



SunLine Transit Agency/  
SunLine Services Group  
April 23, 2025  
12:00 p.m.

**Joint Regular Meeting of the SunLine Transit Agency &  
SunLine Services Group Board of Directors  
Regular Board of Directors Meeting**

**Board Room  
32-505 Harry Oliver Trail  
Thousand Palms, CA 92276**

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**NOTICE TO THE PUBLIC**

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

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

In compliance with the Americans with Disabilities Act, Government Code Section 54954.2, and the Federal Transit Administration Title VI, please contact the Clerk of the Board at (760) 343-3456 if disability-related modification(s) and/or interpreter services are needed to participate in a Board meeting. Notification of at least 72 hours prior to the meeting time will assist staff in ensuring reasonable arrangements can be made to provide assistance at the meeting.

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**ITEM**

**RECOMMENDATION**

**1. CALL TO ORDER**

*Note: All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.*

**2. FLAG SALUTE**

**ITEM**

**RECOMMENDATION**

**3. ROLL CALL**

**4. FINALIZATION OF AGENDA**

**5. PUBLIC COMMENTS**

**RECEIVE COMMENTS**

**NON AGENDA ITEMS**

Members of the public may address the Board regarding any item within the subject matter jurisdiction of the Board; however, no action may be taken on off-agenda items unless authorized. Comments shall be limited to matters not listed on the agenda. Members of the public may comment on any matter listed on the agenda at the time that the Board considers that matter. Each person's comments are limited to a maximum of three (3) minutes.

**6. PRESENTATIONS**

**a) EMPOWERED Video Premiere**

**b) May 2025 Fixed Route Service Change**

(PAGE 8-26)

(Presenter: Paul Mattern, Chief Planning Officer)

**c) American Public Transportation Association  
(APTA) International Roadeo**

(PAGE 27-29)

(Presenters: Isabel Vizcarra, Chief Transportation  
Officer & Juan Colon, Motor Coach Operator)

**d) Quarterly Marketing Update**

(PAGE 30-39)

(Presenter: Carmen Cubero, Marketing &  
Events Manager)

**7. BOARD MEMBER COMMENTS**

**RECEIVE COMMENTS**

**8. CONSENT CALENDAR**

All items on the Consent Calendar will be approved by one motion, and there will be no discussion of individual items unless a Board Member requests a specific item be pulled from the calendar for separate discussion. The public may comment on any item.

**APPROVE**

**8a) Acceptance of Checks \$1,000 and Over Report for  
February 2025**

(PAGE 40-45)

**8b) Acceptance of Credit Card Statement for  
February 2025**

(PAGE 46-64)

**8c) Acceptance of Monthly Budget Variance Report for  
February 2025**

(PAGE 65-69)



<b><u>ITEM</u></b>	<b><u>RECOMMENDATION</u></b>
8d) Acceptance of Contracts Signed between \$25,000 and \$250,000 for February 2025	(PAGE 70-71)
8e) Acceptance of Union & Non-Union Pension Investment Asset Summary February 2025	(PAGE 72-83)
8f) Acceptance of Ridership Report for February 2025	(PAGE 84-87)
8g) Acceptance of SunDial Operational Notes for February 2025	(PAGE 88-90)
8h) Acceptance of Metrics for February 2025	(PAGE 91-114)
8i) Acceptance of Board Member Attendance Report for March 2025	(PAGE 115-116)
8j) Approval of Joint Board Meeting Minutes for March 26, 2025	(PAGE 117-121)
8k) Acceptance of SSG/SRA Checks \$1,000 and Over Report for February 2025	(PAGE 122-123)
8l) Acceptance of SSG Monthly Budget Variance Report for February 2025	(PAGE 124-126)
8m) Acceptance of Taxi Trip Data Report – February 2025	(PAGE 127-128)
<b>9. APPROVAL OF RESOLUTION NO. 0813 TO CLOSE PROPOSITION 1B BANK ACCOUNT FOR SUNLINE TRANSIT AGENCY</b> (Lynn Mallotto, Chair of Finance/Audit Committee; Staff: Luis Garcia, Chief Financial Officer)	<b>APPROVE</b> (PAGE 129-132)
<b>10. APPROVAL OF RESOLUTION NO. 0814 TO OBTAIN LOW CARBON TRANSIT OPERATIONS PROGRAM FUNDING</b> (Lynn Mallotto, Chair of Finance/Audit Committee; Staff: Luis Garcia, Chief Financial Officer)	<b>APPROVE</b> (PAGE 133-136)
<b>11. AMENDMENTS TO HELIXSTORM AGREEMENT FOR INFORMATION TECHNOLOGY CONSULTING</b> (Lynn Mallotto, Chair of Finance/Audit Committee; Staff: Ray Stevens, Deputy Chief of General Services)	<b>APPROVE</b> (PAGE 137-138)
<b>12. AWARD OF CONTRACT FOR UPGRADE AND REPAIR OF SECURITY CAMERAS</b> (Lynn Mallotto, Chair of Finance/Audit Committee; Staff: Walter Watcher, Chief of Capital Projects)	<b>APPROVE</b> (PAGE 139-142)

**ITEM**

**RECOMMENDATION**

**13. SECOND READING OF SUNLINE SERVICES GROUP  
(SSG) ORDINANCE NO. 2025-02, TAXICAB SERVICE  
ORDINANCE**

(Glenn Miller, Chair of Taxi Committee;  
Staff: Jill Plaza, Taxi/Contracted Transportation  
Services Administrator)

**APPROVE**  
(PAGE 143-210)

**14. LEGISLATIVE UPDATE FOR APRIL 2025**

(Staff: Edith Hernandez, Director of Board and  
Legislative Affairs)

**INFORMATION**  
(PAGE 211-216)

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

**16. CLOSED SESSION**

**a) CONFERENCE WITH LABOR NEGOTIATORS**

Pursuant to Government Code section 54957.6  
Agency designated representatives: Tamara Miles  
Employee Organization: Amalgamated Transit Union, Local 1277

**b) PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Pursuant to Government Code section 54957(b)  
Position: Chief Executive Officer/General Manager

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

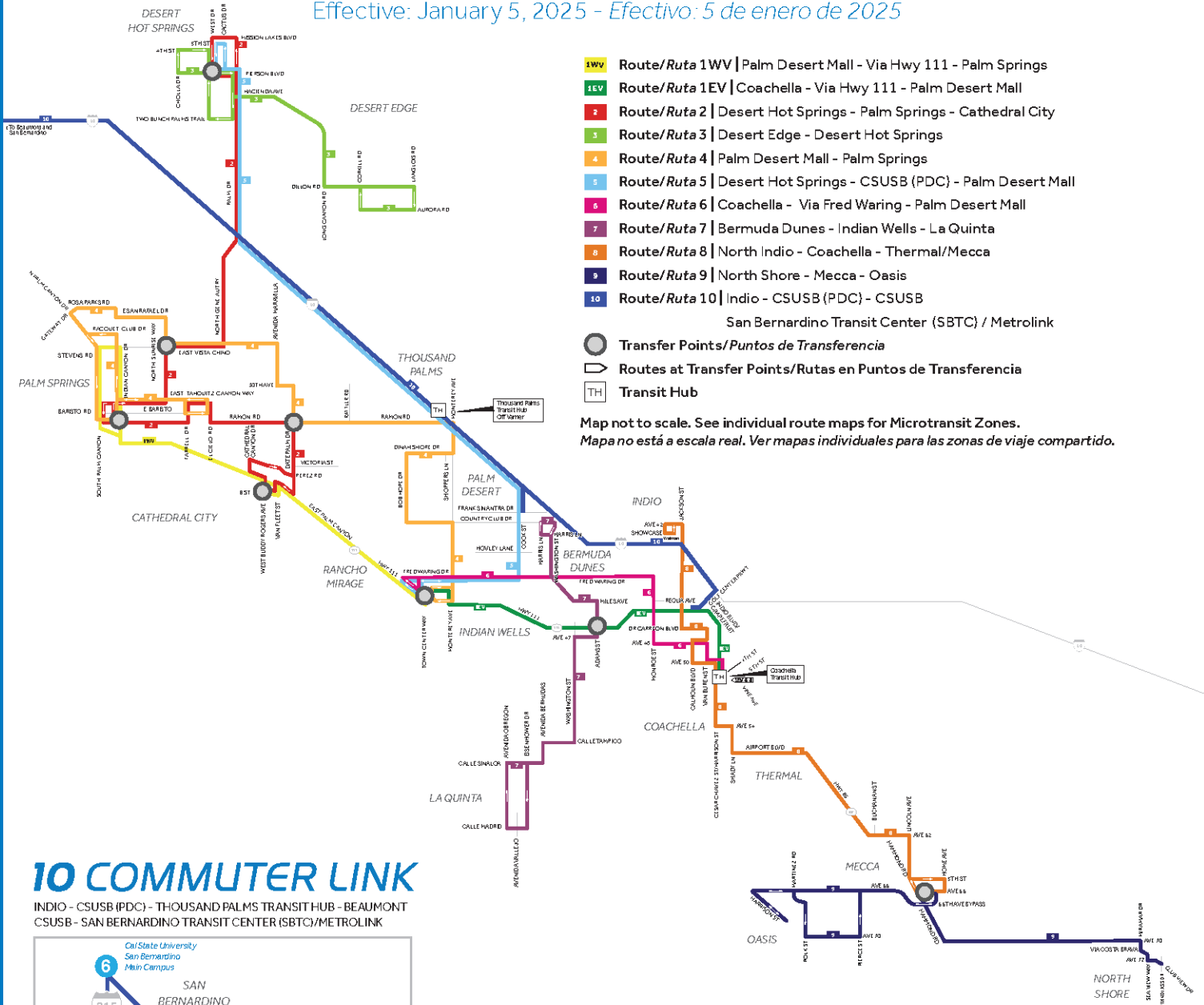
**18. NEXT MEETING DATE**

May 28, 2025 at 12 p.m.  
Board Room  
32-505 Harry Oliver Trail  
Thousand Palms, CA 92276

**19. ADJOURN**

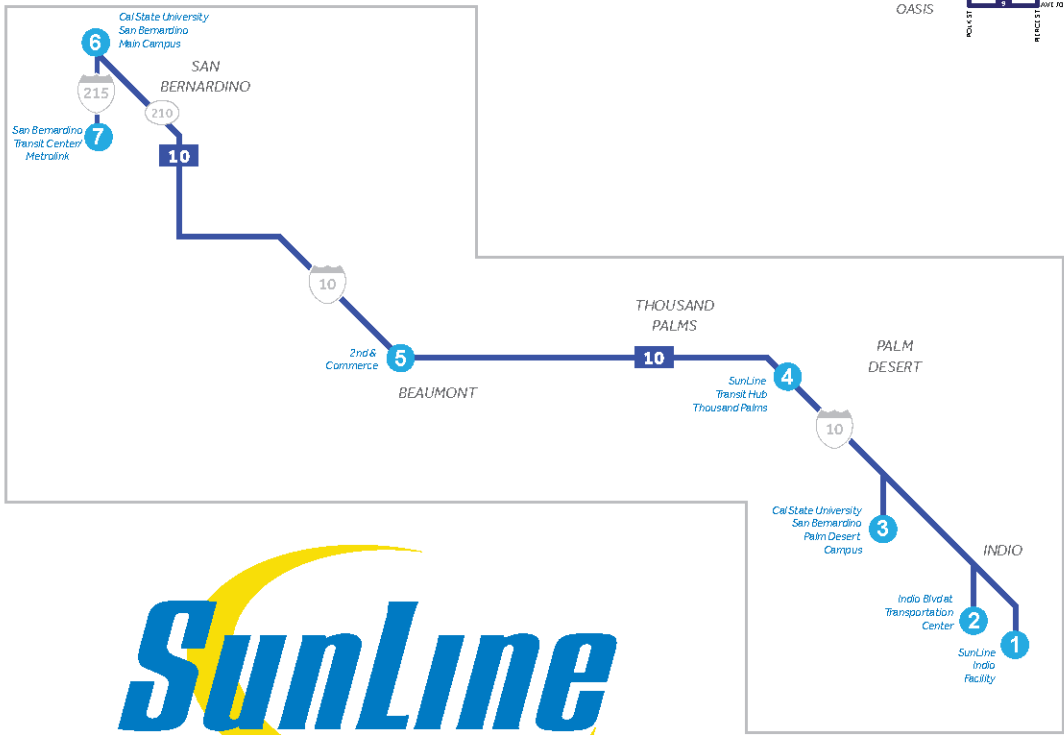
# SYSTEM MAP - MAPA DEL SISTEMA

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



## 10 COMMUTER LINK

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



760.343.3451 | SunLine.org



## SunLine Transit Agency

### ACRONYMS LIST OF TRANSPORTATION TERMS

Last Updated: 02/18/2025

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

LOI	Letter of Intent
LOS	Level of Service
LOU	Letter of Understanding
Low No	Low or No Carbon Emissions Program
L RTP	Long Range Transportation Plan
LTF	Local Transportation Fund

#### **M, N, & O**

MCI	Motor Coach Industries
MCO	Motor Coach Operator
Measure A	Measure A Funding
MOD	Mobility on Demand
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MSDS	Material Safety Data Sheet
mW	Megawatt (1,000,000 watts)
mWh	Megawatt Hour
NAAQS	National Ambient Air Quality Standards
NEPA	National Environmental Policy Act
NIMS	National Incident Management System
NOFA	Notice of Funding Availability
NOFO	Notice of Funding Opportunity
NTD	National Transit Database
NTP	Notice to Proceed
NTSB	National Transportation Safety Board
O&M	Operations and Maintenance
OSHA	Occupational Safety and Health Administration
OBC	On-Board Communication
OTP	On-Time Performance

#### **P & Q**

Pa	Pascal
PPRH	Passenger Per Revenue Hour
PIS	Passenger Information System
PAC	Public Advisory Committee
PEM	Proton Exchange Membrane (H2)
PEPRA	Public Employer Pension Reform Act
PERMA	Public Entity Risk Management Authority
PLD	Paid Leave Day
PM	Preventative Maintenance
PNR	Park & Ride
PO	Purchase Order
PPE	Personal Protective Equipment
PPRH	Passengers per Revenue Hour
PSI	Pounds per Square Inch
PTASP	Public Transportation Agency Safety Plan

#### **R & S**

RAISE	Rebuilding American Infrastructure with Sustainability and Equity
RCTC	Riverside County Transportation Commission
RFP	Request for Proposals
RFQ	Request for Quotation
RFS	Renewable Fuel Standard
RIN	Renewable Identification Number
RVH	Revenue Vehicle Hours
RVM	Revenue Vehicle Miles
SBTC	San Bernardino Transit Center
SCAG	Southern California Association of Governments
SGR	State of Good Repair
SMR	Steam Methane Reforming (H2)
SMS	Safety Management System
SOP	Standard Operating Procedure
SOW	Scope of Work

S RTP	Short Range Transit Plan
STA	State Transit Assistance Fund
STBG	Surface Transportation Block Grant Program
STIP	State Transportation Improvement Program

#### **T**

TAC	Technical Advisory Committee
TAM	Transit Asset Management
TCP	Transit Capital Priorities
TDA	Transportation Development Act
TDM	Transportation Demand Management
TIP	Transportation Improvement Program
TIRCP	Transit and Intercity Rail Capital Program
TNC	Transportation Network Company
TOD	Transit-Oriented Development
TSI	Transportation Safety Institute
TSP	Transit Signal Priority

#### **U, V, W, X, Y, Z**

USDOT	United States Department of Transportation
UPT	Unlinked Passenger Trips
VCR	Vehicle Condition Report
VMT	Vehicle Miles Traveled
VTO	Vacation Time Off
YTD	Year to Date
ZEB	Zero-Emission Bus



# May 2025 Fixed Route Service Change

Presented by: Paul Mattern, Chief Planning Officer

April 23, 2025



- Per our Collective Bargaining agreement with Amalgamated Transit Union Local 1277, we are required to have three (3) service changes per year. These changes go into effect, January, May, and September.

## MEMORANDUM OF UNDERSTANDING

BETWEEN

SUNLINE TRANSIT AGENCY

AND

AMALGAMATED TRANSIT UNION  
LOCAL 1277



# Service Change - Headways

		Effective January 7, 2024		
		Week day	Saturday	Sunday
1WV	Palm Desert Mall - Palm Springs	30	30	30
1EV	Coachella - Palm Desert Mall	30	30	30
2	Desert Hot Springs - Palm Springs - Cathedral City	30	30	30
3	Desert Edge - Desert Hot Springs	30	60	60
4	Palm Desert Mall - Palm Springs	60	60	60
5	Desert Hot Springs - CSUSB Palm Desert -Palm Desert Mall	60	NS	NS
6	Coachella - Via Fred Waring - Palm Desert Mall	60	NS	NS
7	Bermuda Dunes - Indian Wells - La Quinta	45	90	90
8	North Indio - Coachella - Thermal/Mecca	60	60	60
9	North Shore - Mecca - Oasis	60	60	60
10	Indio - CSUSB-PDC - CSUSB - San Bernardino Transit Center (SBTC)/Metrolink	4 round trips	NS	NS

NS: No Service

- No change to existing headways.

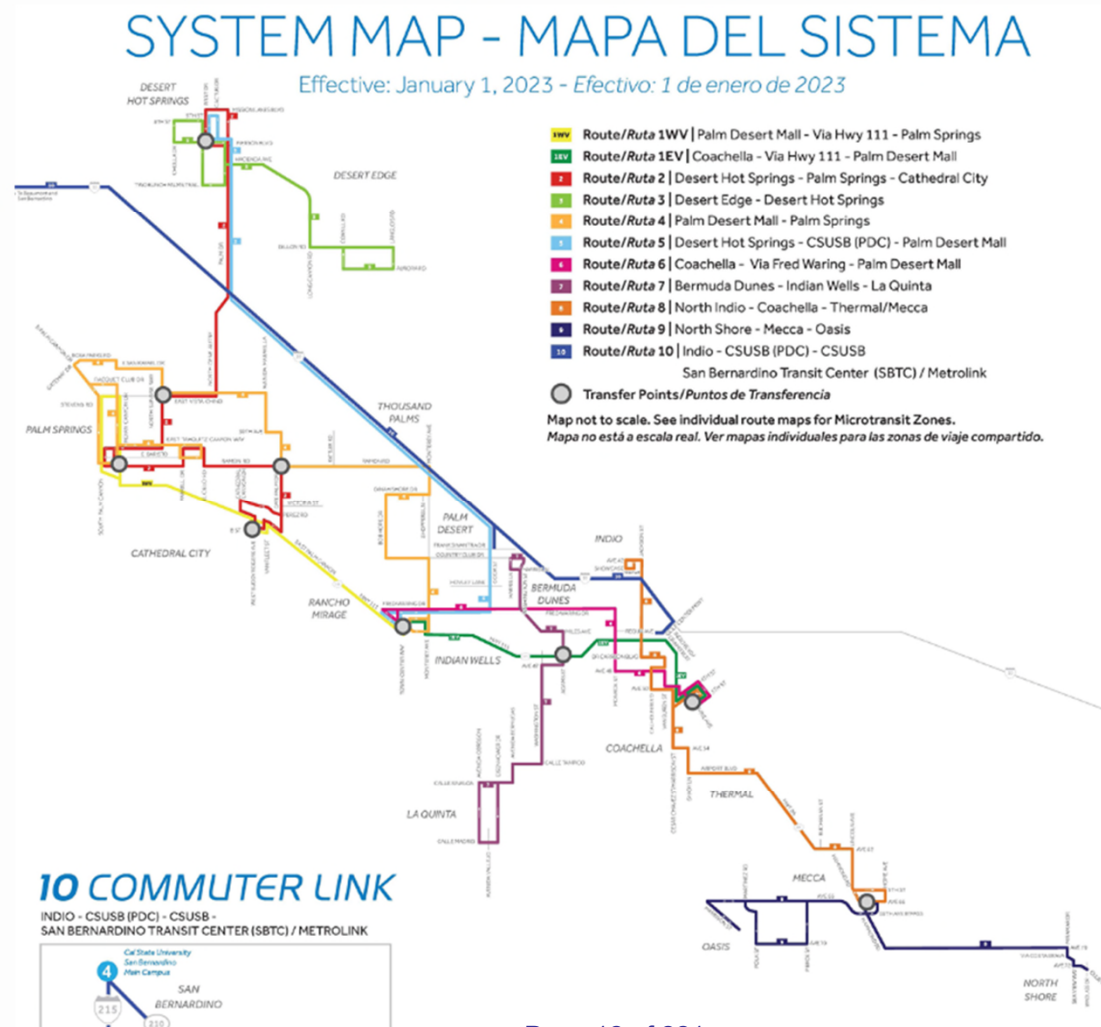


# Service Change

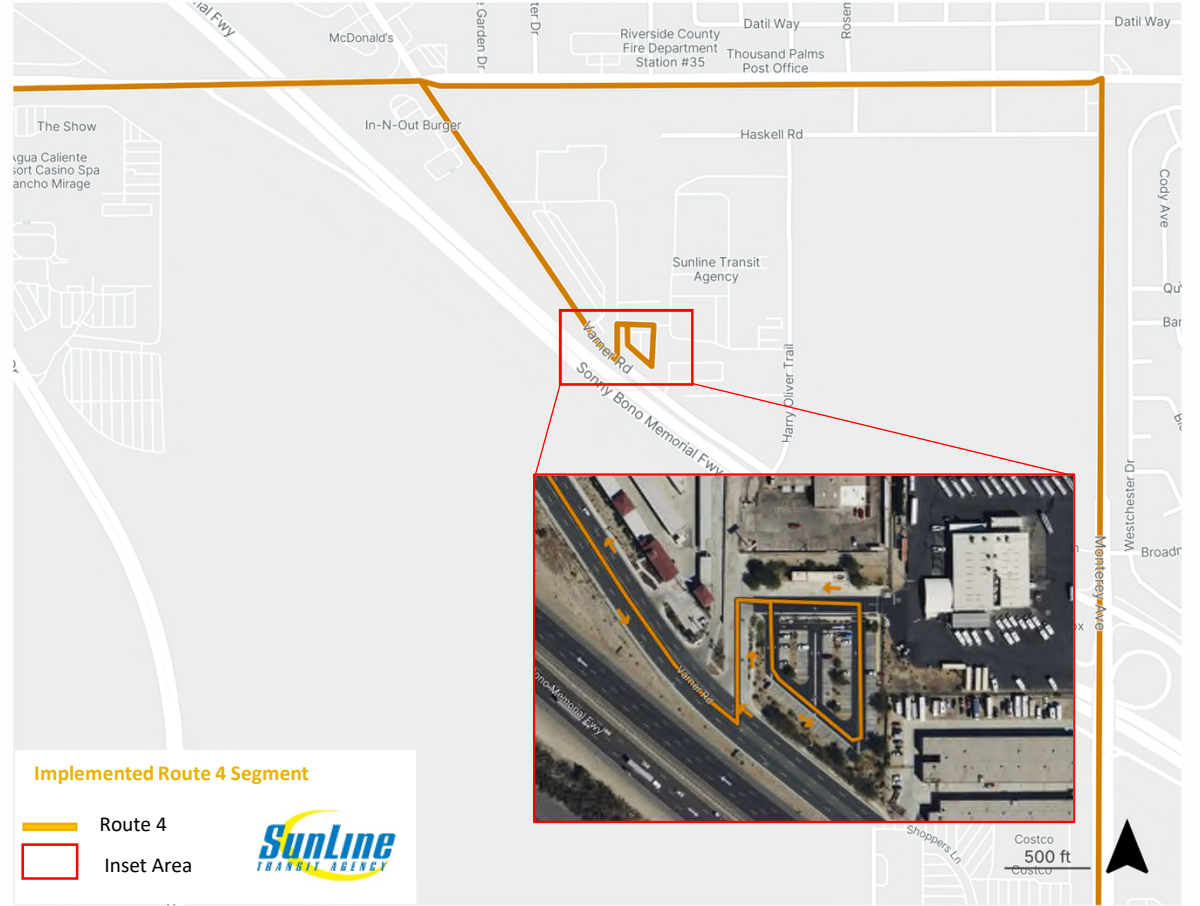
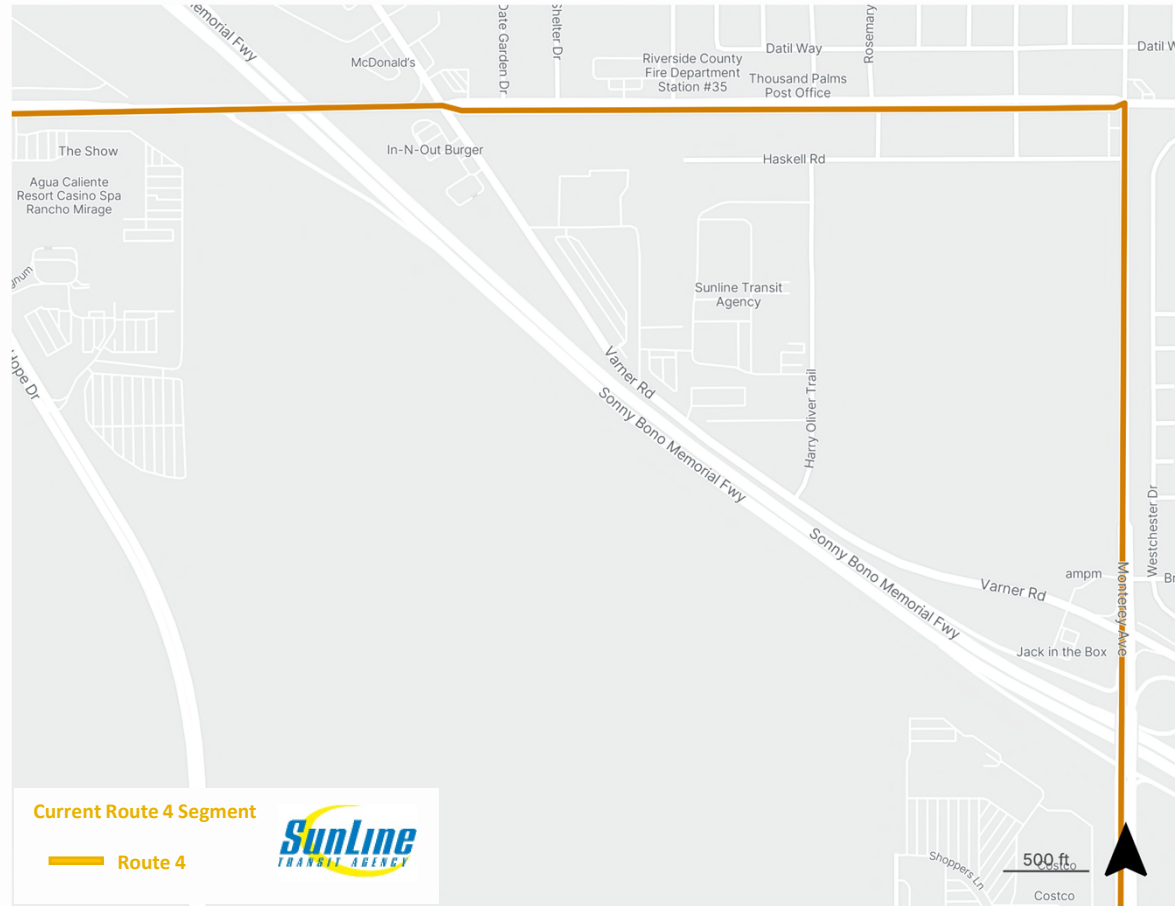


## Service Changes for May 2025

- Route 4 New bus stop for Thousand Palms Hub in both directions.
- Route 1EV Alignment Change.
- Align running times to maintain or improve On-Time Performance and improve Transfer connections.

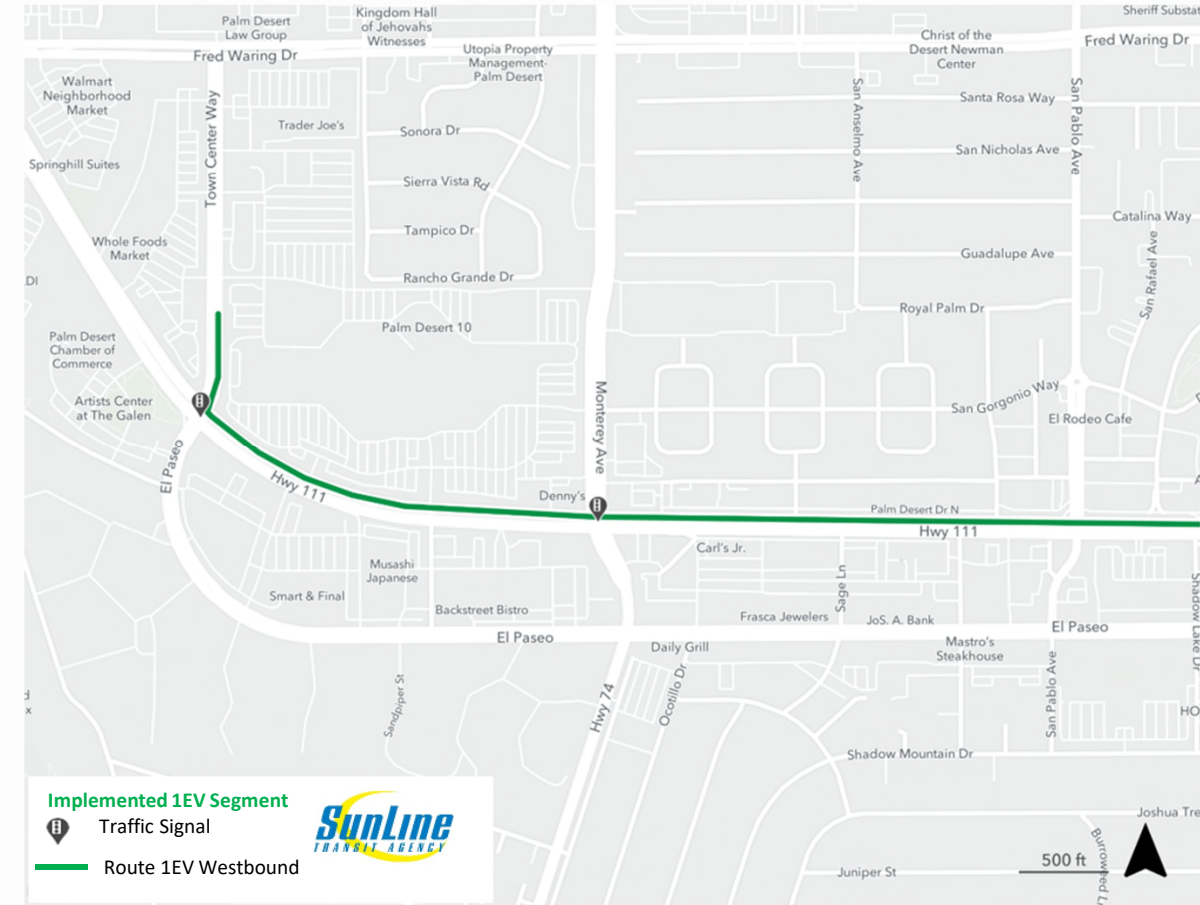
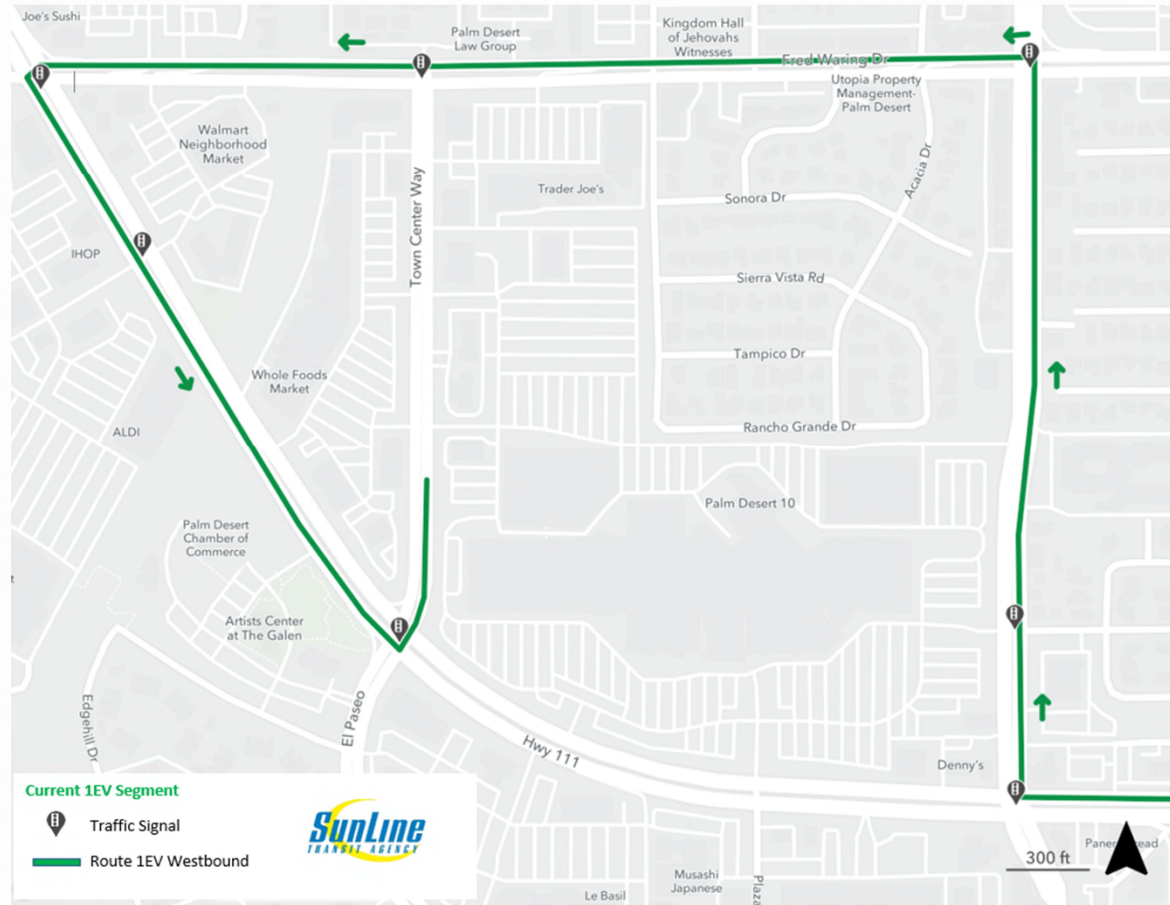


# Route 4 - Service Change

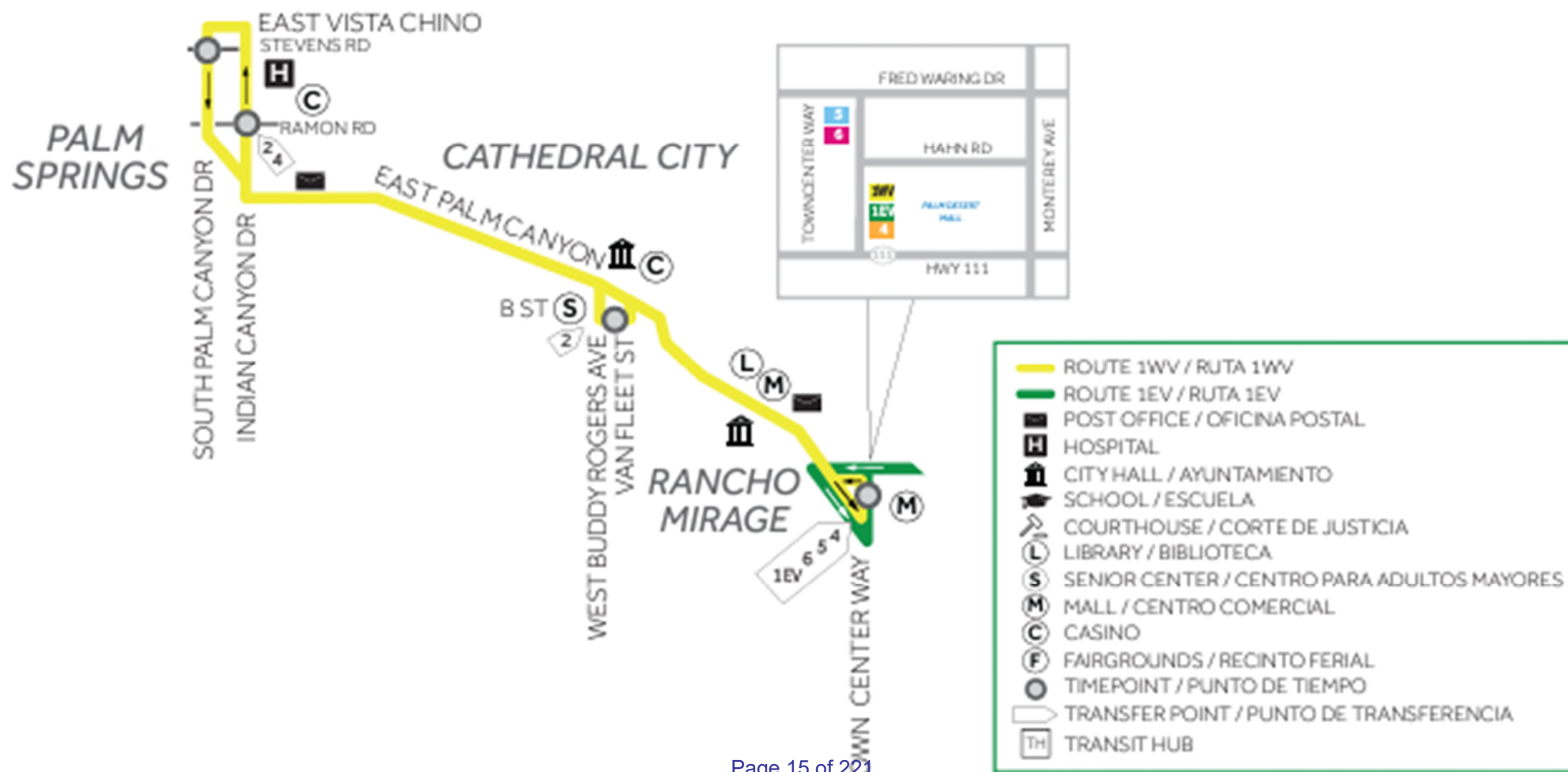




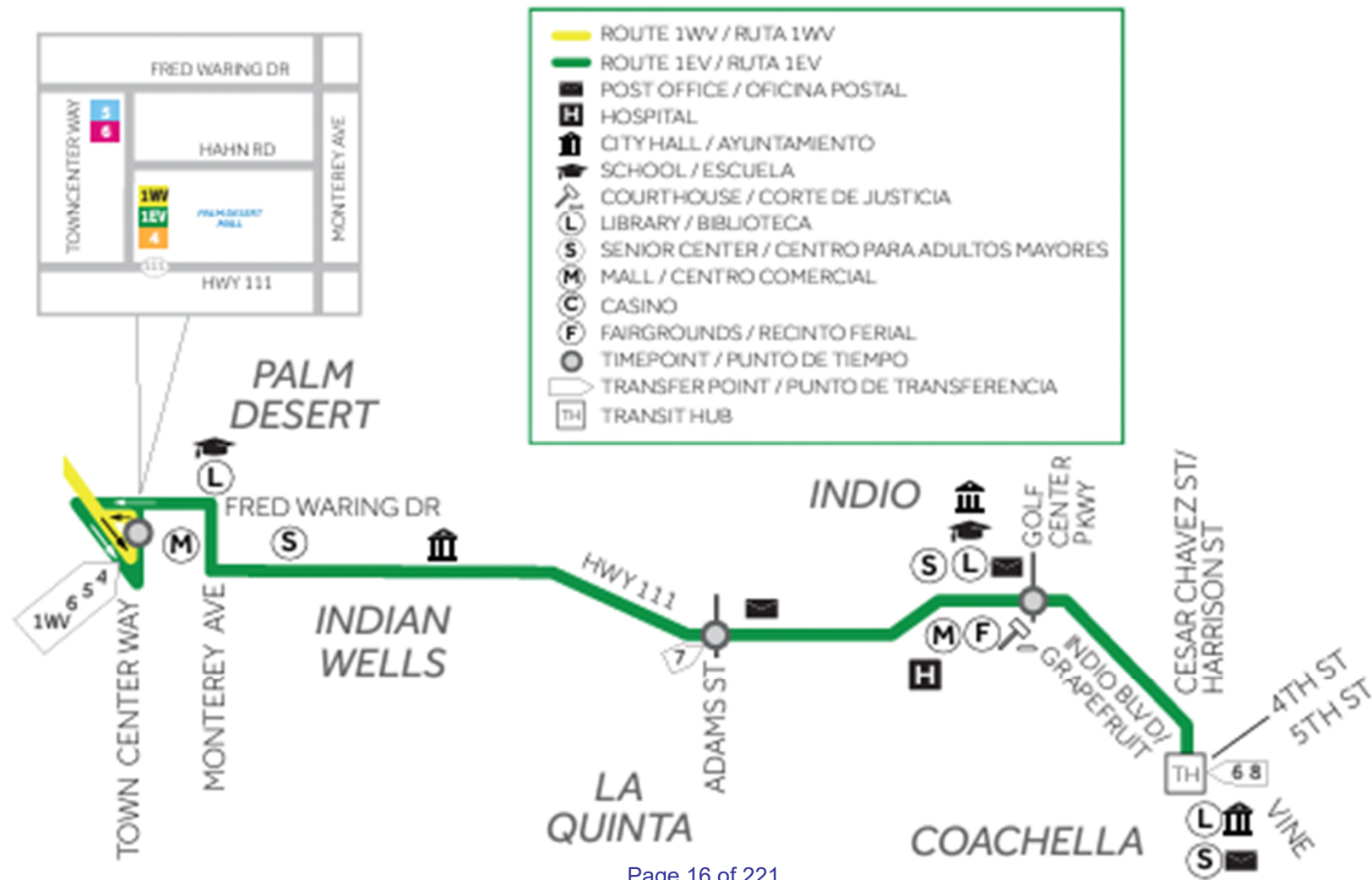
# Route 1 EV - Service Change



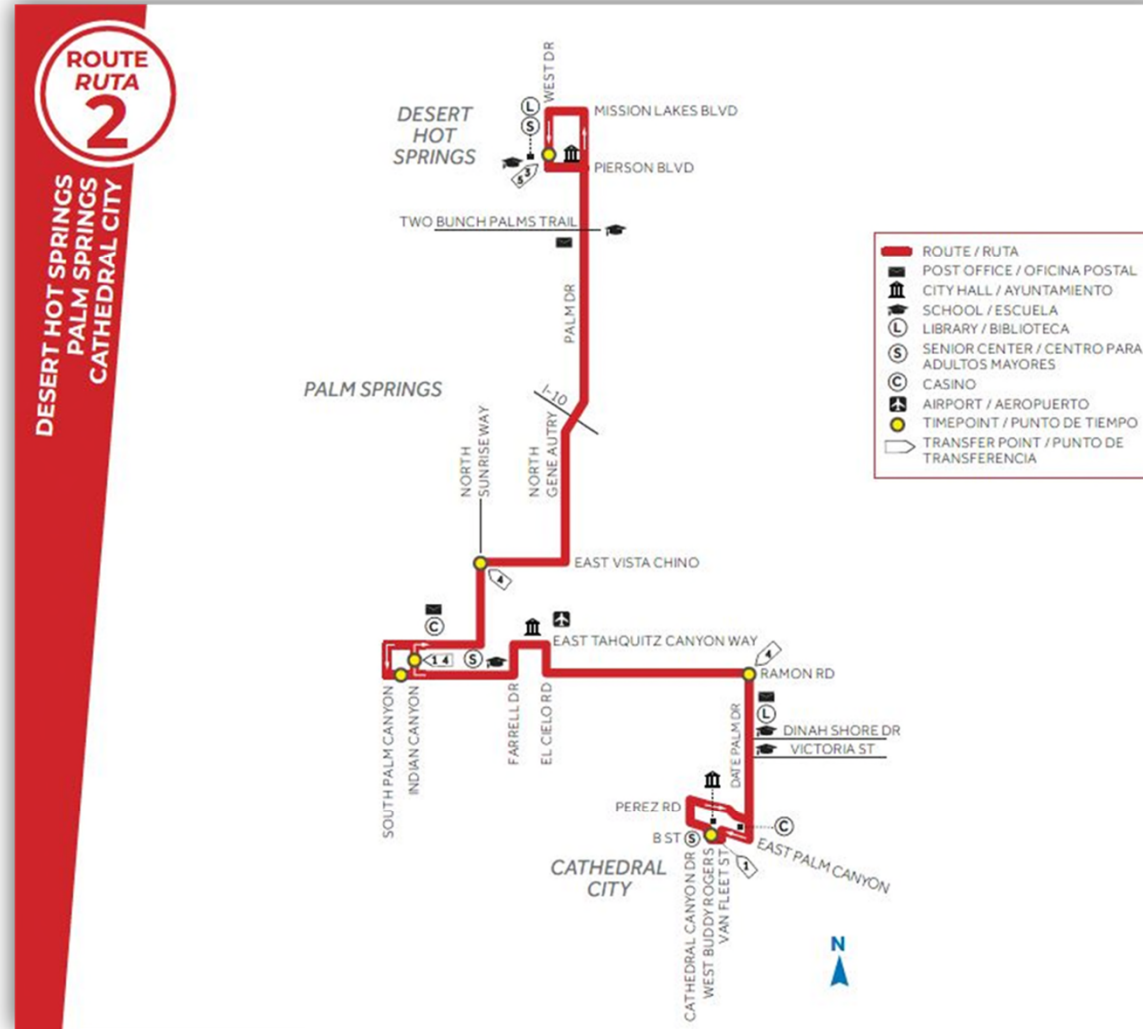
# Route 1WV



# Route 1EV



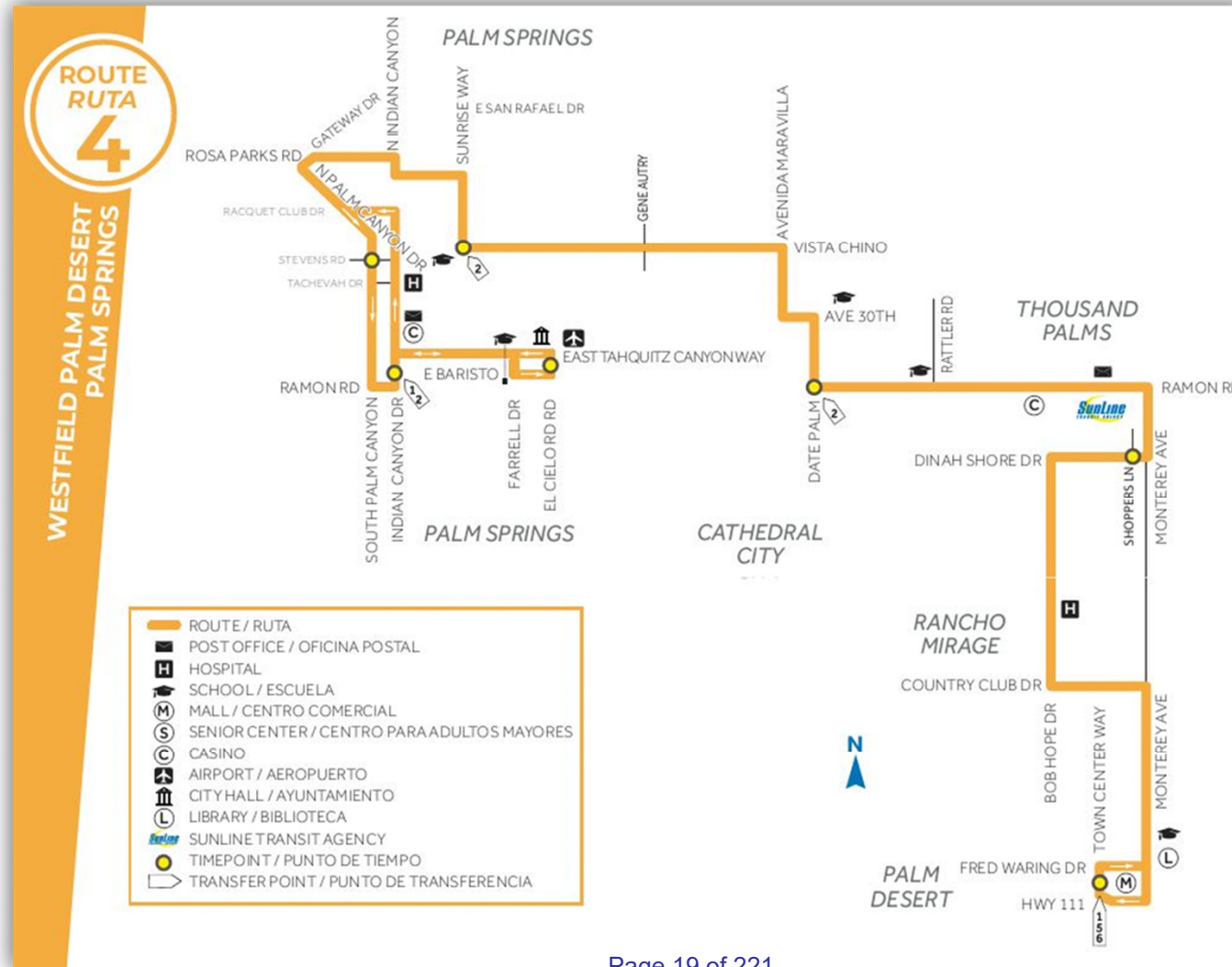


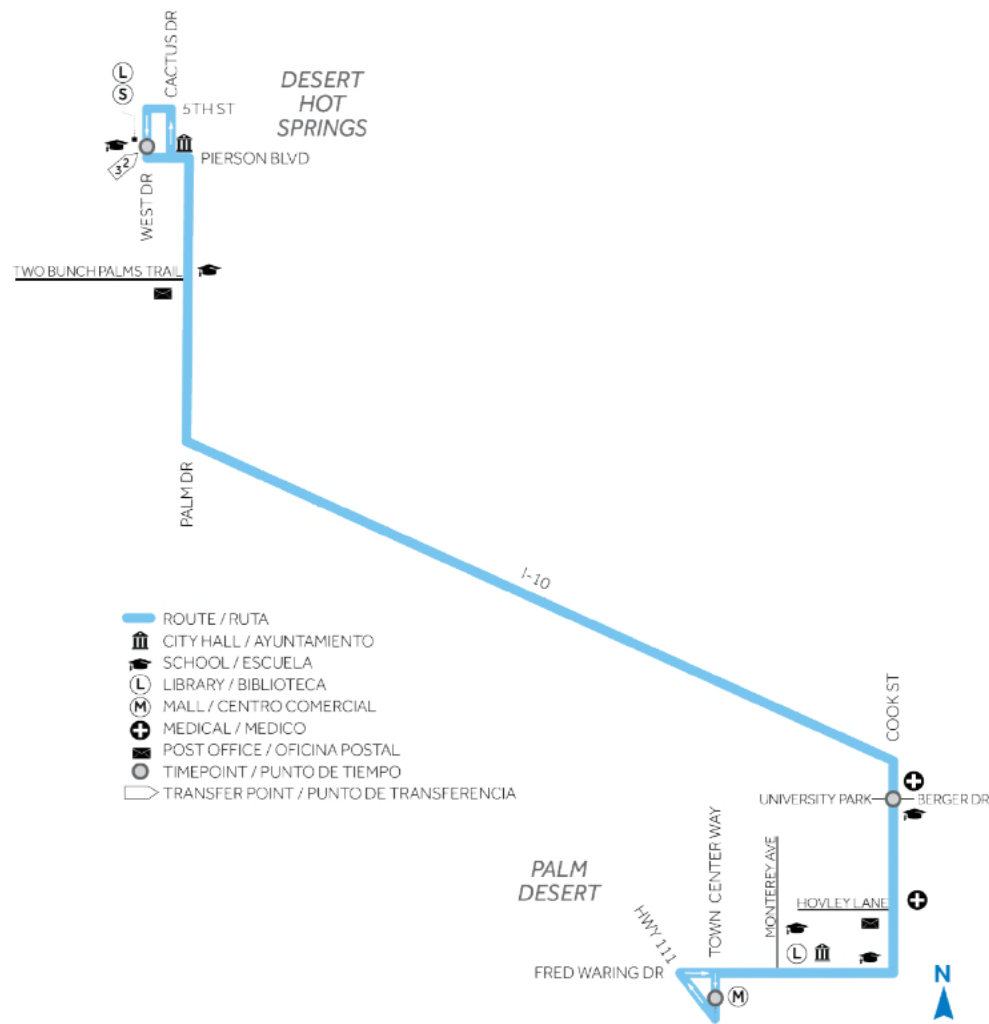


# Route 3

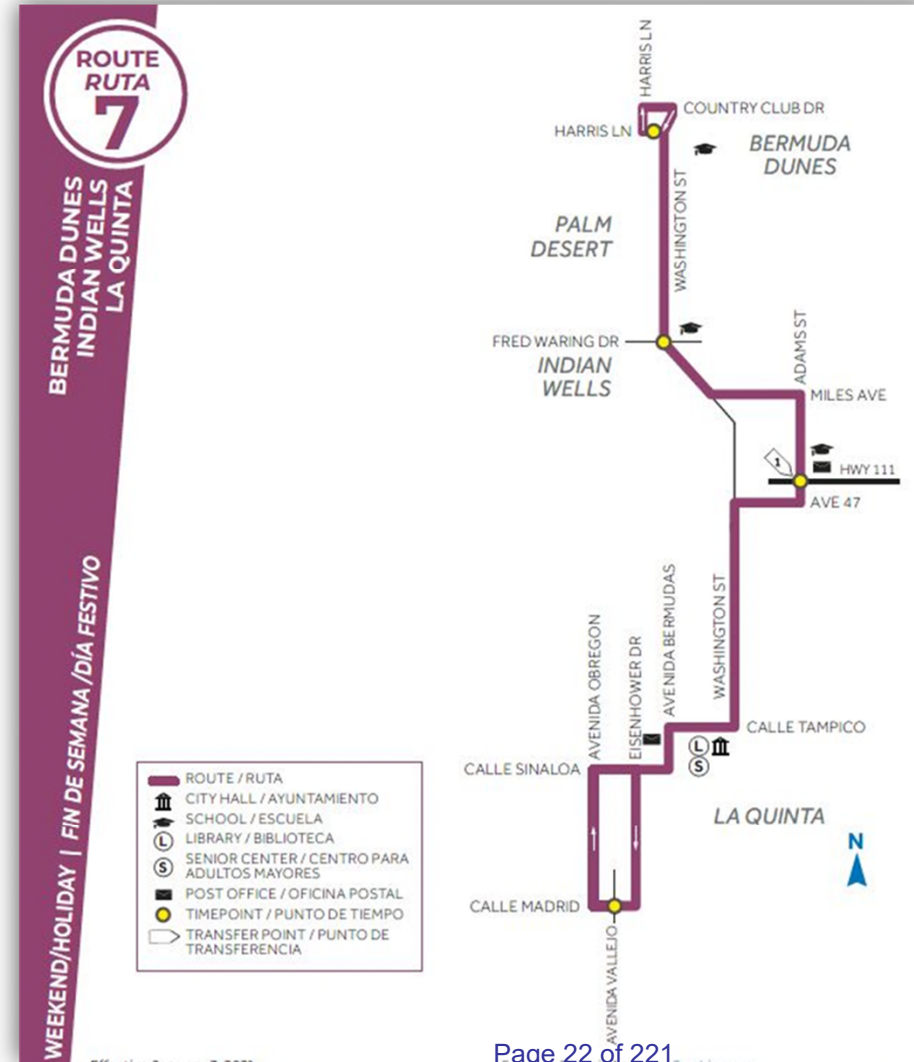






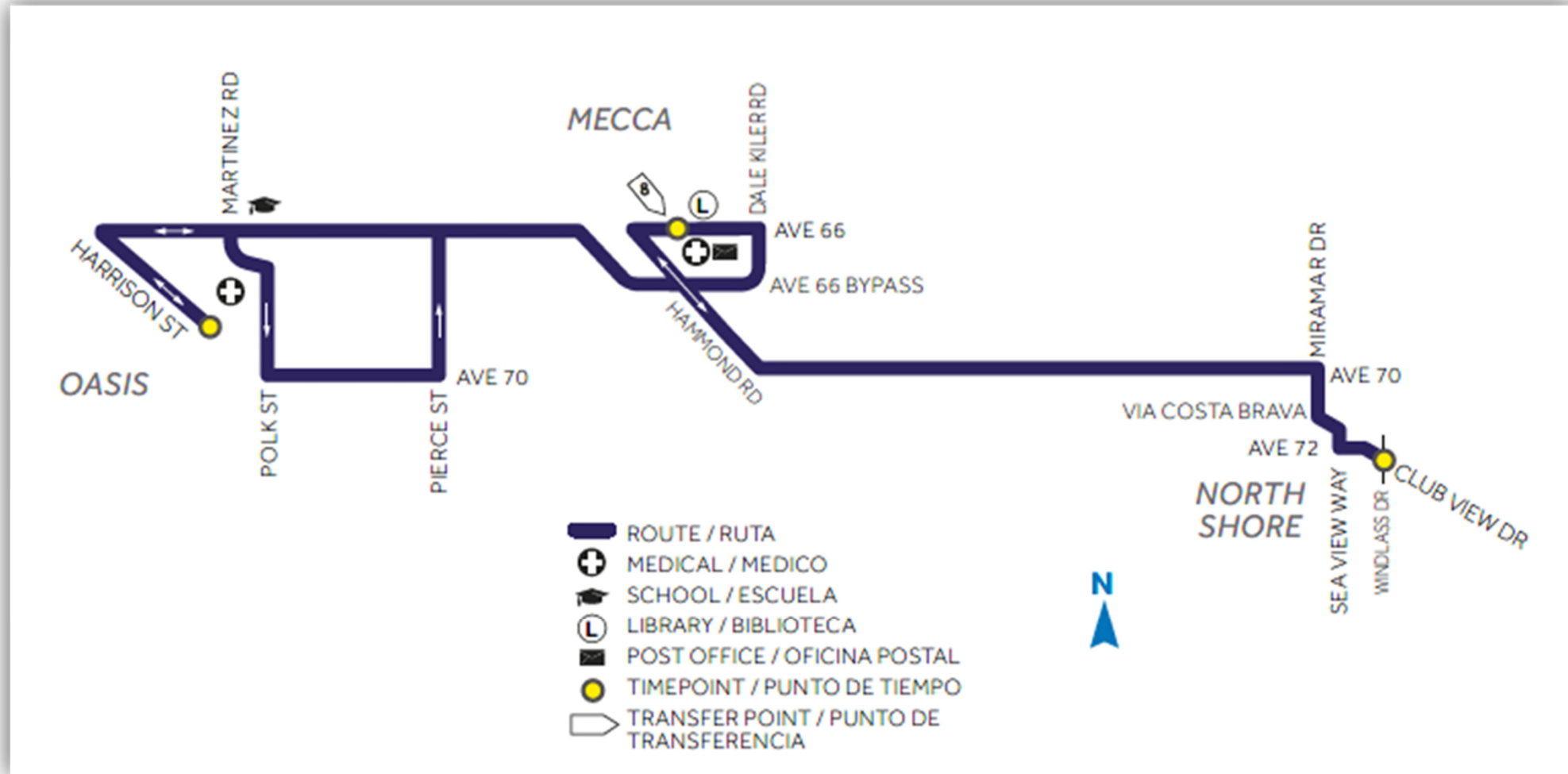


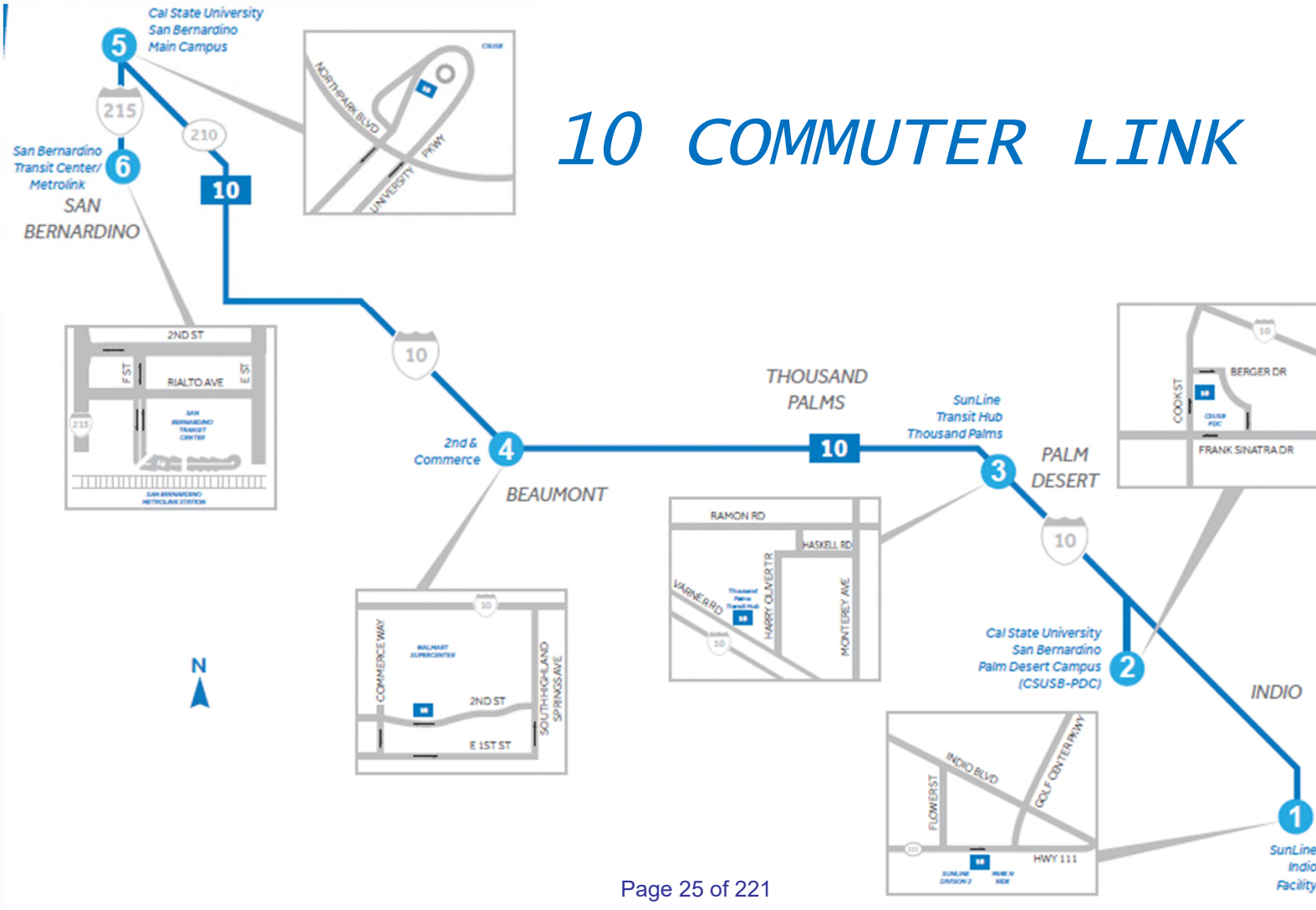














# Questions?

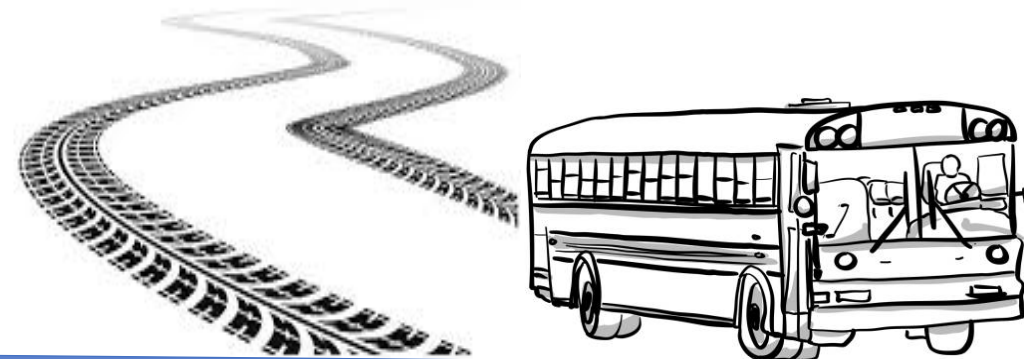






# AMERICAN PUBLIC TRANSPORTATION ASSOCIATION (APTA) INTERNATIONAL ROADEO

*Presented by: Isabel Vizcarra, Chief Transportation Officer  
Juan Colon, Motor Coach Operator*



## What's a Bus Rodeo you ask?

A bus rodeo is a competition that tests the skills and knowledge of bus drivers through a series of challenges, both practical and theoretical. Some obstacles at the course included Pre-trip Inspection, Serpentine, Rear Dual Clearance, and Passenger Stop/Bus Stop.



