

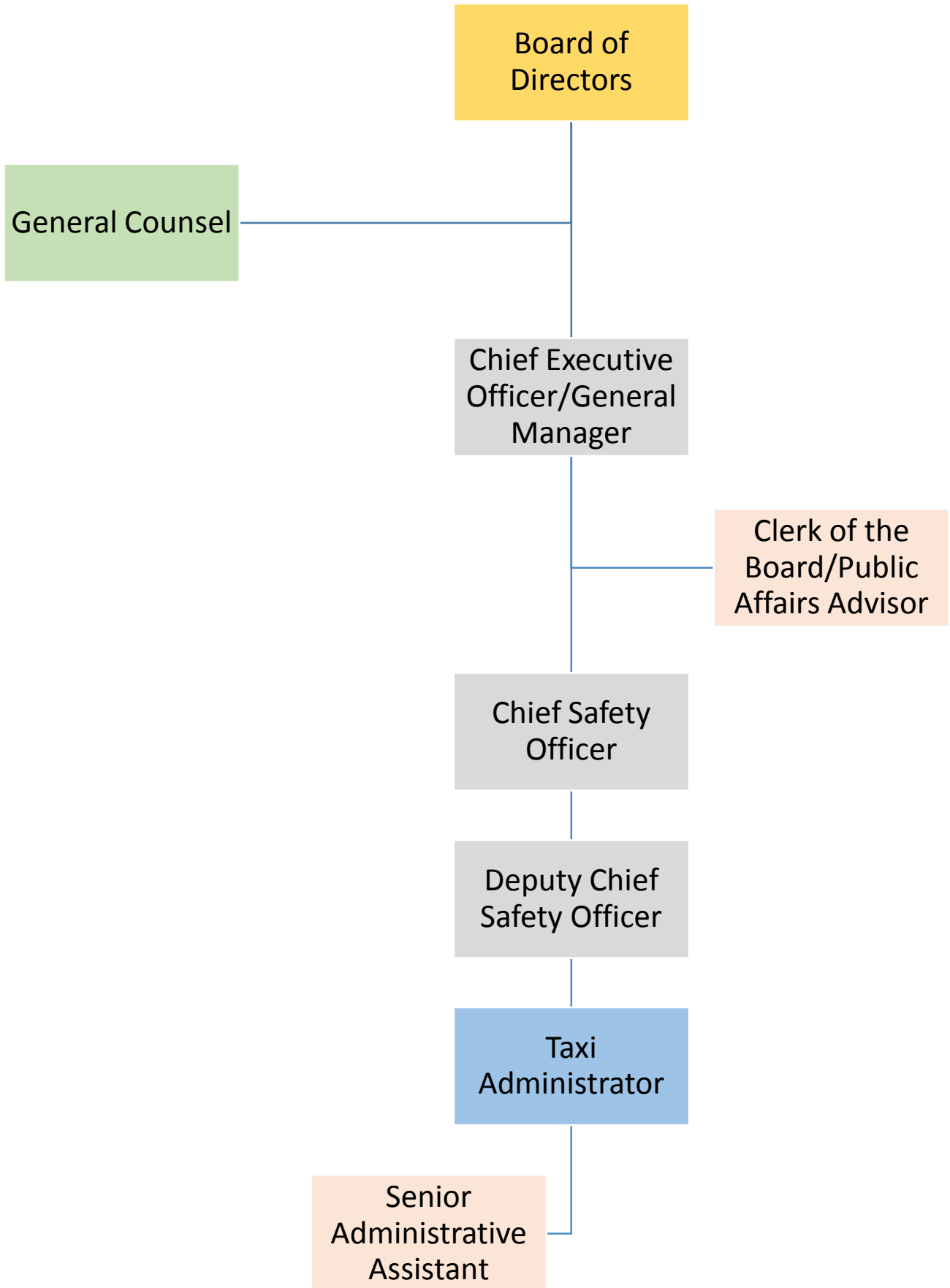
# SUNLINE REGULATORY ADMINISTRATION

ANNUAL BUDGET FY 2020



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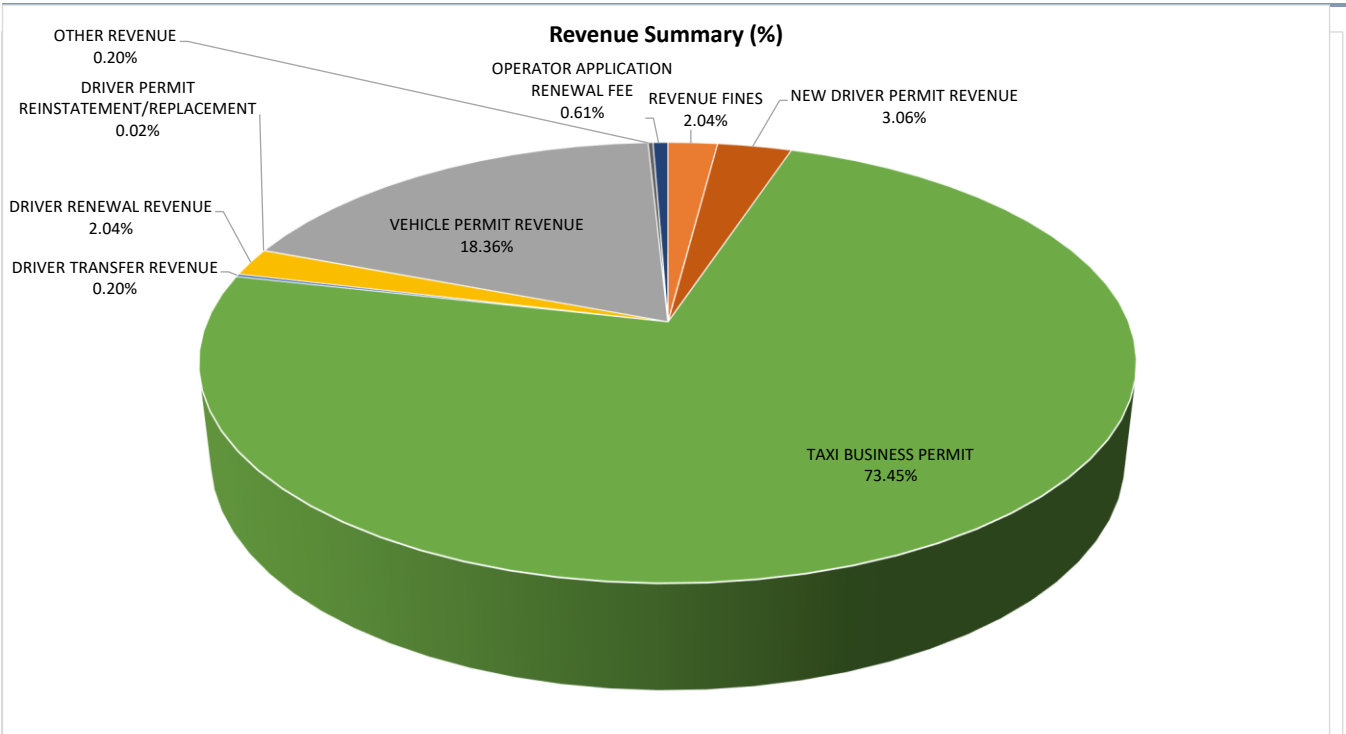
**FUNCTIONS & RESPONSIBILITIES**

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

**FY20 GOALS & OBJECTIVES**

- Upgrade software technology to track regulatory functions more efficiently.
- Work with taxi companies to improve public image and create community connections to assist in the continuance of making the industry a viable option to valley residents and guests.

