

Agenda



Regular Board Meeting of the Board of Directors

Meeting Location:

**Basin Transit Operations Center
62405 Verbena Road
Joshua Tree, CA 92252**

It is the intention of Basin Transit to comply with the Americans with Disabilities Act in all respects. If you have a disability and need an accommodation to participate in the meeting, please call the Assistant Board Secretary at 760-366-2986 or email michal@basin-transit.com for assistance so the necessary arrangements can be made.

Public comments may be submitted via email to the Assistant Board Secretary at michal@basin-transit.com prior to January 25, 2023, at 5:00 PM with your name, telephone number, and subject of your public comment (agenda item or non-agenda item). If you send written comments, your comments will be made part of the official record of the proceedings and read into the record if they are received by the deadline above.

Board of Directors

Merl Abel, Chair
McArthur Wright, Vice Chair
Jeff Drozd
Ellen Jackman
Daniel L. Mintz, Sr.
Dawn Rowe (Danielle Harrington Designee)
Ben Sasnett

Officers

Cheri Holsclaw, Board Secretary
Michal Brock, Assistant Board Secretary



REGULAR MEETING OF THE BOARD OF DIRECTORS

AGENDA

Thursday, January 26, 2023
62405 Verbena Road, Joshua Tree CA 92252
5:00 PM

1.0 CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL: Board Members: Drozd, Harrington, Jackman, Mintz, Sasnett,
Wright and Chair Abel

2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

2.1 Recognition of Outgoing Board Member

2.2 Recognition of Incoming Board Member

2.3 Employee of the Quarter

2.4 Recognition of Volunteers

3.0 CLOSED SESSION

NONE

4.0 PUBLIC COMMENTS

4.1 This is a time for comments from the public on any subject not on the agenda. The Brown Act prohibits the Basin Transit Board of Directors from responding at length to questions on matters not on the agenda. Matters may, however, be referred to staff for scheduling on a future agenda. Comment time is limited to three minutes.

4.2 Public comments on specific agenda items will be deferred until consideration of the item on the agenda. Comment time is limited to three minutes.

5.0 CONSENT CALENDAR—All matters listed under the Consent Calendar are to be considered routine by the Basin Transit Board and will be enacted by one motion in the form listed. Any item may be removed from the Consent Calendar and considered separately by the Board under item 6.0 on the agenda. The public may comment on Consent Calendar items prior to Board action (roll call vote).

- 5.1 Minutes of the November 17, 2022 Board Meeting
Staff Recommendation: Approve Minutes
- 5.2 Treasurer's Report for October and November 2022
Staff Recommendation: Approve Treasurer's Reports
- 5.3 Warrant Register through November 30, 2022
Staff Recommendation: Approve Warrant Register
- 5.4 Ridership Reports
Staff Recommendation: Receive and File
- 5.5 Financial Reports
Staff Recommendation: Receive and File
- 5.6 General Manager's Reports
Staff Recommendation: Receive and File
- 5.7 Operations Report
Staff Recommendation: Receive and File
- 5.8 Approval of Bus Shelter Purchase
Staff Recommendation: Approve Purchase of (1) Shelter Kit from Tolar MFG in the Amount of \$10,033.51
- 5.9 Tile Installation
Staff Recommendation: Approve Tile Installation through Affinity Flooring of the Desert in the amount of \$15,493.83
- 5.10 2023 Board Calendar
Staff Recommendation: Adopt Basin Transit's 2023 Board Calendar

ACTION: Move _____ 2nd _____ Roll Call Vote

6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION AND/OR PARTICIPATION AND/OR ADDED AGENDA ITEMS

7.0 OLD BUSINESS

NONE

8.0 NEW BUSINESS

- 8.1 Election of Board Officers for Calendar Year 2023
Staff Recommendation: Elect Chair, Vice-Chair and Secretary with Terms to Expire January 2024

ACTION: Move _____ 2nd _____ Voice Vote

- 8.2 Basin Transit Sub-Committee Assignments

Staff Recommendation: Discuss and Assign Board Members as appropriate

ACTION: Move _____ 2nd _____ Voice Vote

8.3 RFP 20-01 (ZEB Z-2) Approval

Staff Recommendation: Authorize Staff to Award Contracts to Bus Dealers and Manufacturers listed on Notice of Pending Award, for RFP 20-01 (ZEB Z-2)

ACTION: Move _____ 2nd _____ Roll Call Vote

8.4 FY 2022/23 Mid-Year Update

Staff Recommendation: Receive and Discuss as necessary

ACTION: Move _____ 2nd _____ Roll Call Vote

9.0 GENERAL MANAGER UPDATE

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

11.0 BOARD MEMBER COMMENTS - This is the time for comments from the Board members on any subject.

12.0 ADJOURNMENT The next regularly scheduled board meeting will be held on Thursday, March 23, 2023, at 5:00 PM at the Basin Transit Operations Center, 62405 Verbena Road, Joshua Tree CA 92252.

All items appearing on this Agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board. **This agenda is certified to have been posted on or before January 23, 2023, at 5:00 PM.**



Michal Brock, Assistant Board Secretary

1/20/2023

Date/Time

BASIN TRANSIT

TO: Board of Directors

FROM: Cheri Holsclaw, General Manager

DATE: January 26, 2023

RE: Minutes of the November 17, 2022 Board Meeting

STAFF RECOMMENDATION: APPROVE MINUTES

BASIN TRANSIT

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, November 17, 2022 5:00 p.m.
Basin Transit Operations Center
62405 Verbena Road
Joshua Tree, CA 92252

ACTION MINUTES

1.0 CALL TO ORDER – Chair Abel called the meeting to order at 5:03 p.m.

PLEDGE OF ALLEGIANCE – Board Member Sasnett led the flag salute.

ROLL CALL

Members Present:

Merl Abel	Danielle Harrington
Ellen Jackman	Ben Sasnett
McArthur Wright*	

*Arrived at 5:27 p.m., after action items votes taken.

Members Absent:

Jeff Drozd	Karmolette O'Gilvie
------------	---------------------

2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

2.1 Employee of the Quarter

Matt Atkins, Operations Manager, recognized Dawn Bostrom as the Employee of the Quarter. Matt shared that Dawn worked for Basin Transit from August 2009 through June 2011 and returned in February 2015 because she liked it so much. Matt shared that Dawn has spent all of her time with Basin Transit as a Coach Operator, and complimented her on the customer service and care that she provides to her passengers, as well as, the extra effort she gives to assist in keeping the bus stops looking good by picking up trash, cleaning out shopping carts, or sweeping away dirt left by the rain. Matt closed out his recognition by thanking Dawn on behalf of Basin Transit staff.

Chair Abel extended his thanks to Dawn on behalf of the Board.

2.2 Recognition of Employee for 20 Years of Service

Recognition of Joe Meer moved to the conclusion of the General Manager's Report.**

3.0 CLOSED SESSION

NONE

4.0 PUBLIC COMMENTS

One (1) public comment was made by:

- Rhianna Nordlund, Joshua Tree

5.0 CONSENT CALENDAR

- 5.1 Minutes of the September 22, 2022 Board Meeting
- 5.2 Treasurer's Report for August and September 2022
- 5.3 Warrant Register through September 30, 2022
- 5.4 Ridership Reports
- 5.5 Financial Reports
- 5.6 General Manager's Reports
- 5.7 Operations Report
- 5.8 Drug & Alcohol Policy Update
- 5.9 End-of-Year Employee Recognition
- 5.10 Approval of Vehicle Purchase
- 5.11 Stucco Project

ACTION: Board Member Jackman moved to approve the Consent Calendar (items 5.1 - 5.11); seconded by Board Member Sasnett: passed by Roll Call Vote (4-0).

6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION AND/OR PARTICIPATION AND/OR ADDED AGENDA ITEMS

NONE

7.0 OLD BUSINESS

NONE

8.0 NEW BUSINESS

8.1 Bus Stop Improvement Bid IFB #22-01

Staff requested approval to proceed with IFB #22-01, a project to install a bus turnout, shelter and associated work at El Paseo Drive and Mesquite Springs Road in Twentynine Palms. The Low Carbon Transit Operations Program (LCTOP) will fund the project.

ACTION: Board Member Harrington moved to approve proceeding with IFB #22-01 and authorize staff to award the project to the lowest responsive bidder; seconded by Board Member Jackman: motion passed by Roll Call Vote (4-0).

8.2 Revisions to Employee Handbook

Cheri Holsclaw reported a summary of notable changes to the Basin Transit Employee Handbook. The highlighted changes included replacing references to Morongo Basin Transit Authority with Basin Transit, updates to current employment laws, section changes, and the addition of the Juneteenth holiday.

ACTION: Chair Abel moved to approve the 2022 Employee Handbook Revisions; seconded by Board Member Sasnett: motion passed by Voice Vote (4-0).

8.3 Employee Summary Descriptions

Cheri Holsclaw informed the Board that the Ad Hoc Committee (Yakimow, Luckino, and Abel) that reviewed the Employee Handbook recommended that sections to be reviewed more frequently be written as separate documents titled Summary Plan Descriptions (SPD). The SPDs include plan descriptions and applicable revisions to Basin Transit's Health, Retirement, Reimbursement, and Uniform plans.

ACTION: Board Member Jackman moved to approve the Summary Plan Descriptions for Health, Retirement, Reimbursement, and Uniform plans; seconded by Board Member Sasnett: motion passed by Voice Vote (4-0).

9.0 GENERAL MANAGER UPDATE

Cheri Holsclaw shared that she would be sending the Board of Directors an email inviting them to Basin Transit's end-of-year recognition dinner. Chair Abel inquired if the cancellation of bus chassis ordered a year ago was due to continued supply chain issues, to which Cheri responded affirmatively. Additionally, Cheri informed the Board that the recent Can-A-Ride campaign had low participation even with heavy promotion of the event.

****At the conclusion of the General Manager's Report, Chair Abel took the opportunity to recognize Joe Meer for his 20 years of service with Basin Transit. Chair Abel thanked Mr. Meer for his many years of service and congratulated him on this significant achievement in his career, on behalf of the Board of Directors and Basin Transit staff.**

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

Chair Abel inquired about the review and update of Basin Transit's Bylaws. Cheri stated that she is working with legal counsel and hopes to bring the item to the board meeting in January.

11.0 BOARD MEMBER COMMENTS

Board Member Sasnett congratulated Dawn and Joe as Employee of the Quarter and 20 Years of Service, respectively. Board Member Sasnett also congratulated staff for getting the bids out on the new bus stops.

Board Member Jackman congratulated Dawn. Board Member Jackman thanked Joe for all his service and commented that his expertise and knowledge runs deep and is so valuable. Additionally, she expressed her gratitude for the new Basin Transit Board Member shirt.

Board member Harrington congratulated and thanked Joe for his service and wished everyone a Happy Thanksgiving.

Vice-Chair Wright apologized for his tardiness and joked that he was here last week, so he was originally early. Vice-Chair Wright congratulated Joe and Dawn and commented that the new Board Member shirt is awesome and that he would be wearing it.

Chair Abel thanked Cheri for making the new Board Member shirts possible and expressed that this was his personal gift to the Board for doing such a fantastic job and to thank them for supporting him as Chair this year. He further shared that he is looking forward to getting reassigned at the Town of Yucca Valley and coming back to continue serving on this Board.

Chair Abel reminded all in attendance that the next Board meeting will be held next year, Thursday, January 26, 2023 at 5:00 p.m.

12.0 ADJOURNMENT

The meeting adjourned at 5:36 p.m. Thursday, November 17, 2022.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michal Brock", is written over a horizontal line.

Michal Brock, Assistant Board Secretary

BASIN TRANSIT

TO: Board of Directors

FROM: Cheri Holsclaw, General Manager

DATE: January 26, 2023

RE: Treasurer's Reports for October and November 2022

STAFF RECOMMENDATION: APPROVE TREASURER'S REPORTS

BASIN TRANSIT
TREASURER'S REPORT
October 31, 2022

Beginning Balance:	September 30, 2022	5,399,750
Receipts		1,572,036
Disbursements		1,083,925
Interest Received		<u>4,413</u>
Ending Balance:	October 31, 2022	<u>5,892,273</u>

LOCATION OF FUNDS:	BALANCE	INTEREST EARNED	INTEREST RATE
US Bank General	\$ 68,876	-	0.00%
US Bank Class E	\$ -	\$ -	0.00%
Pacific Western Bank Procurement Fees	\$ 1,360,287	\$ -	0.00%
Union Bank	\$ 2,228,867	\$ -	0.00%
Pacific Western Bank	\$ 305,817	\$ -	0.00%
LAIF	\$ 1,299,605	\$ -	0.00%
US Bank PTMISEA	\$ 238,481	\$ -	0.00%
US Bank LCTOP	\$ 276,193	\$ -	0.00%
US Bank SGR (SB1)	\$ 114,148	\$ -	0.00%
		\$ -	0.00%
TOTAL INVESTMENTS	<u>\$ 5,892,273</u>	<u>\$ -</u>	

BASIN TRANSIT
TREASURER'S REPORT
November 30, 2022

Beginning Balance:	October 31, 2022	5,892,188
Receipts		298,864
Disbursements		633,092
Interest Received		<u>28</u>
Ending Balance:	November 30, 2022	<u>5,557,988</u>

LOCATION OF FUNDS:	BALANCE	INTEREST EARNED	INTEREST RATE
US Bank General	\$ 68,789	-	0.00%
US Bank Class E	\$ -	\$ -	0.00%
Pacific Western Bank Procurement Fees	\$ 1,351,251	\$ -	0.00%
Union Bank	\$ 1,978,867	\$ -	0.00%
Pacific Western Bank	\$ 234,483	\$ -	0.00%
LAIF	\$ 1,299,605	\$ -	0.00%
US Bank PTMISEA	\$ 238,485	\$ -	0.00%
US Bank LCTOP	\$ 272,359	\$ -	0.00%
US Bank SGR (SB1)	\$ 114,148	\$ -	0.00%
		\$ -	0.00%
TOTAL INVESTMENTS	<u>\$ 5,557,988</u>	<u>\$ -</u>	

