



SunLine Services Group
March 22, 2023
11:15 a.m. – 11:45 a.m.

AGENDA

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

NOTICE TO THE PUBLIC

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

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

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

ITEM

RECOMMENDATION

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

<u>ITEM</u>	<u>RECOMMENDATION</u>
5. FINALIZATION OF AGENDA	
6. PUBLIC COMMENTS	RECEIVE COMMENTS
NON AGENDA ITEMS Members of the public may address the Committee regarding any item within the subject matter jurisdiction of the Committee; however, no action may be taken on off-agenda items unless authorized. Comments shall be limited to matters not listed on the agenda. Members of the public may comment on any matter listed on the agenda at the time that the Board considers that matter. Comments may be limited to 3 minutes in length.	
7. COMMITTEE MEMBER COMMENTS	RECEIVE COMMENTS
8. CONSENT CALENDAR	RECEIVE & FILE
All items on the Consent Calendar will be approved by one motion, and there will be no discussion of individual items unless a Board Member requests a specific item be pulled from the calendar for separate discussion. The public may comment on any item.	
8a) SSG/SRA Checks \$1,000 and Over Report for January 2023	(PAGE 3-4)
8b) SSG Monthly Budget Variance Report for January 2023	(PAGE 5-7)
8c) Taxi Trip Data – February 2023	(PAGE 8-9)
9. RESOLUTION NO. 095 SETTING SPECIAL MUSIC FESTIVAL VENUE FEE (Staff: Jill Plaza, Taxi/Contracted Transportation Services Administrator)	APPROVE (PAGE 10-12)
10. RESOLUTION NO. 096 SETTING FY24 SUNLINE SERVICES GROUP (SSG) TAXICAB PERMITTING FEES (Staff: Jill Plaza, Taxi/Contracted Transportation Services Administrator)	APPROVE (PAGE 13-17)
11. ADJOURN	

SunLine Services Group

CONSENT CALENDAR

DATE: March 22, 2023

RECEIVE & FILE

TO: Taxi Committee
Board of Directors

RE: Checks \$1,000 and Over Report for January 2023

Summary:

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

Recommendation:

Receive and file.

**SunLine Regulatory Administration
Checks \$1,000 and Over
January 2023**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
SUNLINE TRANSIT AGENCY	Overhead Allocations Dec 2022	91148	01/19/2023	2,461.67
SUNLINE TRANSIT AGENCY	Payroll Liabilities 01/20/2023	91151	01/27/2023	2,331.44
SUNLINE TRANSIT AGENCY	Payroll Liabilities 01/06/2023	91149	01/19/2023	2,170.15
Total Checks Over \$1,000	\$6,963.26			
Total Checks Under \$1,000	\$1,789.36			
Total Checks	\$8,752.62			

SunLine Services Group**CONSENT CALENDAR**

DATE: March 22, 2023

RECEIVE & FILETO: Taxi Committee
Board of Directors

RE: Monthly Budget Variance Report for January 2023

Summary:

The budget variance report compares revenues and expenses to the respective line item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values. The budgetary figures are represented as a straight line budget. Accordingly, the current monthly budget values are calculated by taking 1/12th of the annual budget. The FYTD budget values for the month of January 2023 are equal to 7/12^{ths} of the yearly budget.

Year to Date Summary

- As of January 31, 2023, the organization's revenues are \$19,038 or 17.43% above the FYTD budget.
- As of January 31, 2023, expenditures are \$26,834 or 24.6% below the FYTD budget.
- The net FYTD operating gain (loss) after expenses is \$45,872.

Recommendation:

Receive and file.

SunLine Regulatory Administration
Budget Variance Report
January 2023

Description	FY23 Total Budget	Current Month			Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY23 FYTD Budget	Positive (Negative)	Percentage Remaining
Revenues:								
Revenue Fines	1,500	100	125	(25)	3,375	875	2,500	-125.0%
New Driver Permit Revenue	750	150	63	88	1,275	438	838	-70.0%
Taxi Business Permit	96,000	13,246	8,000	5,246	61,548	56,000	5,548	35.9%
Driver Transfer Revenue	250	25	21	4	125	146	(21)	50.0%
Driver Renewal Revenue	1,500	250	125	125	1,350	875	475	10.0%
Driver Permit Reinstatement/Replacement	50	-	4	(4)	-	29	(29)	100.0%
Vehicle Permit Revenue	85,000	4,179	7,083	(2,904)	60,565	49,583	10,982	28.7%
Other Revenue	650	-	54	(54)	-	379	(379)	100.0%
Operator Application Fee	1,500	-	125	(125)	-	875	(875)	100.0%
Total Revenue	187,200	17,950	15,600	2,350	128,238	109,200	19,038	17.4%
Expenses:								
Salaries and Wages	89,364	5,267	7,447	2,180	30,489	52,129	21,640	65.9%
Fringe Benefits	32,076	3,194	2,673	(521)	9,988	18,711	8,723	68.9%
Services	27,015	172	2,251	2,080	22,117	15,759	(6,358)	18.1%
Supplies and Materials	4,193	1,602	349	(1,253)	12,004	2,446	(9,559)	-186.3%
Utilities	22,138	469	1,845	1,376	3,280	12,914	9,634	85.2%
Casualty and Liability	5,589	466	466	-	3,260	3,260	-	41.7%
Taxes and Fees	100	-	8	8	-	58	58	100.0%
Miscellaneous	6,725	71	560	490	1,227	3,923	2,696	81.8%
Total Expenses	187,200	11,239	15,600	4,361	82,366	109,200	26,834	24.6%
Total Operating Surplus (Deficit)	\$ -	\$ 6,711			\$ 45,872			