## REVENUE SUMMARY



Sources of Funding (Operating)	FY19 Approved Budget	FY19 Estimates	FY19 Variance	FY20 Proposed Budget	FY20 Variance
4010101100 METER READING REVENUE	46,347	46,512	165	-	(46,347)
4010101200 REVENUE FINES	3,000	1,650	(1,350)	5,000	2,000
4010101500 NEW DRIVER PERMIT REVENUE	9,000	3,900	(5,100)	7,500	(1,500)
4010101550 TAXI BUSINESS PERMIT	58,327	58,327	-	180,000	121,673
4010101600 DRIVER TRANSFER REVENUE	1,000	4,000	3,000	500	(500)
4010101700 DRIVER RENEWAL REVENUE	10,000	4,000	(6,000)	5,000	(5,000)
4010101750 DRIVER PERMIT REINSTATEMENT/REPLACEMENT	25	40	15	50	25
4010101900 VEHICLE PERMIT REVENUE	58,242	58,242	-	45,000	(13,242)
4010102200 OTHER REVENUE	-	-	-	500	500
4010102205 OPERATOR APPLICATION RENEWAL FEE	-	-	-	1,500	1,500
<b>Total Revenue</b>	<b>185,941</b>	<b>176,671</b>	<b>(9,271)</b>	<b>245,050</b>	<b>59,109</b>

**Notes:**

- The FY19 variance reflects the difference between FY19 estimated actuals and FY19 approved budget. The FY20 variance indicates the difference between FY20 proposed budget and FY19 approved budget.



## Taxi Fees

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Taxi fees are approved in a yearly resolution which is presented at the June Board meeting. The approved fees are evaluated to ensure any increases are reasonably imposed solely to recover the actual costs of regulating taxicabs within the Coachella Valley. The following represents the suggested fees for Fiscal Year 2020 used in the calculation of the proposed budget.

Fees	FY19 Approved Fees	FY20 Proposed Fees	Variance
New Taxicab Business Application Fee	-	1,000	1,000
Annual Taxicab Business Permit Renewal Application Fee	-	500	500
Annual Taxicab Business Permit Fee	29,170	60,000	30,830
Business Permit Reinstatement Fee	10,000	10,000	-
New Driver Permit	45	75	30
Driver Permit Renewal	25	25	-
Driver Permit Transfer Fee	-	25	25
Driver Permit Reinstatement Fee	25	25	-
Driver Permit Replacement	5	10	5
Vehicle Permit Fee, New	600	600	-
Vehicle Permit Fee, New, Alt. Fuel/Hybrid/ADA	450	450	-
Vehicle Permit Fee, Renewal	600	600	-
Vehicle Permit Fee, Renewal, Alt. Fuel/Hybrid/ADA	450	450	-
Vehicle Fee, Reinstatement	65	65	-
Late Fee (for late payment of invoices)	25	25	-
Appeal Fee	100	100	-

### Notes:

- Late fees shall be assessed at \$25.00 per day, not to exceed \$1,000.00 per occurrence.

**SUNLINE SERVICES GROUP**

**EXPENSE SUMMARY**

General Ledger Code	FY17 Actuals	FY18 Actuals	FY19 Estimated Actuals	FY19 Approved Budget	FY20 Proposed Budget	Variance
5010201600 ADMIN SALARIES	108,789	72,565	71,109	75,099	93,006	17,907
5010700000 ALLOCATED SALARIES	4,085	46,057	43,982	37,456	8,000	(29,456)
5029999999 TOTAL FRINGE BENEFITS	52,395	61,093	64,353	70,138	79,861	9,723
5030103240 BACKGROUND CHECK SERVICES	4,070	3,381	2,720	4,500	5,000	500
5030300005 LEGAL SERVICES - GENERAL	3,482	28,135	67,815	78,500	30,000	(48,500)
5030303310 AUDIT SERVICES - EXTERNAL	-	6,708	-	10,000	10,000	-
5030400000 TEMPORARY HELP SERVICES	25,817	2,184	-	-	-	-
5030500000 MAINTENANCE CONTRACTS	336	301	629	1,000	1,000	-
5039900006 OUTSIDE REPAIRS-TAXI	59	-	-	1,000	1,000	-
5039903800 OTHER SERVICES	675	675	840	1,000	1,000	-
5040101000 FUEL-CNG	638	544	376	1,000	1,000	-
5040404300 OFFICE SUPPLIES	1,691	2,382	1,532	2,200	2,500	300
5049900002 POSTAGE	283	300	300	300	467	167
5049900026 FACILITY MAINTENANCE	432	519	519	519	519	-
5049900032 REPAIR PARTS- TAXI VEHICLES	470	501	458	1,000	1,000	-
5050200001 UTILITIES	4,325	3,981	3,721	3,721	3,721	-
5050200003 TRASH PICK-UP	259	277	295	295	312	17
5050200006 COMMUNICATIONS	2,000	-	800	800	800	-
5060100000 INSURANCE-PHYSICAL DAMAGE	399	400	239	239	255	16
5060300000 INSURANCE-GENERAL LIABILITY	2,570	2,487	4,028	4,028	2,313	(1,715)
5060401000 INSURANCE PREMIUM WC	8,877	9,225	13,507	13,507	5,405	(8,102)
5079900000 FUEL TAXES	8	281	43	20	300	280
5090100000 DUES, MEMBERSHIPS & SUBSCRIPTIONS	724	575	4,944	790	1,000	210
5090200000 TRAVEL AND TRAINING	-	1,140	616	5,000	4,000	(1,000)
5090200002 MILEAGE REIMBURSEMENT	-	-	-	100	100	-
5090801000 BANK SERVICE FEES	-	921	860	1,000	1,000	-
5099900001 STAFF DEVELOPMENT	-	398	600	800	1,000	200
5099905990 MISCELLANEOUS EXPENSE	1,980	-	-	-	-	-
<b>Total Expenses</b>	<b>225,677</b>	<b>245,652</b>	<b>284,285</b>	<b>314,012</b>	<b>254,559</b>	<b>(59,453)</b>

