



SunLine Services Group  
May 14, 2018  
1:30 p.m.– 3:30 p.m.

## AGENDA

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

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](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 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. ROLL CALL

3. PRESENTATIONS

a) Projections and Considerations

(Staff: Peter Gregor, Chief Safety Officer/Taxi Administrator)

4. FINALIZATION OF AGENDA

5. 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.

<u>ITEM</u>	<u>RECOMMENDATION</u>
6. COMMITTEE MEMBER COMMENTS	RECEIVE COMMENTS
7. <u>CONSENT CALENDAR</u>	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.	
7a) <a href="#">Checks \$1,000 and Over Report for March 2018</a>	(PAGE 3-4)
7b) <a href="#">Monthly Budget Variance Report for March 2018</a>	(PAGE 5-7)
7c) <a href="#">Taxi Vehicle/Rides Analysis April 2018</a>	(PAGE 8-9)
7d) <a href="#">Metric (Taxi Expense vs Taxi Revenue) March 2018</a>	(PAGE 10-11)
8. <u>ORANGE COUNTY TAXI ADMINISTRATION PROGRAM (OCTAP)</u> (Staff: Peter Gregor, Chief Safety Officer/Taxi Administrator)	INFORMATION (PAGE 12-22)
9. <u>CPUC CORRESPONDENCE</u> (Staff: Peter Gregor, Chief Safety Officer/Taxi Administrator)	DISCUSSION (PAGE 23-28)
10. <u>SSG BOARD PRIORITIZATION COMMENTS</u> (Staff: Peter Gregor, Chief Safety Officer/Taxi Administrator)	DISCUSSION (PAGE 29-31)
11. <u>SUNLINE REGULATORY ADMINISTRATION DRAFT FY19 BUDGET</u> (Staff: Jeanette Juarez, Budget Manager/Financial Analyst)	DISCUSSION (PAGE 31-44)
12. GENERAL COUNSEL	
13. ADJOURN	

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

DATE: May 14, 2018

**RECEIVE & FILE**

TO: Taxi Committee  
Board of Directors

RE: Checks \$1,000 and Over Report for March 2018

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. Items identified in bold font represent "pass through" payments that were, or will be, reimbursed to SunLine under the provisions of specific grants or contracts. Items identified with underlines represent "shared" payments with SunLine and specific vendors/employees.

- For the month of March, one payment represents reimbursements made to Sunline Transit Agency (STA) for SunLine Regulatory Administration (SRA) employees paid through the regular payroll process. Additionally, it includes payments made to STA for allocations of overhead costs for SRA operations.

Recommendation:

Receive and file.

**SunLine Regulatory Administration  
Checks \$1,000 and Over  
For the month of March 2018**

NOTE: 1). Bold check payments represent "pass through" payments that were, or will be reimbursed to SunLine under the provisions of specific grants or contracts. 2). Underlined check payments represent "shared" payments with SunLine and specific vendors/employees.

<b>Vendor Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
SUNLINE TRANSIT AGENCY	Payroll Liabilities 03/09/18	90485	03/09/2018	4,834.04
SUNLINE TRANSIT AGENCY	Payroll Liabilities 03/23/18	90494	03/30/2018	4,678.04
SUNLINE TRANSIT AGENCY	Mar 2018 Overhead Allocations	90489	03/16/2018	2,371.67
BURKE, WILLIAMS & SORENSEN, LLP	Legal Services Feb 2018	90487	03/16/2018	1,320.00
<b>Total Checks Over \$1,000</b>	\$13,203.75			
<b>Total Checks Under \$1,000</b>	\$1,377.26			
<b>Total Checks</b>	\$14,581.01			

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

DATE: May 14, 2018

**RECEIVE & FILE**

TO: Taxi Committee  
Board of Directors

RE: Monthly Budget Variance Report for March 2018

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 year to date (YTD) values. The current monthly budget values are calculated by taking 1/12<sup>th</sup> of the annual budget and the YTD budget values are calculated by dividing the yearly budget by the number of months progressed through the fiscal year.

- As of March 21, 2018, the organization's revenues are \$8,226 under budget or 4.3% below the YTD budget. Expenditures are \$12,575 under budget or 6.6% below the YTD budget.
- The net operating gain (loss) after expenses is \$4,349.

Recommendation:

Receive and file.

SunLine Regulatory Administration  
Budget Variance Report  
March 2018

Description	FY 18 Total Budget	Current Month			Year to Date			
		Actual	Budget	Favorable (Unfavorable)	YTD Actual	FY 18 YTD Budget	Favorable (Unfavorable)	Percentage Remaining
<b>Revenues:</b>								
Meter Readings	156,497	15,378	13,041	2,336	110,241	117,373	(7,132)	29.6%
Revenue Fines	2,000	200	167	33	2,676	1,500	1,176	-33.8%
New Driver Permit Revenue	4,000	540	333	207	6,300	3,000	3,300	-57.5%
Driver Transfer Revenue	850	500	71	429	850	638	213	0.0%
Driver Renewal Revenue	9,200	0	767	(767)	5,250	6,900	(1,650)	42.9%
Driver Permit Reinstatement/Replacement	150	0	13	(13)	15	113	(98)	90.0%
Vehicle Permit Revenue	80,900	18,675	6,742	11,933	56,625	60,675	(4,050)	30.0%
Other Revenue	-	0	0	0	15	0	15	-100.0%
<b>Total Revenue</b>	<b>253,597</b>	<b>35,293</b>	<b>21,133</b>	<b>(14,159)</b>	<b>181,972</b>	<b>190,198</b>	<b>(8,226)</b>	<b>28.2%</b>
<b>Expenses:</b>								
Salaries and Wages	104,987	11,712	8,749	(2,964)	87,220	78,740	(8,480)	16.9%
Fringe Benefits	69,092	4,328	5,758	1,430	46,615	51,819	5,204	32.5%
Services	48,300	569	4,025	3,456	24,979	36,225	11,246	48.3%
Supplies and Materials	5,203	844	434	(410)	3,425	3,902	477	34.2%
Utilities	4,258	355	355	0	3,193	3,194	0	25.0%
Casualty and Liability	12,112	1,009	1,009	0	9,084	9,084	0	25.0%
Taxes and Fees	20	252	2	(250)	267	15	(252)	-1234.1%
Miscellaneous	9,625	471	802	331	2,839	7,219	4,380	70.5%
<b>Total Expenses</b>	<b>253,597</b>	<b>19,540</b>	<b>21,133</b>	<b>1,593</b>	<b>177,623</b>	<b>190,198</b>	<b>12,575</b>	<b>30.0%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ 15,752</b>			<b>\$ 4,349</b>			

**Budget Variance Analysis - SunLine Regulatory Administration**

**Revenue - Unfavorable**

- Taxi revenues are heavily influenced by the seasonal decline during the summer months. The surplus in the peak months will help decrease the unfavorable balance. As of YTD fiscal year 2018 there is a decrease of 61,957 Taxi Trips compared to the YTD fiscal year 2017.

Taxi Trips				
	FY17-Mar	FY18-Mar	Variance	%Δ
Trips	43,343	30,753	(12,590)	-29.0%

Taxi Trips				
	YTD-FY17	YTD-FY18	Variance	%Δ
Trips	282,079	220,122	(61,957)	-22.0%

- Vehicle permit revenue has an unfavorable variance due to a decrease in permitted taxi cabs. In the fiscal year 2017 there were 150 permitted taxicabs. In the fiscal year 2018 there are 123 permitted taxi cabs. In FY 18 the franchises have not been putting as many vehicles on the road due to reduced demand and difficulty obtaining drivers.

**Salaries and Wages - Unfavorable**

- Allocated salary expenses have been higher October through March to assist with agency needs.

**Fringe Benefits - Favorable**

- Fringe benefit savings are attributed to lower balances for accrual expenses.

**Services - Favorable**

- The favorable variance is primarily attributed to actual legal and auditing service costs being lower than the budgeted amount.

**Supplies and Materials - Favorable**

- The favorable variance is mainly attributed to savings in office supply costs, and repair part expenses.

**Utilities - Favorable**

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

**Casualty and Liability - Favorable**

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

**Taxes and Fees - Unfavorable**

- The unfavorable variance is attributed to the California User Fuel Tax. The tax was determined after an audit of usage from 01/01/14 to 12/31/16. A \$249.19 payment was made to the state board of equalization.

**Miscellaneous - Favorable**

- The favorable balance is mainly attributed to travel and training expenses not yet incurred, and lower bank adjustment fees.

