



**TAXI COMMITTEE MEETING AGENDA**

**January 24, 2018**

**10:30 a.m. – 10:45 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**

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. **Appoint Interim Committee Chair & Vice Chair**

-----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 November 2017(Page 1)
- b) SSG/SRA Monthly Budget Reports November 2017(Page 2-3)
- c) Taxi Vehicle/Rides Analysis December 2017(Page 4-7)
- d) Metric (Taxi Expense vs Taxi Revenue)November 2017(Page 8)

8. **Adjourn**

**SunLine Regulatory Administration  
Checks \$1,000 and Over  
For the month of November 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 Filed As Name</b>	<b>Description</b>	<b>Check #</b>	<b>Payment Date</b>	<b>Payment Amount</b>
SUNLINE TRANSIT AGENCY	Operating Expenses July-Sept 2017	90443	11/17/2017	47,024.41
SUNLINE TRANSIT AGENCY	P/R Liabilities 11/3/17 & Sept/Oct 2017 Overhead Allocations	90435	11/06/2017	9,499.53
SUNLINE TRANSIT AGENCY	P/R Liabilities 11/17/17 & Nov 2017 Overhead Allocations	90445	11/20/2017	7,048.40
BURKE, WILLIAMS & SORENSEN, LLP	Legal Services Sept 2017	90434	11/06/2017	1,728.00
<b>Total Checks Over \$1,000</b>				\$65,300.34
<b>Total Checks Under \$1,000</b>				\$104.10
<b>Total Checks</b>				\$65,404.44

SunLine Regulatory Agency  
Budget Variance Report  
November 2017

Description	FY 18 Total Budget	Current Month			Year to Date		
		Actual	Budget	Favorable (Unfavorable)	YTD Actual	FY 18 YTD Budget	Favorable (Unfavorable)
<b>Revenues:</b>							
Meter Readings	156,497	13,942	13,041	900	55,172	65,207	(10,036)
Revenue Fines	2,000	300	167	133	1,970	833	1,137
New Driver Permit Revenue	4,000	630	333	297	3,870	1,667	2,203
Driver Transfer Revenue	850	0	71	(71)	400	354	46
Driver Renewal Revenue	9,200	300	767	(467)	2,450	3,833	(1,383)
Driver Permit Reinstatement/Replacement	150	0	13	(13)	5	63	(58)
Vehicle Permit Revenue	80,900	2,500	6,742	(4,242)	11,325	33,708	(22,383)
Other Revenue	-	0	0	0	15	0	15
<b>Total Revenue</b>	<b>253,597</b>	<b>17,672</b>	<b>21,133</b>	<b>(3,462)</b>	<b>75,207</b>	<b>105,665</b>	<b>(30,459)</b>
<b>Expenses:</b>							
Salaries and Wages	104,987	9,384	8,749	(635)	45,253	43,745	(1,508)
Fringe Benefits	69,092	6,351	5,758	(593)	27,372	28,788	1,417
Services	48,500	5,013	4,042	(971)	12,821	20,208	7,387
Supplies and Materials	5,003	233	417	184	1,140	2,085	945
Utilities	4,258	355	355	0	1,774	1,774	0
Casualty and Liability	12,112	1,009	1,009	(0)	5,047	5,047	0
Taxes and Fees	20	1	2	1	3	8	0
Miscellaneous	9,625	168	802	634	844	4,010	3,167
<b>Total Expenses</b>	<b>253,597</b>	<b>22,513</b>	<b>21,133</b>	<b>(1,380)</b>	<b>94,253</b>	<b>105,665</b>	<b>11,412</b>
<b>Total Operating Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ (4,841)</b>			<b>\$ (19,047)</b>		

## **Budget Variance Analysis - SunLine Regulatory**

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### **Revenue - Unfavorable**

- Taxi revenues are heavily influenced by the seasonal decline during the summer months. The surplus in the peak months will decrease the unfavorable balance. As of November there is a decrease of 26,796 Taxi Trips compared to the YTD fiscal year 2017.
- Taxi franchises pay the full year's vehicle permits during the peak months of October through April.

