

CHAPTER 4

GROUND TRANSPORTATION RULES AND REGULATIONS

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**ARTICLE I.
GENERAL PROVISIONS.**

SEC. 4-1. STATEMENT OF POLICY.

It is the policy of the Airport Board and the Cities of Dallas and Fort Worth to promote and provide adequate and efficient regulated services at the Airport. To this end, rules and regulations for regulated services at the Airport are developed to protect the public health and safety, to promote the public convenience and necessity, and to facilitate efficient utilization of the roadway system and terminal curbside space while respecting the concept of free enterprise.

SEC. 4-2. GENERAL AUTHORITY FOR ENFORCEMENT

The Administrator shall implement and enforce this chapter and may by written order establish procedures, not inconsistent with this chapter, determined as necessary to discharge the Administrator's duties under, or to effect the policy of, this chapter.

SEC. 4-3. EXEMPTIONS.

- (a) Except when the vehicle has been issued a decal pursuant to this chapter, these Rules and Regulations do not apply to a vehicle or to a person operating a vehicle that is:
 - (1) owned by a nonprofit organization and carrying only passengers associated with that organization, if no compensation is received from any other person for carrying the passengers;
 - (2) entering the Airport for the sole purpose of terminating a trip that lawfully originated outside of the Airport.
- (b) These Rules and Regulations, except for SEC. 4-24. through 4-33, do not apply to a vehicle or to a person operating a vehicle that is owned by the federal or state government or by a political subdivision of the state.
- (c) A person or vehicle exempted under this subsection is subject to a fee, in an amount to be designated by the Airport Board Schedule of Charges, as

amended, for operating at the Airport, using the holding stands, or obtaining an authorization decal.

SEC. 4-4. DEFINITIONS.

The definition of a term in the Rules and Regulations applies to each grammatical variation of the term. Unless the context requires a different definition:

ADMINISTRATOR means the Vice President of Operations of the Dallas/Fort Worth International Airport Board, and includes representatives, agents or Airport Board employees designated by the Administrator.

AIRPORT means all of the land, improvement, facilities, and developments within the boundaries of the Dallas/Fort Worth International Airport.

AIRPORT BOARD OR BOARD means the Dallas/Fort Worth International Airport Board.

CENTRAL QUEUE means the location from which regulated vehicles are dispatched to specific locations on the Airport.

COMPLIANCE PROGRAM means the program established by the Administrator to ensure compliance with Chapter 4 of the Code of Rules and Regulations of the Dallas/Fort Worth International Airport Board.

CRUISING means driving a regulated vehicle within 1000 feet of a terminal, hotel, or terminal area on the Airport without a dispatch authorization or other form of permission from the Administrator.

DEPARTMENT OF PUBLIC SAFETY means the Department of Public Safety of the Dallas/Fort Worth International Airport Board.

DEPARTMENT OF OPERATIONS means the Department of Operations of the Dallas/Fort Worth International Airport Board.

DESTINATION means an exact and separate place, point, or address.

DRIVER means an individual granted permission by the Administrator to drive or operate a regulated vehicle.

EMPLOYEE means any person, sole proprietorship, partnership, corporation, association, stockholder, joint venture, or independent contractor in the service of another, under any contract of hire whether express or implied, oral or written.

CEO means the Chief Executive Officer of the Dallas/Fort Worth International Airport Board, or his designee.

HOLDER means an individual, sole proprietorship, partnership, corporation, joint venture or other legal entity granted operating authority to provide regulated service at the Airport, or the holder's designated agent.

HOLDING STAND means all authorized queuing, loading, and holding areas as designated by the Administrator.

INDEPENDENT CONTRACTOR means a taxicab or pre-arranged services driver who has contracted with a holder.

LAWFUL ORDER means a verbal or written directive issued by the Administrator or the Administrator's duly authorized representative in the performance of the Administrator's duties in the enforcement of the Rules and Regulations authorized by this chapter.

LEGAL RESIDENT means a citizen of the United States or a person residing in the United States in accordance with federal immigration laws.

LIMOUSINE means a full size luxury vehicle or other vehicle approved by the Administrator.

ON-DEMAND means a taxicab transportation service that has not been pre-arranged by Airport patrons traveling from the Airport to their destination.

OPERATE means to drive or to be in control of a regulated vehicle.

OPERATING AUTHORITY means permission granted by the Administrator to operate a regulated service at the Airport.

OPERATOR means the driver or owner of a regulated vehicle or the holder of an operating authority under which the vehicle is operated.

OWNER means the person to whom state license plates for a vehicle have been issued or the person who leased the vehicle.

PERSON means an individual, firm, partnership, corporation, sole proprietorship, government, association, company, or an agency, trust, partnership of two or more persons having a joint or common economic interest.

PRE-ARRANGED means an appointment made by a regulated service with a passenger to provide service, that was initiated by a person contacting the regulated

service by telephone, correspondence or other oral, written, or electronic communication including mobile applications.

PREARRANGED SERVICE means a passenger transportation service operated for hire on a prearranged basis using limousines, taxicabs, or other vehicles authorized by the Administrator.

REGULATED SERVICE means a taxicab or prearranged service and includes, but is not limited to, a facility from which the service is operated, regulated vehicles used in the operation of the service, a driver, and a person who owns, controls, or operates the service.