## Who represented SunLine is also a good question.

### Fixed Route Operator - Juan Colon

With a year and a half of dedicated service to SunLine, Juan demonstrated outstanding skill and professionalism, placing 43rd out of 75 highly qualified operators from across the nation. His participation reflects both personal excellence and the high standards upheld by SunLine's operations team.

Also in attendance were Chief Transportation Officer Isabel Vizcarra and Operations Systems Specialist Patricia Arellano de Mora, who proudly supported Juan throughout the event and represented the agency with distinction.

## Fun Beyond the Competition



Juan connected with fellow operators nationwide and attended APTA workshops on Combating Human Trafficking, Driving with Mindfulness, Resilience and Psychological Safety, as well as Crisis Awareness and De-escalation in Public Transit.





# Any Questions?



# January - March 2025

# Quarterly Marketing Update

**Presented by: Carmen Cubero, Marketing & Events Manager**

—

April 23, 2025  
[www.SunLine.org](http://www.SunLine.org)







January - March 2025

# In Focus

- Brand Awareness & Digital Performance
- Ridership & Community Engagement
  - Community Outreach Events
  - Internal Events & Other Community Events
- Community Partnerships
- What is New and Next - Q2 2025
  - Internal Updates
  - Next Events
  - Student Art Contest

# Social Media Growth

Post content for the quarter: January Service Change information, Holiday hours, Updated Code of Conduct, Exploring the Coachella Valley and local events, Student Art Contest Winners, Welcome to New Board Members, Free Ride Days, North Indio Open Houses, Heart Month Awareness, American Public Transportation Association Conference held in Indian Wells, SunLine Rodeo, President's Day Parade, Community Outreach Events, Supervisor Perez Legislative Breakfast, New SunRide App, New Transit App

**0.8%****Audience Growth**

March 2025 - 7,900  
February 2025 - 7,835

**1,878****Engagement**

Increase of 8.9% from  
February

**31,056****Impressions**

Decrease of 35.4% from  
February

**21.2%****Video View Growth**

March 2025 - 14,352  
February 2025 - 11,838



**Publicity  
Report**

Brand Awareness & Digital Performance



**125,164**

**Local Market Viewership**

January - March 2025



**\$15,762.65**

**Value of Coverage**

January - March 2025



**News Outlets**

KESQ (ABC), KDFX (FOX), KMIR (NBC),  
and KPSP (CBS)





3rd Annual Ability Sports  
Festival  
March 1, 2025



34th Annual Migrant Health &  
Resource Fair  
March 28, 2025



January Service Change  
Outreach

December 30, 2024 -  
January 7, 2025



Ridership & Community  
Engagement  
Outreach  
Events

Día del Niño  
March 8, 2025





Ridership & Community Engagement

# Community Events & Internal Events



Presidents' Day Parade  
February 17, 2025



National Wear Red Day  
February 7, 2025



We Love Our Employees  
February 14, 2025



Leadership  
Coachella  
Valley  
February  
21, 2025



National  
Transit  
Employee  
Appreciation  
Day  
March 18,  
2025



Ophelia Project  
John F. Kennedy Foundation

American Heart  
Association

# Community Partnerships

Building Strong Community Relationships





# What Is New & Next



## Transit Talk Newsletter

Second issue will be released mid-May



## Unified Branding

Email signatures, logos, colors and fonts



## Website Redesign

New website to be launched early summer

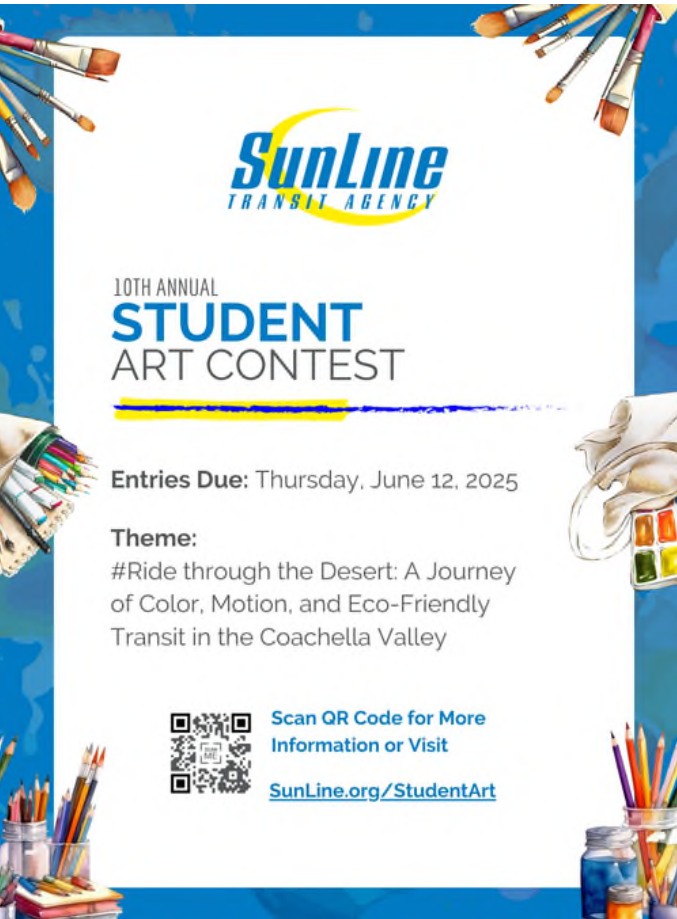


## Pack the Bus

School Supply Drive on July 17, 2025 at the Walmart in Palm Desert (Dinah Shore/Monterey)







10th Annual

# Student Art Contest





# Thank You

marketing@sunline.org

760.343.3456

   @SunLineTransit

32505 Harry Oliver Trail, Thousand Palms,  
CA 92276



## SunLine Transit Agency

### CONSENT CALENDAR

DATE: April 23, 2025 **APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Checks \$1,000 and Over Report February 2025

Summary:

The Checks \$1,000 and Over Report lists all of the checks processed at the Agency with a value of over \$1,000 for a given month.

- The table below identifies the checks \$50,000 and over in the month of February which required signature from the Chair or Vice Chair.

<b>Vendor</b>	<b>Check #</b>	<b>Amount</b>
<i>Integrated Cryogenic Solutions LLC</i>	698949	\$375,452.15
<i>New Flyer of America Inc.</i>	698950	\$217,627.68
<i>Three Peaks Corp.</i>	698951	\$98,998.83
<i>Vertosoft LLC</i>	698953	\$91,700.00
<i>Vasquez and Company LLP</i>	698952	\$85,000.00
<i>Metlife</i>	698762	\$54,147.77

Recommendation:

Approve.

**SunLine Transit Agency  
Checks \$1,000 and Over  
February 2025**

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
PERMA - INSURANCE	General Liability/Workers Comp Premiums	698923	02/19/2025	483,184.00
CALPERS	Group Health Premiums	698966	02/26/2025	435,359.17
INTEGRATED CRYOGENIC SOLUTIONS LLC	Fuel- Liquid Hydrogen	698949	02/24/2025	375,452.15
NEW FLYER OF AMERICA INC.	WIP-Hydrogen Fuel Cell Buses - Project Acct#2401-01	698950	02/24/2025	217,627.68
THREE PEAKS CORP	WIP- Coachella Transit Hub- Project Acct#2212-00	698951	02/24/2025	98,998.83
VERTOSOFT LLC	Computer/Network Software Agreement	698953	02/24/2025	91,700.00
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	698942	02/19/2025	85,981.01
VASQUEZ AND COMPANY LLP	Auditing Services	698952	02/24/2025	85,000.00
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	698797	02/05/2025	84,618.69
ANEW RNG, LLC	Utilities	698961	02/26/2025	66,142.58
IMPERIAL IRRIGATION DIST	Utilities	698915	02/19/2025	59,849.59
METLIFE	Supplement Benefits LTD/STD/LIFE/Dental Ins Prem	698762	02/05/2025	54,147.77
METLIFE	Supplement Benefits LTD/STD/LIFE/Dental Ins Prem	698851	02/12/2025	48,713.03
SO CAL GAS CO.	Utilities	698936	02/19/2025	47,233.14
HANSON BRIDGETT LLP	Legal Service	698977	02/26/2025	37,681.00
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	698807	02/05/2025	37,029.05
ATKINSON, ANDELSON, LOYA RUUD AND ROMO	Legal Service	698888	02/19/2025	33,814.50
HANSON BRIDGETT LLP	Legal Service	698911	02/19/2025	31,133.00
MICHELIN NORTH AMERICA, INC.	Lease Tires Services	698919	02/19/2025	30,685.52
HELIXSTORM	Contracted Services	698913	02/19/2025	23,470.10
ROBERT HALF	Temporary Help	698861	02/12/2025	21,960.00
HANSON BRIDGETT LLP	Legal Service	698840	02/12/2025	19,485.96
TOLAR MFG. CO., INC	Insurance Loss	698796	02/05/2025	18,533.00
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	698881	02/12/2025	18,492.32
GENFARE, LLC	Inventory Repair Parts	698744	02/05/2025	18,476.94
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	699007	02/26/2025	18,444.54
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	698947	02/19/2025	18,433.97
CALIFORNIA TRANSIT ASSOCIATION	Annual Membership	698948	02/24/2025	18,000.00
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	698934	02/19/2025	16,515.19
TRC ENGINEERING SERVICES, LLC	WIP-Hydrogen Fuel Cell Buses - Project Acct#2401-01	698874	02/12/2025	14,769.50
NFI PARTS	Inventory Repair Parts	698808	02/12/2025	13,359.59
VIRGINKAR AND ASSOCIATES, INC.	WIP-Upgrade for CAD/AVL System-Project Acct#2309-00	699003	02/26/2025	12,572.74
TRUGUARD SECURITY SERVICES, INC	Security Guard Services	699001	02/26/2025	12,172.52
MAKAI SOLUTIONS	Equipment Repair-Shop Equipment	698918	02/19/2025	12,005.36
INSIGHT STRATEGIES INC	Consulting	698753	02/05/2025	11,700.00
GARON WYATT INVESTIGATIVE SERVICES, LLC.	Insurance Loss	698908	02/19/2025	11,170.93
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	698786	02/05/2025	9,519.59
DYNAMIC BUILDING MAINTENANCE INC	Janitorial Services	698737	02/05/2025	9,349.00
SHAW YODER ANTWHI SCHMELZER & LANGE, INC	Consulting	698863	02/12/2025	9,000.00



**SunLine Transit Agency  
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February 2025**

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
RIDECO US INC	SunRide Ride Share Expenses	698860	02/12/2025	8,533.50
NFI PARTS	Inventory Repair Parts	698718	02/05/2025	7,990.52
NFI PARTS	Inventory Repair Parts	698883	02/19/2025	7,972.22
TRACKIT LLC	Computer/Network Software Agreement	698872	02/12/2025	7,950.00
SONSRAY FLEET SERVICES	Inventory Repair Parts	698795	02/05/2025	7,852.50
CINTAS CORPORATION NO.2	Emergency Preparedness Supplies	698896	02/19/2025	7,808.05
NFI PARTS	Inventory Repair Parts	698956	02/26/2025	7,795.51
TG TECHNICAL SERVICES, LLC	WIP-Fixed Assets-SunFuels Equipment-Project Acct#2412-02	698794	02/05/2025	7,635.12
JE STRATEGIES LLC	Consulting	698844	02/12/2025	7,500.00
MAGALDI & MAGALDI, INC.	Inventory Repair Parts	698984	02/26/2025	7,315.71
CENTER FOR TRANSPORTATION AND THE	WIP-Liquid Hydrogen Refueling -Project Acct#2211-02	698729	02/05/2025	7,175.11
CUSTOM INDUSTRIES, INC	Inventory Repair Parts	698824	02/12/2025	7,169.04
BWcom LLC	Bus Stop Supplies	698890	02/19/2025	7,109.00
DAHL, TAYLOR AND ASSOCIATES, INC.	WIP-Electric Meter Generator Engineering-Project Acct#2313	698901	02/19/2025	6,724.00
BALLARD POWER SYSTEMS	Consulting Services	698813	02/12/2025	6,655.58
AMALGAMATED TRANSIT UNION	Union Dues	698886	02/19/2025	6,399.32
MITRATECH TRAKSTAR, INC.	Membership & Subscriptions	698763	02/05/2025	6,360.00
AMERICAN MOVING PARTS	Inventory Repair Parts	698960	02/26/2025	6,300.86
ROBERT HALF	Temporary Help	698993	02/26/2025	6,065.19
CMD CORPORATION	Inventory Repair Parts-SunFuels	698821	02/12/2025	6,041.99
ROMAINE ELECTRIC CORP.	Inventory Repair Parts	698784	02/05/2025	5,781.00
FULTON DISTRIBUTING	Emergency Preparedness Supplies	698735	02/05/2025	5,625.96
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	698856	02/12/2025	5,507.49
ALLTORC	Small Tools & Equipment	698884	02/19/2025	5,098.32
JOSEPH LYNN FRIEND	Consulting Services	698916	02/19/2025	4,980.00
SOCALGAS	Utilities	698937	02/19/2025	4,869.65
HD INDUSTRIES	Inventory Repair Parts	698912	02/19/2025	4,832.59
GILLIG LLC	Inventory Repair Parts	698745	02/05/2025	4,828.17
TPX COMMUNICATIONS	Communications Service	698871	02/12/2025	4,793.26
DESERT PROMOTIONAL AND EMBROIDERY, LLC	SunLine Events Expense	698902	02/19/2025	4,769.78
THE LEFLORE GROUP LLC	WIP-Liquid Hydrogen Refueling -Project Acct#2211-02	698994	02/26/2025	4,749.59
FIESTA FORD, INC.	Inventory Repair Parts	698740	02/05/2025	4,666.37
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	698773	02/05/2025	4,500.03
ALPHA MEDIA LLC	Advertising	698885	02/19/2025	4,383.00
4IMPRINT, INC.	SunLine Events Expense/Advertising	698717	02/05/2025	4,378.12
US BANK VOYAGER FLEET SYSTEMS	Unleaded/Diesel Fuel	698945	02/19/2025	3,899.50
CDW GOVERNMENT, INC	Computer Supplies	698728	02/05/2025	3,819.12
JIM'S DESERT RADIATOR AND A/C SERVICE	Inventory Repair Parts	698827	02/12/2025	3,789.81
JIM'S DESERT RADIATOR AND A/C SERVICE	Inventory Repair Parts	698734	02/05/2025	3,626.69

**SunLine Transit Agency**  
**Checks \$1,000 and Over**  
**February 2025**

<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
AMAZON CAPITAL SERVICES, INC	Facility Maintenance	698720	02/05/2025	3,555.03
HELIXSTORM	WIP- Upgrade Cable Server Room -Project Acct#1804-04	698747	02/05/2025	3,411.79
IMPERIAL IRRIGATION DIST	Utilities	698979	02/26/2025	3,408.89
HD INDUSTRIES	Inventory Repair Parts	698978	02/26/2025	3,317.07
CITY CAB	Taxi Voucher Program	698995	02/26/2025	3,300.45
TRANSIT RESOURCES, INC.	Inventory Repair Parts	698873	02/12/2025	3,282.67
THE LEFLORE GROUP LLC	WIP-Liquid Hydrogen Refueling -Project Acct#2211-02	698785	02/05/2025	3,265.40
CHARTER COMMUNICATIONS	Utilities	698867	02/12/2025	3,232.54
SC FUELS	Lubricants- Oil	698935	02/19/2025	3,169.48
BROADLUX, INC.	Contract Services-General	698889	02/19/2025	3,152.00
MOHAWK MFG & SUPPLY CO	Inventory Repair Parts	698852	02/12/2025	3,005.69
HEPTAGON SEVEN CONSULTING, INC.	WIP-Upgrade to D1 Security Gates-Project Acct#2202-00	698749	02/05/2025	2,975.00
JACKSON LEWIS P.C.	Insurance Loss	698754	02/05/2025	2,911.00
CDW GOVERNMENT, INC	Computer Supplies	698819	02/12/2025	2,814.81
UNIVAR SOLUTIONS USA, LLC	Freon & Coolant	698944	02/19/2025	2,811.85
SO CAL GAS CO.	Utilities	698865	02/12/2025	2,745.68
DISCOUNTELL LLC	Inventory Repair Parts	698903	02/19/2025	2,629.10
FORENSIC DRUG TESTING SERVICES	Alcohol & Drug Testing	698834	02/12/2025	2,558.05
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	698892	02/19/2025	2,542.28
LANGUAGELINE SOLUTIONS	Translation Services	698846	02/12/2025	2,525.78
PRUDENTIAL OVERALL SUPPLY	Uniforms	698926	02/19/2025	2,511.83
FRONTIER COMMUNICATIONS	Utilities- OPS Bldg	698907	02/19/2025	2,500.00
CHRISTIAN BROTHERS MECHANICAL SERVICES,	Contract Services-General	698820	02/12/2025	2,500.00
VALLEY OFFICE EQUIPMENT, INC.	Copier Service	698875	02/12/2025	2,449.75
TOTAL CARE WORK INJURY CLINIC	Medical Exam & Testing	698946	02/19/2025	2,440.00
AMERICAN MOVING PARTS	Inventory Repair Parts	698722	02/05/2025	2,415.38
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	698814	02/12/2025	2,399.18
ON THE FLY TERMITE AND PEST CONTROL	Pest Control Services	698772	02/05/2025	2,384.00
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	698727	02/05/2025	2,363.76
SOUTH COAST AQMD	Permits & Licenses	698998	02/26/2025	2,330.11
GRAINGER	Inventory Repair Parts	698839	02/12/2025	2,208.27
ANDERSON COMMUNICATIONS	Radio Repeater Hill Top Rental	698812	02/12/2025	2,205.02
NEL HYDROGEN INC.	Repair Parts-Hydrogen	698767	02/05/2025	2,174.55
COACH AND EQUIPMENT MFG CORP	Inventory Repair Parts	698898	02/19/2025	2,066.92
AMAZON CAPITAL SERVICES, INC	Inventory Repair Parts	698887	02/19/2025	2,061.17
WELTYS ENTERPRISES, INC.	Printing Expense	698804	02/05/2025	2,031.66
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	698815	02/12/2025	2,015.08
AMAZON CAPITAL SERVICES, INC	Facility Maintenance	698958	02/26/2025	2,005.49
QUADIENT FINANCE USA, INC.	Postage	698858	02/12/2025	2,000.00

**SunLine Transit Agency  
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<b>Vendor Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
YELLOW CAB OF THE DESERT	Taxi Voucher Program	699006	02/26/2025	1,990.75
ROBERT HALF	Temporary Help	698932	02/19/2025	1,956.00
AMAZON CAPITAL SERVICES, INC	Office Supplies	698811	02/12/2025	1,876.09
OMNITRACS, LLC	General Services	698771	02/05/2025	1,820.00
MONA BABAUTA	Reimbursement Expense	698766	02/05/2025	1,738.75
EVERSOFT, INC.	Contract Services	698972	02/26/2025	1,736.38
QUINCY COMPRESSOR LLC	Facility Maintenance	698928	02/19/2025	1,725.00
JACKSON LEWIS P.C.	Insurance Loss	698842	02/12/2025	1,704.00
SWRCB ACCOUNTING OFFICE	Permits & Licenses	698868	02/12/2025	1,701.00
DECALS BY DESIGN, INC.	Decals	698825	02/12/2025	1,604.62
PLAZA TOWING, INC.	Towing Services	698778	02/05/2025	1,600.00
WESTGATE CENTER FOR LEADERSHIP	HR Training	698879	02/12/2025	1,595.00
EVERSOFT, INC.	Contract Services	698905	02/19/2025	1,592.63
ROBERT HALF	Temporary Help	698783	02/05/2025	1,564.80
SECTRAN SECURITY INC.	Bank Adjustment Fees	698787	02/05/2025	1,487.87
PLAZA TOWING, INC.	Towing Services	698992	02/26/2025	1,475.00
MILE3 WEB DEVELOPMENT	Website Maintenance	698920	02/19/2025	1,470.00
RIVERSIDE COUNTY SHERIFF'S OFFICE	Garnishment	698931	02/19/2025	1,361.98
NETFILE, INC	Annual Subscription	698768	02/05/2025	1,350.00
LIFECOM, INC.	Contract Services-General	698983	02/26/2025	1,340.00
DS AIR	Materials & Supplies	698967	02/26/2025	1,297.53
KIRK'S AUTOMOTIVE, INC.	Inventory Repair Parts	698757	02/05/2025	1,293.00
NORTHERN SAFETY COMPANY, INC.	Inventory Repair Parts	698769	02/05/2025	1,286.29
IMPERIAL SPRINKLER SUPPLY, INC.	WIP-Facility Improvements - Project Acct#2203-02	698751	02/05/2025	1,207.63
WORLD OIL ENVIRONMENTAL SERVICES	Freon & Coolant	698723	02/05/2025	1,189.35
FIESTA FORD, INC.	Inventory Repair Parts	698833	02/12/2025	1,177.96
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	698989	02/26/2025	1,175.41
AVAIL TECHNOLOGIES	Inventory Repair Parts	698724	02/05/2025	1,162.65
ECONOMIC ALTERNATIVES, INC	Contracted Services	698970	02/26/2025	1,150.00
GRAINGER	Inventory Repair Parts	698910	02/19/2025	1,110.69
SMITTY'S AUTO PAINT OF HEMET	Shop Supplies	698790	02/05/2025	1,105.85
TEAMSTERS LOCAL 1932	Union Dues	698941	02/19/2025	1,103.49
JOHN QUE'S SMOKEOUT	SunLine Events Expense	698756	02/05/2025	1,095.00
GRAINGER	Mat/Supplies- CNG Indio	698746	02/05/2025	1,027.14
ABSOLUTE SELF STORAGE	Storage Rental	698955	02/26/2025	1,023.00
BATTERY SYSTEMS, INC.	Repair Parts-Support Vehicle	698725	02/05/2025	1,017.09
I/O CONTROLS CORP #201115	Inventory Repair Parts	698914	02/19/2025	1,014.28
GILLIG LLC	Inventory Repair Parts	698909	02/19/2025	1,005.35



SunLine Transit Agency  
Checks \$1,000 and Over  
February 2025

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
<b>Total Checks Over \$1,000</b>	\$3,101,841.94			
<b>Total Checks Under \$1,000</b>	\$39,136.40			
<b>Total Checks</b>	\$3,140,978.34			

**SunLine Transit Agency**

**CONSENT CALENDAR**

DATE: April 23, 2025

**APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Credit Card Statement for February 2025

Summary:

The attached report summarizes the Agency's credit card expenses for February 2025. The report summarizes transactions for the credit cards which align with the statement closing date of February 28, 2025.

Recommendation:

Approve.

**SunLine Transit Agency Visa Credit Card Statement**

**Closing Date: 02/28/2025**

**Name on Card: Ray Stevens (Procurement Card)**

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
1	02/01/25	2/3/2025	MHR Long Beach	APTA Marketing & Communication Workshop for Carmen Cubero - Lodging Expense		\$ 374.88
2	02/03/25	2/4/2025	PJ'S Desert Trophies	Label Pins for the Rodeo		\$ 508.95
3	02/03/25	2/5/2025	APTA	APTA Marketing & Communication Workshop for Edith Hernandez - Conference Expense		\$ 989.00
4	02/03/25	2/5/2025	APTA	APTA Mobility & Bus Rodeo for Shawn Craycraft - Registration Fee		\$ 1,075.00
5	02/03/25	2/5/2025	APTA	APTA Mobility & Bus Rodeo for Mark Perry - Registration Fee		\$ 1,075.00
6	02/03/25	2/5/2025	PayPal	2025 Sacramento Legislative Reception for Mona Babauta and Edith Hernandez - Conference Fee		\$ 130.00
7	02/04/25	2/5/2025	American Airlines	APTA Mobility & Bus Rodeo for Mark Perry - Flight Expense		\$ 489.36
8	02/04/25	2/5/2025	Expedia	APTA Marketing & Communication Workshop for Edith Hernandez - Lodging Expense		\$ 1,124.43
9	02/04/25	2/5/2025	American Airlines	APTA Marketing & Communication Workshop for Shawn Craycraft - Flight Expense		\$ 489.36
10	02/04/25	2/5/2025	Skully Supply	Toilet and Urinal Valve Repair Kit for Coachella Hub		\$ 149.02
11	02/04/25	2/5/2025	American Airlines	APTA CEO Conference for Luis Garcia - Lodging Expense		\$ 612.36
12	02/04/25	2/5/2025	APTA	APTA CEO Conference for Mona Babauta - Conference Fee		\$ 839.00
13	02/04/25	2/5/2025	APTA	APTA CEO Conference for Luis Garcia - Conference Fee		\$ 839.00
14	02/05/25	2/6/2025	MHR Long Beach	APTA Marketing & Communication Workshop for Karina Villalpando - Lodging Expense		\$ 439.84
15	02/05/25	2/6/2025	Fred Pryor	Fred Pryor Training for Richard Powers		\$ 229.00
16	02/05/25	2/7/2025	United	12th Annual California Summit 2030 for Edith Hernandez - Flight Expense		\$ 76.57
17	02/05/25	2/7/2025	APTA	APTA Mobility & Bus Rodeo Mike for Hayes - Conference Fee		\$ 1,075.00



	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
18	02/05/25	2/7/2025	United	12th Annual California Summit 2030 for Edith Hernandez Flight Expense		\$ 14.99
19	02/06/25	2/7/2025	Best Buy	Hardware Adapter Kit for Temporary Leased Paratransit Vehicles		\$ 32.61
20	02/06/25	2/7/2025	Best Buy	Dash Cam and Hardware Adapter Kit for Temporary Leased Paratransit Vehicles		\$ 228.35
21	02/06/25	2/7/2025	American Airlines	APTA Mobility & Bus Rodeo Mike Hayes - Flight Expense		\$ 579.36
22	02/06/25	2/7/2025	Harbor Fright Tools	Motors (2) for Stops & Zones Equipment		\$ 826.48
23	02/06/25	2/7/2025	Best Buy	Dash Cam for Temporary Leased Paratransit Vehicles		\$ 195.74
24	02/06/25	2/10/2025	Southwest Airlines	12th Annual California Summit 2030 for Edith Hernandez Flight Expense		\$ 859.65
25	02/06/25	2/10/2025	Southwest Airlines	2025 Mobility 21 Legislative Reception for Luis Garcia - Flight Expense		\$ 834.65
26	02/07/25	2/7/2025	Expedia	2025 Mobility 21 Legislative Reception for Luis Garcia - Lodging Expense		\$ 278.32
27	02/07/25	2/10/2025	PayPal	2025 Mobility 21 Legislative Reception for Luis Garcia - Conference Fee		\$ 65.00
28	02/08/25	2/10/2025	Small Engine Warehouse	Stops & Zones - Small Muffler for Equipment Motor		\$ 168.07
29	02/10/25	2/11/2025	Training LLC	Webinar HR 1-9 Training for Carissa Sanchez		\$ 299.00
30	02/12/25	2/13/2025	American Airlines	Think Transit for Patricia Arellano D Mora - Flight Expense		\$ 635.37
31	02/12/25	2/13/2025	CTC-VIS	California Air Resources Board (CARB) Clean Truck Reporting Vehicle Fees		\$ 90.00
32	02/12/25	2/13/2025	Expedia	SunLine Maintenance Admin - Think Transit Patricia Arellano D Mora - Lodging Expense		\$ 1,336.32
33	02/12/25	2/13/2025	CTC-VIS	California Air Resources Board (CARB) Clean Truck Reporting Online Payment Fees		\$ 2.69
34	02/12/25	2/14/2025	United Airlines	National Transit Database - Urban Reporting Training for Isabella Amadeo - Flight Expenses		\$ 20.99
35	02/12/25	2/14/2025	United Airlines	National Transit Database - Urban Reporting Training for Isabella Amadeo - Flight Expenses		\$ 525.71
36	02/12/25	2/14/2025	United Airlines	National Transit Database - Urban Reporting Training for Isabella Amadeo - Flight Expenses		\$ 14.99
37	02/12/25	2/14/2025	United Airlines	National Transit Database - Urban Reporting Training for Isabella Amadeo - Flight Expenses		\$ 14.99

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
38	02/12/25	2/14/2025	Hilton	National Transit Database - Urban Reporting Training for Isabella Amadeo - Lodging Expenses		\$ 628.66
39	02/12/25	2/14/2025	United Airlines	National Transit Database - Urban Reporting Training for Isabella Amadeo - Flight Expenses		\$ 20.99
40	02/12/25	2/17/2025	Trapeze Group	Think Transit Conference for Patricia Arellano D Mora - Registration Fee		\$ 1,500.00
41	02/14/25	2/17/2025	SCAG	SCAG 2025 Regional Conference & General Assembly for Paul Mattern - Conference Fee		\$ 400.00
42	02/14/25	2/17/2025	Work Place Safety	Forklift Trainer Course for Asael Reyes		\$ 399.00
43	02/14/25	2/17/2025	SCAG	SCAG 2025 Regional Conference & General Assembly for Mona Babauta - Conference Fee		\$ 400.00
44	02/14/25	2/17/2025	SCAG	SCAG 2025 Regional Conference & General Assembly for Edith Hernandez - Conference Fee		\$ 400.00
45	02/15/25	2/17/2025	Zazzle Inc.	Name Tags for Marketing Department		\$ 22.71
46	02/18/25	2/19/2025	Work Place Safety	Forklift Trainer Course for Daniel Bazua		\$ 159.00
47	02/18/25	2/19/2025	Work Place Safety	Forklift Trainer Course for Ruben Luzanilla		\$ 159.00
48	02/18/25	2/21/2025	APTA	APTA Marketing & Communication Workshop for Daisy Rodas - Conference Fee		\$ 989.00
49	02/18/25	2/19/2025	Expedia	APTA Marketing & Communication Workshop for Daisy Rodas - Lodging Expense		\$ 815.87
50	02/19/25	2/20/2025	Stadia Maps	Tile Mapping for Radio Project		\$ 80.00
51	02/20/25	2/21/2025	TRC	ACT EXPO 2025 for Shawn Craycraft - Registration Fee		\$ 75.00
52	02/20/25	2/21/2025	TRC	ACT EXPO 2025 for Mark Perry - Registration Fee		\$ 75.00
53	02/21/25	2/24/2025	Saris	Parts for Bicycle Pump Repair at Coachella Hub		\$ 837.02
54	02/24/25	2/25/2025	Society for Human Resources	Membership Fee for Society for Human Resources for Tamara Miles		\$ 299.00
55	02/26/25	2/28/2025	MHR Long Beach	APTA Marketing & Communication Workshop for Karina Villalpando - Destination and Tax Fees		\$ 78.42
56	02/27/25	2/28/2025	CTC-VIS	California Air Resources Board (CARB) Clean Truck Reporting Online Payment Fees		\$ 10.26
57	02/27/25	2/28/2025	CTC-VIS	California Air Resources Board (CARB) Clean Truck Reporting Vehicle Fees		\$ 342.98
Totals:					\$ -	\$ 25,230.96



Reporting Period : 2/1/2025 - 2/28/2025

Statement Summary

Name	Ray Stevens			Company	Sunline Transit Agency		
Account #	XXXX-XXXX-XXXX			Currency	US Dollar		
Reporting Period	2/1/2025 - 2/28/2025						
Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 2/1/2025	2/3/2025	Mhr Lng Bech Dwntwn Fd Long Beach, CA					374.88
Purchase Mhr Lng Bech Dwntwn Fd			General Ledger Code: 5090200000				
Approved Travel for Carmen Cubero - APTA Marketing & Communications Workshop - Lodging Charge				Marketing Department - GL 00-31-5090200000			
2 2/3/2025	2/4/2025	Pj S Desert Trophies & Indio, CA					508.95
Purchase Pj S Desert Trophies & PR 22405 - Lapel Pins Rodeo 2025			General Ledger Code: 5099900002				
				Operations Department - GL 00-11-5099900004			
3 2/3/2025	2/5/2025	Apta 202-4964800, DC					989.00
Purchase Apta			General Ledger Code: 5090100000				
Approved Travel for Edith Hernandez - APTA Marketing & Communications Workshop - Conference Charge				Executive Department - GL 00-31- 5090200000			
4 2/3/2025	2/5/2025	Apta 202-4964800, DC					1,075.00
Purchase Apta			General Ledger Code: 5090100000				
Approved Travel for Shawn Craycraft - APTA Mobility & Bus Rodeo - Registration Fee				SuFuels GL 00-10-5090200000			
5 2/3/2025	2/5/2025	Apta 202-4964800, DC					1,075.00
Purchase Apta			General Ledger Code: 5090100000				
Approved Travel for Mark Perry - APTA Mobility & Bus Rodeo - Registration Fee				Maintenance Department - 00-21- 5090200000			



Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
6 2/3/2025	2/6/2025	Paypal San Jose, GA					130.00
Purchase Paypal			General Ledger Code: 5099900002				
PR 22508 - 2025 Sacramento Legislative Reception for Mona Babauta and Edith Hernandez						Executive Department 00-40-5090200000	
7 2/4/2025	2/5/2025	American Air Fort Worth, TX					489.36
Purchase American Air			General Ledger Code: 5090200000				
Approved Travel for Mark Perry - APTA Mobility & Bus Rodeo - Flight Charge						Maintenance Department - 00-21-5090200000	
8 2/4/2025	2/5/2025	Expedia 73024378848619 Expedia.Com, WA					1,124.43
Purchase Expedia 73024378848619			General Ledger Code: 5090200000				
Approved Travel for Edith Hernandez - APTA Marketing Communications Workshop - Lodging Charge						Marketing Department - 00-31-5090200000	
9 2/4/2025	2/5/2025	American Air Fort Worth, TX					489.36
Purchase American Air			General Ledger Code: 5090200000				
Approved Travel for Shawn Craycraft - APTA Marketing Communications Workshop - Flight Charge						SunFuels - 00-10-5090200000	
10 2/4/2025	2/5/2025	Kully Supply 800-518-5388, MN					149.02
Purchase Kully Supply			General Ledger Code: 5040300100				
PR 22513 - Coachella Hub Toilet & Urinal Valve Repair Kit						Facilities - 00-22-5040300100	
11 2/4/2025	2/5/2025	American Air Fort Worth, TX					612.36
Purchase American Air			General Ledger Code: 5090200000				
Approved Travel for Luis Garcia - APTA CEO Conference - Lodging Charge						Finance Department - 00-41-5090200000	

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
12 2/4/2025	2/6/2025	Apta 202-4964800, DC					839.00
Purchase Apta			General Ledger Code: 5090100000				
Mona Babauta - APTA CEO Conference - Conference Charge				Executive Department - 00-40-5090200000			
13 2/4/2025	2/6/2025	Apta 202-4964800, DC					839.00
Purchase Apta			General Ledger Code: 5090100000				
Approved Travel for Luis Garcia - APTA CEO Conference - Conference Charge				Finance Department - 00-41-5090200000			
14 2/5/2025	2/6/2025	Mhr Lng Bech Dwntwn Fd Long Beach, CA					439.84
Purchase Mhr Lng Bech Dwntwn Fd			General Ledger Code: 5090200000				
Approved Travel for Karina Villalpando - APTA Marketing & Communications Workshop				Marketing Department - 00-31-5090200000			
15 2/5/2025	2/6/2025	Fredpryor Careertrack 800-5563012, KS					229.00
Purchase Fredpryor Careertrack			General Ledger Code: 5090200001				
PR 22489 - Pryor Learning Solutions Training for Richard Powers				Human Resources - 00-32-5099900001			
16 2/5/2025	2/7/2025	United United.Com, TX					76.57
Purchase United			General Ledger Code: 5090200000				
Approved Travel for Edith Hernandez - 12th Annual California Summit: Driving Progress Toward 2030 - Flight Change				Executive Department - 00-40-5090200000			
17 2/5/2025	2/7/2025	Apta 202-4964800, DC					1,075.00
Purchase Apta			General Ledger Code: 5090100000				
Approved Travel for Mike Hayes - APTA Mobility & Bus Rodeo - Conference Charge				Maintenance Department - 00-21-5090200000			

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
18 2/5/2025	2/7/2025	United United.Com, TX					14.99
Purchase United		General Ledger Code: 5090200000					
Approved Travel for Edith Hernandez - 12th Annual California Summit: Driving Progress Toward 2030 - Seat Charge				Executive Department - 00-40-5090200000			
19 2/6/2025	2/7/2025	Bestbuycom807028535612 888bestbuy, MN					32.61
Purchase Bestbuycom807028535612		General Ledger Code: 5049900010					
PR 22543 - Dash Cam x2 & Micro USB Adapter Kit x2				Safety Department - 00-15-5049900009			
20 2/6/2025	2/7/2025	Bestbuycom807028535612 888bestbuy, MN					228.35
Purchase Bestbuycom807028535612		General Ledger Code: 5049900010					
PR 22543 - Dash Cam x2 & Micro USB Adapter Kit x2				Safety Department - 00-15-5049900009			
21 2/6/2025	2/7/2025	American Air Fort Worth, TX					579.36
Purchase American Air		General Ledger Code: 5090200000					
Approved Travel for Mike Hayes - APTA Mobility \$ Bus Rodeo - Flight Charge				Maintenance Department 00-21-5090200000			
22 2/6/2025	2/7/2025	Harbor Freight Tools 506 Cathedral Cit, CA					826.48
Purchase Harbor Freight Tools 506		General Ledger Code: 5049900011					
PR 22519 - Motor for Stops and Zones				Stops & Zones Department - 00-25-5049900029			
23 2/6/2025	2/7/2025	Bestbuycom807028535612 888bestbuy, MN					195.74
Purchase Bestbuycom807028535612		General Ledger Code: 5049900010					
PR 22543 - Dash Cam x2 & Micro USB Adapter Kit x2				Safety Department - 00-15-5049900009			



Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
24 2/6/2025	2/10/2025	Southwes 800-435-9792, TX					859.65
Purchase Southwes		General Ledger Code: 5090200000					
Approved Travel for Edith Hernandez - 12th Annual California Summit: Driving Progress Toward 2030 - Flight Charge				Executive Department - 00-40-5090200000			
25 2/6/2025	2/10/2025	Southwes 800-435-9792, TX					834.65
Purchase Southwes		General Ledger Code: 5090200000					
Approved Travel for Luis Garcia - 2025 Mobility 21 Legislative Reception - Flight Charge				Finance Department - 00-41-5090200000			
26 2/7/2025	2/7/2025	Expedia 73026208755058 Expedia.Com, WA					278.32
Purchase Expedia 73026208755058		General Ledger Code: 5090200000					
Approved Travel for Luis Garcia - 2025 Mobility 21 Legislative Reception - Lodging Charge				Finance Department - 00-41-5090200000			
27 2/7/2025	2/10/2025	Paypal San Jose, GA					65.00
Purchase Paypal		General Ledger Code: 5099900002					
Approved Travel for Luis Garcia - 2025 Mobility 21 Legislative Reception - Conference Charge				Finance Department - 00-41-5090200000			
28 2/8/2025	2/10/2025	Small Engine Warehouse I 765-287-3400, IN					168.07
Purchase Small Engine Warehouse I		General Ledger Code: 5099900002					
PR 22521 - Muffler for Stops and Zones				Stops & Zones Department - 00-25-5049900029			
29 2/10/2025	2/11/2025	Traininng Llc Www.Traininng, CA					299.00
Purchase Traininng Llc		General Ledger Code: 5049900010					
PR 22560 - WebinarHR - I-9 Training for Carissa Sanchez				Human Resources - GL - 00-32-5049900000			

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
30 2/12/2025	2/13/2025	American Air Fort Worth, TX					635.37
Purchase American Air			General Ledger Code: 5090200000				
Approved Travel for Patricia Arellano De Mora - Think Transit - Flight Charge						Operations Department - GL 00-21-5090200000	
31 2/12/2025	2/13/2025	Ctc-Vis 279-842-9957, CA					90.00
Purchase Ctc-Vis			General Ledger Code: 5099900002				
PR 22569 - Clean Truck Past Due Fees Nov. '24						Maintenance Department - GL 00-22-5099900004	
32 2/12/2025	2/13/2025	Expedia 73030556239030 Expedia.Com, WA					1,336.32
Purchase Expedia 73030556239030			General Ledger Code: 5090200000				
Approved Travel for Patricia Arellano De Mora - Think Transit - Lodging Charge						Operations Department - GL 00-21-5090200000	
33 2/12/2025	2/13/2025	Ctc-Vis *svc 279-842-9957, MD					2.69
Purchase Ctc-Vis *svc			General Ledger Code: 5099900002				
PR 22569 - Clean Truck Past Due Fees Nov. '24						Maintenance Department - GL 00-22-5099900004	
34 2/12/2025	2/14/2025	United United.Com, TX					20.99
Purchase United			General Ledger Code: 5090200000				
Approved Travel for Isabel Amadeo - National Transit Database: Urban Reporting - Seat Charge						Finance Department - 00-41-5090200000	
35 2/12/2025	2/14/2025	United United.Com, TX					525.71
Purchase United			General Ledger Code: 5090200000				
Approved Travel for Isabel Amadeo - National Transit Database: Urban Reporting - Flight Charge						Finance Department - 00-41-5090200000	

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
36 2/12/2025	2/14/2025	United United.Com, TX					14.99
Purchase United		General Ledger Code: 5090200000					
Approved Travel for Isabel Amadeo - National Transit Database: Urban Reporting - Seat Charge				Finance Department - 00-41-5090200000			
37 2/12/2025	2/14/2025	United United.Com, TX					14.99
Purchase United		General Ledger Code: 5090200000					
Approved Travel for Isabel Amadeo - National Transit Database: Urban Reporting - Seat Charge				Finance Department - 00-41-5090200000			
38 2/12/2025	2/14/2025	Hilton Advpurch8002367113 Memphis, TN					628.66
Purchase Hilton Advpurch8002367113		General Ledger Code: 5090200000					
Approved Travel for Isabel Amadeo - National Transit Database: Urban Reporting - Lodging Charge				Finance Department - 00-41-5090200000			
39 2/12/2025	2/14/2025	United United.Com, TX					20.99
Purchase United		General Ledger Code: 5090200000					
Approved Travel for Isabel Amadeo - National Transit Database: Urban Reporting - Seat Charge				Finance Department - 00-41-5090200000			
40 2/12/2025	2/17/2025	Trapezegrp 187-741-1872, IA					1,500.00
Purchase Trapezegrp		General Ledger Code: 5030300011					
Approved Travel for Patricia Arellano De Mora - Think Transit - Conference				Operations Department - GL 00-21-5090200000			
41 2/14/2025	2/17/2025	Scagevent* 2025 Region Www.Scag.Ca.G, CA					400.00
Purchase Scagevent* 2025 Region		General Ledger Code: 5030400000					
Approved Travel for Paul Mattern - SCAG 2025 Regional Conference \$ General Assembly				Planning Department - GL 00-49-5090200000			



Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
42 2/14/2025	2/17/2025	Workplacesafetyllc Workplacesafe, TX					399.00
Purchase Workplacesafetyllc			General Ledger Code: 5090200001				
PR 22500 - Forklift Trainer Course for Safety for Asael Reyes						Safety Department - GL 00-15-5090200000	
43 2/14/2025	2/17/2025	Scagevent* 2025 Region Www.Scag.Ca.G, CA					400.00
Purchase Scagevent* 2025 Region			General Ledger Code: 5030400000				
PR 22573 - SCAG 2025 Regional Conference - Mona Babauta & Edith Hernandez- Registration						Executive Department - GL 00-40-5090200000	
44 2/14/2025	2/17/2025	Scagevent* 2025 Region Www.Scag.Ca.G, CA					400.00
Purchase Scagevent* 2025 Region			General Ledger Code: 5030400000				
PR 22573 - SCAG 2025 Regional Conference - Mona Babauta & Edith Hernandez- Registration						Executive Department - GL 00-40-5090200000	
45 2/15/2025	2/17/2025	Zazzle Inc 888-892-9953, CA					22.71
Purchase Zazzle Inc			General Ledger Code: 5099900002				
PR 22515 - Name Tags for Marketing						Marketing Department - GL 00-31-5049900001	
46 2/18/2025	2/19/2025	Workplacesafetyllc Workplacesafe, TX					159.00
Purchase Workplacesafetyllc			General Ledger Code: 5090200001				
PR 22500 - Forklift Trainer Course for Safety for Daniel Bazua						Safety Department - GL 00-15-5090200000	
47 2/18/2025	2/19/2025	Workplacesafetyllc Workplacesafe, TX					159.00
Purchase Workplacesafetyllc			General Ledger Code: 5090200001				
PR 22500 - Forklift Trainer Course for Safety for Ruben Luzanilla						Safety Department - GL 00-15-5090200000	

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
48 2/18/2025	2/21/2025	Apta 202-4964800, DC					989.00
Purchase Apta			General Ledger Code: 5090100000				
Approved Travel for Daisy Rodas - APTA Marketing & Communications Workshop Conference Charge						Marketing Department - GL 00-31-5090200000	
49 2/19/2025	2/19/2025	Expedia 73035316619089 Expedia.Com, WA					815.87
Purchase Expedia 73035316619089			General Ledger Code: 5090200000				
Approved Travel for Daisy Rodas - APTA Marketing & Communications Workshop - Lodging Charge						Marketing Department - GL 00-31-5090200000	
50 2/19/2025	2/20/2025	Stadia Maps, Inc Stadiamaps.Co, MI					80.00
Purchase Stadia Maps, Inc			General Ledger Code: 5030300011				
PR 22555 - Radio Project - Tile Server - Cost is to cover a 12-month term at \$80-month						Performance Department - Project Key 1905-00	
51 2/20/2025	2/21/2025	Trc Environmental 888-9930302, CT					75.00
Purchase Trc Environmental			General Ledger Code: 5099900002				
Approved Travel for Shawn Craycraft - ACT EXPO 2025						SunFuels Department - GL 00-10-5090200000	
52 2/20/2025	2/21/2025	Trc Environmental 888-9930302, CT					75.00
Purchase Trc Environmental			General Ledger Code: 5099900002				
Approved Travel for Mark Perry - ACT EXPO 2025						Maintenance Department - GL 00-21-5090200000	
53 2/21/2025	2/24/2025	Sp Saris Infrastructur Sarisinfrastr, NJ					837.02
Purchase Sp Saris Infrastructur			General Ledger Code: 5099900002				
PR 22624 - Parts for Bicycle Pump Repair - Coachella						Facilities Department - 00-24-5049900027	

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
54 2/24/2025	2/25/2025	Societyforhumanresource 800-2837476, VA					299.00
Purchase Societyforhumanresource			General Ledger Code: 5030400000				
PR 22640 - Shrm Membership for Tamara Miles						Human Resources - 00-32-5090100000	
55 2/26/2025	2/28/2025	Mhr Lng Bech Dwntwn Fd Long Beach, CA					78.42
Purchase Mhr Lng Bech Dwntwn Fd			General Ledger Code: 5090200000				
Approved Travel for Karina Villalpando - APTA Marketing & Communications Workshop - Destination and Tax Fees						Marketing Department 00-31-5090200000	
56 2/27/2025	2/28/2025	Ctc-Vis *svc 279-842-9957, MD					10.26
Purchase Ctc-Vis *svc			General Ledger Code: 5099900002				
Clean Truck Reporting Fee for Feb 2025						Maintenance Department - 00-22-5099900004	
57 2/27/2025	2/28/2025	Ctc-Vis 279-842-9957, CA					342.98
Purchase Ctc-Vis			General Ledger Code: 5099900002				
Clean Truck Reporting Fee for Feb 2025 - Service Fee						Maintenance Department - 00-22-5099900004	

Transaction Count: 57

Total: 25,230.96

Employee Signature

Date

Authorized Approver Signature

Date



SunLine Transit Agency Visa Credit Card Statement

Closing Date: 02/28/2025

Name on Card: Walter Watcher (Procurement Card)

Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
1 02/15/25	2/17/2025	Qr-Code-Generator.Com	QR Code Generator 1 Year Software Subscription - Currency Conversion Fee		\$ 1.92
2 02/15/25	2/17/2025	Qr-Code-Generator.Com	QR Code Generator 1 Year Software Subscription		\$ 191.88
Totals:				\$ -	\$ 193.80



Reporting Period : 2/1/2025 - 2/28/2025

Statement Summary

Name	Walter Watcher	Company	Sunline Transit Agency
Account #	XXXX-XXXX-XXXX- <div></div>	Currency	US Dollar
Reporting Period	2/1/2025 - 2/28/2025		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 2/15/2025	2/17/2025						1.92
		Other Debits Currency Conversion Fee	Fund: 00				
		QR Code Generator 1 Year Subscription - Currency Conversion Fee					
2 2/15/2025	2/17/2025	Qr-Code-Generator.Com Berlin, BER					191.88
		Purchase Qr-Code-Generator.Com	General Ledger Code: 5030300011 Fund: 00				
		QR Code Generator 1 Year Subscription					

Transaction Count: 2  
Total: 193.80

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

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

# SunLine Transit Agency Visa Credit Card Statement

Closing Date: 02/28/2025

Name on Card: Mona Babauta

	Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1	2/11/2025	2/12/2025	Uber	2025 Mobility 21 Sacramento Legislative Reception - Uber Tip from Home to Palm Springs Airport; Mona Babauta, CEO/General Manager		\$8.00
2	2/11/2025	2/12/2025	Cmt Sacramento	2025 Mobility 21 Sacramento Legislative Reception - Taxi Ride From Hotel to Reception; Mona Babauta, CEO/General Manager		\$43.50
3	2/11/2025	2/12/2025	Uber	2025 Mobility 21 Sacramento Legislative Reception - Uber Fare from Home to Palm Springs Airport; Mona Babauta, CEO/General Manager		\$42.89
4	2/12/2025	2/13/2025	Uber	2025 Mobility 21 Sacramento Legislative Reception - Uber Fare from Reception to Sacramento Airport; Mona Babauta, CEO/General Manager		\$41.08
5	2/12/2025	2/13/2025	Uber	2025 Mobility 21 Sacramento Legislative Reception - Uber Tip from Reception to Sacramento Airport; Mona Babauta, CEO/General Manager		\$7.39
6	2/16/2025	2/17/2025	Uber	<i>*Incorrect Charge- Pending Refund; Mona Babauta, CEO/General Manager</i>		\$4.00
7	2/16/2025	2/17/2025	Uber	<i>*Incorrect Charge- Pending Refund; Mona Babauta, CEO/General Manager</i>		\$31.80
Credits and Charges:					\$0.00	\$178.66





Reporting Period : 2/1/2025 - 2/28/2025

Statement Summary

Name		Mona Babauta			Company		Sunline Transit Agency		
Account #		XXXX-XXXX-XXXX			Currency		US Dollar		
Reporting Period		2/1/2025 - 2/28/2025							
Trans Date	Post Date	Merchant Name	Charge Codes			Approved	Personal	Receipt	Amount
1 2/11/2025	2/12/2025	Uber *trip Help.Uber.Com, CA							8.00
Purchase Uber *trip			General Ledger Code: 5090200000						
2 2/11/2025	2/12/2025	Cmt Sacramento27680016 Sacramento, CA							43.50
Purchase Cmt Sacramento27680016			General Ledger Code: 5090200000						
3 2/11/2025	2/12/2025	Uber *trip Help.Uber.Com, CA							42.89
Purchase Uber *trip			General Ledger Code: 5090200000						
4 2/12/2025	2/13/2025	Uber *trip Help.Uber.Com, CA							41.08
Purchase Uber *trip			General Ledger Code: 5090200000						
5 2/12/2025	2/13/2025	Uber *trip Help.Uber.Com, CA							7.39
Purchase Uber *trip			General Ledger Code: 5090200000						

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
6 2/16/2025	2/17/2025	Uber *trip Help.Uber.Com, CA					4.00
Purchase Uber *trip			General Ledger Code: 5090200000				
7 2/16/2025	2/17/2025	Uber *trip Help.Uber.Com, CA					31.80
Purchase Uber *trip			General Ledger Code: 5090200000				
							Transaction Count: 7
							<b>Total: 178.66</b>

Employee Signature

Date

Authorized Approver Signature

Date

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

DATE: April 23, 2025

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

RE: Acceptance of Monthly Budget Variance Report for February 2025

Summary:

The budget variance report compares revenues and expenses to the respective line item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values. The budgetary figures are represented as a straight line budget. Accordingly, the current monthly budget values are calculated by taking 1/12<sup>th</sup> of the annual budget. The FYTD budget values for the month of February 2025 are equal to 8/12<sup>ths</sup> of the yearly budget.