### **Salaries and Wages - Unfavorable**

- Allocated salary expenses have been higher in October and November to assist with agency needs.

### **Fringe Benefits - Favorable**

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

### **Services - Favorable**

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

### **Supplies and Materials - Favorable**

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

### **Utilities - Favorable**

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

### **Casualty and Liability - Favorable**

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

### **Taxes and Fees - Favorable**

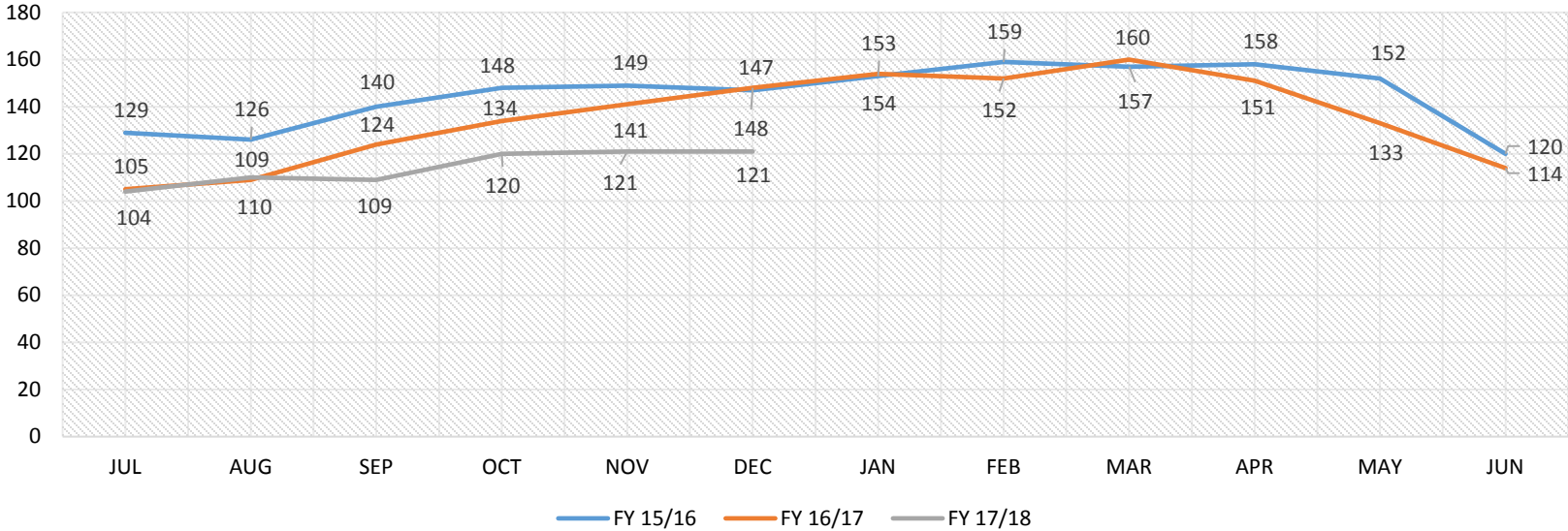
- Taxes and Fees are within an acceptable range of the budget.

### **Miscellaneous - Favorable**

- The favorable balance is mainly attributed to travel and training expenses not yet incurred.