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: January 26, 2023

RE: Warrant Register through November 2022

STAFF RECOMMENDATION: APPROVE WARRANT REGISTER

BASIN TRANSIT WARRANT REGISTER

As of October 31, 2022

Date	Name	Memo	Paid Amount
10/01/2022	CALTIP	INSURANCE	-79,604.98
10/01/2022	PRISM	INSURANCE	-21,625.00
10/02/2022	SOUTHERN CALIFORNIA EDISON	UTILITIES	-12,751.63
10/03/2022	ARCO	FUEL	-257.39
10/03/2022	PACIFIC WESTERN BANK	DEPOSIT CORRECTIONS	-0.21
10/03/2022	SENTINEL BENEFITS	OUTSIDE SERVICES	-25.00
10/05/2022	Seven60 Wraps & Signs	REBRANDING EXPENSES TO BE REIMB	-1,205.33
10/06/2022	CITY OF TWENTYNINE PALMS	PROFESSIONAL FEES	-50.00
10/06/2022	NOEMI ADDERLEY	MILEAGE	-65.63
10/06/2022	JUAN OYOLA	UNIFORMS	-119.52
10/06/2022	US BANK	CREDIT CARD PAYMENT	-5,936.02
10/06/2022	[EMPLOYEE]	WAGES	-862.16
10/07/2022	ADP	WAGES	-61,575.15
10/07/2022	ADP	WAGES	-13,394.05
10/07/2022	CLEAN ENERGY	CNG MAINTENANCE	-136.50
10/07/2022	CREATIVE BUS SALES - PARTS	PARTS	-524.57
10/07/2022	DIAMOND ENVIRONMENTAL SERVICES	UTILITIES	-132.26
10/07/2022	FORENSIC DRUG TESTING	EMPLOYEE EXPENSE	-514.75
10/07/2022	GALLOSKY NETWORKS	OUTSIDE SERVICES	-30.00
10/07/2022	HI DESERT WATER DISTRICT	UTILITIES	-145.54
10/07/2022	JOSHUA BASIN WATER DISTRICT	UTILITIES	-695.13
10/07/2022	KCDZ	MARKETING/PROMOTION	-460.00
10/07/2022	NAPA	PARTS & FLUIDS	-456.25
10/07/2022	NEC Cloud Communications America, Inc.	TELEPHONE	-1,204.11
10/07/2022	PALM SPRINGS MOTORS	PARTS	-1,232.52
10/07/2022	PARKHOUSE TIRES	TIRES	-4,902.11
10/07/2022	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-400.60
10/07/2022	QUILL CORPORATION	OFFICE SUPPLIES	-141.68
10/07/2022	SAFETY-KLEEN	FLUIDS	-804.77
10/07/2022	SCHROEDER PLUMBING	OUTSIDE SERVICES	-753.00
10/07/2022	TEL-CRAFT COMMUNICATIONS	OUTSIDE SERVICES	-750.00
10/07/2022	TWENTYNINE PALMS WATER DISTRICT	UTILITIES	-81.34
10/07/2022	VALLEY INDEPENDENT PRINTING	REBRANDING EXPENSES TO BE REIMB	-545.93
10/07/2022	VOYAGER	FUEL	-3,949.51
10/07/2022	YUCCA VALLEY MIRROR AND GLASS	OUTSIDE SERVICES	-153.31
10/07/2022	CALPERS HEALTH/RETIREMENT	RETIREMENT	-6,783.31
10/07/2022	CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,237.99
10/07/2022	CALPERS 457 PROGRAM	SUPPL RETIREMENT	-3,943.20
10/07/2022	ADP	OUTSIDE SERVICES	-207.50
10/07/2022	ADP	WAGES	-79.84
10/07/2022	NEC Cloud Communications America, Inc.	TELEPHONE	-1,204.11
10/10/2022	CALPERS HEALTH/RETIREMENT	HEALTH INSURANCE	-21,678.35
10/10/2022	ARCO	FUEL	-298.07
10/11/2022	PACIFIC WESTERN BANK	DEPOSIT CORRECTIONS	-0.25
10/13/2022	JOHN LEBDA	UNIFORMS	-209.36
10/13/2022	COPPER MOUNTAIN BROADCASTING	MARKETING/PROMOTION	-616.00

BASIN TRANSIT WARRANT REGISTER

As of October 31, 2022

10/13/2022	CREATIVE BUS SALES - PARTS	PARTS	-477.33
10/13/2022	DECALS BY DESIGN	REBRANDING EXPENSES TO BE REIMB	-43,279.28
10/13/2022	DELL BUSINESS CREDIT	OFFICE SUPPLIES	-1,109.92
10/13/2022	DEPARTMENT OF JUSTICE	EMPLOYEE EXPENSE	-96.00
10/13/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-232.12
10/13/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-54.98
10/13/2022	HI DESERT PUBLISHING	MARKETING/PROMOTION	-1,300.09
10/13/2022	HI DESERT WATER DISTRICT	UTILITIES	-571.78
10/13/2022	IMAGE SOURCE	CREDIT APPLIED	0.00
10/13/2022	JOSHUA BASIN WATER DISTRICT	UTILITIES	-447.66
10/13/2022	NAPA	PARTS	-543.74
10/13/2022	PALM SPRINGS MOTORS	PARTS	-896.80
10/13/2022	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-82.96
10/13/2022	QUILL CORPORATION	OFFICE SUPPLIES	-88.33
10/13/2022	RUSSELL AIR CONDITIONING INC.	OUTSIDE SERVICES	-6,585.00
10/13/2022	THE GAS COMPANY	FUEL	-25,325.89
10/13/2022	PACIFIC WESTERN BANK	DEPOSIT CORRECTIONS	-0.25
10/15/2022	VISION SERVICE PLAN	VISION INSURANCE	-457.01
10/17/2022	ARCO	FUEL	-188.35
10/18/2022	SHEMIKA BORTEE	EMPLOYEE EXPENSE	-85.00
10/18/2022	GARY COOPER	UNIFORMS	-179.27
10/18/2022	BRYAN BLASZAK	EMPLOYEE EXPENSE	-103.54
10/20/2022	CALPERS HEALTH/RETIREMENT	RETIREMENT	-6,817.54
10/20/2022	CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,374.35
10/20/2022	AIS	PRINTING/REPRODUCTION	-40.71
10/20/2022	AWARDS NETWORK	EMPLOYEE EXPENSE	-914.19
10/20/2022	BATTERY SYSTEMS	PARTS	-265.78
10/20/2022	BROADLUX INC.	CNG MAINTENANCE	-2,654.48
10/20/2022	CARQUEST - YUCCA VALLEY	PARTS	-356.33
10/20/2022	CLEAN ENERGY	CNG MAINTENANCE	-3,000.00
10/20/2022	CUMMINS CAL PACIFIC	PARTS	-205.20
10/20/2022	DECALS BY DESIGN	REBRANDING EXPENSES TO BE REIMB	-33,153.94
10/20/2022	DESERT ARC	OUTSIDE SERVICES	-270.00
10/20/2022	EIDE BAILLY LLP	PROFESSIONAL FEES	-3,100.00
10/20/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-68.91
10/20/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-97.98
10/20/2022	IMAGE SOURCE	CREDIT APPLIED	0.00
10/20/2022	JOSHUA TREE LANDSCAPE & GROUNDS MAINT	OUTSIDE SERVICES	-3,957.00
10/20/2022	NAPA	PARTS	-199.70
10/20/2022	PALM SPRINGS MOTORS	PARTS	-481.46
10/20/2022	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-75.96
10/20/2022	QUILL CORPORATION	OFFICE SUPPLIES	-461.85
10/20/2022	SPECTRUM	UTILITIES	-411.99
10/20/2022	THE GAS COMPANY	UTILITIES	-16.30
10/20/2022	TRILLIUM SOLUTIONS, INC	REBRANDING EXPENSES TO BE REIMB	-1,299.65
10/20/2022	YUCCA AUTO BODY	REBRANDING EXPENSES TO BE REIMB	-28,796.64
10/20/2022	PACIFIC WESTERN BANK	DEPOSIT CORRECTIONS	-0.66

BASIN TRANSIT WARRANT REGISTER

As of October 31, 2022

10/21/2022	TREP	MILEAGE REIMBURSEMENT	-2,907.45
10/21/2022	ADP	WAGES	-862.16
10/21/2022	ADP	WAGES	-62,403.09
10/21/2022	ADP	WAGES	-11,053.48
10/21/2022	CALPERS 457 PROGRAM	SUPPL RETIREMENT	-4,549.88
10/21/2022	ADP	WAGES	-79.84
10/24/2022	ARCO	FUEL	-213.71
10/27/2022	DON CATLETT	UNIFORMS	-95.61
10/27/2022	ROBERT ARVIZU	UNIFORMS	-195.73
10/27/2022	MICHAL BROCK	TRAINING/MEETINGS	-972.75
10/27/2022	ACE ALTERNATORS	PARTS	-292.48
10/27/2022	BATTERY SYSTEMS	PARTS	-132.89
10/27/2022	C&S ELECTRICAL	OUTSIDE SERVICES	-4,445.00
10/27/2022	CLEAN ENERGY	CNG MAINTENANCE	-6,107.09
10/27/2022	CREATIVE BUS SALES - PARTS	PARTS	-1,958.62
10/27/2022	E3 IGNITION PRODUCTS, LLC	PARTS	-479.80
10/27/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-65.98
10/27/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-612.56
10/27/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-169.79
10/27/2022	GILLIG LLC	PARTS	-626.22
10/27/2022	NAPA	PARTS	-539.61
10/27/2022	PALM SPRINGS MOTORS	PARTS	-325.86
10/27/2022	PARKHOUSE TIRES	TIRES	-1,097.62
10/27/2022	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-189.88
10/27/2022	QUILL CORPORATION	OFFICE SUPPLIES	-184.51
10/27/2022	RUSSELL AIR CONDITIONING INC.	OUTSIDE SERVICES	-575.00
10/27/2022	SIGNS BY WANDA	PRINTING/REPRODUCTION	-247.06
10/28/2022	ANDREW BERNSTEIN	HRA REIMBURSEMENTS	-568.49
10/28/2022	GARY COOPER	HRA REIMBURSEMENTS	-430.00
10/28/2022	ROY DAVIS	HRA REIMBURSEMENTS	-244.32
10/28/2022	GEORGE HALLAS	HRA REIMBURSEMENTS	-355.92
10/28/2022	CYNTHIA LOPEZ	HRA REIMBURSEMENTS	-92.84
10/28/2022	JOE MEER	HRA REIMBURSEMENTS	-1,811.66
10/28/2022	JUAN OYOLA	HRA REIMBURSEMENTS	-340.20
10/28/2022	ADP	OUTSIDE SERVICES	-200.00
10/28/2022	CALPERS HEALTH/RETIREMENT	CERBT	-14,165.00
10/28/2022	CALPERS HEALTH/RETIREMENT	CEPPT	-10,034.00
10/31/2022	ARCO	FUEL	-301.32
10/31/2022	PACIFIC WESTERN BANK	DEPOSIT CORRECTIONS	-0.25
			-557,797.52
			-557,797.52

BASIN TRANSIT WARRANT REGISTER

As of November 30, 2022

Date	Name	Memo	Paid Amount
11/01/2022	PRISM	INSURANCE	-21,625.00
11/03/2022	SOUTHERN CALIFORNIA EDISON	UTILITIES	-8,069.75
11/03/2022	SENTINEL BENEFITS	OUTSIDE SERVICES	-25.00
11/04/2022	ADP	WAGES	-66,186.40
11/04/2022	ADP	WAGES	-12,052.80
11/04/2022	ADP	WAGES	-79.84
11/04/2022	ADP	OUTSIDE SERVICES	-197.50
11/04/2022	CALPERS HEALTH/RETIREMENT	RETIREMENT	-6,894.08
11/04/2022	CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,346.16
11/04/2022	CALPERS 457 PROGRAM	SUPPL RETIREMENT	-4,046.69
11/07/2022	JOE MEER	MILEAGE	-182.50
11/07/2022	MICHAL BROCK	TRAINING/MEETINGS	-948.00
11/07/2022	NOEMI ADDERLEY	MILEAGE	-70.00
11/07/2022	JOHN LEBDA	EMPLOYEE EXPENSE	-10.00
11/07/2022	LYDIA KNUDSON	UNIFORMS	-78.28
11/07/2022	ZONAR	OUTSIDE SERVICES	-8,396.64
11/07/2022	KATHY CHRISTENSEN	SAFETY INCENTIVE PRGM	-100.00
11/07/2022	MATTHEW ATKINS	SAFETY INCENTIVE PRGM	-100.00
11/07/2022	JOE MEER	SAFETY INCENTIVE PRGM	-100.00
11/07/2022	ARCO	FUEL	-121.83
11/07/2022	PACIFIC WESTERN BANK	DEPOSIT CORRECTIONS	-0.25
11/10/2022	JOE MEER	TRAINING/MEETINGS	-260.48
11/10/2022	CITY OF TWENTYNINE PALMS	PROFESSIONAL FEES	-50.00
11/10/2022	CITY OF TWENTYNINE PALMS PARKS & REC	MARKETING/PROMOTIONS	-20.00
11/10/2022	Sunset Rotary	MARKETING/PROMOTIONS	-25.00
11/10/2022	AVALON URGENT CARE	EMPLOYEE EXPENSE	-600.00
11/10/2022	BURRTEC	UTILITIES	-381.42
11/10/2022	CARQUEST - YUCCA VALLEY	PARTS & FLUIDS	-854.95
11/10/2022	CLEAN ENERGY	CNG MAINTENANCE	-640.50
11/10/2022	COPPER MOUNTAIN BROADCASTING	MARKETING/PROMOTIONS	0.00
11/10/2022	CREATIVE BUS SALES - PARTS	PARTS	-260.96
11/10/2022	CUMMINS CAL PACIFIC	PARTS	-937.00
11/10/2022	DECALS BY DESIGN	REBRANDING EXPENSES TO BE REIMB	-12,074.08
11/10/2022	DIAMOND ENVIRONMENTAL SERVICES	UTILITIES	-137.09
11/10/2022	FORENSIC DRUG TESTING	EMPLOYEE EXPENSE	-584.92
11/10/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-232.12
11/10/2022	GALLOSKY NETWORKS	OUTSIDE SERVICES	-240.00
11/10/2022	HI DESERT PUBLISHING	MARKETING/PROMOTIONS	-1,188.84
11/10/2022	HI DESERT WATER DISTRICT	UTILITIES	-145.58
11/10/2022	JOSHUA BASIN WATER DISTRICT	UTILITIES	-633.53
11/10/2022	JOSHUA TREE LANDSCAPE & GROUNDS MAINT	OUTSIDE SERVICES	-725.00
11/10/2022	KCDZ	MARKETING/PROMOTIONS	-460.00
11/10/2022	NAPA	PARTS	-72.83
11/10/2022	PARKHOUSE TIRES	TIRES	0.00
11/10/2022	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-294.91

BASIN TRANSIT WARRANT REGISTER

As of November 30, 2022

11/10/2022	SAFETY-KLEEN	FLUIDS	-1,165.00
11/10/2022	SUNNY AND SONS	OUTSIDE SERVICES	-99.00
11/10/2022	THE GAS COMPANY	FUEL	-14,439.42
11/10/2022	TWENTYNINE PALMS WATER DISTRICT	UTILITIES	-81.34
11/10/2022	VALLEY INDEPENDENT PRINTING	PRINTING/REPRODUCTION	-389.71
11/10/2022	VOYAGER	FUEL	-8,225.27
11/10/2022	YUCCA AUTO BODY	REBRANDING EXPENSES TO BE REIMB	-28,796.64
11/10/2022	CALPERS HEALTH/RETIREMENT	HEALTH INSURANCE	-19,454.71
11/10/2022	US BANK	CREDIT CARD PAYMENT	-3,899.03
11/14/2022	PARKHOUSE TIRES	TIRES	-735.29
11/14/2022	COPPER MOUNTAIN BROADCASTING	MARKETING/PROMOTIONS	-588.00
11/14/2022	ARCO	FUEL	-261.31
11/15/2022	VISION SERVICE PLAN	VISION INSURANCE	-421.65
11/17/2022	DAWN BOSTROM	EMPLOYEE EXPENSE	-50.00
11/17/2022	JAMES MITCHELL	TOOLS REIMBURSEMENT	-45.21
11/17/2022	ALLIANT INSURANCE SERVICES	INSURANCE	-5,462.50
11/17/2022	CLEAN ENERGY	CNG MAINTENANCE	-1,500.00
11/17/2022	DESERT ARC	OUTSIDE SERVICES	-270.00
11/17/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-54.98
11/17/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-68.91
11/17/2022	IMAGE SOURCE	CREDIT APPLIED	0.00
11/17/2022	PALM SPRINGS MOTORS	PARTS	-232.06
11/17/2022	PRO SECURITY SYSTEMS	OUTSIDE SERVICES	-140.00
11/17/2022	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-159.08
11/17/2022	RUTAN & TUCKER, LLP	PROFESSIONAL FEES	-943.80
11/17/2022	YUCCA VALLEY MIRROR AND GLASS	OUTSIDE SERVICES	-500.00
11/17/2022	JOE MEER	MILEAGE	-126.25
11/18/2022	ADP	WAGES	-63,509.25
11/18/2022	ADP	WAGES	-11,288.16
11/18/2022	[EMPLOYEE]	WAGES	-124.16
11/18/2022	ADP	WAGES	-79.84
11/18/2022	CALPERS HEALTH/RETIREMENT	RETIREMENT	-6,907.60
11/18/2022	CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,576.41
11/18/2022	CALPERS 457 PROGRAM	SUPPL RETIREMENT	-4,030.56
11/18/2022	PACIFIC WESTERN BANK	DEPOSIT CORRECTIONS	-1.00
11/21/2022	ARCO	FUEL	-171.47
11/22/2022	CALPERS HEALTH/RETIREMENT	CERBT	-14,165.00
11/22/2022	CALPERS HEALTH/RETIREMENT	CEPPT	-10,034.00
11/22/2022	BEN SASNETT	BOARD MEMBER STIPEND	-100.00
11/22/2022	DANIELLE HARRINGTON	BOARD MEMBER STIPEND	-100.00
11/22/2022	ELLEN JACKMAN	BOARD MEMBER STIPEND	-100.00
11/22/2022	McARTHUR WRIGHT	BOARD MEMBER STIPEND	-100.00
11/22/2022	MERL ABEL	BOARD MEMBER STIPEND	-100.00
11/22/2022	LYDIA KNUDSON	UNIFORMS	-80.75
11/22/2022	DIAMOND ENVIRONMENTAL SERVICES	UTILITIES	-132.26
11/22/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-97.98
11/22/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-628.59

