



SunLine Services Group
March 23, 2022
11:25 a.m. – 11:50 a.m.

AGENDA

TAXI COMMITTEE Regular Meeting

VIA VIDEOCONFERENCE

Pursuant to California Government Code section 54953(e), the Board of Directors regular 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/86450371726>

Meeting ID: 864 5037 1726

Teleconference Dial In
888-475-4499 (Toll Free)
Meeting ID: 864 5037 1726

One tap mobile
+16699009128,,86450371726#

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: public comment requests may be submitted via email to the Clerk of the Board at clerkoftheboard@sunline.org prior to March 22, 2022 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. Those who have submitted a request to speak by the deadline above will be recognized first, then anyone else who wishes to speak will be provided an opportunity to make public comment. If you send written comments, your comments will be made part of the official record of the proceedings and read into the record if they are received by the deadline above.

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. 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 2022](#)

(PAGE 4-5)

ITEM

RECOMMENDATION

- 8b) SSG Monthly Budget Variance Report for
January 2022 (PAGE 6-8)
- 8c) Taxi Trip Data – February 2022 (PAGE 9-10)

- 9. **RESOLUTION NO. 093 SETTING TAXICAB PERMITTING
FEES & INSTALLMENT PAYMENT PLAN** **APPROVE**
(Staff: Michal Brock, Taxi Administrator) (PAGE 11-15)

- 10. **ADJOURN**

SunLine Services Group

CONSENT CALENDAR

DATE: March 23, 2022

RECEIVE & FILE

TO: Taxi Committee
Board of Directors

RE: Checks \$1,000 and Over Report for January 2022

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 2022**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
SUNLINE TRANSIT AGENCY	Payroll Liabilities 01/07/22 and SRA Overhead Dec 2020	91006	01/13/2022	7,830.58
SUNLINE TRANSIT AGENCY	Payroll Liabilities 01/21/22 and SRA Overhead Jan 2022	91010	01/26/2022	7,830.58
Total Checks Over \$1,000	\$15,661.16			
Total Checks Under \$1,000	\$3,303.46			
Total Checks	\$18,964.62			

SunLine Services Group**CONSENT CALENDAR**

DATE: March 23, 2022

RECEIVE & FILETO: Taxi Committee
Board of Directors

RE: Monthly Budget Variance Report for January 2022

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 2022 are equal to 7/12^{ths} of the yearly budget.

Year to Date Summary

- As of January 31, 2022, the organization's revenues are \$21,837 or 21.37% above the FYTD budget.
- As of January 31, 2022, expenditures are \$24,249 or 23.73% below the FYTD budget.
- The net FYTD operating gain (loss) after expenses is \$46,086.

Recommendation:

Receive and file.

SunLine Regulatory Administration
Budget Variance Report
January 2022

Description	FY22 Total Budget	Current Month			Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY22 FYTD Budget	Positive (Negative)	Percentage Remaining
Revenues:								
Revenue Fines	1,500	50	125	(75)	1,650	875	775	-10.0%
New Driver Permit Revenue	750	150	63	88	600	438	163	20.0%
Taxi Business Permit	96,000	7,999	8,000	(1)	56,001	56,000	1	41.7%
Driver Transfer Revenue	250	-	21	(21)	500	146	354	-100.0%
Driver Renewal Revenue	1,000	250	83	167	1,375	583	792	-37.5%
Driver Permit Reinstatement/Replacement	50	-	4	(4)	10	29	(19)	80.0%
Vehicle Permit Revenue	73,620	5,828	6,135	(307)	62,239	42,945	19,294	15.5%
Other Revenue	500	-	42	(42)	1,645	292	1,353	-229.0%
Operator Application Fee	1,500	-	125	(125)	-	875	(875)	100.0%
Total Revenue	175,170	14,277	14,598	(320)	124,020	102,183	21,837	29.2%
Expenses:								
Salaries and Wages	54,367	2,230	4,531	2,301	28,500	31,714	3,214	47.6%
Fringe Benefits	46,865	4,459	3,905	(554)	37,372	27,338	(10,034)	20.3%
Services	52,015	463	4,335	3,871	2,424	30,342	27,918	95.3%
Supplies and Materials	4,193	262	349	87	1,444	2,446	1,002	65.6%
Utilities	5,416	451	451	-	3,159	3,159	-	41.7%
Casualty and Liability	5,489	457	457	-	3,202	3,202	-	41.7%
Taxes and Fees	100	-	8	8	-	58	58	100.0%
Miscellaneous	6,725	84	560	476	1,832	3,923	2,091	72.8%
Total Expenses	175,170	8,408	14,598	6,190	77,934	102,183	24,249	55.5%
Total Operating Surplus (Deficit)	\$ -	\$ 5,869			\$ 46,086			