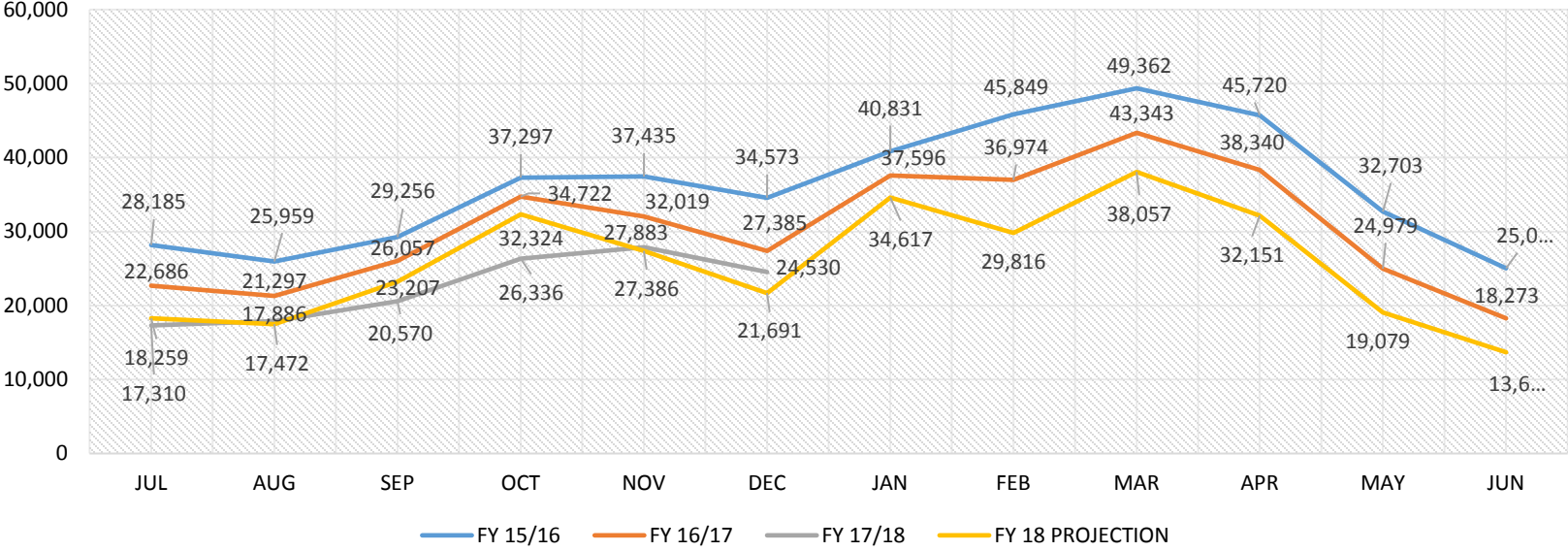
# December 2017

## # OF CABS PROVIDING TRIPS

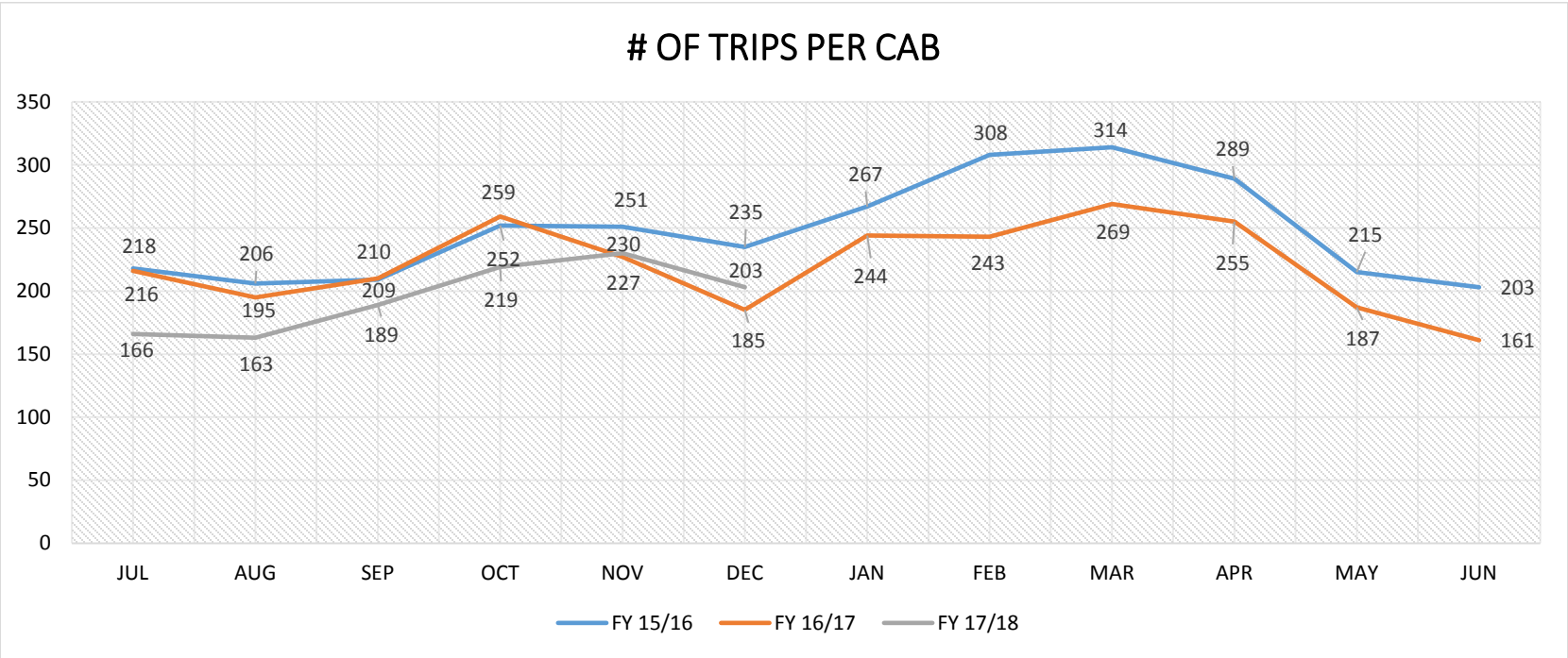


# December 2017

## # OF TAXI TRIPS



# December 2017



DECEMBER 2017 TRIPS PER VEHICLE  
 (business volumes, averaged values)

COMPANY	# OF CABS WORKED	# OF TRIPS	% OF BIZ	AVG. TRIPS CAB	AVG. TRP DAY	31
AMERICAN CAB	32	7494	30.6%	234.19	7.55	
DESERT CITY CAB	38	7368	30.0%	193.89	6.25	
YELLOW CAB OF THE DESERT	51	9668	39.4%	189.57	6.12	
	121	24530	100.00%	202.72	6.54	



NOVEMBER 2017 TRIPS PER VEHICLE  
(business volumes, averaged values)

<b>COMPANY</b>	<b># OF CABS WORKED</b>	<b># OF TRIPS</b>	<b>% OF BIZ</b>	<b>AVG. TRIPS CAB</b>	<b>AVG. TRP DAY</b>	<b>30</b>
AMERICAN CAB	33	8127	29.1%	246.27	8.21	
DESERT CITY CAB	37	8658	31.1%	234.00	7.80	
YELLOW CAB OF THE DESERT	51	11098	39.8%	217.61	7.25	
	121	27883	100.00%	232.63	7.75	

OCTOBER 2017 TRIPS PER VEHICLE  
 (business volumes, averaged values)

COMPANY	# OF CABS WORKED	# OF TRIPS	% OF BIZ	AVG. TRIPS CAB	AVG. TRP DAY	31
AMERICAN CAB	30	8422	32.0%	280.73	9.06	
DESERT CITY CAB	40	7449	28.3%	186.23	6.01	
YELLOW CAB OF THE DESERT	50	10465	39.7%	209.30	6.75	
	120	26336	100.00%	225.42	7.27	

SEPTEMBER 2017 TRIPS PER VEHICLE  
(business volumes, averaged values)