**SUNLINE SERVICES GROUP**

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**PERSONNEL SUMMARY**

FY 20 Physical Count	Classification	FY19 Authorized FTEs	FY20 Requested FTEs	Variance
1	Chief Safety Officer	0.25	0.00	(0.25)
1	Deputy Chief Safety Officer	0.25	0.25	0.00
1	Senior Administrative Assistant	1.00	1.00	0.00
1	Taxi Administrator	1.00	1.00	0.00
<b>4</b>	<b>Total FTEs</b>	<b>2.50</b>	<b>2.25</b>	<b>(0.25)</b>

Notes

- No portion of the Chief Safety Officer's salary will be allocated to SRA budget in FY20. The Deputy Chief Safety Officer will continue to apportion a small percentage of payroll allocation for taxi business responsibilities.
- In FY19, Taxi Administrator duties were relieved from the Chief Safety Officer and the Deputy Chief Safety Officer and therefore the title dropped from their positions. A full time Taxi Administrator was hired in FY19.



SUNLINE SERVICES GROUP DETAIL

Division 96

General Ledger Code	FY19 Approved Budget	FY20 Proposed Budget	Variance
<b>5010201600 ADMIN SALARIES</b>	75,099	93,006	17,907
<b>5010700000 ALLOCATED SALARIES</b>	37,456	8,000	(29,456)
<b>5029999999 TOTAL FRINGE BENEFITS</b>	70,138	79,861	9,723
<b>Sub-total</b>	<b>182,693</b>	<b>180,867</b>	<b>(1,826)</b>
<b>5030103240 BACKGROUND CHECK SERVICES</b>			
Costs related to processing new applicants	4,500	5,000	500
<b>Sub-total</b>	<b>4,500</b>	<b>5,000</b>	<b>500</b>
<b>5030300005 LEGAL SERVICES - GENERAL</b>			
General counsel	28,500	30,000	1,500
Amend Taxi Ordinance	50,000	-	(50,000)
<b>Sub-total</b>	<b>78,500</b>	<b>30,000</b>	<b>(48,500)</b>
<b>5030303310 AUDIT SERVICES - EXTERNAL</b>			
Fiscal year financial statement audit	10,000	10,000	-
<b>Sub-total</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>
<b>5030500000 MAINTENANCE CONTRACTS</b>			
Copier related expenses	1,000	1,000	-
<b>Sub-Total</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>
<b>5039900006 OUTSIDE REPAIRS-TAXI</b>			
Maintenance costs for vehicles	1,000	1,000	-
<b>Sub-Total</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>
<b>5039903800 OTHER SERVICES</b>			
Board member compensation for SSG taxi committees	1,000	1,000	-
<b>Sub-total</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>
<b>5040101000 FUEL-CNG</b>			
Fuel for vehicles	1,000	1,000	-
<b>Sub-total</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>
<b>5040404300 OFFICE SUPPLIES</b>			
Office supplies	2,200	2,500	300
<b>Sub-total</b>	<b>2,200</b>	<b>2,500</b>	<b>300</b>

