

Agenda



Special 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 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 April 5, 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

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

Officers

Cheri Holsclaw, Board Secretary
Michal Brock, Assistant Board Secretary

SPECIAL MEETING OF THE BOARD OF DIRECTORS

AGENDA

Thursday, April 6, 2023
62405 Verbena Road, Joshua Tree CA 92252
5:00 PM

1.0 CALL TO ORDER

PLEDGE OF ALLEGIANCE

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

2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

NONE

3.0 CLOSED SESSION

3.1 Closed Session Pursuant to Government Code Section 54957 Regarding Personnel Matters, General Manager Evaluation

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 January 26, 2023 Board Meeting
Staff Recommendation: Approve Minutes

5.2 Treasurer's Report for December 2022 and January 2023
Staff Recommendation: Approve Treasurer's Reports

5.3 Warrant Register through January 31, 2023
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 Audited Financial Reports Fiscal Year Ended June 30, 2022
Staff Recommendation: Receive and File
- 5.9 eTransit Modifications
Staff Recommendation: Approve ADA Modifications through RO Bus Sales in the amount of \$19,465.08
- 5.10 LCTOP K-12 Free Fares
Staff Recommendation: Adopt Resolution 23-01, Authorize LCTOP Agent and Certification and Assurances
- 5.11 LCTOP Bus Stop Improvement
Staff Recommendation: Adopt Resolution 23-02, Authorize LCTOP Agent and Certification and Assurances
- 5.12 Replacement Vehicles
Staff Recommendation: Authorize Staff to Order (2) Class H, (2) Class E and (2) Class C CNG Vehicles
- 5.13 Vehicle Disposals
Staff Recommendation: Authorize Staff to Dispose of Vehicles at Auction
- 5.14 Revisions to FY23 Capital Budget and Transit Operating, Capital Plan Reallocation
Staff Recommendation: Authorize Revisions to FY23 Capital Budget and Transit Operating and Capital Plan; Authorize Staff to File Transit Claim

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 Revisions to Bylaws

Staff Recommendation: Adopt Updated Bylaws

ACTION: Move_____ 2nd_____ Voice Vote

8.2 29 Palms Land Purchase

Staff Recommendation: Approve Land Transfer and Reimbursement of Costs Agreement with City of Twentynine Palms

ACTION: Move_____ 2nd_____ Roll Call Vote

8.3 Award Security Surveillance Contract

Staff Recommendation: Award Security Surveillance Contract to AIS

ACTION: Move_____ 2nd_____ Roll Call Vote

8.4 FY 2023/24 Draft Operating and Capital Budgets

Staff Recommendation: Review, Discuss & Provide Direction to Staff (No Action)

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, May 25, 2023, at 5:00 PM at the Basin Transit Operations Center, 62405 Verben 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 April 3, 2023, at 5:00 PM.**


Michal Brock, Assistant Board Secretary

4/3/2023
Date/Time

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: April 6, 2023

RE: Minutes of the January 26, 2023 Board Meeting

STAFF RECOMMENDATION: APPROVE MINUTES

BASIN TRANSIT

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, January 26, 2023 5:00 p.m.
Basin Transit Operations Center
62405 Verbena Road
Joshua Tree, CA 92252

ACTION MINUTES

- 1.0 CALL TO ORDER** – Vice-Chair Wright called the meeting to order at 5:00 p.m.

PLEDGE OF ALLEGIANCE – Outgoing Board Member Karmolette O’Gilvie led the flag salute.

ROLL CALL

Members Present:

Jeff Drozd
Ellen Jackman
Ben Sasnett

Danielle Harrington
Dan Mintz
McArthur Wright

Members Absent:

Merl Abel

2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

2.1 Recognition of Outgoing Board Member

Cheri Holsclaw expressed her gratitude to Karmolette O’Gilvie for all of her support. Karmolette shared that she really enjoyed serving on the Board and that she learned a lot.

2.2 Recognition of Incoming Board Member

Cheri Holsclaw welcomed back incoming Board Member Dan Mintz.

2.3 Employee of the Quarter

Matt Atkins, Operations Manager, recognized Roy Davis as the Employee of the Quarter. Matt shared that Roy began working for Basin Transit in August 2012 and has worked as a fixed-route driver, a backup dispatcher, and is currently a Ready Ride driver. Roy is being commended this time around for

the care and passion that he shows toward his customers. Matt further shared that he recently received an email from a caregiver for one of Roy's passengers, who took the time to write in and express her appreciation for Roy. She wrote that they're always thrilled when he turns the corner, and they see him behind the wheel and will be their driver for the day. Matt closed out his recognition by thanking Roy on behalf of Basin Transit staff.

2.4 Recognition of Volunteers

Cheri Holsclaw recognized both Lydia Knudson and January Rodriguez for volunteering their time toward the many community events that Basin Transit has taken part in this year, from job fairs, farmer's markets, parades, and the Stuff-A-Bus event. January reciprocated with gratitude by thanking Lydia for encouraging her to participate and said that she had a lot of fun and looks forward to being a part of other upcoming events.

3.0 CLOSED SESSION

NONE

4.0 PUBLIC COMMENTS

NONE

5.0 CONSENT CALENDAR

5.1 Minutes of the November 17, 2022 Board Meeting

5.2 Treasurer's Report for October and November 2022

5.3 Warrant Register through November 30, 2022

5.4 Ridership Reports

5.5 Financial Reports

5.6 General Manager's Reports

5.7 Operations Report

5.8 Approval of Bus Shelter Purchase

5.9 Tile Installation

5.10 2023 Board Calendar

ACTION: Board Member Mintz moved to approve the Consent Calendar (items 5.1 - 5.10) but abstained from voting on item 5.1; seconded by Board Member Jackman: motion passed by Roll Call Vote (6-0) for items 5.2 – 5.10, item 5.1 vote (5-0-1).

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 Election of Board Officers for Calendar Year 2023

Cheri Holsclaw explained past practice in determining the Board Chair and Vice-Chair positions for calendar year 2023 and informed them that they are free to use another method to decide on who should take the roles.

ACTION: Board Member Mintz moved to use past practice and elect Board Member Wright as Chairperson and Board Member Drozd as Vice-Chair; seconded by Board Member Harrington: motion passed by Roll Call Vote (6-0).

8.2 Basin Transit Subcommittee Assignments

Cheri Holsclaw informed the Board that with the change in Board Members, there was a vacant position on the Taxi Subcommittee and requested that the Board assign or reassign Board Members to the Subcommittees as they see fit. Board Member Mintz volunteered to fill the Taxi Subcommittee position.

ACTION: Board Member Harrington moved to approve adding Board Member Mintz to the Taxi Subcommittee with all other Subcommittee assignments remaining the same; seconded by Board Member Drozd: motion passed by Roll Vote (6-0).

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

Joe Meer informed the Board that the item before them is a segment for an ongoing joint procurement of electric transit and paratransit vehicles on behalf of CalACT members. He further stated that it had been a lengthy and challenging procurement and explained the various steps for compliance and statutes that had to be met by proposers. Mr. Meer further reported that this is the first large-scale procurement for small electric vehicles in the country. The first year of this contract is expected to procure a maximum of 173 vehicles at an estimated value of \$10.5 million.

ACTION: Board Member Mintz moved to approve authorizing staff to award contracts to bus dealers and manufacturers listed on the Notice of Pending Award for RFP 20-02 (ZEB Z-2); seconded by Board Member Sasnett: motion passed by Roll Vote (6-0).

8.4 FY 2022/23 Mid-Year Update

A mid-year update on the financial, performance, and project statuses of Basin Transit for the first half of FY 2022/23 was provided by Cheri Holsclaw.

9.0 GENERAL MANAGER UPDATE

Cheri Holsclaw shared that the safety board was at 285 days as of the date of the meeting and the highest that Basin Transit has ever gone before was 297 days. For every 100 days that Basin Transit operates without a preventable accident or injury, staff receives a \$100 bonus. In anticipation of reaching a record-breaking 300-day goal approaching on February 10th, management will be hosting a BBQ as an extra special thank you to staff. Cheri further stated that she would send out an email invite to the BBQ, to all Board Members if the goal is accomplished.

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

NONE

11.0 BOARD MEMBER COMMENTS

Board Member Sasnett shared that he's sad to see Ms. O'Gilvie go and glad to see Dan back. Board Member Sasnett also congratulated Roy as Employee of the Quarter and shared that he was impressed by January and Lydia for volunteering their time to do Basin transit outreach events.

Board Member Jackman echoed Board Member Sasnett's comments and thanked Cheri for providing a mid-year update, sharing that it was informative. Board Member Jackman also commented on the great job staff is doing and to continue staying safe.

Board Member Drozd expressed that everyone is doing a great job.

Board Member Harrington shared that the Point in Time Homeless Count event was held that morning and she heard that bus passes were included in some of the essential goods given to the homeless population. She further shared that the event went really well and noted that there were approximately 60 people counted in Joshua Tree and Yucca Valley. Board Member Harrington also stated that she would be keeping her fingers crossed that Basin Transit reaches its 300-day safety goal.

Board Member Mintz shared that he was glad to be back commenting that the organization is always moving forward and that he enjoys working with the staff and other Board Members at Basin Transit.

Chair Wright stated that he's been looking at the new bus stop going in and that it's awesome. Chair Wright also reiterated the comments of his fellow Board Members stating that staff is doing a great job.

Chair Wright announced that the next Board meeting will be held on Thursday, March 23, 2023 at 5:00 p.m.

12.0 ADJOURNMENT

The meeting adjourned at 5:33 p.m. Thursday, January 26, 2023.

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: April 6, 2023

RE: Treasurer's Reports for December 2022 and January 2023

STAFF RECOMMENDATION: APPROVE TREASURER'S REPORTS

BASIN TRANSIT
TREASURER'S REPORT
December 31, 2022

Beginning Balance:	November 30, 2022	5,557,988
Receipts		2,766,190
Disbursements		1,019,037
Interest Received		60
Ending Balance:	December 31, 2022	7,305,201

LOCATION OF FUNDS:	BALANCE	INTEREST EARNED	INTEREST RATE
US Bank General	\$ 68,316	-	0.00%
US Bank Class E	\$ -	\$ -	0.00%
Pacific Western Bank Procurement Fees	\$ 1,338,532	\$ -	0.00%
Union Bank	\$ 3,664,164	\$ -	0.00%
Pacific Western Bank	\$ 309,555	\$ -	0.00%
LAIF	\$ 1,299,605	\$ -	0.00%
US Bank PTMISEA	\$ 238,489	\$ -	0.00%
US Bank LCTOP	\$ 272,382	\$ -	0.00%
US Bank SGR (SB1)	\$ 114,158	\$ -	0.00%
	\$	-	0.00%
TOTAL INVESTMENTS	\$ 7,305,201	\$ -	

BASIN TRANSIT
TREASURER'S REPORT
January 31, 2023

Beginning Balance:	December 31, 2022	7,305,201
Receipts		1,223,768
Disbursements		721,457
Interest Received		<u>6,849</u>
Ending Balance:	January 31, 2023	<u>7,814,361</u>

LOCATION OF FUNDS:	BALANCE	INTEREST EARNED	INTEREST RATE
US Bank General	\$ 68,025	-	0.00%
US Bank Class E	\$ -	\$ -	0.00%
Pacific Western Bank Procurement Fees	\$ 1,339,042	\$ -	0.00%
Union Bank	\$ 4,341,159	\$ -	0.00%
Pacific Western Bank	\$ 135,025	\$ -	0.00%
LAIF	\$ 1,306,394	\$ -	0.00%
US Bank PTMISEA	\$ 238,493	\$ -	0.00%
US Bank LCTOP	\$ 272,054	\$ -	0.00%
US Bank SGR (SB1)	\$ 114,168	\$ -	0.00%
		\$ -	0.00%
TOTAL INVESTMENTS	<u>\$ 7,814,361</u>	<u>\$ -</u>	

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: April 6, 2023

RE: Warrant Register through January 2023

STAFF RECOMMENDATION: APPROVE WARRANT REGISTER

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BASIN TRANSIT
WARRANT REGISTER
As of December 31, 2022

12/02/2022	CALPERS HEALTH/RETIREMENT	RETIREMENT	-6,990.73
12/02/2022	CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,473.73
12/03/2022	SENTINEL BENEFITS	OUTSIDE SERVICES	-25.00
12/06/2022	[EMPLOYEE]	WAGES	-160.57
12/07/2022	BURRTEC	UTILITIES	-381.42
12/07/2022	CLEAN ENERGY	CNG MAINTENANCE	0.00
12/07/2022	COPPER MOUNTAIN BROADCASTING	MARKETING/PROMOTIONS	-616.00
12/07/2022	DELL BUSINESS CREDIT	OFFICE EQUIPMENT	-700.11
12/07/2022	DIAMOND ENVIRONMENTAL SERVICES	UTILITIES	-134.09
12/07/2022	FORENSIC DRUG TESTING	EMPLOYEE EXPENSE	-223.95
12/07/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-169.79
12/07/2022	HI DESERT WATER DISTRICT	UTILITIES	-177.94
12/07/2022	JOSHUA BASIN WATER DISTRICT	UTILITIES	-970.03
12/07/2022	JOSHUA TREE LANDSCAPE & GROUNDS MAINT	OUTSIDE SERVICES	-350.00
12/07/2022	KCDZ	MARKETING/PROMOTIONS	-460.00
12/07/2022	NAPA	PARTS	-28.91
12/07/2022	PALM SPRINGS MOTORS	PARTS	-501.19
12/07/2022	QUILL CORPORATION	OFFICE SUPPLIES	-381.59
12/07/2022	TWENTYNINE PALMS WATER DISTRICT	UTILITIES	-171.06
12/07/2022	VOYAGER	FUEL	-28,420.88
12/07/2022	YUCCA AUTO BODY	REBRANDING EXPENSES TO BE REIMB	-9,598.00
12/07/2022	JUAN OYOLA	EMPLOYEE EXPENSE	-60.00
12/07/2022	JOSHUA TREE LANDSCAPE & GROUNDS MAINT	OUTSIDE SERVICES	-375.00
12/07/2022	US BANK	CREDIT CARD PAYMENT	-2,307.22
12/09/2022	ADP	OUTSIDE SERVICES	-200.00
12/10/2022	MICHAL BROCK	MARKETING/PROMOTIONS	-61.92
12/10/2022	SOUTHERN CALIFORNIA EDISON	UTILITIES	-5,954.69
12/10/2022	CALPERS HEALTH/RETIREMENT	HEALTH INSURANCE	-18,776.00
12/12/2022	ARCO	FUEL	-201.68
12/15/2022	NOEMI ADDERLEY	MILEAGE	-56.88
12/15/2022	JOE MEER	TRAINING/MEETINGS	-270.00
12/15/2022	DAWN BOSTROM	UNIFORMS	-63.50
12/15/2022	BENEFIT COORDINATORS CORP	DENTAL	-3,083.70
12/15/2022	CALIFORNIA TRANSIT ASSOC.	OUTSIDE SERVICES	-2,000.00
12/15/2022	CARQUEST - YUCCA VALLEY	PARTS & FLUIDS	-432.00
12/15/2022	CINTAS CORP	REBRANDING EXPENSES TO BE REIMB	-11,256.54
12/15/2022	CSA GROUP	SHOP SUPPLIES	-266.39
12/15/2022	DESERT ARC	OUTSIDE SERVICES	-270.00
12/15/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-252.74
12/15/2022	HI DESERT PUBLISHING	MARKETING/PROMOTIONS	-770.00
12/15/2022	IMAGE SOURCE	CREDIT APPLIED	0.00
12/15/2022	LEFEVRE'S TOWING INC.	OUTSIDE SERVICES	-85.00
12/15/2022	PALM SPRINGS MOTORS	PARTS	-196.66
12/15/2022	PARKHOUSE TIRES	TIRES	-1,085.62
12/15/2022	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-203.89
12/15/2022	QUILL CORPORATION	OFFICE SUPPLIES	-204.53
12/15/2022	SUNNY AND SONS	OUTSIDE SERVICES	-99.00
12/15/2022	THE GAS COMPANY	FUEL	-7,575.27
12/15/2022	YUCCA AUTO BODY	REBRANDING EXPENSES TO BE REIMB	-19,197.76
12/15/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-54.98
12/15/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-68.91
12/15/2022	CALPERS 457 PROGRAM	SUPPL RETIREMENT	-4,042.09
12/15/2022	VISION SERVICE PLAN	VISION INSURANCE	-568.15
12/16/2022	CALPERS HEALTH/RETIREMENT	RETIREMENT	-6,988.11
12/16/2022	CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,439.36

BASIN TRANSIT
WARRANT REGISTER
As of December 31, 2022

12/16/2022	ADP	WAGES	-62,832.43
12/16/2022	ADP	WAGES	-11,385.86
12/16/2022	[EMPLOYEE]	WAGES	-71.14
12/16/2022	[EMPLOYEE]	WAGES	-90.78
12/16/2022	[EMPLOYEE]	WAGES	-22.23
12/16/2022	[EMPLOYEE]	WAGES	-71.14
12/16/2022	[EMPLOYEE]	WAGES	-90.79
12/16/2022	[EMPLOYEE]	WAGES	-92.73
12/16/2022	[EMPLOYEE]	WAGES	-90.78
12/16/2022	[EMPLOYEE]	WAGES	-90.79
12/16/2022	[EMPLOYEE]	WAGES	-90.79
12/16/2022	[EMPLOYEE]	WAGES	-90.79
12/16/2022	[EMPLOYEE]	WAGES	-74.69
12/16/2022	[EMPLOYEE]	WAGES	-90.78
12/16/2022	[EMPLOYEE]	WAGES	-71.14
12/16/2022	[EMPLOYEE]	WAGES	-111.80
12/16/2022	[EMPLOYEE]	WAGES	-84.30
12/16/2022	[EMPLOYEE]	WAGES	-90.78
12/16/2022	[EMPLOYEE]	WAGES	-90.79
12/16/2022	[EMPLOYEE]	WAGES	-90.79
12/16/2022	[EMPLOYEE]	WAGES	-71.14
12/16/2022	[EMPLOYEE]	WAGES	-71.14
12/16/2022	[EMPLOYEE]	WAGES	-74.69
12/16/2022	[EMPLOYEE]	WAGES	-90.79
12/16/2022	[EMPLOYEE]	WAGES	-71.13
12/16/2022	ADP	OUTSIDE SERVICES	-307.50
12/16/2022	ADP	WAGES	-79.84
12/19/2022	ARCO	FUEL	-126.79
12/22/2022	JUAN OYOLA	UNIFORMS	-250.00
12/22/2022	BATTERY SYSTEMS	PARTS	-637.79
12/22/2022	CARQUEST - YUCCA VALLEY	PARTS	-200.78
12/22/2022	CHARLES ABBOTT & ASSOCIATES INC.	PROFESSIONAL FEES	-110.00
12/22/2022	HI DESERT FEDERAL	OUTSIDE SERVICES	-210.00
12/22/2022	KULIK GOTTESMAN SIEGEL & WARE LLP	PROFESSIONAL FEES	-346.50
12/22/2022	PARKHOUSE TIRES	TIRES	-453.67
12/22/2022	PRO SECURITY SYSTEMS	OUTSIDE SERVICES	-156.00
12/22/2022	QUILL CORPORATION	OFFICE SUPPLIES	-355.50
12/22/2022	SAFETY-KLEEN	FLUIDS	0.00
12/22/2022	TAPTCO	TRAINING	-8,728.00
12/22/2022	CALPERS HEALTH/RETIREMENT	CERBT	-14,165.00
12/22/2022	CALPERS HEALTH/RETIREMENT	CEPPT	-10,034.00
12/24/2022	TREP	MILEAGE REIMBURSEMENTS	-2,518.89
12/26/2022	ARCO	FUEL	-59.88
12/27/2022	PACIFIC WESTERN BANK	DEPOSIT CORRECTION	-1.50
12/27/2022	PACIFIC WESTERN BANK	DEPOSIT CORRECTION	-8.75
12/30/2022	ADP	WAGES	-66,780.00
12/30/2022	ADP	WAGES	-12,137.94
12/30/2022	BURRTEC	UTILITIES	-381.42
12/30/2022	CALIFORNIA ASSOC FOR COORD TRANSPORTATION	OUTSIDE SERVICES	-715.00
12/30/2022	CARL OTTESON'S CERTIFIED BACKFLOW TESTING	OUTSIDE SERVICES	-270.00
12/30/2022	DIAMOND ENVIRONMENTAL SERVICES	UTILITIES	-132.26
12/30/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-97.98
12/30/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-731.69
12/30/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-65.98
12/30/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-169.79
12/30/2022	I.E. GENERAL ENGINEERING INC.	FACILITIES PROJECT	-18,600.00