REGULATED VEHICLE means a taxicab or prearranged service vehicle.

RULES AND REGULATIONS means the Ground Transportation rules and regulations established under Chapter 4, Ground Transportation Rules and Regulations, of the Code of Rules and Regulations of the Dallas/Fort Worth International Airport Board, as amended.

SCHEDULE OF CHARGES means the Dallas/Fort Worth International Airport Board Schedule of Charges, as amended.

SEATING CAPACITY means the number of passengers capable of being transported in a vehicle based upon the number of manufacturer installed seat belts, as required by law.

SERVICE AREA means for prearranged services, the area made up of the counties of Dallas, Tarrant, Southeast Denton and Southwest Collin; for taxicab service, the area made up of the counties of Dallas, Tarrant, Rockwall, Kaufman, Ellis, Johnson, Parker, Wise, Denton, and Collin.

TAXICAB means a vehicle as approved by the Administrator, with a minimum of three doors and a seating capacity of not less than five nor more than eight, including the driver, used to transport persons for hire that uses a taximeter or trip meter to compute a fare, and typically operates on irregular routes, irregular schedules, and on an on-demand or pre-arranged basis.

TAXICAB SERVICE means a passenger transportation service operated for hire on an on-demand or pre-arranged basis that uses taxicabs in the operation of the service that includes a twenty-four hour, seven day per week dispatching system.

TAXIMETER OR TRIP METER means a measuring device that mechanically or electronically computes a fare based upon the distance traveled, the time the vehicle is engaged, and any other basis for charges which are specified in the operating authority or rates authorized by the Administrator.

TERMINAL AREAS means the roadways, parking lots, holding stands, and sidewalks servicing the arrival and departure areas of all Airport terminals and the Airport hotels.

SEC. 4-5. ESTABLISHMENT OF RULES AND REGULATIONS.

- (a) Before submitting a proposal to the Airport Board to adopt, amend or repeal a rule or regulation, the Administrator shall hold a public hearing on the proposal. The Administrator shall fix the time and place of the hearing and shall notify each holder and such other persons as the Administrator determines may be interested in the subject matter of the hearing.
- (b) After the Airport Board acts upon the proposal, the Administrator shall notify the holders and such other interested persons of the action and shall post a notice in the Airport Board Ground Transportation Regulation Office, for a minimum of ten days. The action shall become effective immediately upon approval by the Airport Board.

SEC. 4-6. ESTABLISHMENT OF PROCEDURES.

The Administrator may by written order establish procedures not inconsistent with the Rules and Regulations, which the Administrator determines are necessary to discharge the Administrator's duty to implement the Rules and Regulations.

**ARTICLE II.
OPERATING AUTHORITY.**

SEC. 4-7. OPERATING AUTHORITY REQUIRED.

- (a) A person or owner shall not operate a regulated service or represent to a passenger that a regulated vehicle is available for hire at the Airport without an approved operating authority issued by the Administrator. The Administrator may place conditions and/or limitations on the operating authority as determined necessary to effect the policy of this chapter.
- (b) A person or owner shall not transport a passenger for hire or solicit the transport of a passenger for hire by a regulated service at the Airport unless the person driving the vehicle, or another who employs or contracts with the person driving the vehicle, holds an approved operating authority issued under this chapter or through another form of permission from the Administrator.

- (c) A person shall not engage or hire a regulated service vehicle which the person knows does not have an operating authority or another form of permission from the Administrator.
- (d) A holder's operating authority is not transferable.
- (e) An operating authority may be issued for a period not to exceed one year and shall expire annually on the date designated in the operating authority.

SEC. 4-8. INSURANCE.

During the authorized period of operating authority, a holder shall procure and keep in full force automobile liability insurance that meets or exceeds the insurance requirements of the City in which the holder is authorized. Insurance required under this section shall:

- (a) include a cancellation rider under which the insurance company providing coverage is required to notify the Administrator in writing not fewer than thirty days before canceling, failing to renew or making a material change to the insurance policy;
- (b) name as additional insured the Airport Board and the Cities of Dallas and Fort Worth and their officers and employees.

SEC. 4-9. APPLICATION FOR ISSUANCE, RENEWAL, AMENDMENT OR TEMPORARY AMENDMENT OF OPERATING AUTHORITY

To request issuance, renewal, amendment or temporary amendment of an operating authority, a person or holder shall submit a written application with any fees required in a manner established by the Administrator. The Administrator may request a person or holder to provide such information as the Administrator considers necessary for the implementation and enforcement of this chapter, for the protection of the public safety, or to meet any other local, state, or federal laws, rules, regulations, or guidelines. The applicant shall be the person who will own, control, or operate the proposed service. The applicant shall be authorized to operate as a regulated service in the City of Dallas or the City of Fort Worth and shall provide a copy of that city's document authorizing the service

- (a) The Administrator shall establish:
 - (1) qualifications and/or criteria for issuing regulated service operating authority;
 - (2) procedures for renewal of operating authority;