## Year to Date Summary

- As of February 28, 2025, the Agency's FYTD revenues are \$731,731 or 22.42% below the FYTD budget.
- As of February 28, 2025, the Agency's FYTD expenditures are \$629,359 or 1.91% below the FYTD budget.

## Monthly Spotlight:

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

Recommendation:

Approve.

SunLine Transit Agency  
Budget Variance Report  
February 2025

		Current Month			Fiscal Year to Date			
Description	FY25 Total Budget	Actual	Budget	Positive (Negative)	FYTD Actual	FY25 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Revenues:								
Passenger Revenue	1,816,893	136,380	151,408	(15,027)	1,113,584	1,211,262	(97,678)	38.7%
Other Revenue	3,078,163	143,416	256,514	(113,098)	1,418,056	2,052,109	(634,053)	53.9%
Total Operating Revenue	4,895,056	279,796	407,921	(128,125)	2,531,640	3,263,371	(731,731)	48.3%
Operating Expenses:								
Operator & Mechanic Salaries & Wages	11,239,225	796,528	936,602	140,074	7,072,732	7,492,817	420,085	37.1%
Operator & Mechanic Overtime	1,241,785	130,671	103,482	(27,189)	1,137,109	827,857	(309,252)	8.4%
Administration Salaries & Wages	7,861,873	681,579	655,156	(26,423)	4,895,762	5,241,249	345,486	37.7%
Administration Overtime	126,561	(32,661)	10,547	43,208	135,916	84,374	(51,542)	-7.4%
Fringe Benefits	11,105,305	855,800	925,442	69,642	6,752,769	7,403,537	650,768	39.2%
Communications	287,782	28,770	23,982	(4,788)	198,999	191,855	(7,144)	30.9%
Legal Services	687,176	106,036	57,265	(48,771)	844,665	458,117	(386,548)	-22.9%
Computer/Network Software Agreement	1,096,582	92,028	91,382	(646)	730,125	731,055	929	33.4%
Uniforms	99,824	16,174	8,319	(7,856)	54,721	66,549	11,829	45.2%
Contracted Services	1,556,640	123,800	129,720	5,920	641,492	1,037,760	396,268	58.8%
Equipment Repairs	26,500	1,927	2,208	281	19,238	17,667	(1,571)	27.4%
Security Services	168,000	10,949	14,000	3,051	96,963	112,000	15,037	42.3%
Fuel - CNG	1,920,006	134,306	160,001	25,694	750,563	1,280,004	529,441	60.9%
Fuel - Hydrogen	1,443,827	270,918	120,319	(150,599)	1,297,290	962,551	(334,739)	10.1%
Tires	234,000	18,901	19,500	599	161,034	156,000	(5,034)	31.2%
Office Supplies	81,260	5,922	6,772	850	45,159	54,173	9,014	44.4%
Travel/Training	248,200	26,681	20,683	(5,998)	127,817	165,467	37,650	48.5%
Repair Parts	2,008,500	132,845	167,375	34,530	1,022,652	1,339,000	316,348	49.1%
Facility Maintenance	87,000	11,531	7,250	(4,281)	37,650	58,000	20,350	56.7%
Electricity - CNG & Hydrogen	1,090,000	39,067	90,833	51,766	378,509	726,667	348,157	65.3%
Natural Gas	2,030,000	118,011	169,167	51,155	921,460	1,353,333	431,873	54.6%
Water and Gas	16,000	959	1,333	374	7,453	10,667	3,214	53.4%
Insurance Losses	1,235,000	297,120	102,917	(194,203)	1,406,650	823,333	(583,317)	-13.9%
Insurance Premium - Property	200,000	20,429	16,667	(3,763)	153,813	133,333	(20,480)	23.1%
Repair Claims	100,000	-	8,333	8,333	(600)	66,667	67,267	100.6%
Fuel Taxes	124,500	6,968	10,375	3,407	64,879	83,000	18,121	47.9%
Other Expenses	7,164,078	601,368	597,007	(4,362)	4,783,862	4,776,052	(7,810)	33.2%
Self Consumed Fuel	(4,062,246)	(158,749)	(338,521)	(179,771)	(1,423,122)	(2,708,164)	(1,285,042)	65.0%
Total Operating Expenses (Before Depreciation)	49,417,378	4,337,879	4,118,115	(219,764)	32,315,560	32,944,919	629,359	34.6%
Operating Expenses in Excess of Operating Revenue		\$ (4,058,082)			\$ (29,783,921)			
Subsidies:								
Local	8,419,000	767,368	701,583	(65,784)	5,632,025	5,612,667	(19,358)	33.1%
State	30,588,336	2,788,039	2,549,028	(239,011)	20,462,557	20,392,224	(70,333)	33.1%
Federal	5,514,986	502,675	459,582	(43,093)	3,689,339	3,676,658	(12,681)	33.1%
Total Subsidies	44,522,322	4,058,082	3,710,194	(347,889)	29,783,921	29,681,548	(102,373)	33.1%
Net Operating Gain (Loss) After Subsidies	\$ (0)	\$ -			\$ -			



SunLine Transit Agency  
Budget Variance Report  
February 2025

		Current Month			Fiscal Year to Date			
Description	FY25 Total Budget	Actual	Budget	Positive (Negative)	FYTD Actual	FY25 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Expenses:								
Wages & Benefits	31,574,749	2,431,917	2,631,229	199,312	19,994,288	21,049,833	1,055,545	36.7%
Services	6,903,050	646,391	575,254	(71,137)	4,498,168	4,602,033	103,865	34.8%
Fuels & Lubricants	3,581,133	415,851	298,428	(117,423)	2,134,488	2,387,422	252,934	40.4%
Tires	234,000	18,901	19,500	599	161,034	156,000	(5,034)	31.2%
Materials and Supplies	2,607,460	177,389	217,288	39,899	1,352,218	1,738,307	386,089	48.1%
Utilities	3,554,000	191,488	296,167	104,679	1,572,410	2,369,333	796,924	55.8%
Casualty & Liability	3,678,540	541,323	306,545	(234,778)	3,236,084	2,452,360	(783,724)	12.0%
Taxes and Fees	124,500	6,968	10,375	3,407	64,879	83,000	18,121	47.9%
Miscellaneous Expenses	1,222,192	66,400	101,849	35,449	725,114	814,795	89,681	40.7%
Self Consumed Fuel	(4,062,246)	(158,749)	(338,521)	(179,771)	(1,423,122)	(2,708,164)	(1,285,042)	65.0%
Total Operating Expenses (Before Depreciation)	49,417,378	4,337,879	4,118,115	(219,764)	32,315,560	32,944,919	629,359	34.6%
Revenues:								
Passenger Revenue	1,816,893	136,380	151,408	(15,027)	1,113,584	1,211,262	(97,678)	38.7%
Other Revenue	3,078,163	143,416	256,514	(113,098)	1,418,056	2,052,109	(634,053)	53.9%
Total Operating Revenue	4,895,056	279,796	407,921	(128,125)	2,531,640	3,263,371	(731,731)	48.3%
Net Operating Gain (Loss)		\$ (4,058,082)			\$ (29,783,921)			
Subsidies:								
Local	8,419,000	767,368	701,583	(65,784)	5,632,025	5,612,667	(19,358)	33.1%
State	30,588,336	2,788,039	2,549,028	(239,011)	20,462,557	20,392,224	(70,333)	33.1%
Federal	5,514,986	502,675	459,582	(43,093)	3,689,339	3,676,658	(12,681)	33.1%
Total Subsidies	44,522,322	4,058,082	3,710,194	(347,889)	29,783,921	29,681,548	(102,373)	33.1%
Net Operating Gain (Loss) After Subsidies	\$ (0)	\$ -			\$ -			

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**Budget Variance Analysis - SunLine Transit Agency**

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**Passenger Revenue**

- The unfavorable variance in passenger revenue is due to lower than expected revenue over budgeted values.
- As of February, ridership was at 6.4% above FY24 FYTD totals.
- Total system ridership was 113,797 trips above FY24 FYTD amounts.

**Ridership**

	FY24-February	FY25-February	Variance	%Δ
Fixed Route	224,338	225,019	681	0.3%
Paratransit	9,695	8,955	(740)	-7.6%
SunRide	1,788	2,122	334	18.7%
System Total	235,821	236,096	275	0.1%

**Ridership**

	FYTD-FY24	FYTD-FY25	Variance	%Δ
Fixed Route	1,682,001	1,798,481	116,480	6.9%
Paratransit	79,884	74,589	(5,295)	-6.6%
SunRide	14,398	17,010	2,612	18.1%
System Total	1,776,283	1,890,080	113,797	6.4%

**Other Revenue**

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

**Operator & Mechanic Salaries & Wages**

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

**Operator & Mechanic Overtime**

- The unfavorable variance is primarily attributed to overtime for fixed route operators due to vacant positions.

**Administration Salaries & Wages**

- The favorable variance in administrative salaries and wages is primarily attributed to vacancies.

**Administration Overtime**

- The unfavorable variance is primarily attributed to overtime in the Maintenance department to account for vacant positions & premium pay for holidays worked.

**Fringe Benefits**

- Savings in fringe benefit expenditures are associated with vacancies across the Agency.

**Communications**

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

**Legal Services**

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

**Computer/Network Software Agreement**

- Software agreement expenditures are dependent on annual renewals of software agreements. Many renewals are completed at the beginning of the fiscal year.

**Uniforms**

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

**Contracted Services**

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

**Equipment Repairs**

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

**Security Services**

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

**Fuel - CNG**

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

**Fuel - Hydrogen**

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

**Tires**

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

**Office Supplies**

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

**Travel/Training**

- The favorable variance for travel & training savings can be attributed to different times at which training sessions are attended.

**Repair Parts**

- The favorable variance is due to lower than usual repairs for the first half of the fiscal year.

**Facility Maintenance**

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

**Electricity - CNG & Hydrogen**

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

**Natural Gas**

- The positive variance is primarily attributed to lower usage of CNG fixed route vehicles over budgeted estimates for FY25.

**Water and Gas**

- Water and gas expenses are within an acceptable range of the budget.

**Insurance Losses**

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

**Insurance Premium - Property**

- The unfavorable balance is primarily attributed to the increased value of insured assets.

**Repair Claims**

- Repair claim expenses are below budget due to fewer than anticipated collision repairs.

**Fuel Taxes**

- Fuel tax expenses are within an acceptable range of the budget.

**Other Expenses**

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

**Self-Consumed Fuel**

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

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

DATE: April 23, 2025 **APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Contracts Signed between \$25,000 and \$250,000 for February 2025

Summary:

In accordance with Chapter 2, Section 1.2 of the Procurement Policy, the attached report summarizes SunLine's contracts, purchase orders and amendments signed in excess of \$25,000 and less than \$250,000. This ensures the Board is aware of the obligations entered into under the CEO/General Manager's authority.

There were four (4) agreements and one (1) purchase order executed in February 2025 between \$25,000 and \$250,000:

<b>Vendor</b>	<b>Purpose</b>	<b>Amount</b>
KL2 Connects	Executive Recruiting	\$36,900.00
EAM Solutions	Software Renewal	\$69,502.00
Moore & Associates	On-Board Rider Survey	\$70,000.00
Zeb Tech	Mechanic Apprenticeship Consulting	\$150,000.00
CV Strategies	Communications Consulting	\$50,000.00

Recommendation:

Approve.



**Contracts Signed Between \$25,000 and \$250,000**  
February 2025

Vendor	Product/Service	Need	Budgeted	Budgeted Amount	Cost	Type
KL2 Connects	HR Recruiting	Deputy CFO	FY25	\$36,900.00	\$36,900.00	Agreement
EAM Solutions	Software Renewal	Hexagon SAAS	FY25	\$69,502.00	\$69,502.00	Purchase Order
Moore & Associates	Data Collection	On-Board Rider Survey	FY25 FY26	\$70,000.00	\$70,000.00	Agreement
Zeb Tech	Training Workshops	Mechanic Apprenticeship Consulting	FY25 FY26 FY27	\$150,000.00	\$150,000.00	Agreement
CV Strategies	Marketing Consulting	Communications Services	FY25	\$50,000.00	\$50,000.00	Agreement

## SunLine Transit Agency

### CONSENT CALENDAR

DATE: April 23, 2025

**APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Union & Non-Union Pension Investment Asset Summary  
for February 2025

Summary:

The pension asset summary demonstrates the market value of all assets as well as the total asset allocation for SunLine's union and non-union retirement plans. The following table states the target and range values for asset allocations based on the current investment policy:

Asset Class		Target	Range
<b>Growth Assets</b>			
	Domestic Equity	36.0%	16% – 56%
	International Equity	19.0%	0% - 39%
	Other		0% – 20%
<b>Income Assets</b>			
	Fixed Income	45.0%	25% - 65%
	Other	0.0%	0% – 20%
<b>Real Return Assets</b>		0.0%	0% – 20%
<b>Cash Equivalents</b>		0.0%	0% – 20%

For the month of February, SunLine's investments fell within the approved range of investment type for the union and non-union assets.

Union

Asset Class		Actual	Range
<b>Growth Assets</b>			
	Domestic Equity	28.3%	16% – 56%
	International Equity	15.8%	0% - 39%
	Other	7.3%	0% – 20%
<b>Income Assets</b>			
	Fixed Income	41.3%	25% - 65%
	Other	4.5%	0% – 20%
<b>Real Return Assets</b>		1.7%	0% – 20%

<b>Cash Equivalents</b>	1.1%	0% – 20%
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## Non-Union

Asset Class		Actual	Range
<b>Growth Assets</b>			
	Domestic Equity	28.1%	16% – 56%
	International Equity	15.7%	0% - 39%
	Other	7.3%	0% – 20%
<b>Income Assets</b>			
	Fixed Income	41.3%	25% - 65%
	Other	4.5%	0% – 20%
<b>Real Return Assets</b>		1.8%	0% – 20%
<b>Cash Equivalents</b>		1.3%	0% – 20%

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

For the month of February, the market value of assets increased by \$283,636 and \$253,648 for the union and non-union plans, respectively.

## Month to Month Asset Comparison

Month	Market Value - Union	Market Value – Non-Union
January 2025	\$43,893,991	\$44,074,868
February 2025	\$44,177,627	\$44,328,516
Increase (Decrease)	\$283,636	\$253,648

Recommendation:

Approve.

## Portfolio Summary and Statistics

For the Month Ending **February 28, 2025**

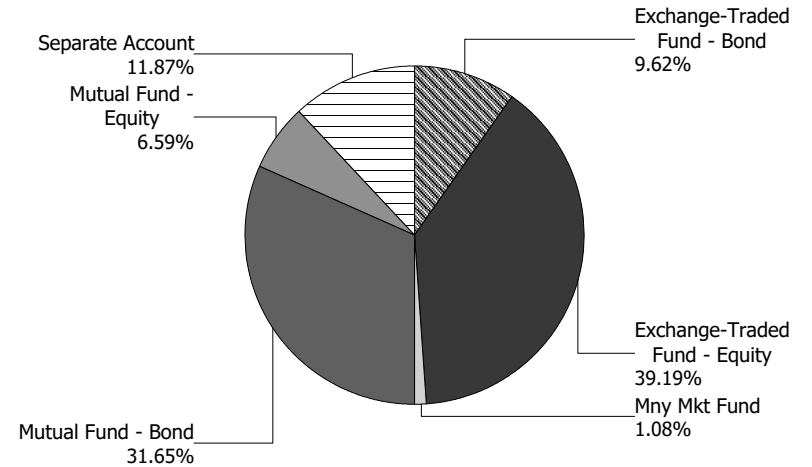
SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

### Account Summary

Description	Par Value	Market Value	Percent
Separate Account	4,293,878.98	5,243,029.70	11.87
Mutual Fund - Equity	98,462.11	2,909,133.30	6.59
Mutual Fund - Bond	1,424,522.39	13,982,224.41	31.65
Money Market Mutual Fund	475,951.26	475,951.26	1.08
Exchange-Traded Fund - Equity	603,048.00	17,318,000.20	39.19
Exchange-Traded Fund - Bond	49,679.00	4,249,288.40	9.62
<b>Managed Account Sub-Total</b>	<b>6,945,541.74</b>	<b>44,177,627.27</b>	<b>100.00%</b>
Accrued Interest		0.00	
<b>Total Portfolio</b>	<b>6,945,541.74</b>	<b>44,177,627.27</b>	

**Unsettled Trades**                      **0.00**                      **0.00**

### Sector Allocation





## Detail of Securities Held & Market Analytics

For the Month Ending **February 28, 2025**

### SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Exchange-Traded Fund - Bond</b>									
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	1,146.00	61.12	70,043.52	52.70	60,394.20	(9,649.32)	0.14
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	7,097.00	50.32	357,121.04	52.70	374,011.90	16,890.86	0.85
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	633.00	56.98	36,068.34	52.70	33,359.10	(2,709.24)	0.08
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	2,389.00	60.30	144,056.70	52.70	125,900.30	(18,156.40)	0.29
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	1,776.00	57.66	102,405.94	52.70	93,595.20	(8,810.74)	0.21
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	631.00	56.68	35,765.08	52.70	33,253.70	(2,511.38)	0.08
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	965.00	61.00	58,865.00	52.70	50,855.50	(8,009.50)	0.12
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,307.00	96.40	318,794.80	99.25	328,219.75	9,424.95	0.74
ISHARES CORE U.S. AGGREGATE	464287226	8278395	4,049.00	98.87	400,324.63	99.25	401,863.25	1,538.62	0.91
ISHARES CORE U.S. AGGREGATE	464287226	8278395	6,446.00	92.76	597,930.32	99.25	639,765.50	41,835.18	1.45
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,322.00	99.12	329,276.64	99.25	329,708.50	431.86	0.75
ISHARES CORE U.S. AGGREGATE	464287226	8278395	17,918.00	98.64	1,767,431.52	99.25	1,778,361.50	10,929.98	4.03
<b>Security Type Sub-Total</b>			<b>49,679.00</b>		<b>4,218,083.53</b>	<b>865.15</b>	<b>4,249,288.40</b>	<b>31,204.87</b>	<b>9.65</b>
<b>Exchange-Traded Fund - Equity</b>									
SCHWAB US LARGE-CAP ETF	808524201	17333747	503,068.00	22.54	11,340,829.61	23.51	11,827,128.68	486,299.07	26.77
VANGUARD FTSE DEVELOPED ETF	921943858	12373850	4,430.00	49.80	220,614.00	51.07	226,240.10	5,626.10	0.51
VANGUARD FTSE DEVELOPED ETF	921943858	12373850	46,244.00	52.35	2,420,864.15	51.07	2,361,681.08	(59,183.07)	5.35
VANGUARD FTSE DEVELOPED ETF	921943858	12373850	2,193.00	42.17	92,478.81	51.07	111,996.51	19,517.70	0.25
VANGUARD FTSE DEVELOPED ETF	921943858	12373850	2,614.00	37.16	97,136.24	51.07	133,496.98	36,360.74	0.30
VANGUARD FTSE DEVELOPED ETF	921943858	12373850	6,816.00	38.85	264,801.60	51.07	348,093.12	83,291.52	0.79
VANGUARD FTSE DEVELOPED ETF	921943858	12373850	2,629.00	39.67	104,292.43	51.07	134,263.03	29,970.60	0.30
VANGUARD TOTAL INTL STOCK	921909768	23836382	15,690.00	47.86	750,920.27	62.05	973,564.50	222,644.23	2.20
VANGUARD TOTAL INTL STOCK	921909768	23836382	2,586.00	56.52	146,160.72	62.05	160,461.30	14,300.58	0.36
VANGUARD TOTAL INTL STOCK	921909768	23836382	2,875.00	51.81	148,953.46	62.05	178,393.75	29,440.29	0.40
VANGUARD TOTAL INTL STOCK	921909768	23836382	2,586.00	56.19	145,307.34	62.05	160,461.30	15,153.96	0.36
VANGUARD TOTAL INTL STOCK	921909768	23836382	1,834.00	54.44	99,842.96	62.05	113,799.70	13,956.74	0.26
VANGUARD TOTAL INTL STOCK	921909768	23836382	3,480.00	52.06	181,168.80	62.05	215,934.00	34,765.20	0.49
VANGUARD TOTAL INTL STOCK	921909768	23836382	6,003.00	61.64	370,024.92	62.05	372,486.15	2,461.23	0.84

## Detail of Securities Held & Market Analytics

For the Month Ending **February 28, 2025**

### SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Security Type Sub-Total</b>			<b>603,048.00</b>		<b>16,383,395.31</b>	<b>764.28</b>	<b>17,318,000.20</b>	<b>934,604.89</b>	<b>39.18</b>
<b>Money Market Mutual Fund</b>									
FIRST AM GOV OBLIG-Z DTD 01/01/2010 0.000% --	31846V567	351477	475,951.26	1.00	475,951.26	100.00	475,951.26	0.00	1.08
<b>Security Type Sub-Total</b>			<b>475,951.26</b>		<b>475,951.26</b>	<b>100.00</b>	<b>475,951.26</b>	<b>0.00</b>	<b>1.08</b>
<b>Mutual Fund - Bond</b>									
BAIRD CORE PLUS BOND-INST	057071870	7001692	498,082.60	10.88	5,417,435.28	10.22	5,090,404.17	(327,031.11)	11.52
BBH LIMITED DURATION-I	05528X851	7344118	0.03	10.29	0.35	10.46	0.36	0.01	0.00
DOUBLELINE CORE FIX INC-I	258620301	19170004	198,758.86	10.43	2,073,655.07	9.30	1,848,457.37	(225,197.70)	4.18
NYLI MACKAY H/Y CORP BND-R6	56063N881	121732	137,223.22	5.18	711,304.63	5.22	716,305.23	5,000.60	1.62
PGIM TOTAL RETURN BOND-R6	74440B884	168981	343,778.01	13.32	4,577,793.96	12.09	4,156,276.21	(421,517.75)	9.41
VOYA INTERMEDIATE BOND-R6	92913L569	212412	246,679.66	9.83	2,424,347.74	8.80	2,170,781.07	(253,566.67)	4.91
<b>Security Type Sub-Total</b>			<b>1,424,522.39</b>		<b>15,204,537.03</b>	<b>56.09</b>	<b>13,982,224.41</b>	<b>(1,222,312.62)</b>	<b>31.64</b>
<b>Mutual Fund - Equity</b>									
COHEN & STEERS INST RLTY	19247U106	1428049	14,471.75	52.20	755,473.06	50.44	729,955.14	(25,517.92)	1.65
COLUMBIA SMALL CAP GRW-INST3	19765Y340	195897	9,629.50	28.07	270,300.00	28.53	274,729.57	4,429.57	0.62
GLDMN SCHS GQG PRT INTL-INST	38147N293	51973400	36,861.86	19.35	713,335.27	20.81	767,095.32	53,760.05	1.74
HRDNG LVNR INTL EQTY-INST	412295107	175052	19,680.08	28.64	563,700.77	26.01	511,878.88	(51,821.89)	1.16
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	10575468	12,957.31	15.22	197,181.37	16.80	217,682.88	20,501.51	0.49
UNDISC MGRS BEHAV VAL-R6	904504479	1428076	4,861.61	87.23	424,087.81	83.88	407,791.51	(16,296.30)	0.92
<b>Security Type Sub-Total</b>			<b>98,462.11</b>		<b>2,924,078.28</b>	<b>226.47</b>	<b>2,909,133.30</b>	<b>(14,944.98)</b>	<b>6.58</b>
<b>Separate Account</b>									
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	49,980.00	1.00	49,980.00	114.26	57,107.14	7,127.14	0.13
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	21,070.00	1.00	21,070.00	114.26	24,074.58	3,004.58	0.05

## Detail of Securities Held & Market Analytics

For the Month Ending **February 28, 2025**

### SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Separate Account</b>									
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	114.26	51,788.34	6,463.34	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	114.26	51,788.34	6,463.34	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	114.26	51,788.34	6,463.34	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	8,005.07	1.00	8,005.07	114.26	9,146.59	1,141.52	0.02
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	114.26	51,788.34	6,463.34	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	49,000.00	1.00	49,000.00	114.26	55,987.39	6,987.39	0.13
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	114.26	51,788.34	6,463.34	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	49,000.00	1.00	49,000.00	114.26	55,987.39	6,987.39	0.13
BLACKSTONE INFRASTRUCTURE PRTNRS F 2 L. DTD 10/01/2024 0.000% --	BKSTONE63	SA495	900,000.00	1.00	900,000.00	100.00	900,000.00	0.00	2.04
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0090	F_GOLUB	180,000.00	1.00	180,000.00	117.89	212,209.54	32,209.54	0.48
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0090	F_GOLUB	1,127,240.00	1.00	1,127,240.00	117.89	1,328,950.46	201,710.46	3.01
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	80,433.93	1.00	80,433.93	139.08	111,865.87	31,431.94	0.24
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	147,000.00	1.00	147,000.00	139.08	204,444.60	57,444.60	0.46
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	204,378.01	1.00	204,378.01	139.08	284,244.76	79,866.75	0.64
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	130,837.59	1.00	130,837.59	139.08	181,966.25	51,128.66	0.41

## Detail of Securities Held & Market Analytics

For the Month Ending **February 28, 2025**

### SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Separate Account</b>									
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	252,000.00	1.00	252,000.00	139.08	350,476.46	98,476.46	0.79
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	127,930.57	1.00	127,930.57	139.08	177,923.23	49,992.66	0.40
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	145,309.38	1.00	145,309.38	139.08	202,093.32	56,783.94	0.46
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	309,750.00	1.00	309,750.00	139.08	430,793.98	121,043.98	0.98
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	105,000.00	1.00	105,000.00	139.08	146,031.86	41,031.86	0.33
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	180,319.43	1.00	180,319.43	139.08	250,784.58	70,465.15	0.57
<b>Security Type Sub-Total</b>			<b>4,293,878.98</b>		<b>4,293,878.98</b>	<b>2,869.17</b>	<b>5,243,029.70</b>	<b>949,150.72</b>	<b>11.87</b>
<b>Managed Account Sub-Total</b>			<b>6,945,541.74</b>		<b>43,499,924.39</b>	<b>4,881.16</b>	<b>44,177,627.27</b>	<b>677,702.88</b>	<b>100.00</b>
<b>Securities Sub-Total</b>			<b>\$6,945,541.74</b>		<b>\$43,499,924.39</b>	<b>\$4,881.16</b>	<b>\$44,177,627.27</b>	<b>\$677,702.88</b>	<b>100.00%</b>
<b>Accrued Interest</b>							<b>\$0.00</b>		
<b>Total Investments</b>							<b>\$44,177,627.27</b>		



## Portfolio Summary and Statistics

For the Month Ending **February 28, 2025**

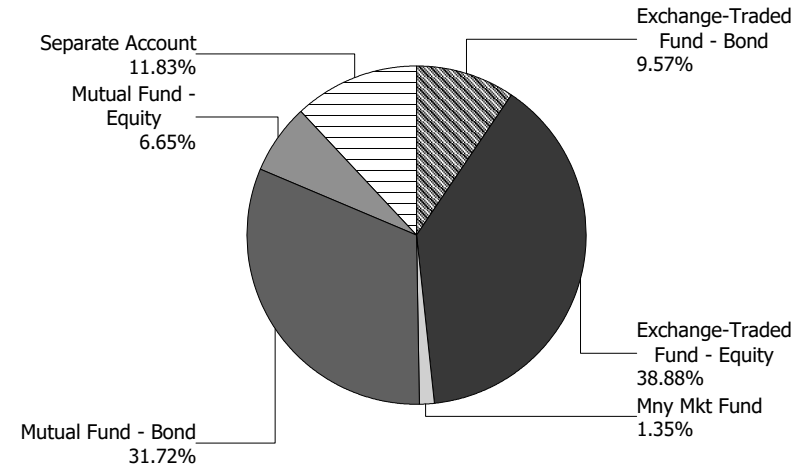
SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [REDACTED]

### Account Summary

Description	Par Value	Market Value	Percent
Separate Account	4,293,878.98	5,243,029.56	11.83
Mutual Fund - Equity	99,146.95	2,948,004.88	6.65
Mutual Fund - Bond	1,431,118.70	14,059,667.84	31.72
Money Market Mutual Fund	600,107.33	600,107.33	1.35
Exchange-Traded Fund - Equity	600,418.00	17,233,964.70	38.88
Exchange-Traded Fund - Bond	49,640.00	4,243,741.85	9.57
<b>Managed Account Sub-Total</b>	<b>7,074,309.96</b>	<b>44,328,516.16</b>	<b>100.00%</b>
Accrued Interest		0.00	
<b>Total Portfolio</b>	<b>7,074,309.96</b>	<b>44,328,516.16</b>	

**Unsettled Trades**                      **0.00**                      **0.00**

### Sector Allocation



## Detail of Securities Held & Market Analytics

For the Month Ending **February 28, 2025**

### SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Exchange-Traded Fund - Bond</b>									
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	1,113.00	61.12	68,026.56	52.70	58,655.10	(9,371.46)	0.13
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	982.00	61.00	59,902.00	52.70	51,751.40	(8,150.60)	0.12
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	633.00	56.98	36,068.34	52.70	33,359.10	(2,709.24)	0.08
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	2,405.00	60.30	145,021.50	52.70	126,743.50	(18,278.00)	0.29
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	631.00	56.68	35,765.08	52.70	33,253.70	(2,511.38)	0.08
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	7,130.00	50.32	358,781.60	52.70	375,751.00	16,969.40	0.85
ISHARES 5-10Y INV GRADE CORP	464288638	11413317	1,779.00	57.66	102,578.92	52.70	93,753.30	(8,825.62)	0.21
ISHARES CORE U.S. AGGREGATE	464287226	8278395	4,049.00	98.87	400,324.63	99.25	401,863.25	1,538.62	0.91
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,317.00	96.40	319,758.80	99.25	329,212.25	9,453.45	0.74
ISHARES CORE U.S. AGGREGATE	464287226	8278395	6,272.00	92.76	581,790.09	99.25	622,496.00	40,705.91	1.40
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,372.00	99.12	334,232.64	99.25	334,671.00	438.36	0.76
ISHARES CORE U.S. AGGREGATE	464287226	8278395	17,957.00	98.64	1,771,278.48	99.25	1,782,232.25	10,953.77	4.02
<b>Security Type Sub-Total</b>			<b>49,640.00</b>		<b>4,213,528.64</b>	<b>865.15</b>	<b>4,243,741.85</b>	<b>30,213.21</b>	<b>9.59</b>
<b>Exchange-Traded Fund - Equity</b>									
SCHWAB US LARGE-CAP ETF	808524201	17333747	501,560.00	22.54	11,306,834.27	23.51	11,791,675.60	484,841.33	26.60
VANGUARD FTSE DEVELOPED ETF	921943858	12373850	2,211.00	42.17	93,237.87	51.07	112,915.77	19,677.90	0.25
VANGUARD FTSE DEVELOPED ETF	921943858	12373850	4,430.00	49.80	220,614.00	51.07	226,240.10	5,626.10	0.51
VANGUARD FTSE DEVELOPED ETF	921943858	12373850	6,915.00	38.85	268,647.75	51.07	353,149.05	84,501.30	0.80
VANGUARD FTSE DEVELOPED ETF	921943858	12373850	2,614.00	37.16	97,136.24	51.07	133,496.98	36,360.74	0.30
VANGUARD FTSE DEVELOPED ETF	921943858	12373850	44,356.00	52.35	2,322,027.73	51.07	2,265,260.92	(56,766.81)	5.11
VANGUARD FTSE DEVELOPED ETF	921943858	12373850	2,484.00	39.67	98,540.28	51.07	126,857.88	28,317.60	0.29
VANGUARD TOTAL INTL STOCK	921909768	23836382	1,375.00	54.44	74,855.00	62.05	85,318.75	10,463.75	0.19
VANGUARD TOTAL INTL STOCK	921909768	23836382	2,469.00	56.19	138,733.11	62.05	153,201.45	14,468.34	0.35
VANGUARD TOTAL INTL STOCK	921909768	23836382	2,875.00	51.81	148,953.46	62.05	178,393.75	29,440.29	0.40
VANGUARD TOTAL INTL STOCK	921909768	23836382	2,470.00	56.52	139,604.40	62.05	153,263.50	13,659.10	0.35
VANGUARD TOTAL INTL STOCK	921909768	23836382	16,886.00	47.86	808,160.58	62.05	1,047,776.30	239,615.72	2.36
VANGUARD TOTAL INTL STOCK	921909768	23836382	6,003.00	61.64	370,024.92	62.05	372,486.15	2,461.23	0.84
VANGUARD TOTAL INTL STOCK	921909768	23836382	3,770.00	52.06	196,266.20	62.05	233,928.50	37,662.30	0.53

## Detail of Securities Held & Market Analytics

For the Month Ending **February 28, 2025**

### SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Security Type Sub-Total</b>			<b>600,418.00</b>		<b>16,283,635.81</b>	<b>764.28</b>	<b>17,233,964.70</b>	<b>950,328.89</b>	<b>38.88</b>

#### Money Market Mutual Fund

FIRST AM GOV OBLIG-Z DTD 01/01/2010 0.000% --	31846V567	351477	600,107.33	1.00	600,107.33	100.00	600,107.33	0.00	1.35
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<b>Security Type Sub-Total</b>			<b>600,107.33</b>		<b>600,107.33</b>	<b>100.00</b>	<b>600,107.33</b>	<b>0.00</b>	<b>1.35</b>
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#### Mutual Fund - Bond

BAIRD CORE PLUS BOND-INST	057071870	7001692	502,313.23	10.87	5,458,331.00	10.22	5,133,641.27	(324,689.73)	11.56
BBH LIMITED DURATION-I	05528X851	7344118	0.03	10.29	0.35	10.46	0.36	0.01	0.00
DOUBLELINE CORE FIX INC-I	258620301	19170004	198,273.14	10.43	2,068,715.14	9.30	1,843,940.21	(224,774.93)	4.16
NYLI MACKAY H/Y CORP BND-R6	56063N881	121732	136,860.22	5.18	709,257.99	5.22	714,410.36	5,152.37	1.61
PGIM TOTAL RETURN BOND-R6	74440B884	168981	347,526.27	13.29	4,619,208.07	12.09	4,201,592.60	(417,615.47)	9.48
VOYA INTERMEDIATE BOND-R6	92913L569	212412	246,145.80	9.83	2,418,711.17	8.80	2,166,083.04	(252,628.13)	4.89

<b>Security Type Sub-Total</b>			<b>1,431,118.70</b>		<b>15,274,223.72</b>	<b>56.09</b>	<b>14,059,667.84</b>	<b>(1,214,555.88)</b>	<b>31.72</b>
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#### Mutual Fund - Equity

COHEN & STEERS INST RLTY	19247U106	1428049	15,436.53	52.20	805,837.92	50.44	778,618.79	(27,219.13)	1.76
COLUMBIA SMALL CAP GRW-INST3	19765Y340	195897	9,529.75	28.07	267,500.00	28.53	271,883.68	4,383.68	0.61
GLDMN SCHS GQG PRT INTL-INST	38147N293	51973400	36,802.24	19.35	712,235.01	20.81	765,854.57	53,619.56	1.73
HRDNG LVNR INTL EQTY-INST	412295107	175052	19,647.37	28.63	562,530.78	26.01	511,028.09	(51,502.69)	1.15
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	10575468	12,919.82	15.22	196,610.96	16.80	217,053.04	20,442.08	0.49
UNDISC MGRS BEHAV VAL-R6	904504479	1428076	4,811.24	87.23	419,694.20	83.88	403,566.71	(16,127.49)	0.91

<b>Security Type Sub-Total</b>			<b>99,146.95</b>		<b>2,964,408.87</b>	<b>226.47</b>	<b>2,948,004.88</b>	<b>(16,403.99)</b>	<b>6.65</b>
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#### Separate Account

ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	114.26	51,788.32	6,463.32	0.11
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	49,000.00	1.00	49,000.00	114.26	55,987.38	6,987.38	0.13

## Detail of Securities Held & Market Analytics

For the Month Ending **February 28, 2025**

### SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Separate Account</b>									
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	49,980.00	1.00	49,980.00	114.26	57,107.13	7,127.13	0.13
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	21,070.00	1.00	21,070.00	114.26	24,074.57	3,004.57	0.05
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	114.26	51,788.32	6,463.32	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	114.26	51,788.32	6,463.32	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	49,000.00	1.00	49,000.00	114.26	55,987.38	6,987.38	0.13
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	8,005.07	1.00	8,005.07	114.26	9,146.59	1,141.52	0.02
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	114.26	51,788.32	6,463.32	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	114.26	51,788.32	6,463.32	0.12
BLACKSTONE INFRASTRUCTURE PRTNRS F 2 L. DTD 10/01/2024 0.000% --	BKSTONE64	SA496	900,000.00	1.00	900,000.00	100.00	900,000.00	0.00	2.03
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0091	F_GOLUB	1,127,240.00	1.00	1,127,240.00	117.89	1,328,950.46	201,710.46	3.00
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0091	F_GOLUB	180,000.00	1.00	180,000.00	117.89	212,209.54	32,209.54	0.48
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	80,433.93	1.00	80,433.93	139.08	111,865.87	31,431.94	0.25
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	127,930.57	1.00	127,930.57	139.08	177,923.23	49,992.66	0.40
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	105,000.00	1.00	105,000.00	139.08	146,031.86	41,031.86	0.33
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	130,837.59	1.00	130,837.59	139.08	181,966.25	51,128.66	0.41



## Detail of Securities Held & Market Analytics

For the Month Ending **February 28, 2025**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
<b>Separate Account</b>									
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	145,309.38	1.00	145,309.38	139.08	202,093.32	56,783.94	0.46
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	147,000.00	1.00	147,000.00	139.08	204,444.60	57,444.60	0.46
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	309,750.00	1.00	309,750.00	139.08	430,793.98	121,043.98	0.97
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	180,319.43	1.00	180,319.43	139.08	250,784.58	70,465.15	0.57
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	204,378.01	1.00	204,378.01	139.08	284,244.76	79,866.75	0.64
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	252,000.00	1.00	252,000.00	139.08	350,476.46	98,476.46	0.79
<b>Security Type Sub-Total</b>			<b>4,293,878.98</b>		<b>4,293,878.98</b>	<b>2,869.17</b>	<b>5,243,029.56</b>	<b>949,150.58</b>	<b>11.84</b>
<b>Managed Account Sub-Total</b>			<b>7,074,309.96</b>		<b>43,629,783.35</b>	<b>4,881.16</b>	<b>44,328,516.16</b>	<b>698,732.81</b>	<b>100.03</b>
<b>Securities Sub-Total</b>			<b>\$7,074,309.96</b>		<b>\$43,629,783.35</b>	<b>\$4,881.16</b>	<b>\$44,328,516.16</b>	<b>\$698,732.81</b>	<b>100.03%</b>
<b>Accrued Interest</b>							<b>\$0.00</b>		
<b>Total Investments</b>							<b>\$44,328,516.16</b>		

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

DATE: April 23, 2025

**APPROVE**

TO: Finance/Audit Committee  
 Board of Directors

RE: Acceptance of Ridership Report for February 2025

Summary:

Monthly Ridership			Monthly Variance	
	Feb-25	Feb-24	Net	Percent
Fixed Route	225,019	224,338	681	0.3%
SunRide	2,122	1,788	334	18.9%
Taxi Voucher*	82	191	(109)	(57.1%)
SunDial	8,955	9,695	(700)	(7.2%)
<b>Total</b>	<b>236,178</b>	<b>236,012</b>	<b>206</b>	<b>0.1%</b>

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

Yearly Ridership	
<b>Fiscal Year 2024</b>	1,891,274
<b>Fiscal Year 2023</b>	1,777,754
<b>Ridership Increase</b>	<b>113,520</b>

Fiscal year to date system ridership increased by 113,520 rides or 6.39% compared to the previous fiscal year. The baseline of the attached COVID-19 Recovery chart is calendar year 2020, this allows a comparison of three (3) years.

Recommendation:

Approve.

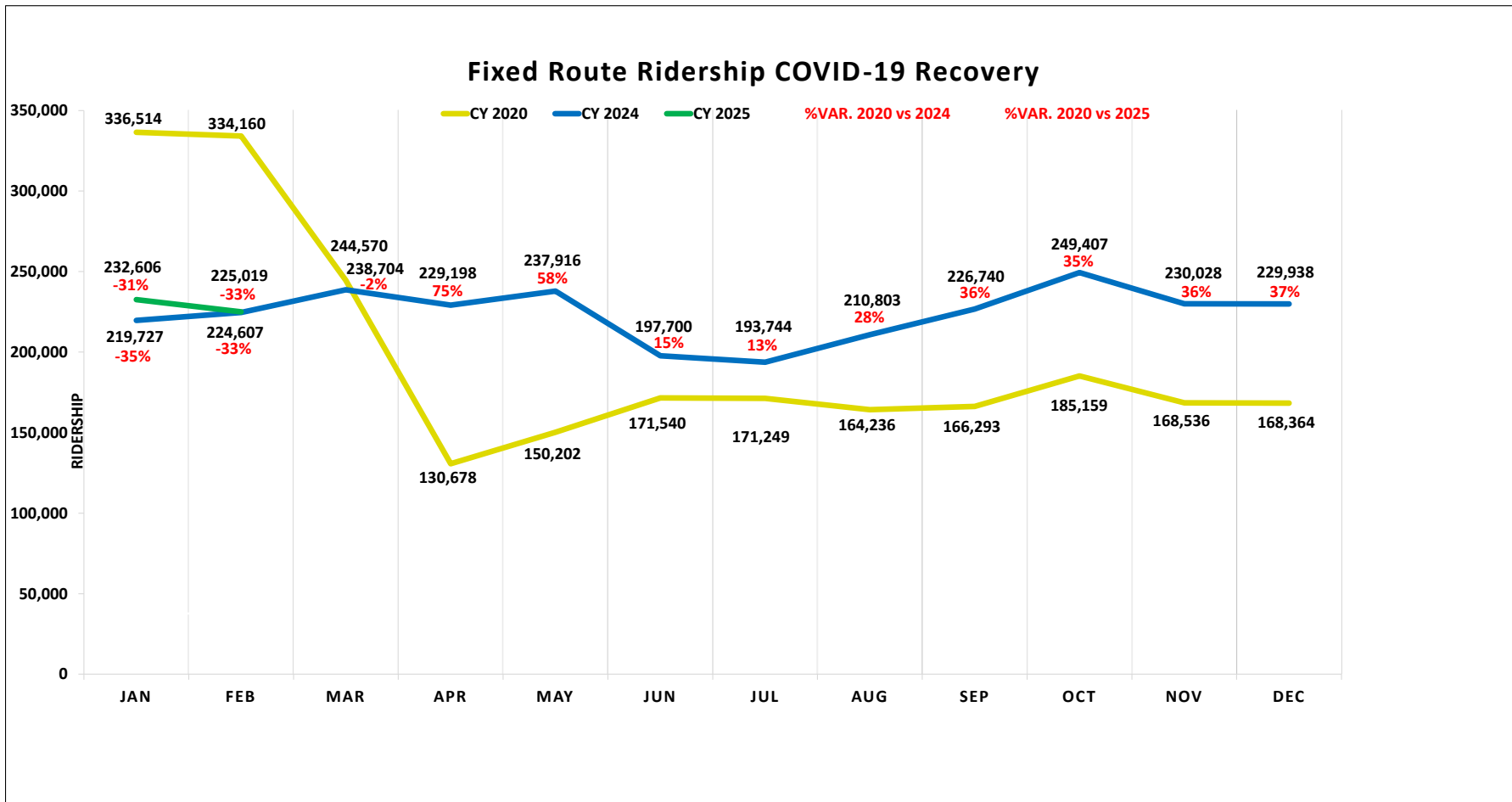


## SunLine Transit Agency Monthly Ridership Report February 2025

Fixed Route		FY 2025	FY 2024	Monthly KPI					
		Feb 2025	Feb 2024	YTD	YTD	Passengers/ Rev. Hours	Passengers/ Rev. Miles	Bikes	Wheelchairs
								Monthly	FYTD
								FYTD	Monthly
								Monthly	FYTD
Route 1EV	Coachella - Hwy 111 - Palm Desert Mall	49,530	51,558	390,437	389,709	19.8	1.6	1,809	14,542
Route 1WV	Palm Springs - Hwy 111 - Palm Desert Mall	37,694	35,810	311,074	293,723	15.7	1.3	1,052	10,700
Route 2	Desert Hot Springs - Palm Springs - Cathedral City	59,953	60,528	513,178	474,137	18.7	1.4	1,855	13,626
Route 3	Desert Hot Springs - Desert Edge	7,211	8,456	62,155	54,522	10.1	0.6	205	2,208
Route 4	Westfield Palm Desert - Palm Springs	19,395	20,061	158,185	143,409	11.3	0.8	585	4,333
Route 5	Desert Hot Springs - CSUSB - Palm Desert	2,765	2,923	20,485	12,294	5.5	0.3	44	634
Route 6	Coachella - Fred Waring - Westfield Palm Desert	4,975	4,020	35,265	22,594	8.5	0.6	132	1,228
Route 7	Bermuda Dunes - Indian Wells - La Quinta	8,078	8,152	60,581	60,241	9.6	0.7	341	2,697
Route 8	North Indio - Coachella -Thermal/Mecca	16,198	16,273	129,007	118,610	10.7	0.7	489	3,447
Route 9	North Shore - Mecca - Oasis	4,925	5,163	34,838	36,238	7.6	0.3	63	600
Route 10	Indio - CSUSB - San Bernardino - Metrolink	3,983	3,731	26,751	22,952	19.6	0.2	15	2,039
Route 200 SB	Palm Springs High School AM Tripper	209	201	1,269	1,411	14	0.7	6	-
Route 400 SB	Raymond Cree / Palm Springs HS Tripper	-	-	-	-	-	-	-	-
Route 401 SB	Palm Canyon / Stevens AM Tripper	-	-	-	-	-	-	-	-
Route 402 NB	Palm Canyon / Stevens AM Tripper	-	-	-	-	-	-	-	-
Route 403 NB	Vista Chino /Sunrise PM Tripper	-	-	-	-	-	-	-	-
Route 500 SB	Westfield Palm Desert PM Tripper	226	290	1,076	1,724	10	1.5	2	2
Route 501 NB	Palm Desert High School AM Tripper	-	-	-	-	-	-	-	-
Route 700 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo AM Tripper	440	267	2,055	2,289	16	1.0	5	-
Route 701 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo PM Tripper	992	659	6,584	5,666	92	6.1	20	-
Route 800 NB	Shadow Hills High School AM Tripper	4,534	1,963	23,654	12,666	218	10.8	5	-
Route 801 SB	Jackson / 44th PM Tripper	3,911	2,718	16,945	16,486	164	9.6	1	-
Route 802 SB	Hwy 111 / Golf Center Pkwy PM Tripper	-	413	1,977	3,607	14	0.7	-	-
Route 803 NB	Shadow Hills High School AM Tripper	-	1,153	2,965	9,724	33	1.6	-	-
Fixed Route Total		225,019	224,338	1,798,481	1,682,001	14.7	1.0	6,592	56,093
SunRide		2,122	1,788	17,010	14,398				
Taxi Voucher		82	191	1,194	1,471				
SunDial		8,955	9,695	74,589	79,884	1.8	0.1		
System Total		236,178	236,012	1,891,274	1,777,754	11.2	0.8		
		Feb-25	Feb-24						
Weekdays:		20	21						
Saturdays:		4	4						
Sundays:		4	4						
Total Days:		28	29						

Haul Pass COD contributed with 8,356 rides, CSUSB with 2,592 rides.

Mobile Ticketing contributed with 47,614 rides, the total for September 2024 includes 76 paratransit mobile tickets.

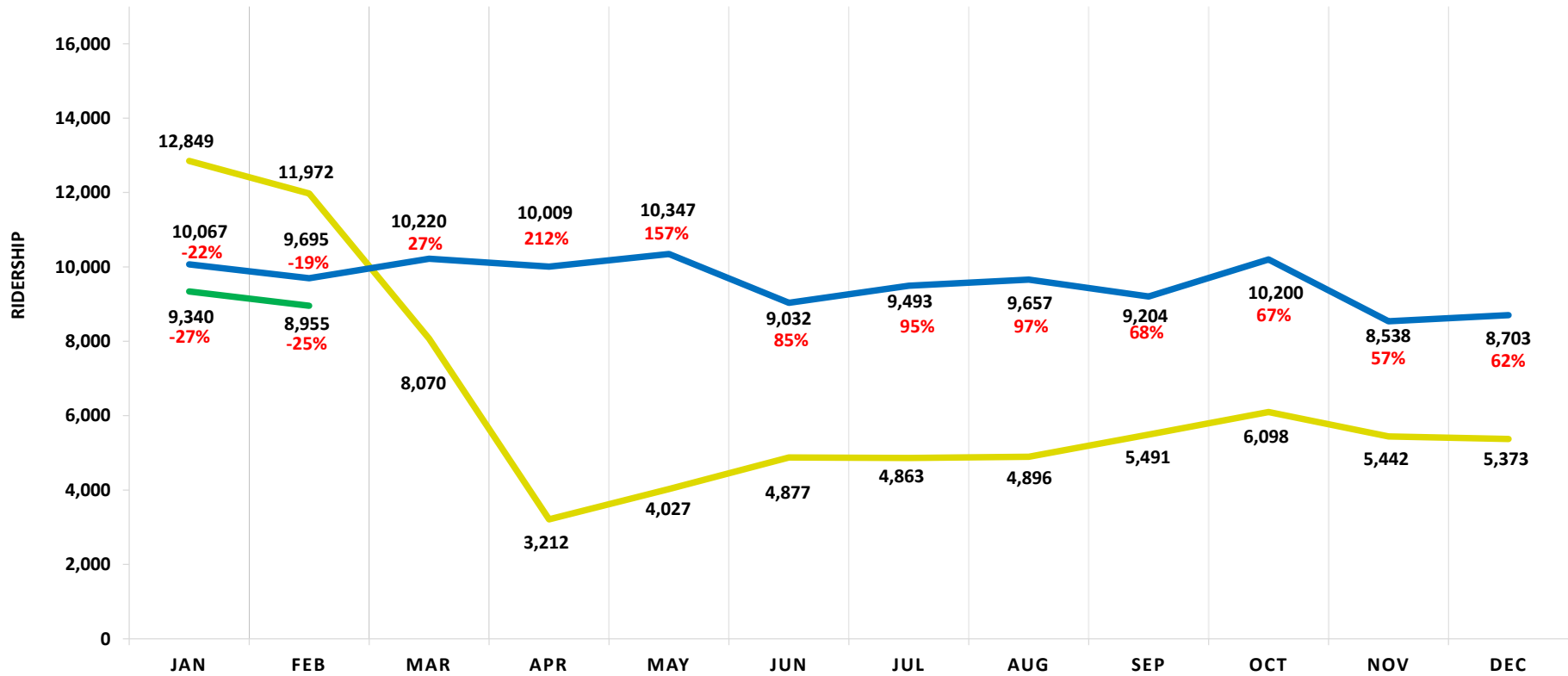


The COVID-19 pandemic caused a major national and global disruption with closures of businesses, schools and entertainment venues due to the implementation of national and statewide public health policies. Variances are in red close to their corresponding ridership number. 2024 and 2025 are referring to the baseline of 2020. CY 2020 will remain on the chart since it is the baseline needed to compare ridership recovery for CY 2024 & CY 2025. CY 2021 - CY 2023 have been removed to reflect the two (2) most recent years in recovery.



## Paratransit Ridership COVID-19 Recovery

— CY 2020   
 — CY 2024   
 — CY 2025   
 %VAR. 2020 vs 2024   
 %VAR. 2020 vs 2025



The COVID-19 pandemic caused a major national and global disruption with closures of businesses, schools and entertainment venues due to the implementation of national and statewide public health policies. Variances are in red close to their corresponding ridership number. 2024 and 2025 are referring to the baseline of 2020.

CY 2020 will remain on the chart since it is the baseline needed to compare ridership recovery for CY 2024 & CY 2025. CY 2021 - CY 2023 have been removed to reflect the two (2) most recent years in recovery.

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

DATE: April 23, 2025

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

RE: Acceptance of SunDial Operational Notes for February 2025

Summary:

The attached report summarizes SunDial's operation for the month of February 2025. This report identifies that for the month of February, the on-time performance for SunDial met the internal service goal of 85% which is comparable to the fixed route service goal. The on-time performance for the month of February was 94.2%.