BASIN TRANSIT
WARRANT REGISTER
As of December 31, 2022

12/30/2022	KCDZ	MARKETING/PROMOTIONS	-4,200.00
12/30/2022	MOJAVE DESERT AQMD	OUTSIDE SERVICES	-373.93
12/30/2022	NAPA	PARTS	-335.68
12/30/2022	PALM SPRINGS MOTORS	PARTS	-487.64
12/30/2022	PARKHOUSE TIRES	TIRES	-1,255.72
12/30/2022	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-203.89
12/30/2022	SPECTRUM	UTILITIES	-411.98
12/30/2022	SWRCB FEES	OUTSIDE SERVICES	-1,738.00
12/30/2022	THE GAS COMPANY	UTILITIES	-26.97
12/30/2022	CLEAN ENERGY	CNG MAINTENANCE	-1,727.55
12/30/2022	CITY OF TWENTYNINE PALMS	PROFESSIONAL FEES	-50.00
12/30/2022	KRISTEN KOHER	UNIFORMS	-49.99
12/30/2022	[EMPLOYEE]	HRA REIMBURSEMENT	-100.00
12/30/2022	[EMPLOYEE]	HRA REIMBURSEMENT	-154.10
12/30/2022	[EMPLOYEE]	HRA REIMBURSEMENT	-495.00
12/30/2022	[EMPLOYEE]	HRA REIMBURSEMENT	-2,892.66
12/30/2022	[EMPLOYEE]	HRA REIMBURSEMENT	-231.67
12/30/2022	[EMPLOYEE]	HRA REIMBURSEMENT	-17.17
12/30/2022	[EMPLOYEE]	HRA REIMBURSEMENT	-566.99
12/30/2022	CARQUEST - YUCCA VALLEY	PARTS & FLUIDS	-113.43
12/30/2022	[EMPLOYEE]	HRA REIMBURSEMENT	-170.10
12/30/2022	CALPERS 457 PROGRAM	SUPPL RETIREMENT	-4,052.16
12/30/2022	CALPERS HEALTH/RETIREMENT	RETIREMENT	-7,016.26
12/30/2022	CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,452.15
12/30/2022	ADP	WAGES	-79.84
12/30/2022	ADP	OUTSIDE SERVICES	-252.50
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			-500,249.67
			<hr/>
			-500,249.67
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BASIN TRANSIT WARRANT REGISTER

As of January 31, 2023

Date	Name	Memo	Paid Amount
01/01/2023	PRISM	INSURANCE	-21,625.00
01/02/2023	ARCO	FUEL	-184.32
01/03/2023	SENTINEL BENEFITS	OUTSIDE SERVICES	-25.00
01/05/2023	US BANK	CREDIT CARD PAYMENT	-7,497.79
01/05/2023	[EMPLOYEE]	WAGES	-181.24
01/05/2023	[EMPLOYEE]	EE REFERRAL BONUS	-474.98
01/05/2023	[EMPLOYEE]	EE REFERRAL BONUS	-976.50
01/05/2023	CALTIP	INSURANCE	-79,685.16
01/05/2023	AIS	PRINTING & REPRODUCTION	-109.08
01/05/2023	BENEFIT COORDINATORS CORP	DENTAL	-1,551.30
01/05/2023	C&S ELECTRICAL	OUTSIDE SERVICES	-1,195.00
01/05/2023	CARQUEST - YUCCA VALLEY	PARTS	-217.89
01/05/2023	CLEAN ENERGY	CNG MAINTENANCE	-104.58
01/05/2023	GALLOSKY NETWORKS	OUTSIDE SERVICES	-210.00
01/05/2023	HI DESERT WATER DISTRICT	UTILITIES	-152.29
01/05/2023	JOSHUA BASIN WATER DISTRICT	UTILITIES	-158.43
01/05/2023	LEFEVRE'S TOWING INC.	TOWING	-910.00
01/05/2023	PALM SPRINGS MOTORS	PARTS	-215.85
01/05/2023	PARKHOUSE TIRES	TIRES	-1,604.09
01/05/2023	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-431.01
01/05/2023	QUILL CORPORATION	OFFICE SUPPLIES	-45.22
01/05/2023	VOYAGER	FUEL	-31,376.29
01/05/2023	CALPERS HEALTH/RETIREMENT	HEALTH INSURANCE	-20,601.30
01/09/2023	ARCO	FUEL	-111.94
01/09/2023	PACIFIC WESTERN BANK	DEPOSIT CORRECTIONS	-0.25
01/10/2023	SOUTHERN CALIFORNIA EDISON	UTILITIES	-4,909.74
01/10/2023	PACIFIC WESTERN BANK	DEPOSIT CORRECTIONS	1.00
01/10/2023	NEC Cloud Communications America, Inc.	TELEPHONE	-458.44
01/11/2023	PACIFIC WESTERN BANK	DEPOSIT CORRECTIONS	-1.05
01/12/2023	CARQUEST - YUCCA VALLEY	PARTS	-270.68
01/12/2023	CINTAS CORP	REBRANDING EXPENSES TO BE REIMB	-979.77
01/12/2023	COPPER MOUNTAIN BROADCASTING	MARKETING/PROMOTIONS	-616.00
01/12/2023	DELL BUSINESS CREDIT	OFFICE EQUIPMENT	-166.62
01/12/2023	FORENSIC DRUG TESTING	EMPLOYEE EXPENSE	-373.95
01/12/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-255.69
01/12/2023	JOSHUA TREE LANDSCAPE & GROUNDS MAINT	OUTSIDE SERVICES	-725.00
01/12/2023	KCDZ	MARKETING/PROMOTIONS	-577.00
01/12/2023	NAPA	PARTS	-458.23
01/12/2023	PALM SPRINGS MOTORS	PARTS	-169.65
01/12/2023	PARKHOUSE TIRES	TIRES	-1,268.41
01/12/2023	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-392.02
01/12/2023	QUILL CORPORATION	OFFICE SUPPLIES	-271.84
01/12/2023	RUSSELL AIR CONDITIONING INC.	OUTSIDE SERVICES	-945.00
01/12/2023	SOPHART INC	OUTSIDE SERVICES	-1,275.00
01/12/2023	THE GAS COMPANY	FUEL	-11,586.54

BASIN TRANSIT WARRANT REGISTER

As of January 31, 2023

01/12/2023	TWENTYNINE PALMS WATER DISTRICT	UTILITIES	0.00
01/12/2023	YUCCA AUTO BODY	REBRANDING EXPENSES TO BE REIMB	-9,598.88
01/12/2023	DAWN BOSTROM	EMPLOYEE EXPENSE	-63.00
01/12/2023	NOEMI ADDERLEY	MILEAGE	-78.75
01/12/2023	JOHN LEBDA	UNIFORM REIMBURSEMENT	-155.16
01/12/2023	CHERI HOLSCLOW	EMPLOYEE EXPENSE & MILEAGE	-157.95
01/12/2023	PACIFIC WESTERN BANK	DEPOSIT CORRECTIONS	-1.00
01/13/2023	ADP	WAGES	-67,254.68
01/13/2023	ADP	WAGES	-13,453.00
01/13/2023	CALPERS HEALTH/RETIREMENT	RETIREMENT	-7,175.55
01/13/2023	CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,535.29
01/13/2023	CALPERS 457 PROGRAM	SUPPL RETIREMENT	-4,060.50
01/13/2023	ADP	OUTSIDE SERVICES	-205.00
01/13/2023	ADP	WAGES	-79.84
01/15/2023	CALPERS HEALTH/RETIREMENT	CERBT	-14,165.00
01/15/2023	CALPERS HEALTH/RETIREMENT	CEPPT	-10,034.00
01/15/2023	VISION SERVICE PLAN	VISION INSURANCE	-486.06
01/16/2023	ARCO	FUEL	-177.42
01/23/2023	ARCO	FUEL	-134.11
01/24/2023	TREP	MILEAGE REIMBURSEMENTS	-2,474.43
01/26/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-55.48
01/26/2023	SAFETY-KLEEN	FLUIDS	0.00
01/26/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-69.55
01/26/2023	IMAGE SOURCE	CREDIT APPLIED	0.00
01/26/2023	CLEAN ENERGY	CNG MAINTENANCE	-1,500.00
01/26/2023	CREATIVE BUS SALES - PARTS	PARTS	-274.98
01/26/2023	DAN'S CARPET CLEANING	OUTSIDE SERVICES	-641.90
01/26/2023	DESERT ARC	OUTSIDE SERVICES	-270.00
01/26/2023	DESERT FIRE EXTINGUISHER	OUTSIDE SERVICES	-1,549.82
01/26/2023	DIAMOND ENVIRONMENTAL SERVICES	UTILITIES	-132.26
01/26/2023	E3 IGNITION PRODUCTS, LLC	PARTS	-178.48
01/26/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-97.98
01/26/2023	GILLIG LLC	PARTS	-14.74
01/26/2023	I.E. GENERAL ENGINEERING INC.	REIMBURSABLE FACILITY MAINT	-7,450.00
01/26/2023	KULIK GOTTESMAN SIEGEL & WARE LLP	PROFESSIONAL FEES	-940.50
01/26/2023	NAPA	PARTS	-512.98
01/26/2023	PALM SPRINGS MOTORS	PARTS	-316.96
01/26/2023	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-151.92
01/26/2023	QUILL CORPORATION	OFFICE SUPPLIES	-221.49
01/26/2023	SPECTRUM	UTILITIES	-411.98
01/26/2023	SUNNY AND SONS	OUTSIDE SERVICES	-99.00
01/26/2023	THE GAS COMPANY	UTILITIES	-50.28
01/26/2023	VALLEY INDEPENDENT PRINTING	PRINTING & REPRODUCTION	-303.68
01/26/2023	YUCCA AUTO BODY	REBRANDING EXPENSES TO BE REIMB	-9,599.76
01/26/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-1,706.05
01/26/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-65.98
01/26/2023	MICHAEL PADILLA	EMPLOYEE EXPENSE	-89.00

BASIN TRANSIT WARRANT REGISTER

As of January 31, 2023

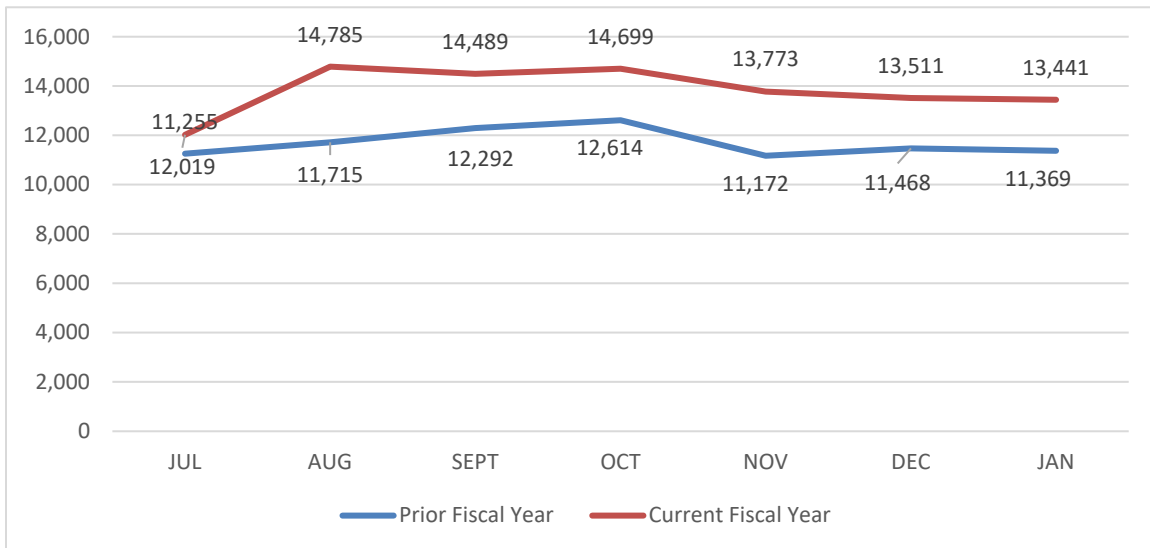
01/26/2023	JOE MEER	MILEAGE	-121.83
01/26/2023	ROY DAVIS	EMPLOYEE EXPENSE	-50.00
01/27/2023	ADP	WAGES	-66,132.42
01/27/2023	ADP	WAGES	-12,892.90
01/27/2023	[EMPLOYEE]	WAGES	-670.53
01/27/2023	AFFINITY FLOORING OF THE OF THE DESERT	REIMBURSABLE FACILITY MAINT	-7,746.92
01/27/2023	CALPERS HEALTH/RETIREMENT	RETIREMENT	-7,111.96
01/27/2023	CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,502.09
01/27/2023	CALPERS 457 PROGRAM	SUPPL RETIREMENT	-4,032.01
01/27/2023	ADP	WAGES	-79.84
01/27/2023	ADP	OUTSIDE SERVICES	-197.50
01/30/2023	ARCO	FUEL	-139.25
01/31/2023	BEN SASNETT	BOARD MEMBER STIPEND	-100.00
01/31/2023	BRYAN BLASZAK	HRA REIMBURSEMENTS	-151.00
01/31/2023	SHEMIKA BORTEE	HRA REIMBURSEMENTS	-154.10
01/31/2023	GARY COOPER	HRA REIMBURSEMENTS	-555.00
01/31/2023	SABRINA FRANKLIN	HRA REIMBURSEMENTS	-4,610.48
01/31/2023	GEORGE HALLAS	HRA REIMBURSEMENTS	-187.01
01/31/2023	CHERI HOLSCLAW	HRA REIMBURSEMENTS	-3,158.00
01/31/2023	CYNTHIA LOPEZ	HRA REIMBURSEMENTS	-102.14
01/31/2023	JOE MEER	HRA REIMBURSEMENTS	-90.00
01/31/2023	JUAN OYOLA	HRA REIMBURSEMENTS	-891.90
01/31/2023	DANIELLE HARRINGTON	BOARD MEMBER STIPEND	-100.00
01/31/2023	DAN MINTZ	BOARD MEMBER STIPEND	-100.00
01/31/2023	JEFF DROZD	BOARD MEMBER STIPEND	-100.00
01/31/2023	ELLEN JACKMAN	BOARD MEMBER STIPEND	-100.00
01/31/2023	McARTHUR WRIGHT	BOARD MEMBER STIPEND	-100.00
			<hr/>
			-470,515.41

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: April 6, 2023

RE: Ridership Reports

Basin Transit is still seeing a rise in ridership from the previous year with 11,232 (15.75%) more passengers through the second quarter. In January 2023, ridership increased by another 2,072 passengers when compared to January 2022, bringing a year-to-date ridership of 13,304 (16.09%). At over 95,000 passengers during through January 2023, we are on track to meet our FY23 Target of 140,000.



STAFF RECOMMENDATION: RECEIVE AND FILE



Quarterly Performance Scorecard

FY 2023
System - System-Wide
All Routes

Performance Indicators & Data	Prior Year Total	Current Year Target	Current Year To Date	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Year To Date Performance
Farebox Recovery Ratio	7.30%	>= 10.00%	5.98%	4.88%	7.14%			Fails to Meet Target
Operating Costs Per Revenue Hour	\$125.71	<= \$149.85	\$144.37	\$150.17	\$138.65			Exceeds Target
Passenger Revenue Per Revenue Hour (a)	\$9.18		\$8.63	\$7.33	\$9.90			Fails to Meet Target
Subsidy Per Revenue Hour	\$116.54		\$135.75	\$142.83	\$128.74			
Operating Cost Per Revenue Mile	\$6.37	<= \$7.61	\$7.26	\$7.50	\$7.01			Exceeds Target
Passenger Revenue Per Revenue Mile	\$0.46		\$0.43	\$0.37	\$0.50			
Subsidy Per Revenue Mile	\$5.90		\$6.82	\$7.13	\$6.51			
Operating Costs Per Passenger	\$26.81	<= \$33.83	\$27.72	\$28.91	\$26.56			Exceeds Target
Passenger Revenue Per Passenger (Avg Fare) (a)	\$1.96		\$1.66	\$1.41	\$1.90			
Subsidy Per Passenger	\$24.86		\$26.07	\$27.50	\$24.66			
Operating Cost Per Passenger Mile								
Passenger Revenue Per Passenger Mile (a)								
Subsidy Per Passenger Mile								
Passengers Per Revenue Hour	4.7		5.2	5.2	5.2			
Passengers Per Revenue Mile	0.24		0.26	0.26	0.26			
Revenue Miles Between NTD Reportable Accidents (b)								
Percentage of Trips On Time	98.3%		97.9%	98.2%	97.5%			
Passengers Served Between Complaints	8,720		27,759	20,647	41,983			
Complaints Per 100,000 Passengers	11.47		3.60	4.84	2.38			
Revenue Miles Between NTD System Failures (c)								
Total Miles Between Total NTD System Failures (c)								
Total Miles Between Major NTD System Failures (d)								
Passengers	148,240	>= 140,000	83,276	41,293	41,983			Fails to Meet Target
Passenger Miles								
Revenue Hours	31,618		15,991	7,949	8,042			
Total Hours	34,440		17,497	8,678	8,819			
Revenue Miles	624,318		318,198	159,199	158,999			
Total Miles	686,363		349,824	174,770	175,054			
Operating Costs	\$3,974,715		\$2,308,721	\$1,193,665	\$1,115,057			
Passenger Revenue (a)	\$290,126		\$137,959	\$58,304	\$79,656			
Operating Subsidy	\$3,684,589		\$2,170,762	\$1,135,361	\$1,035,401			
NTD Reportable Accidents (b)	0		0	0	0			
Total Roadcalls (NTD System Failures) (c)	0		0	0	0			
Major Mechanical Failures (Roadcalls) (d)	0		0	0	0			
Complaints	17		3	2	1			
Trips On Time	12,254		5,760	3,579	2,181			
On-Time Performance Trips Sampled	12,469		5,882	3,645	2,237			

(a) Includes Auxiliary Revenues and other Local Support related to reduced fares. (b) Collision Accidents reportable per NTD Definition. (c) Total System Failures per NTD Definition. (d) Major System Failures per NTD Definition.