- (3) procedures for amending operating authority.
- (b) An applicant for taxicab operating authority shall:
 - (1) be authorized to operate a taxicab or for hire transportation service in the City of Dallas or the City of Fort Worth and shall provide a copy of that city's operating authority permit.
- (c) An applicant for prearranged services operating authority shall:
 - (1) be authorized to operate a prearranged service in the City of Dallas or the City of Fort Worth and shall provide a copy of that city's operating authority permit.
- (d) The Administrator shall deny issuance of a regulated service operating authority if:
 - (1) the applicant failed to comply with all requirements;
 - (2) the applicant or any person holding an ownership interest in the application has been convicted twice, suspended twice, or convicted once and suspended once, of a violation of these Rules and Regulations within the preceding two years;
 - (3) the applicant made a false statement as to a material matter in the application for operating authority;
 - (4) the applicant or any person holding an ownership interest in the application has been convicted of a city, state, or federal law that would reasonably tend to indicate that the applicant is not fit to perform a regulated service; or
 - (5) the applicant has had a regulated service operating authority or driver permit revoked within a two-year period prior to the date of application.

SEC. 4-10. SUSPENSION AND REVOCATION OF OPERATING AUTHORITY.

- (a) The Administrator may suspend or revoke a regulated service operating authority if the Administrator determines that the holder has:
 - (1) made a false statement as to a material matter in the application for issuance or renewal of the applicant's operating authority;

- (2) failed to comply with provisions of the Rules and Regulations, a lawful order, or a procedure established by the Administrator;
 - (3) failed to comply with the terms and conditions set forth in the operating authority;
 - (4) been convicted of a violation of another city, state or federal law or regulation which would reasonably tend to indicate lack of fitness of the holder to perform a regulated service; or
 - (5) failed to pay all fees required by this chapter in a manner approved by the Administrator.
- (b) The Administrator may suspend a holder's operating authority for a period not to exceed sixty days. At the end of the suspension period, the holder may resume operating at the Airport after providing verification to the Administrator that the deficiency causing the suspension has been corrected by the holder. Failure to correct a deficiency within the time period established by the Administrator may result in revocation of a holder's operating authority.
- (c) A holder whose operating authority has been revoked shall not reapply for an operating authority before the expiration of twenty-four months from the date of revocation or, in the case of an appeal, the date the appeal hearing officer affirms the revocation.

SEC. 4-11. APPEAL OF DENIAL, SUSPENSION OR REVOCATION.

If the Administrator denies issuance, renewal, amendment, suspends, or revokes a regulated service operating authority, the action is final unless, within ten days from the date of receiving written notice of the action, the affected applicant or holder files an appeal in accordance with this chapter.

SEC. 4-12. FEES.

- (a) All regulated service fees shall be established in accordance with the Schedule of Charges.
- (b) Should a holder allow the payment of any fee required under this chapter to become delinquent, a late payment charge shall be collected in accordance with the Schedule of Charges and/or the holder's operating authority may be suspended or revoked.
- (c) All fees shall be paid in a manner established by the Administrator.
- (d) No refund of fees shall be made.

SEC. 4-13. ADVERTISEMENT OF REGULATED SERVICE.

- (a) A person commits an offense if the person advertises or causes to be advertised the Operation of a regulated service at the airport that does not have operating authority Granted under this chapter, when the advertisement is reasonably calculated to be seen by Persons seeking such service at the airport.
- (b) It is a defense to prosecution under SEC. 4-13.(a) that the person was the publisher of the Advertising material and had no knowledge that the service was not permitted under this Chapter.

SEC. 4-14. HOLDER'S RECORDS AND REPORTS.

- (a) Each holder shall maintain at a single location such categories of its business records of its service as the Administrator may require.
- (b) The method used in maintaining the records shall be approved by the Administrator, and the Administrator may require maintenance of certain records which the Administrator determines necessary for monitoring the activities, operations, service or safety record of a holder.
- (c) A holder shall maintain a record of the driver of each regulated service vehicle operated under the holder's operating authority. The records shall include the name of each driver who has operated the regulated service vehicle and the dates and times of each driver's operation of the vehicle.
- (d) A holder shall make such records available for inspection by the Administrator or provide the Administrator with information contained in those records upon request.

**ARTICLE III.
DRIVER PERMIT.**

SEC. 4-15. DRIVER PERMIT REQUIRED.

- (a) A person shall not operate at the Airport without a valid driver permit issued by the City of Dallas or the City of Fort Worth.
- (b) A holder of an operating authority shall not allow a person to operate a vehicle with an Airport authorization decal at the Airport that is owned, controlled, or operated by the holder unless the person has a valid driver permit issued by the City of Dallas or the City of Fort Worth.

- (c) It is not a defense to prosecution that the person was operating a vehicle granted a certificate issued by the TX-DOT.

SEC. 4-16. DISPLAY OF PERMIT.

While on duty, a driver shall conspicuously display the driver permit in a manner established by the Administrator.

- (a) While on duty, a driver shall allow the Administrator, Airport Board official, or a peace officer to examine the driver permit upon request.
- (b) A driver permit is invalid unless presented with a valid Texas Driver's License of the appropriate class.

SEC. 4-17. SUSPENSION OF A DRIVER BY THE ADMINISTRATOR.

