



**AGENDA**  
**TAXI COMMITTEE MEETING**  
**April 26, 2017**  
**10:30 a.m. – 11:00 a.m.**

**Wellness Center**  
**SunLine Transit Agency**  
**Thousand Palms, CA**

(Public Comments will be accepted on each Agenda item upon the conclusion of the staff report on that item. Public comments on non-agendized items will be accepted during the Public comments section. Comments may be limited to 3 minutes in length. Please notify the Committee Chair if you wish to comment.)

1. **Call to Order**
  2. **Roll Call**
  3. **Confirmation of Agenda**
  4. **Presentations**  
Taxi Revenue & Expenses – Mickel Garcia
  5. **Public Comments** **Receive Comments**  
Anyone wishing to address the Taxi Committee on items not on the Agenda should do so at this time. Each presentation is limited to three minutes.
  6. **Committee Member Comments**
- RECEIVE & FILE-----
7. **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.
    - a) **[SSG/SRA checks over \\$1000 issued February 2017 \(Page 1\)](#)**
    - b) **[SSG/SRA Monthly Budget Reports February 2017 \(Pages 2-3\)](#)**
    - c) **[Taxi Vehicle/Rides Analysis \(Pages 4-5\)](#)**
    - d) **[Metric \(Taxi Expense vs Taxi Revenue\) \(Page 6\)](#)**
  8. **Adjourn**

**SunLine Regulatory Administration**

**Checks \$1,000 and Over**

**For the month of February 2017**

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

<b>Vendor Name</b>	<b>Description</b>	<b>Check #</b>	<b>Check</b>	<b>Amount</b>
SUNLINE TRANSIT AGENCY	Overhead Expense Jan 2017	90323	2/24/2017	\$2,446.50
SUNLINE TRANSIT AGENCY	Payroll Liabilities Exp 2/10/17	90317	2/14/2017	\$2,138.39
SUNLINE TRANSIT AGENCY	Payroll Liabilities Exp 2/24/17	90322	2/24/2017	\$2,099.40
PROPER SOLUTIONS	Temp Employee 1/30-2/10	90321	2/24/2017	\$1,560.00

**Total of Checks Over \$1,000** \$8,244.29

**Total of Checks Under \$1,000** \$1,238.72

**Total of All Checks for the Month** \$9,483.01

**Total Amount of Checks Prior Years Same Month** \$12,372.85

SunLine Regulatory Agency  
Budget Variance Report  
February 2017

Description	FY 17 Total Budget	Current Month			Year to Date		
		Actual	Budget	Favorable (Unfavorable)	YTD Actual	FY 17 YTD Budget	Favorable (Unfavorable)
<b>Revenues:</b>							
Meter Readings	197,434	18,487	16,453	2,034	119,902	131,623	(11,721)
Revenue Fines	2,000	200	167	33	6,110	1,333	4,777
Vehicle Inspection Revenue	1,900	0	158	(158)	1,200	1,267	(67)
Vehicle Re-inspection Revenue	-	0	0	0	100	0	100
New Driver Permit Revenue	4,000	810	333	477	4,500	2,667	1,833
Driver Transfer Revenue	850	50	71	(21)	800	567	233
Driver Renewal Revenue	9,200	1,050	767	283	6,000	6,133	(133)
Driver Permit Reinstatement/Replacement	150	0	13	(13)	85	100	(15)
Vehicle Permit Revenue	80,900	13,440	6,742	6,698	49,440	53,933	(4,494)
<b>Total Revenue</b>	<b>296,434</b>	<b>34,037</b>	<b>24,703</b>	<b>9,334</b>	<b>188,137</b>	<b>197,623</b>	<b>(9,486)</b>
<b>Expenses:</b>							
Salaries and Wages	128,702	7,402	10,725	3,323	84,849	85,801	953
Fringe Benefits	89,298	2,253	7,442	5,189	36,444	59,532	23,088
Services	50,500	2,355	4,208	1,853	20,704	33,667	12,963
Supplies and Materials	6,433	101	536	435	1,694	4,289	2,595
Utilities	6,585	549	549	(0)	4,390	4,390	0
Casualty and Liability	11,846	987	987	(0)	7,897	7,897	0
Miscellaneous	3,070	76	256	179	1,912	2,047	135
<b>Total Expenses</b>	<b>296,434</b>	<b>13,723</b>	<b>24,703</b>	<b>10,980</b>	<b>157,890</b>	<b>197,623</b>	<b>39,733</b>
<b>Total Operating Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ 20,313</b>			<b>\$ 30,247</b>		

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## Budget Variance Analysis - SunLine Regulatory

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### Revenue - Unfavorable

- Taxi revenues heavily influenced by seasonal decline during summer months. The surplus in the peak months will decrease the unfavorable balance.
- Taxi franchises pay the full year's vehicle permits during the peak months of October through April.