Monthly Ridership Report

December, 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	4,970	6,240	6.0	7.5	6.14%	6.11%
12	344	492	2.0	4.2	9.89%	15.89%
15	86	96	1.7	2.0	7.05%	2.64%
1X	131	107	4.8	5.3	1.95%	2.75%
21	727	621	3.2	2.7	2.19%	1.35%
3A	1,112	1,201	4.5	5.3	2.65%	3.86%
3B	978	1,127	4.0	4.8	2.88%	4.65%
7A	1,028	1,359	4.0	5.6	1.75%	3.68%
7B	967	1,163	3.8	4.8	2.06%	2.91%
RR30	384	391	2.4	2.6	1.72%	1.54%
RR31	101	161	1.4	1.7	1.01%	0.98%
RR34	248	203	2.3	1.9	1.47%	1.02%
RR36	24	64	0.8	1.3	0.54%	0.78%
RR50	368	286	1.9	1.8	1.43%	1.06%
Program Subtotals						
Commuter Service	430	588	1.9	3.5	9.16%	11.69%
Demand Response	1,125	1,105	2.0	2.0	1.42%	1.14%
Neighborhood Shuttles	9,913	11,818	4.7	5.8	3.82%	4.43%
System Total	11,468	13,511	4.0	4.9	3.82%	4.37%



FY 2023 -- Monthly Performance Statistics
Systemwide Summary
All Routes

Performance Statistics for December

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	6,240	830.8	\$121,797	\$7,448	7.5	\$19.52	\$146.61	\$1.19	\$8.97	6.11%
1X	107	20.1	\$2,976	\$82	5.3	\$27.82	\$148.21	\$0.76	\$4.07	2.75%
3A	1,201	228.9	\$32,551	\$1,258	5.3	\$27.10	\$142.22	\$1.05	\$5.50	3.86%
3B	1,127	236.3	\$32,641	\$1,518	4.8	\$28.96	\$138.16	\$1.35	\$6.42	4.65%
7A	1,359	242.4	\$34,084	\$1,256	5.6	\$25.08	\$140.59	\$0.92	\$5.18	3.68%
7B	1,163	242.6	\$34,188	\$996	4.8	\$29.40	\$140.92	\$0.86	\$4.10	2.91%
12	492	117.5	\$21,216	\$3,371	4.2	\$43.12	\$180.62	\$6.85	\$28.69	15.89%
15	96	48.9	\$9,836	\$260	2.0	\$102.46	\$201.21	\$2.71	\$5.32	2.64%
21	621	232.0	\$35,771	\$481	2.7	\$57.60	\$154.22	\$0.78	\$2.08	1.35%
RR30	391	150.5	\$20,052	\$309	2.6	\$51.28	\$133.25	\$0.79	\$2.05	1.54%
RR31	161	93.8	\$13,034	\$127	1.7	\$80.96	\$138.91	\$0.79	\$1.35	0.98%
RR34	203	104.6	\$15,764	\$160	1.9	\$77.66	\$150.76	\$0.79	\$1.53	1.02%
RR36	64	50.3	\$6,448	\$51	1.3	\$100.76	\$128.11	\$0.79	\$1.00	0.78%
RR50	286	161.3	\$21,270	\$226	1.8	\$74.37	\$131.84	\$0.79	\$1.40	1.06%
Program:										
Commuter Service	588	166.4	\$31,052	\$3,631	3.5	\$52.81	\$186.67	\$6.17	\$21.82	11.69%
Demand Response	1,105	560.6	\$76,569	\$872	2.0	\$69.29	\$136.60	\$0.79	\$1.56	1.14%
Neighborhood Shuttles	11,818	2,033.0	\$294,008	\$13,038	5.8	\$24.88	\$144.62	\$1.10	\$6.41	4.43%
Mode:										
Bus (Motorbus)	11,818	2,033.0	\$294,008	\$13,038	5.8	\$24.88	\$144.62	\$1.10	\$6.41	4.43%
Commuter Bus	588	166.4	\$31,052	\$3,631	3.5	\$52.81	\$186.67	\$6.17	\$21.82	11.69%
Demand Response	1,105	560.6	\$76,569	\$872	2.0	\$69.29	\$136.60	\$0.79	\$1.56	1.14%
System Total:	13,511	2,759.9	\$401,630	\$17,541	4.9	\$29.73	\$145.53	\$1.30	\$6.36	4.37%



Monthly Ridership Report

January, 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	4,788	6,118	6.3	7.6	7.81%	8.86%
12	360	468	2.4	3.9	10.07%	16.29%
15	229	189	4.4	3.7	12.05%	7.69%
1X	83	127	2.5	4.7	2.79%	4.48%
21	695	643	3.5	2.7	6.30%	3.28%
3A	1,242	1,105	5.6	4.9	8.18%	3.71%
3B	1,021	1,263	4.5	5.1	7.41%	4.73%
7A	1,040	1,233	4.7	5.2	4.13%	5.00%
7B	907	1,235	4.1	5.2	4.59%	4.77%
RR30	352	329	2.4	2.0	1.68%	1.31%
RR31	115	188	1.5	1.9	1.06%	1.23%
RR34	202	204	1.9	2.0	1.14%	1.05%
RR36	20	48	0.6	1.0	0.45%	0.77%
RR50	315	291	1.9	1.8	1.35%	1.08%
Program Subtotals						
Commuter Service	589	657	2.9	3.9	10.69%	13.68%
Demand Response	1,004	1,060	1.9	1.8	1.30%	1.14%
Neighborhood Shuttles	9,776	11,724	5.2	5.8	6.77%	6.19%
System Total	11,369	13,441	4.3	4.9	6.18%	5.99%



FY 2023 -- Monthly Performance Statistics
Systemwide Summary
All Routes

Performance Statistics for January

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	6,118	803.3	\$121,654	\$10,781	7.6	\$19.88	\$151.45	\$1.76	\$13.42	8.86%
1X	127	26.8	\$4,158	\$186	4.7	\$32.74	\$155.36	\$1.47	\$6.95	4.48%
3A	1,105	228.0	\$31,861	\$1,181	4.9	\$28.83	\$139.77	\$1.07	\$5.18	3.71%
3B	1,263	247.4	\$33,416	\$1,580	5.1	\$26.46	\$135.05	\$1.25	\$6.38	4.73%
7A	1,233	238.6	\$32,611	\$1,630	5.2	\$26.45	\$136.69	\$1.32	\$6.83	5.00%
7B	1,235	238.4	\$32,417	\$1,546	5.2	\$26.25	\$135.98	\$1.25	\$6.49	4.77%
12	468	118.9	\$25,488	\$4,151	3.9	\$54.46	\$214.39	\$8.87	\$34.92	16.29%
15	189	51.8	\$11,083	\$853	3.7	\$58.64	\$214.10	\$4.51	\$16.47	7.69%
21	643	235.5	\$36,023	\$1,181	2.7	\$56.02	\$153.00	\$1.84	\$5.01	3.28%
RR30	329	162.0	\$18,932	\$248	2.0	\$57.54	\$116.85	\$0.75	\$1.53	1.31%
RR31	188	100.9	\$11,513	\$142	1.9	\$61.24	\$114.14	\$0.75	\$1.41	1.23%
RR34	204	102.8	\$14,676	\$154	2.0	\$71.94	\$142.78	\$0.75	\$1.50	1.05%
RR36	48	49.1	\$4,678	\$36	1.0	\$97.46	\$95.37	\$0.75	\$0.74	0.77%
RR50	291	164.2	\$20,322	\$219	1.8	\$69.84	\$123.79	\$0.75	\$1.34	1.08%
Program:										
Commuter Service	657	170.7	\$36,571	\$5,004	3.9	\$55.66	\$214.30	\$7.62	\$29.32	13.68%
Demand Response	1,060	578.9	\$70,121	\$799	1.8	\$66.15	\$121.13	\$0.75	\$1.38	1.14%
Neighborhood Shuttles	11,724	2,017.8	\$292,139	\$18,084	5.8	\$24.92	\$144.78	\$1.54	\$8.96	6.19%
Mode:										
Bus (Motorbus)	11,724	2,017.8	\$292,139	\$18,084	5.8	\$24.92	\$144.78	\$1.54	\$8.96	6.19%
Commuter Bus	657	170.7	\$36,571	\$5,004	3.9	\$55.66	\$214.30	\$7.62	\$29.32	13.68%
Demand Response	1,060	578.9	\$70,121	\$799	1.8	\$66.15	\$121.13	\$0.75	\$1.38	1.14%
System Total:	13,441	2,767.4	\$398,831	\$23,887	4.9	\$29.67	\$144.12	\$1.78	\$8.63	5.99%

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: April 6, 2023

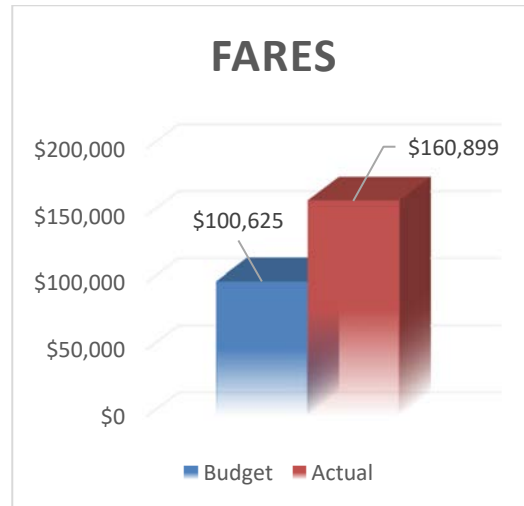
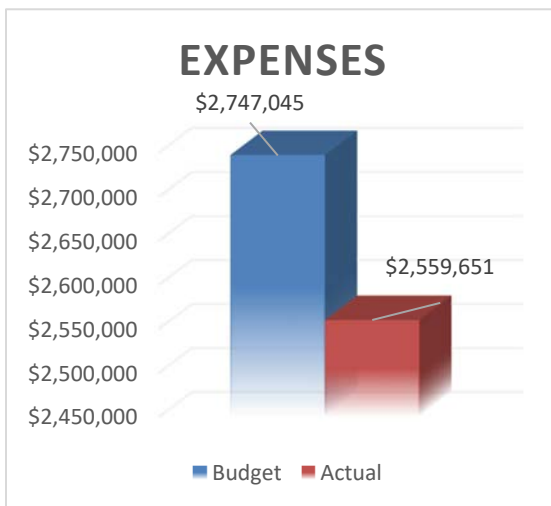
RE: Financial Reports

At the conclusion of January, Basin Transit expenses were \$187,394 (7%) below budget.

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

CNG fuel sold was \$33,360 (100%) ahead of budget.

Passenger Fares were \$60,274 (60%) 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 01/31/23

Line	Administrative Exp.	FY 22/23 Budget	JANUARY		Year to Date		Year to Date Variance	%
			Budget	Actual	Budget	Actual		
1	Mgmt. Salaries	\$ 132,075.00	\$ 10,159.62	\$ 10,160.00	\$ 76,197.12	\$ 75,149.25	\$ 1,047.87	1%
2	Office Salaries	\$ 137,236.00	\$ 10,556.62	\$ 9,635.39	\$ 79,174.62	\$ 69,515.26	\$ 9,659.36	12%
3	Board Members	\$ 6,300.00	\$ 525.00	\$ 600.00	\$ 4,200.00	\$ 2,400.00	\$ 1,800.00	43%
4	Payroll Taxes	\$ 7,888.00	\$ 606.77	\$ 1,087.32	\$ 4,550.77	\$ 4,120.91	\$ 429.86	9%
5	Health & Welfare	\$ 60,441.00	\$ 5,036.75	\$ 7,380.35	\$ 35,257.25	\$ 37,720.23	\$ (2,462.98)	-7%
6	Retirement: PERS	\$ 42,579.00	\$ 3,275.31	\$ 3,380.22	\$ 24,564.81	\$ 28,082.62	\$ (3,517.81)	-14%
7	Mileage	\$ 5,000.00	\$ 416.67	\$ 306.83	\$ 2,916.67	\$ 2,195.98	\$ 720.69	25%
8	Outside Services	\$ 37,425.00	\$ 3,118.75	\$ 4,307.62	\$ 21,831.25	\$ 14,682.87	\$ 7,148.38	33%
9	Prof. Fees	\$ 64,676.00	\$ 5,389.67	\$ 940.50	\$ 37,727.67	\$ 15,630.40	\$ 22,097.27	59%
10	Leases/Rents	\$ 1,428.00	\$ 119.00	\$ -	\$ 833.00	\$ -	\$ 833.00	100%
11	Utilities	\$ 120,840.00	\$ 10,070.00	\$ 6,133.02	\$ 70,490.00	\$ 78,892.97	\$ (8,402.97)	-12%
12	Marketing/Promotions	\$ 40,493.00	\$ 3,374.42	\$ 1,193.00	\$ 23,620.92	\$ 20,803.48	\$ 2,817.44	12%
13	Office Supplies	\$ 16,882.00	\$ 1,406.83	\$ 987.07	\$ 9,847.83	\$ 6,552.45	\$ 3,295.38	33%
14	Postage	\$ 2,400.00	\$ 200.00	\$ 166.08	\$ 1,400.00	\$ 973.11	\$ 426.89	30%
15	Printing/Reproduction	\$ 36,214.00	\$ 3,017.83	\$ 412.76	\$ 21,124.83	\$ 2,040.13	\$ 19,084.70	90%
16	Training/Meetings	\$ 14,831.00	\$ 1,235.92	\$ 945.65	\$ 8,651.42	\$ 11,265.37	\$ (2,613.95)	-30%
17	Total Administrative	\$ 726,708.00	\$ 58,509.14	\$ 47,635.81	\$ 422,388.14	\$ 370,025.03	\$ 52,363.11	12%
Maintenance Expense								
18	Mechanic Salaries	\$ 178,684.00	\$ 13,744.92	\$ 13,935.83	\$ 103,086.92	\$ 97,956.99	\$ 5,129.93	5%
19	Misc. Work/Salaries	\$ 97,521.00	\$ 7,501.62	\$ 7,243.53	\$ 56,262.12	\$ 49,531.51	\$ 6,730.61	12%
20	Payroll Taxes	\$ 4,211.00	\$ 323.92	\$ 786.03	\$ 2,429.42	\$ 2,794.00	\$ (364.58)	-15%
21	Health & Welfare	\$ 29,364.00	\$ 2,447.00	\$ 1,822.24	\$ 17,129.00	\$ 11,223.46	\$ 5,905.54	34%
22	Retirement: PERS	\$ 20,964.00	\$ 1,612.62	\$ 902.76	\$ 12,094.62	\$ 7,955.45	\$ 4,139.17	34%
23	Uniforms	\$ 2,500.00	\$ 208.33	\$ 267.72	\$ 1,458.33	\$ 2,279.33	\$ (821.00)	-56%
24	Outside Services	\$ 34,431.00	\$ 2,869.25	\$ 5,966.72	\$ 20,084.75	\$ 31,268.78	\$ (11,184.03)	-56%
25	Parts	\$ 41,329.00	\$ 3,444.08	\$ 2,539.54	\$ 24,108.58	\$ 34,788.50	\$ (10,679.92)	-44%
26	Fluids	\$ 15,259.00	\$ 1,271.58	\$ -	\$ 8,901.08	\$ 8,108.65	\$ 792.43	9%
27	Tires	\$ 55,000.00	\$ 4,583.33	\$ 2,872.50	\$ 32,083.33	\$ 34,388.54	\$ (2,305.21)	-7%
28	Accident Repair	\$ 26,369.00	\$ 2,197.42	\$ -	\$ 15,381.92	\$ (26,542.49)	\$ 41,924.41	273%
29	Tools	\$ 1,500.00	\$ 125.00	\$ 201.67	\$ 875.00	\$ 462.06	\$ 412.94	47%
30	Consulting	\$ 1,606.00	\$ 133.83	\$ -	\$ 936.83	\$ -	\$ 936.83	100%
31	Shop Supplies	\$ 2,000.00	\$ 166.67	\$ 179.78	\$ 1,166.67	\$ 2,318.72	\$ (1,152.05)	-99%
32	Facility Supplies	\$ 7,527.00	\$ 627.25	\$ 707.23	\$ 4,390.75	\$ 3,171.79	\$ 1,218.96	28%
33	Training/Meetings	\$ 6,174.00	\$ 514.50	\$ -	\$ 3,601.50	\$ 112.61	\$ 3,488.89	97%
34	Shelter Maintenance	\$ 2,784.00	\$ 232.00	\$ -	\$ 1,624.00	\$ -	\$ 1,624.00	100%
35	CNG Stations Maint.	\$ 115,874.00	\$ 9,656.17	\$ 1,604.58	\$ 67,593.17	\$ 41,833.35	\$ 25,759.82	38%
36	Total Maintenance	\$ 643,097.00	\$ 51,659.49	\$ 39,030.13	\$ 373,207.99	\$ 301,651.25	\$ 71,556.74	19%
Operations Expense								
37	Mgmt/Supv Salaries	\$ 160,993.00	\$ 12,384.08	\$ 12,540.88	\$ 92,880.58	\$ 90,091.37	\$ 2,789.21	3%
38	Operator Wages	\$ 1,073,545.00	\$ 82,580.38	\$ 85,906.69	\$ 619,352.88	\$ 623,655.95	\$ (4,303.07)	-1%
39	Dispatch Wages	\$ 213,418.00	\$ 16,416.77	\$ 17,525.45	\$ 123,125.77	\$ 128,353.87	\$ (5,228.10)	-4%
40	Payroll Taxes	\$ 34,751.00	\$ 2,673.15	\$ 4,252.56	\$ 20,048.65	\$ 15,642.66	\$ 4,405.99	22%
41	Health & Welfare	\$ 445,125.00	\$ 37,093.75	\$ 22,563.00	\$ 259,656.25	\$ 127,965.90	\$ 131,690.35	51%
42	Retirement: PERS	\$ 343,469.00	\$ 26,420.69	\$ 8,805.99	\$ 198,155.19	\$ 172,376.07	\$ 25,779.12	13%
43	Safety Incentive Program	\$ 8,800.00	\$ 733.33	\$ -	\$ 5,133.33	\$ 8,300.00	\$ (3,166.67)	-62%
44	Workers' Comp	\$ 350,000.00	\$ 29,166.67	\$ 21,625.00	\$ 204,166.67	\$ 151,378.00	\$ 52,788.67	26%
45	Other Employee Exp.	\$ 21,567.00	\$ 1,797.25	\$ 6,391.09	\$ 12,580.75	\$ 24,235.52	\$ (11,654.77)	-93%
46	Mileage	\$ 1,850.00	\$ 154.17	\$ -	\$ 1,079.17	\$ 197.50	\$ 881.67	82%
47	Uniforms	\$ 16,152.00	\$ 1,346.00	\$ 155.16	\$ 9,422.00	\$ 1,598.57	\$ 7,823.43	83%
48	Outside Services	\$ 16,635.00	\$ 1,386.25	\$ 1,275.00	\$ 9,703.75	\$ 11,684.74	\$ (1,980.99)	-20%
49	Tel/Cell/Internet/Fax	\$ 32,638.00	\$ 2,719.83	\$ 3,519.17	\$ 19,038.83	\$ 19,856.42	\$ (817.59)	-4%
50	Radio Expense	\$ 11,869.00	\$ 989.08	\$ -	\$ 6,923.58	\$ 4,841.28	\$ 2,082.30	30%
51	Fuel	\$ 192,506.00	\$ 16,042.17	\$ 43,722.87	\$ 112,295.17	\$ 208,838.31	\$ (96,543.14)	-86%
52	Trainings/Meetings	\$ 4,400.00	\$ 366.67	\$ (7,862.21)	\$ 2,566.67	\$ 1,740.00	\$ 826.67	32%
53	Insurance	\$ 389,447.00	\$ 32,453.92	\$ 79,435.16	\$ 227,177.42	\$ 267,984.51	\$ (40,807.09)	-18%
54	Deferred Comp Match	\$ 48,780.00	\$ 3,752.31	\$ 3,829.24	\$ 28,142.31	\$ 29,233.91	\$ (1,091.60)	-4%
55	Total Operations	\$ 3,365,945.00	\$ 268,476.47	\$ 303,685.05	\$ 1,951,448.97	\$ 1,887,974.58	\$ 63,474.39	3%
56	Grand Total of Op Exp	\$ 4,735,750.00	\$ 378,645.10	\$ 390,350.99	\$ 2,747,045.10	\$ 2,559,650.86	\$ 187,394.24	7%

