



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

AGENDA

TAXI COMMITTEE Regular Meeting

VIA VIDEOCONFERENCE

Pursuant to California Government Code section 54953(e), the Board of Directors regular meeting will be conducted remotely through Zoom. Please follow the instructions below to join the meeting remotely.

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION

Join Zoom Meeting - from PC, Laptop or Phone

<https://us02web.zoom.us/j/82863609387>

Meeting ID: 828 6360 9387

Teleconference Dial In
888-475-4499 (Toll Free)
Meeting ID: 828 6360 9387

One tap mobile
+16699009128,,82863609387#

Phone controls for participants:

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

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

For members of the public wishing to submit comment in connection with the Taxi Committee Meeting: public comment requests may be submitted via email to the Clerk of the Board at clerkoftheboard@sunline.org prior to February 22, 2022 at 5:00 p.m. with your name, telephone number and subject of your public comment (agenda item or non-agenda item). Members of the public may make public comments through their telephone or Zoom connection when recognized by the Chair. Those who have submitted a request to speak by the deadline above will be recognized first, then anyone else who wishes to speak will be provided an opportunity to make public comment. If you send written comments, your comments will be made part of the official record of the proceedings and read into the record if they are received by the deadline above.

ITEM

RECOMMENDATION

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

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

ITEM

RECOMMENDATION

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

- 6. PUBLIC COMMENTS**

RECEIVE COMMENTS

NON AGENDA ITEMS

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

- 7. COMMITTEE MEMBER COMMENTS**

RECEIVE COMMENTS

- 8. CONSENT CALENDAR**

RECEIVE & FILE

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

[8a\) SSG/SRA Checks \\$1,000 and Over Report for December 2021](#)

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ITEM

RECOMMENDATION

8b) SSG Monthly Budget Variance Report for
December 2021

(PAGE 6-8)

8c) Taxi Trip Data – January 2022

(PAGE 9-10)

**9. FY23 SUNLINE SERVICES GROUP (SSG) TAXI
PERMITTING FEES**

DISCUSSION
(PAGE 11-12)

(Staff: Michal Brock, Taxi Administrator)

10. ADJOURN

SunLine Services Group

CONSENT CALENDAR

DATE: February 23, 2022

RECEIVE & FILE

TO: Taxi Committee
Board of Directors

RE: Checks \$1,000 and Over Report for December 2021

Summary:

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

Recommendation:

Receive and file.

**SunLine Regulatory Administration
Checks \$1,000 and Over
December 2021**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
SUNLINE TRANSIT AGENCY	Payroll Liabilities 11/24/21	90993	12/07/2021	5,165.97
SUNLINE TRANSIT AGENCY	Payroll Liabilities 12/10/21	90999	12/17/2021	5,165.97
SUNLINE TRANSIT AGENCY	Payroll Liabilities 12/23/21	91002	12/29/2021	5,165.97
Total Checks Over \$1,000	\$15,497.91			
Total Checks Under \$1,000	\$4,586.58			
Total Checks	\$20,084.49			

SunLine Services Group**CONSENT CALENDAR**

DATE: February 23, 2022

RECEIVE & FILETO: Taxi Committee
Board of Directors

RE: Monthly Budget Variance Report for December 2021

Summary:

The budget variance report compares revenues and expenses to the respective line item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values. The budgetary figures are represented as a straight line budget. Accordingly, the current monthly budget values are calculated by taking 1/12th of the annual budget. The FYTD budget values for the month of December 2021 are equal to 6/12^{ths} of the yearly budget.

Year to Date Summary

- As of December 31, 2021, the organization's revenues are \$22,158 or 25.30% above the FYTD budget.
- As of December 31, 2021, expenditures are \$18,059 or 20.62% below the FYTD budget.
- The net FYTD operating gain (loss) after expenses is \$40,216.

Recommendation:

Receive and file.