- (a) If the Administrator determines that a driver has failed to comply with any provision of the Rules and Regulations, the Administrator may suspend the driver's authorization to operate at the Airport for a definite period of time not to exceed six months.
- (b) The Administrator shall notify the holder and the city in which the driver is permitted of a suspension of the driver and include in the notice:
 - (1) the reason for the suspension;
 - (2) the date the suspension begins;
 - (3) the duration of the suspension.

SEC. 4-18. REVOCATION OF A DRIVER.

- (a) The Administrator may revoke a driver's authorization to operate at the Airport if the Administrator determines that the driver:
 - (1) operated a regulated vehicle inside the Airport during a period in which the driver was suspended;
 - (2) operated a regulated vehicle for a person not holding a valid operating authority;

- (3) received either a suspension in excess of ten days within the twelve month period preceding the conduct, or three times within the twenty-four month period preceding the conduct;
 - (4) engaged in conduct that could reasonably be determined to be detrimental to the public safety; or
 - (5) failed to submit payment of any regulated service fees as established in accordance with the Schedule of Charges and in a manner approved by the Administrator.
- (b) The Administrator shall notify the holder and the city in which the driver is permitted of a revocation of the driver and include in the notice:
- (1) the reason for the revocation;
 - (2) the date the revocation begins; and

**ARTICLE IV.
MISCELLANEOUS HOLDER AND DRIVER REGULATIONS.**

SEC. 4-19. HOLDER'S AND DRIVER'S DUTY TO COMPLY.

- (a) A holder shall comply with the terms and conditions of the holder's operating authority, lawful orders of the Administrator, the Rules and Regulations, and other laws applicable to the operation of a regulated service. It is not a defense to prosecution that the trip originated in another city.
- (b) A driver shall comply with the Rules and Regulations, other laws applicable to the operation of a motor vehicle in this State, lawful orders of the Administrator, and orders issued by the holder employing or contracting with the driver in connection with the holder's discharge of the holder's duty under the holder's operating authority and the Rules and Regulations. It is not a defense to prosecution that the trip originated in another city.
- (c) A holder and driver shall comply with the Compliance Program as established by the Administrator

SEC. 4-20. HOLDER'S DUTY TO ENFORCE COMPLIANCE BY DRIVERS.

- (a) A holder shall establish policy and take action to discourage, prevent, or correct violations of the Rules and Regulations, procedures, and lawful orders by drivers who are operating a vehicle under the holder's operating authority.

- (b) A holder shall not allow a driver to operate a vehicle under the holder's operating authority if the holder knows or has reasonable cause to suspect that the driver has failed to comply with the Rules and Regulations or other applicable law, or the lawful orders of the Administrator.
- (c) All holders shall be responsible for training all drivers employed by or contracting with the holder in:
 - (1) Rules and Regulations; and
 - (2) all procedures established by the Administrator regarding the operation of a regulated vehicle at the Airport.

SEC. 4-21. HOLDER'S SERVICE RESPONSIBILITIES.

- (a) A holder shall provide regulated service for passengers at the Airport in accordance with service levels and standards approved by the Administrator.
- (b) A holder shall cooperate with the Administrator in all phases of regulated service operations to provide prompt, efficient, and economical service and shall respond promptly to specific requests by the Administrator for regulated service during periods of shortage.
- (c) A holder shall respond to all customer complaints regarding Airport service within ten days from receipt of the complaint and advise the Administrator of any and all action taken in response to the complaint.
- (d) A holder shall provide each driver with any and all forms as required by this chapter. All forms are subject to approval by the Administrator.
- (e) The Administrator may establish procedures to monitor the regulated services at the Airport including, but not limited to the following:
 - (1) condition of regulated vehicles;
 - (2) constancy of service at the Airport;
 - (3) adherence to all Rules and Regulations;
 - (4) driver conduct;
 - (5) passenger complaints; and

(6) holding stand management.

SEC. 4-22. INFORMATION TO BE SUPPLIED UPON REQUEST OF THE ADMINISTRATOR.

In addition to any other information required by this chapter, a holder shall submit to the Administrator, upon request, the following:

- (a) a current list of vehicles operating under the holder's operating authority;
- (b) the names of the current officers, owners, and/or managers of the regulated service; and
- (c) any other information determined necessary for the effective control and collection of fees associated with regulated service at the Airport.

SEC.4-23. FALSIFICATION AND NONTRANSFERABILITY OF AUTHORIZATION.

- (a) A driver permit, badge, decal, entry or dispatch ticket, emblem or any other item assigned to one person or vehicle is not transferable to another person, vehicle, or holder.
- (b) A person, holder or driver commits an offense if the person, holder or driver:
 - (1) forges, alters, or counterfeits a driver permit, badge, decal, entry or dispatch ticket, emblem, trip meter device or any other item required by the Rules and Regulations or other applicable law;
 - (2) possesses a forged, altered, or counterfeited driver permit, badge, decal, entry or dispatch ticket, emblem, trip meter device or any other item required by the Rules and Regulations or other applicable law; or
 - (3) possesses more than one decal, entry or dispatch ticket, emblem or any other item required by the Rules and Regulations or other applicable law, unless authorized by the Administrator.

**ARTICLE V.
GERNERAL SERVICE RULES AND REGULATIONS.**

SEC. 4-24. REGULATIONS FOR USE OF HOLDING STANDS.