BASIN TRANSIT
Statement of Income
01/31/23

Other Revenue			JANUARY		YTD Bdgt	YTD Actual		
1	Interest	\$ 752.00	\$ 62.67	\$ 6,825.96	\$ 329.00	\$ 13,716.88	\$ 13,387.88	4069%
2	Other Revenue	\$ 2,400.00	\$ 200.00	\$ 200.00	\$ 1,050.00	\$ 2,020.22	\$ 970.22	92%
3	CNG Fuel	\$ 38,127.00	\$ 3,177.25	\$ 1,789.30	\$ 16,680.56	\$ 33,360.60	\$ 16,680.04	100%
4	Renewable Gas Credits	\$ -	\$ -	\$ 4,977.14	\$ -	\$ 22,675.63	\$ 22,675.63	100%
5	Insurance	\$ -	\$ -	\$ -	\$ -	\$ 3,701.15	\$ 3,701.15	100%
6	Gain on Sale of Assets	\$ -	\$ -	\$ -	\$ -	\$ 4,625.00	\$ 4,625.00	100%
7	Total Other Revenue	\$ 41,279.00	\$ 3,439.92	\$ 13,792.40	\$ 18,059.56	\$ 80,099.48	\$ 62,039.92	344%
Passenger Fares			JANUARY		YTD Bdgt	YTD Actual		
8	Fixed Route	\$ 147,200.00	\$ 12,266.67	\$ 17,700.81	\$ 64,400.00	\$ 101,338.27	\$ 36,938.27	57%
9	Ready Ride	\$ 46,000.00	\$ 3,833.33	\$ 799.25	\$ 20,125.00	\$ 5,375.15	\$ (14,749.85)	-73%
10	Palm Spr./Palm Des.	\$ 20,700.00	\$ 1,725.00	\$ 5,003.76	\$ 9,056.25	\$ 34,708.76	\$ 25,652.51	283%
11	Office Passes	\$ 16,100.00	\$ 1,341.67	\$ 383.00	\$ 7,043.75	\$ 19,476.50	\$ 12,432.75	177%
12	Total Fare Revenue	\$ 230,000.00	\$ 19,166.67	\$ 23,886.82	\$ 100,625.00	\$ 160,898.68	\$ 60,273.68	60%
Current Support Funding - Operations				Received	Prior FY	Received	Balance Due	
13	Local Transit Funds	\$ 3,688,070.00		\$ 922,017.50		\$ 2,766,052.50	\$ 922,017.50	
14	Section 5311 Operating Asst	\$ 579,901.00				\$ -	\$ 579,901.00	
15	Measure I	\$ 156,500.00		\$ 10,869.76		\$ 106,318.47	\$ 50,181.53	
15	Section 5311 COVID-19 Stimulus	\$ -				\$ 1,682,942.00	\$ -	
16	AB 2766	\$ 40,000.00				\$ 40,000.00	\$ -	
17	Total Sup. Fund.Ops	\$4,464,471.00		\$ 932,887.26		\$ 4,595,312.97	\$ 1,552,100.03	
18	Total Operating Revenues	\$ 4,735,750.00		\$ 970,566.48		\$ 4,836,311.13	\$ 1,674,413.63	
Prior Year Support Funding - Operations			Grant Amt	Received	Prior FY	Received	Balance Due	
19	Section 5311 Operating Asst FY21	\$ 437,331.00				\$ 437,331.00	\$ -	
20	Section 5311 Operating Asst FY22	\$ 568,530.00					\$ 568,530.00	
21	Total Prior Year Operating Revenues	\$ 1,005,861.00	\$ -	\$ -	\$ -	\$ 437,331.00	\$ 568,530.00	
Current Year Capital Funding - Capital			Grant Amt	Received	Prior FY	Received	Balance Due	
22	Operations Support Equip	STA FY23	\$ 40,000.00			\$ 712.43	\$ 39,287.57	
23	Engine Overhauls	STA FY23	\$ 25,000.00				\$ 25,000.00	
24	Vehicle Replacements	LTF FY23	\$ 1,079,970.00				\$ 1,079,970.00	
25	CNG Compressor	LTF FY23	\$ 650,000.00				\$ 650,000.00	
26	Facilities	STA/LTF	\$ 150,000.00				\$ 150,000.00	
27	MBTA Branding	LTF FY23	\$ 500,000.00				\$ 500,000.00	
28	Zero Emission Projects	LTF/LCTOP	\$ 287,137.00			\$ 24,060.00	\$ 263,077.00	
29	Bus Stop Improvements	STA/SGR/LTF/LCTOP	\$ 357,252.00			\$ 179,240.00	\$ 178,012.00	
30	Total Current Capital Funding		\$ 3,089,359.00	\$ -	\$ -	\$ 204,012.43	\$ 2,885,346.57	
Prior Year Capital Funding - Capital			Grant Amt	Received	Prior FY	Received	Balance Due	
31	29Palms CNG Station	LTF FY18	\$ 130,000.00				\$ 130,000.00	
32	Add'l Bus Stop Improv	STA FY15 Realloc.	\$ 3,467.65			\$ 3,467.65	\$ -	
33	AVL/GPS Equipment	STA FY17	\$ 6,000.00				\$ 6,000.00	
34	AVL/GPS Equipment	STA FY19	\$ 85,000.00				\$ 85,000.00	
35	Bus Stop Improvements	STA FY22	\$ 17,403.00				\$ 17,403.00	
36	Bus Stop Improvements	STA FY19	\$ 70,000.00			\$ 16,473.85	\$ 53,526.15	
37	Bus Wash System	STA FY20	\$ 67,950.00				\$ 67,950.00	
38	Bus Wash System	STA FY21	\$ 7,500.00				\$ 7,500.00	
39	Class H Replacement Vehicles	CMAQ FY21	\$ 1,214,400.00				\$ 1,214,400.00	
40	Cost Allocation Study	STA FY19	\$ 2,519.00				\$ 2,519.00	
41	Engine Overhauls	LTF FY18	\$ 56,250.00			\$ 140.20	\$ 56,109.80	
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	\$ 3,614.63			\$ 3,614.63	\$ -	
48	Landscape & Lighting	STA FY11 Realloc.	\$ 1,223.00			\$ 1,223.00	\$ -	
49	MBTA Rebranding	LTF FY18 Realloc.	\$ 83,293.00			\$ 30,701.94	\$ 52,591.06	
50	Operations Support Equip	STA FY22	\$ 16,785.05			\$ 16,785.05	\$ -	
51	REI Equipment	LTF FY15 Realloc.	\$ 760.00				\$ 760.00	
52	Shop Equipment	SGR FY22	\$ 3,135.77			\$ 3,136.00	\$ (0.23)	
53	Shop Vehicle Replacement	SGR FY22	\$ 3,868.41			\$ 3,868.41	\$ -	
54	Short Range Transit Plan	STA FY19	\$ 19,229.80				\$ 19,229.80	
55	Staff Vehicles Replacemen	STA FY20	\$ 187.32				\$ 187.32	
56	Vehicle Replacements	STA FY22 / CMAQ	\$ 287,076.00				\$ 287,076.00	
57	Vehicles: 1 Class E	STA FY19	\$ 65,982.05				\$ 65,982.05	
58	Video Surveillance	LTF FY18	\$ 20,000.00				\$ 20,000.00	
59	Total Prior Capital Funding		\$2,266,682.30	\$0.00	\$0.00	\$93,193.32	\$2,173,488.98	

FY 22/23 Procurement Budget		Grant Amt	Sent	Received	Sent	Received	Balance Due
60	Procurement Bid Income	\$ 225,000.00		\$ 509.92		\$ 82,545.58	\$ 142,454.42
61	Procurement Bid Expenses	\$ (145,665.00)	\$ 8,480.00		\$ 109,167.92		\$ (36,497.08)
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		\$ 8,480.00	\$ 509.92	\$ 193,160.42	\$ 82,545.58	\$ (110,614.84)

FY 22/23 TREP Budget		Grant Amt	Sent	Received	Sent	Received	Balance Due
65	5310 TREP Revenue	\$ 114,526.00				\$ 55,961.41	\$ 58,564.59
66	Program Administrator	\$ (1,553.00)	\$ 126.99		\$ 634.96		\$ (918.04)
67	Client Relations Clerk	\$ (43,672.00)	\$ 3,359.40		\$ 26,936.28		\$ (16,735.72)
68	Mileage Reimbursements	\$ (69,300.00)	\$ 2,474.43		\$ 19,565.39		\$ (49,734.61)
69	Total TREP Funding	\$ 1.00	\$ 5,960.82	\$ -	\$ 47,136.63	\$ 55,961.41	\$ 67,389.37

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Expenditures
During Fiscal Year ending 6/30/23
For Period ending 1/31/2023

Line		FY 22/23	MONTH	JANUARY	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	\$ 1,750.00	\$ 2,000.00	\$ 250.00	14%
3	Taxicab Administrator	\$ 2,500.00	\$ 208.33	\$ -	\$ 1,458.33	\$ 667.87	\$ (790.46)	-54%
4	Office Clerk	\$ 2,500.00	\$ 208.33	\$ 49.39	\$ 1,458.33	\$ 725.89	\$ (732.44)	-50%
5	Drug & Alcohol Testing	\$ 200.00	\$ 16.67	\$ 60.00	\$ 116.67	\$ 60.00	\$ (56.67)	-49%
6	Background Checks	\$ 200.00	\$ 16.67	\$ -	\$ 116.67	\$ 32.00	\$ (84.67)	-73%
7	Printing/Office/Meters	\$ 400.00	\$ 33.33	\$ 31.00	\$ 233.33	\$ 242.00	\$ 8.67	4%
8	Rent & Utilities	\$ 2,400.00	\$ 200.00	\$ 200.00	\$ 1,400.00	\$ 1,600.00	\$ 200.00	14%
9	Total Administrative Exp.	\$ 11,200.00	\$ 933.33	\$ 590.39	\$ 6,533.33	\$ 5,327.76	\$ (1,205.57)	-18%

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Income

Line		FY 22/23	MONTH	JANUARY	Year to Date		Variance	%
		Budget	Budget	Actual	Budget	Actual		
	REVENUE							
10	Driver Permit Fees	\$ 500.00	\$ 41.67	\$ -	\$ 291.67	\$ 200.00	\$ (91.67)	-31%
12	Vehicles Permit Fees	\$ 4,800.00	\$ 400.00	\$ 300.00	\$ 2,800.00	\$ 2,400.00	\$ (400.00)	-14%
13	Driver Renewal Fees	\$ 420.00	\$ 35.00	\$ -	\$ 245.00	\$ -	\$ (245.00)	-100%
14	Transfer Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
15	Fines	\$ 100.00	\$ 8.33	\$ -	\$ 58.33	\$ -	\$ (58.33)	-100%
16	TOTAL REVENUE	\$ 5,820.00	\$ 485.00	\$ 300.00	\$ 3,395.00	\$ 2,600.00	\$ (795.00)	-23%

\$ (2,727.76)

BASIN TRANSIT
Statement of Expenditures - Cash Basis
During Fiscal Year ending 06/31/23
For Period Ending 12/31/22