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

DATE: May 14, 2018

**RECEIVE & FILE**

TO: Taxi Committee  
Board of Directors

RE: Taxi Vehicle/Rides Analysis April 2018

Summary:

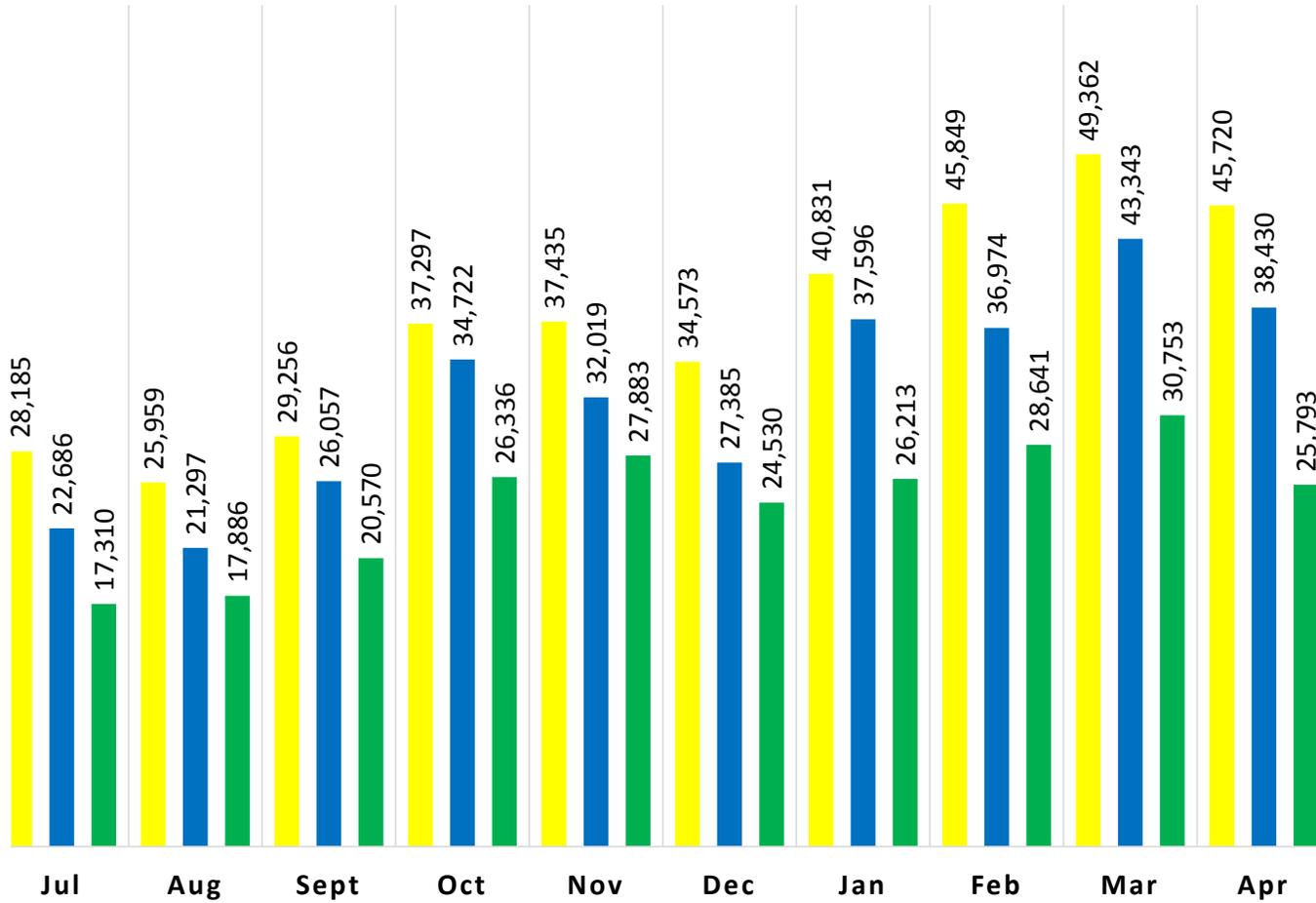
The attached report summarizes the total number of taxi trips generated in the Coachella Valley for each month of the current fiscal year. A second graph shows the total taxi trips for the current fiscal year compared to the two previous fiscal years. The graph illustrates a steady decline in taxi demand. Taxi trips in April 2018 decreased from March by 4,960 trips. Taxi demand is expected to decrease during the upcoming off-season months.

Recommendation:

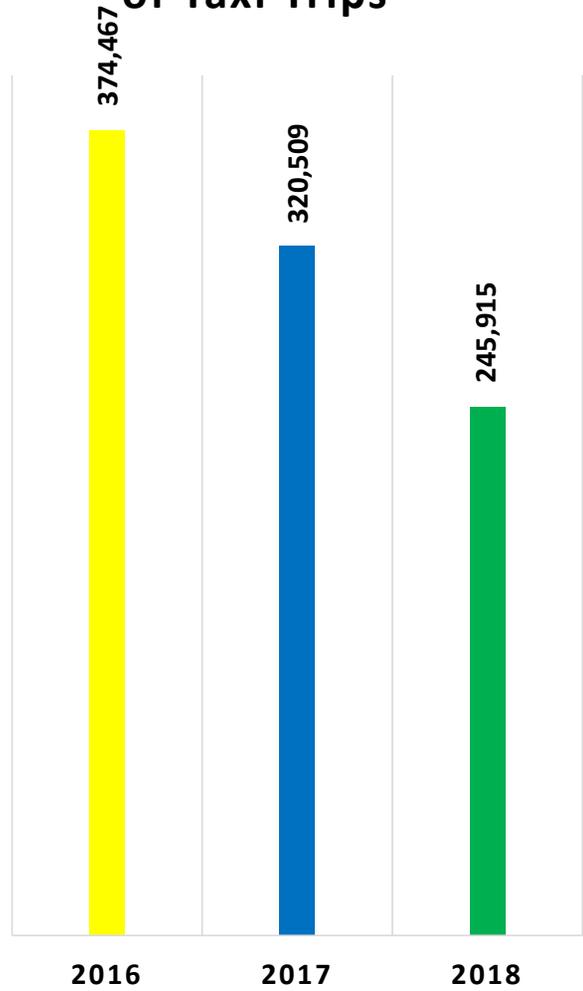
Receive and file.

## Number of Taxi Trips - April 2018

2016 2017 2018



## Year to Date No. of Taxi Trips



Measures the total number taxi trips taken year to date for FY 2016, 2017 and 2018.

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

DATE: May 14, 2018

**RECEIVE & FILE**

TO: Taxi Committee  
Board of Directors

RE: Metric (Taxi Expense vs Taxi Revenue) March 2018

Summary:

The graph displays revenue and expenses for the current month and two previous months. Revenues are generated by surcharge fees, vehicle permit fees and driver permit fees. Expenses display the total operational costs for SunLine Services Group.