Budget Variance Analysis - SunLine Regulatory Administration

Revenue

- The positive variance in revenue is largely due to an increase in Vehicle Permit Revenue.
- The negative variance in taxi trips is largely due to the seasonal decline during the summer months and the visitors who were still unable to go home last year due to COVID-19 restrictions who have since returned home.
- As of FYTD23, there is a decrease of 12,243 taxi trips compared to FYTD22.

Taxi Trips

	FY22-January	FY23-January	Variance	%Δ
Trips	11,334	11,887	553	4.9%

Taxi Trips

	FYTD-FY22	FYTD-FY23	Variance	%Δ
Trips	80,402	68,159	(12,243)	-15.2%

Salaries and Wages

- The favorable amount in salary and wage expenses is attributed to a vacant position.

Fringe Benefits

- The favorable amount in fringe benefit expenses is attributed to a vacant position.

Services

- The unfavorable variance in services is due to temporary help.

Supplies and Materials

- The unfavorable variance in supplies and materials is due to the cost of CNG fuel related to higher than anticipated use of CNG vehicle.

Utilities

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

Casualty and Liability

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

Taxes and Fees

- The favorable variance in taxes and fees is due to timing of expenses.

Miscellaneous

- The favorable variance in miscellaneous is due to timing of expenses for training which have not yet occurred.

SunLine Services Group
CONSENT CALENDAR

DATE: March 22, 2023

RECEIVE & FILE

TO: Taxi Committee
Board of Directors

RE: Taxi Trip Data – February 2023

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 February, there were 2,486 fewer taxi trips in February 2023 serviced by one (1) less cab compared to February 2022 (68 cabs in 2023 compared to 69 cabs in 2022).

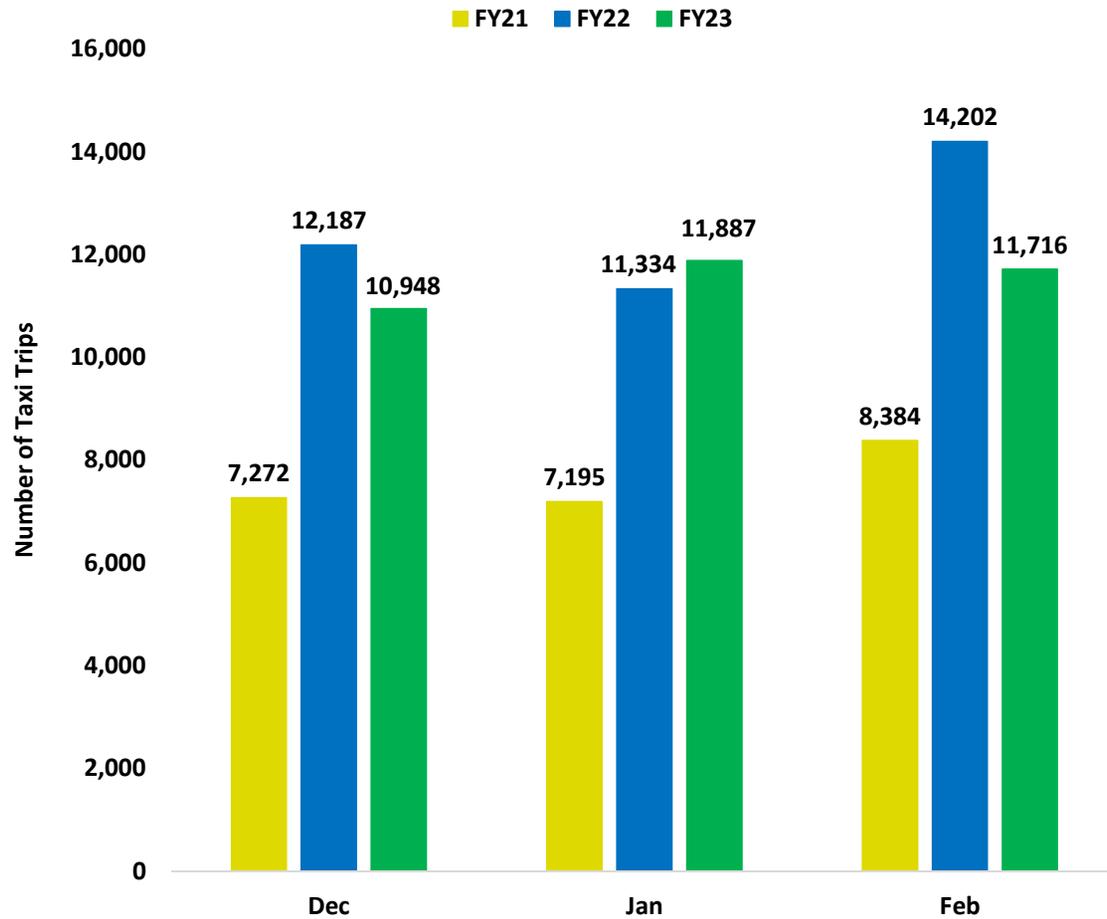
The decrease in trips for February 2023 is attributed to increased seasonal visitors in 2022.