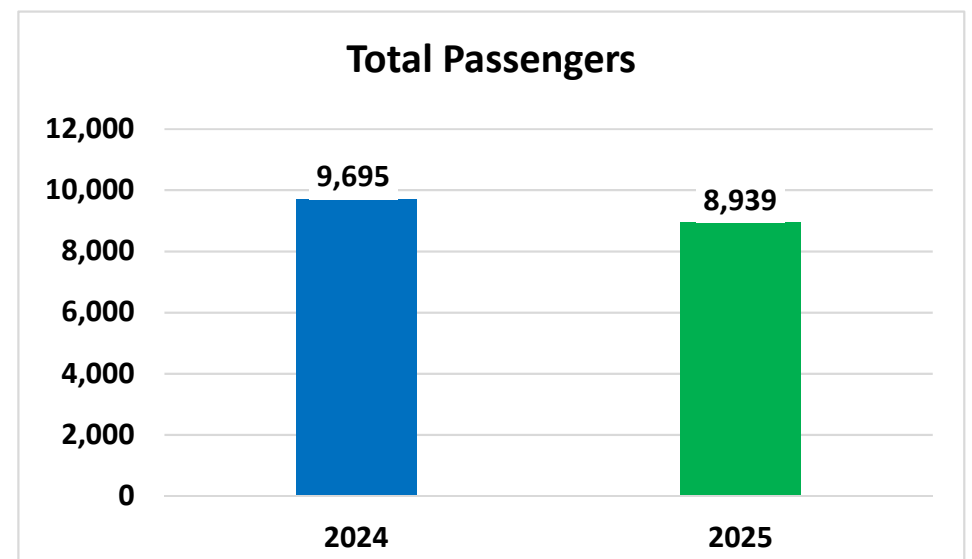
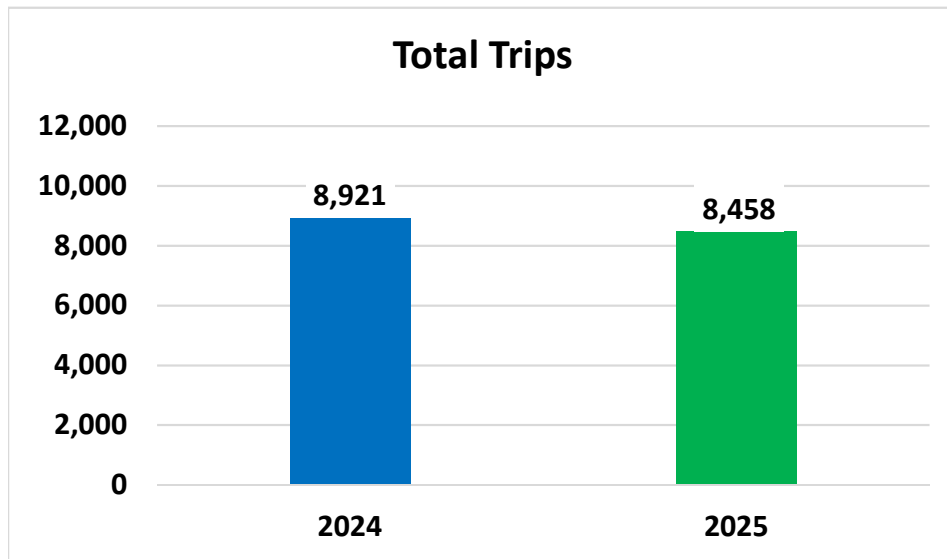
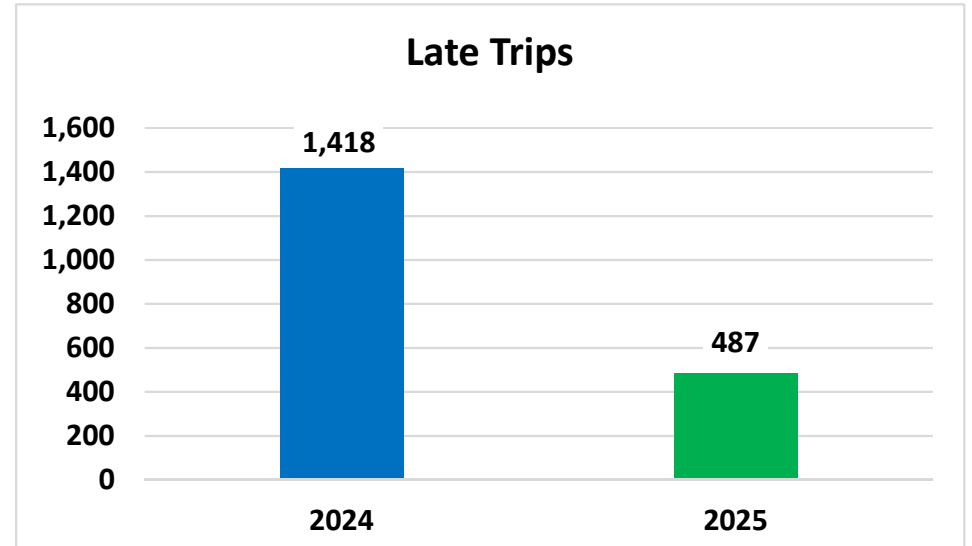
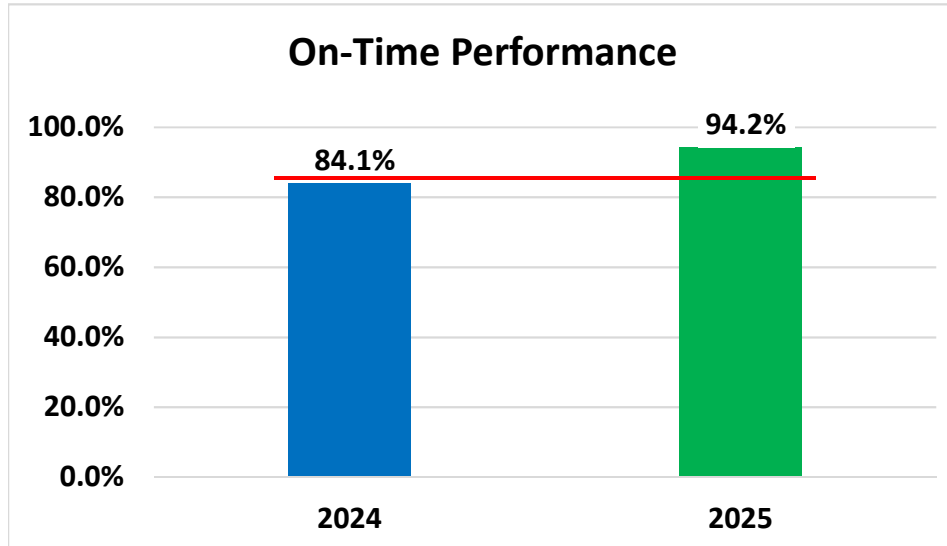
Fiscal-year-to-date, SunDial has maintained an on-time performance of 90.7%. Total vehicle miles for February 2025 increased by 778 compared to February 2024. Total trips for the month of February were 8,458. When compared to February 2024, this is a decrease of 463 trips or 5.1%.

The total number of passengers for the month of February 2025 where 8,939, which is a decrease of 756 passengers or 7.7% when compared to February 2024. Mobility device boardings for February 2025 increased by 14 or 1.1% when compared to February 2024. During this month, the field supervisors conducted a total of 82 onboard inspections and 81 safety evaluations, which included pre-trip inspections and trailing evaluations. The supervisors have exceeded their monthly on-board evaluations goal of 60 by 12, which is a decrease of 3.5% when compared to February 2024. Similarly, they have also exceeded their safety evaluations goal of 60 by 11, which is a decrease of 3.5% when compared to February 2024.

Recommendation:

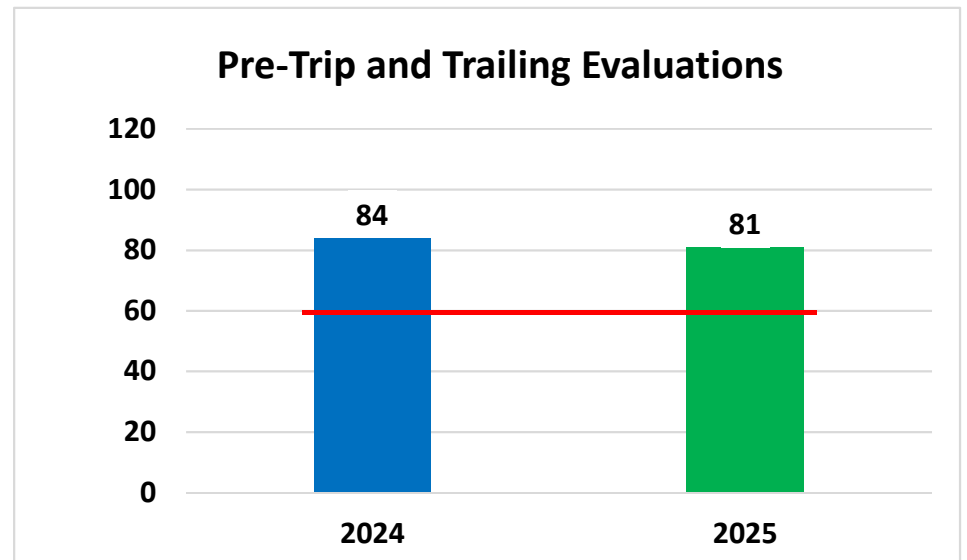
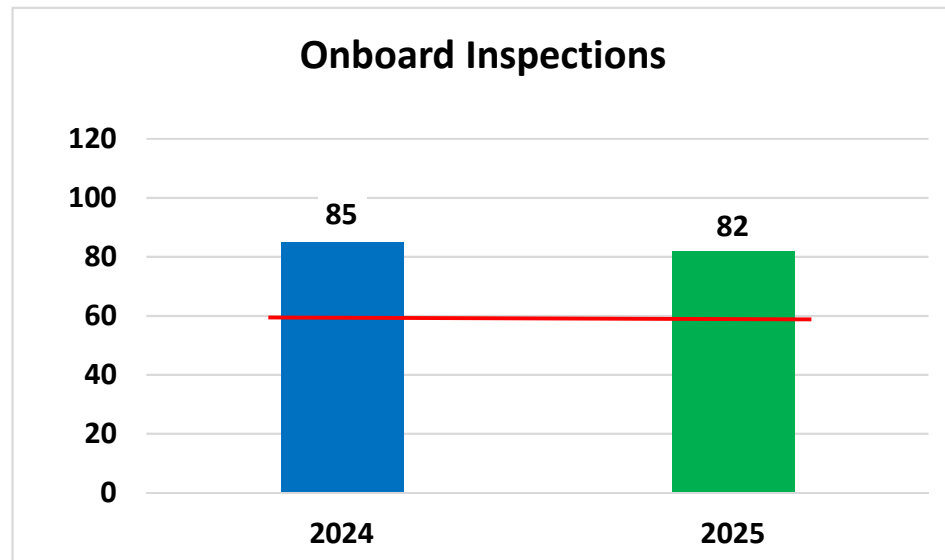
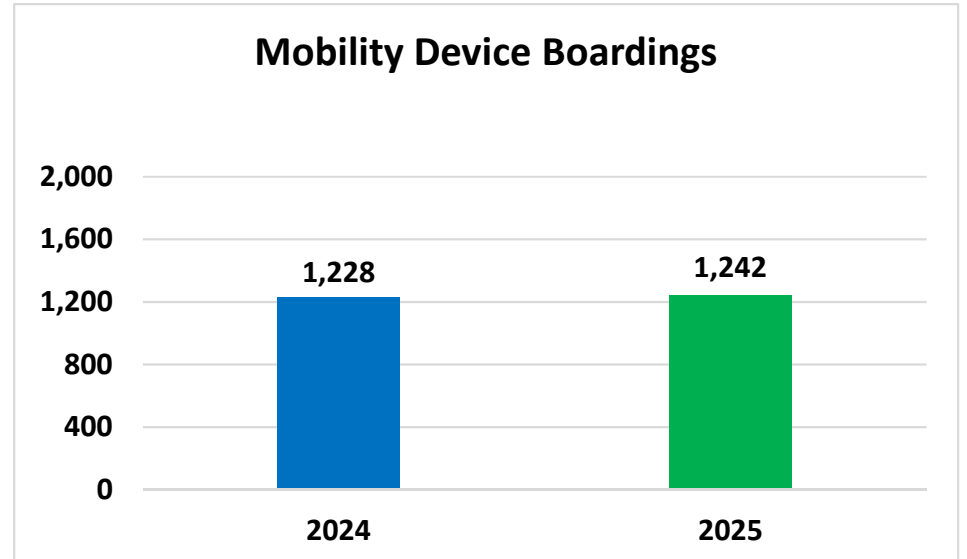
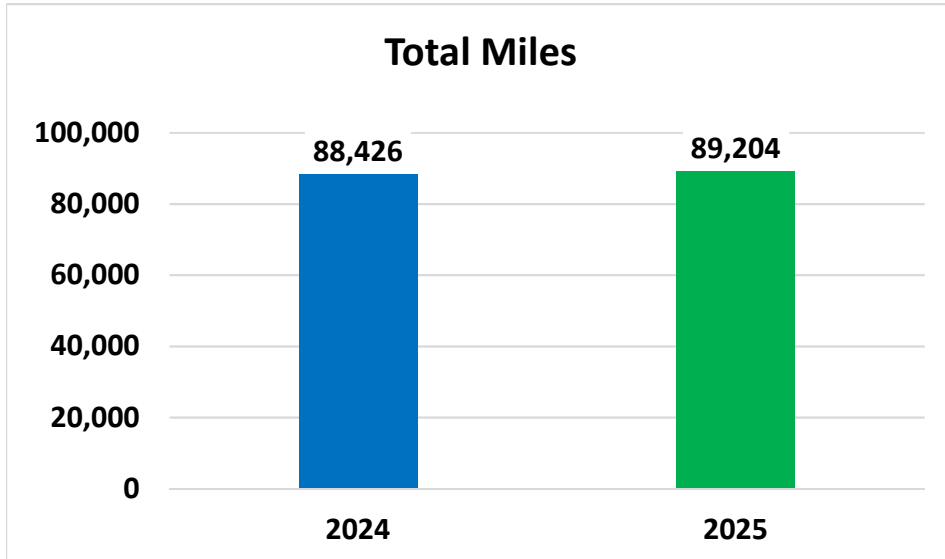
Approve.

## Paratransit Operational Charts February 2024 vs. February 2025



## Paratransit Operational Charts

### February 2024 vs. February 2025



## SunLine Transit Agency

### CONSENT CALENDAR

DATE: April 23, 2025

**APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Metrics for February 2025

#### Summary:

The metrics packet includes data highlighting on-time performance, early departures, late departures, late cancellations, operator absences, fixed route customer complaints, paratransit customer complaints, advertising revenue, and system performance. SunRide performance includes system-wide metrics, trip booking method and geo-fence metrics for Desert Hot Springs/Desert Edge, Palm Desert, Coachella, Mecca/North Shore, Indio, Cathedral City, La Quinta and Palm Springs. Included in this packet is ridership data for the mobile ticketing usage of the Token Transit application and the Haul Pass programs with the various High Schools in the Coachella Valley, College of the Desert (COD) and California State University San Bernardino (CSUSB) Palm Desert Campus.

#### SunRide

- Systemwide Ridership: In February, there were 2,122 trips taken by 2,276 passengers—reflecting a 20% increase compared to February 2024.
- Indio: Recorded 500 trips by 528 passengers, marking a 54% increase in ridership from February 2024.
- Mecca/North Shore: Ridership continues to improve, with February 2025 showing a 90% increase over 2024. A total of 115 trips were taken by 135 passengers, with 42% of all trips occurring between 10:00 AM and 2:00 PM—when fixed route is not in service.
- Palm Desert: Recorded 706 trips by 740 passengers in February, a 30% increase from February 2024.

#### Fixed Route

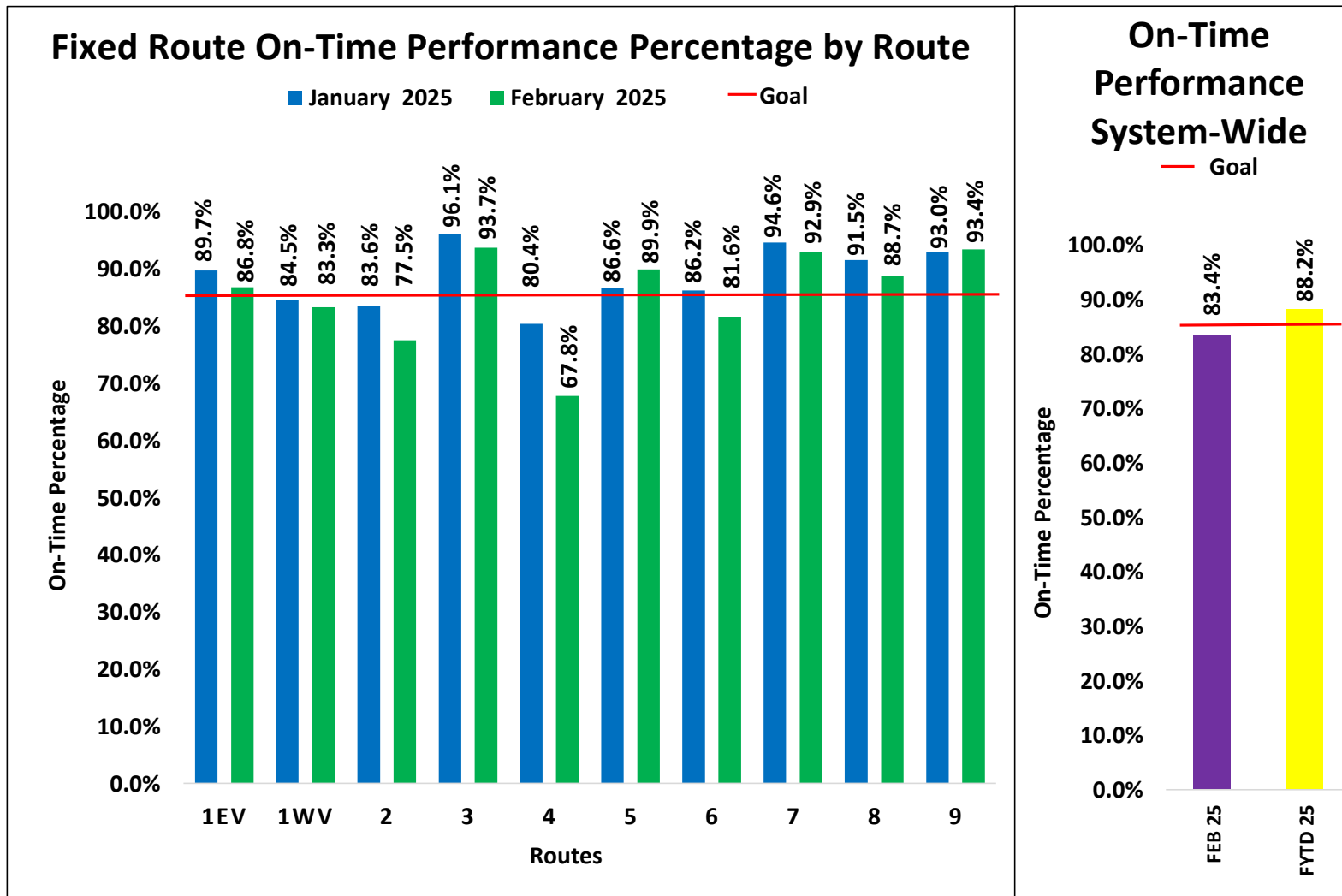
- Fixed route's on-time performance decreased by 4.4% from 87.8% in January 2025 to 83.4% in February 2025. In February, the agency did not exceed the service standard goal of 85%.



- Route 1WV did not meet its service standard goal for February due to traffic and operators leaving early from the Palm Canyon and Baristo timepoint in Palm Springs.
  - This Palm Canyon and Baristo timepoint was newly added during the January 2025 service bid and operators are getting accustomed to the change.
- Routes 2 and 4 did not meet their service standard goal for February due to road work on Vista Chino at Sunrise and inclement weather on Gene Autry, which caused detours and road closures.
- Route 6 did not meet its service standard goal, primarily due to delays caused by heavy traffic on Route 5, which interlines with Route 6 during peak hours. These delays were further impacted by road closures on the west side of the valley due to inclement weather.
- Early departures decreased by 0.1% in February 2025 compared to the previous month. However, Route 1WV saw an increase due to operator error, which management have taken corrective actions.
- Late departures increased by 4.5% in February 2025 compared to the previous month.
- For the month of February 2025, 22% of SunLine's fixed route operator workforce was absent when compared to February 2024 at 22%.
- For the month of February 2025, workforce was at a total of 129 operators when compared to February 2024 at 144 operators.

Recommendation:

Approve.



On-Time: When a trip departs a timepoint within a range of zero (0) minutes early to five (5) minutes late.

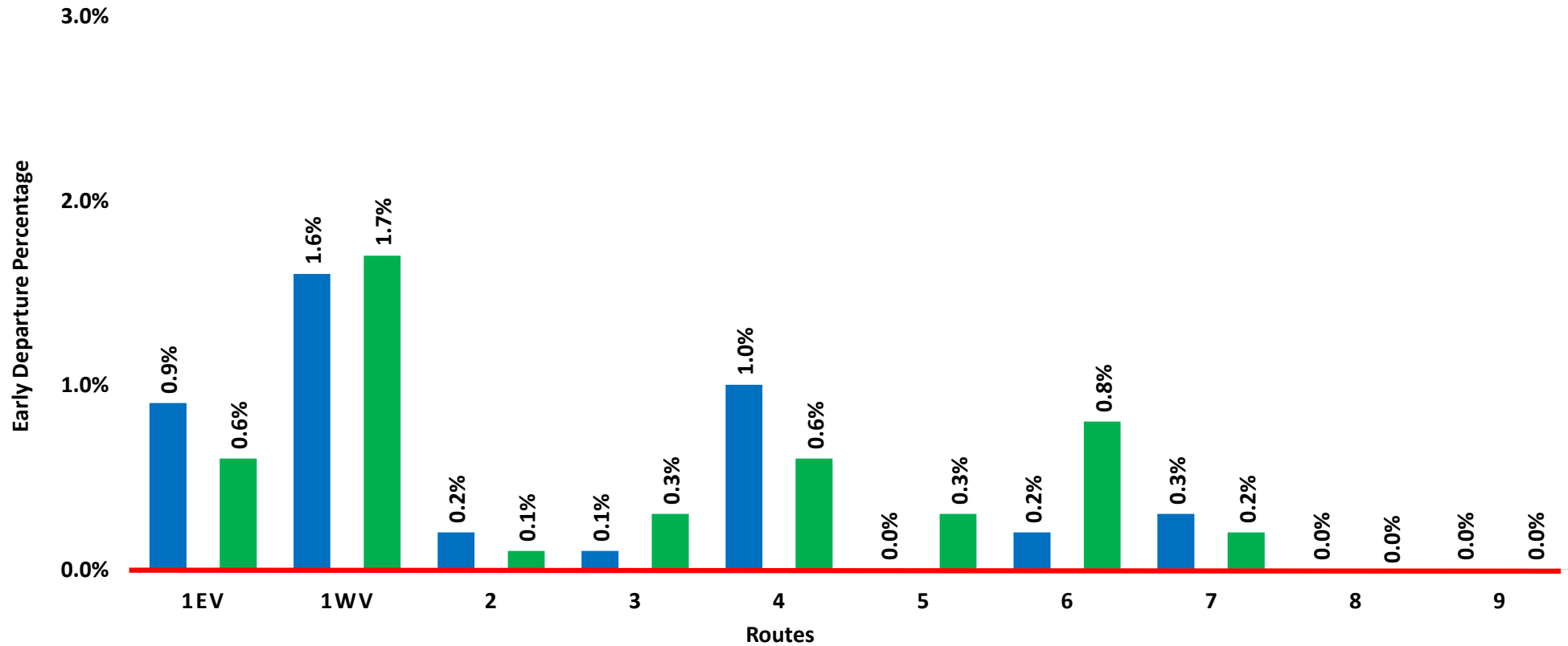
Goal: Minimum target for On-Time Performance is 85%.

Note: For the month of February 2025, the Agency's on-time performance was at 83.4%, when compared to February 2024 at 90.3%. This is a decrease of 6.9%.

## Fixed Route Early Departure Percentage by Route

■ January 2025

■ February 2025

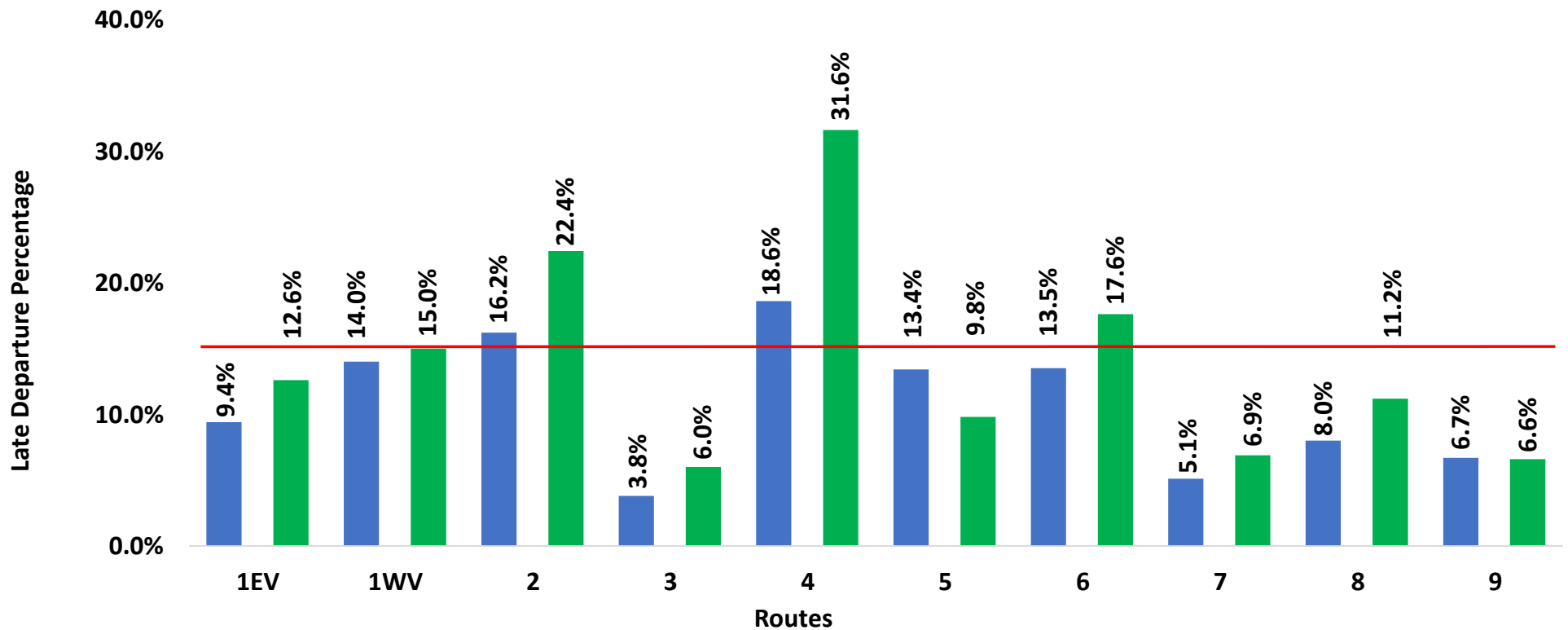


Early Departure: When a bus leaves a timepoint ahead of the scheduled departure time.

Goal: To reduce early departures to 0%.

## Fixed Route Late Departure Percentage by Route

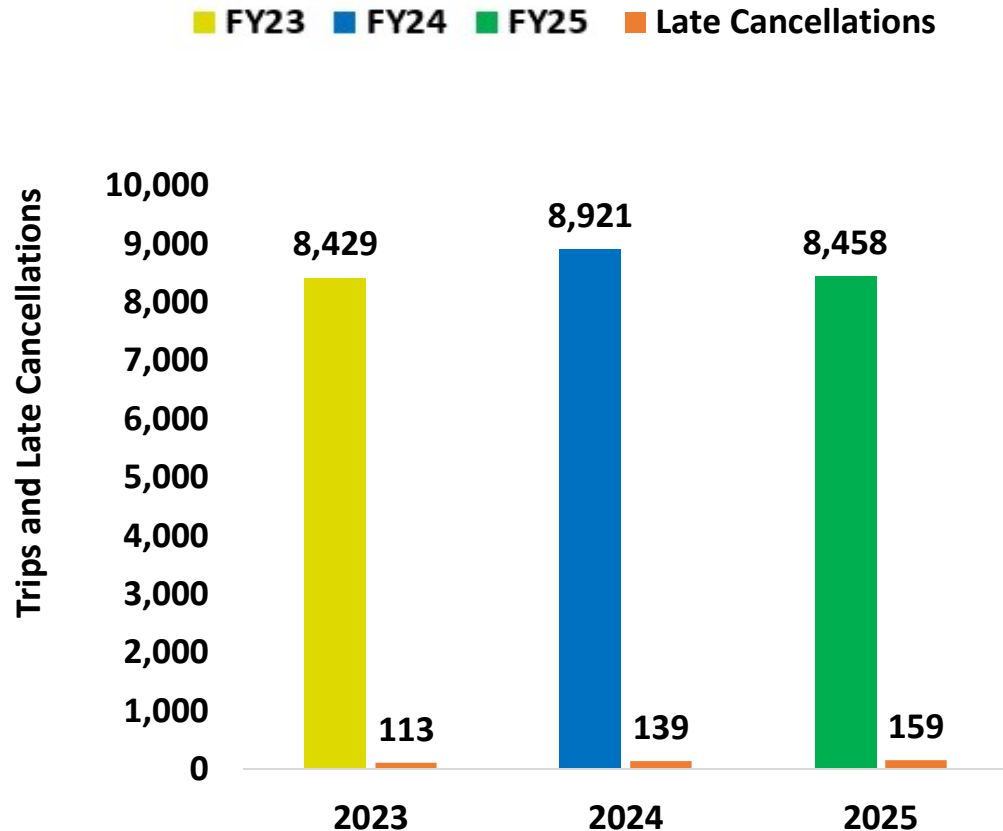
■ January2025   ■ February2025   — Goal



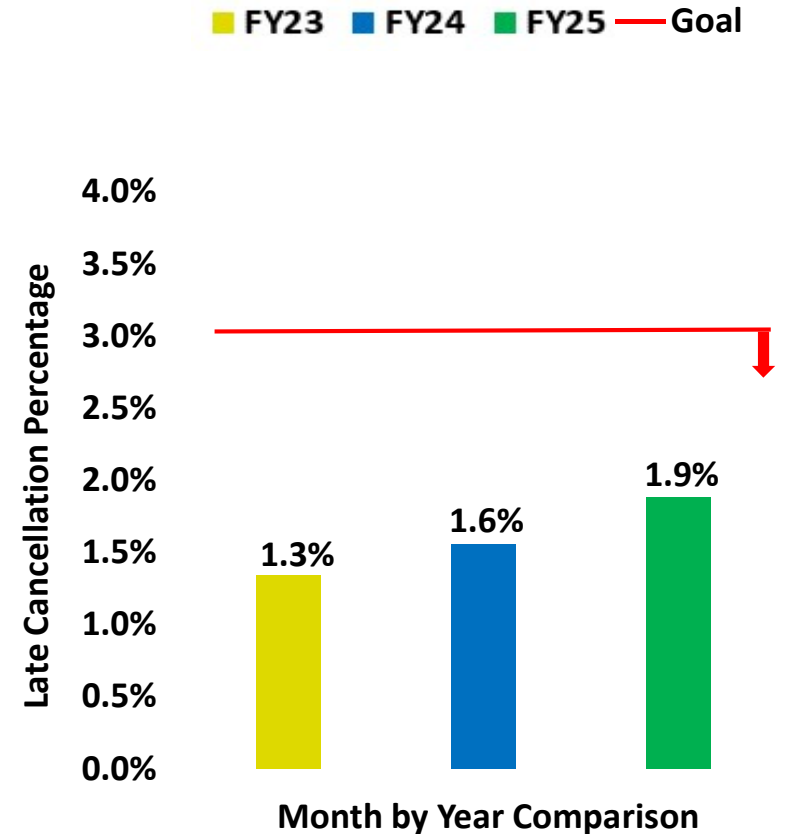
Late Departure: When a bus leaves a timepoint after the scheduled departure time and the route is running late with a departure greater than five (5) minutes.

Goal: To ensure late departures remain below 15%.

## Paratransit Total Trips vs. Late Cancellations February



## Late Cancellations by Percentage



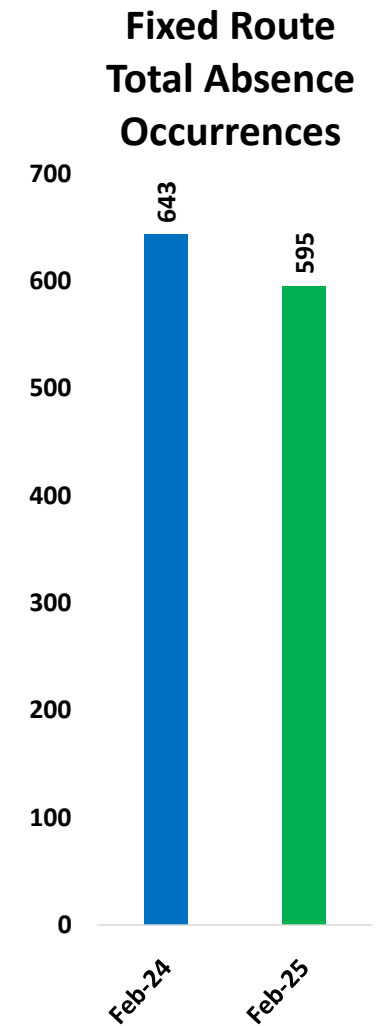
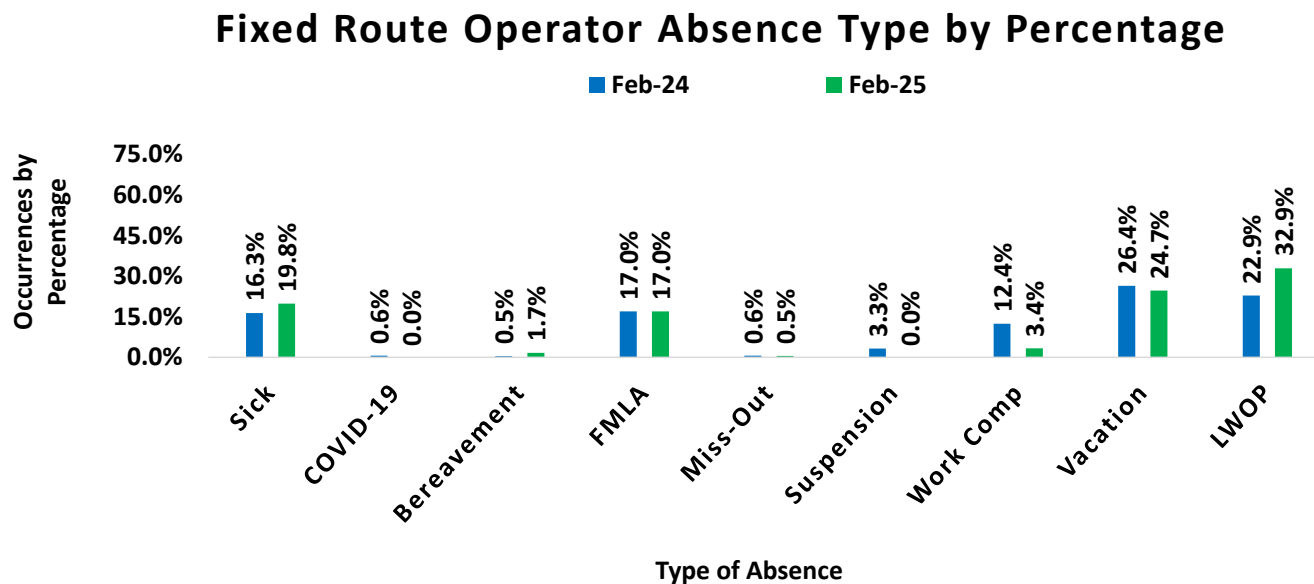
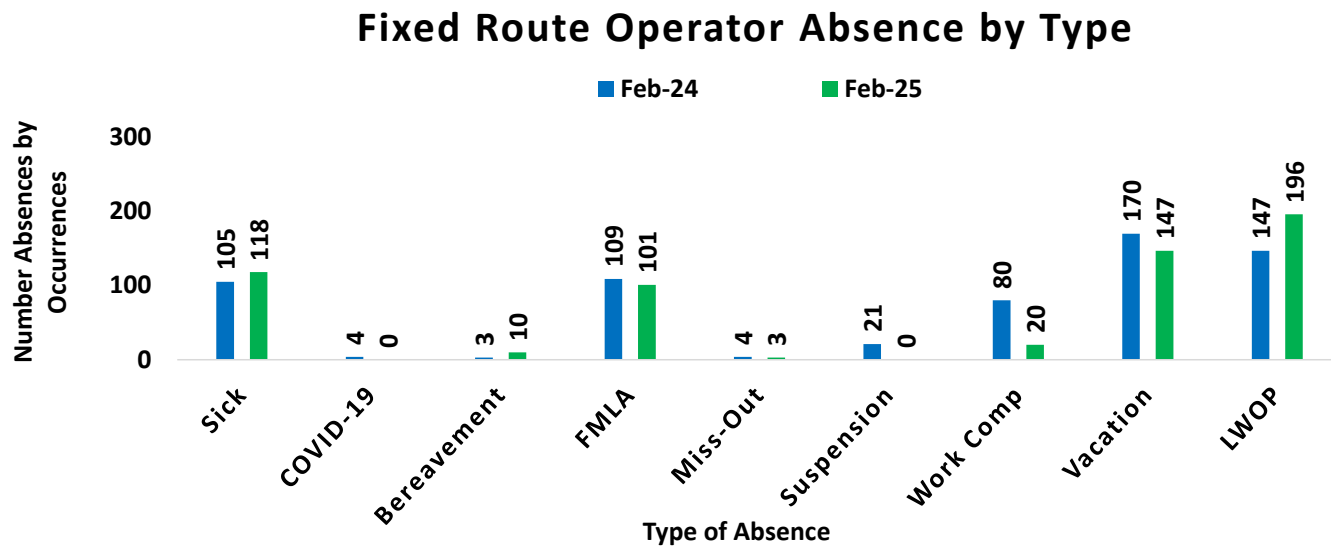
Trip: A one-way trip booked by the rider. A round trip is counted as two (2) trips.

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

Goal for Late Cancellations: 3% or below.

Total Trips: Total one-way trips completed.



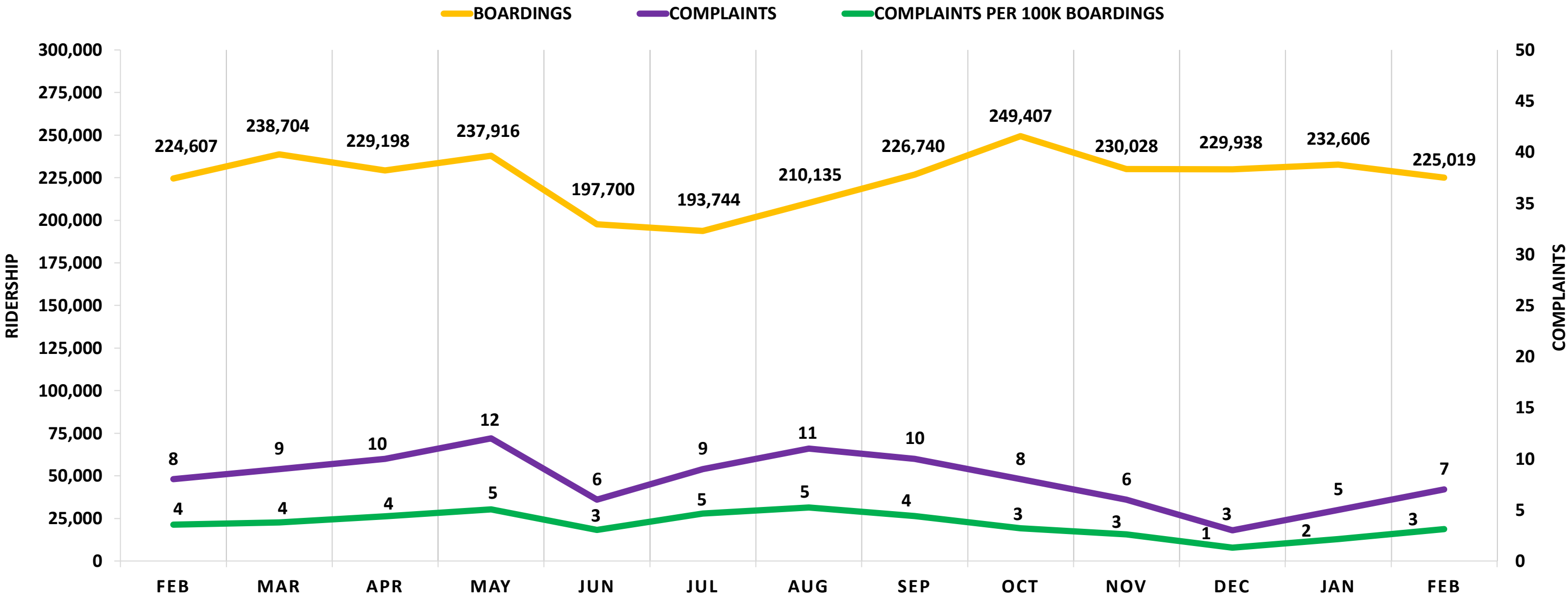


This chart includes unplanned/unscheduled and COVID-19 absences for Fixed Route drivers.

For the month of February 2025, 22% of SunLine's fixed route operator workforce was absent when compared to February 2024 at 22%.

For the month of February 2025, workforce was at a total of 129 operators when compared to February 2024 at 144 operators.

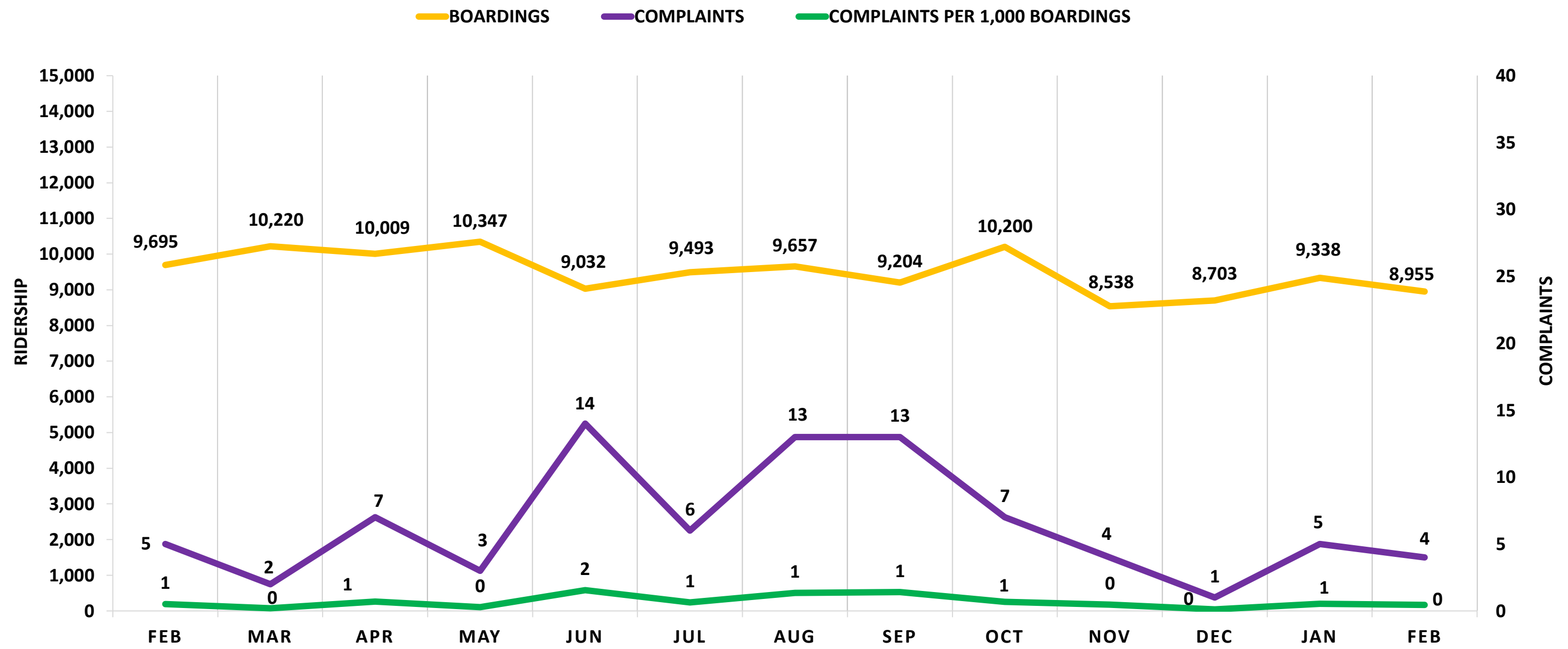
# Fixed Route Customer Complaints February 2024 to February 2025



This chart represents the number of boardings and total valid complaints, as well as the number of valid complaints per 100,000 boardings for the fixed route system.

For the month of February, 99.9% of our total boardings did not receive a complaint.

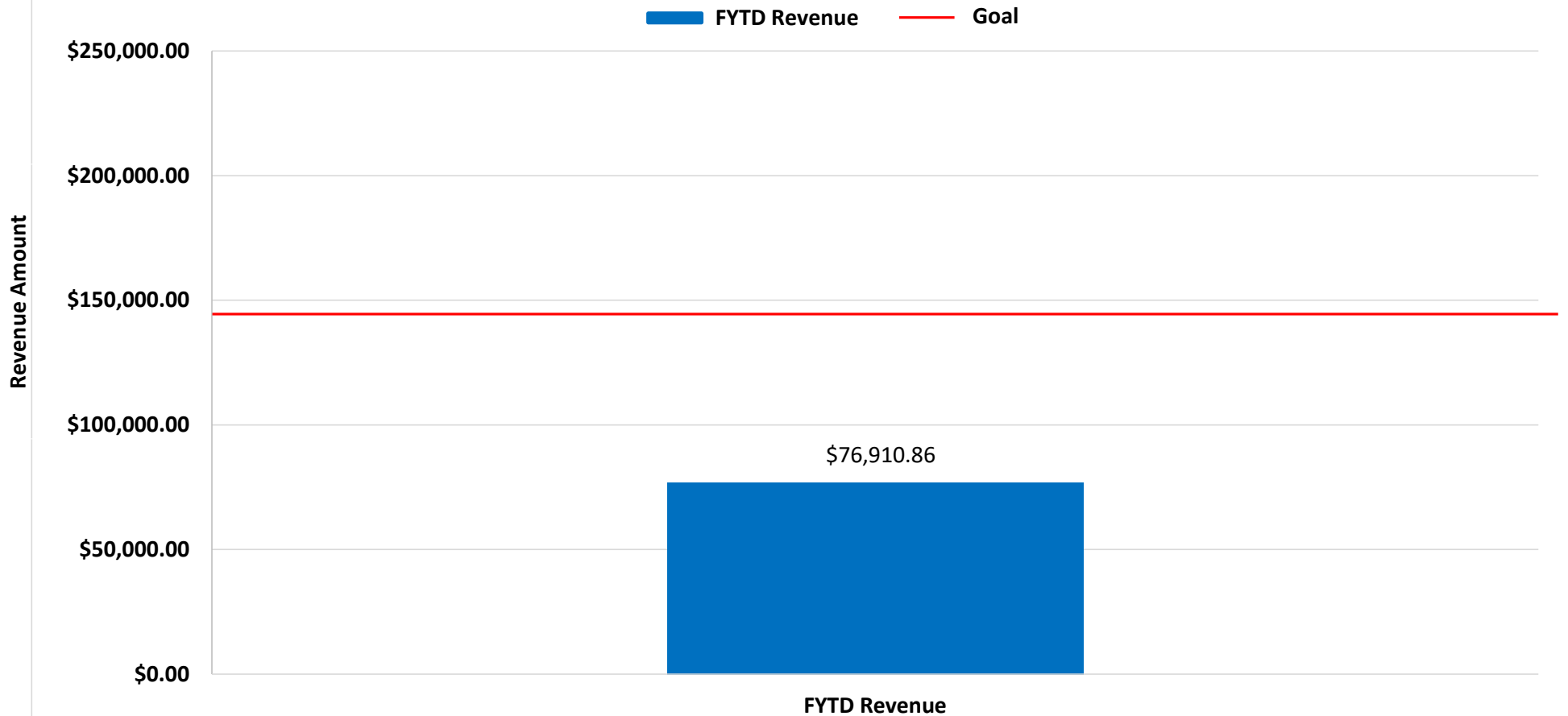
# Paratransit Customer Complaints February 2024 to February 2025



This chart represents the total number of boardings and valid complaints, as well as the number of valid complaints per 1,000 boardings for the paratransit service.

For the month of February, 99.96% of our total boardings did not receive a complaint.

### Advertising Revenue FYTD Revenue vs. Yearly Goal February 2025

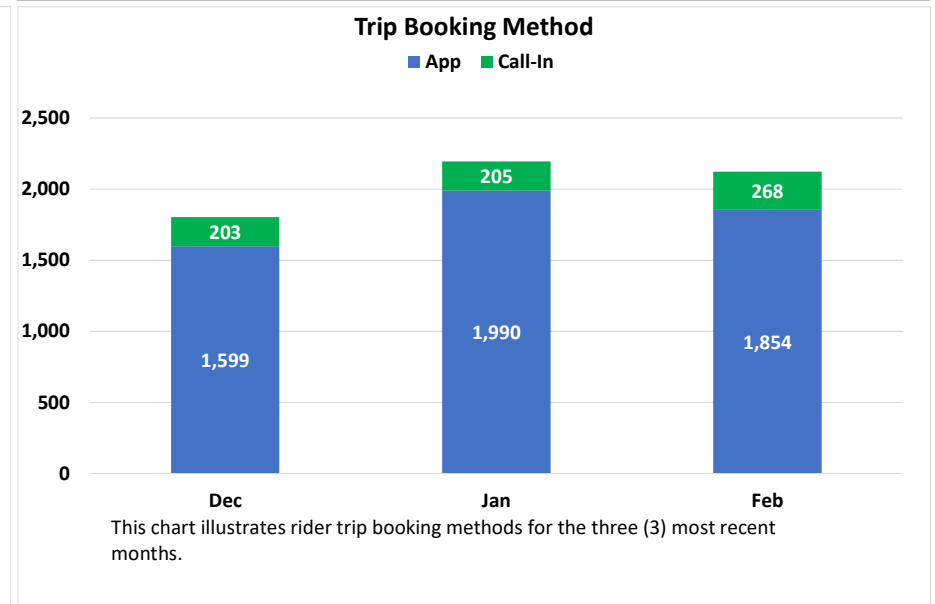
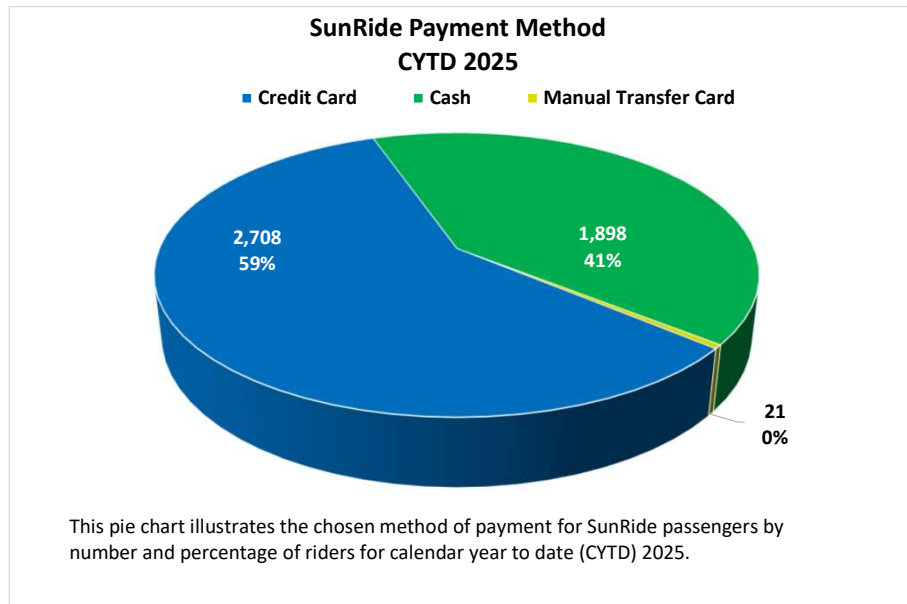
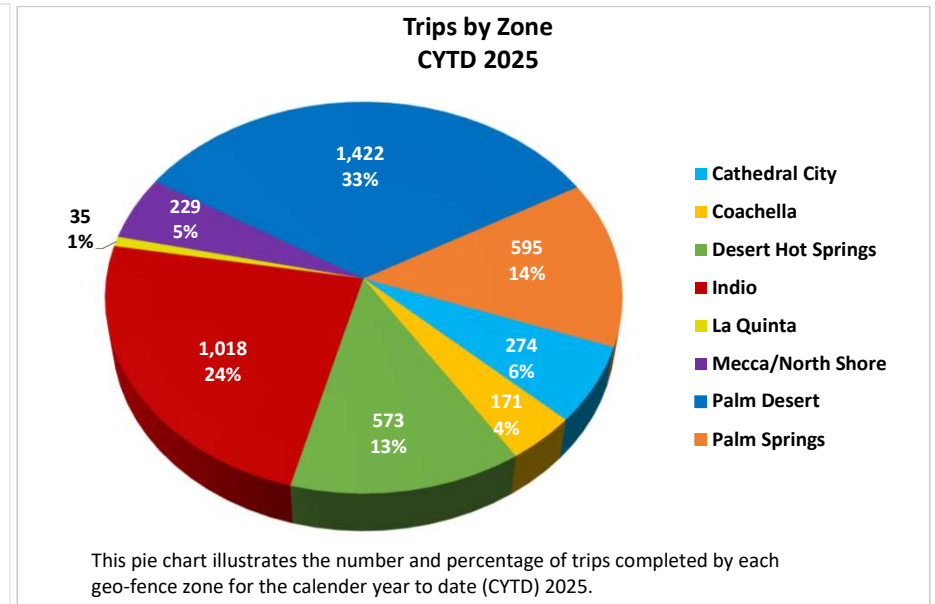
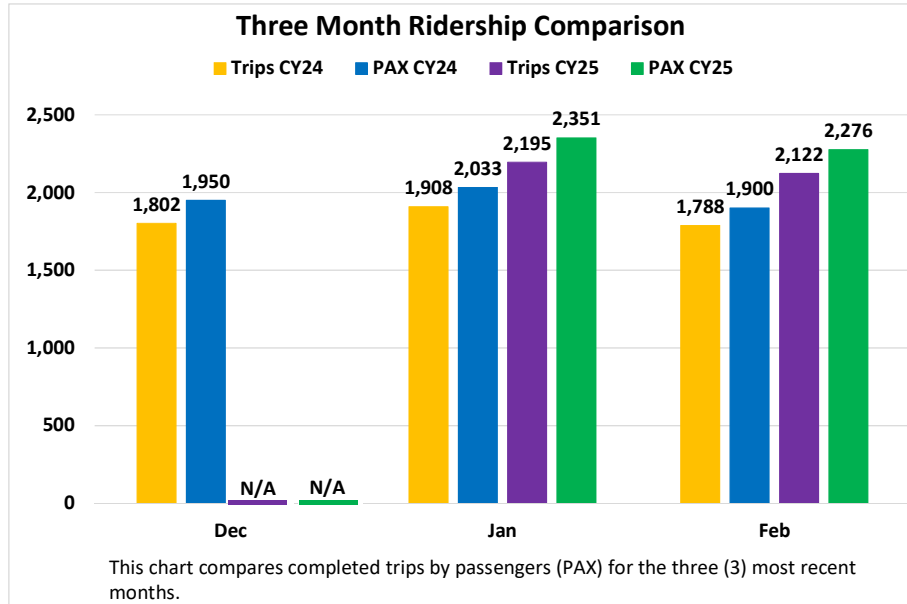


Advertising revenue tracks revenue of invoiced contracts for bus shelter and bus wrap advertising. The graph tracks FYTD revenue versus our yearly goal. The yearly goal for FY25 is \$150,000 (*advertising revenues follow Finance Department reporting from the previous two (2) months*).

## SunRide System-Wide Metrics CYTD 2025

**Total Completed Trips: 4,317**

**Total Number of Passengers: 4,627**



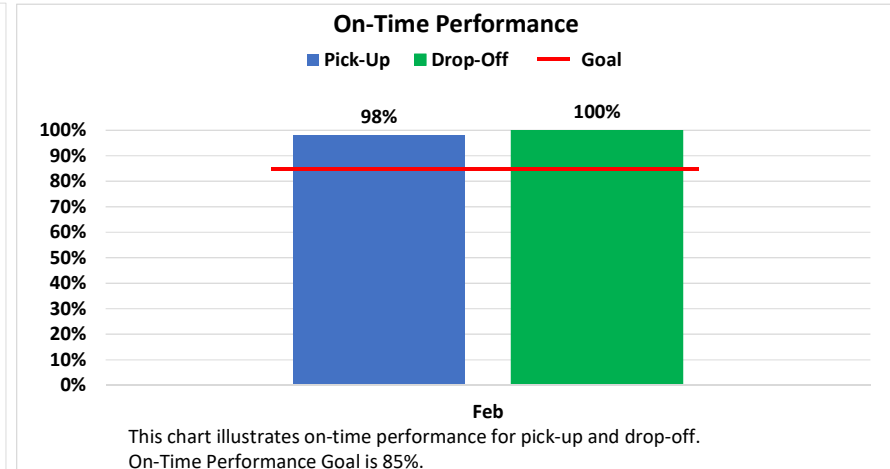
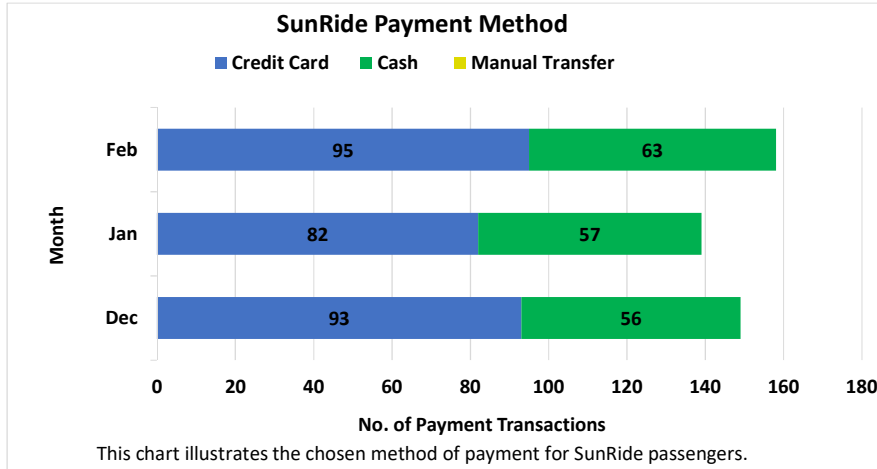
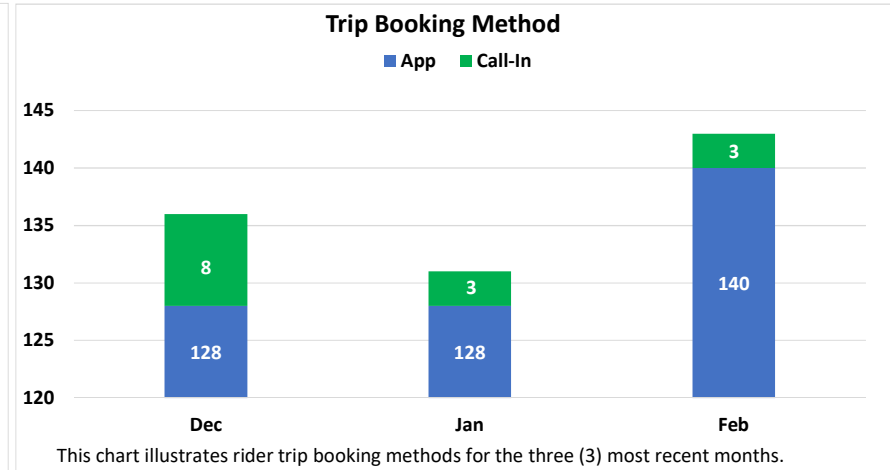
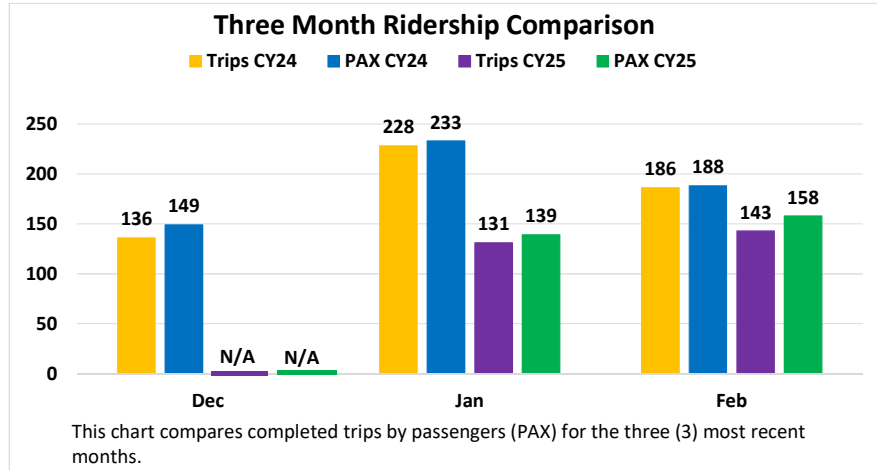
**Percentage of Trips System-wide as Ridesharing: 34%.**  
[Based on No. of Shared Rides for the month (721) divided by Total Trips Completed (2,122)].