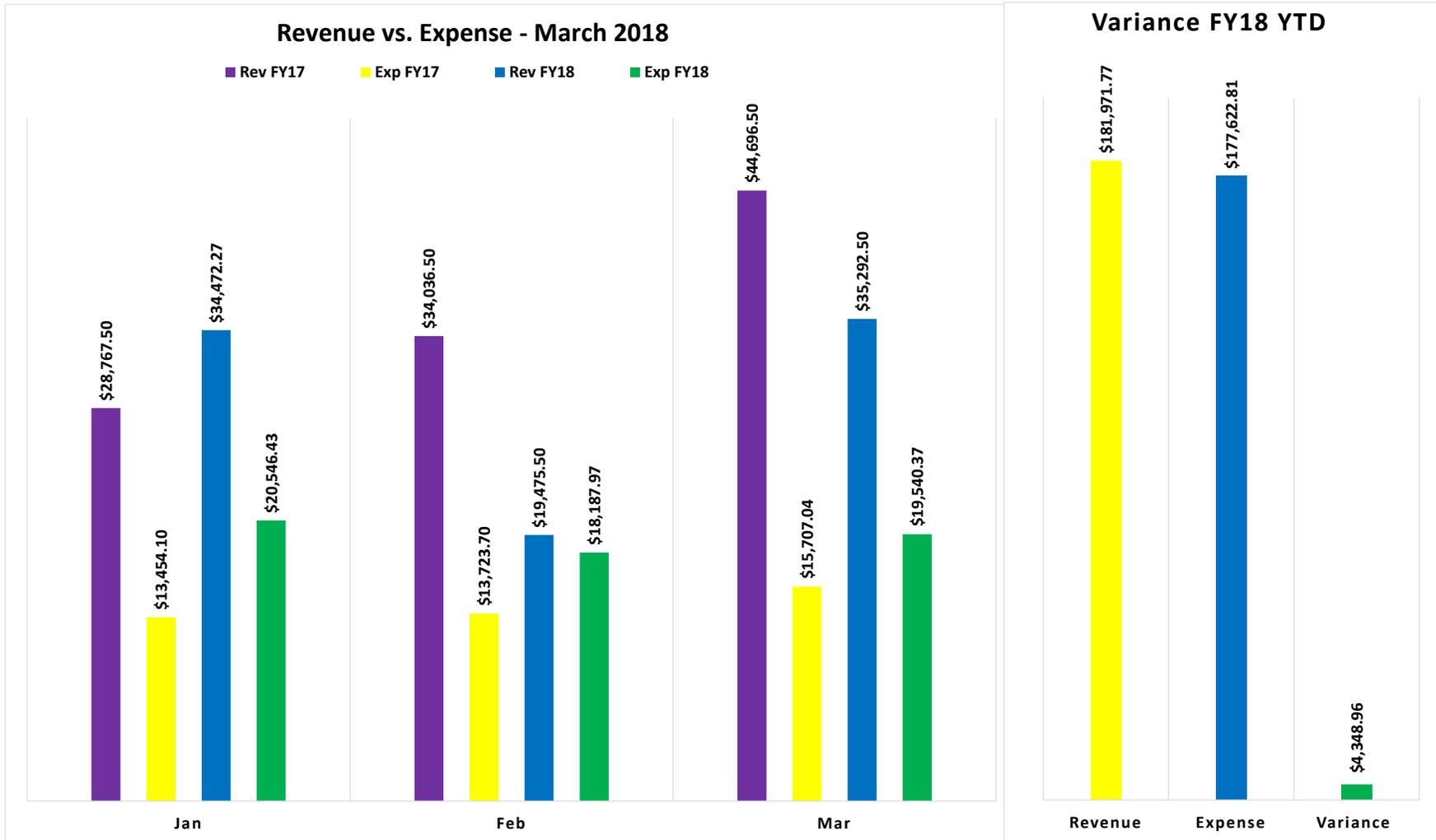
Variance graph displays the total variance between revenue and expense occurring to date for the current fiscal year.

The taxi industry in the Coachella Valley is seasonal. Previous years have shown increasing revenues during seasonal months balance out the negative variance created during off-season months. The current positive variance of \$4,348.96 is expected to diminish over the upcoming off-season months.

Revenue for the month of March 2018 was \$15,752.13 greater than expenses.

Recommendation:

Receive and file.



Measuring the health of the FY18 SRA budget by monitoring expenses and revenue

**SunLine Services Group**

**DATE:** May 14, 2018 **INFORMATION**

**TO:** Taxi Committee

**FROM:** Peter Gregor, Taxi Administrator

**RE:** Orange County Taxi Administration Program (OCTAP)

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**Background**

At the April 23, 2018 Taxi Committee meeting, there was discussion regarding the future of taxi regulation in Orange County. The taxi industry in Orange County is regulated by Orange County Transit Administration (OCTA) by agreement with the 34 incorporated cities of Orange County, the county and OCTA. OCTA formed OCTAP in 1998 as a branch of service that performs the regulatory function for the taxi industry within their jurisdiction. OCTAP is solely funded by permit fees.

While conducting research into regulatory functions, SRA staff have been in communication with OCTAP staff. During this communication, SRA has learned that OCTAP will cease to regulate the taxi industry beginning January 1, 2019 (“pending a viable solution”). This is a direct result of the effect TNC’s have had on their taxi industry. At their height, OCTAP was regulating 34 taxi companies. Currently there are 16 taxi companies being regulated and taxi trips have reduced approximately 50% over the past three years.

When OCTAP ceases to operate, the responsibility to regulate taxi will return to the cities. However, due to AB 1069, only those cities that have a taxi company substantially located within their jurisdiction will be required to regulate taxi. OCTAP is currently operating under the assumption the above scenario will result. OCTAP has communicated the option of having each city in the county and the county pay an equal share of the cost to regulate taxi. They are awaiting a response from the Orange County City Managers Association. OCTAP does not believe this will be agreed to by the cities. OCTAP has received communication from the City of Aliso Viejo indicating that they will not participate in a shared expense plan.

Attached are [letters](#) from OCTAP advising Orange County cities and the Orange County City Managers Association of their intent to cease operations.



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Darrell Johnson  
Chief Executive Officer

June 30, 2016

Mr. David Doyle  
City Manager  
City of Aliso Viejo  
12 Journey, Suite 100  
Aliso Viejo, California 92656

Dear Mr. Doyle,

The Orange County Transportation Authority (OCTA) has been working with the Orange County City Manager's Association (OCCMA) over the last two months to address future financial sustainability issues associated with the Orange County Taxi Administration Program (OCTAP). Earlier this year OCCMA created an ad-hoc committee that includes the cities of Anaheim, Fullerton, Garden Grove, Huntington Beach, Irvine, Newport Beach as well as the County of Orange. OCTA has met twice with the ad-hoc and our last meeting included representatives from the taxi industry.

OCTAP was created in 1998 to consolidate the licensing, application and utilization of regulations, and to provide the staff and services pursuant to the requirements set forth in Government Code Section 53075.5 and Vehicle Code Section 21,100(b), wherein cities and counties are required to protect the public health, safety, and welfare of their residents when using a taxicab service by licensing and regulating the operation of vehicles for hire and drivers of passenger vehicles for hire. At that time OCTA was selected to provide staff and administrative services necessary to implement and enforce the adopted OCTAP regulations.

OCTAP has interagency agreements with each Orange County city and the County of Orange and is funded solely through permit fees of taxicab companies, drivers and cars. This model was sufficient to cover OCTAP's and OCTA's administrative costs and to maintain a reserve of funds until Transportation Network Companies (TNCs) like UBER and Lyft entered the market. The model is no longer sustainable at the current fee structure. OCTA has determined that OCTAP has sufficient funds to cover operations through fiscal year (FY) 2016-17 but not beyond and, therefore, pursuant to Subsection 3.2.3 of the OCTAP Regulations, OCTA is providing the required 12-month notice to all member agencies of OCTAP that OCTA intends to terminate all agreements and withdraw from OCTAP as the administrative agency effective July 1, 2017 in the absence of a viable solution that is acceptable by all parties.

David Doyle  
June 30, 2016  
Page 2

It is OCTA's intention to continue to work through OCCMA to identify solutions that may allow for OCTAP's continuation beyond FY 2016-2017. It is apparent in our discussions with the ad-hoc that OCTAP offers a service and efficiencies to support needed taxi services in their communities and throughout Orange County.

OCTA looks forward to further discussions with OCCMA on this issue. If you have any questions please contact Dave Simpson, OCTA Government Relations, at (714) 560-5570 or [DSimpson@octa.net](mailto:DSimpson@octa.net).

Sincerely,



Darrell Johnson  
Chief Executive Officer

DJ:ds

c: OCTA Board  
Mr. Fred Wilson, President, Orange County City Managers Association

