



J. Jeffrey Munger  
Chairperson of the Board

William Keogh  
Vice Chairperson

## Vehicle for Hire Licensing Board Administrative Offices

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Vehicle for Hire Licensing Board Agenda  
Conference Room 3, Airport  
Thursday, February 16, 2017  
9:07 AM

**Present:** Jeffrey Munger, JM  
Bill Keogh, BK  
Adam Roof, AR  
Charlie Herrick, CH  
Ashley Bryce (Taxi Administration), AB  
Shelby Losier, Airport  
Isaac Trombley, Airport

1. AGENDA

On motion by commissioners Keogh and Herrick the agenda was adopted as is.

2. PUBLIC FORUM

None.

3. DISCUSSION:

3.01. Monthly Payments

AB began by updating Board on payments, most companies had been paying. Only one company has not paid.

BK asked what company.

AB replied Dunwright.

JM asked if there is anything in ordinance that addresses non-payment.

AB replied no, the fees were changed after ordinance was established. Options for the Board is to require the company to come to the VfH Board, if they do not show their business license for Burlington will be suspended.

CH believed suspending license is harsh. A fine for being late, then after few months of non-payment they can suspend.

AB replied the board does not have authority to charge fees, but does have authority to suspend. Believed if missed payments for three months they should be suspended.

CH believed long term a fee structure needs to be set.

JM asked for this to be formalized and sent to all companies.

BK asked for amounts paid.

AB replied she could not say amounts per confidential information from a company. The Assistant City Attorney is looking into this.

On motion by commissioners Keogh and Roof next meeting add to agenda the company monthly paid amounts to the City.

#### 3.02. Update on Vehicle for Hire Compliance Officer

AB explained the position has gone to Board of Finance and City Council for approval. The position will be posted in next few weeks.

BK asked what relation between the Compliance Officer and Taxi Administrator will have, will work be shared.

AB replied working together on most things, except the person will be working different hours.

#### 3.03. Update on Loading/Taxi Zones

AB explained this was added to show that Attorney Meyer had been contacting DPW for movement.

#### 3.04. Other Updates

AB shared LYFT had contacted the Office about possibly coming to Burlington.

CH asked if they are following the requirements.

AB replied yes they are getting all information before advertising.

### 3.05. Other Business

AB explained GM had asked her to bring up from the ordinance 30-20 (c) to have Board approve administration to send out a request for the information stated in this section.

“At least once a year, each Licensee, including any TNCs operating in the City, shall describe to the City what, if any data, it may reasonably share with the City in order to assist the City in planning and addressing various transportation-related issues including, but not limited to traffic, pedestrian safety, parking, the availability of disabled-accessible vehicles, and the equitable availability of transportation options across neighborhoods and populations in the City. No Licensee or TNC shall be required to share any such data with the City pursuant to this Subsection unless the parties voluntarily agree to a data sharing agreement including any confidentiality terms. This requirement is separate from any reporting requirements established by Section 30-19 (a) (4) of this Chapter.”

CH replied if it is a request he did not have an issue with the request. His company personally has an ongoing contract with another company for this information so they could not give the information out.

AR said he would like to know what type of information is needed or going to be requested.

CH believed the information that will be requested is the routes mainly taken, street usage, intersection design, traffic flow and times of day. Import information.

BK asked why this is needed. Believed getting this information will take too much time to assemble and to solve a problem the City does not yet have.

CH stated if he was speaking on behalf of the City, they most likely already have algorithms and computer systems to find answers. If the Taxi Company has this information electronically this wouldn't take much time but most taxi companies have this written in note books so it would take time.

AR believed this should be talked about with Public Works and IT heads to find what exact information they would like.

JM believed this could be information in order to form a geo-fence around the City of Burlington. The reason is the VfH Board believes some companies are not paying the full amount to the City, in order to prove these companies are not.

AR said he believed GM needs to contact Public Works and IT to get the information, but believed it can be requested.

CH asked about what companies fall under the preview of \$0.25 per drop off or pick up in Burlington. Where do Limos fall?

AB replied that she did not have an answer.

CH stated the reason they slid through on the Airport and City Ordinance as they do not have signs on their vehicles.

AR replied he would like to think about but doesn't think some fees need to be paid for.

Motion by Commissioners Roof and Herrick to add this to next agenda.

4. COMPLAINT:

4.01. Route 7 Cab - September 29, 2016

On motion by commissioners Keogh and Herrick move to accept and place on file.

5. MOTION:

5.01. Approve a Late Process for Late Monthly Payments

On a motion by Commissioners Keogh and Roof the late process as discussed was approved.

Process:

3 days late – Company receives call and email  
2 weeks late – Company receives letter  
1<sup>st</sup> of following month – Send notice of needing to be at the next Board meeting or Company will be suspended. (If payment is made prior to meeting warning goes away, if this occurs more than once needs to go to the Board.)

6. MINUTES:

6.01. Taxi Licensing Board 12/14/16

On a motion by Commissioners Keogh and Roof the minutes were adopted.

7. ADJOURNMENT

On a motion by Commissioners Keogh and Roof meeting was adjourned at 10:06 am.