SunLine Regulatory Administration
Budget Variance Report
December 2021

Description	FY22 Total Budget	Current Month			Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY22 FYTD Budget	Positive (Negative)	Percentage Remaining
Revenues:								
Revenue Fines	1,500	-	125	(125)	1,600	750	850	-6.7%
New Driver Permit Revenue	750	-	63	(63)	450	375	75	40.0%
Taxi Business Permit	96,000	8,001	8,000	1	48,002	48,000	2	50.0%
Driver Transfer Revenue	250	-	21	(21)	500	125	375	-100.0%
Driver Renewal Revenue	1,000	125	83	42	1,125	500	625	-12.5%
Driver Permit Reinstatement/Replacement	50	-	4	(4)	10	25	(15)	80.0%
Vehicle Permit Revenue	73,620	10,092	6,135	3,957	56,410	36,810	19,600	23.4%
Other Revenue	500	10	42	(32)	1,645	250	1,395	-229.0%
Operator Application Fee	1,500	-	125	(125)	-	750	(750)	100.0%
Total Revenue	175,170	18,228	14,598	3,630	109,743	87,585	22,158	37.4%
Expenses:								
Salaries and Wages	54,367	4,242	4,531	288	26,270	27,184	913	51.7%
Fringe Benefits	46,865	4,919	3,905	(1,013)	32,913	23,433	(9,480)	29.8%
Services	52,015	(102)	4,335	4,436	1,961	26,008	24,047	96.2%
Supplies and Materials	4,193	64	349	286	1,182	2,097	914	71.8%
Utilities	5,416	451	451	-	2,708	2,708	-	50.0%
Casualty and Liability	5,489	457	457	-	2,745	2,745	-	50.0%
Taxes and Fees	100	-	8	8	-	50	50	100.0%
Miscellaneous	6,725	1,374	560	(814)	1,748	3,363	1,615	74.0%
Total Expenses	175,170	11,406	14,598	3,192	69,526	87,585	18,059	60.3%
Total Operating Surplus (Deficit)	\$ -	\$ 6,822			\$ 40,216			

Budget Variance Analysis - SunLine Regulatory Administration

Revenue

- The positive variance in revenue is primarily attributed to late fees assessed to a taxi operator and an increase in permitted vehicles.
- As of FYTD22, there is an increase of 21,069 taxi trips compared to FYTD21.

Taxi Trips

	FY21-December	FY22-December	Variance	%Δ
Trips	7,272	12,187	4,915	67.6%

Taxi Trips

	FYTD-FY21	FYTD-FY22	Variance	%Δ
Trips	47,999	69,068	21,069	43.9%

Salaries and Wages

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

Fringe Benefits

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

Services

- The positive balance in services is primarily attributed to legal and audit fees not yet incurred.