## Cathedral City Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 274**

**Total Number of Passengers: 297**



**Percentage of Trips as Ridesharing: Six (6) percent.**  
 [Based on No. of Shared Rides for the month (8) divided by Total Trips Completed (143).]

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

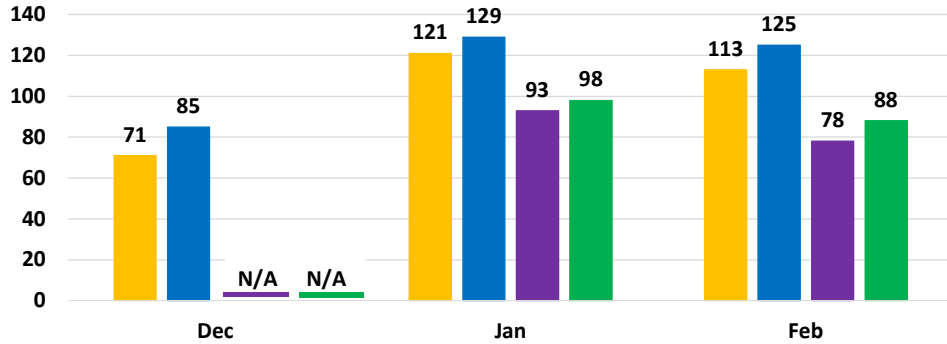


## Coachella Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 171**

### Three Month Ridership Comparison

Trips CY24 PAX CY24 Trips CY25 PAX CY25

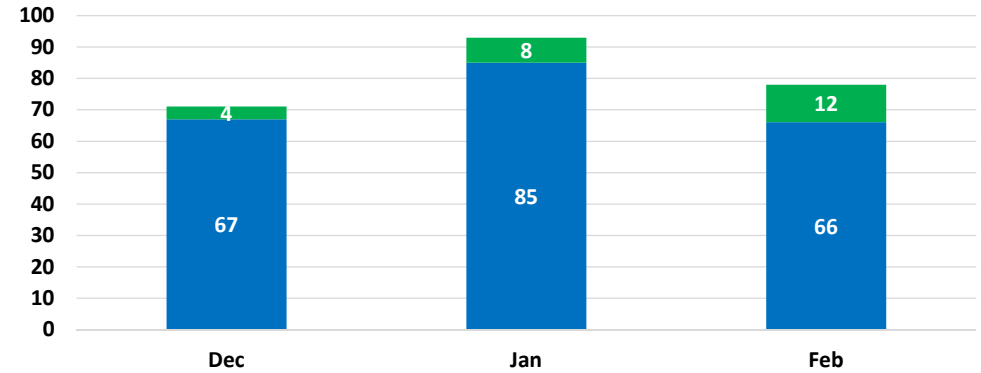


This chart compares completed trips by passengers (PAX) for the three (3) most recent months.

**Total Number of Passengers: 186**

### Trip Booking Method

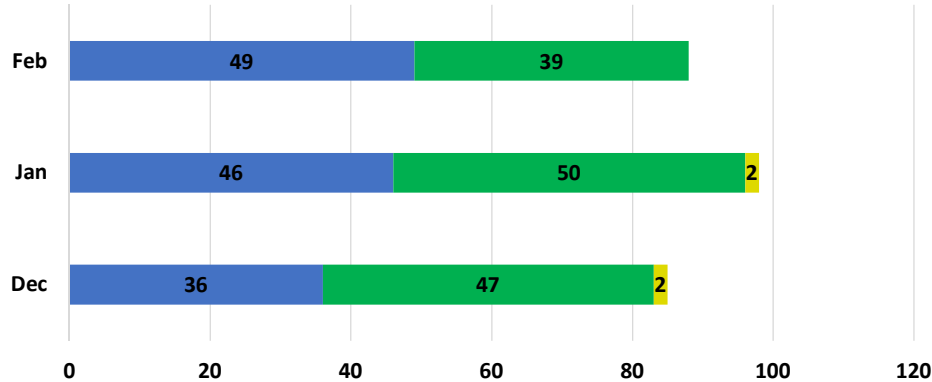
App Call-In



This chart illustrates rider trip booking methods for the three (3) most recent months.

### SunRide Payment Method

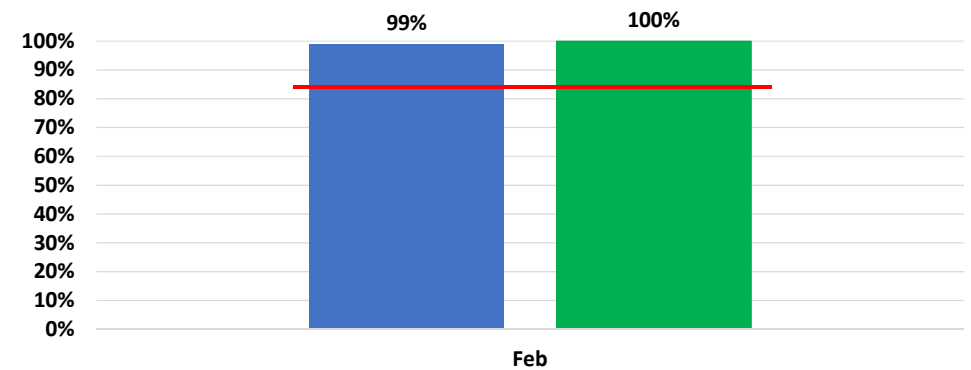
Credit Card Cash Manual Transfer



This chart illustrates the chosen method of payment for SunRide passengers.

### On-Time Performance

Pick-Up Drop-Off Goal



This chart illustrates on-time performance for pick-up and drop-off.  
On-Time Performance Goal is 85%.



**Combined Zone: Coachella-Indio-LaQuinta**

**Percentage of Trips as Ridesharing: 28%.**

[Based on No. of Shared Rides for the month (184) divided by Total Trips Completed (666).]

**Customer Satisfaction Rating**

Avg. rider trip rating: 4.9

Goal: 4.5

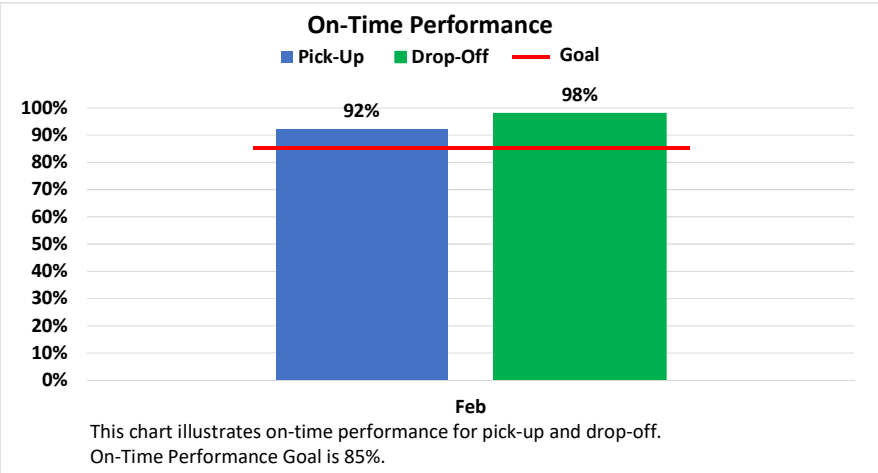
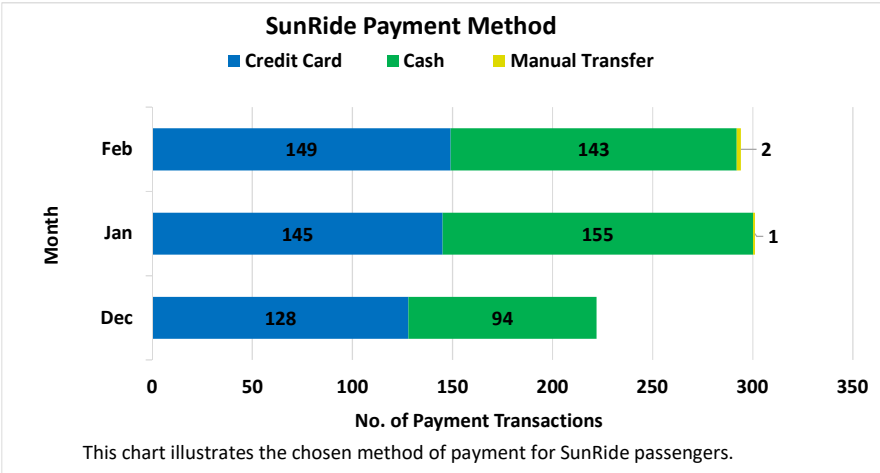
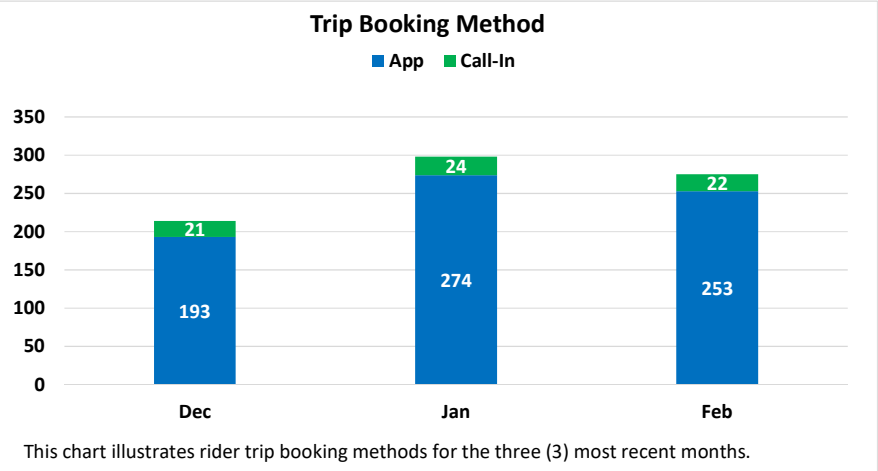
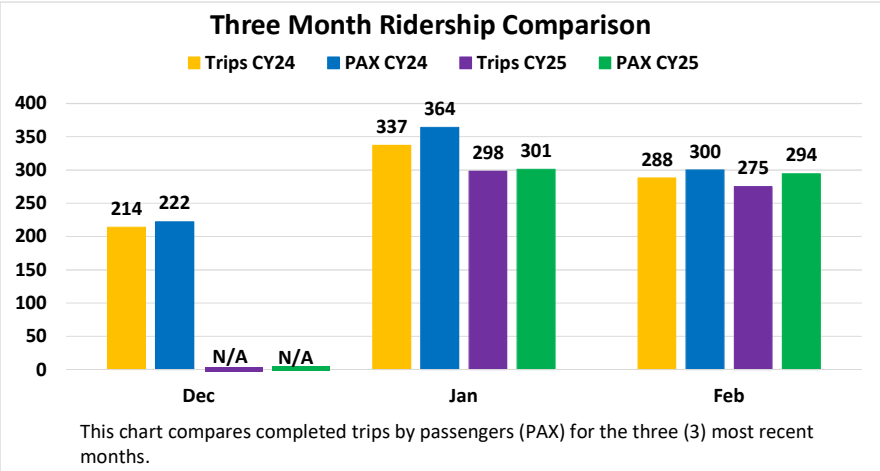


**EXCEEDS GOAL!**

Desert Hot Springs/Desert Edge Geo-Fence Metrics  
CYTD 2025

Total Completed Trips: 573

Total Number of Passengers: 595



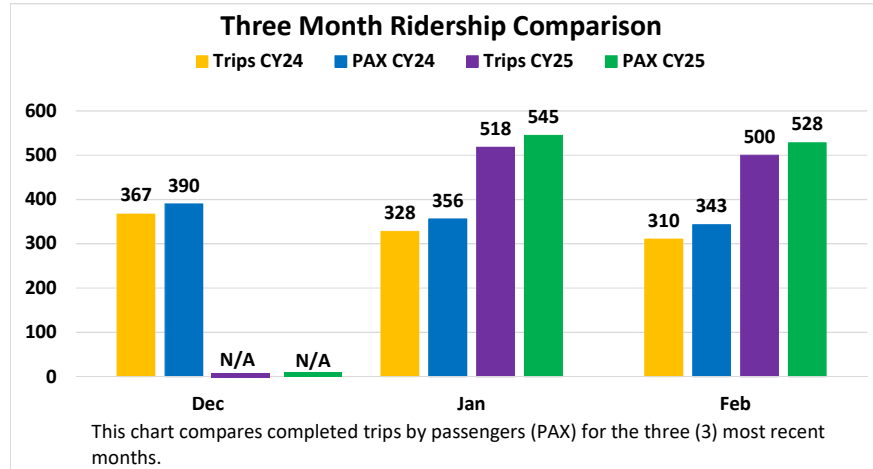
**Percentage of Trips as Ridesharing: 23%.**  
[Based on No. of Shared Rides for the month (63) divided by Total Trips Completed (275).]

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

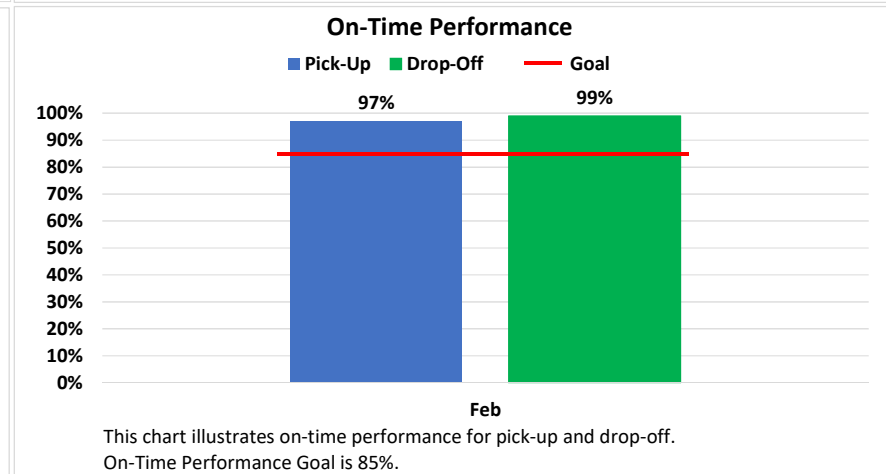
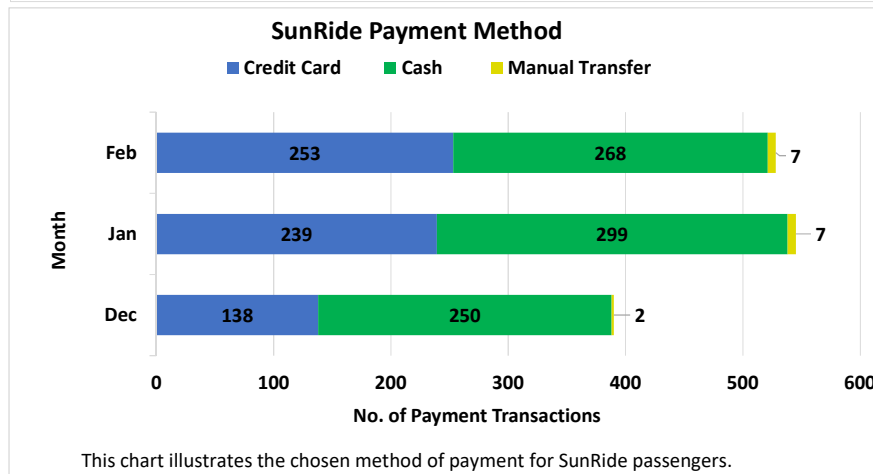
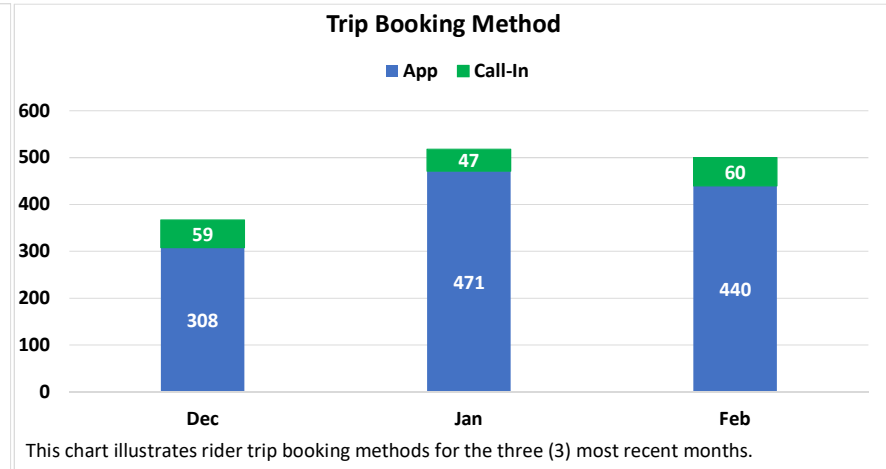


## Indio Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 1,018**



**Total Number of Passengers: 1,073**



**Combined Zone: Coachella-Indio-LaQuinta**

**Percentage of Trips as Ridesharing: 28%.**

[Based on No. of Shared Rides for the month (184) divided by Total Trips Completed (666).]

**Customer Satisfaction Rating**

Avg. rider trip rating 4.9

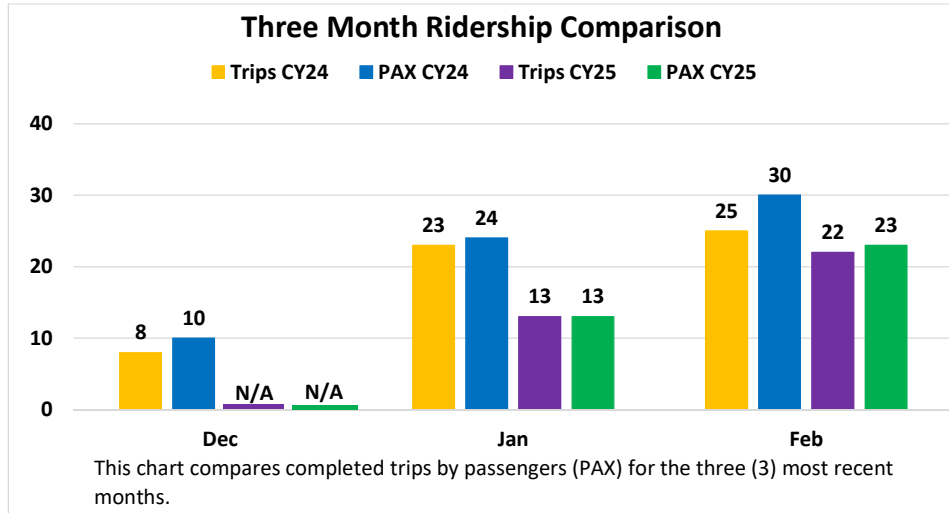
Goal: 4.5



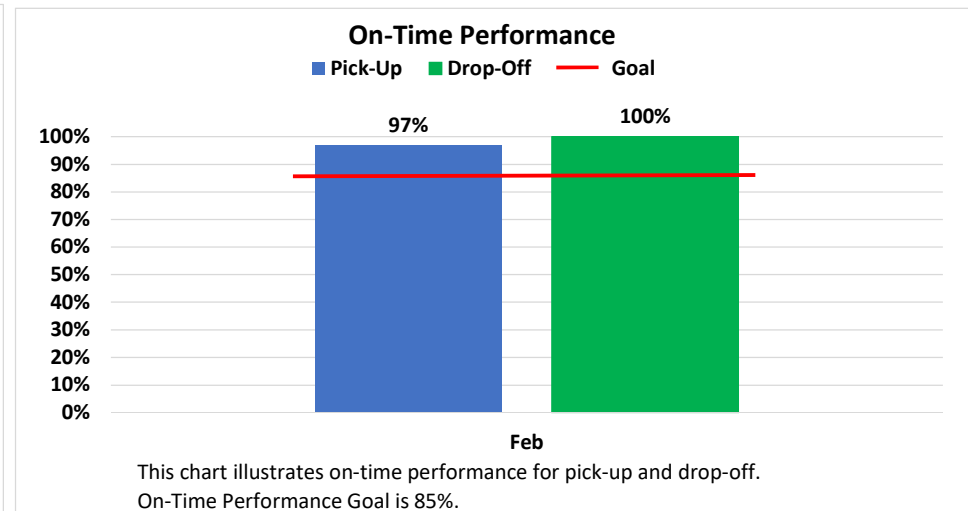
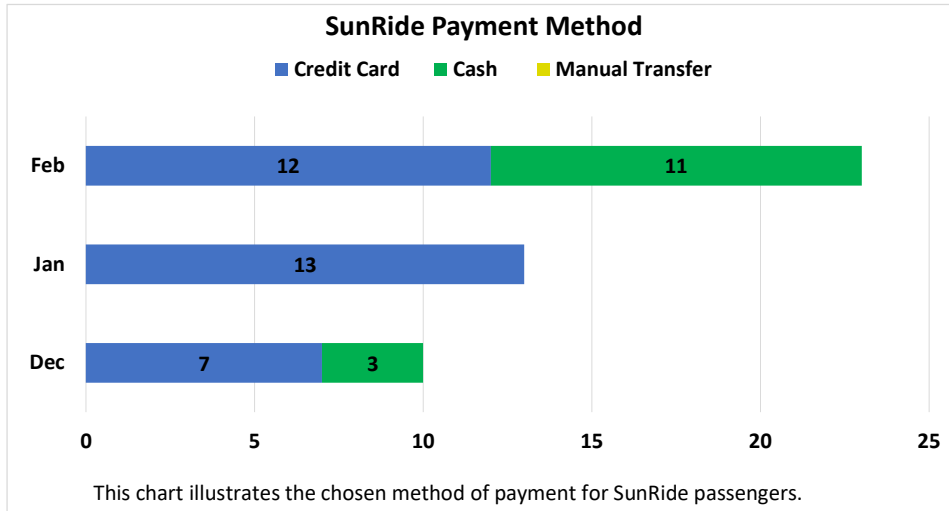
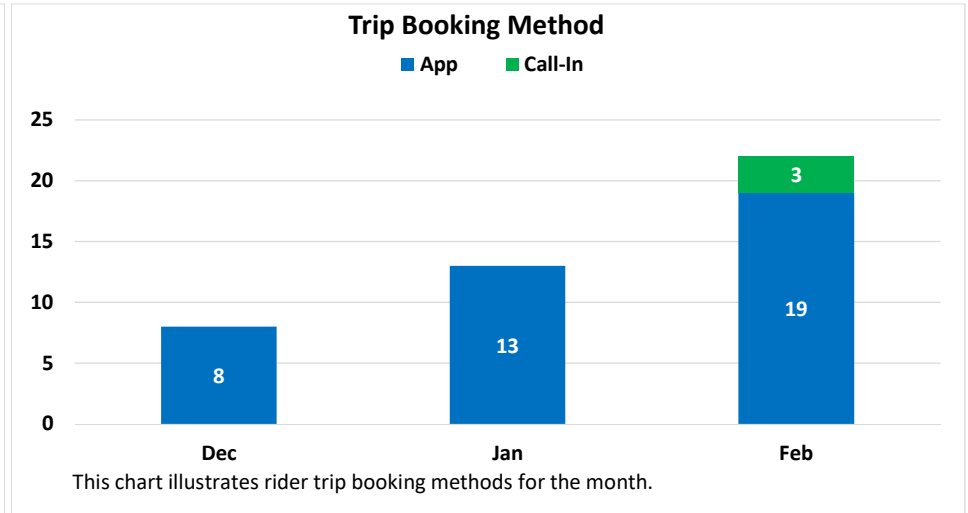
**EXCEEDS GOAL**

## La Quinta Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 35**



**Total Number of Passengers: 36**



**Combined Zone: Coachella-Indio-LaQuinta**

**Percentage of Trips as Ridesharing: 28%.**

[Based on No. of Shared Rides for the month (184) divided by Total Trips Completed (666).]

**Customer Satisfaction Rating**

Avg. rider trip rating: 5.0

Goal: 4.5



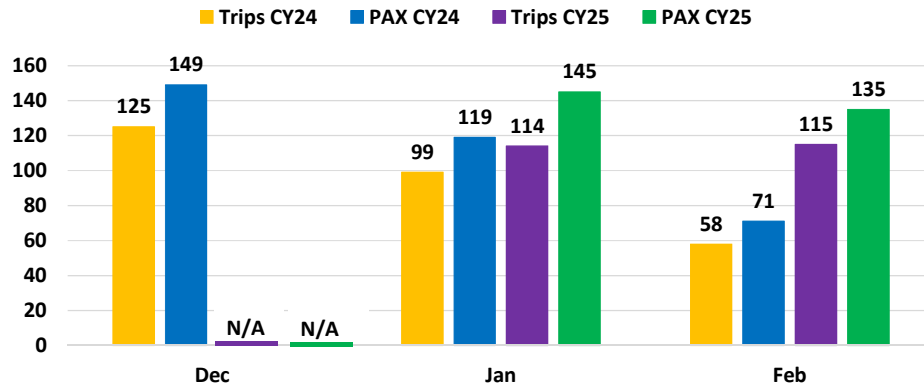


## Mecca/North Shore Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 229**

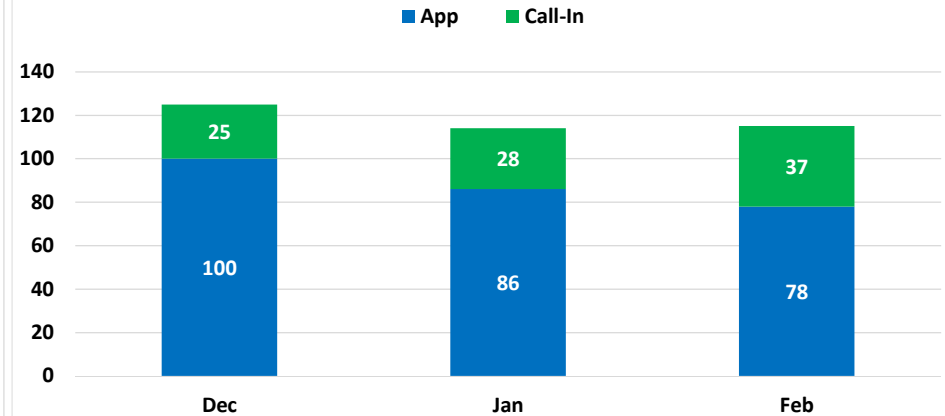
**Total Number of Passengers: 280**

### Three Month Ridership Comparison



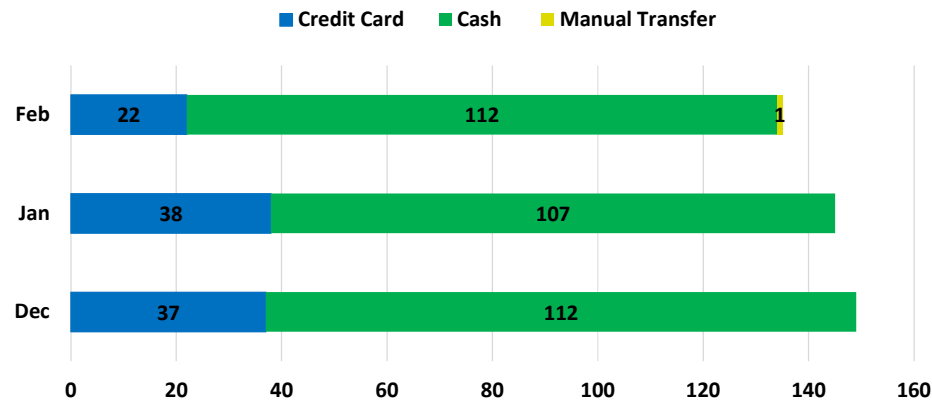
This chart compares completed trips by passengers (PAX) for the three (3) most recent months.

### Trip Booking Method



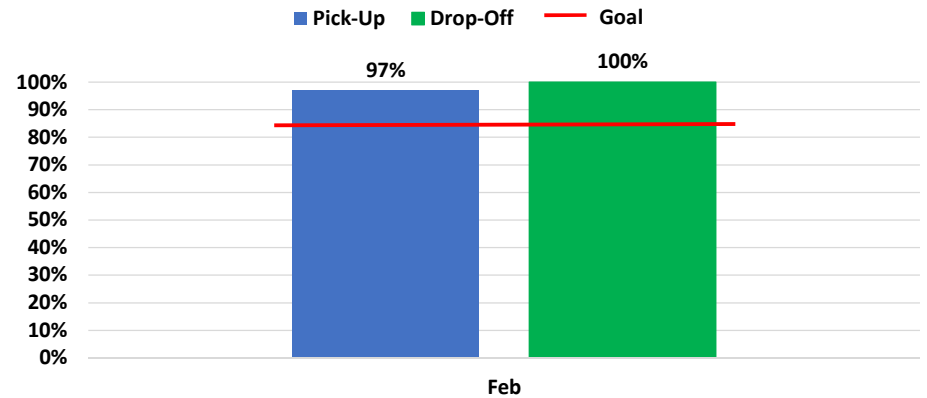
This chart illustrates rider trip booking methods for the three (3) most recent months.

### SunRide Payment Method



This chart illustrates the chosen method of payment for SunRide passengers.

### On-Time Performance



This chart illustrates on-time performance for pick-up and drop-off. On-Time Performance Goal is 85%.



**Percentage of Trips as Ridesharing: 12%.**

[Based on No. of Shared Rides for the month (14) divided by Total Trips Completed (115).]

**Customer Satisfaction Rating**

Avg. rider trip rating: 4.7

Goal: 4.5

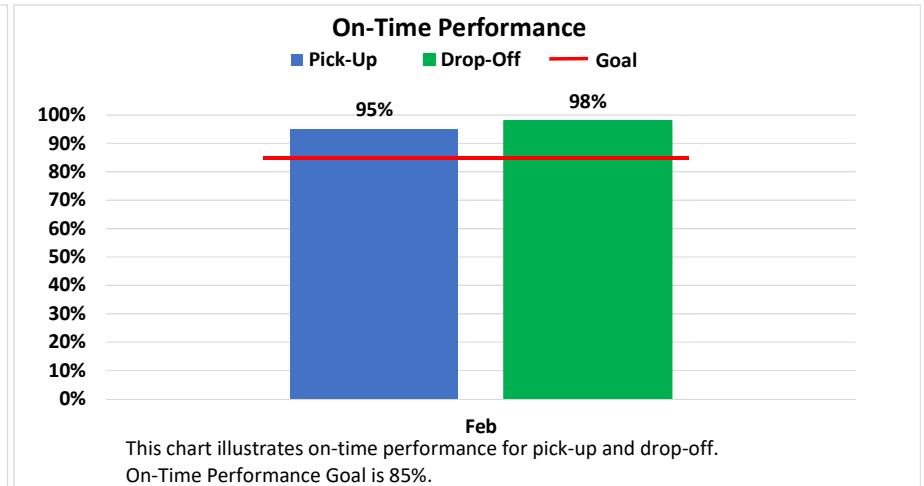
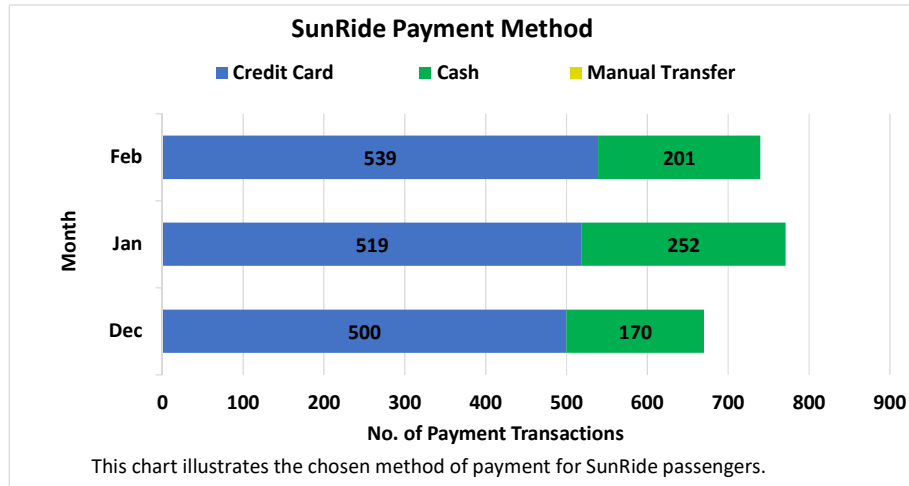
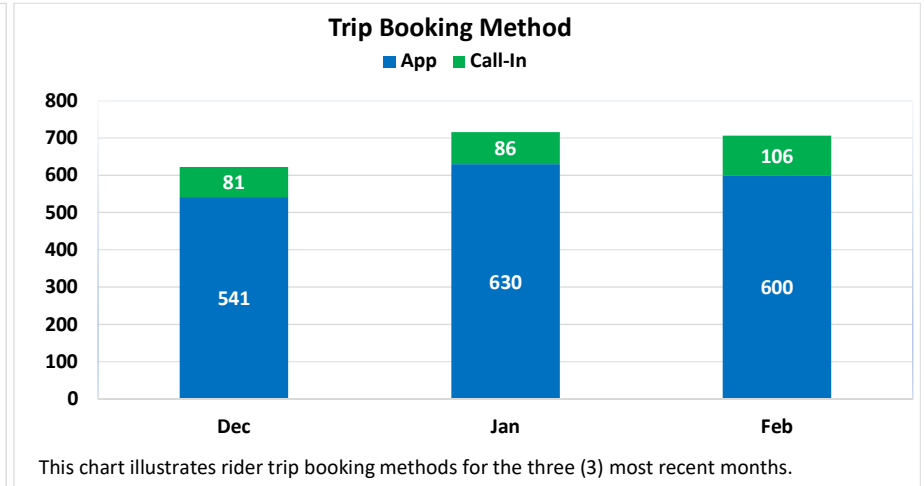
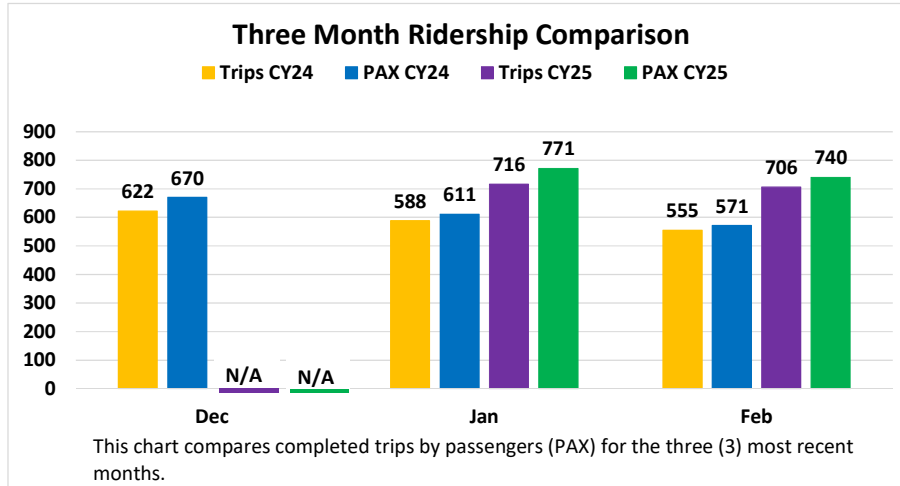


**Exceeds Goal**

## Palm Desert Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 1,422**

**Total Number of Passengers: 1,511**



**Percentage of Trips as Ridesharing: 48%.**

[Based on No. of Shared Rides for the month (336) divided by Total Trips Completed (706).]

**Customer Satisfaction Rating**

Avg. rider trip rating: 4.8

Goal: 4.5

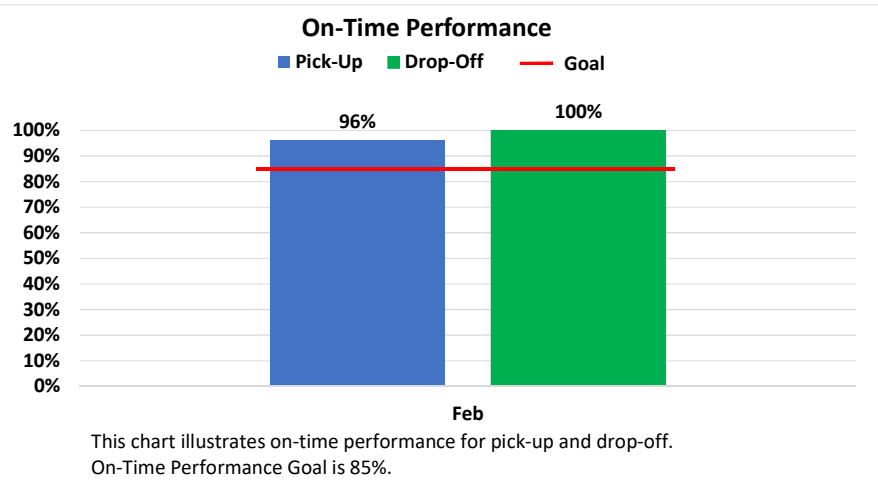
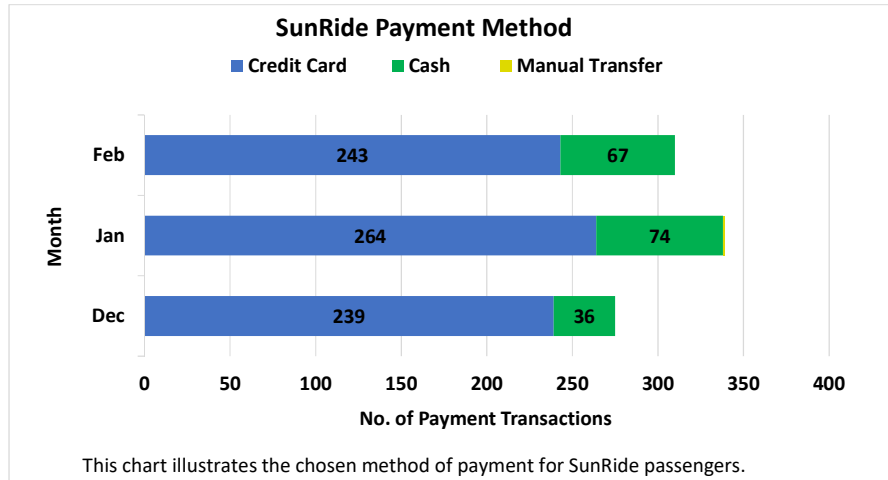
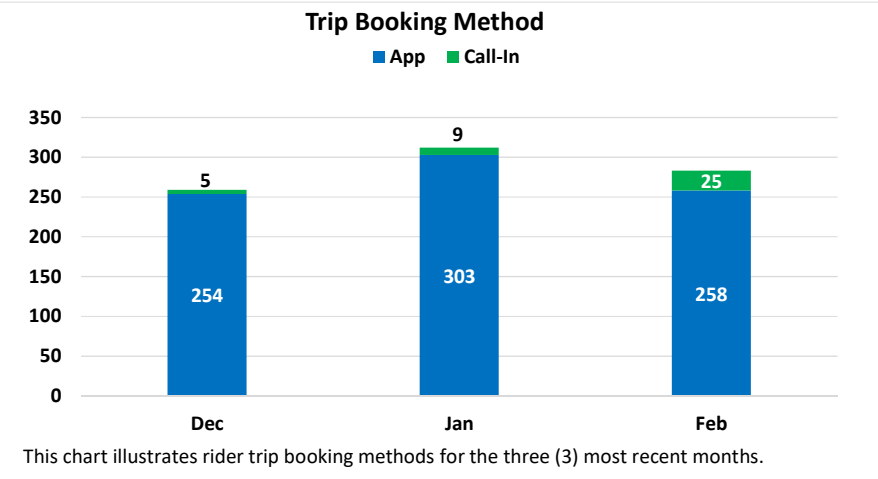
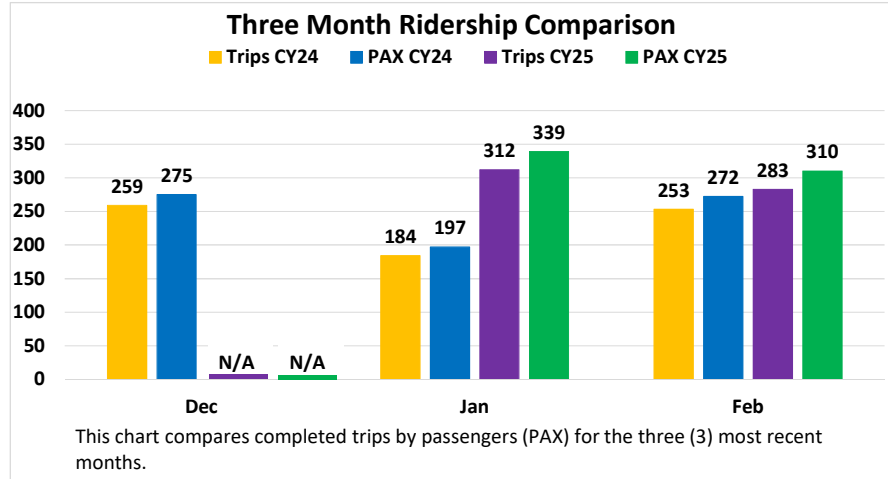


**EXCEEDS GOAL!**

## Palm Springs Geo-Fence Metrics CYTD 2025

**Total Completed Trips: 595**

**Total Number of Passengers: 649**



**Percentage of Trips as Ridesharing: 43%.**

[Based on No. of Shared Rides for the month (122) divided by Total Trips Completed (283).]

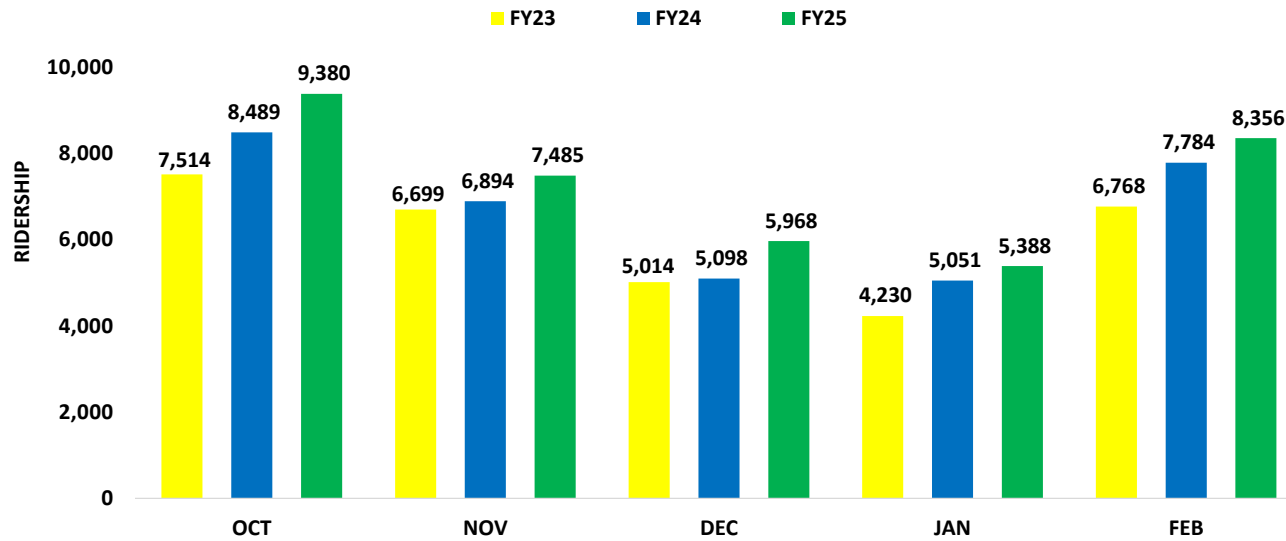
**Customer Satisfaction Rating**

Avg. rider trip rating 4.9  
Goal: 4.5

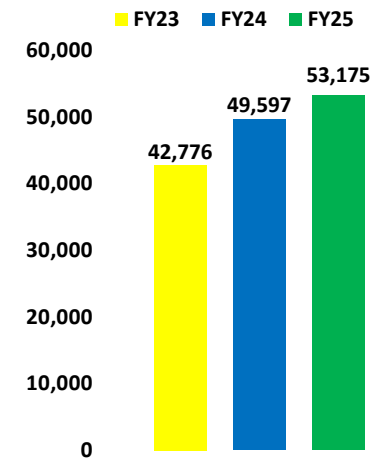


**EXCEEDS GOAL**

### Haul Pass COD Ridership - February 2025



### COD Fixed Route Ridership Year to Date



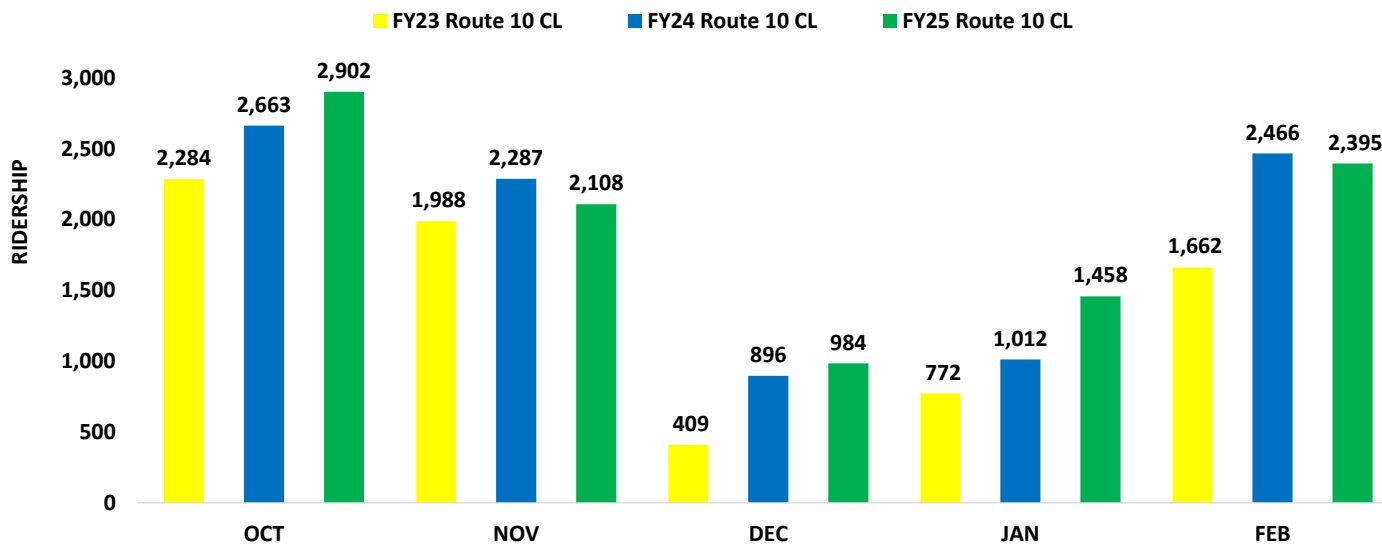
The Haul Pass program was introduced in August 2018.

This chart represents monthly ridership on the Haul Pass COD.

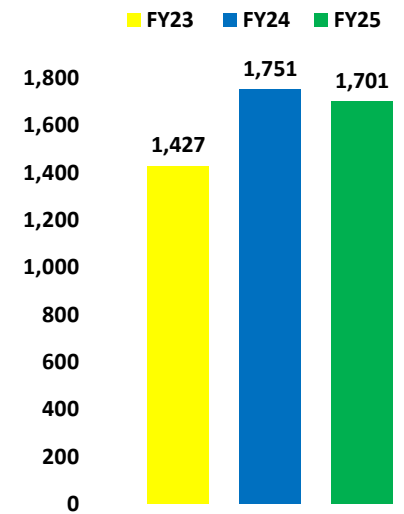
ID Card swipe contributed 222 rides Token Transit contributed 7,845 rides. 31 Day Paper Pass contributed 289 rides.

COD moved over to Token Transit & 31 Day University Paper Pass as of June 3, 2024.

### Haul Pass CSUSB Ridership - February 2025



### CSUSB Fixed Route Ridership Total



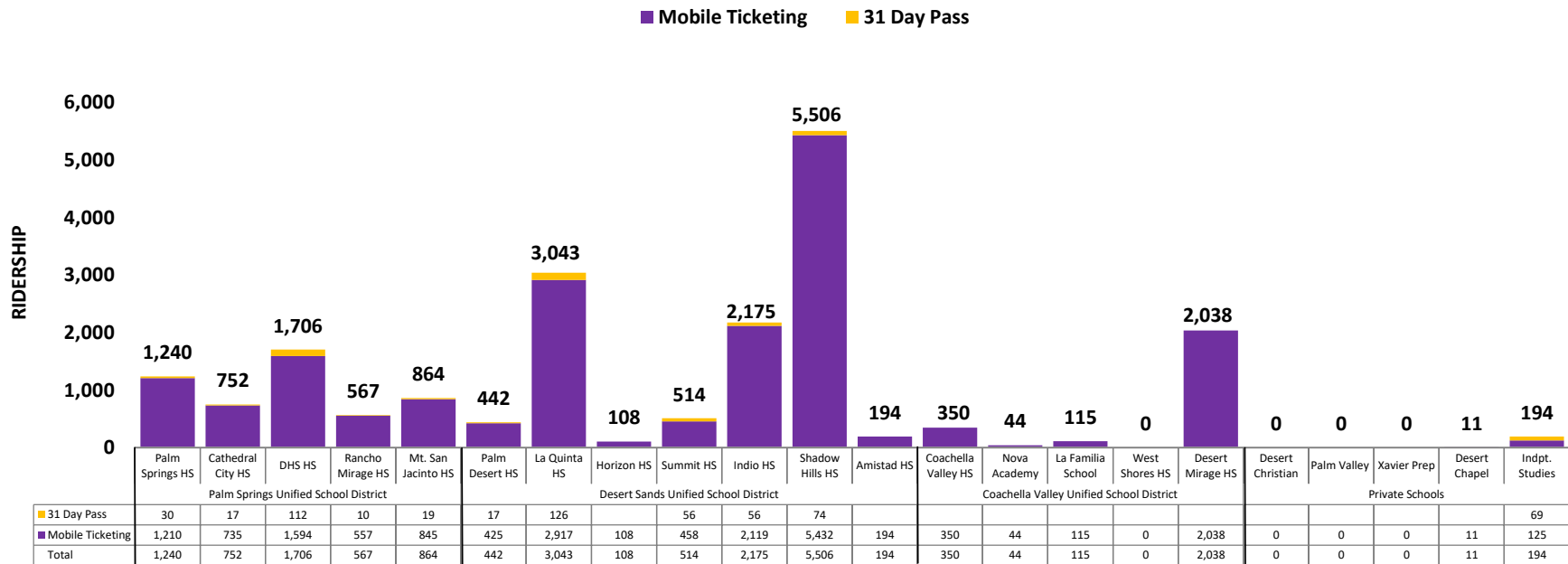
The Haul Pass CSUSB program was introduced in September 2019.

This chart represents monthly ridership on the Haul Pass CSUSB.

For the month of February 2025, CSUSB contributed 2,592 rides from 264 unique users. From that total, 2,395 rides were used on Route 10 and 198 rides on the fixed route system.

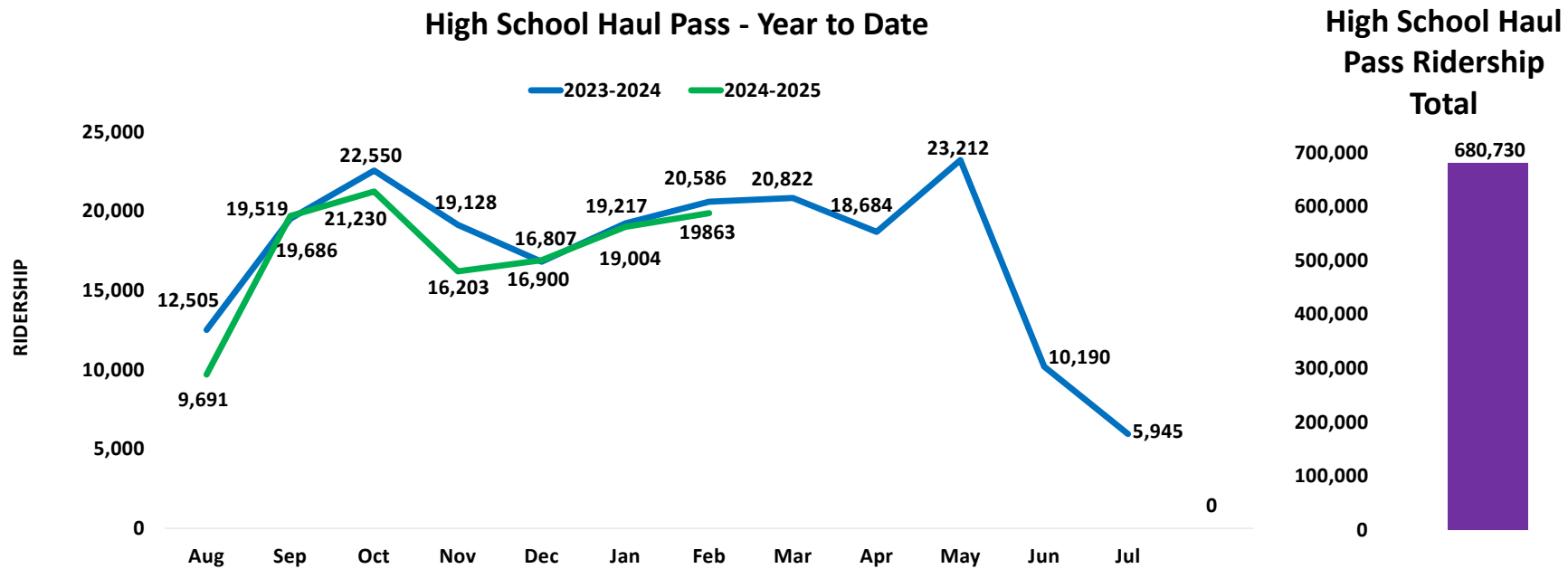


## High School Haul Pass - February 2025



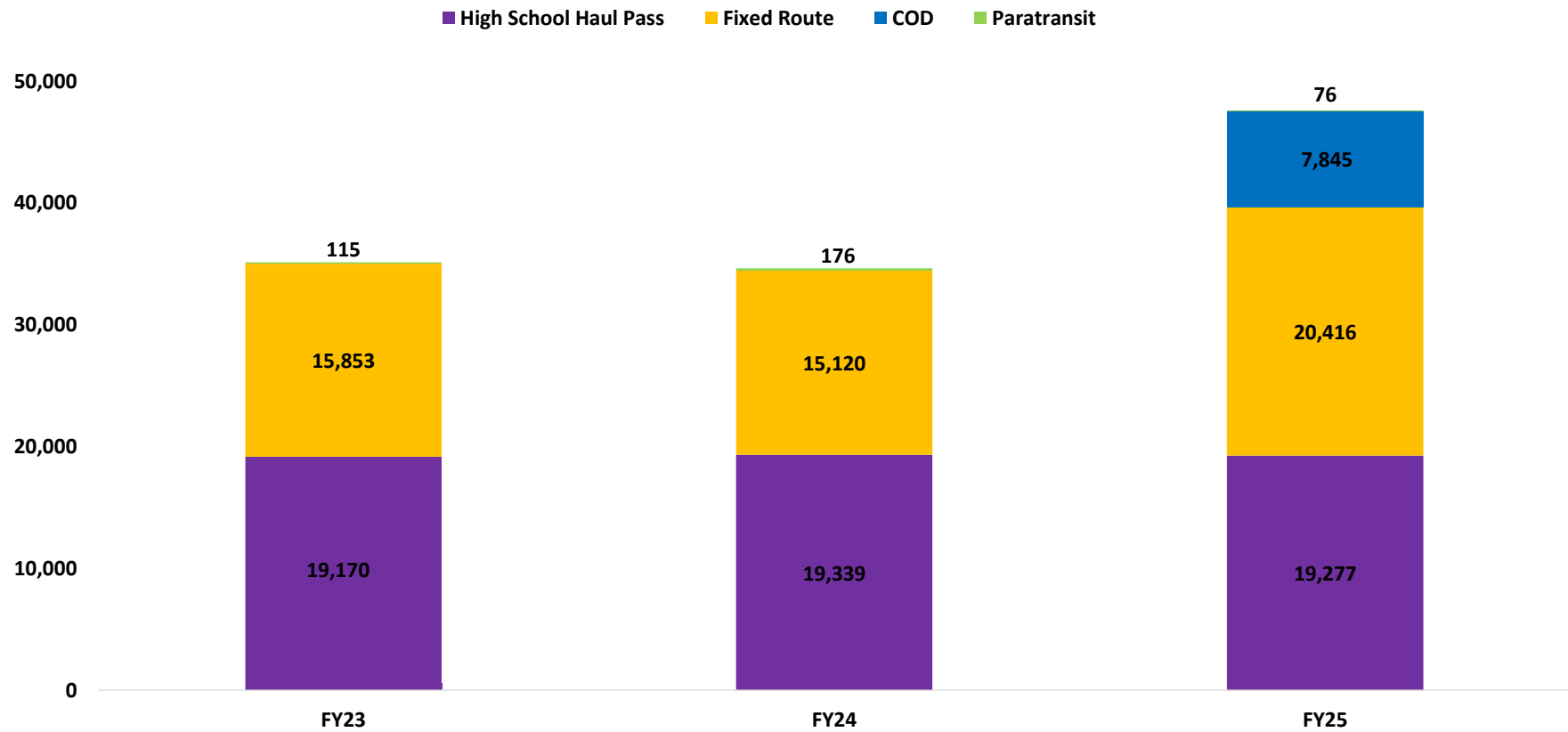
The High School Haul Pass program was introduced in August 2021.