- (a) A vehicle is unauthorized on a holding stand if the vehicle is not equipped with a decal issued by the Administrator.

- (b) A vehicle on a holding stand without authorization from the Administrator may be removed from the holding stand and impounded with all towing and storage fees to be paid by the vehicle owner.
- (c) While on duty at the Airport, a driver shall queue only on designated holding stands as authorized by the Administrator.
- (d) While using a designated holding stand, a driver shall not:
 - (1) leave the vehicle except to provide such assistance to a passenger as is reasonably necessary after being engaged, provided the driver remains within the designated holding stand, unless otherwise authorized by the Administrator; or
 - (2) perform or allow to be performed repairs or maintenance on the vehicle.
- (e) A driver shall not utilize the holding stand while off duty.
- (f) A driver shall:
 - (1) remain at a designated holding stand only long enough to load or discharge passengers and then expeditiously progress to the next holding stand, as authorized by the Administrator, or exit the Airport; and
 - (2) enter a holding stand only at those times authorized by the Administrator.

SEC. 4-25. LOADING AND DISCHARGING OF PASSENGERS.

- (a) A driver may transport only a person who is a paying passenger, unless the person is an employee of the holder that employs or contracts with the driver and has received approval from the Administrator to be in the regulated vehicle or the person is a governmental inspector acting in an official capacity.
- (b) A driver may not transport at the same time a number of passengers exceeding the designated seating capacity of a regulated vehicle.
- (c) A driver shall load passengers and baggage into a regulated vehicle only at designated holding stands.
- (d) A driver shall discharge passengers in a manner authorized by the Administrator.

SEC. 4-26. PRE-ARRANGED TRIP INFORMATION.

When entering the terminal areas other than an approved holding stand, a driver operating on a pre-arranged basis shall possess and present to the administrator on request, written, electronic or mobile application documentation indicating the following information:

- (a) If documentation is written or electronic:
 - (1) name of the customer;
 - (2) flight information as requested by the administrator; and
 - (3) location of pick-up to include terminal and curb location.
- (b) If documentation is contained in a mobile application:
 - (1) name of the customer; and
 - (2) location or pick-up to include terminal and curb location.

SEC. 4-27. CRUISING.

A person commits an offense if the person engages in cruising at the Airport. It is a defense to prosecution if a driver:

- (a) has a passenger to be discharged at the terminal or hotel;
- (b) has trip authorization by the Administrator;
- (c) is in the process of leaving the Airport by the most direct route; or
- (d) is in the process of driving to the central queue by the most direct route.

SEC. 4-28. SOLICITATION OF PASSENGERS.

- (a) A person commits an offense if the person:
 - (1) solicits or attempts to solicit passengers; or
 - (2) accepts payment from a driver, holder, or person in return for giving preferential treatment in directing passengers to the driver's or holder's regulated service.

- (b) It is a defense to prosecution for a violation of this subsection if the owner of the regulated service has made a contractual agreement or other prior arrangement with the management of the other business and has been approved by the Administrator.

SEC. 4-29. CONDUCT OF DRIVER.

A driver shall:

- (a) act in a reasonable, prudent and courteous manner;
- (b) maintain a sanitary and well-groomed appearance;
- (c) not consume, possess or be under the influence of:
 - (1) any alcoholic beverage;
 - (2) any controlled substance; or
 - (3) any substance that could adversely affect the driver's ability to operate a motor vehicle;
- (d) not monitor or possess equipment to monitor transmissions of a regulated service other than the holder under whose operating authority the driver is operating;
- (e) not interfere with the Administrator in the performance of the Administrator's duties;
- (f) not gather, congregate, or otherwise obstruct entrances or passageways of any terminal, hotel, Airport building, holding stand, or Airport roadway in a manner that impedes the movement of a person or vehicle;
- (g) comply with lawful orders of the Administrator issued in the performance of the Administrator's duties;
- (h) not deposit any bottle, can, trash, debris, junk, food, or other object around any holding stand, building or Airport roadway except in an authorized trash receptacle;
- (i) not file a false report or make a false statement to the Administrator; and
- (j) not allow another person to drive or operate a regulated vehicle assigned to the driver unless such a person has authorization from the Administrator to

operate under the holder's operating authority which the vehicle is regulated and the person has written authority from the holder.

SEC. 4-30. RETURN OF PASSENGER'S PROPERTY.

Upon finding property in a regulated vehicle left by a passenger, the driver shall comply with the procedures established for lost property by the Administrator.

SEC. 4-31. NOT-FOR-HIRE STATUS OF VEHICLES.

- (a) Each regulated vehicle operated on the Airport is presumed to be on duty and ready to serve the general public for hire.
- (b) The Administrator shall establish a procedure whereby a driver will indicate that the driver and the driver's vehicle are not for hire. If a driver is off-duty and does not intend to provide regulated service at the Airport, the driver shall comply with the procedure established by the Administrator.
- (c) A driver who is not for hire shall not queue a vehicle on or within five hundred feet of a holding stand or along or in the one-hour parking zones of the Airport roadways and parking lots unless authorized by the Administrator.

SEC. 4-32. TAXICAB SERVICE.