Line	Administrative Exp.	FY 22/23 Budget	DECEMBER		Year to Date		Year to Date Variance	%
			Budget	Actual	Budget	Actual		
1	Mgmt. Salaries	\$ 132,075.00	\$ 15,239.42	\$ 15,240.00	\$ 66,037.50	\$ 64,989.25	\$ 1,048.25	2%
2	Office Salaries	\$ 137,236.00	\$ 15,834.92	\$ 15,183.00	\$ 68,618.00	\$ 59,879.87	\$ 8,738.13	13%
3	Board Members	\$ 6,300.00	\$ 525.00	\$ -	\$ 3,150.00	\$ 1,800.00	\$ 1,350.00	43%
4	Payroll Taxes	\$ 7,888.00	\$ 910.15	\$ 702.56	\$ 3,944.00	\$ 3,033.59	\$ 910.41	23%
5	Health & Welfare	\$ 60,441.00	\$ 5,036.75	\$ 2,939.83	\$ 30,220.50	\$ 30,339.88	\$ (119.38)	0%
6	Retirement:PERS	\$ 42,579.00	\$ 4,912.96	\$ 5,063.03	\$ 21,289.50	\$ 24,702.40	\$ (3,412.90)	-16%
7	Mileage	\$ 5,000.00	\$ 416.67	\$ 56.88	\$ 2,500.00	\$ 1,889.15	\$ 610.85	24%
8	Outside Services	\$ 37,425.00	\$ 3,118.75	\$ 2,158.81	\$ 18,712.50	\$ 10,375.25	\$ 8,337.25	45%
9	Prof. Fees	\$ 64,676.00	\$ 5,389.67	\$ 506.50	\$ 32,338.00	\$ 14,689.90	\$ 17,648.10	55%
10	Leases/Rents	\$ 1,428.00	\$ 119.00	\$ -	\$ 714.00	\$ -	\$ 714.00	100%
11	Utilities	\$ 120,840.00	\$ 10,070.00	\$ 8,399.95	\$ 60,420.00	\$ 72,759.95	\$ (12,339.95)	-20%
12	Marketing/Promotions	\$ 40,493.00	\$ 3,374.42	\$ 2,244.93	\$ 20,246.50	\$ 19,610.48	\$ 636.02	3%
13	Office Supplies	\$ 16,882.00	\$ 1,406.83	\$ 1,345.54	\$ 8,441.00	\$ 5,565.38	\$ 2,875.62	34%
14	Postage	\$ 2,400.00	\$ 200.00	\$ 117.99	\$ 1,200.00	\$ 807.03	\$ 392.97	33%
15	Printing/Reproduction	\$ 36,214.00	\$ 3,017.83	\$ -	\$ 18,107.00	\$ 1,627.37	\$ 16,479.63	91%
16	Training/Meetings	\$ 14,831.00	\$ 1,235.92	\$ 1,250.20	\$ 7,415.50	\$ 10,319.72	\$ (2,904.22)	-39%
17	Total Administrative	\$ 726,708.00	\$ 70,808.29	\$ 55,209.22	\$ 363,354.00	\$ 322,389.22	\$ 40,964.78	11%
Maintenance Expense								
18	Mechanic Salaries	\$ 178,684.00	\$ 20,617.38	\$ 19,736.40	\$ 89,342.00	\$ 84,021.16	\$ 5,320.84	6%
19	Misc. Work/Salaries	\$ 97,521.00	\$ 11,252.42	\$ 9,984.02	\$ 48,760.50	\$ 42,287.98	\$ 6,472.52	13%
20	Payroll Taxes	\$ 4,211.00	\$ 485.88	\$ 438.42	\$ 2,105.50	\$ 2,007.97	\$ 97.53	5%
21	Health & Welfare	\$ 29,364.00	\$ 2,447.00	\$ 1,710.73	\$ 14,682.00	\$ 9,401.22	\$ 5,280.78	36%
22	Retirement:PERS	\$ 20,964.00	\$ 2,418.92	\$ 1,299.19	\$ 10,482.00	\$ 7,052.69	\$ 3,429.31	33%
23	Uniforms	\$ 2,500.00	\$ 208.33	\$ 401.58	\$ 1,250.00	\$ 2,011.61	\$ (761.61)	-61%
24	Outside Services	\$ 34,431.00	\$ 2,869.25	\$ 3,191.93	\$ 17,215.50	\$ 25,302.06	\$ (8,086.56)	-47%
25	Parts	\$ 41,329.00	\$ 3,444.08	\$ 4,286.49	\$ 20,664.50	\$ 32,248.96	\$ (11,584.46)	-56%
26	Fluids	\$ 15,259.00	\$ 1,271.58	\$ -	\$ 7,629.50	\$ 8,108.65	\$ (479.15)	-6%
27	Tires	\$ 55,000.00	\$ 4,583.33	\$ 4,029.48	\$ 27,500.00	\$ 31,516.04	\$ (4,016.04)	-15%
28	Accident Repair	\$ 26,369.00	\$ 2,197.42	\$ -	\$ 13,184.50	\$ (26,542.49)	\$ 39,726.99	301%
29	Tools	\$ 1,500.00	\$ 125.00	\$ -	\$ 750.00	\$ 260.39	\$ 489.61	65%
30	Consulting	\$ 1,606.00	\$ 133.83	\$ -	\$ 803.00	\$ -	\$ 803.00	100%
31	Shop Supplies	\$ 2,000.00	\$ 166.67	\$ 358.72	\$ 1,000.00	\$ 2,138.94	\$ (1,138.94)	-114%
32	Facility Supplies	\$ 7,527.00	\$ 627.25	\$ 505.00	\$ 3,763.50	\$ 2,464.56	\$ 1,298.94	35%
33	Training/Meetings	\$ 6,174.00	\$ 514.50	\$ 82.31	\$ 3,087.00	\$ 112.61	\$ 2,974.39	96%
34	Shelter Maintenance	\$ 2,784.00	\$ 232.00	\$ -	\$ 1,392.00	\$ -	\$ 1,392.00	100%
35	CNG Stations Maint.	\$ 115,874.00	\$ 9,656.17	\$ 1,727.55	\$ 57,937.00	\$ 40,228.77	\$ 17,708.23	31%
36	Total Maintenance	\$ 643,097.00	\$ 63,251.03	\$ 47,751.82	\$ 321,548.50	\$ 262,621.12	\$ 58,927.38	18%
Operations Expense								
37	Mgmt/Supv Salaries	\$ 160,993.00	\$ 18,576.12	\$ 18,381.77	\$ 80,496.50	\$ 77,550.49	\$ 2,946.01	4%
38	Operator Wages	\$ 1,073,545.00	\$ 123,870.58	\$ 126,057.18	\$ 536,772.50	\$ 537,749.26	\$ (976.76)	0%
39	Dispatch Wages	\$ 213,418.00	\$ 24,625.15	\$ 26,800.48	\$ 106,709.00	\$ 110,828.42	\$ (4,119.42)	-4%
40	Payroll Taxes	\$ 34,751.00	\$ 4,009.73	\$ 2,653.88	\$ 17,375.50	\$ 11,390.10	\$ 5,985.40	34%
41	Health & Welfare	\$ 445,125.00	\$ 37,093.75	\$ 14,711.51	\$ 222,562.50	\$ 105,402.90	\$ 117,159.60	53%
42	Retirement:PERS	\$ 343,469.00	\$ 39,631.04	\$ 26,595.95	\$ 171,734.50	\$ 163,570.08	\$ 8,164.42	5%
43	Safety Incentive Program	\$ 8,800.00	\$ 733.33	\$ -	\$ 4,400.00	\$ 8,300.00	\$ (3,900.00)	-89%
44	Workers'Comp	\$ 350,000.00	\$ 29,166.67	\$ 21,625.00	\$ 175,000.00	\$ 129,753.00	\$ 45,247.00	26%
45	Other Employee Exp.	\$ 21,567.00	\$ 1,797.25	\$ 4,685.55	\$ 10,783.50	\$ 17,844.43	\$ (7,060.93)	-65%
46	Mileage	\$ 1,850.00	\$ 154.17	\$ -	\$ 925.00	\$ 197.50	\$ 727.50	79%
47	Uniforms	\$ 16,152.00	\$ 1,346.00	\$ 363.49	\$ 8,076.00	\$ 1,443.41	\$ 6,632.59	82%
48	Outside Services	\$ 16,635.00	\$ 1,386.25	\$ 366.00	\$ 8,317.50	\$ 10,409.74	\$ (2,092.24)	-25%
49	Tel/Cell/Internet/Fax	\$ 32,638.00	\$ 2,719.83	\$ 2,421.86	\$ 16,319.00	\$ 16,337.25	\$ (18.25)	0%
50	Radio Expense	\$ 11,869.00	\$ 989.08	\$ 4,200.00	\$ 5,934.50	\$ 4,841.28	\$ 1,093.22	18%
51	Fuel	\$ 192,506.00	\$ 16,042.17	\$ 36,384.50	\$ 96,253.00	\$ 165,115.44	\$ (68,862.44)	-72%
52	Trainings/Meetings	\$ 4,400.00	\$ 366.67	\$ 7,927.76	\$ 2,200.00	\$ 9,602.21	\$ (7,402.21)	-336%
53	Insurance	\$ 389,447.00	\$ 32,453.92	\$ (250.00)	\$ 194,723.50	\$ 188,549.35	\$ 6,174.15	3%
54	Deferred Comp Match	\$ 48,780.00	\$ 5,628.46	\$ 5,743.86	\$ 24,390.00	\$ 25,404.67	\$ (1,014.67)	-4%
55	Total Operations	\$ 3,365,945.00	\$ 340,590.16	\$ 298,668.79	\$ 1,682,972.50	\$ 1,584,289.53	\$ 98,682.97	6%
56	Grand Total of Op Exp	\$ 4,735,750.00	\$ 474,649.49	\$ 401,629.83	\$ 2,367,875.00	\$ 2,169,299.87	\$ 198,575.13	8%

BASIN TRANSIT
Statement of Income
12/31/22

Other Revenue			DECEMBER		YTD Bdgt	YTD Actual		
1	Interest	\$ 752.00	\$ 62.67	\$ 36.88	\$ 376.00	\$ 6,890.92	\$ 6,514.92	1733%
2	Other Revenue	\$ 2,400.00	\$ 200.00	\$ 481.07	\$ 1,200.00	\$ 1,820.22	\$ 620.22	52%
3	CNG Fuel	\$ 38,127.00	\$ 3,177.25	\$ 4,717.81	\$ 19,063.50	\$ 31,571.30	\$ 12,507.80	66%
4	Renewable Gas Credits	\$ -	\$ -	\$ 17,698.49	\$ -	\$ 17,698.49	\$ 17,698.49	0%
5	Insurance	\$ -	\$ -	\$ -	\$ -	\$ 3,701.15	\$ 3,701.15	100%
6	Gain on Sale of Assets	\$ -	\$ -	\$ -	\$ -	\$ 4,625.00	\$ 4,625.00	0%
7	Total Other Revenue	\$ 41,279.00	\$ 3,439.92	\$ 22,934.25	\$ 20,639.50	\$ 66,307.08	\$ 45,667.58	221%
Passenger Fares			DECEMBER		YTD Bdgt	YTD Actual		
8	Fixed Route	\$ 147,200.00	\$ 12,266.67	\$ 12,222.83	\$ 73,600.00	\$ 73,087.46	\$ (512.54)	-1%
9	Ready Ride	\$ 46,000.00	\$ 3,833.33	\$ 872.45	\$ 23,000.00	\$ 4,575.90	\$ (18,424.10)	-80%
10	Palm Spr./Palm Des.	\$ 20,700.00	\$ 1,725.00	\$ 3,630.50	\$ 10,350.00	\$ 29,705.00	\$ 19,355.00	187%
11	Office Passes	\$ 16,100.00	\$ 1,341.67	\$ 815.00	\$ 8,050.00	\$ 29,643.50	\$ 21,593.50	268%
12	Total Fare Revenue	\$ 230,000.00	\$ 19,166.67	\$ 17,540.78	\$ 115,000.00	\$ 137,011.86	\$ 22,011.86	19%
Current Support Funding - Operations				Received	Prior FY	Received	Balance Due	
13	Local Transit Funds	\$ 3,688,070.00		\$ 30,701.94		\$ 1,876,307.14	\$ 1,811,762.86	
14	Section 5311 Operating Asst	\$ 579,901.00		\$ 437,331.00		\$ 437,331.00	\$ 142,570.00	
15	Measure I	\$ 156,500.00		\$ 26,241.93		\$ 95,448.71	\$ 61,051.29	
15	Section 5311 COVID-19 Stimulus	\$ -		\$ 1,682,942.00		\$ 1,682,942.00	\$ -	
16	AB 2766	\$ 40,000.00				\$ 40,000.00	\$ -	
17	Total Sup. Fund.Ops	\$4,464,471.00		\$ 2,177,216.87		\$ 4,132,028.85	\$ 2,015,384.15	
18	Total Operating Revenues	\$ 4,735,750.00		\$ 2,217,691.90		\$ 4,335,347.79	\$ 2,083,063.59	
Prior Year Support Funding - Operations			Grant Amt	Received	Prior FY	Received	Balance Due	
19	Section 5311 Operating Asst FY21	\$ 437,331.00					\$ 437,331.00	
20	Section 5311 Operating Asst FY22	\$ 568,530.00					\$ 568,530.00	
21	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	
22	Operations Support Equip	STA FY23	\$ 40,000.00			\$ 712.43	\$ 39,287.57	
23	Engine Overhauls	STA FY23	\$ 25,000.00				\$ 25,000.00	
24	Vehicle Replacements	LTF FY23	\$ 1,079,970.00				\$ 1,079,970.00	
25	CNG Compressor	LTF FY23	\$ 650,000.00				\$ 650,000.00	
26	Facilities	STA/LTF	\$ 150,000.00				\$ 150,000.00	
27	MBTA Branding	LTF FY23	\$ 500,000.00				\$ 500,000.00	
28	Zero Emission Projects	LTF/LCTOP	\$ 287,137.00			\$ 24,060.00	\$ 263,077.00	
29	Bus Stop Improvements	STA/SGR/LTF/LCTOP	\$ 357,252.00			\$ 179,075.00	\$ 178,177.00	
30	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	
31	29Palms CNG Station	LTF FY18	\$ 130,000.00				\$ 130,000.00	
32	Add'l Bus Stop Improv	STA FY15 Realloc	\$ 3,467.47			\$ 3,467.65	\$ (0.18)	
33	AVL/GPS Equipment	STA FY17	\$ 6,000.00				\$ 6,000.00	
34	AVL/GPS Equipment	STA FY19	\$ 85,000.00				\$ 85,000.00	
35	Bus Stop Improvements	SGR FY21 / LCTOP	\$ 6,832.98				\$ 6,832.98	
36	Bus Stop Improvements	STA FY19	\$ 70,000.00			\$ 16,473.85	\$ 53,526.15	
37	Bus Wash System	STA FY20	\$ 67,950.00				\$ 67,950.00	
38	Bus Wash System	STA FY21	\$ 7,500.00				\$ 7,500.00	
39	Class H Replacement Vehicles	CMAQ	\$ 1,214,400.00				\$ 1,214,400.00	
40	Cost Allocation Study	STA FY19	\$ 2,519.00				\$ 2,519.00	
41	Enclosed Bike Racks	ART 3	\$ 29,380.00				\$ 29,380.00	
42	Engine Overhauls	LTF FY18	\$ 56,250.00				\$ 56,250.00	
43	Engine Overhauls	STA FY19	\$ 12,254.93				\$ 12,254.93	
44	Engine Overhauls	STA FY20	\$ 25,000.00				\$ 25,000.00	
45	Engine Overhauls	SGR FY22	\$ 6,478.59				\$ 6,478.59	
46	Facility Facelift Repairs	SGR FY22	\$ 7,304.10			\$ 7,304.00	\$ 0.10	
47	Fare Media Structure	STA FY21	\$ 50,000.00				\$ 50,000.00	
48	JT Facility Upgrade	STA/LTF FY16	\$ 3,615.00			\$ 2,349.63	\$ 1,265.37	
49	Landscape & Lighting	STA FY11 Realloc.	\$ 1,223.00			\$ 1,223.00	\$ -	
50	Operations Support Equip	STA FY22	\$ 16,785.05			\$ 16,785.05	\$ -	
51	REI Equipment	LTF FY15 Realloc	\$ 760.00				\$ 760.00	
52	Shop Equipment	SGR FY22	\$ 3,135.77			\$ 3,136.00	\$ (0.23)	
53	Shop Vehicle Replacement	SGR FY22	\$ 4,298.93			\$ 10,347.00	\$ (6,048.07)	
54	Short Range Transit Plan	STA FY19	\$ 19,229.80				\$ 19,229.80	
55	Twenty-nine Palms Land	LTF FY18	\$ 83,293.05				\$ 83,293.05	
56	Vehicle Replacements	STA FY22 / CMAQ	\$ 287,076.00				\$ 287,076.00	
57	Vehicles: 1 Class E	STA FY19	\$ 65,982.05				\$ 65,982.05	
58	Vehicles: 5 Replacements	CMAQ / STA	\$ 375,909.68				\$ 375,909.68	
59	Video Surveillance	LTF FY18	\$ 20,000.00				\$ 20,000.00	
60	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
61	Procurement Bid Income	\$ 225,000.00		\$ 4,978.95		\$ 82,035.66	\$ 142,964.34
62	Procurement Bid Expenses	\$ (145,665.00)	\$ 12,775.40		\$ 100,687.92		\$ (44,977.08)
63	TAG Program	\$ (50,000.00)			\$ 83,992.50		\$ 33,992.50
64	FY 19/20 29 Palms Land	\$ (265,000.00)					\$ (265,000.00)
65	Total Procurement Budget		\$ 12,775.40	\$ 4,978.95	\$ 184,680.42	\$ 82,035.66	\$ (102,644.76)

FY 22/23 TREP Budget		Grant Amt	Sent	Received	Sent	Received	Balance Due
66	5310 TREP Revenue	<i>Balance</i> \$ 114,526.00		\$ 20,365.14		\$ 55,961.41	\$ 58,564.59
67	Program Administrator	\$ (1,553.00)	\$ 84.66		\$ 507.97		\$ (1,045.03)
68	Client Relations Clerk	\$ (43,672.00)	\$ 5,039.10		\$ 23,576.88		\$ (20,095.12)
69	Mileage Reimbursements	\$ (69,300.00)	\$ 2,518.89		\$ 17,090.96		\$ (52,209.04)
70	Total TREP Funding	\$ 1.00	\$ 7,642.65	\$ 20,365.14	\$ 41,175.81	\$ 55,961.41	\$ 73,350.19

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Expenditures
During Fiscal Year ending 6/30/23
For Period ending 12/31/22

Line		FY 22/23	MONTH	DECEMBER	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	\$ 1,500.00	\$ 1,750.00	\$ 250.00	17%
3	Taxicab Administrator	\$ 2,500.00	\$ 208.33	\$ 136.64	\$ 1,250.00	\$ 667.87	\$ (582.13)	-47%
4	Office Clerk	\$ 2,500.00	\$ 208.33	\$ 123.65	\$ 1,250.00	\$ 676.50	\$ (573.50)	-46%
5	Drug & Alcohol Testing	\$ 200.00	\$ 16.67	\$ -	\$ 100.00	\$ -	\$ (100.00)	-100%
6	Background Checks	\$ 200.00	\$ 16.67	\$ 32.00	\$ 100.00	\$ 32.00	\$ (68.00)	-68%
7	Printing/Office/Meters	\$ 400.00	\$ 33.33	\$ 31.00	\$ 200.00	\$ 211.00	\$ 11.00	6%
8	Rent & Utilities	\$ 2,400.00	\$ 200.00	\$ 200.00	\$ 1,200.00	\$ 1,400.00	\$ 200.00	17%
9	Total Administrative Exp.	\$ 11,200.00	\$ 933.33	\$ 773.29	\$ 5,600.00	\$ 4,737.37	\$ (862.63)	-15%

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Income

Line		FY 22/23	MONTH	DECEMBER	Year to Date		Variance	%
		Budget	Budget	Actual	Budget	Actual		
	REVENUE							
10	Driver Permit Fees	\$ 500.00	\$ 41.67	\$ -	\$ 250.00	\$ 200.00	\$ (50.00)	-20%
12	Vehicles Permit Fees	\$ 4,800.00	\$ 400.00	\$ 300.00	\$ 2,400.00	\$ 2,100.00	\$ (300.00)	-13%
13	Driver Renewal Fees	\$ 420.00	\$ 35.00	\$ -	\$ 210.00	\$ -	\$ (210.00)	-100%
14	Transfer Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
15	Fines	\$ 100.00	\$ 8.33	\$ -	\$ 50.00	\$ -	\$ (50.00)	-100%
16	TOTAL REVENUE	\$ 5,820.00	\$ 485.00	\$ 300.00	\$ 2,910.00	\$ 2,300.00	\$ (610.00)	-21%

\$ (2,437.37)

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: April 6, 2023

RE: General Manager's Report

STAFF RECOMMENDATION: RECEIVE AND FILE



General Manager's Report

March 2023

CAPITAL PROJECTS

- Explored options for updated security surveillance at the JT facility, 29 Yard, and Transit Centers to be discussed at a future board meeting.
- Staff will begin piloting Orion's communications software as a potential component of a future Intelligent Transit System (ITS). Updating our communications technology from radio to Voice over Internet Protocol (VoIP) should allow coach operators to communicate more effectively with dispatchers.
- City of Twentynine Palms Engineer completed the final inspection of the new bus stop at El Paseo & Mesquite Springs. Basin Transit can begin using this bus stop.

ACTIVITIES

- On March 21st & 22nd, California Highway Patrol was on site to conduct its annual terminal inspection. This inspection consisted of sampling the condition of the bus's safety adherence, maintenance records, coach operator's records, drug & alcohol records, and hours of service compliance. At the conclusion of the inspection, the inspector issued the agency a satisfactory rating. Receiving a satisfactory rating is an accomplishment to be proud of and gives the public a renewed sense of confidence that Basin Transit is focused on safety compliance.
- General Manager and Operations Manager participated in Morongo Basin's Public Information/Communications Group. The purpose of the group is a collective of Morongo Basin professionals that share a common denominator - providing a service to children and families within Morongo Basin. The goal is to get to know one another and coordinate safety planning and training.
- Due to severe weather and road conditions, Basin Transit canceled all services after 2:00pm on March 1, 2023.
- We had two (2) preventable incidents. The first accident caused damage to a customer's gate while exiting their property. The second involved a coach operator scraping the passenger side of bus 319 while driving bus 315 as they were maneuvering around the parking area, causing damage to both vehicles. Both drivers received 2-hours of retraining for preventable incidents.





GRANTS & FUNDING

- President Biden released the FY 2024 Budget, which included \$14 billion for Transit Formula Grants, a \$356 million increase above the 2023 enacted level, to support core capital and planning programs for transit agencies across the Nation, as well as transit research, technical assistance, and data collection.

PROCUREMENT

Staff has executed contracts authorized by the board in January for the electric cutaways. The electric van bid is in progress with proposals due April 7th.