Sal.	First Name	Last Name	Title	Organization	Address	City	State	Zip
Mr.	David	Doyle	City Manager	City of Aliso Viejo	12 Journey, Suite 100	Aliso Viejo	California	92656
Mr.	Paul	Emery	City Manager	City of Anaheim	200 S. Anaheim Blvd.	Anaheim	California	92805
Mr.	Bill	Gallardo	City Manager	City of Brea	1 Civic Center Circle	Brea	California	92821
Mr.	Jim	Vanderpool	City Manager	City of Buena Park	6650 Beach Blvd.	Buena Park	California	90621
Mr.	Tom	Hatch	City CEO	City of Costa Mesa	77 Fair Drive	Costa Mesa	California	92626
Mr.	Peter	Grant	City Manager	City of Cypress	5275 Orange Avenue	Cypress	California	90630
Mr.	Doug	Chotkevys	City Manager	City of Dana Point	33282 Golden Lantern,	Dana Point	California	92629
Mr.	Bob	Hall	City Manager	City of Fountain Valley	10200 Slater Avenue	Fountain Valley	California	92708
Mr.	Joe	Felz	City Manager	City of Fullerton	303 W. Commonwealth	Fullerton	California	92832
Mr.	Scott	Stiles	City Manager	City of Garden Grove	11222 Acacia Parkway	Garden Grove	California	92840
Mr.	Fred	Wilson	City Manager	City of Huntington Beach	2000 Main Street	Huntington Beach	California	92648
Mr.	Sean	Joyce	City Manager	City of Irvine	1 Civic Center Plaza	Irvine	California	92606
Mr.	Jim	Sadro	City Manager	City of La Habra	201 E. La Habra Blvd.	La Habra	California	90631
Ms.	Laurie	Murray	City Manager	City of La Palma	7822 Walker Street	La Palma	California	90623
Mr.	John	Pietig	City Manager	City of Laguna Beach	505 Forest Avenue	Laguna Beach	California	92651
Mr.	Bruce	Channing	City Manager	City of Laguna Hills	24035 El Toro Road	Laguna Hills	California	92653
Mr.	Rod	Foster	City Manager	City of Laguna Niguel	30111 Crown Valley Pk	Laguna Niguel	California	92677
Mr.	Chris	Macon	City Manager	City of Laguna Woods	24264 El Toro Road	Laguna Woods	California	92637
Mr.	Robert	Dunek	City Manager	City of Lake Forest	25550 Commerce Cent	Lake Forest	California	92630
Mr.	Bret	Plumlee	City Manager	City of Los Alamitos	3191 Katella Avenue	Los Alamitos	California	90720
Mr.	Dennis	Wilberg	City Manager	City of Mission Viejo	200 Civic Center	Mission Viejo	California	92691
Mr.	Dave	Kiff	City Manager	City of Newport Beach	100 Civic Center	Newport Beach	California	92660
Mr.	Rick	Otto	City Manager	City of Orange	300 E. Chapman Aven	Orange	California	92866
Mr.	Damien	Arrula	City Administrator	City of Placentia	401 E. Chapman Ave.	Placentia	California	92870
Ms.	Jennifer	Cervantez	City Manager	City of Rancho Santa Margarita	22112 El Paseo	Rancho Santa Margarita	California	92688
Mr.	James	Makshanoff	City Manager	City of San Clemente	100 Avenida Presidio	San Clemente	California	92672
Mr.	Ben	Siegel	City Manager	City of San Juan Capistrano	32400 Paseo Adelanto	San Juan Capistrano	California	92675
Mr.	David	Cavazos	City Manager	City of Santa Ana	20 Civic Center Plaza	Santa Ana	California	92701
Ms.	Jill	Ingram	City Manager	City of Seal Beach	211 8th Street	Seal Beach	California	90740
Mr.	Jim	Box	City Manager	City of Stanton	7800 Katella Avenue	Stanton	California	90680
Mr.	Jeff	Parker	City Manager	City of Tustin	300 Centennial Way	Tustin	California	92780
Mr.	Jarad	Hildenbrand	City Manager	City of Villa Park	17855 Santiago Blvd.	Villa Park	California	92861
Mr.	Eddie	Manfro	City Manager	City of Westminster	8200 Westminster Blvd	Westminster	California	92683
Mr.	Mark	Pulone	City Manager	City of Yorba Linda	P.O. Box 87014	Yorba Linda	California	92885
Mr.	Frank	Kim	CEO	County of Orange	333 W. Santa Ana Blvd	Santa Ana	California	92703



AFFILIATED AGENCIES

Orange County  
Transit District

Local Transportation  
Authority

Service Authority for  
Freeway Emergencies

Consolidated Transportation  
Service Agency

Congestion Management  
Agency

Service Authority for  
Abandoned Vehicles

April 13, 2017

Mr. Fred A. Wilson  
President, Orange County City Manager's Association  
City Manager  
City of Huntington Beach  
200 Main Street  
Huntington Beach, CA 92648

Dear Mr. Wilson:

Since receiving your January 5, 2017 letter regarding the future financial sustainability of the Orange County Taxi Administration Program (OCTAP), the Orange County Transportation Authority (OCTA) has thoroughly reviewed the OCTAP budget and current operations.

For background purposes, it is important to remember that OCTAP was created in 1998 to consolidate the licensing, application and administrative functions to assist Orange County cities in meeting their requirements set forth in Government Code Section 53075.5 and Vehicle Code Section 21100, *et seq.*, which require cities and counties to protect the public health, safety and welfare of their residents by licensing and regulating the operation of taxicab transportation service, vehicles for hire, and drivers of passenger vehicle for hire. At that time, OCTA was selected by the cities to provide staff and administrative services necessary to develop and enforce OCTAP Regulations.

Since its inception, OCTAP has been funded entirely through permit and license fees. With the arrival of Transportation Network Companies (TNCs) such as Uber, Lyft and others, the marketplace has greatly reduced the number of taxi permits in the county, which, in turn, has created a financially unsustainable condition for the continuation of OCTAP as currently funded.

Within the last twelve months, OCTA has taken the following steps to balance costs of administering OCTAP with decreasing revenues for OCTAP operations:

- Elimination of a full-time administrative support position
- 40 percent reassignment of the OCTAP administrator
- Reduction in Transit Police Services (OC Sheriff) contract cost
- Reductions in staff overtime as a result of reduced enforcement
- Reductions in administrative services expense as a result of reduced staffing (anticipated)

Mr. Fred A. Wilson  
Orange County City Manager's Association  
April 13, 2017  
Page 2

With these steps taken, OCTAP is operating at an "essential service" level that meets state requirements as referenced in your letter. Any further budget reductions would compromise OCTAP's ability to meet its public safety objectives.

The cost to administer OCTAP for fiscal year 2017-18 is anticipated to be \$628,700. Based on expected revenues, it is projected that OCTAP will only have sufficient funds to operate for six (6) months, through December 31, 2017. In order to reach your stated goal of having OCTA continue to administer OCTAP through June 2018, outside revenues from the cities will be needed. It is expected that the amount needed to fully fund OCTAP operations beyond December 31, 2017 and through the end of fiscal year 2017-18 is approximately \$166,800 or \$333,700 for calendar year 2018.

OCTA requests that the Orange County City Managers Association (OCCMA) provide a commitment by June 1, 2017 to fully fund OCTAP for the last six months of fiscal year 2017-18. If such a commitment cannot be provided by this date, OCTA will plan to cease OCTAP administration effective December 31, 2017 or when all reserves have been exhausted, whichever is sooner. This deadline is necessary to provide employees who work for OCTAP with timely information about their positions and to make staffing adjustments. Provided the OCTAP funding gap is funded through outside revenue, OCTA will continue to administer OCTAP through June 30, 2018, which is, in essence, extending our previous deadline by one year.

OCTA agrees that OCTAP is an effective model that delivers efficiencies benefitting all member agencies. We have a strong relationship with taxi companies locally and utilize their services through several contracts for needed mobility services throughout Orange County. However, due to the changing marketplace with taxis and TNCs, and the fact that OCTA has no legal requirement to regulate taxis, further administration of OCTAP by OCTA beyond June 30, 2018 may not be an option.

OCTA will continue to work with OCTAP member agencies, the OCCMA ad-hoc committee, and OCTAP stakeholders on a long-term solution for the administration of OCTAP. Thank you for your partnership in working through this and other transportation issues affecting Orange County.

Mr. Fred A. Wilson  
Orange County City Manager's Association  
April 13, 2017  
Page 3

Thank you for your attention in the matter and please do not hesitate to contact myself or Dave Simpson, OCTA Government Relations, at (714) 560-5570 or [dsimpson@octa.net](mailto:dsimpson@octa.net) with any questions.

Sincerely,



Darrell Johnson  
Chief Executive Officer

DJ:ds

c: Orange County City Managers  
Mr. Frank Kim, CEO, County of Orange



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June 23, 2017

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CHIEF EXECUTIVE OFFICE

Darrell Johnson  
Chief Executive Officer

Name  
Title  
Organization  
Address  
City, State Zip

Dear XXXXX:

On behalf of the Orange County Transportation Authority (OCTA) Board of Directors, I wanted to advise city elected officials of recent developments regarding the Orange County Taxi Administration Program (OCTAP).

Many may not realize that OCTA administers OCTAP at the request of and on behalf of Orange County cities and the County of Orange (County). OCTAP was created in 1998 to consolidate the licensing, application, and administrative functions to assist Orange County cities in meeting their requirements set forth in Government Code Section 53075.5 and Vehicle Code Section 21100, *et seq.* At that time, OCTA was selected by the cities to provide staff and administrative services necessary to permit taxi operations and enforce OCTAP regulations adopted by the cities and the County.

Since its inception, OCTAP has been funded entirely through permit and license fees. However, with the arrival of Transportation Network Companies (TNCs) such as Uber, Lyft and others, the marketplace has greatly reduced the number of taxi permits in the County, which, in turn, has created a financially unsustainable condition for the continuation of OCTAP as currently funded.

To address this issue, OCTA has been working through the Orange County City Managers Association (OCCMA) as well as the OCTAP Steering Committee (which includes taxi providers as well as member agency representatives) since spring of 2016 to come up with both short- and long-term solutions.