**SUNLINE SERVICES GROUP DETAIL**

**Division 96**

General Ledger Code	FY19 Approved Budget	FY20 Proposed Budget	Variance
<b>5049900002 POSTAGE</b>			
Postage and mailing expenses	300	467	167
<b>Sub-total</b>	<b>300</b>	<b>467</b>	<b>167</b>
<b>5049900026 FACILITY MAINTENANCE</b>			
Allocation from SunLine Transit Agency for materials required to maintain the building	519	519	-
<b>Sub-total</b>	<b>519</b>	<b>519</b>	<b>-</b>
<b>5049900032 REPAIR PARTS- TAXI VEHICLES</b>			
Anticipated repair costs for aging vehicles	1,000	1,000	-
<b>Sub-total</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>
<b>5050200001 UTILITIES</b>			
Allocation from SunLine Transit Agency for utilities used for the administration building	3,721	3,721	-
<b>Sub-total</b>	<b>3,721</b>	<b>3,721</b>	<b>-</b>
<b>5050200003 TRASH PICK UP</b>			
Allocation from SunLine Transit Agency for trash removal services	295	312	17
<b>Sub-total</b>	<b>295</b>	<b>312</b>	<b>17</b>
<b>5050200006 COMMUNICATIONS</b>			
Cellular services	800	800	-
<b>Sub-total</b>	<b>800</b>	<b>800</b>	<b>-</b>
<b>5060100000 INSURANCE-PHYSICAL DAMAGE</b>			
Allocation from SunLine Transit Agency for insurance related to vehicles	239	255	16
<b>Sub-total</b>	<b>239</b>	<b>255</b>	<b>16</b>
<b>5060300000 INSURANCE-GENERAL LIABILITY</b>			
Allocation from SunLine Transit Agency for defense and indemnity coverage relating to covered occurrences under general liability insurance	4,028	2,313	(1,715)
<b>Sub-total</b>	<b>4,028</b>	<b>2,313</b>	<b>(1,715)</b>
<b>5060401000 INSUARNC E PREMIUM WC</b>			
Allocation from SunLine Transit Agency for workers compensation premium costs	13,507	5,405	(8,102)
<b>Sub-total</b>	<b>13,507</b>	<b>5,405</b>	<b>(8,102)</b>
<b>5079900000 FUEL TAXES</b>			
Fuel tax expenses	20	300	280
<b>Sub-total</b>	<b>20</b>	<b>300</b>	<b>280</b>

SUNLINE SERVICES GROUP DETAIL

Division 96

General Ledger Code	FY19 Approved Budget	FY20 Proposed Budget	Variance
<b>509010000 DUES, MEMBERSHIPS &amp; SUBSCRIPTIONS</b>			
Annual International Association of Transportation Regulators (IATR) membership	790	1,000	210
<b>Sub-total</b>	<b>790</b>	<b>1,000</b>	<b>210</b>
<b>509020000 TRAVEL AND TRAINING</b>			
International Association of Transportation Regulators Conference	5,000	4,000	(1,000)
<b>Sub-total</b>	<b>5,000</b>	<b>4,000</b>	<b>(1,000)</b>
<b>509020002 MILEAGE REIMBURSEMENT</b>			
Mileage reimbursement for staff	100	100	-
<b>Sub-total</b>	<b>100</b>	<b>100</b>	<b>-</b>
<b>5090801000 BANK SERVICE FEES</b>			
Merchant Charges on Credit Cards	1,000	1,000	-
<b>Sub-total</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>
<b>5099900001 STAFF DEVELOPMENT</b>			
General training for staff	800	1,000	200
<b>Sub-total</b>	<b>800</b>	<b>1,000</b>	<b>200</b>
<b>Total Expenses</b>	<b>314,012</b>	<b>254,559</b>	<b>(59,453)</b>

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