Supplies and Materials

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

Utilities

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

Casualty and Liability

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

Taxes and Fees

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

Miscellaneous

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

SunLine Services Group
CONSENT CALENDAR

DATE: February 23, 2022

RECEIVE & FILE

TO: Taxi Committee
Board of Directors

RE: Taxi Trip Data – January 2022

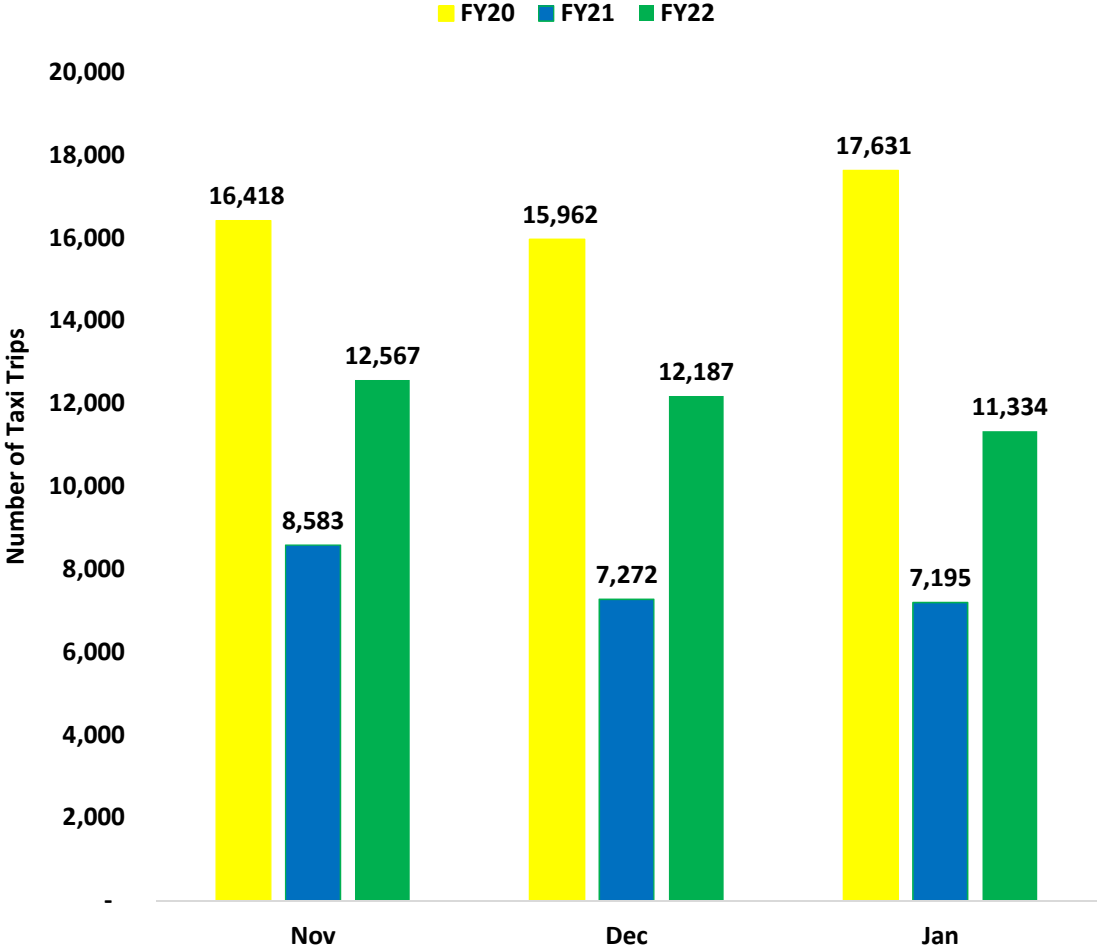
Summary:

The attached charts summarize the total number of taxi trips generated in the Coachella Valley for the previous three (3) month period and total taxi trips for the current fiscal year to date (FYTD) compared to the last two (2) fiscal years. There were 4,139 more taxi trips in January 2022 compared to January 2021. The increase in trips for January 2022 is mainly attributed to an increase in demand following relaxed COVID-19 travel restrictions. There were 25,208 more taxi trips for FYTD22 compared to FYTD21.

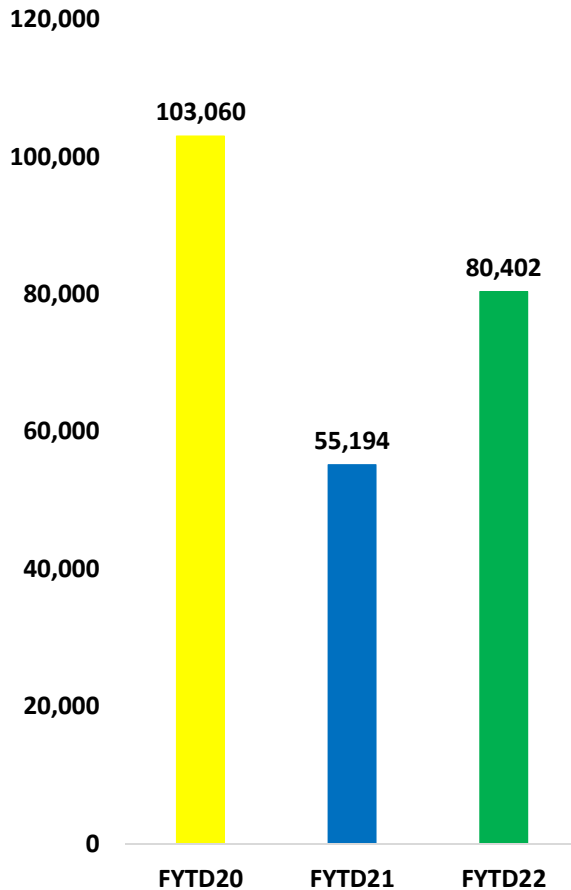
Recommendation:

Receive and file.