BASIN TRANSIT
WARRANT REGISTER
As of November 30, 2022

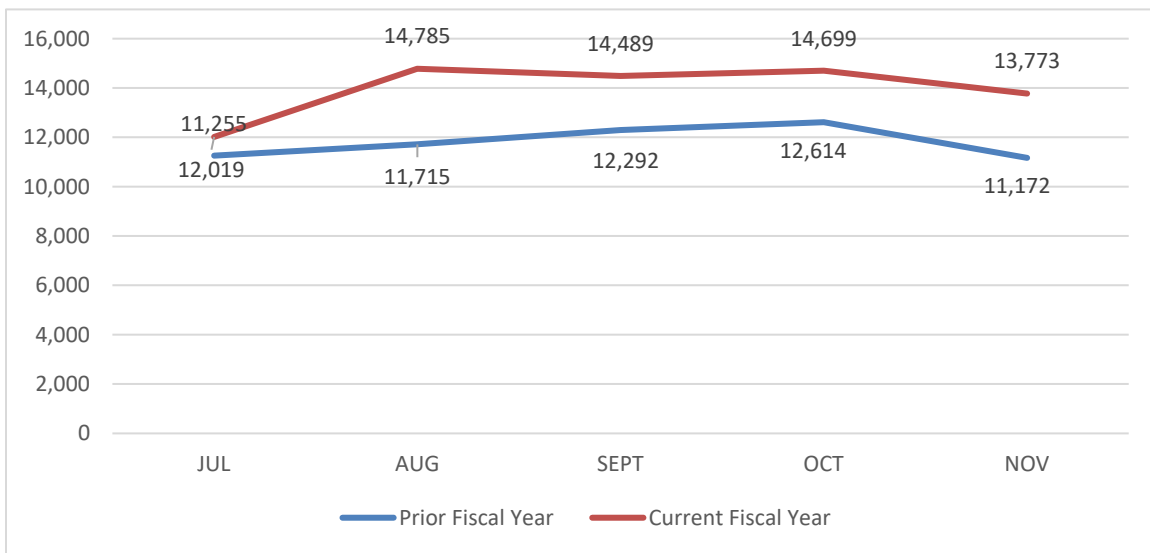
11/22/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-65.98
11/22/2022	INDEPENDENT LIVING PARTNERSHIP	TREP EXPENSE	-785.00
11/22/2022	KULIK GOTTESMAN SIEGEL & WARE LLP	PROFESSIONAL FEES	-594.00
11/22/2022	QUILL CORPORATION	OFFICE SUPPLIES	-86.18
11/22/2022	SPECTRUM	UTILITIES	-411.98
11/22/2022	THE GAS COMPANY	UTILITIES	-28.59
11/24/2022	TREP	MILEAGE REIMBURSEMENTS	-2,762.10
11/25/2022	ADP	OUTSIDE SERVICES	-202.50
11/28/2022	ARCO	FUEL	-156.50
11/28/2022	ARCO	FUEL	-35.71
11/29/2022	MATTHEW ATKINS	TRAINING/MEETINGS	-401.39
11/29/2022	PACIFIC WESTERN BANK	DEPOSIT CORRECTIONS	-1.55
11/30/2022	ANDREW BERNSTEIN	HRA REIMBURSEMENTS	-62.56
11/30/2022	SHEMIKA BORTEE	HRA REIMBURSEMENTS	-308.20
11/30/2022	GARY COOPER	HRA REIMBURSEMENTS	-405.00
11/30/2022	BLAS CRUZ	HRA REIMBURSEMENTS	-136.62
11/30/2022	ROY DAVIS	HRA REIMBURSEMENTS	-199.42
11/30/2022	SABRINA FRANKLIN	HRA REIMBURSEMENTS	-1,397.16
11/30/2022	GEORGE HALLAS	HRA REIMBURSEMENTS	-231.14
11/30/2022	JOHN LEBDA	HRA REIMBURSEMENTS	-850.49
11/30/2022	CYNTHIA LOPEZ	HRA REIMBURSEMENTS	-67.84
11/30/2022	JOE MEER	HRA REIMBURSEMENTS	-185.00
11/30/2022	JUAN OYOLA	HRA REIMBURSEMENTS	-170.10
			<hr/>
			-368,431.13
			<hr/>
			-368,431.13
			<hr/>

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: January 26, 2023

RE: Ridership Reports

Basin Transit is still seeing a rise in ridership from the previous year with 10,717 (15.36%) more passengers through November.



STAFF RECOMMENDATION: RECEIVE AND FILE



Monthly Ridership Report

October, FY 2023

Total (All Day Types)

Service	Passengers		Passengers Per Revenue Hour		Farebox Recovery Ratio	
	Prior Year	Current Year	Prior Year	Current Year	Prior Year	Current Year
Route Subtotals						
1	5,756	7,005	7.3	8.9	14.15%	18.27%
12	353	482	2.3	4.2	9.33%	20.23%
15	276	273	4.4	5.5	25.83%	14.56%
1X	59	150	2.8	4.5	1.66%	2.50%
21	704	649	3.5	3.3	4.49%	4.05%
3A	1,120	1,157	6.3	5.3	8.40%	6.19%
3B	1,036	1,095	4.9	4.8	8.37%	5.40%
7A	1,236	1,506	6.3	6.3	10.36%	7.79%
7B	1,029	1,309	5.6	5.7	8.06%	7.20%
RR30	384	340	2.4	2.3	32.31%	1.29%
RR31	122	223	1.8	2.5	23.43%	1.36%
RR34	216	188	2.2	1.8	24.44%	0.87%
RR36	26	44	1.6	0.9	20.78%	0.59%
RR50	297	278	1.8	1.8	24.18%	0.96%
Program Subtotals						
Commuter Service	629	755	2.9	4.6	14.82%	18.38%
Demand Response	1,045	1,073	2.1	2.0	26.48%	1.06%
Neighborhood Shuttles	10,940	12,871	6.2	6.6	10.62%	11.21%
System Total	12,614	14,699	5.1	5.5	13.92%	10.03%



FY 2023 -- Monthly Performance Statistics
Systemwide Summary
All Routes

Performance Statistics for October

Level Item	Passengers	Revenue Hours	Operating Costs	Passenger Revenue	Passengers Per Rev. Hour	Operating Cost Per Passenger	Operating Cost Per Rev. Hour	Passenger Revenue Per Passenger	Passenger Revenue Per Rev. Hour	Farebox Recovery Ratio
Reporting Route #:										
1	7,005	789.3	\$122,894	\$22,449	8.9	\$17.54	\$155.71	\$3.20	\$28.44	18.27%
1X	150	33.7	\$5,162	\$129	4.5	\$34.42	\$153.34	\$0.86	\$3.84	2.50%
3A	1,157	220.5	\$31,566	\$1,953	5.3	\$27.28	\$143.16	\$1.69	\$8.86	6.19%
3B	1,095	230.0	\$32,136	\$1,736	4.8	\$29.35	\$139.70	\$1.59	\$7.55	5.40%
7A	1,506	239.5	\$32,836	\$2,557	6.3	\$21.80	\$137.10	\$1.70	\$10.68	7.79%
7B	1,309	228.1	\$32,211	\$2,320	5.7	\$24.61	\$141.20	\$1.77	\$10.17	7.20%
12	482	115.8	\$23,978	\$4,851	4.2	\$49.75	\$207.06	\$10.07	\$41.89	20.23%
15	273	49.3	\$11,644	\$1,696	5.5	\$42.65	\$236.43	\$6.21	\$34.43	14.56%
21	649	198.6	\$32,803	\$1,330	3.3	\$50.54	\$165.16	\$2.05	\$6.70	4.05%
RR30	340	146.6	\$18,690	\$241	2.3	\$54.97	\$127.54	\$0.71	\$1.64	1.29%
RR31	223	90.7	\$11,645	\$158	2.5	\$52.22	\$128.44	\$0.71	\$1.74	1.36%
RR34	188	106.2	\$15,258	\$133	1.8	\$81.16	\$143.71	\$0.71	\$1.25	0.87%
RR36	44	48.1	\$5,319	\$31	0.9	\$120.88	\$110.65	\$0.71	\$0.65	0.59%
RR50	278	157.9	\$20,415	\$197	1.8	\$73.44	\$129.29	\$0.71	\$1.25	0.96%
Program:										
Commuter Service	755	165.1	\$35,622	\$6,547	4.6	\$47.18	\$215.83	\$8.67	\$39.67	18.38%
Demand Response	1,073	549.4	\$71,327	\$760	2.0	\$66.47	\$129.84	\$0.71	\$1.38	1.06%
Neighborhood Shuttles	12,871	1,939.7	\$289,609	\$32,475	6.6	\$22.50	\$149.31	\$2.52	\$16.74	11.21%
Mode:										
Bus (Motorbus)	12,871	1,939.7	\$289,609	\$32,475	6.6	\$22.50	\$149.31	\$2.52	\$16.74	11.21%
Commuter Bus	755	165.1	\$35,622	\$6,547	4.6	\$47.18	\$215.83	\$8.67	\$39.67	18.38%
Demand Response	1,073	549.4	\$71,327	\$760	2.0	\$66.47	\$129.84	\$0.71	\$1.38	1.06%
System Total:	14,699	2,654.1	\$396,558	\$39,782	5.5	\$26.98	\$149.41	\$2.71	\$14.99	10.03%



Monthly Ridership Report

November, FY 2023

Total (All Day Types)

Service	Passengers		Passengers Per Revenue Hour		Farebox Recovery Ratio	
	Prior Year	Current Year	Prior Year	Current Year	Prior Year	Current Year
Route Subtotals						
1	4,902	6,375	6.2	8.2	7.95%	9.76%
12	364	528	2.3	4.4	14.33%	30.14%
15	179	234	3.5	5.1	24.53%	8.63%
1X	146	73	7.2	2.7	2.64%	1.61%
21	664	555	3.1	2.7	3.51%	2.80%
3A	924	1,263	4.4	5.6	4.14%	3.58%
3B	944	1,119	5.0	4.9	5.26%	5.11%
7A	986	1,417	4.8	6.1	3.08%	6.79%
7B	992	1,166	4.8	5.1	4.81%	5.67%
RR30	357	334	2.4	2.2	2.05%	1.44%
RR31	114	194	1.5	2.2	1.28%	1.34%
RR34	222	194	2.2	2.0	1.69%	1.13%
RR36	19	40	0.5	0.9	0.46%	0.65%
RR50	359	281	2.2	1.8	1.93%	1.17%
Program Subtotals						
Commuter Service	543	762	2.6	4.6	17.06%	23.68%
Demand Response	1,071	1,043	2.0	1.9	1.72%	1.23%
Neighborhood Shuttles	9,558	11,968	5.2	6.2	5.78%	6.79%
System Total	11,172	13,773	4.3	5.2	6.06%	7.05%



FY 2023 -- Monthly Performance Statistics
Systemwide Summary
All Routes

Performance Statistics for November

Level Item	Passengers	Revenue Hours	Operating Costs	Passenger Revenue	Passengers Per Rev. Hour	Operating Cost Per Passenger	Operating Cost Per Rev. Hour	Passenger Revenue Per Passenger	Passenger Revenue Per Rev. Hour	Farebox Recovery Ratio
Reporting Route #:										
1	6,375	773.6	\$94,054	\$9,181	8.2	\$14.75	\$121.58	\$1.44	\$11.87	9.76%
1X	73	26.6	\$3,279	\$53	2.7	\$44.92	\$123.20	\$0.72	\$1.98	1.61%
3A	1,263	227.7	\$26,190	\$939	5.6	\$20.74	\$115.01	\$0.74	\$4.12	3.58%
3B	1,119	226.5	\$25,810	\$1,320	4.9	\$23.07	\$113.95	\$1.18	\$5.83	5.11%
7A	1,417	231.2	\$27,069	\$1,837	6.1	\$19.10	\$117.09	\$1.30	\$7.95	6.79%
7B	1,166	227.1	\$26,687	\$1,514	5.1	\$22.89	\$117.54	\$1.30	\$6.67	5.67%
12	528	119.8	\$17,690	\$5,332	4.4	\$33.50	\$147.64	\$10.10	\$44.50	30.14%
15	234	45.9	\$7,594	\$655	5.1	\$32.45	\$165.38	\$2.80	\$14.27	8.63%
21	555	209.0	\$26,450	\$741	2.7	\$47.66	\$126.53	\$1.34	\$3.55	2.80%
RR30	334	151.5	\$16,941	\$244	2.2	\$50.72	\$111.83	\$0.73	\$1.61	1.44%
RR31	194	89.1	\$10,564	\$141	2.2	\$54.46	\$118.63	\$0.73	\$1.59	1.34%
RR34	194	98.9	\$12,468	\$141	2.0	\$64.27	\$126.09	\$0.73	\$1.43	1.13%
RR36	40	42.4	\$4,497	\$29	0.9	\$112.42	\$106.01	\$0.73	\$0.69	0.65%
RR50	281	159.2	\$17,577	\$205	1.8	\$62.55	\$110.43	\$0.73	\$1.29	1.17%
Program:										
Commuter Service	762	165.7	\$25,283	\$5,987	4.6	\$33.18	\$152.55	\$7.86	\$36.13	23.68%
Demand Response	1,043	541.0	\$62,047	\$760	1.9	\$59.49	\$114.69	\$0.73	\$1.41	1.23%
Neighborhood Shuttles	11,968	1,921.7	\$229,539	\$15,585	6.2	\$19.18	\$119.45	\$1.30	\$8.11	6.79%
Mode:										
Bus (Motorbus)	11,968	1,921.7	\$229,539	\$15,585	6.2	\$19.18	\$119.45	\$1.30	\$8.11	6.79%
Commuter Bus	762	165.7	\$25,283	\$5,987	4.6	\$33.18	\$152.55	\$7.86	\$36.13	23.68%
Demand Response	1,043	541.0	\$62,047	\$760	1.9	\$59.49	\$114.69	\$0.73	\$1.41	1.23%
System Total:	13,773	2,628.4	\$316,868	\$22,333	5.2	\$23.01	\$120.56	\$1.62	\$8.50	7.05%

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: January 26, 2023

RE: Financial Reports

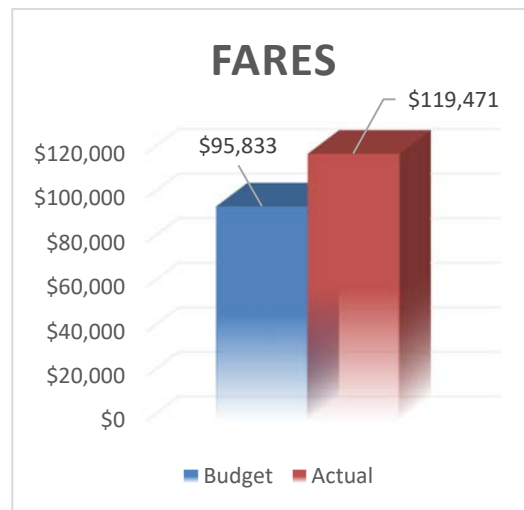
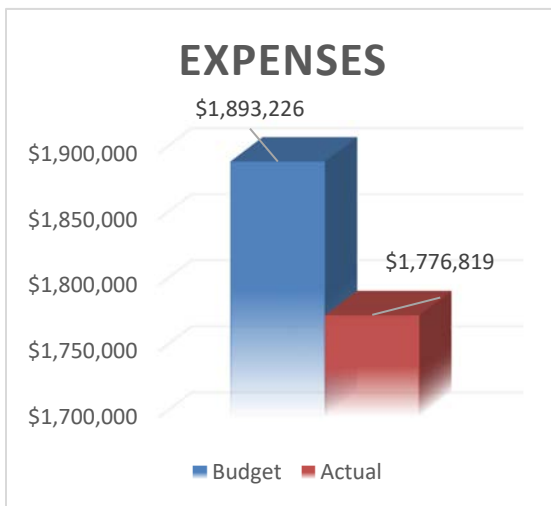
Basin Transit was awarded \$405,096 in American Rescue Plan Act (ARPA), also known as the Covid-19 Stimulus Package. These funds did not need to be programmed and are for operating assistance only.