Since the last board meeting, assignments for vehicle purchases have been made to City of Santa Maria, San Diego Association of Governments, Santa Clara Valley Transportation Authority, Siskiyou County, City of Monterey Park, City of Camarillo, Calaveras County, Sacramento County, San Diego Metropolitan Transit, Monterey-Salinas Transit, Los Angeles Jewish Home for the Aging.



General Manager's Report

February 2023

CAPITAL PROJECTS

- Caltrans completed the ADA inspection and signed off on the new bus stop at Larrea & Highway 62 in Twentynine Palms, CA.
- Bus stop improvement at El Paseo & Mesquite Springs in Twentynine Palms has been completed. Once the City approves the final inspection, Basin Transit can begin using this stop.
- Met with various vendors to evaluate the different recommendations for Solar PV Equipment options and electric vehicle chargers at the JT facility.
- Installation of new porcelain tile in the lounge and dispatch office was completed.

ACTIVITIES

- Staff gave an update on Basin Transit projects at Rotary in Twentynine Palms.
- Lead Dispatcher, Paula Baldwin, attended the Regional Council of Aging at the Yucca Valley Senior Center to better inform seniors of our services.
- General Manager participated in an interview for "Women in STEM" in hopes of inspiring young women to pursue STEM (Science, Technology, Engineering and Math) careers.

STAFF

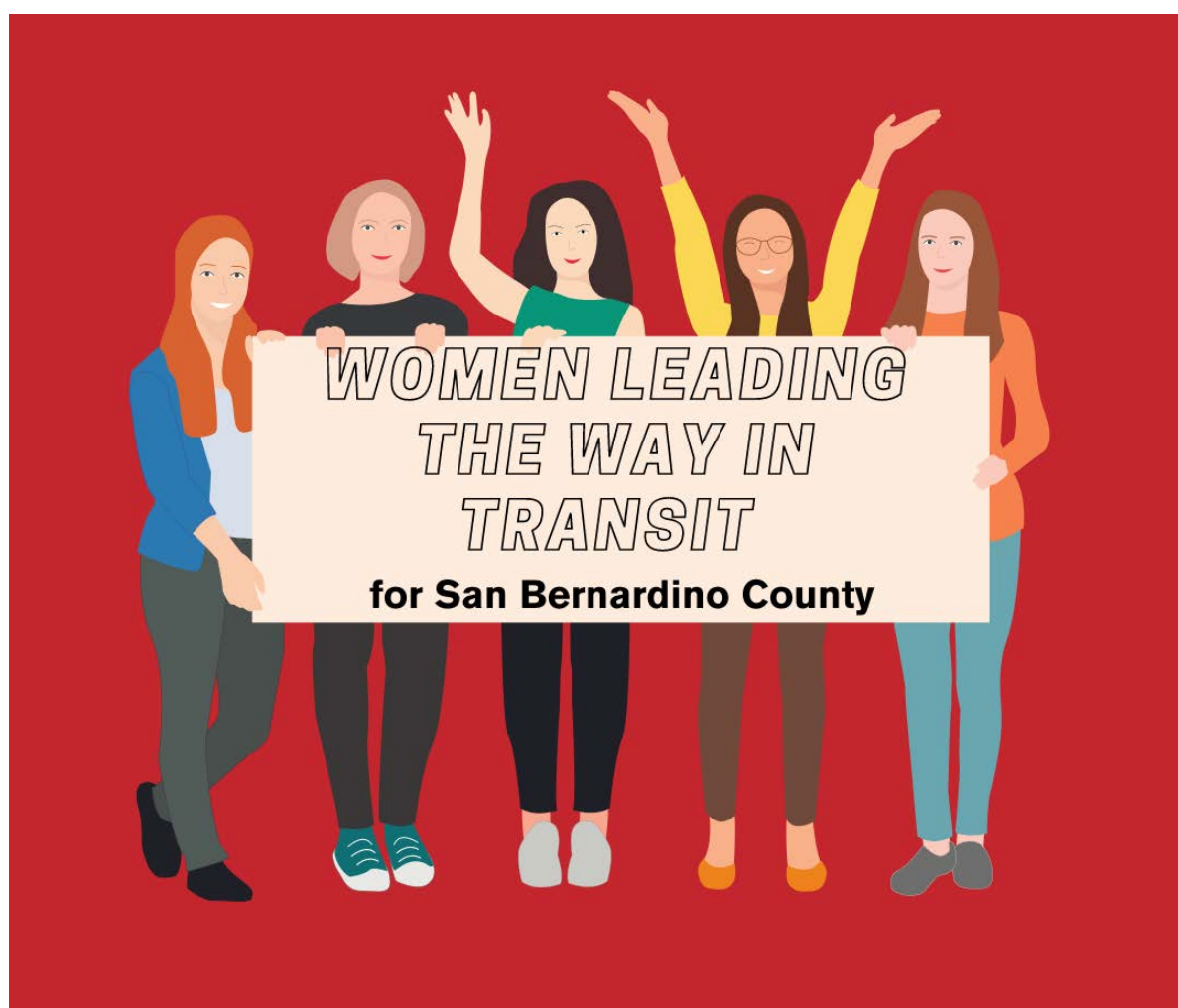
- Management celebrated the success of 300 safety days with a BBQ for all staff. We made it to 313 days before we had to reset our safety board due to a preventable mishap when a CNG hose caught around a bumper, tearing the bumper.
- One (1) new driver and one (1) new dispatcher have recently been hired. The newest dispatcher is a retired Basin Transit employee who is returning.



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All Five SB County Transit Agencies Now Led by Women

January 25, 2023



Last week, San Bernardino County Transportation Authority (SBCTA) lauded a historic first in San Bernardino County: With the selection of Nancie Goff as CEO of the Victor Valley Transit Authority (VVTA), all transit agencies in the nation's largest geographic county are now led by women.

"This is an important moment, for our county and the communities we serve, as we celebrate the accomplishments and contributions of women in transportation. San Bernardino County is recognized as an innovation hub when it comes to commuter and transit solutions, and the women who run each of these agencies are providing bold leadership and visioning for the future," said Dawn Rowe, Vice President of the SBCTA Board and Chair of the County Board of Supervisors.

Goff joins Erin Rogers (Omnitrans), Cheryl Sallis (City of Needles Transit Services), Cheri Holsclaw (Basin Transit) and Sandy Benson (Mountain Transit) in leading the five transit agencies in San Bernardino County. Never before have all five had women in the top leadership or managerial role at the same time.

“It’s such an honor to serve VVTA and to be grouped alongside these remarkable women. I look forward to building on our momentum for delivering outstanding transit service,” Goff said.

“It sends a powerful message that women now lead all five transit agencies in one of the fastest-growing population centers in the country,” said Rogers, who was named CEO and General Manager of Omnitrans in 2020.

“The doors have been opened to women in leadership positions, and we’re excited about what that means for the communities we serve,” said Sallis.

“The future of mobility is directly tied to the future of transit. The five of us love what we do, and are proud to represent our communities and women in transportation,” said Holsclaw, who was named General Manager of Basin Transit in 2022.

“This is an exciting time in the world of transit, and our job is to make sure we are serving our community and making our services available to as many riders as possible,” said Benson, General Manager of Mountain Transit.

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Basin Transit bus drivers set safety record

JOSHUA TREE — Employees at Basin Transit set a company record Thursday, Feb. 9, when they finished 300 days and more than 585,000 miles without any accidents, injuries or preventable mishaps.

The last accident, General Manager Cheri Holsclaw reported, involved a driver scraping an employee's car.

"This is a testament to the staff of the organization," Basin Transit board Chairman McArthur Wright said.

"Their professionalism, attention to detail and adherence to safe practices and protocols is a fine example of dedication by all the Basin Transit employees," said Wright, who is also mayor of Twentynine Palms.

"Recognition goes to the office/administrative staff, the maintenance crew and the bus drivers. All the wonderful employees play an important role in the

smooth operation of and dedicated service provided to the citizens of the Morongo Basin," he said.

"Congratulations on a job well done to all the employees of Basin Transit. You exemplify what

great achievements can be reached when everyone works together and commits themselves to excellence."

about unity and making a change through racial reconciliation, but that is as far as we get," Maddy said.

The pastor said he and his wife, Cindy, have traveled twice a year for the past six years to Johan-

agreed that this type of reconciliation and unity is possible in our city."

To reserve a spot at the prayer breakfast, email mike.maddy@shadowmountain.org or send a text message to (805) 748-5500.



WE'VE GOT SNOW

COME ON UP!

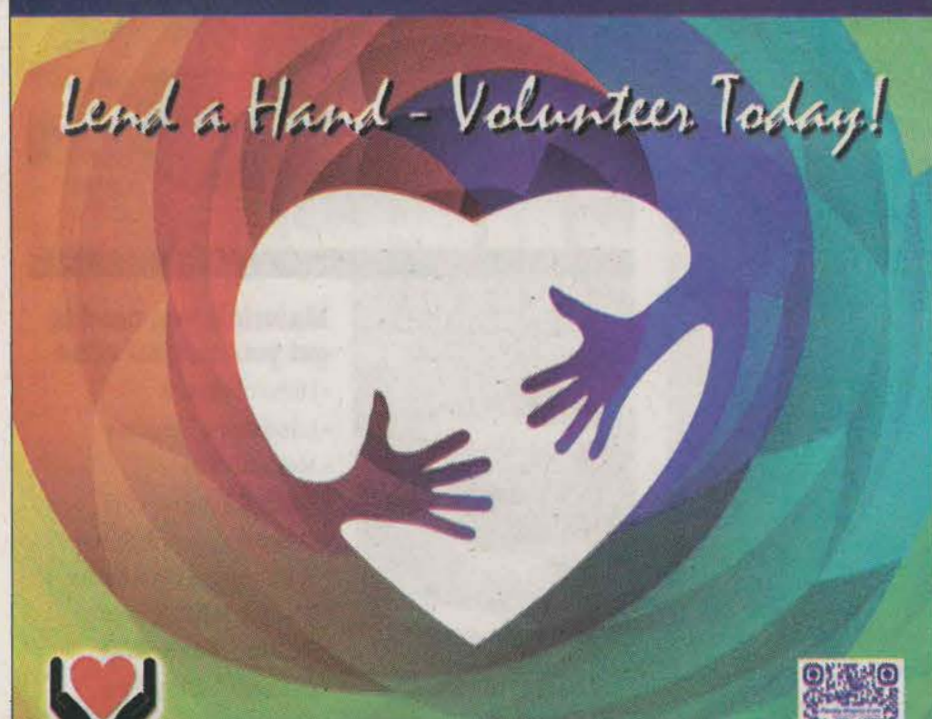

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BASIN TRANSIT

TO: Board of Directors
FROM: Matthew Atkins, Operations Manager
DATE: April 6, 2023

RE: Operations Report

STAFF RECOMMENDATION: RECEIVE AND FILE



Operations Report

April 6, 2023

PERSONNEL

Staffing

Total Coach Operators: December - 27, January - 26

Total Dispatchers: December - 4, January - 4

Overtime

Operators: December – 1.95%, January – 2.20%

Dispatchers: December – 8.79%, January – 4.24%

OPERATIONS/ SAFETY/ CUSTOMER SERVICE

On-time performance for the reporting period:

Ready Ride: December – 97.8%, January – 98.3%

Fixed Route: December – 96.7%, January – 90.0%

Staff received seven (7) customer contacts for December and January. These contacts were recorded as two (2) complaints about a driver and five (5) compliments about drivers. All complaints have been addressed with customer follow up and the compliments have been shared with the drivers.

As of January 31, 2023, staff completed 291 days free of any preventable accidents and /or injuries. February 10th marked a record breaking 300th day free of any preventable accidents and /or injuries.

EMPLOYEE TRAINING/RECRUITMENT

Operations and Training Staff are happy to report the hiring of two (2) new employees that are both already licensed and certified to drive. One came to us with some experience driving for SunLine Transit and the other is a former Basin Transit employee that has worked as a Driver, Dispatcher and Safety and Training Supervisor. He will be returning to the Dispatch department.



MAINTENANCE

The following is the maintenance mileage, road call and cost per mile information for December and January.

December: 2 road calls with 0 tows

Mileage: 59,861 with a CPM (cost per mile) of \$0.80

January: 1 road call with 0 tows

Mileage: 60,497 with a CPM (cost per mile) of \$0.65

TAXI

Cab Companies: December- 2, January- 2

Registered Cabs: December- 3, January- 3

Registered Drivers: December- 4, January- 4

New Driver Permits: December- 0, January- 0

Permit Renewals: December- 0, January- 0

Denied Applications: December- 0, January- 0

BASIN TRANSIT

TO: Board of Directors

FROM: Cheri Holsclaw, General Manager

DATE: April 6, 2023

RE: Audited Financial Reports Fiscal Year Ended June 30, 2022

The Board is presented with Basin Transit's Annual Financial Reports for Fiscal Year ending June 30, 2022.

Eide Bailly, LLP, the independent auditors engaged by San Bernardino County Transportation Authority (SBCTA), completed the agency's 2021/22 TDA financial audit and single audit.

At the conclusion of the audit, the adjusted journal entries were material enough to result in a Finding. These findings were immediately corrected by creating four (4) new general ledger accounts to accurately reflect the Fair Market Value for our Local Agency Investment Fund (LAIF), California Employers' Retiree Benefit Trust (CERBT), California Employers' Pension Prefunding Trust (CEPPT) and prepaid costs on our balance sheet.

STAFF RECOMMENDATION: RECEIVE AND FILE

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: April 6, 2023

RE: eTransit Modifications

Staff requests approval for ADA modifications to our Ford eTransit using LCTOP funds, which would enhance ADA access and allow better ingress/egress for ADA passengers. The enhancement involves the addition of a "Shift n Step" device allowing for curbside access for both wheelchair and ambulatory passengers which along with improving accessibility is safer. This feature is newly available to us and we have determined the price is reasonable. Two other firms were approached for quotes and were not able to accommodate us.

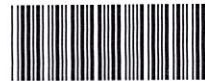
**STAFF RECOMMENDATION: APPROVE ADA MODIFICATIONS THROUGH
RO BUS SALES IN THE AMOUNT OF \$19,465.08**



RO Bus Sales
2701 Westwood DR
Las Vegas NV USA 89109
Phone #:(702) 798-0029
Fax #: (702) 835-1434

Estimate Number: 146399

Tag Number:



Date and Time In: 2/10/2023 - 2:15 PM

Date and Time Out: 2/10/2023 - 2:15 PM

Promised Date - Time: 2/10/2023 - 2:15 PM

Cashed Out Date:

Date Appointment Initiated: 2/10/2023

Service Advisor: (223) Angelica Rodriguez

Morongo Basin Transit Authority
62405 Verbena Road
JOSHUA TREE CA 92252

1029595 Work: (760) 366-2986 Fax: (760) 366-2445
cheri@basin-transit.com

Veh Info: 22 FORD TRANSIT VAN WHITE

Serial Numbers: 1FTBW9CK8NKA00445

In-Srv: Miles/Hrs In: Out: Plate #:

Repair	VIN	Requested Repair Description	Mech #	Type	Labor	Discount	Total
1	NKA00445	REMOVE REAR LIFT. PATCH HOLES IN FLOOR REAR WITH PLUGS. REMOVE REAR LIFT WIRING. REMOVE INTERLOCK WIRING. CUT ALUMINUM FLOOR ON SIDE LIFT TO FIT SHIFT AND STEP. WIRE INTERLOCK AND POWER TO SIDE LIFT. PREP FLOOR REMOVE BODY ADHESIVE/GIND. LOWER BATTERY COMPARTMENT TO ALLOW SHIFT AND STEP MOUNT. REMOVE REAR A/C HOSE LINES TO REAR. RE-INSTALL HEATER AND A/C HOSE TO REAR UNIT. CHARGE A/C. ADD COOLANT FOR REAR EVAP. INSTALL SHIFT AND STEP. INSTALL NEW LIFT. ADJUST NEW LIFT		In Shop	\$6,600.00	\$0.00	\$6,600.00

Repair	Part #	Description	Qty	Retail Price	Savings	Selling Price	Extended Discount	Extended Price
1	EST	COOLANT FOR REAR HEATER LINES	5.00	\$15.95	\$0.00	\$15.95	\$0.00	\$79.75
1	EST	BRAUN CENTURY-2 WHEELCHAIR LIF	1.00	\$5,950.00	\$0.00	\$5,950.00	\$0.00	\$5,950.00
1	EST	SHIFT N STEP DUAL ACCESS LIFT KIT	1.00	\$7,090.00	\$0.00	\$7,090.00	\$0.00	\$7,090.00
1	EST	GRAB BAR LIFT MOUNTED FRONT SII	1.00	\$510.00	\$0.00	\$510.00	\$0.00	\$510.00
1	EST	PHOTO ELECTRIC EYE KIT	1.00	\$560.00	\$0.00	\$560.00	\$0.00	\$560.00
1	EST	REFUND CREDIT FOR BRAUN LIFT NO	1.00	\$0.00	\$2,250.00	(\$2,250.00)	\$0.00	(\$2,250.00)

PLEASE READ CAREFULLY, CHECK ONE OF THE STATEMENTS BELOW, AND SIGN: I UNDERSTAND THAT UNDER STATE LAW, I AM ENTITLED TO A WRITTEN ESTIMATE, IF MY FINAL BILL WILL EXCEED \$150.00.

____ I REQUEST A WRITTEN ESTIMATE.

____ I DO NOT REQUEST A WRITTEN ESTIMATE AS LONG AS THE REPAIR COSTS DOES NOT EXCEED \$_____.

THE SHOP MAY NOT EXCEED THIS AMOUNT WITHOUT MY WRITTEN OR ORAL APPROVAL.

____ I DO NOT REQUEST A WRITTEN ESTIMATE.

Parts Total:	\$11,939.75
Core Total:	\$0.00
Freight Total:	\$0.00
Sublet Total:	\$0.00
Labor Total:	\$6,600.00
- Labor Discount:	\$0.00
Other Charges:	\$0.00
Shop Supplies:	\$0.00
Sub Total:	\$18,539.75
- Parts Discount:	\$0.00

Ext Price:	\$18,539.75
Sales Tax:	\$925.33
Total:	\$19,465.08
- Deductible:	\$0.00
- Deposits:	\$0.00
Amount Due:	\$19,465.08
Amt Tendered:	\$0.00
Chg Returned:	\$0.00

As our customer,
you just saved: \$2,250.00



RO Bus Sales
2701 Westwood DR
Las Vegas NV USA 89109
Phone #:(702) 798-0029
Fax #: (702) 835-1434

Estimate Number: 146399

Tag Number:



Date and Time In: 2/10/2023 - 2:15 PM

Date and Time Out: 2/10/2023 - 2:15 PM

Promised Date - Time: 2/10/2023 - 2:15 PM

Cashed Out Date:

Date Appointment Initiated: 2/10/2023

Service Advisor: (223) Angelica Rodriguez

Morongo Basin Transit Authority
62405 Verbena Road
JOSHUA TREE CA 92252

1029595 Work: (760) 366-2986 Fax: (760) 366-2445
cheri@basin-transit.com

Veh Info: 22 FORD TRANSIT VAN WHITE

Serial Numbers: 1FTBW9CK8NKA00445

In-Srv: Miles/Hrs In: Out: Plate #:

DISCLAIMER OF WARRANTIES - Any warranties on the products sold under this repair order are those made by the manufacturer. The seller hereby expressly disclaims all warranties, either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said products. This disclaimer by the Seller, in no way affects the terms of the manufacturer's warranty.