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



FYTD No. of Taxi Trips



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

SunLine Services Group

DATE: February 23, 2022 **DISCUSSION**

TO: Taxi Committee

FROM: Michal Brock, Taxi Administrator

RE: FY23 SunLine Services Group (SSG) Taxicab Permitting Fees

Background

California Government Code 53075.5 authorizes SSG to levy fees in an amount sufficient to cover the costs of carrying out an ordinance relating to taxicab transportation services. FY23 regulatory permitting fees are to be approved by the Board of Directors prior to staff bringing forward the FY23 SSG budget for approval.

The taxi industry is slowly recovering from the impact that the COVID-19 pandemic has had on our local businesses. Industrywide, in-service taxicabs increased by a monthly average of 16 vehicles in calendar year 2021 when compared to the onset of the pandemic in calendar year 2020.

In an effort to continue assisting the local taxicab industry in recovering from the pandemic, staff proposes no change to the FY23 regulatory fees. Installment plans for the annual business permit and vehicle permits are planned to remain in place.

PROPOSED FY23 SSG FEE SCHEDULE			
Fee Description	FY22 Fee Amount	Proposed FY23 Fee Amount	Variance
New Taxicab Application	\$ 1,000.00	\$ 1,000.00	\$ -
Annual Taxicab Business Permit Renewal Application Fee	\$ 500.00	\$ 500.00	\$ -
Annual Business Permit	\$ 32,000.00	\$ 32,000.00	\$ -
Business Permit Reinstatement	\$ 10,000.00	\$ 10,000.00	\$ -
Annual Vehicle Permit (Gasoline/Diesel)	\$ 1,650.00	\$ 1,650.00	\$ -
Annual Vehicle Permit (Hybrid ¹ /Alt Fuel ²)	\$ 850.00	\$ 850.00	\$ -
Annual Vehicle Permit (WAV ³ /Zero Emission ⁴)	\$ 200.00	\$ 200.00	\$ -
Vehicle Permit Reinstatement	\$ 65.00	\$ 65.00	\$ -

Fee Description	FY22 Fee Amount	Proposed FY23 Fee Amount	Variance
New Driver Permit	\$ 75.00	\$ 75.00	\$ -
Driver Permit Renewal	\$ 25.00	\$ 25.00	\$ -
Driver Permit Transfer	\$ 25.00	\$ 25.00	\$ -
Driver Permit Reinstatement	\$ 25.00	\$ 25.00	\$ -
Driver Permit Replacement	\$ 10.00	\$ 10.00	\$ -
Appeal Fee	\$ 100.00	\$ 100.00	\$ -
Taxicab Distinct Appearance Determination Appeal Fee	\$ 1,200.00	\$ 1,200.00	\$ -
Late Fee ⁵ (for late payment of invoices)	\$ 25.00	\$ 25.00	\$ -
<p>^[1] "Hybrid" means Hybrid Electric/Gas Vehicle (HEV) and Plug-in Electric/Gas Hybrid Vehicle (PHEV)</p> <p>^[2] "Alt Fuel" means alternative fuel vehicles that use Compressed Natural Gas (CNG), Biodiesel, or Ethanol (E85) fuel blends to operate</p> <p>^[3] "WAV" means wheelchair accessible vehicle that has the ability to load wheelchair users safely and without the need for the wheelchair user to leave their wheelchair.</p> <p>^[4] "Zero Emission" means Electric Vehicles (EV) and Hydrogen-Powered Fuel-Cell Vehicles (FCEV)</p> <p>^[5] Late fees shall be assessed at \$25.00 per day, not to exceed \$1,000.00 per occurrence</p>			