At the conclusion of November, Basin Transit expenses were \$116,407 (6%) below budget.

Basin Transit's operating revenues were also ahead of budget.

CNG fuel sold was \$10,967 (69%) ahead of budget.

Passenger Fares were \$23,638 (25%) ahead of budget.



STAFF RECOMMENDATION: RECEIVE AND FILE

BASIN TRANSIT
Statement of Expenditures - Cash Basis
During Fiscal Year ending 06/31/23
For Period Ending 11/30/22

Line	Administrative Exp.	FY 22/23	NOVEMBER		Year to Date		Year to Date	%
		Budget	Budget	Actual	Budget	Actual		
1	Mgmt. Salaries	\$ 132,075.00	\$ 10,159.62	\$ 10,160.00	\$ 50,798.08	\$ 49,749.25	\$ 1,048.83	2%
2	Office Salaries	\$ 137,236.00	\$ 10,556.62	\$ 9,602.77	\$ 52,783.08	\$ 44,696.87	\$ 8,086.21	15%
3	Board Members	\$ 6,300.00	\$ 525.00	\$ 500.00	\$ 2,625.00	\$ 1,800.00	\$ 825.00	31%
4	Payroll Taxes	\$ 7,888.00	\$ 606.77	\$ 463.16	\$ 3,033.85	\$ 2,331.03	\$ 702.82	23%
5	Health & Welfare	\$ 60,441.00	\$ 5,036.75	\$ 3,726.90	\$ 25,183.75	\$ 27,400.00	\$ (2,216.25)	-9%
6	Retirement:PERS	\$ 42,579.00	\$ 3,275.31	\$ 3,324.27	\$ 16,376.54	\$ 19,639.37	\$ (3,262.83)	-20%
7	Mileage	\$ 5,000.00	\$ 416.67	\$ 378.75	\$ 2,083.33	\$ 1,832.27	\$ 251.06	12%
8	Outside Services	\$ 37,425.00	\$ 3,118.75	\$ 1,295.17	\$ 15,593.75	\$ 8,216.44	\$ 7,377.31	47%
9	Prof. Fees	\$ 64,676.00	\$ 5,389.67	\$ 1,587.80	\$ 26,948.33	\$ 14,183.40	\$ 12,764.93	47%
10	Leases/Rents	\$ 1,428.00	\$ 119.00	\$ -	\$ 595.00	\$ -	\$ 595.00	100%
11	Utilities	\$ 120,840.00	\$ 10,070.00	\$ 10,021.54	\$ 50,350.00	\$ 64,360.00	\$ (14,010.00)	-28%
12	Marketing/Promotions	\$ 40,493.00	\$ 3,374.42	\$ 2,351.84	\$ 16,872.08	\$ 17,365.55	\$ (493.47)	-3%
13	Office Supplies	\$ 16,882.00	\$ 1,406.83	\$ 340.93	\$ 7,034.17	\$ 4,219.84	\$ 2,814.33	40%
14	Postage	\$ 2,400.00	\$ 200.00	\$ 117.99	\$ 1,000.00	\$ 689.04	\$ 310.96	31%
15	Printing/Reproduction	\$ 36,214.00	\$ 3,017.83	\$ 167.86	\$ 15,089.17	\$ 1,627.37	\$ 13,461.80	89%
16	Training/Meetings	\$ 14,831.00	\$ 1,235.92	\$ 1,597.23	\$ 6,179.58	\$ 9,069.52	\$ (2,889.94)	-47%
17	Total Administrative	\$ 726,708.00	\$ 58,509.14	\$ 45,636.21	\$ 292,545.71	\$ 267,179.95	\$ 25,365.76	9%
Maintenance Expense								
18	Mechanic Salaries	\$ 178,684.00	\$ 13,744.92	\$ 12,689.24	\$ 68,724.62	\$ 64,284.76	\$ 4,439.86	6%
19	Misc. Work/Salaries	\$ 97,521.00	\$ 7,501.62	\$ 6,952.39	\$ 37,508.08	\$ 32,303.96	\$ 5,204.12	14%
20	Payroll Taxes	\$ 4,211.00	\$ 323.92	\$ 292.14	\$ 1,619.62	\$ 1,569.55	\$ 50.07	3%
21	Health & Welfare	\$ 29,364.00	\$ 2,447.00	\$ 1,472.73	\$ 12,235.00	\$ 7,690.49	\$ 4,544.51	37%
22	Retirement:PERS	\$ 20,964.00	\$ 1,612.62	\$ 880.22	\$ 8,063.08	\$ 5,753.50	\$ 2,309.58	29%
23	Uniforms	\$ 2,500.00	\$ 208.33	\$ 207.79	\$ 1,041.67	\$ 1,610.03	\$ (568.36)	-55%
24	Outside Services	\$ 34,431.00	\$ 2,869.25	\$ 724.00	\$ 14,346.25	\$ 22,110.13	\$ (7,763.88)	-54%
25	Parts	\$ 41,329.00	\$ 3,444.08	\$ 1,485.42	\$ 17,220.42	\$ 27,962.47	\$ (10,742.05)	-62%
26	Fluids	\$ 15,259.00	\$ 1,271.58	\$ 2,015.65	\$ 6,357.92	\$ 8,108.65	\$ (1,750.73)	-28%
27	Tires	\$ 55,000.00	\$ 4,583.33	\$ 735.29	\$ 22,916.67	\$ 27,486.56	\$ (4,569.89)	-20%
28	Accident Repair	\$ 26,369.00	\$ 2,197.42	\$ -	\$ 10,987.08	\$ (26,542.49)	\$ 37,529.57	342%
29	Tools	\$ 1,500.00	\$ 125.00	\$ 45.21	\$ 625.00	\$ 260.39	\$ 364.61	58%
30	Consulting	\$ 1,606.00	\$ 133.83	\$ -	\$ 669.17	\$ -	\$ 669.17	100%
31	Shop Supplies	\$ 2,000.00	\$ 166.67	\$ 143.37	\$ 833.33	\$ 1,780.22	\$ (946.89)	-114%
32	Facility Supplies	\$ 7,527.00	\$ 627.25	\$ 246.20	\$ 3,136.25	\$ 1,959.56	\$ 1,176.69	38%
33	Training/Meetings	\$ 6,174.00	\$ 514.50	\$ -	\$ 2,572.50	\$ 30.30	\$ 2,542.20	99%
34	Shelter Maintenance	\$ 2,784.00	\$ 232.00	\$ -	\$ 1,160.00	\$ -	\$ 1,160.00	100%
35	CNG Stations Maint.	\$ 115,874.00	\$ 9,656.17	\$ 2,140.50	\$ 48,280.83	\$ 38,501.22	\$ 9,779.61	20%
36	Total Maintenance	\$ 643,097.00	\$ 51,659.49	\$ 30,030.15	\$ 258,297.47	\$ 214,869.30	\$ 43,428.17	17%
Operations Expense								
37	Mgmt/Supv Salaries	\$ 160,993.00	\$ 12,384.08	\$ 12,429.84	\$ 61,920.38	\$ 59,168.72	\$ 2,751.66	4%
38	Operator Wages	\$ 1,073,545.00	\$ 82,580.38	\$ 82,395.92	\$ 412,901.92	\$ 411,692.08	\$ 1,209.84	0%
39	Dispatch Wages	\$ 213,418.00	\$ 16,416.77	\$ 17,431.41	\$ 82,083.85	\$ 84,027.94	\$ (1,944.09)	-2%
40	Payroll Taxes	\$ 34,751.00	\$ 2,673.15	\$ 1,853.98	\$ 13,365.77	\$ 8,736.22	\$ 4,629.55	35%
41	Health & Welfare	\$ 445,125.00	\$ 37,093.75	\$ 15,222.51	\$ 185,468.75	\$ 86,180.87	\$ 99,287.88	54%
42	Retirement:PERS	\$ 343,469.00	\$ 26,420.69	\$ 8,565.65	\$ 132,103.46	\$ 150,633.32	\$ (18,529.86)	-14%
43	Safety Incentive Program	\$ 8,800.00	\$ 733.33	\$ 4,200.00	\$ 3,666.67	\$ 8,300.00	\$ (4,633.33)	-126%
44	Workers'Comp	\$ 350,000.00	\$ 29,166.67	\$ 21,625.00	\$ 145,833.33	\$ 108,128.00	\$ 37,705.33	26%
45	Other Employee Exp.	\$ 21,567.00	\$ 1,797.25	\$ 1,370.66	\$ 8,986.25	\$ 13,158.88	\$ (4,172.63)	-46%
46	Mileage	\$ 1,850.00	\$ 154.17	\$ 12.64	\$ 770.83	\$ 197.50	\$ 573.33	74%
47	Uniforms	\$ 16,152.00	\$ 1,346.00	\$ 159.03	\$ 6,730.00	\$ 1,079.92	\$ 5,650.08	84%
48	Outside Services	\$ 16,635.00	\$ 1,386.25	\$ 8,536.64	\$ 6,931.25	\$ 10,043.74	\$ (3,112.49)	-45%
49	Tel/Cell/Internet/Fax	\$ 32,638.00	\$ 2,719.83	\$ 1,958.56	\$ 13,599.17	\$ 13,915.39	\$ (316.22)	-2%
50	Radio Expense	\$ 11,869.00	\$ 989.08	\$ -	\$ 4,945.42	\$ 641.28	\$ 4,304.14	87%
51	Fuel	\$ 192,506.00	\$ 16,042.17	\$ 23,411.51	\$ 80,210.83	\$ 128,730.94	\$ (48,520.11)	-60%
52	Trainings/Meetings	\$ 4,400.00	\$ 366.67	\$ 307.96	\$ 1,833.33	\$ 1,674.45	\$ 158.88	9%
53	Insurance	\$ 389,447.00	\$ 32,453.92	\$ 5,212.50	\$ 162,269.58	\$ 188,799.35	\$ (26,529.77)	-16%
54	Deferred Comp Match	\$ 48,780.00	\$ 3,752.31	\$ 3,829.24	\$ 18,761.54	\$ 19,660.81	\$ (899.27)	-5%
55	Total Operations	\$ 3,365,945.00	\$ 268,476.47	\$ 208,523.05	\$ 1,342,382.34	\$ 1,294,769.41	\$ 47,612.93	4%
56	Grand Total of Op Exp	\$ 4,735,750.00	\$ 378,645.10	\$ 284,189.41	\$ 1,893,225.51	\$ 1,776,818.66	\$ 116,406.85	6%

BASIN TRANSIT
Statement of Income
11/30/22

Other Revenue			NOVEMBER		YTD Bdgt	YTD Actual		
1	Interest	\$ 752.00	\$ 62.67	\$ 5.51	\$ 313.33	\$ 6,854.04	\$ 6,540.71	2087%
2	Other Revenue	\$ 2,400.00	\$ 200.00	\$ 200.00	\$ 1,000.00	\$ 2,497.44	\$ 1,497.44	150%
3	CNG Fuel	\$ 38,127.00	\$ 3,177.25	\$ 8,608.59	\$ 15,886.25	\$ 26,853.49	\$ 10,967.24	69%
4	Renewable Gas Credits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
5	Gain on Sale of Assets	\$ -	\$ -	\$ -	\$ -	\$ 4,625.00	\$ 4,625.00	0%
6	Total Other Revenue	\$ 41,279.00	\$ 3,439.92	\$ 8,814.10	\$ 17,199.58	\$ 40,829.97	\$ 23,630.39	137%

Passenger Fares			NOVEMBER		YTD Bdgt	YTD Actual		
7	Fixed Route	\$ 147,200.00	\$ 12,266.67	\$ 12,267.22	\$ 61,333.33	\$ 60,864.63	\$ (468.70)	-1%
8	Ready Ride	\$ 46,000.00	\$ 3,833.33	\$ 760.40	\$ 19,166.67	\$ 3,703.45	\$ (15,463.22)	-81%
9	Palm Spr./Palm Des.	\$ 20,700.00	\$ 1,725.00	\$ 5,987.40	\$ 8,625.00	\$ 26,074.50	\$ 17,449.50	202%
10	Office Passes	\$ 16,100.00	\$ 1,341.67	\$ 3,318.00	\$ 6,708.33	\$ 28,828.50	\$ 22,120.17	330%
11	Total Fare Revenue	\$ 230,000.00	\$ 19,166.67	\$ 22,333.02	\$ 95,833.33	\$ 119,471.08	\$ 23,637.75	25%

Current Support Funding - Operations				Received	Prior FY	Received	Balance Due
12	Local Transit Funds	\$ 3,688,070.00				\$ 1,845,605.20	\$ 1,842,464.80
13	Section 5311 Operating Asst	\$ 579,901.00					\$ 579,901.00
14	Measure I	\$ 156,500.00		\$ 13,194.69		\$ 69,206.78	\$ 87,293.22
15	AB 2766	\$ 40,000.00				\$ 40,000.00	\$ -
16	Total Sup. Fund.Ops	\$4,464,471.00		\$ 13,194.69		\$ 1,954,811.98	\$ 2,509,659.02
17	Total Operating Revenues	\$ 4,735,750.00		\$ 44,341.81		\$ 2,115,113.03	\$ 2,556,927.15

Prior Year Support Funding - Operations			Grant Amt		Received	Prior FY	Received	Balance Due
18	Section 5311 Operating Asst FY21	\$ 437,331.00						\$ 437,331.00
19	Section 5311 Operating Asst FY22	\$ 568,530.00						\$ 568,530.00
20	Total Prior Year Operating Revenues	\$ 1,005,861.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,005,861.00

Current Year Capital Funding - Capital			Grant Amt		Received	Prior FY	Received	Balance Due
21	Operations Support Equip	STA FY23	\$ 40,000.00				\$ 712.43	\$ 39,287.57
22	Engine Overhauls	STA FY23	\$ 25,000.00					\$ 25,000.00
23	Vehicle Replacements	LTF FY23	\$ 1,079,970.00					\$ 1,079,970.00
24	CNG Compressor	LTF FY23	\$ 650,000.00					\$ 650,000.00
25	Facilities	STA/LTF	\$ 150,000.00					\$ 150,000.00
26	MBTA Branding	LTF FY23	\$ 500,000.00					\$ 500,000.00
27	Zero Emission Projects	LTF/LCTOP	\$ 287,137.00				\$ 24,060.00	\$ 263,077.00
28	Bus Stop Improvements	STA/SGR/LTF/LCTOP	\$ 357,252.00				\$ 179,075.00	\$ 178,177.00
29	Total Current Capital Funding		\$ 3,089,359.00		\$ -	\$ -	\$ 203,847.43	\$ 2,885,511.57