<b>COMPANY</b>	<b># OF CABS WORKED</b>	<b># OF TRIPS</b>	<b>% OF BIZ</b>	<b>AVG. TRIPS CAB</b>	<b>AVG. TRP DAY</b>	<b>30</b>
AMERICAN CAB	27	6803	33.1%	251.96	8.40	
DESERT CITY CAB	36	5424	26.4%	150.67	5.02	
YELLOW CAB OF THE DESERT	46	8343	40.6%	181.37	6.05	
	109	20570	100.00%	194.67	6.49	

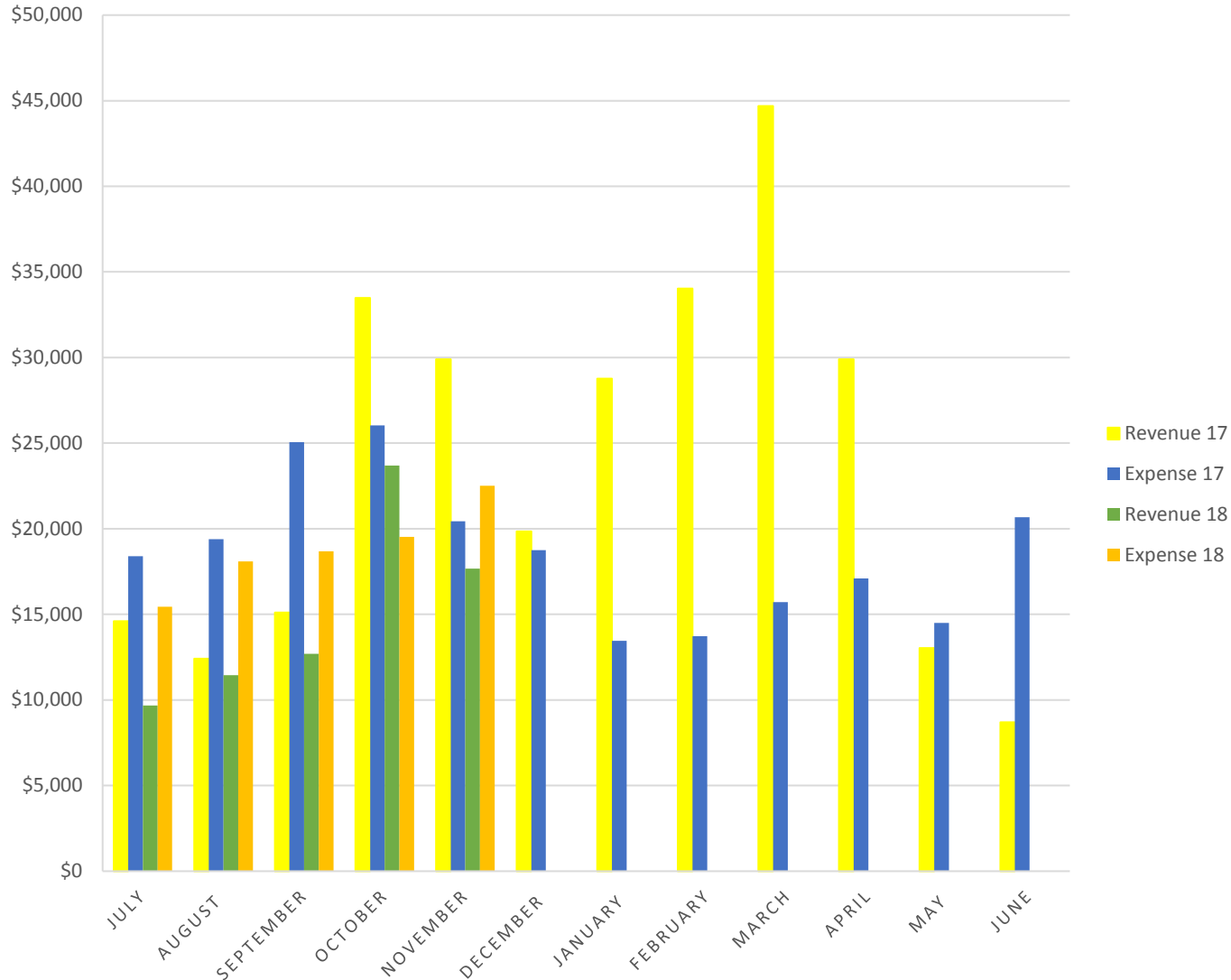
AUGUST 2017 TRIPS PER VEHICLE  
(business volumes, averaged values)