(a) Representation of Availability of Taxicab

- (1) A driver may not represent that the taxicab is engaged when in fact it is not engaged.
- (2) A driver may not represent that the taxicab is not engaged when in fact it is engaged.

(b) Refusal to Transport Passengers

While operating a taxicab, a driver shall not refuse to transport a person who requests service unless:

- (1) the person is disorderly;
- (2) the driver is engaged in answering a previous request for service;
- (3) the driver has reason to believe that the person is engaged in unlawful conduct; or
- (4) the driver is in fear of the driver's personal safety.

(c) Transport Passengers by Direct Route

A taxicab driver shall transport a passenger to the passenger's destination by the most direct and expeditious route available unless otherwise directed by the passenger.

(d) Holding Stands Designated for Taxicabs

In addition to the regulations for use of holding stands, a driver shall not:

- (1) interfere with the orderly progression of taxicabs from the rear to the front of any holding stand;
- (2) assign or sell the driver's position in a holding stand to another;
- (3) interfere with a taxicab entering a holding stand on which there is a vacant space; or
- (4) engage a passenger without first progressing through the holding stand in a manner established by the Administrator unless otherwise instructed to do so by the Administrator.

SEC. 4-33. PREARRANGED SERVICE.

Pre-arranged Service

- (a) All prearranged service shall be operated on a pre-arranged basis. All arrangements for prearranged service shall be made prior to the regulated vehicle entering into the terminal area or approved holding stand of the Airport.
- (b) A driver furnishing prearranged service shall not accept any passenger at the Airport except those for whom service has been pre-arranged and documented.

**ARTICLE VI.
FARES.**

SEC. 4-34. RATES OF FARE FOR TAXICAB.

- (a) A driver, holder, or owner shall not quote, request, or charge a fare for operating a taxicab at the Airport that is inconsistent with the rates authorized by the City in which they are permitted.

- (b) The driver, holder, or owner shall display the approved Airport rates of fare and any authorized incentive fares on and/or within a taxicab in a manner prescribed by the Administrator.
- (c) A driver, holder, or owner shall charge only a fare as computed by the taximeter or trip meter unless otherwise authorized by this section.
- (d) A taximeter or trip meter shall be activated at all times while transporting a passenger.

SEC. 4-35 FARE COLLECTION PROCEDURES FOR TAXICABS.

- (a) Before changing the taximeter or trip meter to indicate that the taxicab is vacant, a driver shall call the attention of the passenger to the amount of fare registered on the taximeter or trip meter.
- (b) Upon request by a person paying a fare, a driver shall give the person a legible receipt showing:
 - (1) the name of the holder under whose authority the taxicab is operated;
 - (2) the taxicab number;
 - (3) the itemized list of charges;
 - (4) the total amount of fare paid;
 - (5) the date of payment;
 - (6) the driver's name; and
 - (7) the driver permit number.

The receipt may be submitted to the payer electronically if the payer agrees to accept an electronic receipt.

SEC. 4-36. RATES OF FARE FOR PREARRANGED SERVICES.

- (a) A driver or holder shall not charge a fare for operating a prearranged service at the Airport that is inconsistent with the rates authorized by the holder's operating authority.

- (b) A holder desiring to amend the holder's operating authority to effect a change in the approved rates of fare shall submit a written request to the Administrator.
- (c) The rates listed in the holder's operating authority shall be strictly adhered to, and no change in rates may be implemented without written approval of the Administrator.
- (d) The Administrator may require a holder to display rates within a prearranged service vehicle in a manner prescribed by the Administrator.
- (e) Upon request by a person paying a fare, a driver or holder shall give the person a legible receipt that indicates the name, address and phone number of the regulated service and the amount of fare.

**ARTICLE VII.
REGULATED VEHICLE STANDARDS AND INSPECTION.**

SEC. 4-37. STANDARDS.

- (a) All taxicabs serving the Airport shall comply with taxicab standards concerning condition, age, equipment, signs, and markings as determined by the City issuing the operating authority.
- (b) The Administrator may establish standards concerning safety, condition, age, size, emissions; manufacturer's suggested retail price, appearance, equipment, signs, and markings for vehicles operated in a regulated service.

SEC. 4-38. INSPECTION.

- (a) The holder of a regulated service operating authority shall maintain all regulated vehicles used in the service in a condition such that each vehicle is mechanically sound and road worthy, the exterior and interior are clean and appear new or substantially like new while meeting the standards approved by the City issuing the operating authority.
- (b) A holder shall have each vehicle to be used in a regulated service authorized and inspected by the City issuing the operating authority.
 - (1) A holder, owner, or driver shall make a regulated vehicle available for inspection when ordered by the Administrator.
 - (2) If a holder, owner, or driver fails to make a regulated vehicle available for inspection or if the Administrator determines that a regulated vehicle is not in compliance with the Rules and Regulations, the

Administrator may order the regulated vehicle removed from service until it is made available for inspection and/or brought into compliance.

- (c) The Administrator may order a regulated vehicle be removed from service any time the regulated vehicle falls below standards established by the Administrator and/or the City of Dallas or the City of Fort Worth.
- (d) The holder or owner shall notify the Administrator of any regulated vehicle removed from service under the holder's operating authority, and shall be responsible for removing from the vehicle any decals that would distinguish the vehicle as a regulated vehicle.