It has been determined that the cost to administer OCTAP for fiscal year 2017-18 will exceed expected revenues, and OCTAP will only have enough funding to operate through December 2017. OCCMA has agreed that it is in the best interest for member agencies (cities and the County of Orange) to fund the shortfall to allow for OCTA to administer OCTAP at least through June 2018 while a long-term solution is identified. It is expected that the amount needed to fully fund OCTAP operations beyond December 31, 2017, through June 30, 2018 is

Name  
June 23, 2017  
Page 2

approximately \$166,800. The estimated cost for each agency, based on population, is attached for your reference.

It is widely believed that OCTAP is an effective model that delivers efficiencies benefitting all member agencies. However, due to the changing marketplace with taxis and TNCs, and the fact that OCTA has no legal requirement to regulate taxis, further administration of OCTAP by OCTA beyond June 30, 2018, may not be an option.

The future of OCTAP will be the focus of OCTA and OCCMA over the next six months. Recommendations will be brought before the OCTA Board of Directors in the coming months for discussion and potential action.

As always, city and county elected official input is constructive and welcomed. Thank you for your attention in this matter and please do not hesitate to contact myself or Dave Simpson, OCTA Government Relations, at (714) 560-5570 or [dsimpson@octa.net](mailto:dsimpson@octa.net) with any questions.

Sincerely,



Michael Hennessey  
Chairman

MH:ds

c: OCTA Board of Directors  
Orange County City Managers  
Mr. Frank Kim, CEO, County of Orange  
OCTAP Steering Committee

September 20, 2017

Name  
Office  
Address  
City, State, Zip

Dear:

As you may know, the Orange County Transportation Authority (OCTA) has been working with the Orange County City Managers Association (OCCMA) on the continued operation of the Orange County Taxi Administration Program (OCTAP). Enclosed along with this letter is an agreement for your agency to provide funding and an invoice for OCTAP services. Given that this issue is not well known and invoicing for OCTAP is new, an explanation is provided that hopefully is useful.

Many may not realize that OCTA administers OCTAP on behalf of Orange County cities and the County of Orange. OCTAP was created in 1998 to consolidate the licensing, application and administrative functions to assist Orange County cities in meeting their requirements set forth in Government Code Section 53075.5 and Vehicle Code Section 21100, *et seq.* At that time, OCTA was selected by the cities to provide staff and administrative services necessary to permit taxi operations and enforce OCTAP Regulations adopted by the cities and the County.

Since its inception, OCTAP has been funded entirely through permit and license fees. However, with the arrival of Transportation Network Companies (TNCs) such as Uber, Lyft and others, the marketplace has greatly reduced the number of taxi permits in the county, which, in turn, has created a financially unsustainable condition for the continuation of OCTAP as currently funded.

To address this issue, OCTA has been working through the OCCMA as well as the OCTAP Steering Committee (which includes taxi providers as well as member agency representatives) since spring of 2016 to come up with both short- and long-term solutions.

The cost to administer OCTAP for fiscal year 2017-18 will exceed expected revenues and OCTAP will only have enough funding to operate through December 2017. In May of 2017, the OCCMA decided that it was in the best interest for member agencies to fund the shortfall to allow for OCTA to administer

Name  
September 20, 2017  
Page 2

OCTAP at least through June 2018 while a long-term solution is identified. It is expected that the amount needed to fully fund OCTAP operations beyond December 31, 2017, through June 30, 2018 is approximately \$166,800. The estimated cost for each agency, based on population, is attached for your reference.

It is widely believed that OCTAP is an effective model that delivers efficiencies benefitting all member agencies. However, due to the changing marketplace with taxis and TNCs, and the fact that OCTA has no legal requirement to regulate taxis, further administration of OCTAP by OCTA beyond June 30, 2018, may not be an option.

The future of OCTAP will be the focus of OCTA and OCCMA discussions over the next six months. As always, local agency input is constructive and welcomed. Thank you for your attention to this matter and please do not hesitate to contact me at (714) 560-5570 or [dsimpson@octa.net](mailto:dsimpson@octa.net) with any questions.

Sincerely,



Dave Simpson  
Manager, Regional Initiatives

DS:ds

c: OCCMA OCTAP Ad Hoc Committee Members  
OCTAP Steering Committee

**SunLine Services Group**

**DATE:** May 14, 2018 **DISCUSSION**

**TO:** Taxi Committee

**FROM:** Peter Gregor, Taxi Administrator

**RE:** CPUC Correspondence

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**Background**

At the April 2018 Taxi Committee meeting, there was discussion regarding contacting the California Public Utilities Commission (CPUC) to advocate stricter regulation of Transportation Network Companies (TNC's). As an item of reference, previous correspondence with the CPUC are attached.

Staff feels [correspondence](#) with CPUC President Michael Picker requesting stricter enforcement of existing law and additional regulation of the TNC industry should ask for the following:

- Requiring fingerprint based background checks for all TNC drivers. Fingerprint background checks provide a thorough criminal history check of an individual that is biometrically verified by a fingerprint. Fingerprint based background checks are now a requirement of Government Code section 53075.5.
- Requiring TNC drivers to participate in random drug and alcohol testing. Random drug and alcohol testing serves as a deterrent to drug and alcohol abuse by drivers in that they may be subject to testing on a random basis. Random drug and alcohol testing is a requirement for taxi cab drivers pursuant to Government Code Section 53075.5.
- Requiring TNC companies participate in the California Department of Motor Vehicles Pull Notice Program. Taxi driver participation in the Pull Notice Program is now a requirement of Government Code Section 53075.5.
- Making the use of “top lights” on TNC vehicles illegal. The use of top lights is historically a method used by taxicabs to identify their vehicles as taxi cabs and to signal potential customers as to the availability. The use of top lights by TNC vehicles is a direct attempt to advertise themselves as available for-hire to potential customers. This is commonly referred to as a “street hail,” which is already prohibited. Street hails are a function restricted to all forms of for-hire transportation except taxicabs.

- Increased enforcement efforts of existing regulations in relation to protecting the safety and welfare of the public. TNC's operate in violation of existing laws on a regular and constant basis. Law enforcement encourages further disregard of existing law, allowing TNC's to steal business away from the taxi industry with virtual impunity.

Following discussion and direction from the Committee, staff will prepare a letter for approval at the June meeting.

In addition to the letter, Cathedral City Board Member Greg Pettis recently notified SunLine that he will work with Assemblymember Evan Low, Chair of the Assembly Business and Professions Committee, to help introduce a bill for consideration changing PUC regulation to include the same requirements as taxis. The bullet points outlined above will be shared with Board Member Pettis to help draft language for this proposed bill.



Desert Hot Springs  
Palm Springs  
Cathedral City

**MEMBERS**

Rancho Mirage  
Palm Desert  
Indian Wells  
La Quinta

Indio  
Coachella  
Riverside County

SUNLINE REGULATORY ADMINISTRATION

A Public Agency

August 26, 2014

Mr. Michael R Peevey, President  
Public Utilities Commission  
505 Van Ness Avenue  
San Francisco, California 94102

**Re: CPUC Oversight in the Coachella Valley**

Mr. Peevey:

My name is Michael Jones, Taxi Administrator for the SunLine Regulatory Administration (SRA). The SRA regulates taxi service under a Joint Power Authority (JPA) Agreement, created by the nine cities of the Coachella Valley and Riverside County. Member entities appoints one of its elected officials to serve on the SunLine Services Group Board of Directors. The SRA oversees and enforces all aspects of taxi regulation by means of a Board approved Ordinance and regulations.

We are reaching out to you for help on regulatory oversight issues under the jurisdiction of the California Public Utilities Commission. It has become a concern by the SRA that there are TCP, PSC, and TNCs operating outside of the ordinance structure of the CPUC; soliciting & flagging fares. In April, there is an annual three week, weekend music festival where thousands ascend upon the Coachella Valley. The volume of traffic at the festivals is enormous. SRA experiences a high volume of bandit taxis, TCP, PSC and TNCs operating as taxicabs with no regard to operating within the structure of the CPUC ordinance.

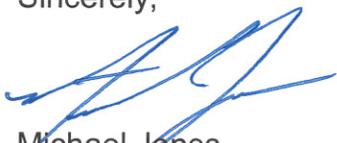
A greater concern is passenger safety. SRA observed five or more passengers getting into or out of a Toyota Prius, and one group of sixteen passengers or more loading into cargo vans with no seats. After the festivals, we expected the majority of the issues to subside; not so this year. With unrestricted numbers of TCP, PSC, and TNCs on the road, rides are very competitive. PUC permitted drivers fail to comply with the PUC ordinance that governs staging, soliciting and flagging passengers. When asked to provide their waybill, insubordinate responses were given to the reasonable request.