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



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

## Mobile Ticketing Usage - February 2025



This chart represents all monthly mobile ticketing usage by category based on the Token Transit app data.

The total for January 2025 includes the following passes used through Token Transit: High School Haul Pass, COD Haul Pass, Fixed Route and Paratransit.

Mobile Ticketing was introduced for COD Haul Pass in June 2024.

**SunLine Transit Agency**

**CONSENT CALENDAR**

DATE: April 23, 2025

**APPROVE**

TO: Finance/Audit Committee  
Board of Directors

RE: Acceptance of Board Member Attendance for March 2025

Summary:

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

Recommendation:

Approve.

FY 24/25	Board Member Matrix Attendance													
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total Meetings	Total Attended
Desert Hot Springs	X		X	X		X		X	X				10	6
Palm Desert	X		X	X		X	X	X	X				10	7
Palm Springs	X		X	X		X	X	X	X				10	7
Cathedral City	X		X	X			X	X	X				10	6
Rancho Mirage	X		X	X		X	X	X	X				10	7
Indian Wells	X			X		X		X	X				10	5
La Quinta	X		X	X		X	X	X	X				10	7
Indio	X		X	X		X	X	X	X				10	7
Coachella	X		X	X			X		X				10	5
County of Riverside	X		X	X		X	X	X	X				10	7

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

**DARK –**



**SunLine Transit Agency**

**CONSENT CALENDAR**

DATE: April 23, 2025

**APPROVE**

TO: Board of Directors

RE: Approval of Joint Board Meeting Minutes for March 26, 2025

Summary:

The attached report summarizes the Joint Board Meeting Minutes from the Board of Directors' meeting held on March 26, 2025.

Recommendation:

Approve.

## **MINUTES**

**Joint SunLine Transit Agency/SunLine Services Group  
Board of Directors Meeting  
March 26, 2025**

A joint regular meeting of the SunLine Transit Agency and SunLine Services Group Board of Directors was held at 12:00 p.m. on Wednesday, March 26, 2025 in the Board Room at SunLine Transit Agency, 32-505 Harry Oliver Trail, Thousand Palms, CA 92276.

### **1. CALL TO ORDER**

The meeting was called to order at 12:03 p.m. by Chairperson Ross.

### **2. FLAG SALUTE**

Board Member Delgado led the pledge of allegiance.

### **3. ROLL CALL**

Members Present:

Nancy Ross, Chair, SunLine Agency Board Member, City of Cathedral City  
Lynn Mallotto, Vice-Chair, SunLine Agency Board Member, City of Rancho Mirage

Bruce Whitman, SunLine Agency Board Member, City of Indian Wells

Daniel Pitts, SunLine Agency Board Member, City of Desert Hot Springs

Denise Delgado, SunLine Agency Board Member, City of Coachella

Glenn Miller, SunLine Agency Board Member, City of Indio

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

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

Kathleen Fitzpatrick, SunLine Agency Board Member Alternate, City of La Quinta

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

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

### **4. FINALIZATION OF AGENDA**

No changes to the agenda.

**SUNLINE TRANSIT AGENCY/  
SUNLINE SERVICES GROUP  
BOARD OF DIRECTORS MEETING - MINUTES  
MARCH 26, 2025**

**5. PUBLIC COMMENTS**

One (1) public comment was made by:

- Anthony Garcia

**6. PRESENTATIONS**

None.

**7. BOARD MEMBER COMMENTS**

Board Member comments were made by:

- Board Member Harnik, City of Palm Desert

**8. CONSENT CALENDAR**

Board Member Miller moved to approve the consent calendar. The motion was seconded by Board Member Alternate Fitzpatrick. The motion was approved by a unanimous vote of 9 yes; 0 no; 0 abstain.

**9. APPROVAL OF PENSION INVESTMENT MANAGEMENT SERVICES CONTRACT**

Finance/Audit Committee Chair Mallotto reported that this item was brought to the Finance/Audit Committee and they unanimously motioned to approve this item. SunLine Transit Agency Board Member Mallotto moved to approve the Pension Investment Management Services Contract. The motion was approved by a unanimous vote of 9 yes; 0 no; 0 abstain.

**10. AWARD OF CONTRACT FOR ARCHITECTURAL & ENGINEERING SERVICES RELATED TO WORKFORCE TRAINING CENTER**

Finance/Audit Committee Chair Mallotto reported that this item was brought to the Finance/Audit Committee and they unanimously motioned to approve this item. SunLine Transit Agency Board Member Mallotto moved to approve the Award of Contract for Architectural & Engineering Services Related to Workforce Training Center. The motion was approved by a unanimous vote of 9 yes; 0 no; 0 abstain.

**11. AWARD AGREEMENT TO INSIGHT STRATEGIES FOR PERFORMANCE MANAGEMENT RENOVATION, CRISIS AWARENESS AND DE-ESCALATION TRAINING AND EXECUTIVE COACHING SERVICES**

Finance/Audit Committee Chair Mallotto reported that this item was brought to the Finance/Audit Committee and they unanimously motioned to approve this item. SunLine Transit Agency Board Member Mallotto moved to approve the Award Agreement to Insight Strategies for Performance Management Renovation, Crisis Awareness and De-Escalation Training and Executive Coaching Services. The

**SUNLINE TRANSIT AGENCY/  
SUNLINE SERVICES GROUP  
BOARD OF DIRECTORS MEETING - MINUTES  
MARCH 26, 2025**

motion was approved by a unanimous vote of 9 yes; 0 no; 0 abstain.

**12. FIRST READING OF SUNLINE SERVICES GROUP (SSG) ORDINANCE NO. 2025-02, TAXICAB SERVICE ORDINANCE**

Taxi Committee Chair Miller reported that this item was brought to the Taxi Committee and they unanimously approved the item. SunLine Transit Agency Board Member Miller moved to approve the First Reading of SunLine Services Group (SSG) Ordinance No. 2025-02, Taxicab Service Ordinance. The motion was approved by a unanimous vote of 9 yes; 0 no; 0 abstain.

Comments were made by:

- Board Member Harnik, City of Palm Desert

**13. APPROVE 2025 STATE AND FEDERAL LEGISLATIVE PROGRAM**

*\*Supervisor Perez joined the meeting at 12:19 p.m.*

An oral report was provided by Edith Hernandez, Director of Board and Legislative Affairs, on this action item. Following the report, Board Chair Ross opened the floor for a motion. A motion to approve the 2025 State and Federal Legislative Program was made by Board Member Whitman and seconded by Vice-Chair Mallotto. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain.

**14. DRAFT VISION AND MISSION STATEMENT AND STRATEGIC PLAN**

An oral report was provided by Mona Babauta, CEO/General Manager, and Teri Fisher, CEO & Managing Partner from Insight Strategies, on this discussion item.

Comments were made by:

- Board Member Harnik, City of Palm Desert
- Board Member Whitman, City of Indian Wells
- Supervisor Perez, County of Riverside
- Board Member Garner, City of Palm Springs
- Board Chair Ross, City of Cathedral City

*\*Board Member Delgado left the meeting at 12:58 p.m.*

**15. LEGISLATIVE UPDATE FOR MARCH 2025**

An oral report was provided by Edith Hernandez, Director of Board and Legislative Affairs on this information item. No action was taken.

**SUNLINE TRANSIT AGENCY/  
SUNLINE SERVICES GROUP  
BOARD OF DIRECTORS MEETING - MINUTES  
MARCH 26, 2025**

**16. CEO/GENERAL MANAGER’S REPORT**

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

**17. CLOSED SESSION**

**a) CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Cal. Govt. Code Section 54956.9(d)(1))**

Riverside County Superior Court, Case No. CVPS2301607

Riverside County Superior Court, Case No. CVPS2301610

**b) PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Pursuant to Government Code section 54957(b)

Position: Chief Executive Officer/General Manager

The Board of Directors convened to Closed Session at 1:04 p.m.

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

The open session resumed at 1:59 p.m. The General Counsel reported that the Board gave legal counsel appropriate guidance on how to proceed regarding items 17a. There was nothing to report regarding item 17b.

**19. NEXT MEETING DATE**

April 23, 2025 at 12 p.m.

Board Room

32-505 Harry Oliver Trail

Thousand Palms, CA 92276

**20. ADJOURN**

The SunLine Services Group and SunLine Transit Agency meeting concurrently adjourned at 2:00 p.m.

Respectfully Submitted,

Vanessa Ordorica  
Clerk of the Board

**SunLine Services Group**

**CONSENT CALENDAR**

DATE: April 23, 2025

**APPROVE**

TO: Taxi Committee  
Board of Directors

RE: Acceptance of Checks \$1,000 and Over Report for February 2025

Summary:

This report lists all of the checks processed at the Agency with a value of over \$1,000 for a given month. There were no checks over \$1,000 issued in the month of February 2025.

Recommendation:

Approve.



SunLine Regulatory Administration  
Checks \$1,000 and Over  
February 2025

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
<b>Total Checks Over \$1,000</b>	\$0.00			
<b>Total Checks Under \$1,000</b>	\$1,686.21			
<b>Total Checks</b>	\$1,686.21			

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

DATE: April 23, 2025 **APPROVE**

TO: Taxi Committee  
Board of Directors

RE: Acceptance of Monthly Budget Variance Report for February 2025

**Summary:**

The budget variance report compares revenues and expenses to the respective line item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values. The budgetary figures are represented as a straight line budget. Accordingly, the current monthly budget values are calculated by taking 1/12<sup>th</sup> of the annual budget. The FYTD budget values for the month of February 2025 are equal to 8/12<sup>ths</sup> of the yearly budget.

**Year to Date Summary**

- As of February 28, 2025, the organization's revenues are \$43,005 or 34.02% above the FYTD budget.
- As of February 28, 2025, expenditures are \$34,947 or 27.65% below the FYTD budget.
- The net FYTD operating gain (loss) after expenses is \$77,952.

**Recommendation:**

Approve.

SunLine Regulatory Administration  
Budget Variance Report  
February 2025

Description	FY25 Total Budget	Current Month			Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY25 FYTD Budget	Positive (Negative)	Percentage Remaining
<b>Revenues:</b>								
Revenue Fines	3,500	-	292	(292)	1,225	2,333	(1,108)	65.0%
New Driver Permit Revenue	750	225	63	163	1,275	500	775	-70.0%
Taxi Business Permit	96,000	10,668	8,000	2,668	80,525	64,000	16,525	16.1%
Driver Transfer Revenue	125	50	10	40	275	83	192	-120.0%
Driver Renewal Revenue	1,725	250	144	106	1,725	1,150	575	0.0%
Driver Permit Reinstatement/Replacement	-	-	-	-	30	-	30	0%
Vehicle Permit Revenue	86,000	9,807	7,167	2,640	84,350	57,333	27,016	1.9%
Operator Application Fee	1,500	-	125	(125)	-	1,000	(1,000)	100.0%
<b>Total Revenue</b>	<b>189,600</b>	<b>20,999</b>	<b>15,800</b>	<b>5,199</b>	<b>169,405</b>	<b>126,400</b>	<b>43,005</b>	<b>34.0%</b>
<b>Expenses:</b>								
Salaries and Wages	88,369	3,770	7,364	3,594	33,982	58,913	24,931	61.5%
Fringe Benefits	61,290	2,977	5,108	2,130	14,801	40,860	26,059	75.9%
Services	18,315	5,147	1,526	(3,621)	30,774	12,210	(18,564)	-68.0%
Supplies and Materials	3,585	-	299	299	10,789	2,390	(8,399)	-200.9%
Utilities	5,802	-	484	484	-	3,868	3,868	100.0%
Casualty and Liability	5,589	-	466	466	-	3,726	3,726	100.0%
Taxes and Fees	50	-	4	4	-	33	33	100.0%
Miscellaneous	6,600	63	550	487	1,108	4,400	3,292	83.2%
<b>Total Expenses</b>	<b>189,600</b>	<b>11,958</b>	<b>15,800</b>	<b>3,842</b>	<b>91,453</b>	<b>126,400</b>	<b>34,947</b>	<b>27.6%</b>
<b>Total Operating Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ 9,042</b>			<b>\$ 77,952</b>			

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**Revenue**

- The positive variance in revenue is largely due to increases in vehicle permit revenue and taxi business permit revenue due to one (1) unanticipated additional taxi business for FY2!
- As of FYTD25, there is a decrease of 2,072 taxi trips compared to FYTD24.

**Taxi Trips**

	FY24-February	FY25-February	Variance	%Δ
Trips	11,279	11,903	624	5.5%

**Taxi Trips**

	FYTD-FY24	FYTD-FY25	Variance	%Δ
Trips	68,506	66,434	(2,072)	-3.0%

**Salaries and Wages**

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

**Fringe Benefits**

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

**Services**

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

**Supplies and Materials**

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

**Utilities**

- Utility expenses are within an acceptable range of the budget

**Casualty and Liability**

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

**Taxes and Fees**

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

**Miscellaneous**

- Miscellaneous expenses are within an acceptable range of the budget

**SunLine Services Group**

**CONSENT CALENDAR**

DATE: April 23, 2025

**APPROVE**

TO: Taxi Committee  
Board of Directors

RE: Acceptance of Taxi Trip Data – February 2025

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.

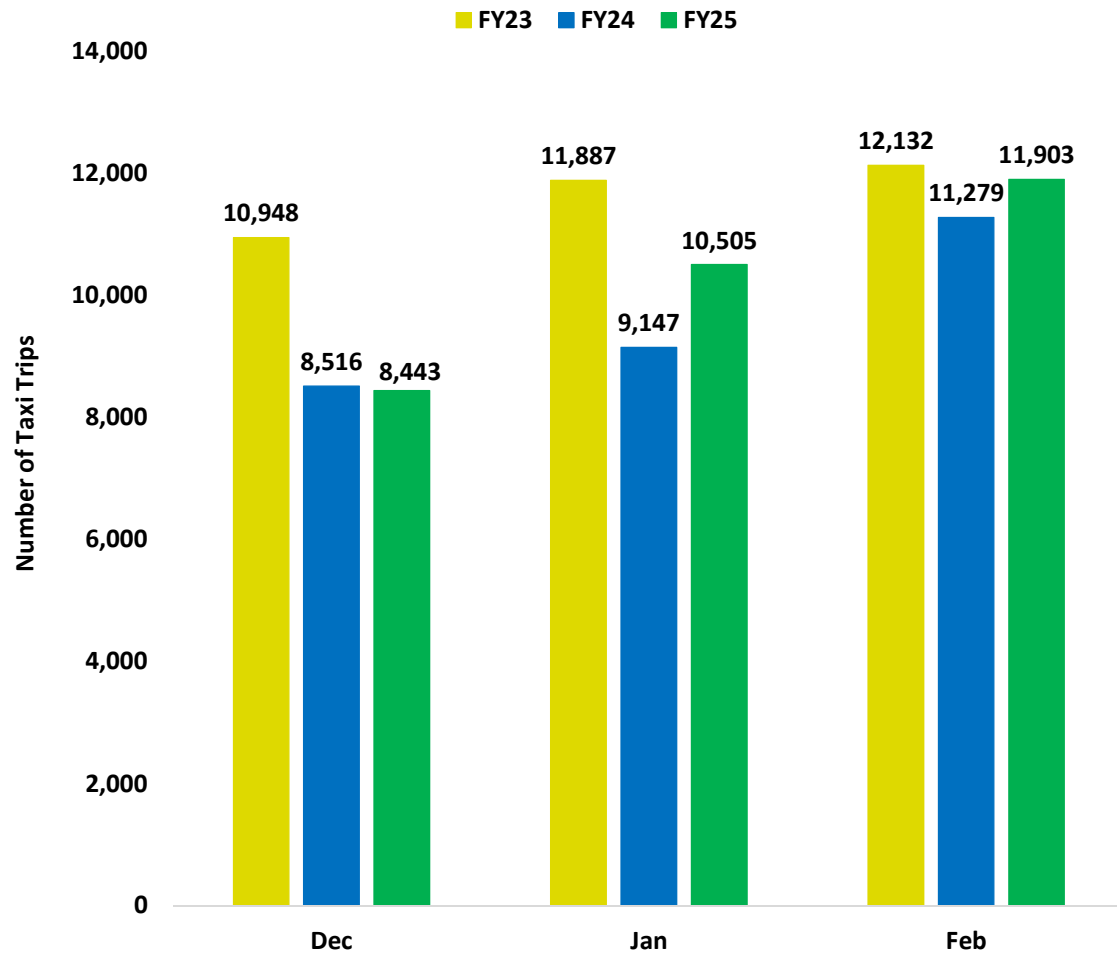
For the month of February, there were 624 more taxi trips in February 2025 serviced by 14 more cabs when compared to February 2024 (86 cabs in 2025 compared to 72 cabs in 2024).

There were 2,072 fewer taxi trips for FYTD25 compared to FYTD24.

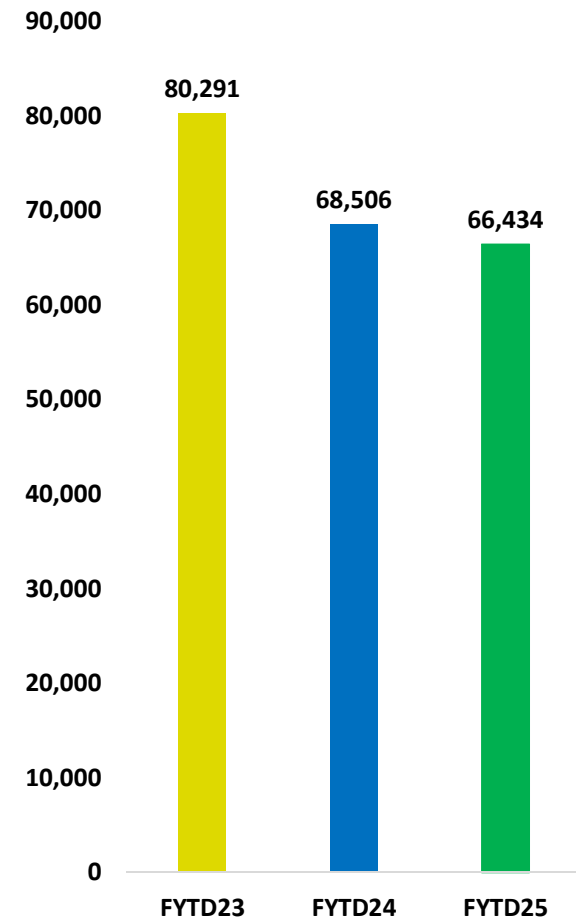
Recommendation:

Approve.

### Taxi Trip Three (3) Month Comparison as of February 2025



### FYTD No. of Taxi Trips



This chart compares the three (3) most recent months and measures the total number of taxi trips taken year to date for FY23, FY24, and FY25.



## SunLine Transit Agency

<b>DATE:</b>	<b>April 23, 2025</b>	<b>ACTION</b>
<b>TO:</b>	<b>Finance/Audit Committee Board of Directors</b>	
<b>FROM:</b>	<b>Luis Garcia, Chief Financial Officer</b>	
<b>RE:</b>	<b>Approval of Resolution No. 0813 to Close Proposition 1B Bank Account for SunLine Transit Agency</b>	

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### **Recommendation**

Recommend that the Board of Directors (Board) approve Resolution No. 0813 which:

1. Authorizes the closure of the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006 (Prop 1B) bank account (Account); and
2. Authorizes and directs the CEO/General Manager, Chief Financial Officer, or their designee, to take all necessary actions to close the Account; and
3. Authorizes the CEO/General Manager, Chief Financial Officer, or their designee, to sign any and all documents necessary to effectuate the closure of the Account.

### **Background**

The California Transit Security Grant Program is a funding program that is part of Prop 1B, which was approved by California voters on November 7, 2006. Prop 1B requires recipients to maintain funds in a separate, dedicated account.

SunLine currently maintains five (5) bank accounts with Wells Fargo, each serving a specific function in SunLine's financial operations. The Account proposed for closure was established exclusively for Prop 1B funds. SunLine has fully expended Prop 1B funding and the Account is empty. SunLine will not receive additional Prop 1B funding, therefore the Account is no longer necessary.

SunLine Policy No. B-020503 requires Board authorization to close bank accounts. Accordingly, staff now recommends the closure of the Account.

### **Financial Impact**

There is no financial impact.

**Performance Goal**

**Goal 3: Organizational Health & Resiliency** – Optimize SunLine’s fiscal and overall organizational strength to allow for growth and to better withstand unexpected challenges (e.g., COVID-19 financial impact).

**Approved/Reviewed by:**

Mona Babauta, CEO/General Manager  
Catherine J. Groves, General Counsel

Attachment:

- [Item 9a](#) – Resolution No. 0813

## **SUNLINE TRANSIT AGENCY**

### **RESOLUTION NO. 0813**

#### **A RESOLUTION OF THE BOARD OF DIRECTORS OF SUNLINE TRANSIT AGENCY AUTHORIZING THE CLOSURE OF THE PROP 1B BANK ACCOUNT**

**WHEREAS**, SunLine Transit Agency (SunLine) maintains bank accounts for the purpose of conducting its financial affairs; and

**WHEREAS**, SunLine maintains the following bank account (Account) exclusively for funds from the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, otherwise known as Proposition 1B (Prop 1B):

Bank Name: Wells Fargo

Account Name: Prop 1B

Account Number Ending In: 4492

**WHEREAS**, Prop 1B funds have been fully expended for all allocated projects, SunLine will not receive further Prop 1B funds, and the Account is empty; and

**WHEREAS**, SunLine has determined that the Account is no longer necessary for operational or financial purposes and recommends that the Board of Directors authorize the CEO/General Manager, Chief Financial Officer, or their designee.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors (Board) of SunLine Transit Agency as follows:

1. The Board hereby authorizes the closure of the Proposition 1B bank account; and
2. The CEO/General Manager, Chief Financial Officer, or their designee, is hereby authorized and directed to take all necessary actions to close the Account; and
3. The CEO/General Manager, Chief Financial Officer, or their designee, is authorized to sign any and all documents necessary to effectuate the closure of the Account.

APPROVED AND ADOPTED by the Board of Directors of SunLine Transit Agency on the 23<sup>rd</sup> day of April, 2025.

AYES:

NOES:

ABSENT:

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Nancy Ross  
Chair of the Board

ATTEST:

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Vanessa Ordorica  
Clerk of the Board

APPROVED AS TO FORM:

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Catherine J. Groves  
General Counsel

## SunLine Transit Agency

<b>DATE:</b>	<b>April 23, 2025</b>	<b>ACTION</b>
<b>TO:</b>	<b>Finance/Audit Committee Board of Directors</b>	
<b>FROM:</b>	<b>Luis Garcia, Chief Financial Officer</b>	
<b>RE:</b>	<b>Approval of Resolution No. 0814 to Obtain Low Carbon Transit Operations Program Funding</b>	

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### **Recommendation**

Staff recommends that the Board of Directors (Board) approve Resolution No. 0814, which:

1. Certifies SunLine Transit Agency's (SunLine's) compliance with all conditions and requirements set forth in the certification and assurances, the Authorized Agent documents and applicable statutes, regulations and guidelines for all Low Carbon Transit Operations Program (LCTOP) funded transit projects; and
2. Authorizes the CEO/General Manager, or designee, to apply and receive from the California Department of Transportation (Department) \$2,000,000 of LCTOP funds, for the purchase and installation of solar panels and infrastructure for battery storage (Project); and
3. Authorizes the CEO/General Manager, or designee, to execute all required documents for the LCTOP program and any amendments thereto with the Department.

### **Background**

LCTOP is one of several funding programs that are part of a broad-based State effort to invest cap-and-trade auction proceeds to reduce greenhouse gas emissions as required by California's climate action law, A.B. 32. These funds are distributed annually on a formula basis to transit agencies and regional transportation planning agencies, including Riverside County Transportation Commission (RCTC). Similar to the State Transit Assistance program, transit agencies receive a portion of the LCTOP funds via a formula that is based on operating revenues. The Department is the administering agency for the funds and requires eligible funding recipients to submit annual resolutions authorizing agency officer(s) to execute and process materials associated with the receipt of LCTOP funds. The Department also requires applicants to specify the projects to receive the funds within the resolution.

LCTOP allocations are based on criteria defined in the Public Utilities Code, primarily population and farebox revenue. SunLine intends to submit a request for an allocation of \$2,000,000, which will support efforts to reduce greenhouse gas emissions and improve mobility—particularly in disadvantaged communities.

The awarded funds will be applied toward SunLine's solar microgrid project. The Project will help SunLine reduce greenhouse gas emissions, lower electrical costs, and increase resiliency during power disruptions.

In order to apply for LCTOP funds, the Department requires the Board to approve a resolution certifying SunLine's compliance with all grant conditions and authorizing the CEO/General Manager, or designee, to take all necessary steps and execute documents to apply for and receive LCTOP funds.

### **Financial Impact**

Approval of this item would allow SunLine to receive \$2,000,000 in LCTOP funding which will be budgeted in the upcoming FY 2026 capital budget.

### **Performance Goal**

**Goal 3: Organizational Health & Resiliency** – Optimize SunLine's fiscal and overall organizational strength to allow for growth and to better withstand unexpected challenges (e.g., COVID-19 financial impact).

### **Approved/Reviewed by:**

Mona Babauta, CEO/General Manager  
Catherine J. Groves, General Counsel

Attachment:

- [Item 10a](#) – Resolution No. 0814



## **SUNLINE TRANSIT AGENCY**

### **RESOLUTION NO. 0814**

#### **RESOLUTION AUTHORIZING THE EXECUTION OF THE CERTIFICATIONS AND ASSURANCES, AUTHORIZED AGENT FORM AND REQUIRED DOCUMENTATION FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) FOR SUNLINE'S SOLAR MICROGRID PROJECT**

**WHEREAS**, SunLine Transit Agency (SunLine) is an eligible project sponsor and may receive state funding from the LCTOP for transit projects; and

**WHEREAS**, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

**WHEREAS**, Senate Bill 862 (2014) named the California Department of Transportation (Department) as the administrative agency for the LCTOP; and

**WHEREAS**, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

**WHEREAS**, SunLine desires to apply for \$2,000,000 of LCTOP funds, for the purchase and installation of solar panels and infrastructure for battery storage (Project); and

**WHEREAS**, staff recommends that the Board of Directors delegate authority to the CEO/General Manager, or designee, to apply for LCTOP funds for the Project and execute all required documents, including amendments thereto, to receive said funds.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Directors of SunLine Transit Agency that SunLine agrees to comply with all conditions and requirements set forth in the certification and assurances, the Authorized Agent documents, and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

**NOW THEREFORE, BE IT FURTHER RESOLVED** that the CEO/General Manager, or designee, is authorized to apply and receive from the California Department of Transportation \$2,000,000 of LCTOP funds, for the purchase and installation of solar panels and infrastructure for battery storage.

**NOW THEREFORE, BE IT FURTHER RESOLVED** that the CEO/General Manager, or designee, is authorized to execute all required documents for the LCTOP program and any amendments thereto with the Department.

APPROVED AND ADOPTED by the Board of Directors of SunLine Transit Agency on the 23<sup>rd</sup> day of April, 2025.

AYES:

NOES:

ABSENT:

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Nancy Ross  
Chair of the Board

ATTEST:

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Vanessa Ordorica  
Clerk of the Board

APPROVED AS TO FORM:

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Catherine J. Groves  
General Counsel

## SunLine Transit Agency

<b>DATE:</b>	<b>April 23, 2025</b>	<b>ACTION</b>
<b>TO:</b>	<b>Finance/Audit Committee Board of Directors</b>	
<b>FROM:</b>	<b>Ray Stevens, Deputy Chief of General Services</b>	
<b>RE:</b>	<b>Amendments to Helixstorm Agreement for Information Technology Consulting</b>	

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### **Recommendation**

Recommend that the Board of Directors (Board):

1. Ratify the first amendment to agreement #24-091 with Helixstorm, Inc. (Helixstorm) for information technology (IT) support services (Agreement) to add emergency managed backup services and increase the compensation by \$239,230.80 for a new not-to-exceed amount of \$2,094,534.80; and
2. Delegate authority to the CEO/General Manager, or designee, to negotiate and execute a second amendment to the Agreement to add additional managed IT services and increase the compensation by \$120,000 for a new not-to-exceed amount of \$2,214,534.80, in a form approved by General Counsel.

### **Background**

On September 11, 2024, SunLine Transit Agency (SunLine) entered into the Agreement with Helixstorm for full third-party model IT support services for a not-to-exceed amount of \$1,855,304. The term of the Agreement is for five (5) years with two (2), three (3) - year options.

At the onset of the Agreement, Helixstorm performed an assessment that identified deficiencies with SunLine's IT backup system. The Agreement requires Helixstorm to manage SunLine's existing data backup process. The assessment showed that SunLine's previous data backup resiliency did not comply with industry standard NIST SP 800. In the event of a disaster, SunLine would have been rendered inoperable, losing the previous 30 days of data, with partial restoration of data taking up to a week. To address this critical risk, SunLine amended the Agreement on an emergency basis so Helixstorm could design and install an immutable backup solution. This solution ensures that, in the event of a failover, backup data can be migrated to primary servers within a four hours, with data recovered within the most recent 24-hours.

As noted above, the scope of the Agreement is for Helixstorm to provide full managed IT support services. To this end, Helixstorm included in its proposal dated April 30, 2024 project management and IT consultant services. At the time of Agreement execution, SunLine did not anticipate the level of effort Helixstorm would need to provide in order to meet all of SunLine's IT needs. SunLine has since determined that additional IT consulting services are necessary to effectively address the challenges of SunLine's IT infrastructure due lack of adequate investment and maintenance over the years. The proposed second amendment adds contract capacity to the Agreement so Helixstorm can provide additional consulting services, including assisting with SunLine's IT strategies, cyber security, disaster recovery and technology renovation. SunLine has completed a price comparison for IT consulting services and found Helixstorm's price to be fair, reasonable, and the best value for SunLine.

### **Financial Impact**

The combined total cost increase for both amendments is \$359,230.80 and is budgeted for Fiscal Year 2025 and planned into Fiscal Year 2026 operating expenses.

### **Performance Goal**

**Goal 3: Organizational Health & Resiliency** – Optimize SunLine's fiscal and overall organizational strength to allow for growth and to better withstand unexpected challenges (e.g., COVID-19 financial impact).

### **Approved/Reviewed by:**

Luis Garcia, Chief Financial Officer  
Mona Babauta, CEO/General Manager  
Catherine J. Groves, General Counsel

**SunLine Transit Agency**

**DATE:** April 23, 2025 **ACTION**

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

**FROM:** Walter Watcher, Chief of Capital Projects

**RE:** Award of Contract for Upgrade and Repair of Security Cameras

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**Recommendation**

Recommend that the Board of Directors (Board):

1. Award a contract to the lowest, responsive and responsible bidder, Everon, LLC. (Everon) (formerly ADT Commercial), to replace, reroute, and install surveillance cameras and necessary equipment for SunLine Transit Agency (SunLine) at the Thousand Palms Facility (Facility) in the amount of \$261,374 for a 6-month term.

Authorize the CEO/General Manager, or designee, to execute a contract with Everon in full conformity with the terms and conditions of the bid specification documents and in a form approved by legal counsel.

**Background**

SunLine's current camera system is outdated and no longer meets the agency's needs due to aging technology and limited functionality. Many cameras suffer from poor resolution and frequent malfunctions, creating gaps in coverage that compromise security. A staff survey highlighted insufficient coverage in key zones, particularly the bus parking areas, the new liquid hydrogen fueling station, perimeter boundaries, and facility entrance and exit gates (Key Zones).

To address these issues, SunLine has decided to upgrade its outdated equipment with modern, high-definition cameras that seamlessly integrate with SunLine's existing security system. This award aims to strengthen security and operational oversight by providing enhanced coverage of Key Zones. The new cameras will ensure comprehensive monitoring and improved safety across the Facility.

On February 19, 2025, staff issued Invitation for Bid (IFB) Solicitation 25-002 Surveillance Cameras for the installation of additional cameras and repairs to SunLine's security camera system. The IFB was publicly advertised in a newspaper of general circulation and was posted on SunLine's website.

On April 10, 2025, SunLine received bids from five (5) contractors. Everon submitted the apparent low bid.

Staff determined, and legal counsel concurred, that the low bidder's submittal is responsive to the requirements of the IFB. Staff conducted a price analysis and deemed Everon's price to be fair and reasonable, and consistent with current market pricing. Based on a thorough review, staff recommends awarding a contract to Everon, the lowest responsive and responsible bidder.

### **Financial Impact**

The financial impact of \$261,374 will be covered by State Transit Assistance and Federal Transit Administration 5307 funds. These funding sources are included in the Board-approved capital budget.

### **Performance Goal**

**Goal 3: Organizational Health & Resiliency** – Optimize SunLine's fiscal and overall organizational strength to allow for growth and to better withstand unexpected challenges (e.g., COVID-19 financial impact).

### **In Collaboration with:**

Bryan Valenzuela, Chief Safety Officer

### **Approved/Reviewed by:**

Mona Babauta, CEO/General Manager

Luis Garcia, Chief Financial Officer

Catherine J. Groves, General Counsel

### **Attachments:**

- [Item 12a](#) – Price Analysis
- [Item 12b](#) – Solicitation List





REQUEST FOR PROPOSAL  
Surveillance Cameras  
25-002

**PRICE ANALYSIS**

	Everon	Netgain Networks Inc.	Johnson Controls, Inc.	The Amergroup Inc.	Inter-Pacific, Inc.
Bids	\$261,374	\$333,256	\$356,919	\$425,000	\$472,930

	Difference	Delta
Difference between highest and lowest cost proposals	-\$211,556	-81%
Difference between Everon and the next lowest cost, Netgain Networks Inc.	-\$71,882	-28%

There was adequate price competition since five (5) bidders independently contended for the contract that is to be awarded. Award is based on the lowest cost.  
Everon was the lowest responsive bid.  
Based upon the results noted above, it is determined that the price submitted by Everon is considered fair and reasonable.

  
\_\_\_\_\_  
Amy Gunderoy, Contract Administrator  
10-Apr-25

## PLANETBIDS SOLICITATION LIST Surveillance Cameras 25-002

Vendor Name	Address	City	State	Zip	Respondee	Respondee Email
ADT Comemrcial	210 W Baywood Ave	Orange	California	92865	Gina Farideh Jalali	faridehjalali@everonsolutions.com
Apple Valley Communications, Inc	21845	Apple Valley	California	92307	Jeff Marek	estimating@avcsystems.com
Associated General Contractors of America - AGC	10140 Riverford Road	Lakeside	California	92040	Plan Room	planroom@agcsd.org
AVIR Inc	41905 Boardwalk Suite X	Palm Desert	California	92211	Yasin Chaudhry	yasin@avir.com
Baker Electric & Renewables, LLC	1298 Pacific Oaks Place	Escondido	California	92029	Anthony Torres	atorres2@baker-electric.com
Best Alarm Company	9763 Sycamore Canyon Rd	Moreno Valley	California	92557	Darren Holder	darrenh@bestalarmcompany.net
Bid America	41085 Elm St	Murrieta	California	92562	Abdul	planroom@bidamerica.com
Birdi Systems Inc.	601 Mission St.	South Pasadena	California	91030	James Riggio	bids@birdi-inc.com
CDW	1 Rivco Dr	Riverside	California	60069	Jordan Hamu	jordham@cdwg.com
COLLSAM DISTRUBTION INC	40960 California Oaks Rd Suite 331	Murrita	California	92562	Sam Jazaerli	sjazaerli@collsam.com
Computer Consultants, Inc	75110 St. Charles Place Suite 4	Palm Desert, CA	California	92211	Jarrod Solomon	jsolomon@desertsupport.com
ConstructConnect	3825 Edwards Rd, Ste 800	Cincinnati	Ohio	45209	Sarah	content@constructconnect.com
Crosstown Electrical & Data, Inc.	5454 Diaz St	Irwindale	California	91706	Andrea Heermance	aheermance@crosstowndata.com
DataGear, Inc.	500 W. Dyer Road	Santa Ana	California	92707	Jack Tateel	jtateel@datagear.com
Datel Systems Inc.	4393 VIEWRIDGE AVE SUITE C	SAN DIEGO	California	92123	HEIDI GROVES	hgroves@datelsys.com
delta electric LLC	17007 Strawberry Pine ct	santa clarita	California	91387	Alex Estevez	deltaelectric1@hotmail.com
Deltak	2291 Wood Oak Dr	Herndon	Virginia	20171	Source Management	sourcemanagement@deltak.com
Diverging Approach Incorporated	6623 Richmond Rd	Williamsburg	Virginia	23188	Matthew Henderson	bids@divappinc.com
Dodge Construction Network	2860 South State Highway 161 Suite 160 #501	Grand Prairie	Texas	75052	April Hamilton	april.hamilton@construction.com
ECAMSECURE	3400 E Airport Way	Long Beach	California	90806	Lisa Koy	lkoy@ecamsecure.com
Expert Alarm	73300 San Nicholas Ave.	Palm Desert	California	92260	Norm Barton	norm.barton@live.com
Federal Technology Solutions Inc	1828 Railroad St	Corona	California	92878	Holly Thach	hollyt@federalsales.com
Global CTI Group	2280 Wardlow Circle # 120	Corona	California	92878	Dan Moore	dmoore@gcti.com
Global Solutions Group, Inc.	25900 Greenfield Road, Suite 220	Oak Park	Michigan	48237	Lisa Salvavor	info@globalsolgroup.com
Hula Networks, Inc.	929 Berryessa Rd suite 10	San Jose	California	95133	Steve Robinson	accounting@hulanetworks.com
Inter-Pacific, Inc.	39 Peters Canyon Rd.	Irvine	California	92606	Enoch Kang	ekang@inter-pacific.com
ISN Global Enterprises	PO Box 1391	Claremont	California	91711	Joe Bartucca	sales@isnglobal.com
ITECH 2 INC	PO Box 60645 3238992061	Pasadena	California	91116	Wade Ali	wade@itech2.co
Johnson Controls, Inc.	7711 Center Ave Ste 650	Huntington Beach	California	92596	Seth La Croix	seth.lacroix@jci.com
Kambrian Corporation	2707 East Valley Blvd	West Covina	California	91792	Cathy Hsieh	sales@kambrian.com
Lead Pursuits LLC	2450 Colorado Ave.	Santa Monica	California	90404	Lead Department	leads@leadpursuits.com
Loss Prevention Systems, Inc.	43234 Business Park Drive #101	Temecula	California	92590	Stephanie Diaz	stephanie_diaz@2nolooss.com
Netgain Netowrks Inc	1525 3rd St Suite C	Riverside	California	92507	Sales	sales@netgainnetworks.com
Open Door	499 ellis st	pasadena	California	91105	brian karadizian	briank.opendoor@gmail.com
Paladin Technologies (USA) Inc.	12 West 21st Street	New York	New York	10010	Paladin Technologies	bids@paladintechnologies.com
Peacock Enterprises Inc	15320 Fairfield Ranch Rd Suite C	Chino Hills	California	91709	Krupesh Desai	sales@peacockusa.com
PhonesUSA, Inc.	8592 Venice Blvd.	Los Angeles	California	90034	Aaron Verzotti	averzotti@avantetechs.com
Princeton IT Services, Inc	500 Alexander Park, Suite #301	Princeton	New Jersey	08540	Ravi	sled.ops@princetonits.com
Pwxpress	1900 Coffeepoint Rd	Jacksonville	Florida	32208	Mary Miller	bids@pwxpress.com
Radio Engineering Industries, Inc. (REI)	6534 L Street	Omaha	Nebraska	68124	Proposal Writer	rfp@radioeng.com
Robotic Assistance Devices, Inc.	10800 Galaxie Avenue 48220	Ferndale	Michigan	48220-2132	Hashan Kuruppu	hashan.k@radsecurity.com
Safe and Sound Security	2125 Oak Gove Rd Suite 310	Walnut Creek	California	94598	Ami Reid	areid@getsafeandsound.com
Scansys, Inc	1109 E Janis St	Carson	California	90746	Jose Mendoza	jose.m@scansysinc.com
Seven Outsource	113 Barksdale Professional Center Newark	DE	California	19711-3258	Steve	rfpalerts@gmail.com
Siemens	6141 Katella Ave, Suite 100	Cypress	California	90630	Francesco	francesco.vallefuoco@siemens.com
Sunline Transit Agency	32505 Harry Oliver Train	Thousand Palms	California	92240	Charlotte Clement	cclement@sunline.org
technical security integration inc	716 north ventura road	oxnard	California	93030	Edita Swankosky	info@tsihsd.com
The Amergroup Inc.	990 Park Center Dr. Suite D	Vista	California	92081	Chase Keene	estimating@amergroup.com
The Kepler Group, Inc.	14866 Central Ave	Chino	California	91710	Neil Wyenn	bids@keplernetworks.com
Time And Alarm Systems	3828 Wacker Dr.	Mira Loma	California	91752	Kaytlin	projectadmin-tas@sciensbuildingsolutions.com
Todi, Inc.	9265 Research Dr.	Irvine	California	92618	Hessam T	htoudiee@toditech.com
Universal Protection Service, LP	13330 Crossroads Parkway North Suite 190	City of Industry	California	91746	Eric Freking	Eric.Freking@AUS.com
Upright Communications Inc.	817 W Granada Ct.	Ontario	California	91762	Gerardo Orozco	gmorozco@uprightcommunicationsinc.com
Vector Resources, Inc.	8647 9th Street	Rancho Cucamonga	California	91730	Scott Shiffer	jcasillas@vectorusa.com
Veterans Communication Services, Inc.	14730 central Ave	Chino	California	91710	Mark Montgomery	mmontgomery@vetcomm.com
Visual Edge IT, Inc.	36943 Cook St. Suite H-103	Palm Desert	California	92211	Amanda Maze	amaze@visualedgeit.com

## SunLine Services Group

**DATE:** April 23, 2025 **ACTION**

**TO:** Taxi Committee  
Board of Directors

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

**RE:** Second Reading of SunLine Services Group (SSG) Ordinance No. 2025-02, Taxicab Service Ordinance

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### **Recommendation**

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

### **Background**

The proposed Ordinance was presented at the March 26, 2025 Board meeting for the first reading and consideration for adoption. One comment was raised related to this agenda item, to see if drivers were requesting a maximum flat rate for the tennis venue, of which staff's response was no, as entry has been manageable. No changes were recommended.

Updates to the Taxicab Service Ordinance are part of an ongoing effort to reform and modernize taxicab rules and regulations to ensure high standards of public safety, consumer protection and customer service, while allowing for innovation and competition. On January 16, 2025, staff met with taxicab stakeholders, including taxicab business owners and taxicab operators to discuss the proposed changes. Both taxicab businesses and taxicab operators supported the proposed Ordinance 2025-02 which would make the following changes:

- Adds requirement for applicants to provide proof of a valid California Class C or Commercial Class A Driver's License (Section 1.045.D.4)
- Establishes the right for taxicab drivers to charge a maximum flat fare of \$25 from Palm Springs International Airport and Acrisure Arena for trips that are four (4) miles or less. Trips exceeding four (4) miles will be charged the maximum flat fare for the first four (4) miles and the metered rate for any distance traveled thereafter (Section 1.070.B)
- Establishes a special music festival venue \$35 surcharge for pick-ups at the Coachella Valley Music and Arts Festival and at the Stagecoach Festival. The special music festival venue surcharge is effective only for the days on which the respective music festivals occur. This special music festival venue surcharge is in addition to the metered rate charged by the taxicab driver (Section 1.070.G).

A redlined copy of Ordinance No. 2025-02 reflecting these changes is attached. Ordinance No. 2025-02 will be presented at the April Board meeting for a second reading and consideration for adoption.

**Financial Impact**

There is no financial impact associated with this item.

**Performance Goals**

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

**Approved/Reviewed by:**

Paul Mattern, Chief Planning Officer

Luis Garcia, Chief Financial Officer

Mona Babauta, CEO/General Manager

Catherine J. Groves, General Counsel

**Attachments:**

- [Item 13a](#) – Redlined Copy of Ordinance No. 2025-02
- [Item 13b](#) – Ordinance No. 2025-02 (Redlined Changes Accepted)

**ORDINANCE NO. 2025-0~~24~~**  
**AN ORDINANCE OF SUNLINE SERVICES GROUP**  
**SUPERSEDING ORDINANCE NO. 202~~54~~-0~~12~~**

**WHEREAS**, Government Code Section 53075.5 requires every city and county to protect the public health, safety and welfare by adopting an ordinance concerning the provision of taxicab services, to provide a policy for entry into the business of providing taxicab services, to establish maximum rates for the provision of such services, and for such other matters as determined by the legislative body; and,

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

**WHEREAS**, members of STA have delegated the authority to regulate the safe operation of taxicab services to SunLine Services Group (SSG); and

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

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

**NOW, THEREFORE**, the Board of Directors of SSG does ordain as follows:

**SECTION 1: ADOPTION OF TAXICAB SERVICE ORDINANCE.**

SSG hereby adopts this ordinance regulating taxicabs within the jurisdictional boundaries of SSG, superseding and replacing Ordinance 202~~54~~-0~~12~~, as attached hereto as Exhibit A.

**SECTION 2: SEVERABILITY.**

If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid or unconstitutional by the decision of a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the ordinance of SSG. The Board of Directors of SSG hereby declares that it would have passed this ordinance, and each section, subsection, clause, sentence or phrase thereof, irrespective of the fact that any one or more other sections, subsections, clauses, sentences, or phrases may be declared invalid or unconstitutional.

**SECTION 3: EFFECTIVE DATE.**

This ordinance shall take effect thirty (30) days from its passage by the Board of Directors of SSG.

**SECTION 4: PUBLICATION.**

The Clerk of the Board is authorized and directed to cause this ordinance to be published within fifteen (15) days after its passage in a newspaper of general circulation and circulated within the jurisdictional boundaries of SSG in accordance with Government Code Section 36933(a) or, to cause this ordinance to be published in the manner required by law using the alternative summary and posting procedure authorized under Government Code Section 36933(c).

INTRODUCED at the regular meeting of the Board of Directors of SunLine Services Group on the 26<sup>th</sup> ~~22<sup>nd</sup>~~ day of March ~~January~~, 2025.

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

\_\_\_\_\_  
Nancy Ross  
Chairperson of the Board

ATTEST:

\_\_\_\_\_  
~~Edith Hernandez~~ Vanessa Ordorica  
Clerk of the Board

APPROVED AS TO FORM:

\_\_\_\_\_  
Catherine J. Groves  
General Counsel



## **EXHIBIT A: TAXICAB SERVICE ORDINANCE**

### **CHAPTER ONE**

#### **ARTICLE I PERMITTING OF TAXICAB BUSINESSES AND DRIVERS**

- 1.010 Purpose
- 1.015 Definitions and Statutory References
- 1.020 Taxi Administrator
- 1.025 Delivery of Notices or Requests
- 1.030 Business Permit Required
- 1.035 Business Permit Renewal
- 1.040 Insurance Required
- 1.045 Driver Permit Required
- 1.050 Driver Permit Renewal and Transfer
- 1.055 Vehicle Permit Required
- 1.060 Vehicle Permit Renewal
- 1.065 Vehicle Inspections
- 1.070 Rates
- 1.075 Mandatory Controlled Substance and Alcohol Testing Program
- 1.080 Denial, Revocation, or Suspension of Permits
- 1.085 Appeal Hearings
- 1.090 Advance Deposit Hardship Waiver
- 1.095 Administrative Citation
- 1.200 Fines and Penalties
- 1.205 Late Payment Charges
- 1.210 Cost Recovery
- 1.215 Airports

#### **ARTICLE II OPERATING REQUIREMENTS**

- 2.010 Taxicab Businesses Distinct Appearance
- 2.015 Advertisements
- 2.020 Driver Standards and Appearance
- 2.025 Special Events
- 2.030 Taxi Administrator
- 2.035 Fines and Penalties

## **CHAPTER ONE**

### **ARTICLE I**

#### **PERMITTING OF TAXICAB BUSINESSES AND DRIVERS**

##### **Section 1.010      Purpose**

State law requires every city or county to adopt an ordinance or resolution in regards to taxicab transportation services, which include, among others, a policy for entry into the business, establishment of registration rates, and mandatory controlled substance and alcohol testing programs. In October 2017, Assembly Bill 1069 was enacted to modernize the regulation of taxicab transportation services in order for taxicabs to better compete with all for hire modes of transportation. In September, 2018, Assembly Bill 939 was subsequently enacted imposing additional duties on local governments related to taxicab transportation services. This ordinance establishes a permitting process and regulatory structure consistent with the requirements of state law.

##### **Section 1.015      Definitions and Statutory References**

As used in this Chapter:

- A. "AB 1069" means Assembly Bill 1069 *Local government: taxicab transportation services* as codified in Government Code Sections 53075.5, 53075.51, 53075.52 and 53075.53.
- B. "AB 939" means Assembly Bill 939 *Local government: taxicab transportation services* amending Government Code Sections 53075.5, 53075.51, and 53075.52.
- C. "Advertisement" means the dissemination in any newspaper, circular, form letter, brochure, business card, telephone directory (including the yellow and/or white pages) or similar publication, display, sign, internet, phone and/or tablet "app", radio broadcast, telecast of by other electronic means, information designed to promote the use of a Taxicab Business' services.
- D. "Alternative Fuel Vehicle" means vehicles and engines that are designed for alternative fuels including but not limited to hydrogen, natural gas, propane; alcohols such as ethanol, methanol, and butanol; vegetable and waste-derived oils; and electricity.
- E. "Board" or "Board of Directors" means the Board of Directors of SunLine Services Group.
- F. "Business" means any person, firm, association, corporation, partnership or other entity that is established to operate or lease one or more taxicabs within the jurisdictional boundaries of SSG that is issued a permit by the Taxi Administrator pursuant to this ordinance.

- G. "Business Permit" means the permit issued by SSG to a business authorizing the business to operate taxicab services in the jurisdictional boundaries of SSG.
- H. "Business Permit Fee" means the fees charged for issuance of the business permit.
- I. "Business Permit Application Fee" means the fees charged for the review of an application for a Business Permit prior to issuance.
- J. "Control Person" means any person, firm, association, corporation, partnership, owner, investor, shareholder, officer and director that has or have a majority interest in the Taxicab Business.
- K. "Driver" means an individual natural person who drives or is allowed to drive a taxicab under the name of a business. This includes, but is not limited to: full time, regularly employed drivers; casual intermittent or occasional drivers; leased drivers and independent, owner-operator contractors who are either directly employed by or under lease to a business or who drive or operate a taxicab at the direction of or with the consent of a business.
- L. "E-Hail Application" means an application that allows customers to electronically order a permitted taxicab on demand using a smartphone or other mobile or electronic device and/or accept payment for those trips.
- L. "Engaged with a Passenger" means ongoing interactions between the Driver and passenger during the course and scope of providing taxicab service to the passenger.
- M. "Jurisdictional Boundaries of SSG" means the territory within the jurisdictional boundaries of the cities of Desert Hot Springs, Palm Springs, Cathedral City, Rancho Mirage, Palm Desert, Indian Wells, La Quinta, Indio, Coachella, and the unincorporated area of Riverside County that is within the territorial boundaries of the Palm Springs and Desert Sands Unified School District, and that portion of the Coachella Valley Unified School District located within Riverside County, as such boundaries may be adjusted from time to time as allowed for under the law.
- N. "Permittee" means any business including any owners, investors, shareholders, partners, officers, directors and representatives acting on its behalf or driver that has been issued a permit pursuant to the Article I.
- O. "Prorated" means a pro rata distribution based on the date of business, driver or vehicle permit issuance.
- P. "Pull Notice Program" as referred to in Vehicle Code Section 1808.1 shall mean a process for the purpose of providing the employer with a report

showing the Driver's current public record by the Department of Motor Vehicles and any subsequent convictions, failures to appear, accidents, driver's license suspensions, driver's license revocations, or any other actions taken against the driving privilege or certificate, added to the driver's record while the employer's notification request remains valid and uncanceled.

- Q. "Per Mile" means the charge to a taxicab passenger calculated and based on distance traveled by the taxicab vehicle.
- R. "SSG" means the joint powers authority established by Riverside County and Coachella Valley cities charged with the duties, obligations and responsibilities to implement and enforce this ordinance and any related ordinance and any regulations promulgated pursuant thereto as directed by the SSG Board.
- S. "Substantially Located" shall have the same meaning as defined within Government Code Section 53075.5.
- T. "Taxicab" means every automobile or motor propelled vehicle, designed for carrying not more than eight persons, excluding the driver, where the driver's seat may be separated from the passenger's compartment by a glass or other partition used for the transportation of passengers for hire over the public streets in the jurisdictional boundaries of SSG, and not over a defined route, irrespective of whether the operations extend beyond the jurisdictional boundaries, in circumstances where the vehicle is routed under the direction of the passenger of the person hiring the same.
- U. "Taxi Administrator" means the General Manager of SSG or his/her designee.
- V. "Vehicle Permit" means a valid permit issued by SSG, authorizing a particular vehicle to be operated as a Taxicab.
- W. "Vehicle Permit Fee" means a non-transferable authorization to drive or operate a vehicle as an authorized Taxicab transportation service within the jurisdictional boundaries of SSG, whether as owner, lesser, lessee, or otherwise.

As used in this Chapter, any citation or reference to a California code or statute is intended to include any subsequent amendments enacted by the state thereto.

#### **Section 1.020      Taxi Administrator**

- A. The Taxi Administrator shall be authorized to carry out the permitting and regulation of Businesses and Drivers under this Chapter, and to enforce the provisions of this Chapter in compliance with California Government Code

sections 53075.5 and 53075.51. The Taxi Administrator is authorized to promulgate and adopt regulations and procedures necessary to implement all provisions of this Chapter.

- B. The Taxi Administrator shall be authorized to conduct investigations, audits or field inspections in order to enforce the provisions of this Chapter and regulations.

**Section 1.025      Delivery of Notices or Requests**

- A. All notices or requests referred to in this ordinance shall be delivered to the Administrative Office of SSG. All notices or requests referred to in the ordinance of SSG to any business or individual shall be delivered to the address of record for the business or individual.
- B. Notices or requests referred to in this ordinance may be delivered through electronic mail to the address provided in the application for a Business, Driver or Vehicle Permit.
- C. Delivery of any notice or request shall be effective as follows:
  - 1. Immediately if given by personal delivery or electronic mail;
  - 2. One (1) day after delivery if delivered by an overnight delivery service; and
  - 3. Three (3) days after delivery if delivered by U.S. Mail.