SEC. 4-39. FALSE REPRESENTATION.

A person commits an offense if the person:

- (a) represents that a vehicle is a regulated vehicle if the vehicle is not in fact a regulated vehicle authorized to operate at the Airport; or
- (b) operates a vehicle at the Airport that is not a regulated vehicle if the vehicle is marked, painted, advertised, or equipped in a way that is likely to result in mistaking the vehicle for a regulated vehicle.

SEC. 4-40. DECALS.

- (a) The holder, of each regulated vehicle shall obtain from the Administrator, after the vehicle has been authorized by the City of Dallas or the City of Fort Worth , an authorization decal indicating the vehicle's authority to operate at the Airport. The decal shall be attached to each vehicle in a manner and location approved by the Administrator. The decal is the property of the Airport. The fee for a decal shall be charged in accordance with the Schedule of Charges.
- (b) The Administrator may remove an authorization decal if at any time a vehicle fails to meet the standards established by the City in which they are authorized for appearance, condition, age, safety, or equipment. The fee for reissuance of a decal which has been removed, lost, or stolen shall be established in accordance with the Schedule of Charges.
- (c) A holder commits an offense if a vehicle operated under its operating authority:
 - (1) operates a regulated vehicle at the Airport with an expired Airport authorization decal;

- (2) operates a regulated vehicle with no decal affixed to it, except for the sole purpose of terminating a trip that lawfully originated outside the Airport;
- (3) attaches a decal to a vehicle not authorized to operate as a regulated vehicle at the Airport;
- (4) queues a vehicle on a designated holding stand as authorized by the Administrator with an expired decal or with no decal affixed to it;
- (5) interferes with the Administrator in the removal of a decal;
- (6) covers, conceals or attempts to cover or conceal a decal;
- (7) forges, alters, or counterfeits a decal required by this chapter; or
- (8) possesses a forged, altered, or counterfeited decal required by this chapter.

SEC. 4-41. EQUIPMENT.

It is the responsibility of the holder of a regulated vehicle to ascertain the following equipment is in, on, and/or operable for each regulated vehicle operated:

- (1) decal(s) required by this chapter;
- (2) any other equipment required by the City of Dallas or the City of Fort Worth
- (3) any other equipment required to comply with all federal and state motor vehicle laws;
- (4) any other special equipment that the Administrator determines to be necessary; and
- (5) all regulated vehicles shall accept all major credit cards as prescribed by the Airport Board unless exempted by the Administrator
 - (a) When accepting a credit card payment, an operating authority or driver must use a secure credit card processing method that encrypts information transmitted to authenticate a credit card payment transaction for approval.

- (b) All regulated vehicles and all equipment in the regulated vehicles shall comply with all applicable federal and state motor vehicle safety standards.
- (c) A regulated vehicle may not be salvaged or reconditioned.
- (d) All temporary regulated vehicles shall comply with the requirements of this section and any other standards established by the Administrator.

SEC. 4-42. TAXICAB EQUIPMENT.

Unless otherwise specified in the operating authority under which a taxicab is operated and in addition to other equipment required by the Rules and Regulations, a holder, owner, or driver shall provide and maintain in good operating condition the following equipment for each taxicab:

- (a) seat belts for each passenger, the number of which is determined by the designated seating capacity;
- (b) a taximeter or trip meter,
- (c) equipment to indicate when a taxicab is operating for hire and when it is not for hire;
- (d) a top light;
- (e) a driver identification permit holder in a location as established by the Administrator; and
- (f) a personalized rate sheet, as approved by the Administrator, displayed in a location as established by the Administrator.

SEC. 4-43. TAXIMETER.

- (a) a taximeter shall accurately register in legible figures total miles, paid miles, number of fare units, number of trips, extras, and total fare for a trip. Figures denoting the fare shall be illuminated when the taximeter is activated. The taximeter shall be permanently mounted in a conspicuous location approved by the Administrator;
- (b) a taximeter shall be equipped to indicate whether the taxicab is engaged or vacant with a tamper-proof system connecting the taximeter to a light on top of the taxicab that, when lighted, is visible from all directions. The system shall be designed so that the light is automatically illuminated while the taximeter is registering a fare;

- (c) if the taximeter employs a flag, the flag shall project above the dashboard so as to be easily seen from outside the taxicab when in the non-earning position;
- (d) the taximeter or its driver system shall be sealed at all points at which components, if manipulated, could affect the function or accuracy of the taximeter;
- (e) the design of a taximeter is subject to approval by the Administrator to assure that it complies with this section;
- (f) each taximeter shall be maintained in good operating condition and be tested and sealed at least once each year in a manner approved by the Administrator to assure compliance with weights and measures laws;
- (g) the Administrator may order a taximeter to be tested at any time, and a holder, owner, or driver of a taxicab shall make the taxicab available for taximeter testing when so ordered;
- (h) the holder, owner, or driver of a taxicab shall be responsible for paying the cost of testing a taximeter;
- (i) a person commits an offense if the person operates a taxicab that is:
 - (1) not equipped with a taximeter or trip meter; or
 - (2) equipped with a taximeter or trip meter that:
 - (a) has been tampered with or altered; or
 - (b) incorrectly registers or computes taxicab fares because of alterations to the taxicab odometer, including, but not limited to, changes in the gears, tires, or wheels of the taxicab.