Technology continues to change our world, providing product and services at our finger tips. As cities, states, and federal government, we should not restrict the ability to enhance our communities through technological advances or discourage competition; however, the focus on enforcing ordinances and regulations to safeguard our most precious commodity, the public, is our common goal.

We are sensitive to the increase of CPUC regulatory oversight needs with the development of the TNC category, and the financial strain on operating budgets. As a fellow public agency, SRA is reaching out to the CPUC to offer our services to assist in closing some of the regulatory gaps the CPUC is working through.

I hope to further discuss these issues in the near future.

Sincerely,



Michael Jones  
Taxi Administrator

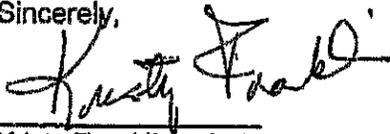


We would like you to consider this offer of support in the interest of the safety and public welfare of the visitors and residents of the Coachella Valley. With a positive response to this request, we will begin coordinating enforcement efforts with your regulatory staff.

We would also like to invite you or a member of your staff to one of our Board meetings to discuss these issues. The majority of all Board meetings are held at noon on the 4th Wednesday of the month, with few exceptions. There is a combined July/August Board meeting, which is held the last Wednesday in July, and a combined November/December meeting, which is held the first Wednesday in December.

Thank you in advance for your time and thoughtful consideration.

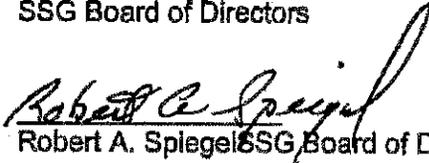
Sincerely,



Kristy Franklin, Chair  
SSG Board of Directors



Dana Hobart  
SSG Board of Directors



Robert A. Spiegel  
SSG Board of Directors

## SunLine Services Group

**DATE:** May 14, 2018  
**TO:** Taxi Committee  
**FROM:** Peter Gregor, Taxi Administrator  
**RE:** SSG Board Prioritization Comments

## DISCUSSION

### Background

At the April 25<sup>th</sup> SSG Board of Directors meeting, Board members were asked to complete a prioritization chart as a mechanism for the Taxi Committee to receive comments. The prioritization chart was a modified version of the Ordinance Changes information item reviewed by the Committee in February.

Two Board members submitted a completed copy with their comments, which are incorporated into the table below for the Committee's consideration.

PROPOSAL	SRA	FRANCHISES	COMMENTS
Reduce Driver Permit Fees - 12 month term	Pending thorough evaluation of AB1069, SunLine staff recommends waiting until after January 1, 2019 before making changes to revenue sources.	Yes	DHS – Yes IW – Yes
Reduce Driver Renewal Permit Fees - 12 month term	Pending thorough evaluation of AB1069, SunLine staff recommends waiting until after January 1, 2019 before making changes to revenue sources.	Yes	DHS – Yes IW – Yes
Reduce Vehicle Permit Fees – 12 month term	Pending thorough evaluation of AB1069, SunLine staff recommends waiting until after January 1, 2019 before making changes to revenue sources.	Yes	DHS – Yes IW – Yes
No change to surcharge	Pending thorough evaluation of AB1069, SunLine staff recommends waiting until after January 1, 2019 before making changes to revenue sources.	Yes	DHS – Yes IW – Okay

Permit Dispatch from remote location	Yes	Yes	DHS – No IW – Okay
Extend alternative fuel and ADA to 10.5 yrs.	Yes	Yes	DHS – Yes IW – Okay
Extend standard vehicles to 8.5 yrs.	Yes	Yes	DHS – Yes IW – Okay
Extend Driver's Permits to two years	No	Yes	DHS – Yes IW – Okay
Salvaged vehicles	No new salvaged vehicles	Unlimited use	DHS – Unlimited use with inspections  IW – As long as it's in excellent working condition
Rebuilt vehicles	No new rebuilt vehicles	Unlimited use	DHS – Unlimited use with inspection  IW – As long as it's in excellent working condition
Restrict newly permitted vehicles to less than 125,000 miles	Yes	No	DHS – No IW – No
Restrict newly permitted vehicles to less than 5 model years	Yes	No	DHS – No (raise to ten years with inspections) IW – No
Main place of business	Must be within SSG jurisdiction	May be located outside SSG jurisdiction	DHS – Must be within SSG jurisdiction  IW – Okay
Office staffing	Minimum one employee on-duty at all times, at the principle place of business	Provide SSG with two phone numbers for franchise representative	DHS – Minimum one employee on-duty at all times at the principal place of business (but taxi companies may create a combined

			position to meet requirement during graveyard shift)  IW - Okay
Background checks	No change	SSG pays all background check fees and allows drivers to work prior to DOJ/FBI fingerprint results	DHS – Same standard as used by SunLine Transit Agency for background checks  IW – Not in agreement with Franchise request
Alternative Fuel vehicle definition	Vehicles defined by the Energy Policy Act of 1992	Vehicles exceeding LEV (low emissions vehicle) or ULEV (ultra low emissions vehicle) ratings	DHS –Not familiar with considerations for this item. Need additional input.  IW – In agreement with SSG recommendation
Service life calculation	Includes model year of vehicle	Excludes model year of vehicle	DHS – Excludes model year of vehicle  IW – Excludes model year of vehicle

**SunLine Services Group**

**DATE:** May 14, 2018 **DISCUSSION**

**TO:** Taxi Committee  
Board of Directors

**FROM:** Jeanette Juarez, Budget Manager/Financial Analyst

**RE:** [SunLine Regulatory Administration Draft FY19 Budget](#)

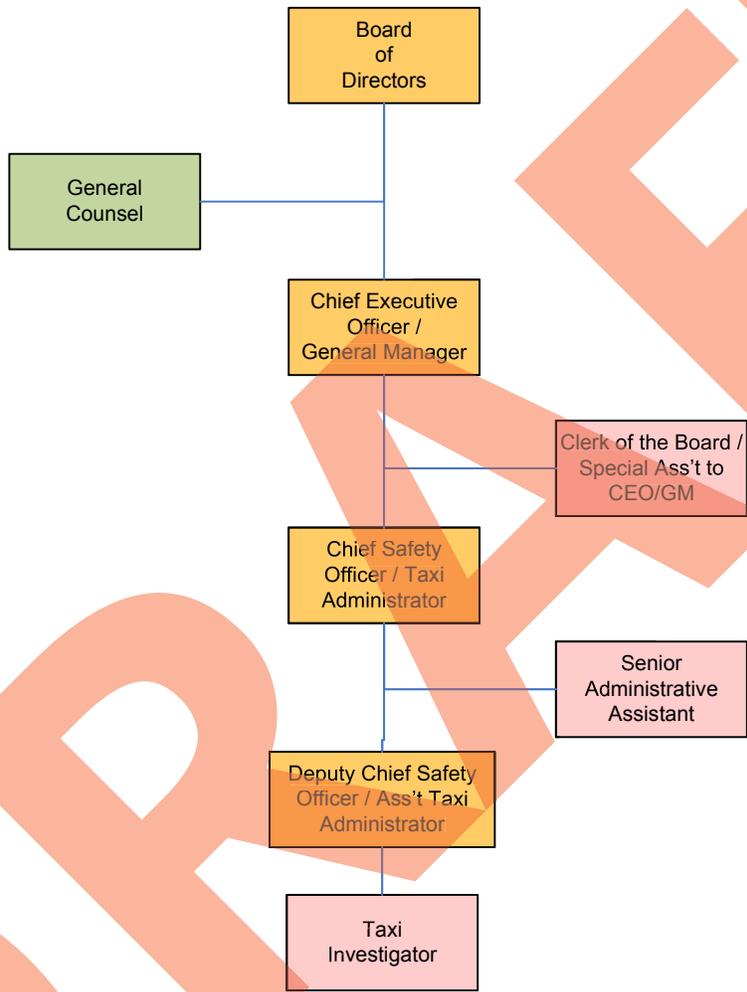
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**Background**

In accordance with the SunLine Services Group (SSG) Joint Powers Agreement, the Board of Directors must approve an annual budget. Staff has provided a draft FY19 SSG budget for discussion in preparation for approval at the upcoming June Board meeting. By beginning the process now, the Taxi Committee will have the ability to either move forward with this budget for approval at the June 27<sup>th</sup> meeting or hold special committee meetings during the upcoming weeks to continue discussion and allow for any modifications.