COMPANY	# OF CABS WORKED	# OF TRIPS	% OF BIZ	AVG. TRIPS CAB	AVG. TRP DAY	30
AMERICAN CAB	26	5507	30.8%	211.81	7.06	
DESERT CITY CAB	33	5129	28.7%	155.42	5.18	
YELLOW CAB OF THE DESERT	51	7250	40.5%	142.16	4.74	
	110	17886	100.00%	169.80	5.66	

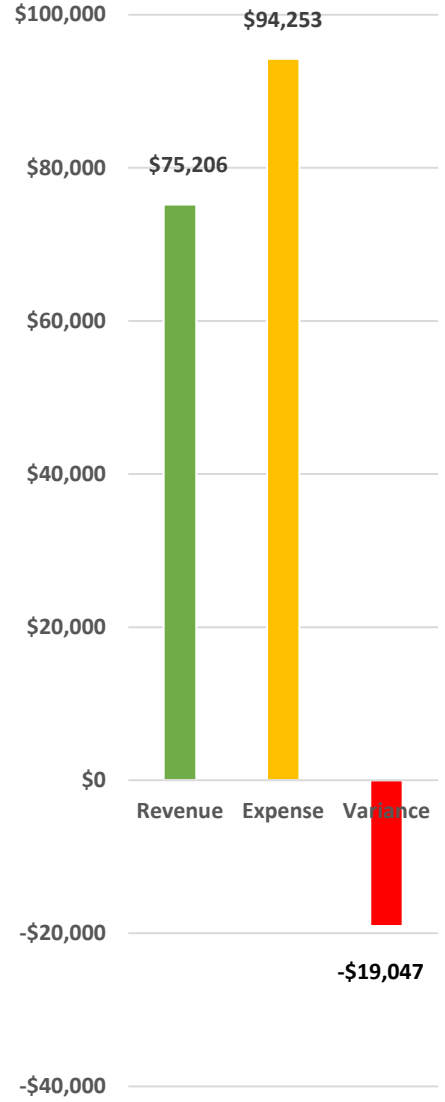
JULY 2017 TRIPS PER VEHICLE  
(business volumes, averaged values)

<b>COMPANY</b>	<b># OF CABS WORKED</b>	<b># OF TRIPS</b>	<b>% OF BIZ</b>	<b>AVG. TRIPS CAB</b>	<b>AVG. TRP DAY</b>	<b>30</b>
AMERICAN CAB	27	6170	35.6%	228.52	7.62	
DESERT CITY CAB	33	4127	23.8%	125.06	4.17	
YELLOW CAB OF THE DESERT	44	7013	40.5%	159.39	5.31	
	104	17310	100.00%	170.99	5.70	

### EXPENSE VS REVENUE AND VARIANCE-NOVEMBER FY18



### FY 18 YTD



Measuring the health of the FY18 SRA budget by monitoring expenses and revenues.

	July	August	September	October	November	December	January	February	March	April	May	June
Revenue 17	\$14,597	\$12,412	\$15,106	\$33,481	\$29,890	\$19,848	\$28,767	\$34,037	\$44,697	\$29,905	\$13,029	\$8,697
Expense 17	\$18,399	\$19,393	\$25,060	\$26,031	\$20,442	\$18,758	\$13,454	\$13,724	\$15,707	\$17,102	\$14,503	\$20,670
Revenue 18	\$9,685	\$11,453	\$12,700	\$23,697	\$17,671							
Expense 18	\$15,450	\$18,090	\$18,682	\$19,518	\$22,512							

Revenue	Expense	Variance
\$75,206	\$94,253	-\$19,047