### Salaries and Wages - Favorable

- Salary & wage expenses are attributed to additional salary allocations from SunLine Transit Agency.

### Fringe Benefits - Favorable

- Fringe benefit savings are attributed to work force reduction.

### Services - Favorable

- Legal services lower than projected monthly estimates.

### Supplies and Materials - Favorable

- Favorable materials and supplies expenses attributed to lower than expected repair parts for vehicles.

### Utilities - Favorable

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

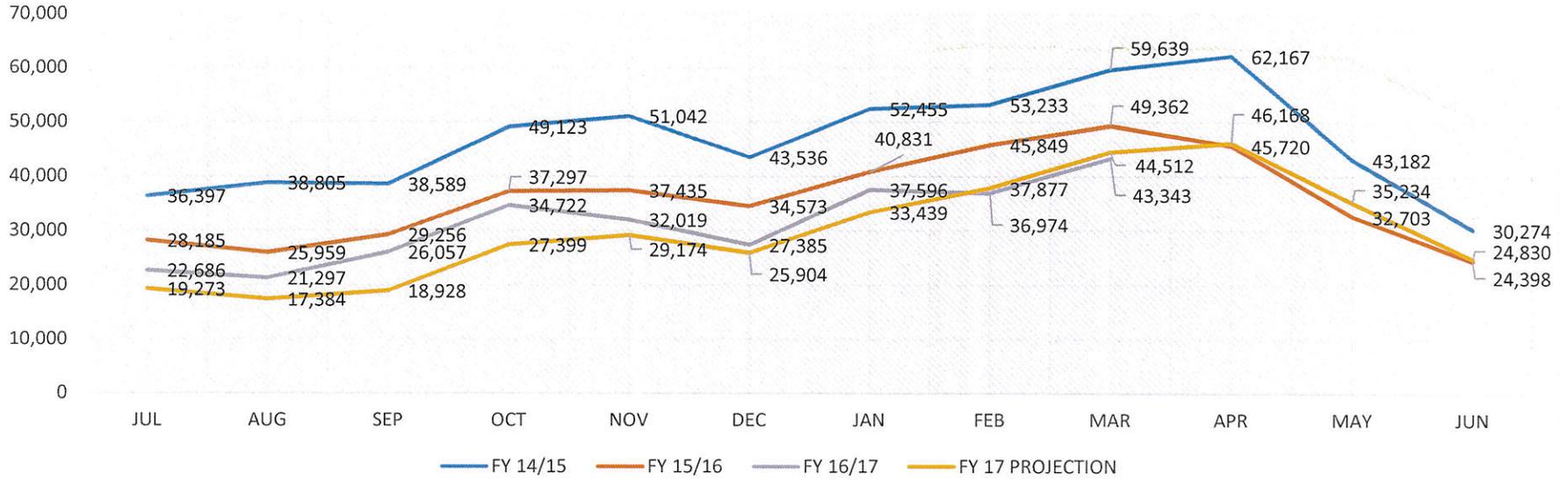
### Casualty and Liability - Favorable

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

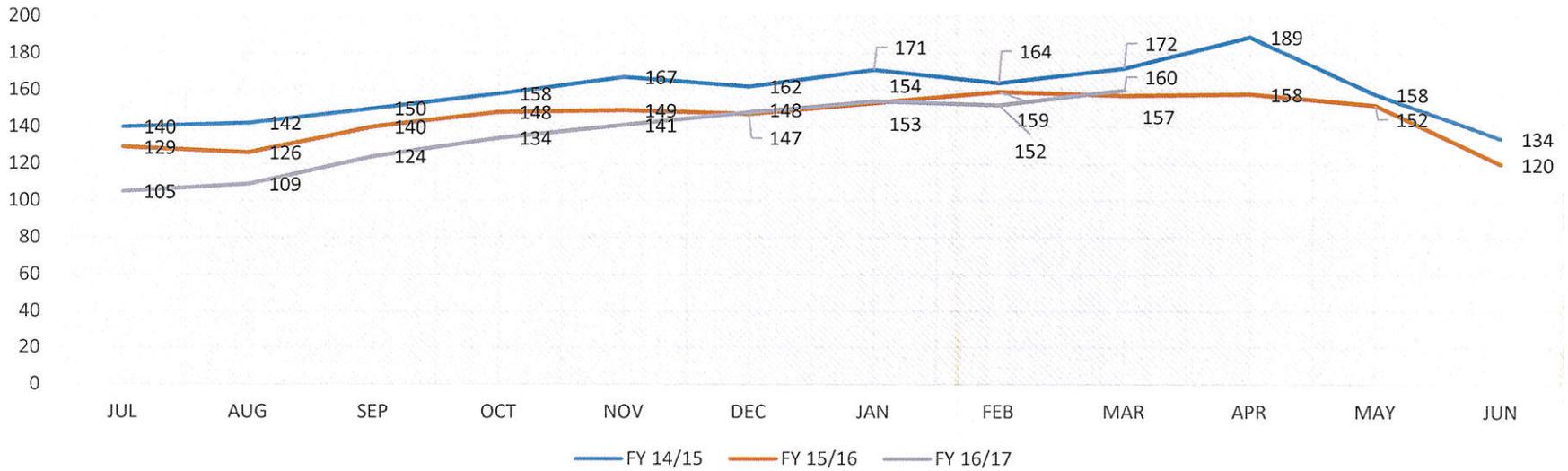
### Miscellaneous - Favorable

- Miscellaneous expenses are within acceptable range of the budget.