**SUNLINE REGULATORY ADMINISTRATION BUDGET**  
**FY 2018/2019**



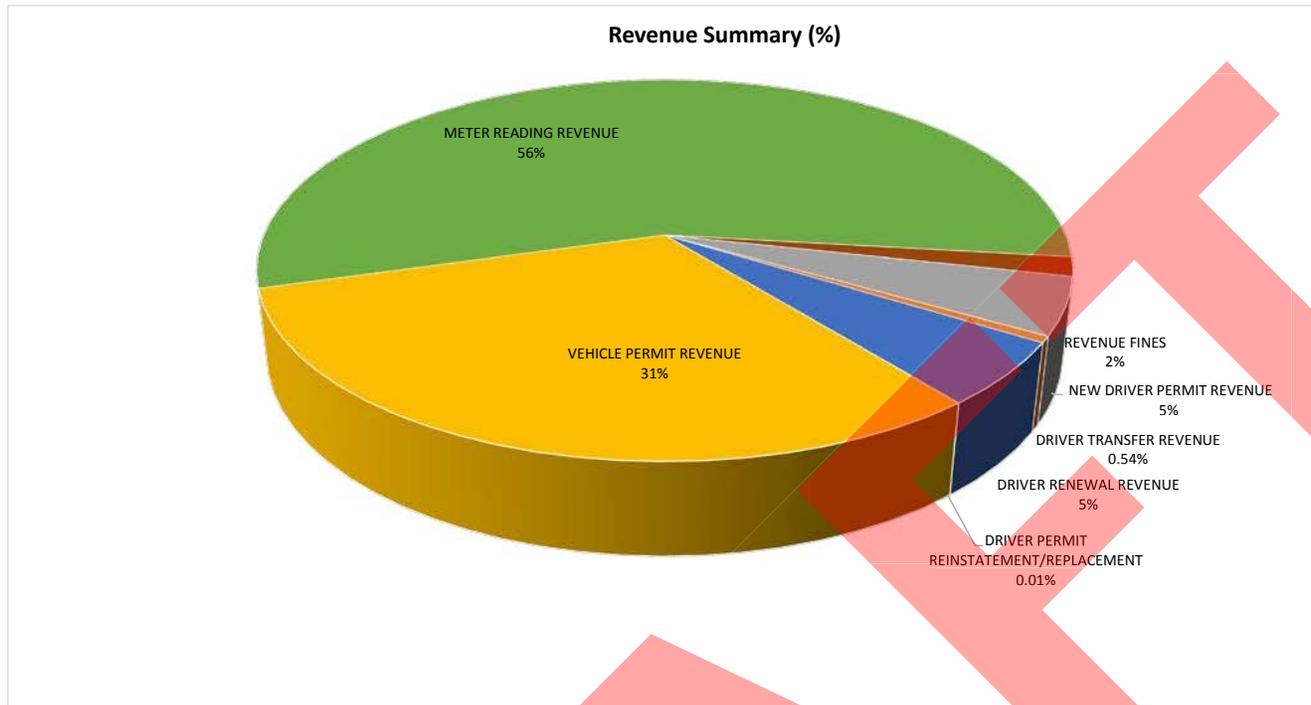
## **FUNCTIONS & RESPONSIBILITIES**

Taxi regulation oversight includes, but is not limited to, responsibility for day-to-day regulatory functions of the Coachella Valley taxicab industry. These functions include driver testing, driver permit issuance, issuance of annual taxicab company licenses, suspension and revocation of permits and licenses and complaint investigation. The SRA Taxicab Administrator handles adjudication of taxicab license and taxicab driver permit cases with appeals processed through the SSG guidelines and policies.

## **FY 19 GOALS & OBJECTIVES**

- Amend Taxi Ordinance 2016 to increase safety for passengers and provide franchises opportunities to lower costs
- Explore possibilities of enforcing regulations regarding TNC's
- Reduce contingency funds to comply with Board approved amounts
- Lower costs for new and renewing taxi drivers

## REVENUE SUMMARY



Sources of Funding (Operating)	FY 18 Approved Budget	FY 18 Estimates	FY 18 Variance	FY 19 Proposed Budget	FY 19 Variance
4010101100 METER READING REVENUE	156,497	146,987	(9,510)	104,674	(51,823)
4010101200 REVENUE FINES	2,000	3,568	1,568	3,000	1,000
4010101300 VEHICLE INSPECTION REVENUE	-	-	-	-	-
4010101400 VEHICLE REINSPECTION REVENUE	-	-	-	-	-
4010101500 NEW DRIVER PERMIT REVENUE	4,000	8,400	4,400	9,000	5,000
4010101600 DRIVER TRANSFER REVENUE	850	1,457	607	1,000	150
4010101700 DRIVER RENEWAL REVENUE	9,200	7,000	(2,200)	10,000	800
4010101750 DRIVER PERMIT REINSTATEMENT/REPLACEMENT	150	26	(124)	25	(125)
4010101900 VEHICLE PERMIT REVENUE	80,900	56,625	(24,275)	58,242	(22,658)
4010102200 OTHER REVENUE	-	30	30	-	-
<b>Total Revenue</b>	<b>253,597</b>	<b>224,094</b>	<b>(29,503)</b>	<b>185,941</b>	<b>(67,656)</b>

**Notes:**

- The FY 18 variance reflects the difference between FY 18 estimated actuals and FY 18 approved budget. The FY 19 variance indicates the difference between FY 19 proposed budget and FY 18 approved budget.

## Taxi Fees

Taxi fees are approved in a yearly resolution which is presented at the June board meeting. The approved fees are evaluated to ensure any increases are reasonably imposed solely to recover the actual costs of regulating taxicabs within the Coachella Valley. The following represents the suggested fees for Fiscal Year 2019 used in the calculation of the proposed budget.

Fees	FY 18 Approved Fees	FY 19 Proposed Fees	Variance
Maximum Base Rate	3	3	-
Driver Permit New	90	90	-
Driver Permit Renewal	50	50	-
Driver Transfer Fee	50	50	-
Driver Permit Reinstatement Fee	25	25	-
Driver Permit Replacement	5	5	-
Vehicle Inspection Per Vehicle Bi-Annual	50	50	-
Vehicle Re-Inspection Fee	50	50	-
Vehicle Permit - new	600	600	-
Vehicle Permit renewal	600	600	-
Vehicle Permit Alt Fuel, Hybrid, Ada - renewal	450	450	-
Vehicle Permits Re-Insertion	65	65	-
Late Fee (for late payment of invoices)	29	29	-
Appeal Fee	100	100	-

### Notes:

- Late fees shall be assessed at \$29.00 per day for a maximum of \$116 per occurrence.

**SUNLINE SERVICES GROUP**

**EXPENSE SUMMARY**

General Ledger Code	FY 16 Actuals	FY 17 Actuals	FY 18 Estimated Actuals	FY 18 Approved Budget	FY 19 Proposed Budget	Variance
5010201600 ADMIN SALARIES	120,573	108,789	73,132	69,158	75,099	5,941
5010201610 ADMIN SALARIES-OT	-	1,313	-	1,250	-	(1,250)
5010700000 ALLOCATED SALARIES	16,790	4,085	43,161	34,579	37,456	2,877
5029999999 TOTAL FRINGE BENEFITS	135,292	52,395	61,610	69,092	70,138	1,046
5030103240 BACKGROUND CHECK SERVICES	2,353	4,070	4,051	4,500	4,500	-
5030300005 LEGAL SERVICES - GENERAL	-	3,482	16,435	28,500	78,500	50,000
5030300010 COMPUTER/NETWORK SUPPORT	-	-	-	-	-	-
5030300015 COMPUTER SUPPLIES	-	-	-	2,000	-	(2,000)
5030303240 OTHER PROFESSIONAL SERVICES	4,550	-	-	-	-	-
5030303310 AUDIT SERVICES - EXTERNAL	-	-	6,708	10,000	10,000	-
5030400000 TEMPORARY HELP SERVICES	-	25,817	4,368	-	-	-
5030500000 MAINTENANCE CONTRACTS	755	336	331	1,000	1,000	-
5039900006 OUTSIDE REPAIRS-TAXI	314	59	100	1,000	1,000	-
5039903800 OTHER SERVICES	650	675	567	1,500	1,000	(500)
5040101000 FUEL-CNG	608	638	595	1,000	1,000	-
5040404300 OFFICE SUPPLIES	2,655	1,691	3,041	2,200	2,200	-
5049900002 POSTAGE	994	283	300	300	300	-
5049900026 FACILITY MAINTENANCE	-	432	519	519	519	-
5049900032 REPAIR PARTS- TAXI VEHICLES	4,467	470	507	984	1,000	16
5050200001 UTILITIES	-	4,325	3,981	3,981	3,721	(260)
5050200003 TRASH PICK-UP	994	259	277	277	295	18
5050200006 COMMUNICATIONS	2,982	2,000	-	-	800	800
5060100000 INSURANCE-PHYSICAL DAMAGE	-	399	400	400	239	(161)
5060300000 INSURANCE-GENERAL LIABILITY	3,148	2,570	2,487	2,487	4,028	1,541
5060401000 INSURANCE PREMIUM WC	166	8,877	9,225	9,225	13,507	4,282
5079900000 FUEL TAXES	8	8	356	20	20	-
5090100000 DUES, MEMBERSHIPS & SUBSCRIPTIONS	724	724	1,380	725	790	65
5090200000 TRAVEL AND TRAINING	-	-	2,279	5,000	5,000	-
5090200001 DRIVER TRAINING/EVENTS	-	-	-	-	-	-
5090200002 MILEAGE REIMBURSEMENT	-	-	-	100	100	-
5090801000 BANK SERVICE FEES	-	-	968	3,000	1,000	(2,000)
5099900001 STAFF DEVELOPMENT	2,418	-	796	800	800	-
5099905990 MISCELLANEOUS EXPENSE	3,071	1,980	-	-	-	-
<b>Total Expenses</b>	<b>303,513</b>	<b>225,677</b>	<b>237,573</b>	<b>253,597</b>	<b>314,012</b>	<b>60,415</b>