Signed: _____

I hereby authorize the repair work to be done along with necessary materials & labor. You and your employees may operate above vehicle for purposes of inspection or test drives at my risk. Customer is hereby notified that the said property to the amount of actual cash value thereof, or otherwise against loss, theft, fire, or vandalism while the property remains with the dealer.

An express mechanic's lien is acknowledged on above vehicle to secure the amount of repairs hereto. If the vehicle described herein is not pickup and paid for in 5 business days after such notice is given, a storage charge of \$ 55.00 per day will be made for each day thereafter. (ALL COD CUSTOMERS: must pay for all Parts & Service tickets prior to the release of any product or vehicles)

Signed: _____

Dealer offers a 90 day warranty on labor only.

PLEASE READ CAREFULLY, CHECK ONE OF THE STATEMENTS BELOW, AND SIGN: I UNDERSTAND THAT UNDER STATE LAW, I AM ENTITLED TO A WRITTEN ESTIMATE, IF MY FINAL BILL WILL EXCEED \$150.00.
____ I REQUEST A WRITTEN ESTIMATE.
____ I DO NOT REQUEST A WRITTEN ESTIMATE AS LONG AS THE REPAIR COSTS DOES NOT EXCEED \$ _____. THE SHOP MAY NOT EXCEED THIS AMOUNT WITHOUT MY WRITTEN OR ORAL APPROVAL.
____ I DO NOT REQUEST A WRITTEN ESTIMATE.

Parts Total:	\$11,939.75
Core Total:	\$0.00
Freight Total:	\$0.00
Sublet Total:	\$0.00
Labor Total:	\$6,600.00
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Shop Supplies:	\$0.00
Sub Total:	\$18,539.75
- Parts Discount:	\$0.00

Ext Price:	\$18,539.75
Sales Tax:	\$925.33
Total:	\$19,465.08
- Deductible:	\$0.00
- Deposits:	\$0.00
Amount Due:	\$19,465.08
Amt Tendered:	\$0.00
Chg Returned:	\$0.00
As our customer, you just saved:	\$2,250.00

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: April 6, 2023

RE: LCTOP K-12 Free Fares

Staff requests the Board to adopt Resolution 23-01, the Authorized Agent and the Certification & Assurances allowing Basin Transit to apply for LCTOP funds to provide free fares for students Kindergarten through 12th grade during the FY 2023/24 school year.

Project Name: K-12 Free Fares

Amount of LCTOP funds request: \$55,000

Short description of project: Provide free fares for students K-12 throughout Morongo Basin

STAFF RECOMMENDATION: ADOPT RESOLUTION 23-01, AUTHORIZE LCTOP AGENT AND CERTIFICATION AND ASSURANCES

RESOLUTION # 23-01

**AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP):
K-12 FREE FARES \$55,000**

WHEREAS, the Morongo Basin Transit Authority (Basin Transit) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the Basin Transit wishes to delegate authorization to execute these documents and any amendments thereto to Cheri Holsclaw, General Manager.

WHEREAS, the Basin Transit wishes to implement the following LCTOP project(s) listed above,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Basin Transit that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that Cheri Holsclaw, General Manager, be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Basin Transit that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY20-2021 LCTOP funds:

List project(s), including the following information:

Project Name: K-12 Free Fares

Amount of LCTOP funds request: \$55,000 (99313: \$55,000. 99314: \$0)

Short description of project: Provide free fares for students K-12 throughout Morongo Basin

PASSED AND ADOPTED by the Board of Directors of the Basin Transit in San Bernardino County, State of California, on this 6th day of April, 2023.

Chair of the Board

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: April 6, 2023

RE: LCTOP Bus Stop Improvement

Staff requests the Board to adopt Resolution 23-02, the Authorized Agent and the Certification & Assurances allowing Basin Transit to apply for LCTOP funds to construct a bus stop shelter at the Morongo Valley Post Office.

This bus stop improvement would consist of constructing a 5' wide, 60' long bus bay with a 40' transition, an 8' x 20' shelter and loading area, as well as a 6' wide sidewalk. Currently, there is no bus stop area, although this is a scheduled stop in our Riders Guide.

Project Name: Bus Stop Improvements
Amount of LCTOP funds request: \$137,515
Short description of project: Bus Stop Improvement at the Morongo Valley Post Office

STAFF RECOMMENDATION: ADOPT RESOLUTION 23-02, AUTHORIZE LCTOP AGENT AND CERTIFICATION AND ASSURANCES

RESOLUTION # 23-02

**AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP):
BUS STOP IMPROVEMENT \$137,515**

WHEREAS, the Morongo Basin Transit Authority (Basin Transit) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the Basin Transit wishes to delegate authorization to execute these documents and any amendments thereto to Cheri Holsclaw, General Manager.

WHEREAS, the Basin Transit wishes to implement the following LCTOP project(s) listed above,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Basin Transit that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that Cheri Holsclaw, General Manager, be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Basin Transit that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY20-2021 LCTOP funds:

List project(s), including the following information:

Project Name: Bus Stop Improvement

Amount of LCTOP funds request: \$137,515 (99313: \$120,262. 99314: \$17,253)

Short description of project: Bus Stop Improvement at the Morongo Valley Post Office

PASSED AND ADOPTED by the Board of Directors of the Basin Transit in San Bernardino County, State of California, on this 6th day of April, 2023.

Chair of the Board



BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: April 6, 2023

RE: Replacement Vehicles

Staff requests authorization to proceed with the purchase of the following vehicles in accordance with our Short Range Transit Plan (S RTP):

- Two (2) Class H's - 35' Low Floor from Gillig LLC in the amount of \$1,258,631.24 using \$1,073,662 CMAQ funds (Contract #64HC21-01501) and \$184,969 in State Transit Assistance (STA) funding. These vehicles would replace buses 755 & 756.
- Two (2) Class E's – 27.5' F550 Starcraft buses from Creative Bus Sales in the amount of \$683,216.17 using Local Transportation Funds (LTF). These vehicles would replace buses 314 & 29.
- Two (2) Class C's – 25' E450 Starcraft buses from Creative Bus Sales in the amount of \$370,830.77 using Local Transportation Funds (LTF). These vehicles would replace buses 30 & 31.

STAFF RECOMMENDATION: AUTHORIZE STAFF TO ORDER (2) CLASS H, (2) CLASS E AND (2) CLASS C CNG VEHICLES

RFI
 Joint Procurement Contract #
 Purchasing Agency
 Address
 Email
 Telephone
 Contracting Officer

18-01
 Morongo Basin Transit Authority
 62405 Verbena Rd.
 Joshua Tree, CA 92252
cheri@mbtabus.com
 (760)366-2986
 Cheri Holsclaw, General Mgr.

Requested Information

Bus Type/Length/Fuel Type
 Number of Buses to be ordered
 Optional Features Requested
 (Add rows if needed)

35' Low Floor / CNG
 Single Door Configuration
 2
 CNG Fuel Tanks - 25,304 SCF
 Sportworks Bike Rack - (2-Position) -
 Electronic Signs - Twin Vision Smart Series 3
 Fire Detection and Suppression - Amerex V25 w/ detection
 Exterior LED Lighting Package
 Farebox - Diamond w/ 1 extra vault
 Farebox - Prewire, Stanchion, Light
 Fuel - CNG 8 Tank Dual Pod - **NOT AVAILABLE**
 HVAC - Drivers AC/Heat/Defrost
 Lighting - LED Headlights
 Locking Fuel Door
 OEM Repair Manuals
 Rear Door - Omit
 PA System - w/ optional Microphone
 Radiator - EMP GEN IV MH4 (ELECTRIC)
 Remote Cable Release for Wheelchair Retractors
 W/C Restraints - Q'PODS
 Roof Escape/Vent Hatch
 Stanchions - SSTL
 ALLISON B400R Transmission W/ Retarder
 Decals by Design "mid level spot" graphics package - **NOT AVAILABLE**
 Delivery Zone 1 - NON-TAXABLE
 Curbside Battery Tray - **NOT AVAILABLE**
 Ferry Riser - **NOT AVAILABLE**
 Group 31 AGM Battery (Each)
 Disc Brakes (Front/Rear)
 Sensitive Door Edge - Both Doors (Front/Rear)
 I/O Controls LED Interior Lighting (1/2 Watt)
 Floor Mount Directional Signals
 Exterior Graphics (BUDGETARY ONLY)
 Freedman CitiSeat (passenger)
 Recaro Ergo Metro Driver Seat
 AD9 Tandem Air Dryer-**NOT AVAILABLE**
 Anderson SB50 Jump Starter
 First Aid Kit
 Warranty Labor Reimbursals Rate (per hour)
 ThermoGuard Driver cut (AS2) - B572Tempered-**NOT AVAILABLE**
 REI 6 Camera System W/ HD5-1200 DVR & 2TB
 Protran Safe Turn Alert System - without LED Strobe Lights
 Hubodometer
 1 spare Steel Rim
 1 tire with spare rim B305/85R22.5, G652 RTB™, Metro Miler™ (J) TBD
 (1) Dash fan
 Drivers Seat Cushion Alarm
 Waste Container mounted curbside

REVISION DATE: 1/11/2023

Manufacturer/Dealer
 Address
 Email
 Telephone
 Salesman

GILLIG LLC
 451 DISCOVERY DR, LIVERMORE, CA 94551
SALES@GILLIG.COM
 510-512-2638 CELL
 SEAN SOLIS

Bus Model Proposed
 Date Response is Due
 Delivery proposed (# days from issuance of PO)

G31B102N4
 30 Days
 365

Pricing

Base Price	\$449,973.00
Options	\$40,882.00
Total	\$490,855.00
Non Taxable & Delivery	(\$28,215.00)
PPI ADJ	\$95,226.00
Taxable Bus Price	\$557,866.00

INCL (state length and mileage) provide additional detail for purchasing agency)

INCL	Bus Body	3 Years / 150,000 miles
\$0.00	Engine	2 Years / Unlimited miles
INCL	Transmission	2 Years / Unlimited miles
N/A	W/C Ramp (Lift if NOT AVAIL)	2 Years / Unlimited miles
\$1,445.00	AC	2 Years / Unlimited miles

\$905.00		
\$4,315.00	Taxes	\$43,234.62
\$650.00	Additional Fees (CalAct)	\$0.00
INCL	Non Taxable & Delivery	\$28,215.00
INCL	Total Price (1 bus)	\$629,315.62
\$5,500.00	Total Price (Entire Order)	\$1,258,631.24

INCL		
N/A		
\$178.00		
\$75.00		
N/A		
N/A		
\$5,734.00		
\$3,793.00		
(\$50.00)		
\$150.00		
\$769.00		
\$95.00		
\$120.00		
\$153.00		
\$40,882.00		



Creative Bus Sales

14740 Ramona Avenue
Chino, CA 91710
888.633.8380



Creative Bus Sales

7471 Reese Road
Sacramento, CA 95828
888.633.8380

CalACT MBTA RFP #20-01 - Class E - Quote Sheet (Rev 2022)						
Vehicle Type:	Class E - Starcraft Bus (Allstar XL)		Type of Lift:	<input checked="" type="checkbox"/> Braun		
Contact:	CHERI HOLSCLOW		Lift Location:	<input type="checkbox"/> Front <input checked="" type="checkbox"/> Rear		
Agency:	BASIN TRANSIT		Seat Material Level:	LEVEL 4 / DOCKET 90		
Address:	62405 VERBENA ROAD		Seat Color:	GREY		
City, State, Zip:	JOSHUA TREE, CA 92252		Flooring and Color:	ALTRO DARK GREY		
Phone:	760.366.2986		Salesperson:	STEVE CHUNG		
E-Mail:	CHERI@BASIN-TRANSIT.COM		Salesperson Cell:	909.549.9398		
Delivery:	9-MONTHS FROM RECEIPT OF ORDER		Salesperson E-Mail:	STEVEC@CREATIVEBUSSALES.COM		
Quantity:	Description	Price	Ext. Price	ADA		
1	Starcraft Bus - Class E - (Ford F550 CNG) 27.5' *Subject to CARB certification*	\$162,306.00	\$162,306.00	\$11,790.00		
Published Options						
1	1 - Freedman Foldaway Seat (double)	\$2,070.00	\$2,070.00	\$11,790.00		
1	10 - OEM Drivers Seat - Standard	Standard	Standard			
2	26 - Qstraint Deluxe (8100) credit per set of 4	-\$100.00	-\$200.00	\$23,580.00		
1	35 - Braun NCL 1000 (1k lbs capacity lift)	\$800.00	\$800.00	\$11,790.00		
1	37 - Lift Pad Cover	\$300.00	\$300.00	\$11,790.00		
1	43 - REI PA system (4 interior, 1 exterior ADA speaker)	\$460.00	\$460.00			
1	72 - Sportworks bike rack (black 2 bike)	\$2,650.00	\$2,650.00			
1	91 - Fogmaker fire suppression	\$10,100.00	\$10,100.00			
1	100 - REI - 4 Camera Surveillance (2T DVR)	\$5,265.00	\$5,265.00			
1	106 - Stop Request System (w/ sign) TOUCH TAPE AT (2) ADA POSITIONS	\$1,000.00	\$1,000.00	\$1,000.00		
1	107 - Hanover Front and Side Destination Signs	\$6,040.00	\$6,040.00	\$6,040.00		
1	113 - Delivery Zone 1	\$800.00	\$800.00			
1	119 - Diamond Farebox XV (2 vaults)	\$2,200.00	\$2,200.00	\$2,200.00		
1	134 - CNG Upgrade to 52 GGE from 24 GGE	\$6,250.00	\$6,250.00			
Non-Published Options						
1	FORD CHASSIS COST INCREASE - SUBJECT TO BASIN TRANSIT APPROVAL	\$6,743.00	\$6,743.00			
3	Altro T36T Aluminum step edging w/yellow insert (Each)	\$50.00	\$150.00			
1	AM/FM/BT STEREO WITH 4-SPEAKERS	\$0.00	\$0.00			
1	VALEO TC80	\$1,450.00	\$1,450.00			
1	EXTERIOR PAINT AND DECALS	\$7,500.00	\$7,500.00			
1	Luggage Rack - Overhead Standard Racks (Both Sides)	\$1,030.00	\$1,030.00			
<div> <div> <div>Class E - Base Price</div> <div>\$162,306.00</div> </div> <div> <div>Published Options</div> <div>\$37,735.00</div> </div> <div> <div>Non-Published Options</div> <div>\$16,873.00</div> </div> <div> <div>Total</div> <div>\$216,914.00</div> </div> <div> <div>Doc Prep Fee</div> <div>\$85.00</div> </div> <div> <div>The Non-Taxable Amount is the ADA Equipment in the Base and Added as Options</div> <div>Non-Taxable</div> <div>\$79,980.00</div> </div> <div> <div>The Taxable Amount Includes the Mobility Rebate of \$1,000.00 For Ford Chassis</div> <div>Taxable Amount</div> <div>\$138,019.00</div> </div> <div> <div>Joshua Tree</div> <div>Tax Total</div> <div>\$10,696.47</div> </div> <div> <div>Sub-Total</div> <div>\$227,695.47</div> </div> <div> <div>CalACT Fee</div> <div></div> </div> <div> <div>DMV E-File Fee:</div> <div>\$31.00</div> </div> <div> <div>DMV Fee</div> <div>\$0.00</div> </div> <div> <div>Tire Fee</div> <div>\$12.25</div> </div> <div> <div>Local Delivery</div> <div>\$0.00</div> </div> <div> <div>Total</div> <div>\$227,738.72</div> </div> <div> <div>Number of Units</div> <div>3</div> </div> <div> <div>Final Total</div> <div>\$683,216.17</div> </div> </div>						
<div> <div>Purchasing of vehicles requires a CALACT membership, letter of assignment, and payment of procurement fee. If you have any questions, please contact CALACT direct at 916-920-8018</div> </div>						



