65.00
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, 2020 through June 1, 2021, for a total of \$40,000.00, 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, 2020 through June 1, 2021. 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 15, 2020.

- (b) Taxicabs permitted after June 15, 2020 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 the payment is delinquent, not to exceed \$1000.00.

5. This Resolution shall take effect July 1, 2020.

ADOPTED this 27th day of May, 2020.

ATTEST:

\_\_\_\_\_  
Brittney B. Sowell  
Clerk of the Board  
SunLine Services Group

\_\_\_\_\_  
Kathleen Kelly  
Chairperson of the Board  
SunLine Services Group

APPROVED AS TO FORM:

\_\_\_\_\_  
Eric S. Vail  
General Counsel

STATE OF CALIFORNIA    )  
  ) ss.  
COUNTY OF RIVERSIDE    )

I, BRITTNEY B. SOWELL, 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\_\_\_\_.

\_\_\_\_\_  
Brittney B. Sowell  
Clerk of the Board  
SunLine Services Group