Prior Year Capital Funding - Capital			Grant Amt		Received	Prior FY	Received	Balance Due
30	29Palms CNG Station	LTF FY18	\$ 130,000.00					\$ 130,000.00
31	Add'l Bus Stop Improv	STA FY15 Realloc	\$ 3,467.47				\$ 3,467.65	\$ (0.18)
32	AVL/GPS Equipment	STA FY17	\$ 6,000.00					\$ 6,000.00
33	AVL/GPS Equipment	STA FY19	\$ 85,000.00					\$ 85,000.00
34	Bus Stop Improvements	SGR FY21 / LCTOP	\$ 6,832.98					\$ 6,832.98
35	Bus Stop Improvements	STA FY19	\$ 70,000.00				\$ 16,473.85	\$ 53,526.15
36	Bus Wash System	STA FY20	\$ 67,950.00					\$ 67,950.00
37	Bus Wash System	STA FY21	\$ 7,500.00					\$ 7,500.00
38	Class H Replacement Vehicles	CMAQ	\$ 1,214,400.00					\$ 1,214,400.00
39	Cost Allocation Study	STA FY19	\$ 2,519.00					\$ 2,519.00
40	Enclosed Bike Racks	ART 3	\$ 29,380.00					\$ 29,380.00
41	Engine Overhauls	LTF FY18	\$ 56,250.00					\$ 56,250.00
42	Engine Overhauls	STA FY19	\$ 12,254.93					\$ 12,254.93
43	Engine Overhauls	STA FY20	\$ 25,000.00					\$ 25,000.00
44	Engine Overhauls	SGR FY22	\$ 6,478.59					\$ 6,478.59
45	Facility Facelift Repairs	SGR FY22	\$ 7,304.10				\$ 7,304.00	\$ 0.10
46	Fare Media Structure	STA FY21	\$ 50,000.00					\$ 50,000.00
47	JT Facility Upgrade	STA/LTF FY16	\$ 3,615.00				\$ 2,349.63	\$ 1,265.37
48	Landscape & Lighting	STA FY11 Realloc.	\$ 1,223.00				\$ 1,223.00	\$ -
49	Operations Support Equip	STA FY22	\$ 16,785.05				\$ 16,785.05	\$ -
50	REI Equipment	LTF FY15 Realloc	\$ 760.00					\$ 760.00
51	Shop Equipment	SGR FY22	\$ 3,135.77				\$ 3,136.00	\$ (0.23)
52	Shop Vehicle Replacement	SGR FY22	\$ 4,298.93				\$ 10,347.00	\$ (6,048.07)
53	Short Range Transit Plan	STA FY19	\$ 19,229.80					\$ 19,229.80
54	Twentynine Palms Land	LTF FY18	\$ 83,293.05					\$ 83,293.05
55	Vehicle Replacements	STA FY22 / CMAQ	\$ 287,076.00					\$ 287,076.00
56	Vehicles: 1 Class E	STA FY19	\$ 65,982.05					\$ 65,982.05
57	Vehicles: 5 Replacements	CMAQ / STA	\$ 375,909.68					\$ 375,909.68
58	Video Surveillance	LTF FY18	\$ 20,000.00					\$ 20,000.00
59	Total Prior Capital Funding		\$2,661,645.40		\$0.00	\$0.00	\$61,086.18	\$2,600,559.22

FY 22/23 Procurement Budget		Grant Amt	Sent	Received	Sent	Received	Balance Due
60	Procurement Bid Income	\$ 225,000.00		\$ 4,489.41		\$ 77,056.71	\$ 147,943.29
61	Procurement Bid Expenses	\$ (145,665.00)	\$ 13,123.10		\$ 87,912.52		\$ (57,752.48)
62	TAG Program	\$ (50,000.00)			\$ 83,992.50		\$ 33,992.50
63	FY 19/20 29 Palms Land	\$ (265,000.00)					\$ (265,000.00)
64	Total Procurement Budget		\$ 13,123.10	\$ 4,489.41	\$ 171,905.02	\$ 77,056.71	\$ (94,848.31)

FY 22/23 TREP Budget		Grant Amt	Sent	Received	Sent	Received	Balance Due
65	5310 TREP Revenue	\$ 114,526.00		\$ -		\$ 35,596.27	\$ 78,929.73
66	Program Administrator	\$ (1,553.00)	\$ -		\$ 423.31		\$ (1,129.69)
67	Client Relations Clerk	\$ (43,672.00)	\$ 3,359.40		\$ 18,537.78		\$ (25,134.22)
68	Mileage Reimbursements	\$ (69,300.00)	\$ 3,547.10		\$ 14,572.07		\$ (54,727.93)
69	Total TREP Funding	\$ 1.00	\$ 6,906.50	\$ -	\$ 33,533.16	\$ 35,596.27	\$ 80,992.84

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Expenditures
During Fiscal Year ending 6/30/23
For Period ending 11/30/22

Line		FY 22/23	MONTH	NOVEMBER	Year to Date		Year to Date	
		Budget	Budget	Actual	Budget	Actual	Variance	%
	Administrative Exp.							
1	Legal Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
2	Insurance	\$ 3,000.00	\$ 250.00	\$ 250.00	\$ 1,250.00	\$ 1,500.00	\$ 250.00	20%
3	Taxicab Administrator	\$ 2,500.00	\$ 208.33	\$ 68.32	\$ 1,041.67	\$ 531.23	\$ (510.44)	-49%
4	Office Clerk	\$ 2,500.00	\$ 208.33	\$ 37.31	\$ 1,041.67	\$ 552.85	\$ (488.82)	-47%
5	Drug & Alcohol Testing	\$ 200.00	\$ 16.67	\$ -	\$ 83.33	\$ -	\$ (83.33)	-100%
6	Background Checks	\$ 200.00	\$ 16.67	\$ -	\$ 83.33	\$ -	\$ (83.33)	-100%
7	Printing/Office/Meters	\$ 400.00	\$ 33.33	\$ 31.00	\$ 166.67	\$ 180.00	\$ 13.33	8%
8	Rent & Utilities	\$ 2,400.00	\$ 200.00	\$ 200.00	\$ 1,000.00	\$ 1,200.00	\$ 200.00	20%
9	Total Administrative Exp.	\$ 11,200.00	\$ 933.33	\$ 586.63	\$ 4,666.67	\$ 3,964.08	\$ (702.59)	-15%

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Income

Line		FY 22/23	MONTH	NOVEMBER	Year to Date		Variance	%
		Budget	Budget	Actual	Budget	Actual		
	REVENUE							
10	Driver Permit Fees	\$ 500.00	\$ 41.67	\$ 200.00	\$ 208.33	\$ 200.00	\$ (8.33)	-4%
12	Vehicles Permit Fees	\$ 4,800.00	\$ 400.00	\$ 300.00	\$ 2,000.00	\$ 1,800.00	\$ (200.00)	-10%
13	Driver Renewal Fees	\$ 420.00	\$ 35.00	\$ -	\$ 175.00	\$ -	\$ (175.00)	-100%
14	Transfer Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
15	Fines	\$ 100.00	\$ 8.33	\$ -	\$ 41.67	\$ -	\$ (41.67)	-100%
16	TOTAL REVENUE	\$ 5,820.00	\$ 485.00	\$ 500.00	\$ 2,425.00	\$ 2,000.00	\$ (425.00)	-18%

\$ (1,964.08)

BASIN TRANSIT
Statement of Expenditures - Cash Basis
During Fiscal Year ending 06/31/23
For Period Ending 10/31/22

Line	Administrative Exp.	FY 22/23	OCTOBER		Year to Date		Year to Date	%
		Budget	Budget	Actual	Budget	Actual		
1	Mgmt. Salaries	\$ 132,075.00	\$ 10,159.62	\$ 10,160.00	\$ 40,638.46	\$ 39,589.25	\$ 1,049.21	3%
2	Office Salaries	\$ 137,236.00	\$ 10,556.62	\$ 9,314.40	\$ 42,226.46	\$ 35,094.10	\$ 7,132.36	17%
3	Board Members	\$ 6,300.00	\$ 525.00	\$ -	\$ 2,100.00	\$ 1,300.00	\$ 800.00	38%
4	Payroll Taxes	\$ 7,888.00	\$ 606.77	\$ 452.19	\$ 2,427.08	\$ 1,867.87	\$ 559.21	23%
5	Health & Welfare	\$ 60,441.00	\$ 5,036.75	\$ 5,792.34	\$ 20,147.00	\$ 23,673.15	\$ (3,526.15)	-18%
6	Retirement:PERS	\$ 42,579.00	\$ 3,275.31	\$ 3,394.81	\$ 13,101.23	\$ 16,315.10	\$ (3,213.87)	-25%
7	Mileage	\$ 5,000.00	\$ 416.67	\$ 65.63	\$ 1,666.67	\$ 1,453.52	\$ 213.15	13%
8	Outside Services	\$ 37,425.00	\$ 3,118.75	\$ 1,944.47	\$ 12,475.00	\$ 6,921.27	\$ 5,553.73	45%
9	Prof. Fees	\$ 64,676.00	\$ 5,389.67	\$ 3,150.00	\$ 21,558.67	\$ 12,595.60	\$ 8,963.07	42%
10	Leases/Rents	\$ 1,428.00	\$ 119.00	\$ -	\$ 476.00	\$ -	\$ 476.00	100%
11	Utilities	\$ 120,840.00	\$ 10,070.00	\$ 15,344.51	\$ 40,280.00	\$ 54,338.46	\$ (14,058.46)	-35%
12	Marketing/Promotions	\$ 40,493.00	\$ 3,374.42	\$ 3,636.09	\$ 13,497.67	\$ 15,013.71	\$ (1,516.04)	-11%
13	Office Supplies	\$ 16,882.00	\$ 1,406.83	\$ 1,725.89	\$ 5,627.33	\$ 3,878.91	\$ 1,748.42	31%
14	Postage	\$ 2,400.00	\$ 200.00	\$ 143.15	\$ 800.00	\$ 571.05	\$ 228.95	29%
15	Printing/Reproduction	\$ 36,214.00	\$ 3,017.83	\$ 312.96	\$ 12,071.33	\$ 1,459.51	\$ 10,611.82	88%
16	Training/Meetings	\$ 14,831.00	\$ 1,235.92	\$ 3,126.40	\$ 4,943.67	\$ 7,472.29	\$ (2,528.62)	-51%
17	Total Administrative	\$ 726,708.00	\$ 58,509.14	\$ 58,562.84	\$ 234,036.56	\$ 221,543.79	\$ 12,492.77	5%
Maintenance Expense								
18	Mechanic Salaries	\$ 178,684.00	\$ 13,744.92	\$ 12,877.36	\$ 54,979.69	\$ 51,595.52	\$ 3,384.17	6%
19	Misc. Work/Salaries	\$ 97,521.00	\$ 7,501.62	\$ 7,199.76	\$ 30,006.46	\$ 25,351.57	\$ 4,654.89	16%
20	Payroll Taxes	\$ 4,211.00	\$ 323.92	\$ 337.34	\$ 1,295.69	\$ 1,277.41	\$ 18.28	1%
21	Health & Welfare	\$ 29,364.00	\$ 2,447.00	\$ 1,541.73	\$ 9,788.00	\$ 6,217.76	\$ 3,570.24	36%
22	Retirement:PERS	\$ 20,964.00	\$ 1,612.62	\$ 860.65	\$ 6,450.46	\$ 4,873.28	\$ 1,577.18	24%
23	Uniforms	\$ 2,500.00	\$ 208.33	\$ 470.45	\$ 833.33	\$ 1,402.24	\$ (568.91)	-68%
24	Outside Services	\$ 34,431.00	\$ 2,869.25	\$ 5,865.79	\$ 11,477.00	\$ 21,386.13	\$ (9,909.13)	-86%
25	Parts	\$ 41,329.00	\$ 3,444.08	\$ 7,937.63	\$ 13,776.33	\$ 26,477.05	\$ (12,700.72)	-92%
26	Fluids	\$ 15,259.00	\$ 1,271.58	\$ 1,959.11	\$ 5,086.33	\$ 6,093.00	\$ (1,006.67)	-20%
27	Tires	\$ 55,000.00	\$ 4,583.33	\$ 5,999.73	\$ 18,333.33	\$ 26,751.27	\$ (8,417.94)	-46%
28	Accident Repair	\$ 26,369.00	\$ 2,197.42	\$ (26,542.49)	\$ 8,789.67	\$ (26,542.49)	\$ 35,332.16	402%
29	Tools	\$ 1,500.00	\$ 125.00	\$ -	\$ 500.00	\$ 215.18	\$ 284.82	57%
30	Consulting	\$ 1,606.00	\$ 133.83	\$ -	\$ 535.33	\$ -	\$ 535.33	100%
31	Shop Supplies	\$ 2,000.00	\$ 166.67	\$ 260.45	\$ 666.67	\$ 1,636.85	\$ (970.18)	-146%
32	Facility Supplies	\$ 7,527.00	\$ 627.25	\$ 561.50	\$ 2,509.00	\$ 1,713.36	\$ 795.64	32%
33	Training/Meetings	\$ 6,174.00	\$ 514.50	\$ -	\$ 2,058.00	\$ 30.30	\$ 2,027.70	99%
34	Shelter Maintenance	\$ 2,784.00	\$ 232.00	\$ -	\$ 928.00	\$ -	\$ 928.00	100%
35	CNG Stations Maint.	\$ 115,874.00	\$ 9,656.17	\$ 11,898.07	\$ 38,624.67	\$ 36,360.72	\$ 2,263.95	6%
36	Total Maintenance	\$ 643,097.00	\$ 51,659.49	\$ 31,227.08	\$ 206,637.97	\$ 184,839.15	\$ 21,798.82	11%
Operations Expense								
37	Mgmt/Supv Salaries	\$ 160,993.00	\$ 12,384.08	\$ 11,865.71	\$ 49,536.31	\$ 46,738.88	\$ 2,797.43	6%
38	Operator Wages	\$ 1,073,545.00	\$ 82,580.38	\$ 83,168.67	\$ 330,321.54	\$ 330,158.32	\$ 163.22	0%
39	Dispatch Wages	\$ 213,418.00	\$ 16,416.77	\$ 17,393.28	\$ 65,667.08	\$ 66,596.53	\$ (929.45)	-1%
40	Payroll Taxes	\$ 34,751.00	\$ 2,673.15	\$ 1,815.38	\$ 10,692.62	\$ 6,882.24	\$ 3,810.38	36%
41	Health & Welfare	\$ 445,125.00	\$ 37,093.75	\$ 16,777.97	\$ 148,375.00	\$ 70,958.36	\$ 77,416.64	52%
42	Retirement:PERS	\$ 343,469.00	\$ 26,420.69	\$ 8,240.41	\$ 105,682.77	\$ 142,067.67	\$ (36,384.90)	-34%
43	Safety Incentive Program	\$ 8,800.00	\$ 733.33	\$ -	\$ 2,933.33	\$ 4,100.00	\$ (1,166.67)	-40%
44	Workers'Comp	\$ 350,000.00	\$ 29,166.67	\$ 21,625.00	\$ 116,666.67	\$ 86,503.00	\$ 30,163.67	26%
45	Other Employee Exp.	\$ 21,567.00	\$ 1,797.25	\$ 2,335.72	\$ 7,189.00	\$ 11,788.22	\$ (4,599.22)	-64%
46	Mileage	\$ 1,850.00	\$ 154.17	\$ -	\$ 616.67	\$ 184.86	\$ 431.81	70%
47	Uniforms	\$ 16,152.00	\$ 1,346.00	\$ 620.69	\$ 5,384.00	\$ 920.89	\$ 4,463.11	83%
48	Outside Services	\$ 16,635.00	\$ 1,386.25	\$ 361.97	\$ 5,545.00	\$ 1,507.10	\$ 4,037.90	73%
49	Tel/Cell/Internet/Fax	\$ 32,638.00	\$ 2,719.83	\$ 4,520.54	\$ 10,879.33	\$ 11,956.83	\$ (1,077.50)	-10%
50	Radio Expense	\$ 11,869.00	\$ 989.08	\$ -	\$ 3,956.33	\$ 641.28	\$ 3,315.05	84%
51	Fuel	\$ 192,506.00	\$ 16,042.17	\$ 30,534.24	\$ 64,168.67	\$ 105,319.43	\$ (41,150.76)	-64%
52	Trainings/Meetings	\$ 4,400.00	\$ 366.67	\$ (324.29)	\$ 1,466.67	\$ 1,366.49	\$ 100.18	7%
53	Insurance	\$ 389,447.00	\$ 32,453.92	\$ 79,354.98	\$ 129,815.67	\$ 183,586.85	\$ (53,771.18)	-41%
54	Deferred Comp Match	\$ 48,780.00	\$ 3,752.31	\$ 4,279.23	\$ 15,009.23	\$ 15,831.57	\$ (822.34)	-5%
55	Total Operations	\$ 3,365,945.00	\$ 268,476.47	\$ 282,569.50	\$ 1,073,905.87	\$ 1,087,108.52	\$ (13,202.65)	-1%
56	Grand Total of Op Exp	\$ 4,735,750.00	\$ 378,645.10	\$ 372,359.42	\$ 1,514,580.41	\$ 1,493,491.46	\$ 21,088.95	1%