There were 14,729 fewer taxi trips for FYTD23 compared to FYTD22.

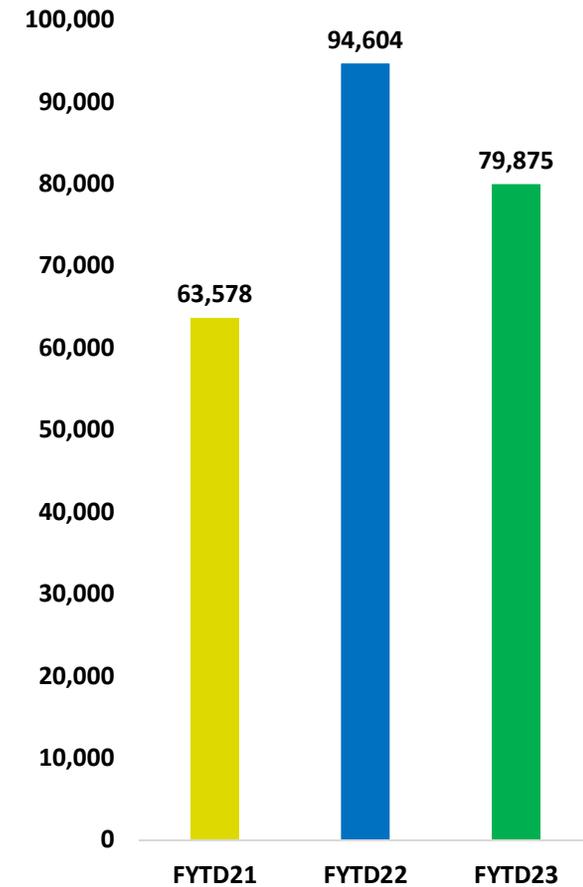
Recommendation:

Receive and file.

Taxi Trip Three (3) Month Comparison as of February 2023



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 FY21, FY22 and FY23.

SUNLINE SERVICES GROUP

RESOLUTION NO. 095

RESOLUTION ADOPTING SPECIAL MUSIC FESTIVAL VENUE FEE FOR THE PERIOD STARTING APRIL 14, 2023 AND ENDING AT THE LAST FESTIVAL APRIL 30, 2023

WHEREAS, SunLine Services Group is a local agency and its Board of Directors is authorized pursuant to Government Code Section 53075.5 to regulate fares and charges imposed by taxicab services on customers within the Coachella Valley; and

WHEREAS, the Board of Directors hereby finds that the maximum special music festival venue fee established herein is reasonable and helps the taxicab industry be competitive within the Coachella Valley and furthers protection of public health, safety and welfare;

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

Section 1. That the following fee may be charged for pick-up at the Coachella and Stage Coach Festivals.

The following fee is effective April 14, 2023 to the end of the last festival April 30, 2023.

Special Music Festival Venue Fee	\$ 35.00
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ADOPTED THIS 22nd DAY OF March, 2023

ATTEST:

Edith Hernandez
Clerk of the Board
SunLine Services Group

Glenn Miller
Chairperson of the Board
SunLine Services Group

APPROVED AS TO FORM:

General Counsel
Eric Vail

STATE OF CALIFORNIA)
) ss.
COUNTY OF RIVERSIDE)

I, EDITH HERNANDEZ, Clerk of the Board of Directors of the SunLine Transit Agency, 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 SERVICES GROUP

RESOLUTION NO. 096

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. 2021-01 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. 2021-01:

- 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. 2021-01.
- 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. 2021-01.
- 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 2021-01, 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	\$ 32,000.00
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, 2023 through June 1, 2024, for a total of \$32,000.00, 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, 2023 through June 1, 2024. 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 23, 2023.

(b) Taxicabs permitted after June 23, 2023 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, 2023.

ADOPTED this 22nd day of March, 2023.

ATTEST:

Edith Hernandez
Clerk of the Board
SunLine Services Group

Glenn Miller
Chairperson of the Board
SunLine Services Group

APPROVED AS TO FORM:

Eric S. Vail
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