### # OF TAXI TRIPS

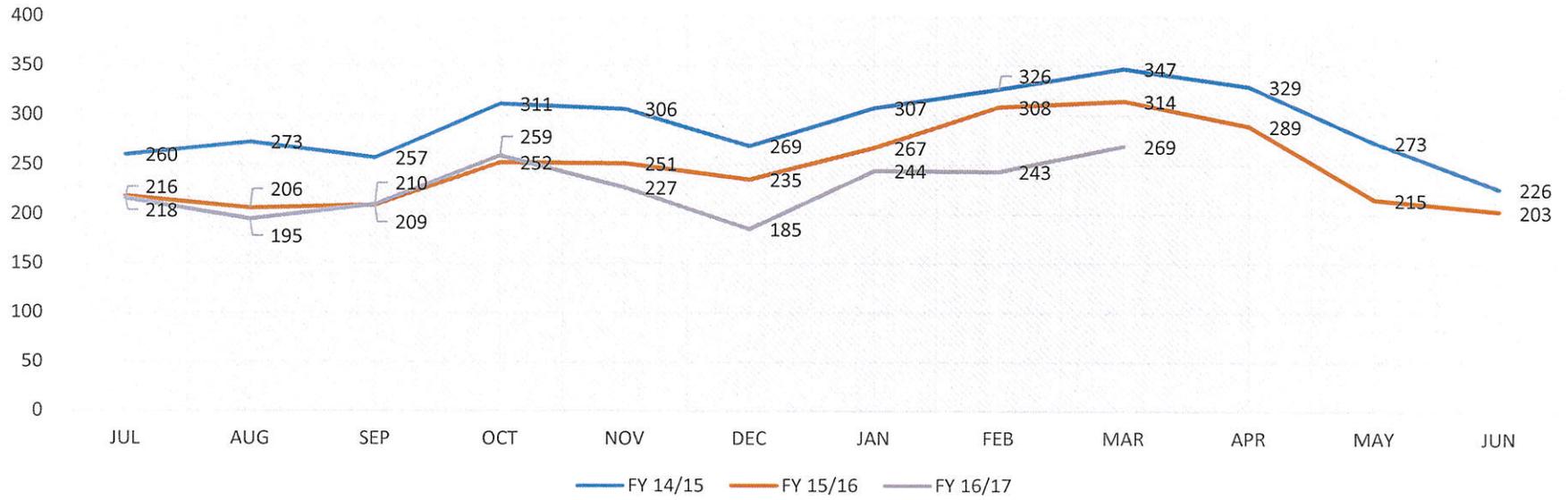


### # OF CABS PROVIDING TRIPS



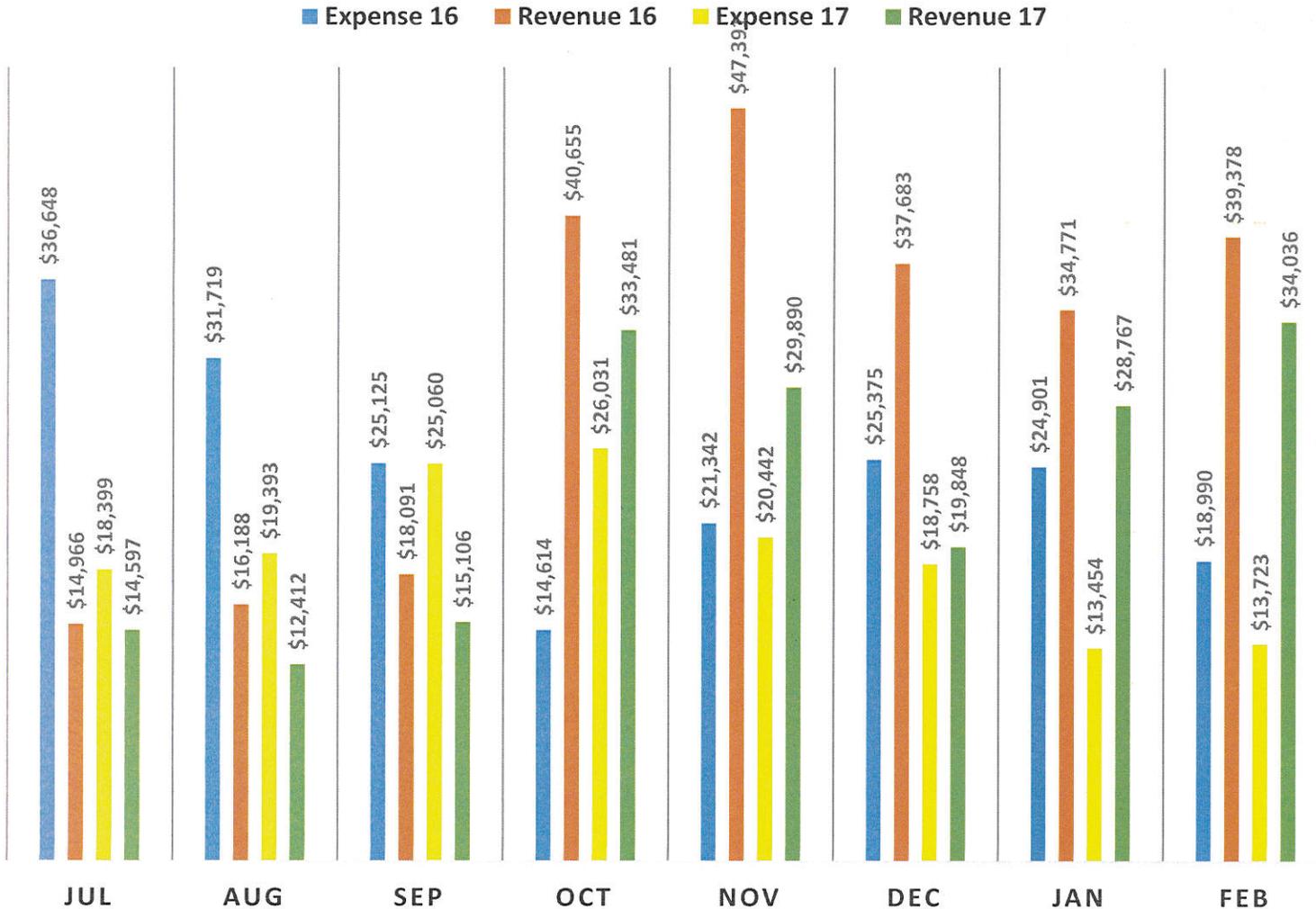
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### # OF TRIPS PER CAB



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## TAXI EXPENSE VS. REVENUE AND VARIANCE JANUARY 2017



Measuring the health of the FY16 SRA budget by monitoring expenses and revenues.  
 Goal: Reduce operating expenses by 5% to offset the continued decrease in taxicab ridership.