Budget Variance Analysis - SunLine Regulatory Administration

Revenue

- The positive variance in revenue is primarily attributed to an increase in permitted vehicles.
- As of FYTD22, there is an increase of 25,208 taxi trips compared to FYTD21.

Taxi Trips

	FY21-January	FY22-January	Variance	%Δ
Trips	7,195	11,334	4,139	57.5%

Taxi Trips

	FYTD-FY21	FYTD-FY22	Variance	%Δ
Trips	55,194	80,402	25,208	45.7%

Salaries and Wages

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

Fringe Benefits

- The unfavorable amount in fringe benefit expenses is attributed to fewer than anticipated expense allocations to SunLine Transit Agency

Services

- The positive balance in services is primarily attributed to fewer than anticipated legal expenses.

Supplies and Materials

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

Utilities

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

Casualty and Liability

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

Taxes and Fees

- The favorable balance is attributed to fuel tax savings related to SRA staff not utilizing vehicle.

Miscellaneous

- The positive variance in miscellaneous expenses are attributed to savings in travel and membership fees which have not yet been incurred

SunLine Services Group**CONSENT CALENDAR**

DATE: March 23, 2022

RECEIVE & FILETO: Taxi Committee
Board of Directors

RE: Taxi Trip Data – February 2022

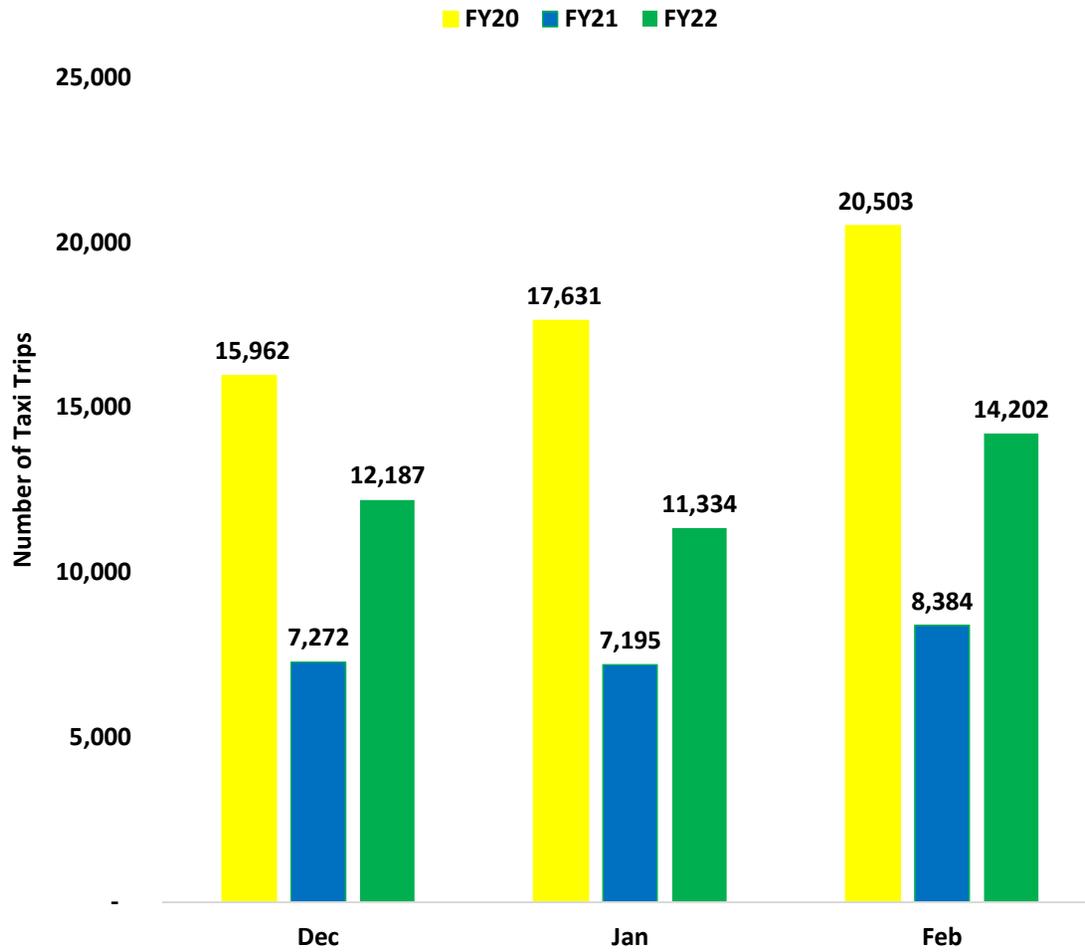
Summary:

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. There were 5,818 more taxi trips in February 2022 compared to February 2021. The increase in trips for February 2022 is mainly attributed to an increase in demand following relaxed COVID-19 travel restrictions. There were 31,026 more taxi trips for FYTD22 compared to FYTD21.

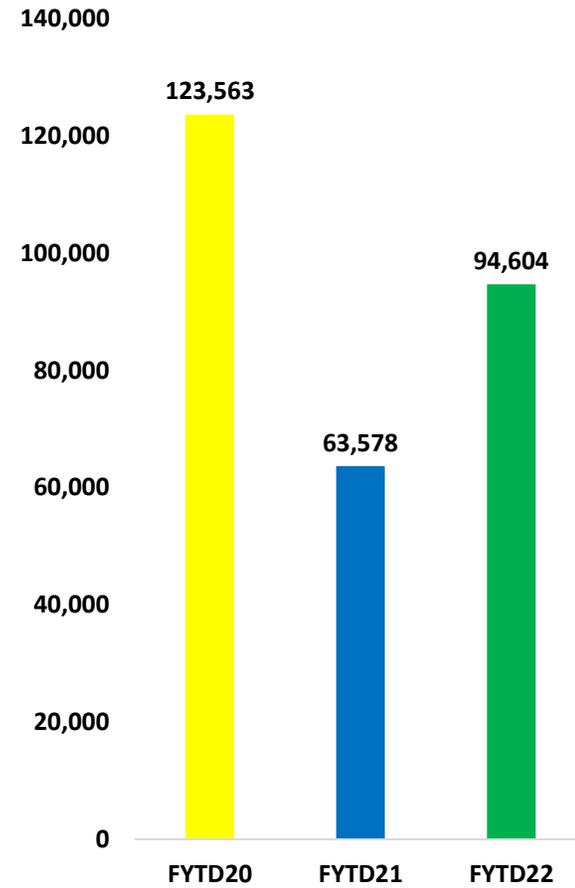
Recommendation:

Receive and file.

Taxi Trip Three (3) Month Comparison as of February 2022



FYTD No. of Taxi Trips



The chart compares the three (3) most recent months and measures the total number of taxi trips taken year to date for FY20, FY21 and FY22.

SUNLINE SERVICES GROUP

RESOLUTION NO. 093

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, 2022 through June 1, 2023, 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, 2022 through June 1, 2023. 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, 2022.

(b) Taxicabs permitted after June 15, 2022 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, 2022.

ADOPTED this 23rd day of March, 2022.

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