Notes

- Added Bank Services and Fees account to replace
- Allocated overhead distributed across corresponding expense accounts per auditor recommendation.

**SUNLINE SERVICES GROUP**

**PERSONNEL SUMMARY**

FY 19 Physical Count	Classification	FY 18 Authorized FTEs	FY 19 Requested FTEs	Variance
1	Chief Safety Officer/Taxi Administrator	0.25	0.25	0.00
1	Deputy Chief Safety Officer/Asst. Taxi Administrator	0.25	0.25	0.00
1	Senior Administrative Assistant	1.00	1.00	0.00
1	Taxi Investigator	1.00	1.00	0.00
<b>4</b>	<b>Total FTEs</b>	<b>2.50</b>	<b>2.50</b>	<b>0.00</b>

Notes

- Taxi Administrator responsibilities added to the Chief and Deputy Chief Safety Officers in lieu of filling one FTE for the Taxi Administrator position. The total resulting impact is three quarters of an FTE (.75) in payroll allocations from SunLine Transit Agency.

SUNLINE SERVICES GROUP DETAIL

Division 96

General Ledger Code	FY 18 Approved Budget	FY 19 Proposed Budget	Variance
<b>5010201600 ADMIN SALARIES</b>	69,158	75,099	5,941
<b>5010201610 ADMIN SALARIES-OT</b>	1,250		(1,250)
<b>5010700000 ALLOCATED SALARIES</b>	34,579	37,456	2,877
<b>5029999999 TOTAL FRINGE BENEFITS</b>	69,092	70,138	1,046
<b>Sub-total</b>	<b>174,079</b>	<b>182,693</b>	<b>8,614</b>
<b>5030103240 BACKGROUND CHECK SERVICES</b>			
Costs related to processing new applicants	4,500	4,500	-
<b>Sub-total</b>	<b>4,500</b>	<b>4,500</b>	<b>-</b>
<b>5030300005 LEGAL SERVICES - GENERAL</b>			
General counsel	28,500	28,500	-
Amend Taxi Ordinance	-	50,000	50,000
<b>Sub-total</b>	<b>28,500</b>	<b>78,500</b>	<b>50,000</b>
<b>5030300015 COMPUTER SUPPLIES</b>			
Replacement of laptops, tablets and other electronics as needed	2,000	-	(2,000)
<b>Sub-total</b>	<b>2,000</b>	<b>-</b>	<b>(2,000)</b>
<b>5030303310 AUDIT SERVICES - EXTERNAL</b>			
Fiscal year financial statement audit	10,000	10,000	-
<b>Sub-total</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>
<b>5030500000 MAINTENANCE CONTRACTS</b>			
Copier related expenses	1,000	1,000	-
<b>Sub-Total</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>
<b>5039900006 OUTSIDE REPAIRS-TAXI</b>			
Maintenance costs for vehicles	1,000	1,000	-
<b>Sub-Total</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>
<b>5039903800 OTHER SERVICES</b>			
Board member compensation for SSG taxi committees	1,000	1,000	-
Security backup or temporary help for major events	500	-	(500)
<b>Sub-total</b>	<b>1,500</b>	<b>1,000</b>	<b>(500)</b>
<b>5040101000 FUEL-CNG</b>			
Fuel for vehicles	1,000	1,000	-
<b>Sub-total</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>
<b>5040404300 OFFICE SUPPLIES</b>			
Office supplies	2,200	2,200	-
<b>Sub-total</b>	<b>2,200</b>	<b>2,200</b>	<b>-</b>

SUNLINE SERVICES GROUP DETAIL

Division 96

General Ledger Code	FY 18 Approved Budget	FY 19 Proposed Budget	Variance
<b>5049900002 POSTAGE</b>			
Postage and mailing expenses	300	300	-
<b>Sub-total</b>	<b>300</b>	<b>300</b>	<b>-</b>
<b>5049900026 FACILITY MAINTENANCE</b>			
Allocation from SunLine Transit Agency for materials required to maintain the building	519	519	-
<b>Sub-total</b>	<b>519</b>	<b>519</b>	<b>-</b>
<b>5049900032 REPAIR PARTS- TAXI VEHICLES</b>			
Anticipated repair costs for aging vehicles	984	1,000	16
<b>Sub-total</b>	<b>984</b>	<b>1,000</b>	<b>16</b>
<b>5050200001 UTILITIES</b>			
Allocation from SunLine Transit Agency for utilities used for the administration building	3,981	3,721	(260)
<b>Sub-total</b>	<b>3,981</b>	<b>3,721</b>	<b>(260)</b>
<b>5050200003 TRASH PICK UP</b>			
Allocation from SunLine Transit Agency for trash removal services	277	295	18
<b>Sub-total</b>	<b>277</b>	<b>295</b>	<b>18</b>
<b>5050200006 COMMUNICATIONS</b>			
Cellular services	-	800	800
<b>Sub-total</b>	<b>-</b>	<b>800</b>	<b>800</b>
<b>5060100000 INSURANCE-PHYSICAL DAMAGE</b>			
Allocation from SunLine Transit Agency for insurance related to vehicles	400	239	(161)
<b>Sub-total</b>	<b>400</b>	<b>239</b>	<b>(161)</b>
<b>5060300000 INSURANCE-GENERAL LIABILITY</b>			
Allocation from SunLine Transit Agency for defense and indemnity coverage relating to covered occurrences under general liability insurance	2,487	4,028	1,541
<b>Sub-total</b>	<b>2,487</b>	<b>4,028</b>	<b>1,541</b>
<b>5060401000 INSUARANCE PREMIUM WC</b>			
Allocation from SunLine Transit Agency for workers compensation premium costs	9,225	13,507	4,282
<b>Sub-total</b>	<b>9,225</b>	<b>13,507</b>	<b>4,282</b>
<b>5079900000 FUEL TAXES</b>			
Fuel tax expenses	20	20	-
<b>Sub-total</b>	<b>20</b>	<b>20</b>	<b>-</b>

SUNLINE SERVICES GROUP DETAIL

Division 96

General Ledger Code	FY 18 Approved Budget	FY 19 Proposed Budget	Variance
<b>5090100000 DUES, MEMBERSHIPS &amp; SUBSCRIPTIONS</b>			
Annual International Association of Transportation Regulators (IATR) membership	725	790	65
<b>Sub-total</b>	<b>725</b>	<b>790</b>	<b>65</b>
<b>5090200000 TRAVEL AND TRAINING</b>			
International Association of Transportation Regulators Conference	5,000	5,000	-
<b>Sub-total</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>
<b>5090200002 MILEAGE REIMBURSEMENT</b>			
Mileage reimbursement for staff	100	100	-
<b>Sub-total</b>	<b>100</b>	<b>100</b>	<b>-</b>
<b>5090801000 BANK SERVICE FEES</b>			
Merchant Charges on Credit Cards	3,000	1,000	(2,000)
<b>Sub-total</b>	<b>3,000</b>	<b>1,000</b>	<b>(2,000)</b>
<b>5099900001 STAFF DEVELOPMENT</b>			
General training for staff	800	800	-
<b>Sub-total</b>	<b>800</b>	<b>800</b>	<b>-</b>
<b>Total Expenses</b>	<b>253,597</b>	<b>314,012</b>	<b>60,415</b>

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FY 2018/2019



SunLine Transit Agency

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