**Section 1.030      Business Permit Required**

- A. It is unlawful for any business to operate a Taxicab or Taxicabs without first having been issued a Business Permit from SSG if the Business is substantially located within the Jurisdictional Boundaries of SSG.
- B. A Business Permit may be obtained from SSG as provided below. The Permit shall state the name of the Taxicab Business, location of principal operation, and the date of issuance. If the Taxicab Business and the Driver are the same person, he or she shall apply for and obtain from SSG both a Business Permit and a Driver permit.
- C. An applicant for a Business Permit shall complete an application form which shall contain the following information:
  - 1. Name of Business as recorded in formation documents filed with the California Secretary of State or fictitious business name as registered with Riverside County;

2. Name, job title, and function of all owners, investors, shareholders, partners, officers, directors and representatives acting on the Business' behalf and provide such information as is required to evaluate the legitimacy of the company's business structure, qualifications, corporate stability, financial stability and capability;
3. Fingerprint based criminal history check of all owners, investors, shareholders or partners that hold an interest in the Taxicab Business;
4. Address of principal place of business from which the Business conducts its activities;
5. Address of all locations from which the Business conducts its activities;
6. Electronic mail address for the purpose of providing notice or requests.
7. Before any Business Permit is issued, the applicant shall procure and maintain, at its cost, comprehensive general liability and property damage insurance, against all claims for injuries against persons or damages to property which may arise from or in connection with the operation of Taxicabs by the applicant, its agents, representatives, employees, or subcontractors and the owner of the vehicle;
8. A list of the Vehicle Identification Numbers ("VIN") of the Taxicabs ("vehicle identification list") which have annually passed a vehicle safety inspection at a facility certified by the National Institute for Automotive Service Excellence or a facility registered with the Bureau of Automotive Repair. The list shall include vehicle number, license plate number, and SSG permit number;
9. A current list of all Drivers authorized to operate any vehicle on the required vehicle identification list;
10. Evidence of valid and current California Department of Motor Vehicle Registration for each Taxicab listed in the vehicle identification list;
11. Verification of safety and education program as required by Government Code Section 53075.5;
12. Verification of disabled access education program as required by Government Code Section 53075.5;
13. Verification of participation in the Pull-Notice Program pursuant to Section 1808.1 of the California Vehicle Code;



14. Each applicant shall submit information establishing the total number of prearranged and non-prearranged trips that originate within the Jurisdictional Boundaries of SSG accounting for the largest share of the Business' total number of trips over the applicable time period pursuant Government Code Section 53075.5; and,
  15. Each applicant shall provide SSG an address of an office or terminal where documents supporting the factual matters specified in Government Code Section 53075.5 may be inspected by SSG upon request.
- D. The Business Permit shall be valid for a period of one (1) year, beginning July 1<sup>st</sup> of each year and expiring June 30<sup>th</sup> or until suspended, revoked or surrendered. Requirements to approve and maintain the permit include:
1. Taxicab Businesses shall have a distinctive name and appearance and shall have a standard monogram, insignia, or logo which is permanently affixed to each vehicle and indicates that the vehicle is offered for the use of transportation of passengers of hire. Distinctive name includes consideration of a specific color referenced in the Taxicab Business' name and distinctive appearance may include the original factory paint color;
  2. Maintenance of a year-round computerized dispatch system capable of providing performance reports as required by Government Code Section 53075.5 and the Taxi Administrator;
  3. At least one (1) wheelchair-accessible van that meets federal standards as provided in Title 49, Subtitle A, Part 38 of the Code of Federal Regulations ready and available as may be requested in its fleet;
  4. Proof of insurance per section 1.040;
  5. Compliance with the maximum rates established per section 1.070;
  6. Implementation of mandatory controlled substance and alcohol testing program per section 1.075;
  7. Maintenance of safety education and training program;
  8. Maintenance of disabled access education and training program;
  9. Maintenance of current and valid California Department of Motor Vehicles Registration for each Taxicab listed in the vehicle identification list;

10. Continuous participation in the Pull Notice Program per Vehicle Code Section 1808.1; and,
  11. Compliance with all operational requirements in Article II of this Chapter.
- E. Each Taxicab Business shall at all times maintain accurate and complete accounts of all revenues and income arising out of its Taxicab operations, a list of vehicles in use, a list of all Drivers of the company, any complaints by patrons and any other information SSG may require to verify compliance with the ordinance of SSG. The Taxicab Business' books, accounts and records pertaining to compliance with the ordinance of SSG shall at all reasonable times be open to inspection, examination and audit by the authorized officers, employees and agents of SSG. The refusal of a Taxicab Business to provide the required records for inspection shall be deemed a violation of the ordinance of SSG and cause for termination of the Taxicab Business permit. Any proprietary data provided to SSG shall be maintained confidential to the extent permitted by law.
- F. At the time the application for a Business Permit is received, the applicant shall pay a Business Permit Application Fee as established and amended from time to time by resolution of the Board. Fees shall be due and payable before a Business Permit application is processed. Prorated fees will be based on the date of Business Permit approval.
- G. At the time the application for a Business Permit is received, it will be reviewed for accuracy and compliance within ten (10) days. The applicant will receive a deficiency notice should the application and documents be lacking and/or incomplete. The applicant shall have thirty (30) days from the date of deficiency notice to remedy and re-submit application deficiencies. Applications that have not met the minimum requirements for a Business Permit within sixty (60) days will be denied. A new Business Permit application must be submitted for consideration, thereafter.
- H. At the time a Business Permit Application is approved, the applicant shall pay the Annual Taxicab Business Permit Fee. The Annual Taxicab Business Permit Fee shall be due and payable before issuance of a Business Permit. The Annual Taxicab Business Permit Fee may be adjusted by resolution of the Board.
- I. The Board may establish a procedure for a payment of the Business Permit Fee in installments.
- J. The rights of appeal provided for by Section 1.085 are available to a Business in the event that his or her Business Permit is denied based on the provisions of this Chapter.

- K. In the event a Taxicab Business or any Control Person transfers 50% or more of its interest in the Business therein, the Taxicab Business' Permit cannot be sold or transferred in part or in whole, by assignment, trust, mortgage, lease, sublease, pledge or other hypothecation without prior written consent of the Board.

**Section 1.035      Business Permit Renewal**

- A. Sixty (60) days prior to the expiration of a Business Permit the Business may apply to SSG for a renewal thereof for an additional year. A Business shall be entitled to a one (1) year renewal of the Business Permit provided that:
1. The Business submits a Business Permit renewal application;
  2. The Business pays the annual renewal application fee;
  3. The Business pays the Business Permit Fee;
  4. The Business pays the applicable Taxicab Vehicle Permit Fee;
  5. The Business shows that it continues to be substantially located within the Jurisdictional Boundaries of SSG as defined in Government Code Section 53075.5;
  6. The Business continues to comply with all provisions of Section 1.030.
- B. The rights of appeal provided for by Section 1.085 are available to a Business in the event that renewal of his or her Business Permit is denied based on the provisions of this Chapter.

**Section 1.040      Insurance Required**

- A. The insurance policies required under this Chapter shall consist of and contain or be endorsed to contain the following provisions:
1. General Liability and Automotive Liability Coverage:
    - a. SSG, its member entities, their officers, officials, employees, and volunteers are to be covered as additional insureds for liability related to:
      - i. Activities performed by or on behalf of the Business;
      - ii. Premises owned, occupied, or used by the Business; and,

- iii. Automobiles owned or leased by the Business.
  - b. The Permittee shall also carry Workers' Compensation Insurance in accordance with State of California Workers' Compensation laws.
  - c. The coverage shall contain no special limitations on the scope of protection afforded to SSG, its member entities, their officers, officials, employees, agents, representatives, or volunteers.
  - d. The business' insurance shall be the primary insurance of SSG, its member entities, their officers, officials, employees, agents, representatives and volunteers. Any insurance or self-insurance maintained by SSG, its member entities, their officers, officials, employees, agents, representatives or volunteers shall be in excess of the Permittee's insurance and shall not contribute with it.
  - e. Any failure to comply with reporting provisions of the policy shall not affect coverage provided to SSG, its member entities, their officers, officials, employees and agents.
  - f. Permittee's insurance shall apply separately to each insured against whom a claim is made or a suit is brought, except with respect to the limits of the insurer's liability.
2. All Coverage:
- a. Each insurance policy required by this Section shall be endorsed to state that coverage shall not be suspended, voided, cancelled by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to SSG.
  - b. Permittee shall furnish SSG with a certificate of insurance and any applicable policies and endorsements affecting the coverage required hereunder. The policies and endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. At SSG's option, endorsements and any certificates of insurance required by SSG shall be on forms provided or approved by SSG. All endorsements and certificates are to be received and approved by SSG prior to the operation of any Taxicab by the Permittee in the Jurisdictional Boundaries of SSG. SSG reserves the right to require complete certified copies of all insurance policies,

including endorsements affecting the coverage required by this ordinance, at any time and shall include, but not limited to, the obligation to indemnify, hold harmless, release and defend SSG.

- c. Business Permittee shall include all individual Drivers employed by Permittee, agents, contractors, other sub-operators as may be permitted by SSG, as insureds under its policies or shall furnish separate certificates and endorsements for each sub-operator. All coverage for such sub-operators shall be subject to all of the requirements stated herein.
- d. The procuring of such insurance or the delivery or endorsements and certificates evidencing the same shall not be construed as a limitation of the Permittee's obligation to indemnify, hold harmless, release and defend SSG, its member entities, their officers, officials, employees, agents, representatives, and volunteers from and against any and all liability, claims, suits, costs, expenses, fines, judgments, settlements, charges or penalties, including reasonable attorney's fees, regardless of the merit or outcome of the same arising out of, or in any manner connected with, any or all of the operations or services authorized conducted or permitted under this ordinance.
- e. The amount of insurance required hereunder shall be as follows:
  - i. For injury or death in any one accident or occurrence, three hundred fifty thousand dollars (\$350,000.00);
  - ii. For the injury or destruction of property in any one accident or occurrence, three hundred fifty thousand dollars (\$350,000.00);
  - iii. For combined single limits of liability for primary bodily injury and primary property damage, three hundred fifty thousand dollars (\$350,000.00);
  - iv. For employer's liability, with limits of three hundred fifty thousand dollars (\$350,000.00).
- f. It shall be the responsibility of all Permittees to provide and maintain insurance coverage in compliance with the provisions of this ordinance to cover each and every driver that operates a vehicle as a Taxicab. The Permittee shall

further ensure that appropriate certificates of insurance reflecting the coverage are on file with SSG at all times.

3. Insurance required by this Section shall be satisfactory only if issued by companies having at least an A insurance rating on AM Best or equivalent, and are authorized to write business in California. All applicants are required to comply with this Section prior to the issuance of any Business Permit.
  4. Permittees are responsible to ensure compliance with all of the foregoing insurance requirements and regulatory provisions related to such requirements. Responsibility on the part of the Permittee includes ensuring that any vehicle owner whose vehicle is operated under the Business Permittee's name maintains insurance and provides SSG with proof of the same at all times that each vehicle is operated. Failures to comply with the foregoing insurance requirements which affect the Business as a whole shall result in immediate suspension of the permit. Failure to comply with the foregoing insurance requirements three (3) times within a calendar year constitutes grounds for revocation of the permit.
- B. Permittees shall maintain on file with SSG evidence of its insurance coverage meeting all the requirements as indicated in this Section. The Permittee shall provide SSG with verbal notice within 24 hours in the event of any change in insurance coverage and written notification of any insurance change within three (3) calendar days after the change.

**Section 1.045      Driver Permit Required**

- A. It is unlawful for any person to drive a Taxicab without having first obtained a Driver permit from SSG. A Driver permit may be obtained as provided below.
- B. An applicant for a Driver permit shall complete an application which shall contain the following information:
1. Applicant's full name, residence address and age;
  2. A listing of all equivalent permits which have been issued to the applicant by any governmental agency;
  3. Applicant's height, weight, gender and color of eyes and hair;
  4. The number and expiration date of the applicant's California driver's license;
  5. All moving violations within the last 3 years, including dates of violations and the jurisdiction where each violation occurred;



6. Authorization for SSG, or its agents or employees to seek information and conduct an investigation into the truth of the statements set forth in the application and the qualifications of the applicant; and
- C. The Taxi Administrator may accept the submission of a permitted Business' Driver application that provides all the information required in subsection B above in lieu of the Driver application provided by SSG.
- D. At the time the applicant submits an application for a Driver permit, the applicant shall do all of the following:
  1. Submit to a fingerprint based criminal history check pursuant to Government Code Section 53075.5;
  2. Provide SSG with a copy of the results of the drug and alcohol test as conducted by the Business pursuant to Government Code Section 53075.5 and Section 1.075 of this ordinance;
  3. Provide proof of insurance as insureds under an employer's policies as required by Section 1.040;
  4. Provide proof of a valid California Class C or Commercial Class A Driver's License;
  - 4.5. Provide proof of completion for taxi business's driver safety education and training program;
  - 5.6. Provide proof of completion for taxi business's disabled access education and training program;
  - 6.7. Provide Intent to Hire form indicating the name of the Business with whom the applicant is employed or who has given the applicant an offer of employment within the meaning of Government Code Section 53075.5;
  - 7.8. Provide SSG with a copy of the Department of Motor Vehicles Pull Notice Program enrollment, as defined in Vehicle Code Section 1808.1; and
  - 8.9. Payment of Driver permit fee as established and amended from time to time by resolution of the Board. The Driver permit fee shall be due and payable before receipt of the driver permit.
- E. The Driver permit shall state the name of the employer.
- F. In the event of denial, revocation or suspension of a Driver permit, the applicant may within ten (10) days of notification of denial apply to SSG for

a hearing on the denial in accordance with the procedures set forth in Section 1.085.

- G. The Driver permit shall be valid for a period of one (1) year or until suspended, revoked or surrendered. Termination of the Driver's California driver's license shall constitute grounds for revocation of the Driver permit authorized hereunder.
- H. Upon termination of employment within the meaning of Government Code Section 53075.5 the permit shall become void. In such case, the Driver shall immediately return the Driver permit to SSG. Upon return of the Driver permit, the Driver may re-apply for a Driver permit, provided that the Driver complies with the requirements for issuance of a Driver permit under this Section.

#### **Section 1.050      Driver Permit Renewal and Transfer**

- A. Prior to the expiration of a Driver permit, the Driver may apply to SSG for a renewal thereof for an additional year. A Driver shall be entitled to a one (1) year renewal of the Driver permit provided that:
  - 1. The Driver submits a completed renewal application which shall contain the information stipulated in Section 1.045, subsection B.
  - 2. The Driver pays a permit renewal fee as established and amended from time to time by resolution of the Board;
  - 3. The Driver submits to permit-renewal controlled substances and alcohol testing as provided by Government Code Section 53075.5;
  - 4. The results of controlled substances and alcohol testing indicate that the Driver has not been using a controlled substance as specified in Part 40 (commencing with Section 40.1) of Title 49 of the Code of Federal Regulations;
  - 5. The results of such testing indicate that the Driver has a breath concentration of less than 0.02 percent on an alcohol screening test; and,
  - 6. The Driver has not been convicted of any of the crimes, including but not limited to, those crimes enumerated in Section 1.080 during the preceding year.
- B. A Driver may request a transfer of his/her Driver Permit to another Permittee provided the Driver has submitted the following:
  - 1. A Driver permit application signed by an authorized representative of the prospective Permittee;

2. Intent to Hire Form;
  3. A copy of the results of the drug and alcohol test as conducted by the Business pursuant to Government Code Section 53075.5 and Section 1.075 of this ordinance;
  4. Proof of insurance as insured under a Business' policy as required by Section 1.040;
  5. Proof of completion for taxi business's driver safety education and training program;
  6. Proof of completion for taxi business's disabled access education and training program;
  7. A copy of the Department of Motor Vehicles Pull Notice Program enrollment, as defined in Vehicle Code Section 1808.1;
  8. A Driver permit transfer fee; and
  9. SSG Driver permit to be transferred.
- C. Driver shall not operate a Taxicab until the transfer permit is obtained and in possession of the Driver pursuant to this Section.
- D. A transferred Driver permit shall expire on the same date as the original Driver Permit and shall not exceed the Driver's permit period.
- E. If the Driver permit has expired or terminated and is not renewed or transferred within thirty (30) business days of the expiration or termination, the Driver shall be required to re-apply as a new applicant for issuance of a Driver permit and shall pay all fees associated therewith.
- F. The rights of appeal provided for by Section 1.085 are available to a Driver in the event that renewal of his or her Driver permit is denied based on the provisions of this Chapter.

**Section 1.055      Vehicle Permit Required**

- A. It is unlawful for any Taxicab to operate without first having been issued a Vehicle Permit from SSG, unless otherwise authorized by Government Code section 53075.5. At all times while providing Taxicab service, the Vehicle Permit must be affixed to the lower left rear windshield of the vehicle.
- B. A Vehicle Permit may be issued provided that the vehicle has successfully completed a safety and cosmetic inspection conducted by a facility certified by the National Institute for Automotive Service Excellence or a facility

registered with the Bureau of Automotive Repair in accordance with the vehicle safety standards.

- C. The Vehicle Permit shall be valid for a period of one (1) year, beginning July 1<sup>st</sup> of each year and expiring June 30<sup>th</sup> or until suspended, revoked or surrendered.
- D. The Vehicle Permit Fee shall be due and payable upon the issuance of a Vehicle Permit. Permittees shall pay the Vehicle Permit Fee for each vehicle that is issued a Vehicle Permit.
- E. If a vehicle is permanently taken out of service with a balance due to SSG of the Vehicle Permit Fee for the year, such fee shall become immediately due and payable.
- F. If a Taxicab Business' Business Permit is suspended or terminated pursuant to section 1.080, all corresponding Vehicle Permits shall also be suspended. Owners of all vehicles with a suspended Vehicle Permit shall present vehicles to SSG for out of service Taximeter readings immediately upon suspension or termination of a Taxicab Business or expiration, suspension or termination of the Vehicle Permit sticker. The owner of the vehicle shall have thirty (30) days to register the vehicle with an existing and valid Taxicab Business permit holder. If the owner fails to register the vehicle within such thirty (30) day period, the vehicle shall be presented to SSG for removal of the Vehicle Permit sticker (if such sticker has not already been surrendered) and the balance of the Vehicle Permit Fee owing to SSG for the vehicle shall be immediately due and payable. SSG shall pursue collection of the Vehicle Permit Fee from either the Taxicab Business or the owner of the vehicle and no Vehicle Permit sticker shall be issued to the vehicle regardless of its ownership until the Vehicle Permit Fee owing to SSG shall have been paid.

#### **Section 1.060      Vehicle Permit Renewal**

- A. Prior to the expiration of a Vehicle Permit, the Permittee may apply to SSG for a renewal thereof for an additional year. A Vehicle Permit may be entitled to a one (1) year renewal provided that:
  - 1. Payment of the Vehicle Permit Fee as established and amended from time to time by resolution of the Board is received; and
  - 2. All requirements for initial issuance of a Vehicle Permit are maintained as provided in Section 1.055.
- B. The rights of appeal provided for by Section 1.085 are available in the event that renewal of a Vehicle Permit is denied based on the provisions of this Chapter.

## **Section 1.065      Vehicle Inspections**

- A. Prior to obtaining a Taxicab Business Permit, an applicant shall first present each vehicle to be used as a Taxicab to a facility certified by the National Institute for Automotive Service Excellence or a facility registered with the Bureau of Automotive Repair, and SSG, for a vehicle safety and cosmetic inspection. Any vehicle(s) that a Taxicab Business proposes to add to its fleet shall also be presented to a facility certified by the National Institute for Automotive Service Excellence or a facility registered with the Bureau of Automotive Repair, and SSG, for successful completion of a vehicle safety and cosmetic inspection prior to operation as a Taxicab. The Taxicab Administrator shall maintain a list which reflects the VIN of each vehicle that successfully completes the vehicle safety inspection. A record of the VIN of each vehicle that fails the vehicle safety inspection shall also be maintained by SSG.
- B. In addition to the initial vehicle safety and cosmetic inspection, each vehicle shall be required to pass additional inspections at the following times:
  - 1. Every twelve (12) months from the date the vehicle is first licensed as a Taxicab;
  - 2. After every incident resulting in cosmetic or greater damages; and,
  - 3. At any time upon written request by the Taxi Administrator.
- C. Failure to present a vehicle for inspection under this ordinance within three (3) days of the date upon which a request under Section 1.025 is delivered or within three (3) days after inspection is due shall result in the issuance of a penalty in accordance with Section 1.095. Further failure to present a vehicle for inspection under this ordinance within ten (10) days of the date upon which a written request is delivered or inspection is due shall result in the vehicle being declared presumed unfit to operate as a Taxicab, an administrative citation shall be issued to that effect, and the vehicle shall be read out of service.
- D. It is unlawful to operate a Taxicab vehicle in an unsafe operating condition, including but not limited to a condition that violates the vehicle safety inspection standards of SSG. All Taxicab Businesses are responsible to ensure that their vehicles are maintained in a safe operating condition at all times that they are in service. An incident that results in any cosmetic or greater damage shall be reported to SSG.

## Section 1.070 Rates

- A. No Permittee operating in the Jurisdictional Boundaries of SSG may charge a rate in excess of the maximum rate of \$12.00 Per Mile, \$4.00 flag drop/base rate, and \$24.00 per hour for traffic delay or waiting time. Maximum rates may be adjusted by resolution of the Board.
- B. For trips originating at either the Palm Springs International Airport or Acrisure Arena, a Permittee may charge customers a maximum flat fare of \$25, inclusive of any airport fees. A trip that exceeds \$25 would be charged based on the meter rate after the maximum flat fare has been charged.
- C. A Permittee may utilize an E-Hail Application to provide upfront fare estimates based on the trip distance and time (E-Hail Application Based Fare). An E-Hail Application-Based Fare may not exceed the maximum rates authorized by Section 1.070.A.
- D. A Permittee may charge customers an upfront flat rate fare through a transportation network company (TNC) E-Hail Application, such as Uber (Upfront Fare Program). Fares under the Upfront Fare Program must use dynamic pricing established by the TNC application(s) using an algorithm to calculate the upfront fare based on the trip distance and time. Meter rates cannot be applied to Upfront Fare Program trips. Section 1.070.A does not apply to the Upfront Fare Program.
- E. A Permittee may charge a rate that is less than the maximum rate set by SSG. Permittees may set fares or charge a flat rate as made permissible by Government Code Section 53075.5. No other fees or rates may be charged by a Permittee except as permitted by law.
- F. The Board may from time to time establish maximum flat rates for special events or fixed routes.
- F.G. A special music festival venue surcharge of \$35 may be charged by Permittees for trips originating at the Coachella Valley Music and Arts Festival or at the Stagecoach Festival. The special music festival venue surcharge is effective only for days on which –of–the respective music festivals occur. This– special music festival venue surcharge is in addition to any metered rate.
- H. A Permittee may use any type of device or technology approved by the Division of Measurement Standards to calculate fares as provided for in Government Code Section 53075.5.
- I. The Permittee shall disclose fares, fees or rates to the customer as provided for in Government Code Section 53075.5.



- J. The Permittee shall notify the passenger of applicable rates prior to the passenger accepting the ride for walk up rides and street hails as provided for in Government Code Section 53075.5.

**Section 1.075      Mandatory Controlled Substance and Alcohol Testing Program**

- A. Each Permittee shall maintain a mandatory controlled substance and alcohol testing certification program conforming to all requirements as set forth in California Government Code Section 53075.5 and Part 40 (commencing with Section 40.1) of Title 49 of the Code of Federal Regulations.
- B. Each Business shall maintain a written drug and alcohol policy as required by Government Code Section 53075.5 and proof that the Business has implemented a drug and alcohol certification program covering all of its drivers.
- C. No Business shall permit a Driver who refuses to submit to such tests to operate or continue to operate a Taxicab.
- D. In the case of self-employed independent Driver within the meaning of Government Code Section 53075.5, the test results shall be reported directly to SSG. In all other cases, the test results shall be reported to the Business who has employed or made an offer of employment to the Driver within the meaning of Government Code Section 53075.5.
- E. Results of all tests provided for in this Section are confidential and shall not be released to the public without the written consent of the Driver, except as provided by law.

**Section 1.080      Denial, Revocation, or Suspension of Permits**

- A. In addition to any other reason provided for in this Chapter, a permit may be denied, suspended or revoked when it has been determined that the Business, including any owners, investors, shareholders, partners, officers, directors, and representatives acting on its behalf:
  - 1. Has not complied with the applicable provisions of Article I; or
  - 2. Has not complied with the applicable provisions of the regulations; or
  - 3. Has failed to cure any item listed in a sixty (60) day warning for failure to comply with any requirements of permit issuance; or
  - 4. Has been issued three (3) sixty (60) day warnings of failure to comply with any requirements of this Chapter within a period of twelve (12) months; or

5. Has knowingly made a false statement of fact in an application for such permit; or
6. Has any outstanding balance owed to SSG; or
7. Has charged rates or fares exceeding the maximum rates other than those permitted by Section 1.070.

**B. Business and Driver Criminal Conduct**

1. A permit may be denied, suspended or revoked when it has been determined that the Business, including any owners, investors, shareholders, partners, officers, directors, and representatives acting on its behalf or Driver has been convicted of any of the following crimes within the timeframes set forth below, whether committed in the State of California or elsewhere. A conviction within the meaning of this Section means a plea or verdict of guilty or a conviction following a plea of nolo contendere:
  - a. Any conviction regardless of the time elapsed, in any state, of any of the following or their equivalent:
    - i. Any crime (apart from adult same-sex consensual sexual behavior) which requires the applicant to register as a sex offender under California Penal Code §290 shall require denial or revocation; or
    - ii. Any felony involving actual or threatened violence against persons, including, but not limited to, assault, battery, robbery or the use of a firearm or other weapon against a person.
  - b. Any conviction (felony or misdemeanor) within the past seven (7) years of any crime involving theft or dishonesty, including, but not limited to, burglary, theft, shoplifting or other crime related to fraud or intentional dishonesty; or
  - c. Any conviction (felony or misdemeanor) within the past seven (7) years of any crime involving the sale, possession or transportation of narcotics or other controlled substances; or
  - d. Any conviction (misdemeanor or felony) within the past three (3) years of any crime involving pandering or prostitution.
2. In addition to the crimes listed above, no Driver permit shall be granted to an applicant who has been convicted of three (3) or more moving violations within three years previous to submission of the application. Any permit previously granted shall be revoked for any

Driver who has been convicted of three (3) or more moving violations within three (3) years.

3. In addition, if an applicant has been convicted of, or pled nolo contendere at any time within the past seven (7) years, to a violation related to driving under the influence of alcohol or drugs, the applicant shall be disqualified and the application shall be denied. If after issuance of a permit to a Driver, the Driver is convicted of, or pleads nolo contendere to, a violation related to driving under the influence of alcohol or drugs, the Driver's permit shall be revoked.
- C. In addition to the foregoing, a Driver permit may be suspended, revoked or denied in the event that:
1. A driver is involved in an accident due to a medical condition that prevents the Driver from safely operating a vehicle, or;
  2. A medical condition that prevents a Driver from safely operating a vehicle otherwise comes to SSG's attention. Any Driver whose permit has been suspended, revoked or denied due to a prohibitive medical condition as described above, shall be entitled to a permit upon certification by a medical doctor that the condition is correctable, has been corrected and will continue to be corrected.
- D. In addition to the above, any Driver permit may be suspended or revoked for any crime which is substantially related to the qualifications, functions, or duties of a Driver which include, but are not limited to, the following: reckless driving; wet reckless driving; murder; rape; vehicular manslaughter; a violation of California Vehicle Code Sections 20001, 20002, or 20003 or any corresponding substitute Sections; robbery; a violation of California Penal Code Section 314 or any corresponding substitute Section; pandering; crimes related to the use, sale, possession, or transportation of narcotics or intoxicating liquors; assault; battery; or indecent exposure.
- E. Any Driver permit may also be suspended for and during the period that the payment of any citation remains outstanding after all appeal periods have been exhausted.
- F. From the time of the revocation or suspension of a Driver permit granted under the provisions of this Chapter, it is unlawful for any person whose Driver's permit has been suspended or revoked to operate or drive a Taxicab within the Jurisdictional Boundaries of SSG until a new permit has been procured or the period of suspension has expired. It is also unlawful for any person to drive or operate within the Jurisdictional Boundaries of SSG any Taxicab during the period of time that a permit has been revoked, terminated or suspended.

- G. In the event the Permittee appeals any denial, suspension, or revocation of a permit issued under this Section, the appeal procedures of Section 1.085 shall apply.

#### **Section 1.085      Appeal Hearings**

- A. Any person aggrieved by any determination under the provisions of this Chapter shall be entitled to appeal that decision as provided herein. Any recipient of an administrative citation may contest that there was a regulatory violation or that he or she is the responsible party.
- B. A request for hearing must be made within ten (10) days following the delivery of notice of the decision of the Taxi Administrator which is challenged by delivery of the request for hearing at the administrative offices of SSG together with:
  - 1. An advance deposit of any fine or a notice of request for an advance hardship waiver pursuant to Section 1.090; and
  - 2. Payment of an appeal fee as established by resolution of the Board of Directors.
- C. Upon satisfaction of the foregoing, SSG shall set a hearing within thirty (30) days of delivery of the request for hearing, or as soon thereafter as reasonably practical. The Taxi Administrator shall appoint a hearing officer.
  - 1. If the appeal is of: (1) a decision to deny, suspend, revoke or terminate a permit; or (2) an administrative fine or penalty imposed pursuant to an administrative citation in excess of \$2,000.00, the Taxi Administrator shall refer the matter to the administrative hearing officer under contract with SunLine, or a retired judge or an administrative law judge with the California State Office of Administrative Law Judges.
  - 2. If the appeal is of a decision to impose a(n) administrative fine(s) or penalty(ies) pursuant to an administrative citation whose total is less than \$2,000.00, the Taxi Administrator shall refer the matter to an employee who shall serve as the hearing officer.
- D. SSG shall notify the appealing party of the time and date for the hearing, which notice shall be delivered at least fifteen (15) days prior to the hearing.
- E. The hearing officer shall conduct an administrative hearing. The administrative hearing allows SSG and the appealing party to be represented by an attorney, to present evidence related to the alleged violations, to cross examine witnesses who have testified, and to argue their positions. The administrative hearing shall be informal and technical rules

of evidence, including but not limited to, the hearsay rule, shall not apply. Oral testimony received at the hearing shall be taken only on oath, affirmation, or penalty of perjury. The right to cross examine witnesses shall not preclude the introduction and consideration of written statements whether made under oath or not. The proceedings shall be recorded or otherwise preserved. It is the intent of SSG that the hearing officer allow wide latitude in introduction of evidence and the holdings and discussions concerning informality of hearings and relaxed rules of evidence set forth in *Mohilef v. Janovici* (1986) 56 Cal.App.4<sup>th</sup> 310 apply to the fullest extent to all the hearings conducted under this ordinance.

- F. If the appealing party fails to appear, the hearing officer may conduct the hearing in the party's absence and/or may render a decision to dismiss the matter.
- G. After consideration of the evidence presented by all parties, the hearing officer shall render written decision which sets forth a statement of the case, any relevant findings of fact to support the decision and administrative enforcement order. If the hearing officer finds one or more of the alleged violations has been committed, he or she may suspend, revoke, or terminate any permit and/or impose administrative monetary penalties in accordance with the limits set forth in this ordinance. In determining whether to suspend or revoke any permit or to impose administrative monetary penalties, the hearing officer shall take into consideration the gravity of the violation, the entire record of the party requesting the hearing, and the harm threatened to the public by the violation.
- H. The decision of the hearing officer shall be final and the party requesting the hearing shall be notified in writing of the decision of the hearing officer. Such decision shall be delivered within fifteen (15) days from the date the hearing is concluded.
- I. Any review of a decision by the hearing officer brought pursuant to an administrative citation shall be governed by the provisions of Government Code Section 53069.4. Review of any other final decision under this ordinance shall be governed by Code of Civil Procedure Section 1094.5, *et seq.*
- J. With the exception of the conviction of a crime which requires registration as a sex offender under California Penal Code Section 290, in any case where a Driver permit is denied due to a criminal conviction, the applicant shall be entitled to apply the Driver permit application fee towards the appeal fee from such denial. In the event that a Driver permit is granted on such appeal, the applicant shall pay the Driver permit fee in full prior to issuance of a permit.

**Section 1.090      Advance Deposit Hardship Waiver**

- A. Any person who intends to request a hearing to contest that there was a regulatory violation or that he or she is the responsible party and who is financially unable to make the advance deposit of the fine under Section 1.085, may file a request for an advance deposit hardship waiver.
- B. The request shall be filed with the SSG on an advance deposit hardship waiver application form within ten (10) days of the date of the administrative citation.
- C. The requirement of depositing the full amount of the fine as described in subsection A above shall be stayed unless or until the SSG makes a determination not to issue the advance deposit hardship waiver.
- D. SSG may waive the requirement of an advance deposit set forth in Section 1.085 and issue the advance deposit hardship waiver only if the cited party submits a sworn affidavit, together with any supporting documents or materials demonstrating the person's actual financial inability to deposit with SSG the full amount of the fine in advance of the hearing.

**Section 1.095      Administrative Citation**

- A. Whenever an enforcement officer charged with the enforcement of any regulation determines that a violation has occurred, the enforcement officer shall have the authority to issue an administrative citation to any person responsible for the violation. In instances in which a Driver is cited for a violation, the Business may also be cited.
- B. Each administrative citation shall contain the following information:
  - 1. The date of the violation;
  - 2. The address or a definite description of the location where the violation occurred;
  - 3. The section of the regulation violated and a description of the violation;
  - 4. The amount of the fine for the violation;
  - 5. A description of the fine payment process, including a description of the time within which and the place to which the fine shall be paid;
  - 6. An order prohibiting the continuation or repeated occurrence of the violation described in the administrative citation;



7. A description of the administrative citation review process, including the time within which the administrative citation may be contested and the place from which a request for hearing form to contest the administrative citation may be obtained; and
8. The name and signature of the citing enforcement officer.

**Section 1.200      Fines and Penalties**

- A. The fine for violation of Article I of this Chapter shall be between one hundred dollars (\$100.00) and one thousand dollars (\$1,000.00).
- B. The minimum fine for operating a Taxicab without a valid permit(s) to operate issued by SSG shall be five thousand dollars (\$5,000.00).
- C. The amount of the fine shall be set forth in the schedule of fines established by resolution of SSG and paid to SSG within thirty (30) days from the date of the administrative citation.
- D. If the fine is challenged by an administrative hearing as set forth in Section 1.085 and the hearing officer determines that the administrative citation shall be upheld, then the fine amount on deposit with SSG shall be retained by SSG.
- E. If after a hearing under Section 1.085, the hearing officer determines that the administrative citation should be upheld and the fine has not been deposited pursuant to an advance deposit hardship waiver, the fine shall be due within thirty (30) days of the date of the decision of the hearing officer is deposited in the mail. Failure to pay the fine within such period shall result in the suspension of the Driver permit of the Driver or Business, as may be applicable, until such time as payment is made.
- F. If after a hearing under Section 1.085 the hearing officer determines that the administrative citation should be canceled and the fine was deposited with SSG, then SSG shall promptly refund the amount of the deposited fine, together with interest at the rate of five percent (5%) per annum for the period of time that the fine amount was held by SSG.
- G. Payment of a fine under this Chapter shall not excuse or discharge any continuation or repeated occurrence of the regulatory violation that is the subject of the administrative citation.

**Section 1.205      Late Payment Charges**

- A. Any person who fails to pay to SSG any fine or other payment imposed pursuant to the provisions of the ordinance of SSG on or before the date that fine or payment is due also shall be liable for the payment of any applicable late payment charges set forth in the schedule of fines. In

addition, the permit of the Driver or Business involved may be suspended pending payment.

**Section 1.210      Cost Recovery**

- A.     SSG may collect any past due administrative citation fine or late payment charge by use of all available legal means.
- B.     SSG may collect any past due Business Permit Fees, Vehicle Permit Fees or any other fees established in this ordinance by use of all available legal means.
- C.     SSG may recover its collection costs, including any reasonable attorneys' fees.

**Section 1.215      Airports**

- A.     Nothing in this Chapter shall prevent Palm Springs Regional Airport or any other publicly owned airport from regulation of taxicab access or from charging access/permit fees.

## ARTICLE II

### OPERATING REQUIREMENTS

#### **Section 2.010      Taxicab Businesses Distinct Appearance**

- A. All Taxicabs operating under a Taxicab Business permit shall be of distinctive name and appearance such as is in common usage in this country for Taxicabs and shall have a standard monogram, insignia, or logo which is permanently affixed to each vehicle and clearly indicates that the vehicle is offered for the use of transportation of passengers for hire. Distinctive appearance may include the original factory paint color.
- B. No Taxicab Business permit shall be granted to any Person and/or company whose name, monogram, logo or insignia to be used on its Taxicabs is in conflict with, or imitates, any name, monogram, logo or insignia used by another Taxicab Business within the Jurisdictional Boundaries of SSG in such a manner as to be misleading to, or which would tend to deceive or defraud the public. This includes the consideration of a specific color referenced in the Taxicab Business' name.
- C. No Taxicab Business shall be entitled to utilize the name or telephone number of any previously operating Taxicab Business unless the assuming company has paid all fines, Business Permit Fees, Vehicle Permit Fees, and administrative penalties due to SSG from the previous Taxicab Business and otherwise complied with the requirements for issuance of a Taxicab Business permit under the ordinance of SSG. In any case where an administrative or other form of proceeding is pending against the previous Taxicab Business, no transfer of the name shall occur unless and until SSG is provided with adequate monetary assurance of payment of any anticipated monetary penalty. Assurance may be in the form of a bond or undertaking.

#### **Section 2.015      Advertisements**

- A. No Taxicab Business, Driver or any other person shall place or cause to be placed any advertisement which:
  - 1. Is misleading to, or would tend to deceive or defraud the public;
  - 2. Uses a name(s) other than the name(s) registered with SSG for which a valid taxicab business permit has been issued without first obtaining written consent of SSG; or
  - 3. Uses a name, monogram, logo or insignia which is in conflict with or imitates any monogram, logo or insignia used by any other person operating in the Jurisdiction Boundaries of SSG.

**Section 2.020      Driver Standards and Appearance**

- A. All drivers shall have in his or her immediate possession a valid California driver's license and a Driver permit issued by SSG while in charge of or driving a Taxicab and shall present either upon request.
- B. All Drivers shall be at least 18 years old.
- C. All Drivers shall have the ability to read signs, labels, work schedules, rate cards, information cards, maps and simple instructions in English, to understand and follow verbal directions in English, to write simple instructions in English and to speak English sufficiently to communicate clearly with the public at large.
- D. No Driver shall be afflicted with either a physical or mental incapacity or ailment that would preclude him or her from safely operating a Taxicab and performing the duties normal to such profession.
- E. All Drivers shall be well groomed and dressed in a neat and clean fashion at all times while on duty. At a minimum, attire shall include a collared shirt or blouse covering the shoulders, knee length shorts or skirt or long pants and closed toe shoes. T-shirts, spaghetti or strapless shirts, open toe shoes, flip flops, sweatpants and sandals are prohibited. A Driver shall wear an identification badge at all times while on duty. At a minimum, the shirt, blouse or identification badge worn by the Driver must bear the Driver's name and Business logo.
- F. All Drivers shall provide prompt, efficient service and be courteous at all times to the general public, the business community, all other Taxicab Drivers and SSG or local government administrators/officers. Disputes with the general public, the business community, other taxicab drivers and those in charge of taxicab stands on private property shall be resolved in a professional manner with a goal of maintaining a favorable public image for the taxicab industry.
- G. Smoking and the use of profanity is prohibited.
- H. No Driver shall refuse to transport wheelchairs, packages, luggage and animals as follows:
  - 1. Any passenger's wheelchair, which can be folded and placed in either the passenger vehicle or trunk compartment of the Taxicab;
  - 2. Groceries or packages when accompanied by a passenger;
  - 3. Personal luggage, possessions or small pets in appropriate carriers.

4. Any passenger's service animal or intentionally interfere with the use of service animal by harassing or obstructing the user of his or her service animal as defined by the Americans with Disabilities Act (ADA).
- I. All Drivers shall assist a passenger in and out of a Taxicab when requested, provided the driver is not required to lift the passenger.
- J. All Drivers shall assist a passenger by placing luggage, packages and wheelchairs in and out of the taxicab when requested.
- K. Proposed trips that are part of the Upfront Fare Program, are considered accepted once the Driver has accepted the TNC application trip offer. If the offer accepted and then rejected, it is considered a ride refusal and subject to citation and applicable fine, unless the ride rejection is based on one or more of the exceptions set forth in Section 2.020.L.
- L. A Driver may only refuse to serve a person requesting the service of their taxicab if:
  1. The Driver has already been dispatched on another call;
  2. The passenger is engaging in physical or verbal mistreatment, including hitting, kicking, gestures, yelling, spitting, threats, intimidation, assaults, slurs, or cursing, or otherwise causing the driver to reasonably believe that the driver's health or safety, or that of others may be endangered. Discriminatory-based ride refusals are prohibited and may result in permit revocation;
  3. The passenger cannot, upon request, show ability to pay the fare;
  4. The passenger refuses to state a specific destination upon entering the taxicab; or
  5. The proposed trip is outside Riverside County.

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

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

- M. All Drivers shall be adequately rested, and shall not operate a Taxicab for more than ten (10) consecutive hours, nor for more than ten (10) hours spread over a total of fifteen (15) consecutive hours. Thereafter, no Driver shall drive a Taxicab until eight consecutive hours have elapsed.
- N. All Drivers shall not engage in conduct or verbally threaten to engage in conduct which is dangerous or violent such that the safety of the traveling public, SSG employees or agents, taxicab drivers or other persons, is implicated.
- O. All Drivers shall not engage in argumentative or discourteous conduct toward the public, a passenger, other taxicab drivers or other persons while on call to provide taxicab service or in the course of providing such service.
- P. All Drivers shall not have been convicted of any of the crimes within the timeframes as set forth in Section 1.080 of this Chapter, whether committed in the State of California or elsewhere. A conviction within the meaning of this Section means a plea or verdict of guilty or a conviction following a plea of nolo contendere.
- Q. In the event that a Driver is involved in a collision with another vehicle, a fixed object or a pedestrian, that results in injury and/or renders any vehicle inoperable, the Driver and/or the Permittee shall complete and submit to SSG a written SSG approved Collision/Injury Report within twenty four (24) hours of the incident.

**Section 2.025      Special Events**

- A. As a matter of public safety and efficiency, during certain designated events where there is expected to be heavy concentration of customers seeking taxicab service, no passenger appointments will be allowed for pick-ups from the event. The designated events to which this regulation applies include:
  - 1. The Coachella Valley Music and Arts Festival;
  - 2. The Stagecoach Festival; and,
  - 3. Any other event for which Permittees are provided written notice no less than thirty (30) days before the event.

**Section 2.030      Taxi Administrator**

- A. The Taxi Administrator or his/her designee may adopt, by ordinance, operating requirements for Taxicab Businesses and Taxicab Drivers that do



not relate to permitting or business licensing pursuant to Government Code Section 53075.51.

**Section 2.035      Fines and Penalties**

- A.      The minimum fine for violation of Article II of this Chapter shall be one hundred dollars (\$100.00).

RIV #4847-8426-5694 v2

**ORDINANCE NO. 2025-02**  
**AN ORDINANCE OF SUNLINE SERVICES GROUP**  
**SUPERSEDING ORDINANCE NO. 2025-01**

**WHEREAS**, Government Code Section 53075.5 requires every city and county to protect the public health, safety and welfare by adopting an ordinance concerning the provision of taxicab services, to provide a policy for entry into the business of providing taxicab services, to establish maximum rates for the provision of such services, and for such other matters as determined by the legislative body; and,

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

**WHEREAS**, members of STA have delegated the authority to regulate the safe operation of taxicab services to SunLine Services Group (SSG); and

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

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

**NOW, THEREFORE**, the Board of Directors of SSG does ordain as follows:

**SECTION 1: ADOPTION OF TAXICAB SERVICE ORDINANCE.**

SSG hereby adopts this ordinance regulating taxicabs within the jurisdictional boundaries of SSG, superseding and replacing Ordinance 2025-01, as attached hereto as Exhibit A.

**SECTION 2: SEVERABILITY.**

If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid or unconstitutional by the decision of a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the ordinance of SSG. The Board of Directors of SSG hereby declares that it would have passed this ordinance, and each section, subsection, clause, sentence or phrase thereof, irrespective of the fact that any one or more other sections, subsections, clauses, sentences, or phrases may be declared invalid or unconstitutional.

**SECTION 3: EFFECTIVE DATE.**

This ordinance shall take effect thirty (30) days from its passage by the Board of Directors of SSG.

**SECTION 4: PUBLICATION.**

The Clerk of the Board is authorized and directed to cause this ordinance to be published within fifteen (15) days after its passage in a newspaper of general circulation and circulated within the jurisdictional boundaries of SSG in accordance with Government Code Section 36933(a) or, to cause this ordinance to be published in the manner required by law using the alternative summary and posting procedure authorized under Government Code Section 36933(c).

INTRODUCED at the regular meeting of the Board of Directors of SunLine Services Group on the 26<sup>th</sup> day of March, 2025.

APPROVED AND ADOPTED by the Board of Directors of SunLine Services Group at a regular meeting held on \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Nancy Ross  
Chairperson of the Board

ATTEST:

\_\_\_\_\_  
Vanessa Ordorica  
Clerk of the Board

APPROVED AS TO FORM:

\_\_\_\_\_  
Catherine J. Groves  
General Counsel

## **EXHIBIT A: TAXICAB SERVICE ORDINANCE**

### **CHAPTER ONE**

#### **ARTICLE I PERMITTING OF TAXICAB BUSINESSES AND DRIVERS**

- 1.010 Purpose
- 1.015 Definitions and Statutory References
- 1.020 Taxi Administrator
- 1.025 Delivery of Notices or Requests
- 1.030 Business Permit Required
- 1.035 Business Permit Renewal
- 1.040 Insurance Required
- 1.045 Driver Permit Required
- 1.050 Driver Permit Renewal and Transfer
- 1.055 Vehicle Permit Required
- 1.060 Vehicle Permit Renewal
- 1.065 Vehicle Inspections
- 1.070 Rates
- 1.075 Mandatory Controlled Substance and Alcohol Testing Program
- 1.080 Denial, Revocation, or Suspension of Permits
- 1.085 Appeal Hearings
- 1.090 Advance Deposit Hardship Waiver
- 1.095 Administrative Citation
- 1.200 Fines and Penalties
- 1.205 Late Payment Charges
- 1.210 Cost Recovery
- 1.215 Airports

#### **ARTICLE II OPERATING REQUIREMENTS**

- 2.010 Taxicab Businesses Distinct Appearance
- 2.015 Advertisements
- 2.020 Driver Standards and Appearance
- 2.025 Special Events
- 2.030 Taxi Administrator
- 2.035 Fines and Penalties

## **CHAPTER ONE**

### **ARTICLE I**

#### **PERMITTING OF TAXICAB BUSINESSES AND DRIVERS**

##### **Section 1.010      Purpose**

State law requires every city or county to adopt an ordinance or resolution in regards to taxicab transportation services, which include, among others, a policy for entry into the business, establishment of registration rates, and mandatory controlled substance and alcohol testing programs. In October 2017, Assembly Bill 1069 was enacted to modernize the regulation of taxicab transportation services in order for taxicabs to better compete with all for hire modes of transportation. In September, 2018, Assembly Bill 939 was subsequently enacted imposing additional duties on local governments related to taxicab transportation services. This ordinance establishes a permitting process and regulatory structure consistent with the requirements of state law.

##### **Section 1.015      Definitions and Statutory References**

As used in this Chapter:

- A. "AB 1069" means Assembly Bill 1069 *Local government: taxicab transportation services* as codified in Government Code Sections 53075.5, 53075.51, 53075.52 and 53075.53.
- B. "AB 939" means Assembly Bill 939 *Local government: taxicab transportation services* amending Government Code Sections 53075.5, 53075.51, and 53075.52.
- C. "Advertisement" means the dissemination in any newspaper, circular, form letter, brochure, business card, telephone directory (including the yellow and/or white pages) or similar publication, display, sign, internet, phone and/or tablet "app", radio broadcast, telecast of by other electronic means, information designed to promote the use of a Taxicab Business' services.
- D. "Alternative Fuel Vehicle" means vehicles and engines that are designed for alternative fuels including but not limited to hydrogen, natural gas, propane; alcohols such as ethanol, methanol, and butanol; vegetable and waste-derived oils; and electricity.
- E. "Board" or "Board of Directors" means the Board of Directors of SunLine Services Group.
- F. "Business" means any person, firm, association, corporation, partnership or other entity that is established to operate or lease one or more taxicabs within the jurisdictional boundaries of SSG that is issued a permit by the Taxi Administrator pursuant to this ordinance.

- G. "Business Permit" means the permit issued by SSG to a business authorizing the business to operate taxicab services in the jurisdictional boundaries of SSG.
- H. "Business Permit Fee" means the fees charged for issuance of the business permit.
- I. "Business Permit Application Fee" means the fees charged for the review of an application for a Business Permit prior to issuance.
- J. "Control Person" means any person, firm, association, corporation, partnership, owner, investor, shareholder, officer and director that has or have a majority interest in the Taxicab Business.
- K. "Driver" means an individual natural person who drives or is allowed to drive a taxicab under the name of a business. This includes, but is not limited to: full time, regularly employed drivers; casual intermittent or occasional drivers; leased drivers and independent, owner-operator contractors who are either directly employed by or under lease to a business or who drive or operate a taxicab at the direction of or with the consent of a business.
- L. "E-Hail Application" means an application that allows customers to electronically order a permitted taxicab on demand using a smartphone or other mobile or electronic device and/or accept payment for those trips.
- L. "Engaged with a Passenger" means ongoing interactions between the Driver and passenger during the course and scope of providing taxicab service to the passenger.
- M. "Jurisdictional Boundaries of SSG" means the territory within the jurisdictional boundaries of the cities of Desert Hot Springs, Palm Springs, Cathedral City, Rancho Mirage, Palm Desert, Indian Wells, La Quinta, Indio, Coachella, and the unincorporated area of Riverside County that is within the territorial boundaries of the Palm Springs and Desert Sands Unified School District, and that portion of the Coachella Valley Unified School District located within Riverside County, as such boundaries may be adjusted from time to time as allowed for under the law.
- N. "Permittee" means any business including any owners, investors, shareholders, partners, officers, directors and representatives acting on its behalf or driver that has been issued a permit pursuant to the Article I.
- O. "Prorated" means a pro rata distribution based on the date of business, driver or vehicle permit issuance.
- P. "Pull Notice Program" as referred to in Vehicle Code Section 1808.1 shall mean a process for the purpose of providing the employer with a report



showing the Driver's current public record by the Department of Motor Vehicles and any subsequent convictions, failures to appear, accidents, driver's license suspensions, driver's license revocations, or any other actions taken against the driving privilege or certificate, added to the driver's record while the employer's notification request remains valid and uncanceled.

- Q. "Per Mile" means the charge to a taxicab passenger calculated and based on distance traveled by the taxicab vehicle.
- R. "SSG" means the joint powers authority established by Riverside County and Coachella Valley cities charged with the duties, obligations and responsibilities to implement and enforce this ordinance and any related ordinance and any regulations promulgated pursuant thereto as directed by the SSG Board.
- S. "Substantially Located" shall have the same meaning as defined within Government Code Section 53075.5.
- T. "Taxicab" means every automobile or motor propelled vehicle, designed for carrying not more than eight persons, excluding the driver, where the driver's seat may be separated from the passenger's compartment by a glass or other partition used for the transportation of passengers for hire over the public streets in the jurisdictional boundaries of SSG, and not over a defined route, irrespective of whether the operations extend beyond the jurisdictional boundaries, in circumstances where the vehicle is routed under the direction of the passenger of the person hiring the same.
- U. "Taxi Administrator" means the General Manager of SSG or his/her designee.
- V. "Vehicle Permit" means a valid permit issued by SSG, authorizing a particular vehicle to be operated as a Taxicab.
- W. "Vehicle Permit Fee" means a non-transferable authorization to drive or operate a vehicle as an authorized Taxicab transportation service within the jurisdictional boundaries of SSG, whether as owner, lesser, lessee, or otherwise.

As used in this Chapter, any citation or reference to a California code or statute is intended to include any subsequent amendments enacted by the state thereto.

#### **Section 1.020      Taxi Administrator**

- A. The Taxi Administrator shall be authorized to carry out the permitting and regulation of Businesses and Drivers under this Chapter, and to enforce the provisions of this Chapter in compliance with California Government Code

sections 53075.5 and 53075.51. The Taxi Administrator is authorized to promulgate and adopt regulations and procedures necessary to implement all provisions of this Chapter.

- B. The Taxi Administrator shall be authorized to conduct investigations, audits or field inspections in order to enforce the provisions of this Chapter and regulations.

#### **Section 1.025      Delivery of Notices or Requests**

- A. All notices or requests referred to in this ordinance shall be delivered to the Administrative Office of SSG. All notices or requests referred to in the ordinance of SSG to any business or individual shall be delivered to the address of record for the business or individual.
- B. Notices or requests referred to in this ordinance may be delivered through electronic mail to the address provided in the application for a Business, Driver or Vehicle Permit.
- C. Delivery of any notice or request shall be effective as follows:
  - 1. Immediately if given by personal delivery or electronic mail;
  - 2. One (1) day after delivery if delivered by an overnight delivery service; and
  - 3. Three (3) days after delivery if delivered by U.S. Mail.

#### **Section 1.030      Business Permit Required**

- A. It is unlawful for any business to operate a Taxicab or Taxicabs without first having been issued a Business Permit from SSG if the Business is substantially located within the Jurisdictional Boundaries of SSG.
- B. A Business Permit may be obtained from SSG as provided below. The Permit shall state the name of the Taxicab Business, location of principal operation, and the date of issuance. If the Taxicab Business and the Driver are the same person, he or she shall apply for and obtain from SSG both a Business Permit and a Driver permit.
- C. An applicant for a Business Permit shall complete an application form which shall contain the following information:
  - 1. Name of Business as recorded in formation documents filed with the California Secretary of State or fictitious business name as registered with Riverside County;

2. Name, job title, and function of all owners, investors, shareholders, partners, officers, directors and representatives acting on the Business' behalf and provide such information as is required to evaluate the legitimacy of the company's business structure, qualifications, corporate stability, financial stability and capability;
3. Fingerprint based criminal history check of all owners, investors, shareholders or partners that hold an interest in the Taxicab Business;
4. Address of principal place of business from which the Business conducts its activities;
5. Address of all locations from which the Business conducts its activities;
6. Electronic mail address for the purpose of providing notice or requests.
7. Before any Business Permit is issued, the applicant shall procure and maintain, at its cost, comprehensive general liability and property damage insurance, against all claims for injuries against persons or damages to property which may arise from or in connection with the operation of Taxicabs by the applicant, its agents, representatives, employees, or subcontractors and the owner of the vehicle;
8. A list of the Vehicle Identification Numbers ("VIN") of the Taxicabs ("vehicle identification list") which have annually passed a vehicle safety inspection at a facility certified by the National Institute for Automotive Service Excellence or a facility registered with the Bureau of Automotive Repair. The list shall include vehicle number, license plate number, and SSG permit number;
9. A current list of all Drivers authorized to operate any vehicle on the required vehicle identification list;
10. Evidence of valid and current California Department of Motor Vehicle Registration for each Taxicab listed in the vehicle identification list;
11. Verification of safety and education program as required by Government Code Section 53075.5;
12. Verification of disabled access education program as required by Government Code Section 53075.5;
13. Verification of participation in the Pull-Notice Program pursuant to Section 1808.1 of the California Vehicle Code;

14. Each applicant shall submit information establishing the total number of prearranged and non-prearranged trips that originate within the Jurisdictional Boundaries of SSG accounting for the largest share of the Business' total number of trips over the applicable time period pursuant Government Code Section 53075.5; and,
  15. Each applicant shall provide SSG an address of an office or terminal where documents supporting the factual matters specified in Government Code Section 53075.5 may be inspected by SSG upon request.
- D. The Business Permit shall be valid for a period of one (1) year, beginning July 1<sup>st</sup> of each year and expiring June 30<sup>th</sup> or until suspended, revoked or surrendered. Requirements to approve and maintain the permit include:
1. Taxicab Businesses shall have a distinctive name and appearance and shall have a standard monogram, insignia, or logo which is permanently affixed to each vehicle and indicates that the vehicle is offered for the use of transportation of passengers of hire. Distinctive name includes consideration of a specific color referenced in the Taxicab Business' name and distinctive appearance may include the original factory paint color;
  2. Maintenance of a year-round computerized dispatch system capable of providing performance reports as required by Government Code Section 53075.5 and the Taxi Administrator;
  3. At least one (1) wheelchair-accessible van that meets federal standards as provided in Title 49, Subtitle A, Part 38 of the Code of Federal Regulations ready and available as may be requested in its fleet;
  4. Proof of insurance per section 1.040;
  5. Compliance with the maximum rates established per section 1.070;
  6. Implementation of mandatory controlled substance and alcohol testing program per section 1.075;
  7. Maintenance of safety education and training program;
  8. Maintenance of disabled access education and training program;
  9. Maintenance of current and valid California Department of Motor Vehicles Registration for each Taxicab listed in the vehicle identification list;

10. Continuous participation in the Pull Notice Program per Vehicle Code Section 1808.1; and,
  11. Compliance with all operational requirements in Article II of this Chapter.
- E. Each Taxicab Business shall at all times maintain accurate and complete accounts of all revenues and income arising out of its Taxicab operations, a list of vehicles in use, a list of all Drivers of the company, any complaints by patrons and any other information SSG may require to verify compliance with the ordinance of SSG. The Taxicab Business' books, accounts and records pertaining to compliance with the ordinance of SSG shall at all reasonable times be open to inspection, examination and audit by the authorized officers, employees and agents of SSG. The refusal of a Taxicab Business to provide the required records for inspection shall be deemed a violation of the ordinance of SSG and cause for termination of the Taxicab Business permit. Any proprietary data provided to SSG shall be maintained confidential to the extent permitted by law.
- F. At the time the application for a Business Permit is received, the applicant shall pay a Business Permit Application Fee as established and amended from time to time by resolution of the Board. Fees shall be due and payable before a Business Permit application is processed. Prorated fees will be based on the date of Business Permit approval.
- G. At the time the application for a Business Permit is received, it will be reviewed for accuracy and compliance within ten (10) days. The applicant will receive a deficiency notice should the application and documents be lacking and/or incomplete. The applicant shall have thirty (30) days from the date of deficiency notice to remedy and re-submit application deficiencies. Applications that have not met the minimum requirements for a Business Permit within sixty (60) days will be denied. A new Business Permit application must be submitted for consideration, thereafter.
- H. At the time a Business Permit Application is approved, the applicant shall pay the Annual Taxicab Business Permit Fee. The Annual Taxicab Business Permit Fee shall be due and payable before issuance of a Business Permit. The Annual Taxicab Business Permit Fee may be adjusted by resolution of the Board.
- I. The Board may establish a procedure for a payment of the Business Permit Fee in installments.
- J. The rights of appeal provided for by Section 1.085 are available to a Business in the event that his or her Business Permit is denied based on the provisions of this Chapter.