BASIN TRANSIT
Statement of Income
10/31/22

Other Revenue			OCTOBER		YTD Bdgt	YTD Actual		
1	Interest	\$ 752.00	\$ 62.67	\$ 4,412.73	\$ 250.67	\$ 6,848.53	\$ 6,597.86	2632%
2	Other Revenue	\$ 2,400.00	\$ 200.00	\$ 200.00	\$ 800.00	\$ 2,297.44	\$ 1,497.44	187%
3	CNG Fuel	\$ 38,127.00	\$ 3,177.25	\$ 3,935.21	\$ 12,709.00	\$ 18,244.90	\$ 5,535.90	44%
4	Renewable Gas Credits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
5	Gain on Sale of Assets	\$ -	\$ -	\$ -	\$ -	\$ 4,625.00	\$ 4,625.00	0%
6	Total Other Revenue	\$ 41,279.00	\$ 3,439.92	\$ 8,547.94	\$ 13,759.67	\$ 32,015.87	\$ 18,256.20	133%

Passenger Fares			OCTOBER		YTD Bdgt	YTD Actual		
7	Fixed Route	\$ 147,200.00	\$ 12,266.67	\$ 14,206.58	\$ 49,066.67	\$ 48,662.16	\$ (404.51)	-1%
8	Ready Ride	\$ 46,000.00	\$ 3,833.33	\$ 759.55	\$ 15,333.33	\$ 3,049.05	\$ (12,284.28)	-80%
9	Palm Spr./Palm Des.	\$ 20,700.00	\$ 1,725.00	\$ 6,547.17	\$ 6,900.00	\$ 20,863.87	\$ 13,963.87	202%
10	Office Passes	\$ 16,100.00	\$ 1,341.67	\$ 18,268.50	\$ 5,366.67	\$ 25,510.50	\$ 20,143.83	375%
11	Total Fare Revenue	\$ 230,000.00	\$ 19,166.67	\$ 39,781.80	\$ 76,666.67	\$ 98,085.58	\$ 21,418.91	28%

Current Support Funding - Operations				Received	Prior FY	Received	Balance Due
12	Local Transit Funds	\$ 3,688,070.00		\$ 922,017.50		\$ 1,845,605.20	\$ 1,842,464.80
13	Section 5311 Operating Asst	\$ 579,901.00					\$ 579,901.00
14	Measure I	\$ 156,500.00		\$ 12,032.67		\$ 56,012.09	\$ 100,487.91
15	AB 2766	\$ 40,000.00		\$ 40,000.00		\$ 40,000.00	\$ -
16	Total Sup. Fund.Ops	\$4,464,471.00		\$ 974,050.17		\$ 1,941,617.29	\$ 2,522,853.71
17	Total Operating Revenues	\$ 4,735,750.00		\$ 1,022,379.91		\$ 2,071,718.74	\$ 2,562,528.83

Prior Year Support Funding - Operations			Grant Amt		Received	Prior FY	Received	Balance Due
18	Section 5311 Operating Asst FY21	\$ 437,331.00						\$ 437,331.00
19	Section 5311 Operating Asst FY22	\$ 568,530.00						\$ 568,530.00
20	Total Prior Year Operating Revenues	\$ 1,005,861.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,005,861.00

Current Year Capital Funding - Capital			Grant Amt		Received	Prior FY	Received	Balance Due
21	Operations Support Equip	STA FY23	\$ 40,000.00				\$ 712.43	\$ 39,287.57
22	Engine Overhauls	STA FY23	\$ 25,000.00					\$ 25,000.00
23	Vehicle Replacements	LTF FY23	\$ 1,079,970.00					\$ 1,079,970.00
24	CNG Compressor	LTF FY23	\$ 650,000.00					\$ 650,000.00
25	Facilities	STA/LTF	\$ 150,000.00					\$ 150,000.00
26	MBTA Branding	LTF FY23	\$ 500,000.00					\$ 500,000.00
27	Zero Emission Projects	LTF/LCTOP	\$ 287,137.00				\$ 24,060.00	\$ 263,077.00
28	Bus Stop Improvements	STA/SGR/LTF/LCTOP	\$ 357,252.00				\$ 179,075.00	\$ 178,177.00
29	Total Current Capital Funding		\$ 3,089,359.00		\$ -	\$ -	\$ 203,847.43	\$ 2,885,511.57

Prior Year Capital Funding - Capital			Grant Amt		Received	Prior FY	Received	Balance Due
30	29Palms CNG Station	LTF FY18	\$ 130,000.00					\$ 130,000.00
31	Add'l Bus Stop Improv	STA FY15 Realloc	\$ 3,467.47				\$ 3,467.65	\$ (0.18)
32	AVL/GPS Equipment	STA FY17	\$ 6,000.00					\$ 6,000.00
33	AVL/GPS Equipment	STA FY19	\$ 85,000.00					\$ 85,000.00
34	Bus Stop Improvements	SGR FY21 / LCTOP	\$ 6,832.98					\$ 6,832.98
35	Bus Stop Improvements	STA FY19	\$ 70,000.00				\$ 16,473.85	\$ 53,526.15
36	Bus Wash System	STA FY20	\$ 67,950.00					\$ 67,950.00
37	Bus Wash System	STA FY21	\$ 7,500.00					\$ 7,500.00
38	Class H Replacement Vehicles	CMAQ	\$ 1,214,400.00					\$ 1,214,400.00
39	Cost Allocation Study	STA FY19	\$ 2,519.00					\$ 2,519.00
40	Enclosed Bike Racks	ART 3	\$ 29,380.00					\$ 29,380.00
41	Engine Overhauls	LTF FY18	\$ 56,250.00					\$ 56,250.00
42	Engine Overhauls	STA FY19	\$ 12,254.93					\$ 12,254.93
43	Engine Overhauls	STA FY20	\$ 25,000.00					\$ 25,000.00
44	Engine Overhauls	SGR FY22	\$ 6,478.59					\$ 6,478.59
45	Facility Facelift Repairs	SGR FY22	\$ 7,304.10		\$ 7,304.00		\$ 7,304.00	\$ 0.10
46	Fare Media Structure	STA FY21	\$ 50,000.00					\$ 50,000.00
47	JT Facility Upgrade	STA/LTF FY16	\$ 3,615.00				\$ 2,349.63	\$ 1,265.37
48	Landscape & Lighting	STA FY11 Realloc.	\$ 1,223.00				\$ 1,223.00	\$ -
49	Operations Support Equip	STA FY22	\$ 16,785.05				\$ 16,785.05	\$ -
50	REI Equipment	LTF FY15 Realloc	\$ 760.00					\$ 760.00
51	Shop Equipment	SGR FY22	\$ 3,135.77		\$ 3,136.00		\$ 3,136.00	\$ (0.23)
52	Shop Vehicle Replacement	SGR FY22	\$ 4,298.93		\$ 10,347.00		\$ 10,347.00	\$ (6,048.07)
53	Short Range Transit Plan	STA FY19	\$ 19,229.80					\$ 19,229.80
54	Twentynine Palms Land	LTF FY18	\$ 83,293.05					\$ 83,293.05
55	Vehicle Replacements	STA FY22 / CMAQ	\$ 287,076.00					\$ 287,076.00
56	Vehicles: 1 Class E	STA FY19	\$ 65,982.05					\$ 65,982.05
57	Vehicles: 5 Replacements	CMAQ / STA	\$ 375,909.68					\$ 375,909.68
58	Video Surveillance	LTF FY18	\$ 20,000.00					\$ 20,000.00
59	Total Prior Capital Funding		\$2,661,645.40		\$20,787.00	\$0.00	\$61,086.18	\$2,600,559.22

FY 22/23 Procurement Budget		Grant Amt	Sent	Received	Sent	Received	Balance Due
60	Procurement Bid Income	\$ 225,000.00		\$ 5,369.05		\$ 72,567.30	\$ 152,432.70
61	Procurement Bid Expenses	\$ (145,665.00)	\$ 33,953.00		\$ 74,789.42		\$ (70,875.58)
62	TAG Program	\$ (50,000.00)			\$ 83,992.50		\$ 33,992.50
63	FY 19/20 29 Palms Land	\$ (265,000.00)					\$ (265,000.00)
64	Total Procurement Budget		\$ 33,953.00	\$ 5,369.05	\$ 158,781.92	\$ 72,567.30	\$ (86,214.62)

FY 22/23 TREP Budget		Grant Amt	Sent	Received	Sent	Received	Balance Due
65	5310 TREP Revenue	\$ 114,526.00		\$ -		\$ 35,596.27	\$ 78,929.73
66	Program Administrator	\$ (1,553.00)	\$ 84.66		\$ 423.31		\$ (1,129.69)
67	Client Relations Clerk	\$ (43,672.00)	\$ 3,359.40		\$ 15,178.38		\$ (28,493.62)
68	Mileage Reimbursements	\$ (69,300.00)	\$ 2,907.45		\$ 11,024.97		\$ (58,275.03)
69	Total TREP Funding	\$ 1.00	\$ 6,351.51	\$ -	\$ 26,626.66	\$ 35,596.27	\$ 87,899.34

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION

Statement of Expenditures
During Fiscal Year ending 6/30/23
For Period ending 10/31/22

Line		FY 22/23	MONTH	OCTOBER	Year to Date		Year to Date	
		Budget	Budget	Actual	Budget	Actual	Variance	%
	Administrative Exp.							
1	Legal Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
2	Insurance	\$ 3,000.00	\$ 250.00	\$ 250.00	\$ 750.00	\$ 1,250.00	\$ 500.00	67%
3	Taxicab Administrator	\$ 2,500.00	\$ 208.33	\$ -	\$ 625.00	\$ 462.91	\$ (162.09)	-26%
4	Office Clerk	\$ 2,500.00	\$ 208.33	\$ 173.39	\$ 625.00	\$ 515.54	\$ (109.46)	-18%
5	Drug & Alcohol Testing	\$ 200.00	\$ 16.67	\$ -	\$ 50.00	\$ -	\$ (50.00)	-100%
6	Background Checks	\$ 200.00	\$ 16.67	\$ -	\$ 50.00	\$ -	\$ (50.00)	-100%
7	Printing/Office/Meters	\$ 400.00	\$ 33.33	\$ 31.00	\$ 100.00	\$ 149.00	\$ 49.00	49%
8	Rent & Utilities	\$ 2,400.00	\$ 200.00	\$ 200.00	\$ 600.00	\$ 1,000.00	\$ 400.00	67%
9	Total Administrative Exp.	\$ 11,200.00	\$ 933.33	\$ 654.39	\$ 2,800.00	\$ 3,377.45	\$ 577.45	21%

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Income

Line		FY 22/23	MONTH	OCTOBER	Year to Date		Variance	%
		Budget	Budget	Actual	Budget	Actual		
	REVENUE							
10	Driver Permit Fees	\$ 500.00	\$ 41.67	\$ -	\$ 83.33	\$ -	\$ (83.33)	-100%
12	Vehicles Permit Fees	\$ 4,800.00	\$ 400.00	\$ 300.00	\$ 800.00	\$ 1,500.00	\$ 700.00	88%
13	Driver Renewal Fees	\$ 420.00	\$ 35.00	\$ -	\$ 70.00	\$ -	\$ (70.00)	-100%
14	Transfer Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
15	Fines	\$ 100.00	\$ 8.33	\$ -	\$ 16.67	\$ -	\$ (16.67)	-100%
16	TOTAL REVENUE	\$ 5,820.00	\$ 485.00	\$ 300.00	\$ 970.00	\$ 1,500.00	\$ 530.00	55%

\$ (1,877.45)

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: January 26, 2023

RE: General Manager's Report

STAFF RECOMMENDATION: RECEIVE AND FILE



General Manager's Report

January 2023

CAPITAL PROJECTS

- Bus stop turnout and shelter project at El Paseo & Mesquite Springs was awarded to TSR Construction in the amount of \$64,360. The bid opening took place on January 12th with two (2) bids received.
- New solar light kits were replaced on six (6) bus shelters to increase visibility and safety in the evenings.
- The stucco repairs and exterior paint project began at the Joshua Tree facility. Further facility facelift plans include new flooring throughout the lounge, hall, and dispatch office and either repair or replace the shop flooring.

ACTIVITIES

- In honor of Transit Equity Day, SBCTA is sponsoring free bus fares for everyone in San Bernardino County. Transit Equity Day is celebrated worldwide on February 4th to mark the birthday of Rosa Parks.
- Updated Bylaws are in the hands of Rutan & Tucker with hopes of bringing them to the Board at the March board meeting.

STAFF

- All of our drivers and dispatchers were provided a 4-hour training that included their required Verification of Transit Training (VTT) as well as a review of the changes to the Employee Handbook.
- Our first driver recently earned his \$1,000 sign-on bonus after meeting his introductory period and one (1) employee earned \$500 for referring him to Basin Transit. The sign-on bonus program ended December 31, 2022 with three (3) employees being eligible.
- General Manager attended two (2) courses on EV Charging Infrastructure.

PROCUREMENT

Another round of price increases due to Ford increasing prices on the 2024 chassis by between \$6000-\$7000 is being considered for the cutaway buses and vans. The electric bid is still in progress, scheduled for approval today are the cutaway vehicles only. We



hope to wrap up the rest of the electric shuttles (vans and mid-sized) by the March meeting.

Since the last board meeting, purchases have been assigned to San Luis Obispo, Merced County, Yolo County, Trinity County, Marin, San Francisco, Sacramento County, Stanislaus, Fresno, Clovis, Redding, and City of La Mirada. While activity is robust, deliveries and therefore income continues to be delayed.