**ARTICLE VIII.
ENFORCEMENT.**

SEC. 4-44. AUTHORITY TO INSPECT.

The Administrator may inspect a regulated service operating at the Airport to determine whether the service complies with the Rules and Regulations or other applicable laws.

SEC. 4-45. REMOVAL OF EVIDENCE OF AUTHORIZATION.

When a holder's operating authority or a driver permit is suspended, revoked, or denied or whenever a vehicle fails to pass inspection, the Administrator may remove or require the surrender of all evidence of authorization as a holder, driver, or regulated vehicle including, but not limited to, removal or surrender of operating authority, driver permits, decals, signs, insignia, radios, top lights, and/or taximeters.

SEC. 4-46. ASSISTANCE BY DEPARTMENT OF PUBLIC SAFETY.

- (a) Upon specific request of the Administrator, officers of the Department of Public Safety may assist the Administrator in the enforcement of the Rules and Regulations.
- (b) A Department of Public Safety officer, upon observing a violation of this chapter or the procedures established by the Administrator, may take necessary enforcement action.

SEC. 4-47. CORRECTION ORDER.

- (a) If the Administrator determines that a holder is in violation of the terms of the holder's operating authority, the Rules and Regulations, a procedure established by the Administrator, a lawful order of the Administrator, or other law, the Administrator shall notify the holder in writing of the violation and by written order direct the holder to correct the violation within a reasonable period of time. In setting the time for correction, the Administrator shall consider the degree of danger to the public health or safety and the nature of the violation. If the violation involves equipment that is unsafe or functioning improperly, the Administrator may order the holder to immediately cease use of the equipment.
- (b) If the Administrator determines that a violation is an imminent and serious threat to the public health or safety, the Administrator may order the holder to correct the violation immediately. If the holder fails to comply, the Administrator shall promptly take or cause to be taken such action the Administrator considers necessary to enforce the order immediately.
- (c) The Administrator shall include in a correction order issued under this section:
 - (1) identification of the violation;
 - (2) the date of issuance of the correction order;
 - (3) the time period within which the violation shall be corrected;

- (4) a warning that failure to comply with the correction order may result in suspension or revocation of operating authority, imposition of a fine, or both; and
- (5) a statement indicating that the correction order may be appealed to the CEO.

SEC. 4-48. SERVICE OF NOTICE.

- (a) A holder shall designate and maintain a representative to:
 - (1) receive service of notice required under the Rules and Regulations to be given a holder; and
 - (2) serve notice required under the Rules and Regulations to be given a driver employed by or contracting with a holder.
- (b) Notice required under the Rules and Regulations shall be given in the following manner:
 - (1) a holder shall be personally served with the notice in a manner established by the Administrator, including but not limited to, serving holder's designated representative or by certified United States mail, five-day return receipt requested, to the holder's designated representative; or
 - (2) a driver operating under a holder's operating authority shall be personally served by the Administrator, including but not limited to, serving holder's designated representative for the driver by certified United States mail, five-day return receipt requested.
- (c) A person operating in violation of these Rules and Regulations, other than a driver or holder permitted under this chapter, may be personally served by the Administrator or by certified United States mail, five-day return receipt requested.
- (d) Service executed in accordance with this section constitutes notice to the person to whom the notice is addressed. The date of service for a notice that is mailed is the date of receipt.

SEC. 4-49. APPEALS.

- (a) If the Administrator denies issuance or renewal of operating authority, suspends or revokes operating authority, or issues a correction order, the action is final unless, within ten days from the date of receiving the written notice of the action, the affected applicant, holder, or driver files an appeal, in writing, with the CEO specifying the reasons for the appeal.
- (b) The CEO shall establish an appeal hearing procedure that will give the appealing party an opportunity to present evidence and make argument. The formal rules of evidence do not apply to an appeal hearing under this section, and the ruling shall be based on a preponderance of evidence presented at the hearing.
- (c) The decision rendered through the appeal hearing procedure is final.

SEC. 4-50. CRIMINAL OFFENSES.

- (a) A person commits an offense if the person violates or attempts to violate a provision of this chapter applicable to the person. A culpable mental state is not required for the commission of an offense under this chapter unless the provision defining the conduct expressly requires a culpable mental state. A separate offense is committed each time an offense occurs. An offense committed under this chapter is punishable by imposition of a fine not to exceed the maximum allowable by law.
- (b) Prosecution for an offense under SEC. 4-50 (a) does not prevent the use of other enforcement remedies or procedures applicable to the person charged with or the conduct involved in the offense.

SEC. 4-51. ADMINISTRATIVE FINES.

- (a) The Administrator or CEO shall have the authority to levy an administrative fine against a holder, or owner who violates any provision of the Rules and Regulations.
- (b) The fines shall be established in accordance with the Schedule of Charges, as amended.
- (c) Delinquent or past due fines shall be cause for the Administrator or CEO to immediately suspend any permit, operating authority, or written authorization of any holder, owner, or driver until such fines are paid in full, or take any other legal action deemed necessary to recover delinquent or past due fines.