- K. In the event a Taxicab Business or any Control Person transfers 50% or more of its interest in the Business therein, the Taxicab Business' Permit cannot be sold or transferred in part or in whole, by assignment, trust, mortgage, lease, sublease, pledge or other hypothecation without prior written consent of the Board.

**Section 1.035      Business Permit Renewal**

- A. Sixty (60) days prior to the expiration of a Business Permit the Business may apply to SSG for a renewal thereof for an additional year. A Business shall be entitled to a one (1) year renewal of the Business Permit provided that:
1. The Business submits a Business Permit renewal application;
  2. The Business pays the annual renewal application fee;
  3. The Business pays the Business Permit Fee;
  4. The Business pays the applicable Taxicab Vehicle Permit Fee;
  5. The Business shows that it continues to be substantially located within the Jurisdictional Boundaries of SSG as defined in Government Code Section 53075.5;
  6. The Business continues to comply with all provisions of Section 1.030.
- B. The rights of appeal provided for by Section 1.085 are available to a Business in the event that renewal of his or her Business Permit is denied based on the provisions of this Chapter.

**Section 1.040      Insurance Required**

- A. The insurance policies required under this Chapter shall consist of and contain or be endorsed to contain the following provisions:
1. General Liability and Automotive Liability Coverage:
    - a. SSG, its member entities, their officers, officials, employees, and volunteers are to be covered as additional insureds for liability related to:
      - i. Activities performed by or on behalf of the Business;
      - ii. Premises owned, occupied, or used by the Business; and,

- iii. Automobiles owned or leased by the Business.
  - b. The Permittee shall also carry Workers' Compensation Insurance in accordance with State of California Workers' Compensation laws.
  - c. The coverage shall contain no special limitations on the scope of protection afforded to SSG, its member entities, their officers, officials, employees, agents, representatives, or volunteers.
  - d. The business' insurance shall be the primary insurance of SSG, its member entities, their officers, officials, employees, agents, representatives and volunteers. Any insurance or self-insurance maintained by SSG, its member entities, their officers, officials, employees, agents, representatives or volunteers shall be in excess of the Permittee's insurance and shall not contribute with it.
  - e. Any failure to comply with reporting provisions of the policy shall not affect coverage provided to SSG, its member entities, their officers, officials, employees and agents.
  - f. Permittee's insurance shall apply separately to each insured against whom a claim is made or a suit is brought, except with respect to the limits of the insurer's liability.
2. All Coverage:
- a. Each insurance policy required by this Section shall be endorsed to state that coverage shall not be suspended, voided, cancelled by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to SSG.
  - b. Permittee shall furnish SSG with a certificate of insurance and any applicable policies and endorsements affecting the coverage required hereunder. The policies and endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. At SSG's option, endorsements and any certificates of insurance required by SSG shall be on forms provided or approved by SSG. All endorsements and certificates are to be received and approved by SSG prior to the operation of any Taxicab by the Permittee in the Jurisdictional Boundaries of SSG. SSG reserves the right to require complete certified copies of all insurance policies,



including endorsements affecting the coverage required by this ordinance, at any time and shall include, but not limited to, the obligation to indemnify, hold harmless, release and defend SSG.

- c. Business Permittee shall include all individual Drivers employed by Permittee, agents, contractors, other sub-operators as may be permitted by SSG, as insureds under its policies or shall furnish separate certificates and endorsements for each sub-operator. All coverage for such sub-operators shall be subject to all of the requirements stated herein.
- d. The procuring of such insurance or the delivery or endorsements and certificates evidencing the same shall not be construed as a limitation of the Permittee's obligation to indemnify, hold harmless, release and defend SSG, its member entities, their officers, officials, employees, agents, representatives, and volunteers from and against any and all liability, claims, suits, costs, expenses, fines, judgments, settlements, charges or penalties, including reasonable attorney's fees, regardless of the merit or outcome of the same arising out of, or in any manner connected with, any or all of the operations or services authorized conducted or permitted under this ordinance.
- e. The amount of insurance required hereunder shall be as follows:
  - i. For injury or death in any one accident or occurrence, three hundred fifty thousand dollars (\$350,000.00);
  - ii. For the injury or destruction of property in any one accident or occurrence, three hundred fifty thousand dollars (\$350,000.00);
  - iii. For combined single limits of liability for primary bodily injury and primary property damage, three hundred fifty thousand dollars (\$350,000.00);
  - iv. For employer's liability, with limits of three hundred fifty thousand dollars (\$350,000.00).
- f. It shall be the responsibility of all Permittees to provide and maintain insurance coverage in compliance with the provisions of this ordinance to cover each and every driver that operates a vehicle as a Taxicab. The Permittee shall

further ensure that appropriate certificates of insurance reflecting the coverage are on file with SSG at all times.

3. Insurance required by this Section shall be satisfactory only if issued by companies having at least an A insurance rating on AM Best or equivalent, and are authorized to write business in California. All applicants are required to comply with this Section prior to the issuance of any Business Permit.
  4. Permittees are responsible to ensure compliance with all of the foregoing insurance requirements and regulatory provisions related to such requirements. Responsibility on the part of the Permittee includes ensuring that any vehicle owner whose vehicle is operated under the Business Permittee's name maintains insurance and provides SSG with proof of the same at all times that each vehicle is operated. Failures to comply with the foregoing insurance requirements which affect the Business as a whole shall result in immediate suspension of the permit. Failure to comply with the foregoing insurance requirements three (3) times within a calendar year constitutes grounds for revocation of the permit.
- B. Permittees shall maintain on file with SSG evidence of its insurance coverage meeting all the requirements as indicated in this Section. The Permittee shall provide SSG with verbal notice within 24 hours in the event of any change in insurance coverage and written notification of any insurance change within three (3) calendar days after the change.

**Section 1.045      Driver Permit Required**

- A. It is unlawful for any person to drive a Taxicab without having first obtained a Driver permit from SSG. A Driver permit may be obtained as provided below.
- B. An applicant for a Driver permit shall complete an application which shall contain the following information:
1. Applicant's full name, residence address and age;
  2. A listing of all equivalent permits which have been issued to the applicant by any governmental agency;
  3. Applicant's height, weight, gender and color of eyes and hair;
  4. The number and expiration date of the applicant's California driver's license;
  5. All moving violations within the last 3 years, including dates of violations and the jurisdiction where each violation occurred;

6. Authorization for SSG, or its agents or employees to seek information and conduct an investigation into the truth of the statements set forth in the application and the qualifications of the applicant; and
- C. The Taxi Administrator may accept the submission of a permitted Business' Driver application that provides all the information required in subsection B above in lieu of the Driver application provided by SSG.
- D. At the time the applicant submits an application for a Driver permit, the applicant shall do all of the following:
  1. Submit to a fingerprint based criminal history check pursuant to Government Code Section 53075.5;
  2. Provide SSG with a copy of the results of the drug and alcohol test as conducted by the Business pursuant to Government Code Section 53075.5 and Section 1.075 of this ordinance;
  3. Provide proof of insurance as insureds under an employer's policies as required by Section 1.040;
  4. Provide proof of a valid California Class C or Commercial Class A Driver's License;
  5. Provide proof of completion for taxi business's driver safety education and training program;
  6. Provide proof of completion for taxi business's disabled access education and training program;
  7. Provide Intent to Hire form indicating the name of the Business with whom the applicant is employed or who has given the applicant an offer of employment within the meaning of Government Code Section 53075.5;
  8. Provide SSG with a copy of the Department of Motor Vehicles Pull Notice Program enrollment, as defined in Vehicle Code Section 1808.1; and
  9. Payment of Driver permit fee as established and amended from time to time by resolution of the Board. The Driver permit fee shall be due and payable before receipt of the driver permit.
- E. The Driver permit shall state the name of the employer.
- F. In the event of denial, revocation or suspension of a Driver permit, the applicant may within ten (10) days of notification of denial apply to SSG for

a hearing on the denial in accordance with the procedures set forth in Section 1.085.

- G. The Driver permit shall be valid for a period of one (1) year or until suspended, revoked or surrendered. Termination of the Driver's California driver's license shall constitute grounds for revocation of the Driver permit authorized hereunder.
- H. Upon termination of employment within the meaning of Government Code Section 53075.5 the permit shall become void. In such case, the Driver shall immediately return the Driver permit to SSG. Upon return of the Driver permit, the Driver may re-apply for a Driver permit, provided that the Driver complies with the requirements for issuance of a Driver permit under this Section.

#### **Section 1.050      Driver Permit Renewal and Transfer**

- A. Prior to the expiration of a Driver permit, the Driver may apply to SSG for a renewal thereof for an additional year. A Driver shall be entitled to a one (1) year renewal of the Driver permit provided that:
  - 1. The Driver submits a completed renewal application which shall contain the information stipulated in Section 1.045, subsection B.
  - 2. The Driver pays a permit renewal fee as established and amended from time to time by resolution of the Board;
  - 3. The Driver submits to permit-renewal controlled substances and alcohol testing as provided by Government Code Section 53075.5;
  - 4. The results of controlled substances and alcohol testing indicate that the Driver has not been using a controlled substance as specified in Part 40 (commencing with Section 40.1) of Title 49 of the Code of Federal Regulations;
  - 5. The results of such testing indicate that the Driver has a breath concentration of less than 0.02 percent on an alcohol screening test; and,
  - 6. The Driver has not been convicted of any of the crimes, including but not limited to, those crimes enumerated in Section 1.080 during the preceding year.
- B. A Driver may request a transfer of his/her Driver Permit to another Permittee provided the Driver has submitted the following:
  - 1. A Driver permit application signed by an authorized representative of the prospective Permittee;

2. Intent to Hire Form;
  3. A copy of the results of the drug and alcohol test as conducted by the Business pursuant to Government Code Section 53075.5 and Section 1.075 of this ordinance;
  4. Proof of insurance as insured under a Business' policy as required by Section 1.040;
  5. Proof of completion for taxi business's driver safety education and training program;
  6. Proof of completion for taxi business's disabled access education and training program;
  7. A copy of the Department of Motor Vehicles Pull Notice Program enrollment, as defined in Vehicle Code Section 1808.1;
  8. A Driver permit transfer fee; and
  9. SSG Driver permit to be transferred.
- C. Driver shall not operate a Taxicab until the transfer permit is obtained and in possession of the Driver pursuant to this Section.
- D. A transferred Driver permit shall expire on the same date as the original Driver Permit and shall not exceed the Driver's permit period.
- E. If the Driver permit has expired or terminated and is not renewed or transferred within thirty (30) business days of the expiration or termination, the Driver shall be required to re-apply as a new applicant for issuance of a Driver permit and shall pay all fees associated therewith.
- F. The rights of appeal provided for by Section 1.085 are available to a Driver in the event that renewal of his or her Driver permit is denied based on the provisions of this Chapter.

**Section 1.055      Vehicle Permit Required**

- A. It is unlawful for any Taxicab to operate without first having been issued a Vehicle Permit from SSG, unless otherwise authorized by Government Code section 53075.5. At all times while providing Taxicab service, the Vehicle Permit must be affixed to the lower left rear windshield of the vehicle.
- B. A Vehicle Permit may be issued provided that the vehicle has successfully completed a safety and cosmetic inspection conducted by a facility certified by the National Institute for Automotive Service Excellence or a facility

registered with the Bureau of Automotive Repair in accordance with the vehicle safety standards.

- C. The Vehicle Permit shall be valid for a period of one (1) year, beginning July 1<sup>st</sup> of each year and expiring June 30<sup>th</sup> or until suspended, revoked or surrendered.
- D. The Vehicle Permit Fee shall be due and payable upon the issuance of a Vehicle Permit. Permittees shall pay the Vehicle Permit Fee for each vehicle that is issued a Vehicle Permit.
- E. If a vehicle is permanently taken out of service with a balance due to SSG of the Vehicle Permit Fee for the year, such fee shall become immediately due and payable.
- F. If a Taxicab Business' Business Permit is suspended or terminated pursuant to section 1.080, all corresponding Vehicle Permits shall also be suspended. Owners of all vehicles with a suspended Vehicle Permit shall present vehicles to SSG for out of service Taximeter readings immediately upon suspension or termination of a Taxicab Business or expiration, suspension or termination of the Vehicle Permit sticker. The owner of the vehicle shall have thirty (30) days to register the vehicle with an existing and valid Taxicab Business permit holder. If the owner fails to register the vehicle within such thirty (30) day period, the vehicle shall be presented to SSG for removal of the Vehicle Permit sticker (if such sticker has not already been surrendered) and the balance of the Vehicle Permit Fee owing to SSG for the vehicle shall be immediately due and payable. SSG shall pursue collection of the Vehicle Permit Fee from either the Taxicab Business or the owner of the vehicle and no Vehicle Permit sticker shall be issued to the vehicle regardless of its ownership until the Vehicle Permit Fee owing to SSG shall have been paid.

#### **Section 1.060      Vehicle Permit Renewal**

- A. Prior to the expiration of a Vehicle Permit, the Permittee may apply to SSG for a renewal thereof for an additional year. A Vehicle Permit may be entitled to a one (1) year renewal provided that:
  - 1. Payment of the Vehicle Permit Fee as established and amended from time to time by resolution of the Board is received; and
  - 2. All requirements for initial issuance of a Vehicle Permit are maintained as provided in Section 1.055.
- B. The rights of appeal provided for by Section 1.085 are available in the event that renewal of a Vehicle Permit is denied based on the provisions of this Chapter.

**Section 1.065      Vehicle Inspections**

- A. Prior to obtaining a Taxicab Business Permit, an applicant shall first present each vehicle to be used as a Taxicab to a facility certified by the National Institute for Automotive Service Excellence or a facility registered with the Bureau of Automotive Repair, and SSG, for a vehicle safety and cosmetic inspection. Any vehicle(s) that a Taxicab Business proposes to add to its fleet shall also be presented to a facility certified by the National Institute for Automotive Service Excellence or a facility registered with the Bureau of Automotive Repair, and SSG, for successful completion of a vehicle safety and cosmetic inspection prior to operation as a Taxicab. The Taxicab Administrator shall maintain a list which reflects the VIN of each vehicle that successfully completes the vehicle safety inspection. A record of the VIN of each vehicle that fails the vehicle safety inspection shall also be maintained by SSG.
- B. In addition to the initial vehicle safety and cosmetic inspection, each vehicle shall be required to pass additional inspections at the following times:
  - 1. Every twelve (12) months from the date the vehicle is first licensed as a Taxicab;
  - 2. After every incident resulting in cosmetic or greater damages; and,
  - 3. At any time upon written request by the Taxi Administrator.
- C. Failure to present a vehicle for inspection under this ordinance within three (3) days of the date upon which a request under Section 1.025 is delivered or within three (3) days after inspection is due shall result in the issuance of a penalty in accordance with Section 1.095. Further failure to present a vehicle for inspection under this ordinance within ten (10) days of the date upon which a written request is delivered or inspection is due shall result in the vehicle being declared presumed unfit to operate as a Taxicab, an administrative citation shall be issued to that effect, and the vehicle shall be read out of service.
- D. It is unlawful to operate a Taxicab vehicle in an unsafe operating condition, including but not limited to a condition that violates the vehicle safety inspection standards of SSG. All Taxicab Businesses are responsible to ensure that their vehicles are maintained in a safe operating condition at all times that they are in service. An incident that results in any cosmetic or greater damage shall be reported to SSG.



**Section 1.070      Rates**

- A. No Permittee operating in the Jurisdictional Boundaries of SSG may charge a rate in excess of the maximum rate of \$12.00 Per Mile, \$4.00 flag drop/base rate, and \$24.00 per hour for traffic delay or waiting time. Maximum rates may be adjusted by resolution of the Board.
- B. For trips originating at either the Palm Springs International Airport or Acrisure Arena, a Permittee may charge customers a maximum flat fare of \$25, inclusive of any airport fees. A trip that exceeds \$25 would be charged based on the meter rate after the maximum flat fare has been charged.
- C. A Permittee may utilize an E-Hail Application to provide upfront fare estimates based on the trip distance and time (E-Hail Application Based Fare). An E-Hail Application-Based Fare may not exceed the maximum rates authorized by Section 1.070.A.
- D. A Permittee may charge customers an upfront flat rate fare through a transportation network company (TNC) E-Hail Application, such as Uber (Upfront Fare Program). Fares under the Upfront Fare Program must use dynamic pricing established by the TNC application(s) using an algorithm to calculate the upfront fare based on the trip distance and time. Meter rates cannot be applied to Upfront Fare Program trips. Section 1.070.A does not apply to the Upfront Fare Program.
- E. A Permittee may charge a rate that is less than the maximum rate set by SSG. Permittees may set fares or charge a flat rate as made permissible by Government Code Section 53075.5. No other fees or rates may be charged by a Permittee except as permitted by law.
- F. The Board may from time to time establish maximum flat rates for special events or fixed routes.
- G. A special music festival venue surcharge of \$35 may be charged by Permittees for trips originating at the Coachella Valley Music and Arts Festival or at the Stagecoach Festival. The special music festival venue surcharge is effective only for days on which the respective music festivals occur. This special music festival venue surcharge is in addition to any metered rate.
- H. A Permittee may use any type of device or technology approved by the Division of Measurement Standards to calculate fares as provided for in Government Code Section 53075.5.
- I. The Permittee shall disclose fares, fees or rates to the customer as provided for in Government Code Section 53075.5.

- J. The Permittee shall notify the passenger of applicable rates prior to the passenger accepting the ride for walk up rides and street hails as provided for in Government Code Section 53075.5.

**Section 1.075      Mandatory Controlled Substance and Alcohol Testing Program**

- A. Each Permittee shall maintain a mandatory controlled substance and alcohol testing certification program conforming to all requirements as set forth in California Government Code Section 53075.5 and Part 40 (commencing with Section 40.1) of Title 49 of the Code of Federal Regulations.
- B. Each Business shall maintain a written drug and alcohol policy as required by Government Code Section 53075.5 and proof that the Business has implemented a drug and alcohol certification program covering all of its drivers.
- C. No Business shall permit a Driver who refuses to submit to such tests to operate or continue to operate a Taxicab.
- D. In the case of self-employed independent Driver within the meaning of Government Code Section 53075.5, the test results shall be reported directly to SSG. In all other cases, the test results shall be reported to the Business who has employed or made an offer of employment to the Driver within the meaning of Government Code Section 53075.5.
- E. Results of all tests provided for in this Section are confidential and shall not be released to the public without the written consent of the Driver, except as provided by law.

**Section 1.080      Denial, Revocation, or Suspension of Permits**

- A. In addition to any other reason provided for in this Chapter, a permit may be denied, suspended or revoked when it has been determined that the Business, including any owners, investors, shareholders, partners, officers, directors, and representatives acting on its behalf:
  - 1. Has not complied with the applicable provisions of Article I; or
  - 2. Has not complied with the applicable provisions of the regulations; or
  - 3. Has failed to cure any item listed in a sixty (60) day warning for failure to comply with any requirements of permit issuance; or
  - 4. Has been issued three (3) sixty (60) day warnings of failure to comply with any requirements of this Chapter within a period of twelve (12) months; or

5. Has knowingly made a false statement of fact in an application for such permit; or
6. Has any outstanding balance owed to SSG; or
7. Has charged rates or fares exceeding the maximum rates other than those permitted by Section 1.070.

**B. Business and Driver Criminal Conduct**

1. A permit may be denied, suspended or revoked when it has been determined that the Business, including any owners, investors, shareholders, partners, officers, directors, and representatives acting on its behalf or Driver has been convicted of any of the following crimes within the timeframes set forth below, whether committed in the State of California or elsewhere. A conviction within the meaning of this Section means a plea or verdict of guilty or a conviction following a plea of nolo contendere:
  - a. Any conviction regardless of the time elapsed, in any state, of any of the following or their equivalent:
    - i. Any crime (apart from adult same-sex consensual sexual behavior) which requires the applicant to register as a sex offender under California Penal Code §290 shall require denial or revocation; or
    - ii. Any felony involving actual or threatened violence against persons, including, but not limited to, assault, battery, robbery or the use of a firearm or other weapon against a person.
  - b. Any conviction (felony or misdemeanor) within the past seven (7) years of any crime involving theft or dishonesty, including, but not limited to, burglary, theft, shoplifting or other crime related to fraud or intentional dishonesty; or
  - c. Any conviction (felony or misdemeanor) within the past seven (7) years of any crime involving the sale, possession or transportation of narcotics or other controlled substances; or
  - d. Any conviction (misdemeanor or felony) within the past three (3) years of any crime involving pandering or prostitution.
2. In addition to the crimes listed above, no Driver permit shall be granted to an applicant who has been convicted of three (3) or more moving violations within three years previous to submission of the application. Any permit previously granted shall be revoked for any

Driver who has been convicted of three (3) or more moving violations within three (3) years.

3. In addition, if an applicant has been convicted of, or pled nolo contendere at any time within the past seven (7) years, to a violation related to driving under the influence of alcohol or drugs, the applicant shall be disqualified and the application shall be denied. If after issuance of a permit to a Driver, the Driver is convicted of, or pleads nolo contendere to, a violation related to driving under the influence of alcohol or drugs, the Driver's permit shall be revoked.
- C. In addition to the foregoing, a Driver permit may be suspended, revoked or denied in the event that:
1. A driver is involved in an accident due to a medical condition that prevents the Driver from safely operating a vehicle, or;
  2. A medical condition that prevents a Driver from safely operating a vehicle otherwise comes to SSG's attention. Any Driver whose permit has been suspended, revoked or denied due to a prohibitive medical condition as described above, shall be entitled to a permit upon certification by a medical doctor that the condition is correctable, has been corrected and will continue to be corrected.
- D. In addition to the above, any Driver permit may be suspended or revoked for any crime which is substantially related to the qualifications, functions, or duties of a Driver which include, but are not limited to, the following: reckless driving; wet reckless driving; murder; rape; vehicular manslaughter; a violation of California Vehicle Code Sections 20001, 20002, or 20003 or any corresponding substitute Sections; robbery; a violation of California Penal Code Section 314 or any corresponding substitute Section; pandering; crimes related to the use, sale, possession, or transportation of narcotics or intoxicating liquors; assault; battery; or indecent exposure.
- E. Any Driver permit may also be suspended for and during the period that the payment of any citation remains outstanding after all appeal periods have been exhausted.
- F. From the time of the revocation or suspension of a Driver permit granted under the provisions of this Chapter, it is unlawful for any person whose Driver's permit has been suspended or revoked to operate or drive a Taxicab within the Jurisdictional Boundaries of SSG until a new permit has been procured or the period of suspension has expired. It is also unlawful for any person to drive or operate within the Jurisdictional Boundaries of SSG any Taxicab during the period of time that a permit has been revoked, terminated or suspended.

- G. In the event the Permittee appeals any denial, suspension, or revocation of a permit issued under this Section, the appeal procedures of Section 1.085 shall apply.

**Section 1.085      Appeal Hearings**

- A. Any person aggrieved by any determination under the provisions of this Chapter shall be entitled to appeal that decision as provided herein. Any recipient of an administrative citation may contest that there was a regulatory violation or that he or she is the responsible party.
- B. A request for hearing must be made within ten (10) days following the delivery of notice of the decision of the Taxi Administrator which is challenged by delivery of the request for hearing at the administrative offices of SSG together with:
  - 1. An advance deposit of any fine or a notice of request for an advance hardship waiver pursuant to Section 1.090; and
  - 2. Payment of an appeal fee as established by resolution of the Board of Directors.
- C. Upon satisfaction of the foregoing, SSG shall set a hearing within thirty (30) days of delivery of the request for hearing, or as soon thereafter as reasonably practical. The Taxi Administrator shall appoint a hearing officer.
  - 1. If the appeal is of: (1) a decision to deny, suspend, revoke or terminate a permit; or (2) an administrative fine or penalty imposed pursuant to an administrative citation in excess of \$2,000.00, the Taxi Administrator shall refer the matter to the administrative hearing officer under contract with SunLine, or a retired judge or an administrative law judge with the California State Office of Administrative Law Judges.
  - 2. If the appeal is of a decision to impose a(n) administrative fine(s) or penalty(ies) pursuant to an administrative citation whose total is less than \$2,000.00, the Taxi Administrator shall refer the matter to an employee who shall serve as the hearing officer.
- D. SSG shall notify the appealing party of the time and date for the hearing, which notice shall be delivered at least fifteen (15) days prior to the hearing.
- E. The hearing officer shall conduct an administrative hearing. The administrative hearing allows SSG and the appealing party to be represented by an attorney, to present evidence related to the alleged violations, to cross examine witnesses who have testified, and to argue their positions. The administrative hearing shall be informal and technical rules

of evidence, including but not limited to, the hearsay rule, shall not apply. Oral testimony received at the hearing shall be taken only on oath, affirmation, or penalty of perjury. The right to cross examine witnesses shall not preclude the introduction and consideration of written statements whether made under oath or not. The proceedings shall be recorded or otherwise preserved. It is the intent of SSG that the hearing officer allow wide latitude in introduction of evidence and the holdings and discussions concerning informality of hearings and relaxed rules of evidence set forth in *Mohilef v. Janovici* (1986) 56 Cal.App.4<sup>th</sup> 310 apply to the fullest extent to all the hearings conducted under this ordinance.

- F. If the appealing party fails to appear, the hearing officer may conduct the hearing in the party's absence and/or may render a decision to dismiss the matter.
- G. After consideration of the evidence presented by all parties, the hearing officer shall render written decision which sets forth a statement of the case, any relevant findings of fact to support the decision and administrative enforcement order. If the hearing officer finds one or more of the alleged violations has been committed, he or she may suspend, revoke, or terminate any permit and/or impose administrative monetary penalties in accordance with the limits set forth in this ordinance. In determining whether to suspend or revoke any permit or to impose administrative monetary penalties, the hearing officer shall take into consideration the gravity of the violation, the entire record of the party requesting the hearing, and the harm threatened to the public by the violation.
- H. The decision of the hearing officer shall be final and the party requesting the hearing shall be notified in writing of the decision of the hearing officer. Such decision shall be delivered within fifteen (15) days from the date the hearing is concluded.
- I. Any review of a decision by the hearing officer brought pursuant to an administrative citation shall be governed by the provisions of Government Code Section 53069.4. Review of any other final decision under this ordinance shall be governed by Code of Civil Procedure Section 1094.5, *et seq.*
- J. With the exception of the conviction of a crime which requires registration as a sex offender under California Penal Code Section 290, in any case where a Driver permit is denied due to a criminal conviction, the applicant shall be entitled to apply the Driver permit application fee towards the appeal fee from such denial. In the event that a Driver permit is granted on such appeal, the applicant shall pay the Driver permit fee in full prior to issuance of a permit.

**Section 1.090      Advance Deposit Hardship Waiver**

- A. Any person who intends to request a hearing to contest that there was a regulatory violation or that he or she is the responsible party and who is financially unable to make the advance deposit of the fine under Section 1.085, may file a request for an advance deposit hardship waiver.
- B. The request shall be filed with the SSG on an advance deposit hardship waiver application form within ten (10) days of the date of the administrative citation.
- C. The requirement of depositing the full amount of the fine as described in subsection A above shall be stayed unless or until the SSG makes a determination not to issue the advance deposit hardship waiver.
- D. SSG may waive the requirement of an advance deposit set forth in Section 1.085 and issue the advance deposit hardship waiver only if the cited party submits a sworn affidavit, together with any supporting documents or materials demonstrating the person's actual financial inability to deposit with SSG the full amount of the fine in advance of the hearing.

**Section 1.095      Administrative Citation**

- A. Whenever an enforcement officer charged with the enforcement of any regulation determines that a violation has occurred, the enforcement officer shall have the authority to issue an administrative citation to any person responsible for the violation. In instances in which a Driver is cited for a violation, the Business may also be cited.
- B. Each administrative citation shall contain the following information:
  - 1. The date of the violation;
  - 2. The address or a definite description of the location where the violation occurred;
  - 3. The section of the regulation violated and a description of the violation;
  - 4. The amount of the fine for the violation;
  - 5. A description of the fine payment process, including a description of the time within which and the place to which the fine shall be paid;
  - 6. An order prohibiting the continuation or repeated occurrence of the violation described in the administrative citation;



7. A description of the administrative citation review process, including the time within which the administrative citation may be contested and the place from which a request for hearing form to contest the administrative citation may be obtained; and
8. The name and signature of the citing enforcement officer.

**Section 1.200      Fines and Penalties**

- A. The fine for violation of Article I of this Chapter shall be between one hundred dollars (\$100.00) and one thousand dollars (\$1,000.00).
- B. The minimum fine for operating a Taxicab without a valid permit(s) to operate issued by SSG shall be five thousand dollars (\$5,000.00).
- C. The amount of the fine shall be set forth in the schedule of fines established by resolution of SSG and paid to SSG within thirty (30) days from the date of the administrative citation.
- D. If the fine is challenged by an administrative hearing as set forth in Section 1.085 and the hearing officer determines that the administrative citation shall be upheld, then the fine amount on deposit with SSG shall be retained by SSG.
- E. If after a hearing under Section 1.085, the hearing officer determines that the administrative citation should be upheld and the fine has not been deposited pursuant to an advance deposit hardship waiver, the fine shall be due within thirty (30) days of the date of the decision of the hearing officer is deposited in the mail. Failure to pay the fine within such period shall result in the suspension of the Driver permit of the Driver or Business, as may be applicable, until such time as payment is made.
- F. If after a hearing under Section 1.085 the hearing officer determines that the administrative citation should be canceled and the fine was deposited with SSG, then SSG shall promptly refund the amount of the deposited fine, together with interest at the rate of five percent (5%) per annum for the period of time that the fine amount was held by SSG.
- G. Payment of a fine under this Chapter shall not excuse or discharge any continuation or repeated occurrence of the regulatory violation that is the subject of the administrative citation.

**Section 1.205      Late Payment Charges**

- A. Any person who fails to pay to SSG any fine or other payment imposed pursuant to the provisions of the ordinance of SSG on or before the date that fine or payment is due also shall be liable for the payment of any applicable late payment charges set forth in the schedule of fines. In

addition, the permit of the Driver or Business involved may be suspended pending payment.

**Section 1.210      Cost Recovery**

- A.     SSG may collect any past due administrative citation fine or late payment charge by use of all available legal means.
- B.     SSG may collect any past due Business Permit Fees, Vehicle Permit Fees or any other fees established in this ordinance by use of all available legal means.
- C.     SSG may recover its collection costs, including any reasonable attorneys' fees.

**Section 1.215      Airports**

- A.     Nothing in this Chapter shall prevent Palm Springs Regional Airport or any other publicly owned airport from regulation of taxicab access or from charging access/permit fees.

## ARTICLE II

### OPERATING REQUIREMENTS

#### **Section 2.010      Taxicab Businesses Distinct Appearance**

- A. All Taxicabs operating under a Taxicab Business permit shall be of distinctive name and appearance such as is in common usage in this country for Taxicabs and shall have a standard monogram, insignia, or logo which is permanently affixed to each vehicle and clearly indicates that the vehicle is offered for the use of transportation of passengers for hire. Distinctive appearance may include the original factory paint color.
- B. No Taxicab Business permit shall be granted to any Person and/or company whose name, monogram, logo or insignia to be used on its Taxicabs is in conflict with, or imitates, any name, monogram, logo or insignia used by another Taxicab Business within the Jurisdictional Boundaries of SSG in such a manner as to be misleading to, or which would tend to deceive or defraud the public. This includes the consideration of a specific color referenced in the Taxicab Business' name.
- C. No Taxicab Business shall be entitled to utilize the name or telephone number of any previously operating Taxicab Business unless the assuming company has paid all fines, Business Permit Fees, Vehicle Permit Fees, and administrative penalties due to SSG from the previous Taxicab Business and otherwise complied with the requirements for issuance of a Taxicab Business permit under the ordinance of SSG. In any case where an administrative or other form of proceeding is pending against the previous Taxicab Business, no transfer of the name shall occur unless and until SSG is provided with adequate monetary assurance of payment of any anticipated monetary penalty. Assurance may be in the form of a bond or undertaking.

#### **Section 2.015      Advertisements**

- A. No Taxicab Business, Driver or any other person shall place or cause to be placed any advertisement which:
  - 1. Is misleading to, or would tend to deceive or defraud the public;
  - 2. Uses a name(s) other than the name(s) registered with SSG for which a valid taxicab business permit has been issued without first obtaining written consent of SSG; or
  - 3. Uses a name, monogram, logo or insignia which is in conflict with or imitates any monogram, logo or insignia used by any other person operating in the Jurisdiction Boundaries of SSG.

**Section 2.020      Driver Standards and Appearance**

- A. All drivers shall have in his or her immediate possession a valid California driver's license and a Driver permit issued by SSG while in charge of or driving a Taxicab and shall present either upon request.
- B. All Drivers shall be at least 18 years old.
- C. All Drivers shall have the ability to read signs, labels, work schedules, rate cards, information cards, maps and simple instructions in English, to understand and follow verbal directions in English, to write simple instructions in English and to speak English sufficiently to communicate clearly with the public at large.
- D. No Driver shall be afflicted with either a physical or mental incapacity or ailment that would preclude him or her from safely operating a Taxicab and performing the duties normal to such profession.
- E. All Drivers shall be well groomed and dressed in a neat and clean fashion at all times while on duty. At a minimum, attire shall include a collared shirt or blouse covering the shoulders, knee length shorts or skirt or long pants and closed toe shoes. T-shirts, spaghetti or strapless shirts, open toe shoes, flip flops, sweatpants and sandals are prohibited. A Driver shall wear an identification badge at all times while on duty. At a minimum, the shirt, blouse or identification badge worn by the Driver must bear the Driver's name and Business logo.
- F. All Drivers shall provide prompt, efficient service and be courteous at all times to the general public, the business community, all other Taxicab Drivers and SSG or local government administrators/officers. Disputes with the general public, the business community, other taxicab drivers and those in charge of taxicab stands on private property shall be resolved in a professional manner with a goal of maintaining a favorable public image for the taxicab industry.
- G. Smoking and the use of profanity is prohibited.
- H. No Driver shall refuse to transport wheelchairs, packages, luggage and animals as follows:
  - 1. Any passenger's wheelchair, which can be folded and placed in either the passenger vehicle or trunk compartment of the Taxicab;
  - 2. Groceries or packages when accompanied by a passenger;
  - 3. Personal luggage, possessions or small pets in appropriate carriers.

4. Any passenger's service animal or intentionally interfere with the use of service animal by harassing or obstructing the user of his or her service animal as defined by the Americans with Disabilities Act (ADA).
- I. All Drivers shall assist a passenger in and out of a Taxicab when requested, provided the driver is not required to lift the passenger.
- J. All Drivers shall assist a passenger by placing luggage, packages and wheelchairs in and out of the taxicab when requested.
- K. Proposed trips that are part of the Upfront Fare Program, are considered accepted once the Driver has accepted the TNC application trip offer. If the offer accepted and then rejected, it is considered a ride refusal and subject to citation and applicable fine, unless the ride rejection is based on one or more of the exceptions set forth in Section 2.020.L.
- L. A Driver may only refuse to serve a person requesting the service of their taxicab if:
  1. The Driver has already been dispatched on another call;
  2. The passenger is engaging in physical or verbal mistreatment, including hitting, kicking, gestures, yelling, spitting, threats, intimidation, assaults, slurs, or cursing, or otherwise causing the driver to reasonably believe that the driver's health or safety, or that of others may be endangered. Discriminatory-based ride refusals are prohibited and may result in permit revocation;
  3. The passenger cannot, upon request, show ability to pay the fare;
  4. The passenger refuses to state a specific destination upon entering the taxicab; or
  5. The proposed trip is outside Riverside County.

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

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

- M. All Drivers shall be adequately rested, and shall not operate a Taxicab for more than ten (10) consecutive hours, nor for more than ten (10) hours spread over a total of fifteen (15) consecutive hours. Thereafter, no Driver shall drive a Taxicab until eight consecutive hours have elapsed.
- N. All Drivers shall not engage in conduct or verbally threaten to engage in conduct which is dangerous or violent such that the safety of the traveling public, SSG employees or agents, taxicab drivers or other persons, is implicated.
- O. All Drivers shall not engage in argumentative or discourteous conduct toward the public, a passenger, other taxicab drivers or other persons while on call to provide taxicab service or in the course of providing such service.
- P. All Drivers shall not have been convicted of any of the crimes within the timeframes as set forth in Section 1.080 of this Chapter, whether committed in the State of California or elsewhere. A conviction within the meaning of this Section means a plea or verdict of guilty or a conviction following a plea of nolo contendere.
- Q. In the event that a Driver is involved in a collision with another vehicle, a fixed object or a pedestrian, that results in injury and/or renders any vehicle inoperable, the Driver and/or the Permittee shall complete and submit to SSG a written SSG approved Collision/Injury Report within twenty four (24) hours of the incident.

**Section 2.025      Special Events**

- A. As a matter of public safety and efficiency, during certain designated events where there is expected to be heavy concentration of customers seeking taxicab service, no passenger appointments will be allowed for pick-ups from the event. The designated events to which this regulation applies include:
  - 1. The Coachella Valley Music and Arts Festival;
  - 2. The Stagecoach Festival; and,
  - 3. Any other event for which Permittees are provided written notice no less than thirty (30) days before the event.

**Section 2.030      Taxi Administrator**

- A. The Taxi Administrator or his/her designee may adopt, by ordinance, operating requirements for Taxicab Businesses and Taxicab Drivers that do

not relate to permitting or business licensing pursuant to Government Code Section 53075.51.

**Section 2.035      Fines and Penalties**

- A.      The minimum fine for violation of Article II of this Chapter shall be one hundred dollars (\$100.00).

RIV #4847-8426-5694 v2



## SunLine Transit Agency

**DATE:** April 23, 2025 **INFORMATION**

**TO:** Board of Directors

**FROM:** Edith Hernandez, Director of Board and Legislative Affairs

**RE:** Legislative Update for April 2025

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### **Background**

SunLine, with the assistance of Shaw Yoder Antwih Schmelzer & Lange (SYASL), is actively monitoring several key bills during this legislative session. In alignment with the Agency's priorities, SunLine has submitted letters of support for the following legislation:

- **SB 71 (Wiener) – CEQA Exemptions for Transit Projects – SUPPORT**  
Co-sponsored by the California Transit Association, this bill extends the CEQA exemptions currently in place through SB 922 (Wiener, 2022), removing the sunset date altogether. It also adds new project types to the exemption list (e.g., ferry terminals, transit operational analysis, bus stops/shelters) and revises board procedural requirements for establishing project cost estimates.
- **SB 419 (Caballero) – Hydrogen Fuel Sales Tax Exemption – SUPPORT**  
This bill proposes a sales and use tax exemption for the sale and consumption of hydrogen, which aligns with SunLine's commitment to zero-emission technologies and the agency's investment in hydrogen infrastructure.
- **SB 752 (Richardson) – Zero-Emission Bus Sales Tax Exemption Extension – SUPPORT**  
This bill extends the partial sales and use tax exemption for zero-emission buses (ZEBs) from January 1, 2026, to January 1, 2028. This continued tax relief supports the procurement of clean fleet vehicles.
- **AB 35 (Alvarez) – CEQA Review for Clean Hydrogen Transportation Projects –SUPPORT**  
This bill would streamline CEQA review for clean hydrogen transportation projects, requiring a simplified environmental assessment and imposing a 270-day deadline for permitting decisions.
- **AB 394 (Wilson) – Transit Safety – SUPPORT**  
Co-sponsored by the California Transit Association, this legislation strengthens protections for transit employees and passengers by expanding Penal Code Section 243.3. It allows agencies to obtain restraining orders against individuals who commit battery against transit employees, applying systemwide.

SunLine is also closely reviewing additional legislation that could impact operations:

- **AB 1070 (Ward) – Transit District Governing Boards – OPPOSE**  
This bill proposes significant structural changes to transit district boards, including requiring personal use of the system for compensation eligibility and the addition of nonvoting members representing riders and labor. These requirements could create administrative burdens and affect governance consistency.

SunLine will continue to monitor the progress of these bills and provide updates as they move through the Legislature.

### **State**

The Legislature is currently in Spring Recess and will reconvene on April 21, with policy and fiscal committees facing tight deadlines in early May. Governor Newsom has appointed new leadership at the California State Transportation Agency, including James Hacker as Undersecretary and Emily Warren as Deputy Secretary for Innovative Mobility Solutions, positions that will play a critical role in shaping transportation priorities. Assemblymember Corey Jackson has also been appointed to the California Air Resources Board, replacing Assemblymember Eduardo Garcia. Additionally, state leaders have announced plans to pursue reauthorization of the Cap-and-Trade program in 2025, a major funding mechanism for transit and zero-emission vehicle initiatives.

SunLine, with the assistance of SYASL, is actively monitoring several bills of interest:

- **SB 707 (Durazo):** Allows local agencies to meet remotely during emergencies or for just cause, with remote participants counting toward quorum. Also adds translation requirements for meeting materials.
- **AB 339 (Ortega):** Requires public agencies to give 120 days' notice to employee organizations before issuing or renewing contracts that affect represented job classifications.
- **AB 1250 (Papan):** Prevents transit operators from requiring recertification for paratransit eligibility if the person's condition is unlikely to improve.

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

### **Federal**

Last month, Congress approved and President Biden signed the "Full-Year Continuing Appropriations and Extensions Act, 2025," funding the federal government through the remainder of the fiscal year and avoiding a shutdown.

With Congressionally Directed Spending (Earmarks) allowed since 2022, SunLine submitted a Fiscal Year 2026 earmark request through Congressman Ken Calvert for a new maintenance facility at our Thousand Palms location. The House Appropriations

Committee is expected to take up the FY26 Transportation, Housing and Urban Development (THUD) bill between April and July, aiming for completion before the current continuing resolution expires on September 30.

Separately, the U.S. Department of Energy's Office of Clean Energy Demonstrations (OCED) recently announced its intent to reduce funding for four Regional Clean Hydrogen Hubs, including ARCHES. In response, SunLine submitted a letter outlining our concerns and commitment to California's hydrogen economy.

Attachment:

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



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

April 17, 2025

TO: Board of Directors  
SunLine Transit Agency

FM: Matt Robinson, Michael Pimentel & Brendan Repicky  
Shaw Yoder Antwih Schmelzer & Lange

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

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### ***General Update***

The Legislature adjourned for Spring Recess on April 10 and will reconvene on April 21. When the Legislature returns, they will have limited time to pass bills out of policy committees before the first house deadline. The deadline for policy committees to meet and hear bills with a fiscal impact is May 2 for bills in the first house (May 9 for non-fiscal bills). Most bills that pass policy committees are referred to the appropriations committees. Bills determined to have a fiscal impact on the state are referred to the appropriation committees' suspense files. The deadline for the fiscal committees to move bills to the floor of each house is May 23, therefore we expect the appropriations committees' suspense file hearings to be held May 22. For information about key legislative and budget deadlines, please see the 2025 Legislative Calendar available [here](#).

### ***Governor Newsom Appoints New CalSTA Leaders***

On March 19 and April 3, respectively, Governor Newsom announced the appointment of Emily Warren and James Hacker to leadership positions at the California State Transportation Agency. Ms. Warren was appointed to the role of CalSTA Deputy Secretary for Innovative Mobility Solutions and Mr. Hacker was appointed to the role of CalSTA Undersecretary. Ms. Warren fills the position left vacant by Lori Pepper and Mr. Hacker fills the role left vacant by Mark Tollefson. The appointment of Mr. Hacker is of particular importance to METRO as he will be the agency's most senior manager and will be charged with overseeing the agency's departments, including the California Department of Transportation, California Highway Patrol, California Department of Motor Vehicle, and California High-Speed Rail Authority, to ensure their implementation of programs and policies consistent with the priorities of the Governor and CalSTA Secretary.

### ***Governor Newsom and Assembly Speaker Rivas Appoint New Members to California Air Resources Board***

In late February, Governor Newsom and Assembly Speaker Rivas separately announced new appointments to the California Air Resources Board. Governor Newsom announced the appointment of Lynda Hopkins, a Sonoma County Supervisor, and Dawn Ortiz Legg, a San Luis Obispo County Supervisor.

Hopkins will serve as the Bay Area Air Quality Management District Member on CARB, replacing Davina Hurt. Legg will serve as the Air District Member. Speaker Rivas announced the appointment of Corey A. Jackson, an Assembly Member, as ex-officio member. Jackson replaces Assembly Member Eduardo Garcia.

### ***Governor, Legislative Leaders Announce Update to Cap-and-Trade Re-Authorization***

On April 15, Governor Newsom, Senate President pro Tempore Mike McGuire and Assembly Speaker Robert Rivas officially announced they will work to extend California's Cap-and-Trade program in 2025. The program is currently set to sunset in 2030, but some argue extending the program sooner rather than later will offer the market greater certainty and stability. This announcement comes on the heels of the Trump Administration's threats to further roll back climate action, including the Cap-and-Trade program. Revenues from Cap-and-Trade provide key funding for transit and other greenhouse-gas reducing projects.

### ***Bills with Positions***

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

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

#### **SB 419 (Caballero) Hydrogen Fuel Sales Tax Exemption – SUPPORT**

This bill would implement a Sales and Use Tax exemption for the sale and consumption of hydrogen.

#### **SB 752 (Richardson) Zero-Emission Bus Sales Tax Exemption Extension – SUPPORT**

This bill would extend from January 1, 2026, to January 1, 2028, the partial sales and use tax exemption for zero-emission buses (ZEBs) first established in 2019 and subsequently renewed in 2022.

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

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

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

Co-Sponsored by the California Transit Association, this bill would enhance the safety and security of California's public transportation systems by strengthening protections for transit operators, employees, and passengers. The bill accomplishes this goal by expanding existing law (Penal Code Section 243.3) to protect all transit employees against battery. Further, AB 394 would empower agencies to seek a court-issued temporary restraining order against a perpetrator for a violation of Penal Code Section 243.3, and specifies that the restraining order shall apply across the entirety of the transit system where the offense occurred. The Amalgamated Transit Union and the Teamsters are co-sponsors of this bill.

### ***Bills with Recommended Action***

#### **AB 1070 (Ward) Transit District Governing Boards – RECOMMEND OPPOSE**

This bill would prohibit a transit district from compensating a member of the governing board unless the member demonstrates personal use of the transit system for at least one hour or for four trips per month. The bill would also require the governing board of a transit district to include 2 nonvoting members and 4 alternate nonvoting members. These members would be required to include users of the service, and representatives of the labor organization representing transit employees.

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

#### **SB 707 (Durazo) Brown Act Reform**

Authored by the Senate Local Government Committee Chair, this bill would make a number of changes to the Brown Act, including authorizing the legislative body of a local agency to use teleconferencing during a proclaimed state of emergency or local emergency if certain conditions are met and re-authorizing remote participation authority for just cause as constituted by AB 2449 (Rubio). SB 707 would also create a process for subsidiary bodies to meet remotely, and would permit certain members participating remotely to count toward in-person quorum requirements (ADA, under 18, etc.). This bill contains several other provisions related to the Brown Act, including new translation requirements for meeting materials.

#### **AB 339 (Ortega) Local Public Employee Organizations: Notice Requirements**

This bill would require the governing body of a public agency, board, or commission to provide written notice to an employee organization no less than 120 days prior to issuing a request for proposals, request for quotes, or renewing or extending an existing contract to perform services that are within the scope of work of the job classifications represented by the recognized employee organization.

#### **AB 778 (Chen) Internet Website Posting**

This bill would require local agencies, within 10 days of making a construction contract payment, to post on its website information about the project, including the name of the company paid, the date it was paid, the amount of the payment, and other identifying information. Construction contracts valued below \$25,000 would be exempt. This mirrors the existing requirements of state agencies.

#### **AB 810 (Irwin) Internet Website Requirements**

This bill would expand on existing law to require special districts, joint powers authorities, or other political subdivisions to maintain an internet website with a “.gov” or “.ca.gov” domain. Special districts, joint powers authorities, or other political subdivisions would have until January 1, 2031 to comply with this requirement.

#### **AB 1250 (Papan) Paratransit Operators: Recertification of Eligibility**

This bill was amended on April 10 to prohibit transit operators from requiring a person who receives, or is eligible to receive, paratransit services based on a disability or medical condition, and whose condition cannot reasonably be expected to improve, to recertify their eligibility for the services.

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

## SunLine Transit Agency

**DATE:** April 23, 2025 **INFORMATION**

**TO:** Board of Directors

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

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

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### Human Resources Update

#### *Years of Service Recognition*

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

#### **5 Years:**

- Rodolfo Arcos (*Motor Coach Operator*)
- Nicole Banks (*Motor Coach Operator*)
- Ken Myers (*Maintenance Supervisor*)
- Greg Wildman (*Chief of Strategic Alignment*)

#### **10 Years:**

- Robert Tribble (*Motor Coach Operator*)

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

### Planning Update

#### *Amistad High School Partnership*

In April, SunLine launched a new partnership with Amistad High School to support student mobility through SunRide. This initiative allows students to ride to and from school at no cost, with the school covering the fare for each trip. Students enter a designated code when booking rides via the app, using the school as the destination to receive the discount. This collaboration supports access to education while encouraging the use of public transit among youth.



### ***Biannual Asset Audit***

Planning staff have initiated the biennial asset audit as required under federal Transit Asset Management (TAM) guidelines. This effort ensures the agency maintains a comprehensive, accurate, and compliant asset inventory. The audit plays a key role in SunLine's long-term infrastructure planning and performance monitoring.

### ***SunRide Microtransit Provider Transition***

Effective April 1, 2025, SunLine transitioned its SunRide microtransit service to a new provider, VIA (also known as Nomad). The transition was supported by a robust marketing campaign that led to nearly 1,200 app downloads, with 25% attributed directly to campaign outreach. Despite the provider change, ridership remained stable, and the service had a strong average rider rating of 4.9.

### **Community/Industry Engagement Events**

#### ***Greater Coachella Valley Chamber of Commerce (GCVCC) Legislative Breakfast – Thousand Palms, CA (March 10, 2025)***

On Monday, March 10, 2025, SunLine hosted the GCVCC's Legislative Breakfast for Supervisor V. Manuel Perez. The event brought together local elected officials, business leaders, and community stakeholders for a morning of dialogue focused on regional priorities, legislative updates, and economic development across the Coachella Valley.

#### ***Trapeze Think Transit Conference - Kansas City, MO (March 16-19, 2025)***

From March 16-19, 2025, staff from the Operations and Planning departments attended the Trapeze Think Transit 2025 Conference in Kansas City. The event brought together transit professionals from across the industry and provided hands-on training, technical tours, and expert-led sessions covering topics like mobility planning, workforce management, and intelligent transportation systems. Key takeaways included innovative strategies for improving paratransit and mobility-on-demand services, as well as new technologies and best practices that could benefit SunLine's operations.

#### ***National Transit Employee Appreciation Day – SunLine Transit Agency Internal Event (March 18, 2025)***

On Tuesday, March 18, 2025, SunLine joined transit agencies across the country in recognizing National Transit Employee Appreciation Day. This annual event honors the dedication and hard work of our team members and their unwavering commitment to serving the Coachella Valley community.

To celebrate, breakrooms were decorated, and employees were treated to coffee and refreshments. The event brought smiles and expressions of appreciation from the operators and other operations staff. It was a simple, yet meaningful way to show how

much we value their hard work in ensuring safe and reliable transportation every day. Photos capturing the day's festivities are available on SunLine's official social media channels.

***American Public Transportation Association (APTA) Transit CEOs Seminar – San Antonio, TX (March 21 – 23, 2025)***

From March 21-23, 2025, Luis Garcia, Chief Financial Officer, and I attended APTA's Transit CEOs Seminar held in San Antonio, TX. This seminar provided a platform for transit leaders to engage in discussions on pressing industry challenges, including employee safety, workforce development, zero-emission fleet transitions, and the impact of federal policy changes on transit funding. Presentations/remarks from Federal Transit Administration officials were also provided.

***Coachella Valley High School Career Day – Thermal, CA (March 26, 2025)***

The HR team and the Hiring Committee participated in outreach events for our community. On Wednesday, March 26, 2025, staff attended Coachella Valley High School's Career Day event. This school-hosted event focused on exposing students, particularly those in the Hospitality Academy, to various career paths. Students were actively involved in supporting vendors throughout the day, giving them a chance to build real-world planning and communication skills. It was a great opportunity for the team to engage with the next generation of professionals and support their early career development.

***WTS-Inland Empire: "Riding Toward the Future: Spotlight on Public Transit Innovation" Panel – San Bernardino, CA (March 27, 2025)***

On Thursday, March 27, 2025, I had the pleasure of serving as a panelist at the WTS-Inland Empire event titled "*Riding Toward the Future: Spotlight on Public Transit Innovation*." The panel brought together transit leaders from across the region to discuss emerging trends, technologies, and strategies shaping the future of public transportation. My presentation and remarks highlighted SunLine's leadership in clean air transit initiatives, including near zero and zero emission infrastructure and fleet investments, innovative mobility solutions, and workforce development efforts.

***Senior Inspiration 2025 Awards Luncheon, Special Route – Indio, CA (March 27, 2025)***

On Thursday, March 27, 2025, SunLine collaborated with Supervisor V. Manuel Perez's office to support the 33rd Annual Senior Inspiration Awards at Fantasy Springs Casino. The agency provided transportation for 27 passengers from four (4) senior centers across the Coachella Valley, including North Shore, Thermal, Mecca and La Quinta. The event recognized outstanding seniors from each city and the County of Riverside for their contributions and service to the community. It also provided a valuable opportunity for seniors with limited mobility options to engage and socialize with others in the community.

### ***34<sup>th</sup> Annual Migrant Health & Resource Fair – Mecca, CA (March 28, 2025)***

On Friday, March 28, 2025, SunLine's Marketing team participated in the 34th Annual Migrant Health & Resource Fair at Mecca Sports Park. The event provided a valuable opportunity to engage with nearly 100 community members—primarily Spanish-speaking residents—by sharing information about SunLine's services, career opportunities, and youth programs.

This outreach effort strengthened connections with families in the Eastern Coachella Valley and reinforced our commitment to serving this region. Additionally, SunLine materials were shared with fellow participating organizations, many of whom expressed that the information would be beneficial for their clients.

### ***World Hydrogen North America Conference – Houston, TX (March 31 - April 3, 2025)***

Our Alternative Fuels Program Manager, Shawn Craycraft, attended the World Hydrogen North America Conference held in Houston, TX from March 31 - April 3, 2025. In addition, one of SunLine's workforce development contractors, James Hall, represented SunLine in a session that highlighted training strategies for effectively preparing present and future employees to maintain hydrogen-powered fleets and equipment. The event brought together a diverse group of leaders and stakeholders from across the hydrogen industry, all focused on accelerating hydrogen project development and investment. Conference sessions covered a wide range of topics, including government and policy initiatives supporting hydrogen adoption, presentations from the U.S. Department of Energy's Hydrogen and Fuel Cell Technologies Office, and discussions on the future of hydrogen in mobility.

### ***Supervisor/Manager Training Program 2025 – Building Bridges: The Essential Role of Trust in the Workplace – Thousand Palms, CA (April 1, 2025)***

On Tuesday, April 1, 2025, twenty-nine of the agency's supervisory and executive staff participated in a professional development workshop, Building a High Trust Workplace, conducted in partnership with College of the Desert and its PACE Professional Education Program. The program emphasized that trust is a crucial element of organizational success. By understanding key models of trust, exploring what undermines trust, and implementing strategies to build and sustain trust, management can create a workplace that facilitates greater collaboration, innovation, and productivity. The content explored the important behavioral and personal characteristics that serve as the foundation of trusting relationships, the reciprocal nature of how behavior influences the development or loss of trust, the importance of repairing broken trust, and approaches to interactions that help build and reinforce the development of trusting working relationships. The training reinforced the power of trust as a driving force for progress and fostering stronger working relationships.

***Pantry to the People Food Drive – Palm Desert and Palm Springs, CA (April 3, 2025)***

On Thursday, April 3rd, SunLine relaunched Pantry to the People after a four-year pause due to the COVID-19 pandemic. Staff from across all departments united in support of two essential organizations serving the Coachella Valley: FIND Food Bank and The Center Community Food Bank.

Donation efforts took place at two Albertsons locations—one at Highway 111 and Deep Canyon in Palm Desert and the other in Palm Springs—where SunLine buses served as collection points from 7:00 a.m. to 7:00 p.m. Thanks to the incredible generosity of the community, 2.87 tons of non-perishable food and household items were collected.

The following day, all donations were delivered to FIND Food Bank and The Center, both of which expressed deep gratitude. These contributions will directly support countless families in need.

***Salvation Army's 12<sup>th</sup> Annual Veterans Expo – Cathedral City, CA (April 5, 2025)***

The Marketing team participated in the 12th Annual Salvation Army Veterans & Community Expo, held from 9:00 a.m. to 2:00 p.m. on Saturday, April 5. This event honored local veterans and provided attendees with access to a wide range of community resources.

SunLine staff engaged with approximately 100 attendees, offering information about the agency's services, programs, and career opportunities. In addition, materials were shared with other participating organizations throughout the Coachella Valley, many of which expressed that the information would be valuable for the individuals, specifically Veterans, they serve.