General Manager's Report

December 2022

CAPITAL PROJECTS

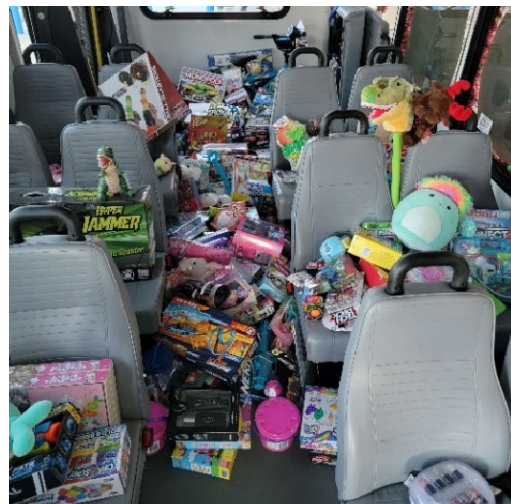
- The encroachment permit for the bus stop improvement at El Paseo & Mesquite Springs was received. The bid opening date was scheduled for Thursday, January 12, 2023.
- Staff met with Southern California Edison to discuss their Charge Ready program and how they could assist Basin Transit in electrifying the entire fleet.

ACTIVITIES

- The annual TDA Financial and Single audits were completed. A few reclassifications led to a finding, which was resolved immediately by creating a few new General Ledger accounts and entering the adjusted journal entries.

MARKETING

- Basin Transit received 47 non-perishable items on Can-A-Ride day that was given to the Way Station in Joshua Tree, which then distributed food to families in need in the Basin.
- Staff participated in the Yucca Valley light parade on December 3rd and the Twentynine Palms light parade on December 6th.
- Basin Transit partnered with the Boys & Girls Club for their annual toy drive. Staff and volunteers were in front of Walmart on Saturday, December 10th and received over 400 toys! Santa gave out toys to all kids in the community at the Boys & Girls Club on Friday, December 16th.



shows no for rural residents

EST SOAPBOX

Betty Munson
Johnson Valley

Valley. But, it is in Yucca Valley sphere of influence, on undeveloped land in Yucca Mesa for rural living, "sin- nily residential." lining this project a round let it squeak allowable RL uses. g it a park does not it a park (see the dic- y again: park equals garden, recreation l, playground, play public/municipal

on the application bes the land as a t-related habitat, in- g Joshua trees, cre- and saltbush scrub t." county OKed it, goes on to the state ng and Community yment department. ay imagine 10 porta-

ble, transparent camping pods fit into the Housing and Community Develop- ment category of "special purpose commercial modu- lars," but it's a stretch.

Add in a 1,200-square- foot office and reception building and a 400-square- foot storage building on an 18.06-acre parcel, and it's obviously not rural living that fits with the charac- ter of its surroundings as in the county's Homestead Valley Community Action Plan.

We won't mention noise or traffic.

I'm sure the 20 tem- porary rural residents paying 100s of dollars to "live" there will turn off the lights in those trans- parent bedrooms, and the proprietors will turn off the lights in the swimming pool and other areas. Lots of no concern here for dark skies and yucca moths.

This can have a neg- ative impact on all rural living zones in San Ber- nardino County.

Good News

Thanks to all who stuffed Basin Transit bus with toys

Basin Transit would like to thank the community for their generous donations to the first annual stuff the bus toy drive.

Basin Transit partnered with the Boys & Girls Club for their toy drive. Staff and

volunteers were in front of Walmart on Saturday, Dec. 10, and received over 400 toys!

Santa gave out the toys collected on a first-come, first-serve basis at the Boys & Girls Club of the Hi-Desert Friday, Dec. 16.

Cheri Holsclaw
General manager, Basin Transit



COURTESY PHOTO

Lydia Knudson, left, and January Rodriguez invite people to stuff a Basin Transit bus with toys outside Walmart Dec. 10.

Mr. & Mrs. Johnson

— TELL EVERYBODY —
IT'S TRANSIT EQUITY DAY!

EVERYONE RIDES FREE
SATURDAY FEBRUARY 4TH



EVERY BUS
EVERY TRAIN



EVERYWHERE IN SAN BERNARDINO COUNTY



LEARN MORE ABOUT
TRANSIT EQUITY

powered by



San Bernardino County
Transportation Authority



[Listen Live](#)

[Local News](#) ▾

[Shows](#) ▾

[Submit](#) ▾

[Contact Us](#)



[Home](#) > [Local News](#) > [Joshua Tree](#) > A trip on Basin Transit from Yucca Valley, through J

[COMMUNITY EVENTS](#)

[JOSHUA TREE](#)

[TWENTYNINE PALMS](#)

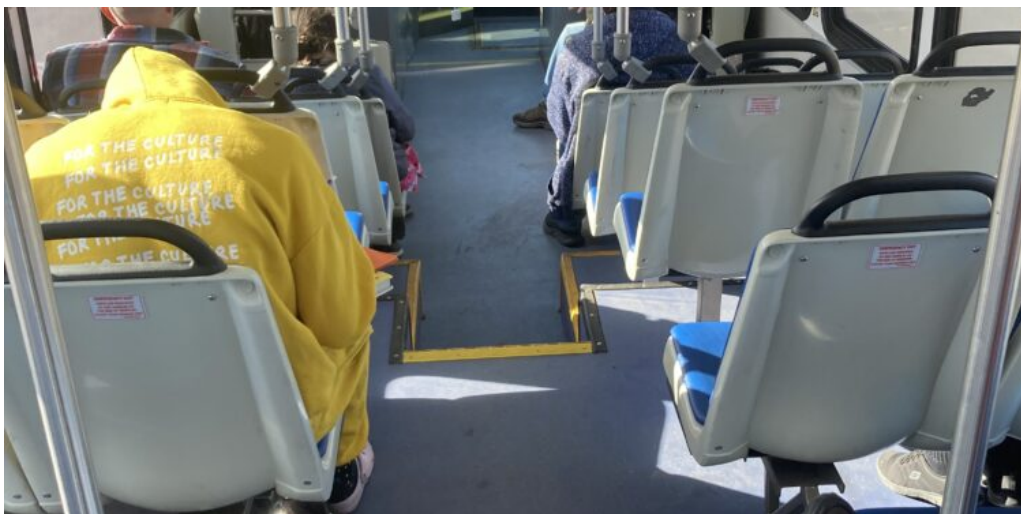
[YUCCA VALLEY](#)

A trip on Basin Transit from Yucca Valley, through Joshua Tree to 29 Palms



Gabriel Hart

December 18, 2022 1,062



Listen here:

The wide expanse of the high desert can often feel fragmented, our shifting destinations distant, inconvenient and even dangerous due to our extreme weather and pitch-black nights. With the option of a walking commute a rarity, it's ironic we live in an area of such natural beauty yet spend most of our time confined to our automobiles; our eyes fixated on the road rather than the gorgeous panorama surrounding us.

As a seven-year resident of the Morongo Basin, I recently discovered our overlooked public transit system. I imagine there's plenty of other residents unaware it exists and just how much ground it covers.

Recently rebranded, The Morongo Basin Transit Authority is now Basin Transit. "We wanted a refresh, a facelift to spark new interest in ridership," said Operations Manager Matt Akins. "On October 1st we debuted our new buses with new logo, colors, and new uniforms for our drivers." Akins was kind enough direct me to Route 1, from Yucca Valley Transit Center on Airway and Yucca Trail to the 29 Palms Transit Center and back.

I documented my 50-minute journey, stop by stop.

1. First was 29 Palms Hwy and Balsa, with Walgreens on one side and Yucca Bowl on the other
2. Then we picked up/dropped off a crowd at Wal-Mart, also adjacent to Home Depot, Pet Co, and various other essential businesses. This stop was the most populated of my trip, with people running errands in the versatile shopping center.
3. Next stop, Joshua Tree city limits at 29 Palms Hwy and Hallee, the cross street where you find the post office, Sam's



Basin Transit Driver Amboy Sharma

liquor and Indian Food, as well as our very own Z1077 offices from where we broadcast.

4. Next is downtown Joshua Tree at Park, right in front of the JT Saloon, La Matadora Art Gallery, the Beauty Bubble, and Space Cowboy Books at Sun Alley Shops
5. Continuing on through Joshua Tree, we stopped at Bonair, with Autocamp directly across the highway.
6. The bus then traverses the perimeter of Hi-Desert Medical Center before stopping at the front lobby.
7. Next, we make a left at the light to make a loop through Coppermountain College, providing front door service for the commuting student or staff.
8. The city of 29 Palms is the next stop, right in front of the Stater Brothers, the first nerve center of the area.
9. 29 Palms Hwy at El Sol is the next stop before we...
10. ... reach downtown at the 29 Palms Basin Transit Center. As the final stop before the bus turns around, there's galleries, fantastic restaurants, White Label Vinyl record store, the Virginian Cocktails and the Out There Bar among other businesses that make 29 Palms a vital destination. For those in the military, there's the Basin Transit route 3A that goes into the Marine base.

As we made our way back to the Yucca Valley Transit Center on the clean, spacious bus driven by friendly 29 Palms resident

Amboy Sharma, I captured scenery I would have otherwise missed in a car, and experienced a fusion, rather than fragmentation, of the Morongo Basin.

For full-schedule and rates, please visit www.basin-transit.com



Reporter Gabriel Hart

BASIN TRANSIT

TO: Board of Directors
FROM: Matthew Atkins, Operations Manager
DATE: January 26, 2023

RE: Operations Report

STAFF RECOMMENDATION: RECEIVE AND FILE



Operations Report

January 26, 2023

PERSONNEL

Staffing

Total Coach Operators: October - 26, November - 26

Total Dispatchers: October - 4, November - 4

Overtime

Operators: October – 2.35%, November – 2.24%

Dispatchers: October – 17.72%, November – 11.55%

OPERATIONS/ SAFETY/ CUSTOMER SERVICE

On-time performance for the reporting period:

Ready Ride: October – 98.8%, November – 96.9%

Fixed Route: October – 95.0%, November – 95.0%

Staff received three (3) customer contacts for October and November. These contacts were recorded as one (1) complaint about a driver and two (2) compliments about drivers. All complaints have been addressed with customer follow up and the compliments have been shared with the drivers.

As of November 30, 2022, staff completed 229 days free of any preventable accidents and/or injuries.

EMPLOYEE TRAINING/RECRUITMENT

Staff has purchased a new complete all-inclusive driver training program from Taptco and is currently using it for the first time to train the Utility Service Worker to obtain his class B license. So far, Training Staff is very happy and impressed with the new program.

MAINTENANCE

The following is the maintenance mileage, road call, and cost-per-mile information for October and November.



October: 0 road calls with 0 tows
Mileage 57,809 with a CPM (cost per mile) of \$0.54

November: 0 road calls with 0 tow
Mileage 57,404 with a CPM (cost per mile) of \$0.52

TAXI

Cab Companies: October- 2, November- 2
Registered Cabs: October- 3, November- 3
Registered Drivers: October- 4, November- 4

New Driver Permits: October- 0, November- 0
Permit Renewals: October- 0, November- 0
Denied Applications: October- 0, November- 0

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: January 26, 2023

RE: Approval of Bus Shelter Purchase

Staff requests authorization to purchase one (1) bus shelter kit off MBTA contract #21-01 with Tolar Manufacturing in the amount of \$10,033.51 using Low Carbon Transit Operations Program (LCTOP) funding. This shelter would be installed at the El Paseo and Mesquite Springs stop in Twentynine Palms.

STAFF RECOMMENDATION: APPROVE PURCHASE OF (1) SHELTER KIT FROM TOLAR MFG IN THE AMOUNT OF \$10,033.51



Quote No:	21872PM
Date:	12/19/22
Quote Expires:	30 Days
Sales Contact:	Patrick Merrick
Phone:	951-547-8209
Email:	pmerrick@tolarmfg.com

Customer:	Project:
Cheri Holsclaw General Manager Basin Transit 62405 Verbena Rd Joshua Tree, CA 92252	Single Shelter MBTA/CALACT 21-01

Lead Time:	14 Weeks From receipt of signed written order, and all required approvals.
Terms:	Net 30 Days From Invoice Terms subject to change. Final terms to be determined based on credit history & bonding.

Item:	Qty:	Description:	Unit Price:	Ext. Price:
1	1	Tolar Sierra Series High Peak non-advertising transit shelter (2207-00) featuring Sierra series roof perimeter, aluminum roof panels with stone ground (Terracotta) roof panels over aluminum skin, perforated metal panels at the rear and 1/2 end walls, Tolar USC UL listed dusk to dawn LED illumination in the shelter roof (15902-200 3360010), 8' perforated petal bench, no back, three seat delineators (12104-111), 20 gallon smooth side pole mount trash receptacle with hinged and covered lid (1578-01), durable baked powder coat finish color RAL 8004 Copper Brown, zinc anchors and all installation hardware	\$ 8,755.00	\$ 8,755.00
		EXEMPT FROM CALACT PROCUREMENT FEES AS MANAGING AGENCY	\$ -	\$ -

QUOTE APPROVED FOR PURCHASE:	
Signature:	
Print Name:	
Date:	
PO No:	

Sub-Total:	\$ 8,755.00
CalACT/MBTA Freight Zone	1
CalACT/MBTA FIRM Freight:	\$ 600.00
CalACT/MBTA Procurement Fee (2.5%)	\$ -
CA State Sales Tax	7.75% \$ 678.51
Total:	\$ 10,033.51

Pricing Notes:

- If requested, structural engineering calculations from CA licensed engineer are provided at no additional cost.
- Products are shipped knock down & unassembled in bulk packaging for unloading and installation by others. Hardware boxed by unit. Installation instructions are provided.
- Freight cost is an ESTIMATE ONLY. Freight is invoiced at actual cost, without mark up, at time of shipment, unless specified above.
- Client provides unloading at destination, including forklift and labor as necessary.
- Processing fee of 3% of total charge amount is additional and charged on all credit card payments.

Standard Terms and Conditions

These Terms and Conditions are attached to and incorporated by reference into the Proposal for products or services ("Proposal") provided by Tolar Manufacturing Company, Inc. ("we", "our" or "us").

- Drawings and Specifications: All drawings and specifications submitted to our clients or potential clients are proprietary in nature and remain our property. They may be viewed, printed and distributed, without alteration, as reference for sales or for the process of specifying products for use. Detailed shop and erection drawings are provided to allow for field installation or repair. Sealed and stamped engineering calculations and drawings from an engineer licensed in the state of installation, if required, can be made available for an additional charge. Customers that provide their own drawing packages will retain ownership and be covered under a separate agreement.
- Vendor Status: Tolar Manufacturing Company, Inc. is a vendor supplier of manufactured products; is not a subcontractor or contractor; and is not subject to retainage or liquidated damages for any reason.
- Payment Terms: Payment terms for services rendered or products manufactured by us shall be determined by us based on our determination of the credit worthiness of buyer and may require a deposit at time of order. Products are invoiced as shipped.



Quote No:	21872PM
Date:	12/19/22
Quote Expires:	30 Days
Sales Contact:	Patrick Merrick
Phone:	951-547-8209
Email:	pmerrick@tolarmfg.com

Customer:	Project:
Cheri Holsclaw General Manager Basin Transit 62405 Verbena Rd Joshua Tree, CA 92252	Single Shelter MBTA/CALACT 21-01

Lead Time:	14 Weeks From receipt of signed written order, and all required approvals.
Terms:	Net 30 Days From Invoice Terms subject to change. Final terms to be determined based on credit history & bonding.

Item:	Qty:	Description:	Unit Price:	Ext. Price:
-------	------	--------------	-------------	-------------

4. Late Payment Penalty: Buyer agrees to pay a charge equal to the lesser of (i) the highest rate allowable by law or (ii) 1.5% per month (18% per annum) on the unpaid balance with respect to any late payments. In addition, buyer will pay all our costs and expenses, including actual attorney's fees, incurred in connection with enforcing the Proposal and/or collecting any past due payments. In the event buyer fails to make any payment when due, we have the right of setoff, the right to terminate the Proposal and/or to suspend further deliveries to buyer and the right to recover damages in addition to any other remedies available to us as a matter of law. Buyer has no right to setoff.
5. Cancellation: If an order is cancelled by buyer after receipt of order authorization, and cancellation fee of 10% of order value may be assessed to the buyer, in addition to an the cost of materials purchased for the order, which may be invoiced to the buyer at time of cancellation.
6. Delivery, Title and Receipt: Unless otherwise provided in the proposal, all shelters are prefabricated and shipped knock-down and in bulk format (not packaged individually) for ease of handling and fast on-site installation. Neither buyer nor consignee shall have the right to direct or re-consign the goods to any other destination without our consent. All sales of products are F.O.B. our plant. Risk of loss of the products shall transfer to buyer upon delivery of the products to the common carrier.
7. Delivery Charges: Unless otherwise provided in the Proposal, buyer shall bear all the costs of transportation, including without limitation loading, unloading, storage, and freight charge. All delivery quotes allow for an approximate 2-hour unload window for a full truck. If this window is exceeded, additional charges may apply. All price quotes given for delivery are based on estimates obtained at the time the quote was requested. Actual freight charges may vary.
8. Delivery Dates: Any delivery date(s) or period of delivery provided for in the Proposal is approximate and does not guarantee a particular date(s) or period of delivery. Estimated lead times are provided in the quote. Under no circumstances will we be liable for delay in delivery occasioned in whole or in part, by fire, flood, explosion, casualty, riot, strike, embargo, transportation delay, breakdown, accident, act of God or the public enemy, government authority, by our inability to secure materials, fuel, supply power or shipping space or any other circumstances beyond our reasonable control.
9. Delayed Shipment: If buyer delays shipment, we may invoice for products when ready for shipment and, at our option, we may charge reasonable daily storage fees.
10. International Freight: We require the services of freight forwarder for all international shipments. Buyer may select the freight forwarder, subject to our approval. All fees, taxes and additional charges, in addition to the actual freight costs, are the responsibility of buyer.
11. Returns: Due to the custom nature of our products, we cannot accept returns and we cannot permit cancellations once work has commenced.
12. Manufacturer's Warranty: Our manufacturer's warranty is set forth in a separate document.
13. Limitation of Liability: WE ARE NOT LIABLE TO BUYER OR ANY THIRD PARTY FOR ANY SPECIAL, INCIDENTAL, INDIRECT, CONSEQUENTIAL, PUNITIVE OR EXEMPLARY DAMAGES OF ANY KIND ARISING FROM OR RELATING TO OUR OBLIGATIONS UNDER THE PROPOSAL, INCLUDING LOST PROFITS, LOSS OR USE, LOSS OF REVENUE OR COST OF CAPITAL. EXCEPT FOR PERSONAL INJURY OR DEATH DUE TO OUR MISCONDUCT, BUYER AGREES THAT THE TOTAL DAMAGES THAT CAN BE AWARDED IN ANY CLAIM BY BUYER RELATING TO OUR OBLIGATIONS UNDER THE PROPOSAL (WHETHER BASED IN CONTRACT, TORT OR OTHERWISE, SHALL NOT EXCEED THE TOTAL PAID BY BUYER TO US UNDER THE PROPOSAL. BUYER AGREES THAT THE ABOVE LIMITATIONS ON LIABILITY PROVISIONS SHALL REMAIN IN FULL FORCE AND EFFECT EVEN IF IT IS FOUND THAT BUYER'S EXCLUSIVE REMEDY FAILS OF ITS ESSENTIAL PURPOSE.
14. Governing Law, Jurisdiction and Venue: The Proposal shall be governed by and construed in accordance with the laws of the State of California without reference to the choice of law principles thereof. Each party irrevocably submits to the jurisdiction of the Courts of the State of California and the United States District Court for the Central District of California.
15. Amendment: No amendments to these Terms and Conditions can be made unless submitted in writing to us and signed and accepted by our President or his designee.

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: January 26, 2023

RE: Tile Installation

Staff requests authorization to approve tile installation through Affinity Flooring of the Desert in the amount of \$15,493.83. This project would include removing and disposing of existing Vinyl Composition Tile (VCT) and installation of Emser Larchmont Canton 6x24 plank tile in the lounge, dispatch office and hallway.

In addition to the textured porcelain being slip resistant, hard to scratch and easy to clean, Basin Transit would save annually on maintenance costs of stripping, waxing and buffing that are necessary with VCT.

Sample photo:



STAFF RECOMMENDATION: APPROVE TILE INSTALLATION THROUGH AFFINITY FLOORING OF THE DESERT IN THE AMOUNT OF \$15,493.83.

Affinity Flooring of the Desert
56659 29 Palms Hwy, Ste G
Yucca Valley, CA 92284
Lic# 888717

760-369-3033
www.AffinityFlooring.com



Estimate 1331

Date: 12/20/2022

Bill to

Basin Transit
62405 Verbena Rd
Joshua Tree, Ca

Ship To

Basin Transit
62405 Verbena Rd
Joshua Tree, CA

Description	Total
Demo existing VCT and dispose.	2,362.84
Floor Prep: Skim floor with cement patch, fill in cracks and low spots	500.00
Installation of plank tile. (labor only) TBD	8,074.16
Tile Purchase (Material Only) Banzai Rigor 6x35	3,832.38
Install brown rubber cove base 4"	661.05
Install LVT transitions at doorways.	60.00
Other tile options All amounts below are for Material only:	
Dal Tile Waterwood 8x40 \$3,161.85	
Dal Tile Vicinity 6x36 \$2,275.60	
WPT Atelier Gris 9x48 \$5,467.95	
WPT Sabik Grey or Miel \$5,825.32	
Emser Larchmont Canton 6x35 \$4,328.31	
Emser Larchmont Canton 6x24 <u>\$3,835.78</u>	
Acceptance requires 50% Deposit and 50% at completion.	
Total	\$15,490.43

Estimate total is for Cash or Check only. A fee of 4% will be added to the total amount due if using credit.

\$15,493.83

Due to the current inflation and shortages of raw materials and labor and all forms of transportation prices have and continue to go up . All estimates are good for only 1 week.

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: January 26, 2023

RE: 2023 Board Calendar

The Board is asked to review the Calendar for 2023 and approve or modify it as needed.

STAFF RECOMMENDATION: ADOPT BASIN TRANSIT'S 2023 BOARD CALENDAR

BASIN TRANSIT BOARD OF DIRECTORS'
SCHEDULE OF REGULAR MEETINGS OF 2023

January 26, 2023	5:00 PM	<i>4th Thursday</i>	BASIN TRANSIT 62405 VERBENA ROAD JOSHUA TREE, CA 92252
March 23, 2023	5:00 PM	<i>4th Thursday</i>	BASIN TRANSIT 62405 VERBENA ROAD JOSHUA TREE, CA 92252
May 25, 2023	5:00 PM	<i>4th Thursday</i>	BASIN TRANSIT 62405 VERBENA ROAD JOSHUA TREE, CA 92252
July 27, 2023	5:00 PM	<i>4th Thursday</i>	BASIN TRANSIT 62405 VERBENA ROAD JOSHUA TREE, CA 92252
September 28, 2023	5:00 PM	<i>4th Thursday</i>	BASIN TRANSIT 62405 VERBENA ROAD JOSHUA TREE, CA 92252
November 16, 2023	5:00 PM	<i>3rd Thursday *</i>	BASIN TRANSIT 62405 VERBENA ROAD JOSHUA TREE, CA 92252

** The 4th Thursday in November is Thanksgiving; therefore each November meeting will be held on the 3rd Thursday.*

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: January 26, 2023

RE: Election of Board Officers for Calendar Year 2023

Nominations and elections are to be conducted for the offices of Chair and Vice-Chair for Calendar Year 2023.

The secretary's position may be a Board Member, or the Board may re-appoint the General Manager to continue to be the Board Secretary and the Office Manager as Assistant Board Secretary.

Although not a bylaw requirement, the Chair and Vice-Chair positions have historically alternated between the elected representatives from Twentynine Palms and Yucca Valley. In 2022, the position of Chair was held by a member from Yucca Valley. If Basin Transit were to follow past precedent, an elected official from Twentynine Palms would be the Chair and a representative from the Town of Yucca Valley, Vice Chair for the 2023 calendar year.

STAFF RECOMMENDATION: ELECT CHAIR, VICE-CHAIR AND SECRETARY WITH TERMS TO EXPIRE JANUARY 2024

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: January 26, 2023

RE: Basin Transit Subcommittee Assignments

Staff requests that Board Members discuss and assign or reassign members.
Basin Transit has the following standing subcommittees:

Technical Advisory/Budgets

City/Town Managers, Danielle Harrington

Facilities & Real Estate Advisory (Ad Hoc)

Merl Abel, McArthur Wright

Marketing

Jeff Drozd, Ellen Jackman

Personnel

Chair, City/Town Managers

Taxicab

Ben Sasnett, *Vacant*

Transportation Assistance Grant (TAG) Program

McArthur Wright, Ellen Jackman

Management Oversight Committee

Chair, Vice-Chair

STAFF RECOMMENDATION: DISCUSS AND ASSIGN BOARD MEMBERS AS APPROPRIATE

BASIN TRANSIT

TO: Board of Directors
FROM: Joe Meer, Director of Cooperative Purchasing Programs
DATE: January 26, 2023

RE: RFP 20-01 (ZEB Z-2) Approval

This solicitation is a multiple-award Joint Procurement for Transit and Paratransit for ZEB electric cutaways. The approval sought at this meeting is for a partial award on this effort for ZEB cutaway vehicles only, as the solicitation for electric vans and medium-sized buses is still ongoing.

Basin Transit received proposals from the manufacturers listed in the attached Notice of Intent to Award. All listed firms submitted technically responsive packages for all the buses received. A pricing excerpt from the bid tabulation is also attached. An evaluation panel of transit professionals from different agencies across the state participated in the selection process and concurred with Basin Transit's decisions.

Note, there were a number of rejections made of unqualified proposals conducted in coordination with Counsel (Rutan and Tucker).

STAFF RECOMMENDATION: AUTHORIZE STAFF TO AWARD CONTRACTS TO BUS DEALERS AND MANUFACTURERS LISTED ON THE NOTICE OF PENDING AWARD FOR RFP 20-02 (ZEB Z-2).

CLASS Z-2 CUTAWAYS

	PRICE	OPTIONS	WARRANTIES	SERVICE	EXPERIENCE	PROPOSER REFERENCES	TOTAL
ABC OPTIMALS1 12+2	31.1	9.31	10	9	10.5	8.83	78.74
ABC OPTIMALS1 16+2	31.7	9.31	10	9	10.5	8.83	79.34
ABC UES 12+2	37.2	10.56	7	9	13	8.83	85.59
AZ Lightning 12+2							
AZ Lightning 16+2							
AZ Lightning GM 12+2							
AZ Lightning GM 16+2							
CoachWest/Endera 12+2	40	10	7	7	9	6	79
CoachWest/Endera 16+2	40	10	7	7	9	6	79
CoachWest/Endera GM 12+2	40	10	7	7	9	6	79
Davey TT Odyssey Motiv 12+2	33.4	9.3	7	7	12	9.5	78.2
Davey TT Terra Motiv 12+2	32.9	9.3	7	7	12	9.5	77.7
Davey TT Odyssey Optimal 12+2	37.4	9.3	10	7	11	9.5	84.2
Davey TT Terra Optimal 12+2	36.9	9.3	10	7	11	9.5	83.7

Eliminated: Davey Diamond Motiv, ABC Optimal, ABC Motiv.

Withdrawn: CreativeStarCraft Phoenix, Creative StarCraft Lightning.

Under Review: Class Z-3 items.

Basin Transit
January 13, 2023

Notice of Pending Award RFP #20-01 Joint Procurement ZEV (Z-2) cutaways

Basin Transit staff has evaluated the offers submitted in response to the subject solicitation. Based on the evaluation criteria contained in the solicitation, the following firms are proposed to be awarded contracts for the Basin Transit Joint Procurement for Transit and Paratransit Vehicles on behalf of CalACT members:

1. ABC Bus, Inc, 17469 West Colonial Drive, Winter Garden, FL, 34787: Coach and Equipment/UES (E-450 12+2 \$260,971) and Optimal buses (E450 12+2 \$311,620, 16+2, \$312,990)
2. Coachwest Luxury & Performance Motorcars, 1029 E. Dominguez Street, Carson, 90746. Endera Buses (E-450 12+2 \$239,000, 16+2 \$245,000, GM 12+2 \$243,811)
3. Davey Coach Sales, Inc. 12380 Firestone Boulevard, Norwalk, Ca 90650. TurtleTop Motiv and Optimal buses. (E-450 TT Terra Motiv 12+2 \$282,913, TT Terra Optimal 12+2 \$259,320, TT Odyssey Motiv 12+2 \$286,837, TT Odyssey Optimal \$263,244)

Orders will be placed through an Assignment Process that will be managed jointly by Basin Transit and CalACT. This procurement is a multiple award solicitation and in addition to pricing, Ordering Agencies may consider other criteria such as the past performance or warranty terms, fleet conformity, logistical support and other factors in making their decision of which vehicle/s to select. The quantities specified for this portion of the Joint Procurement's base period are for a minimum of 42 and a maximum of 173 vehicles. Minimum estimated value of contract is \$10.5 million.

Basin Transit reviewed the proposals submitted by the aforementioned firms and found them responsive to the solicitation. Additional award details will be specified in the staff report recommending authorization to award to the Basin Transit Board of Directors at its regularly scheduled meeting of January 26, 2023 and in correspondence to the prospective awardees.

Contracts will be issued after successful completion of Buy America review which is ongoing and will be contingent on Altoona testing and any other requirements specified by the Basin Transit.

If there are other questions regarding the recommendation, please contact the undersigned at 760-285-3479 or joe@Basin-Transit.com

Sincerely,



Joe G. Meer
Director of Cooperative Purchasing Programs

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: January 26, 2023

RE: FY 2022/23 Mid-Year Update

Presentation by staff.

STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY

BASIN TRANSIT ACRONYM LIST

5309	Federal Transit Administration Capital Projects Grant Program
5310	Federal Transit Administration Grant Program for Elderly and Disabled
5311	Federal Transit Administration Rural Grant Program
5316	Job Access and Reverse Commute Grant Program
5339	Rural Discretionary Grant Program
5311f	Federal Transit Administration Intercity Bus Grant Program
CALACT	California Association for Coordinated Transportation
CALPERS	California Public Employees Retirement System
CALTIP	California Transit Insurance Pool
CALTRANS	California Department of Transportation'
CMAQ	Congestion Mitigation and Air Quality
CNG	Compressed Natural Gas
CTA	California Transit Association
DOT	Department of Transportation
FTA	Federal Transit Administration
IFB	Invitation for Bid
LAIF	Local Agency Investment Fund
LCTOP	Low Carbon Transit Operations Program
LTF	Local Transportation Funding
MBTA	Morongo Basin Transit Authority
PTIMSEA	Passenger Transportation Improvement Modernization & Service Acct.
RFP	Request for Proposal
SBCTA	San Bernardino County Transportation Authority
SGR	State of Good Repair
SRTP	Short Range Transit Plan
STA	State Transit Assistance
STIP	State Transportation Improvement Program
TAG	Transportation Assistance Grant Program
TREP	Transportation Reimbursement Escort Program
TSSDRA	Transit System Safety and Disaster Response Account

BASIN TRANSIT ROUTES

ROUTE 1	Highway Route Yucca Valley-Twenty-nine Palms
ROUTE 3A	Twenty-nine Palms-Base
ROUTE 3B	Twenty-nine Palms-Neighborhood
ROUTE 7A	North Yucca Valley
ROUTE 7B	South Yucca Valley
ROUTE 12	Palm Springs
ROUTE 15	Palm Springs Weekend
ROUTE 21	Landers
ROUTE 30 & 31	Yucca Valley Ready Ride
ROUTE 34	Twenty-nine Palms Ready Ride
ROUTE 36	Morongo Valley
ROUTE 50	Joshua Tree Ready Ride
ROUTE 1X	Highway Route Sunday Service