*Bus photo is not to exact specifications

Class E Standard Build Options

FORD F-550 19,500 GVWR 7.3L Prem Gas ENGINE			
Allstar XL 28 205" WB 202" Body 7.3L Prem Gas Includes 2nd Battery, Box & Tray	ST	93157	1
SPECIAL INSTRUCTIONS OR NOTES			
SEE BOTTOM OF ORDER FRO WARRANTY			1
Dealer to Perform 4-Wheel Alignment in California			1
Dealer to Weigh Each Bus on California Certified Scale			1
No Tow Vehicle Allowed During Delivery			1
Use 250 lbs Per Wheelchair Position			1
Parts Manual with As-built Electrical Schematics			1
All Excessories Except Lights, WC Lift & Mobile Radio (If Equipped) Are Ignition Hot			1
Wiring Harnesses Supported Every 24" Maximum			1
No Butt Connectors Allowed			1
If Driver Switch Panel is on Engine Cover, Then a Quick Disconnect is Required			1
Fast Idle: 1500 RPM on Gas - Fast Idle to Engage if Voltage Drops Below 12.5 VDC or if			1
Install Dome Light With Every Row of Seats, Including WC Position, Must Meeting 8			1
Hip-To-Knee Spacing 27" Minimum			1
Seat Track Not Extend More than 6" Past Seats			1
Undercoat Metal Skirts			1
Ground to First Step Height Shall Not Exceed 12.5" Unloaded			1
304SS Required for Entry Grabs and Ceiling Grabs			1
Ceiling Grab Rails Require Formed Elbows - No End Caps			1
AC & Heater Hoses Supported Every 24" Minimum			1
Build Front Driver Storage Compartment as Large as Possible, For Storage of Tiedown			1
Install Toolbox Next to Lift if Space Allows			1
Convex Mirror Must Avoid Sun Visor and Overhead Door			1
Headlight Aiming Certificate - Ship with Bus			1
Water Test Certificate - Ship with Bus			1
Driveline Metal Guards for Each Section of Shaft			1
All Harnesses Secured to Frame at Maximum of 24"			1
P-Clamps Added as Deemed Necessary by MBTA Inspector			1
Batteries Must Be Same Type (No Mismatch) (1 In Tray - 1 Underhood)			1
Continuous Run Battery Cables			1
Slide Blocks To Hold Batteries In Place			1
Floor Track Will Not Be Installed in Any Area not Covered by a Fixed Seat			1
Operations Manual - Covering Conversion Features as Listed			1
Parts Book, Operating Instructions, Troubleshooting Guide, Inspection & Service Guide,			1
SPECIAL BUILD ORDER			
Driver Entry Grab Steel Reinforced Plastic - Nutsert Install	ST	99	1
(3) GROUND WIRES TO BE ZERO OUGHT GAUGE, TO BE CONTINUOUS WITHOUT	ST	99	1
Interlock on Entry Door - Must Be in Park to Operate	ST	99	1
ENTRY DOOR HEADER ACCESS PANEL DOOR MUST BE HINGED WITH 2 THUMB	ST	99	1
Battery Tray: SS Tray & Slides Per Standard Options Below. Must Extend at Least 3"	ST	99	1
Install Battery Cable Wiring Diagram Inside Battery Access Door	ST	99	1
Decal: Battery Disconnect, Emergency Use Only	ST	99	1
Stainless Steel Battery Hold-Down Hardware	ST	99	1
Add 2nd Heater Line Brass 1/4 Turn Valve	ST	99	1
Decal: "Heater Shut Off Valve" - Install On Street Side Near Valves	ST	99	1
KEYED LOCK ILO THUMB LATCH FOR ELECTRICAL CENTER DOOR	ST	99	1
5/8", 7 Ply AC Marine Grade APA Plywood Floor	ST	99	1
Upgrade Driver Plexi Barrier: Extend to Within 6" of Ceiling	ST	99	1
14 Gauge Galvanized Steel Wheelwells	ST	99	1
Dual Handles on WC Lift Doors	ST	99	1
Laminated Modesty Panel, Grey Melamine, Each	ST	99	2
Intermotive Break Out Box	ST	99	1
GENERIC PARTS MANUAL ON FLASH DRIVE	ST	99	1
ELECTRICAL SYSTEM			
Intermotive Flex Tech Electrical System	05	STD	1
SIDEWALL / REARWALL / CEILING			
Sidewall: Grey FRP	05	STD	1
Driver Area: Grey Padded Vinyl	05	STD	1
FRP on Ceiling, Grey	05	22000	1
FRP on Rearwall, Grey	05	22001	1
Cove Colored Flooring on Sidewall to Seat Track	05	22005	1
FLOORING			
Altro Meta Storm	05	22014	1
Yellow Step Nosing per Step	05	22016	4
Standard Floor 2 Step Entry with Extra Step Behind Driver (F550 only)	05	STD	1
CHASSIS			
HEAVY DUTY DRIVER RUNNING BOARD ** F-550 ONLY	05	22503	1
Romeo Rim Rear Bumper w/HawkEye RAS Installed	05	22035	1



Valve Stem Extender Inner Dual Rear Wheel, pair	05	22040		1
ENVIRONMENTAL CONTROL				
TRANS/AIR INTERNATIONAL A/C OPTIONS				
NOTE: CHECK THE CHASSIS/BODY COMBINATION FOR THE MODEL BEING ORDERED ABOVE FOR THE PROPER ENGINE KIT				
ENVIRONMENTAL CONTROL * NO TIE IN SYSTEMS ALLOWED BY INTERNATIONAL				
DOES THE ENGINE HAVE AN AIR PUMP? YOU MUST ENTER YES OR NO FOR PROPER ENGINE KIT!!!!				
TA SUPER 13 80K SYSTEMS	13 CID COMPRESSOR	CHOOSE		
SINGLE TALL SKIRT OR ROOF MOUNT CONDENSER				
TA774C SUPER 13 TA77 EVAP SC4 TALL COND 13 CID COMP	05	22058		1
HEATERS				
Hot Water Heater, 65K BTU - Floor Mounted	05	20083		1
MISCELLANEOUS				
Silicone Heater Hose (for rear unit) w/full ring clamps	05	22076		1
ELECTRICAL				
Stainless Steel Battery Box & Tray	05	22089		1
Rotary Disconnect Switch	05	22092		1
Laminated Wiring Schematic ***AS BUILT*** ON ELECTRICAL PANEL DOOR	05	22101		1
EXTERIOR LIGHTS				
Surface Mount LED Entry Door Exterior Light - STD Choose Optional Below or Special builds	05	STD		1
LED Rear Center Mount Brake Light, Rectangular	05	20136		1
LED Mid-Ship Turn / Marker Lights	REQUIRED 30' AND LONGER			05 20138 1
Independent RED Brake & AMBER Turn Signal Lights (per NJ specs)	05	20139		1
INTERIOR LIGHTS				
Additional Interior Lights (LED If Option Selected) Each	05	8041		3
AUDIO / VISUAL				
FORD F550 OEM AM/FM RADIO W/AUX INPUT AND CLOCK (F550 RADIO CAN'T BE REMOVED) - ORDERED ON CHASSIS		NOTE		1
4 Speakers with Wire to Chassis OEM Radio (If Supplied)	05	20159		1
DOORS / HATCH / WINDOWS				
Required: please select one passenger door option.				
Passenger Door Electric (Standard)	05	STD		1
Passenger Door 36" (Standard)	05	2063		1
Exterior Passenger Entrance Door Key	05	8133		1
Solid Window(s) EACH Replace T-Slide(s) Enter Specific Instructions in Row Below	05	20187		1
STREET SIDE REAR				
INTERIOR				
Driver Coat Hook	05	8769		1
LUGGAGE RACK / STORAGE				
Driver Storage in Cab Overhead with Lock	05	20192		1
PARATRANSIT OPTIONS				
Double W.C. Doors w/ Windows, LED Interior Lights, Leaf Spring, LED Exterior Lighting	05	20206		1
4" Grommet Mount LED is STD. Use Special Builds for Optional Choices				
IS THE LIFT IN THE FRONT OR REAR OF THE UNIT?	REAR			1
Braun Century NCL917-2 800# Lift (33"x51")	05	8744		1
LIFT INTERLOCK				
Fast Idle w/Interlock - Intermotive GTWY508-F FORD F550 / F650 GAS	05	99		1
Q Straint W.C. Securement Kits, Accessories				
Q10007 - 4 QRT 360 Retractor Tie Down L track & Q8-6326-A1 Comb-Lap/Shldr	05	8826		2
Q5-7580-4 18" Blue Webbing Loops	05	20250		8
Q5-6327 84" Postural Belt with Padding - Black Webbing	05	20251		1
Q-Straint Belt Cutter (ship loose)	05	8179		1
SAFETY OPTIONS				
10 Lb Fire Extinguisher	05	8616		1
Body Fluid Kit	05	20264		1
Emergency Triangle Kit	05	8091		1
Back-Up Alarm SAE Type B 107 db(A) Ecco 575	05	2880		1
STANDARD ROSCO STSK4750 BACK-UP CAMERA SYSTEM W/ 7" REARVIEW MONITOR / MIRROR COMBO				
Interior Convex Mirror 6" x 9"	05	20276		1
Red Light Over Emergency Exit Ea: ON:	SIDE & REAR EGRESS WINDOWS			05 8155 5
Yellow "Standee" Line	05	8802		1
GRAB RAIL / STANCHION / PANELS				
Ceiling Grab Rail - Install on Both Sides	05	99		1
Left Hand Entry Vertical Grab Rail - 1 1/4"		STD		1



1 1/4" Grab Rail Parallel to Entrance Steps (both sides)	05	8130		1
Stanchion and Modesty Panel at Entry Door		STD		1
Stanchion and Modesty Panel Behind Driver	05	20301		1
Add Tinted Plexiglass Upper Panel	05	8146		1
LOCATION:				
SEATING - DRIVER				
FORD F-550 DRIVER SEATING				
Ford F-550 OEM Driver's Seat - Order On Chassis		NOTE		1
SEATING - PASSENGER				
STD RIGID SEATS				
Mid High Double Seat	05	8067		8
PASSENGER SEAT FABRICS				
EUROPEAN OR AMERICAN WOOL QUOTED AT TIME OF ORDER!!!!				
Seat Cover - Level 4 Ice Pinstripe; Mor-Care; Leathermate	05	2074		16
SEAT OPTIONS				
Anti-Vandal Grab Handle, Black Ea on:	ALL SEATS EXCEPT AGAINST REAR WALL			
Black US Armrest - Each - on:	AISLE			
Flame Block Material on Underside of Seat (each)	05	2884		16
SEAT BELTS				
Seat Belt, Freedman USR Retractable (Per Person)	05	2282		16
Seat Belt Extension, 12" (P/N 56410) FOR USR SEAT BELTS	05	8771		2

SUMMARY OF STANDARD WARRANTIES

(Provide complete warranty information and parchment with proposal)

Warranty	Miles	Years	Warranty Details
Body Structure	100,000	5	See attached Warranty Info
Chassis	36,000	3	See attached Warranty Info
Engine	60,000	5	See attached Warranty Info
Transmission	60,000	5	See attached Warranty Info
Air conditioner	Unlimited	2	See attached Warranty Info
Lift/Ramp	Unlimited	5	See attached Warranty Info
EV Battery	N/A	N/A	N/A
EV Conversion/Installation	N/A	N/A	N/A
CNG Warranty (Install and tanks)	N/A	N/A	N/A



Creative Bus Sales

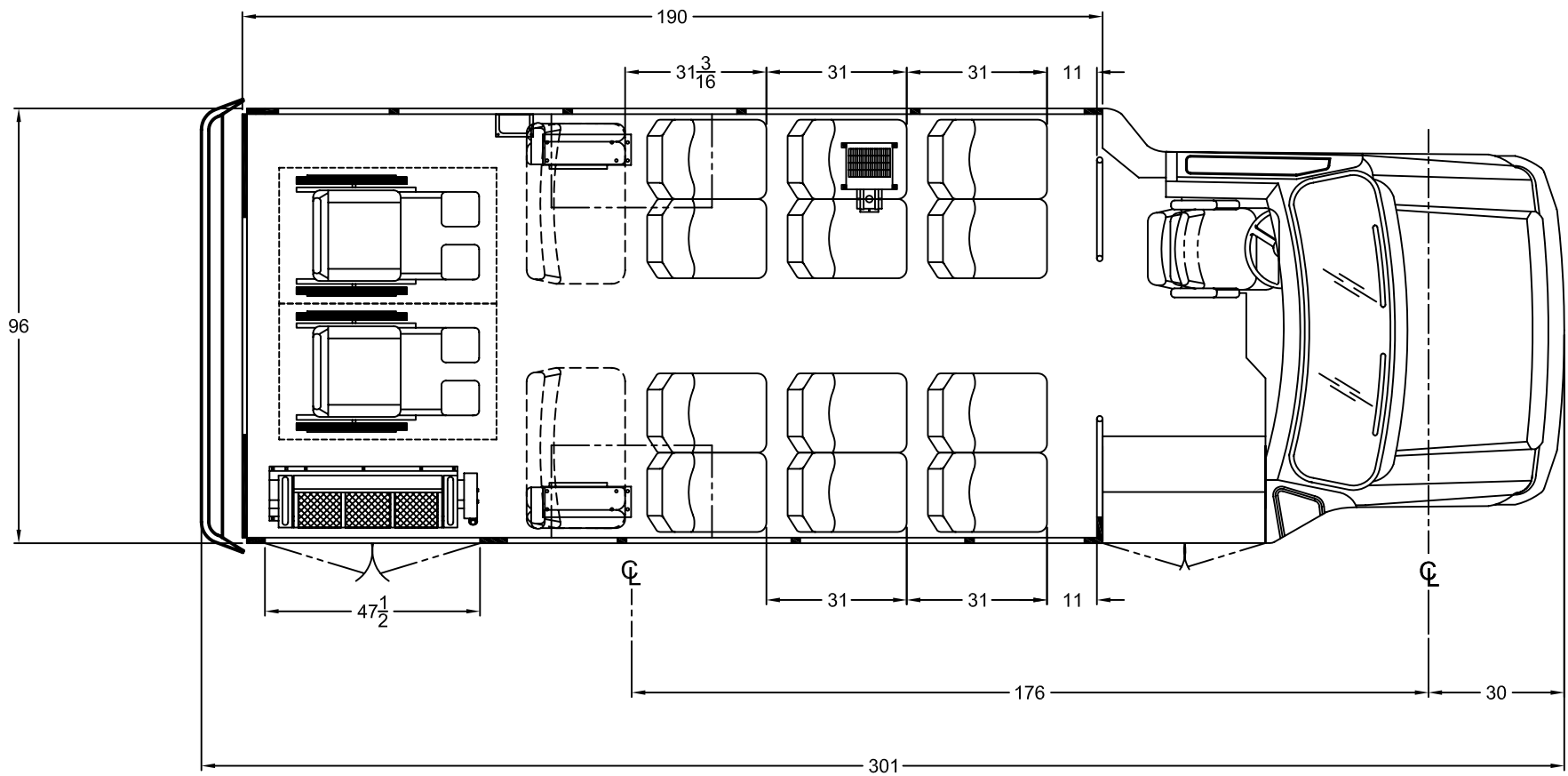
14740 Ramona Avenue
Chino, CA 91710
888.633.8380



Creative Bus Sales

7471 Reese Road
Sacramento, CA 95828
888.633.8380

CalACT MBTA RFP #20-01 - Class C - Quote Sheet (Rev 2022)				
Vehicle Type:	Class C - Starcraft Bus (Allstar)		Type of Lift:	<input checked="" type="checkbox"/> Braun
Contact:	CHERI HOLSCLOW		Lift Location:	<input type="checkbox"/> Front <input checked="" type="checkbox"/> Rear
Agency:	BASIN TRANSIT		Seat Material Level:	LEVEL 4 / DOCKET 90
Address:	62405 VERBENA ROAD		Seat Color:	GREY
City, State, Zip:	JOSHUA TREE, CA 92252		Flooring and Color:	ALTRO DARK GREY
Phone:	760.366.2986		Salesperson:	STEVE CHUNG
E-Mail:	CHERI@BASIN-TRANSIT.COM		Salesperson Cell:	909.549.9398
Delivery:	9-MONTHS FROM RECEIPT OF ORDER		Salesperson E-Mail:	STEVE@CREATIVEBUSSALES.COM
Quantity:	Description	Price	Ext. Price	ADA
1	Starcraft Bus - Class C - (Ford E450 CNG) *Subject to CARB certification*	\$130,239.00	\$130,239.00	\$11,790.00
Published Options				
2	1 - Freedman Foldaway Seat (double)	\$2,070.00	\$4,140.00	\$4,140.00
4	9 - Credit for seat delete	-\$120.00	-\$480.00	
1	13 - Freedman Sport 2 Drivers Seat (if not standard)	\$0.00	\$0.00	Standard
2	31 - Qstraint Deluxe (8100) credit per set of 4	-\$100.00	-\$200.00	-\$200.00
4	38 - Full Length Track (Sidewall) (Per Foot) / Q-Straint Storage	\$30.00	\$120.00	\$120.00
1	40 - Braun NCL 1000 (1k lbs capacity lift)	\$800.00	\$800.00	\$800.00
1	42 - Lift Pad Cover	\$300.00	\$300.00	\$300.00
1	48 - REI PA system (4 interior, 1 exterior ADA sokr)	\$460.00	\$460.00	\$460.00
1	76 - Intermotive Break Out Box (Multi Access Hub)	\$0.00	\$0.00	Standard
1	79 - Sportworks bike rack (black 2 bike)	\$2,625.00	\$2,625.00	
1	101 - Fogmaker fire suppression	\$6,640.00	\$6,640.00	
1	102 - Rear Backup Camera and Monitor	\$0.00	\$0.00	Standard
1	110 - REI - 4 Camera Surveillance (2T DVR)	\$5,265.00	\$5,265.00	
1	116 - Stop Request System (w/ sign) / WITH TOUCH TAPE FOR (2) ADA POSITIONS	\$1,000.00	\$1,000.00	\$1,000.00
1	117 - Hanover Front and Side Destination Signs	\$6,040.00	\$6,040.00	\$6,040.00
1	123 - Delivery Zone 1	\$800.00	\$800.00	
1	129 - Diamond Farebox XV	\$2,200.00	\$2,200.00	\$2,200.00
1	132 - CNG Upgrade to 39 GGE (29GGE Std)	\$5,000.00	\$5,000.00	
Non-Published Options				
1	AM/FM/BT STEREO WITH 4-SPEAKERS	\$0.00	\$0.00	Standard
3	Altro T36T Aluminum step edging w/yellow insert (Each)	\$50.00	\$150.00	
1	CERAMIC WINDOW TINT - ALL WINDOWS	\$4,200.00	\$4,200.00	
1	EXTERIOR BUS DECALS AND PAINT	\$4,500.00	\$4,500.00	
1	FORD CHASSIS PRICE INCREASE - SUBJECT TO APPROVAL BY BASIN TRANSIT	\$4,371.00	\$4,371.00	
1	VALEO TC80	\$3,600.00	\$3,600.00	
		Class C - Base Price	\$130,239.00	
		Published Options	\$34,710.00	
		Non-Published Options	\$8,850.00	
		Total	\$173,799.00	\$26,650.00
		Doc Prep Fee	\$85.00	
The Non-Taxable Amount is the ADA Equipment in the Base and Added as Options		Non-Taxable	\$26,650.00	
The Taxable Amount Includes the Mobility Rebate of \$1,000.00 For Ford Chassis		Taxable Amount	\$148,234.00	
Joshua Tree		Tax Total	\$11,488.14	7.750%
		Sub-Total	\$185,372.14	
		CalACT Fee	\$0.00	
		DMV E-File Fee:	\$31.00	
		DMV Fee	\$0.00	(Estimated)
		Tire Fee	\$12.25	
		Local Delivery	\$0.00	
		Total	\$185,415.39	
		Number of Units	2	
		Final Total	\$370,830.77	
Purchasing of vehicles requires a CALACT membership, letter of assignment, and payment of procurement fee. If you have any questions, please contact CALACT direct at 916-920-8018				



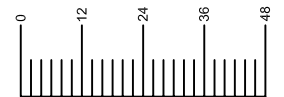
DEALER APPROVAL

☐ APPROVED

CUSTOMER SIGNATURE

E-450 14,500 GVWR

SCALE
IN INCHES



THIS DRAWING AND THE INFORMATION THEREON ARE THE EXCLUSIVE PROPERTY OF STARCRAFT BUS, A DIVISION OF FOREST RIVER. IT SHALL NOT BE COPIED OR DUPLICATED IN ANY MANNER, NOR SHALL IT BE SUBMITTED TO OUTSIDE PARTIES FOR EXAMINATION WITHOUT OUR WRITTEN CONSENT. IT IS LOANED FOR USE WITH REFERENCE TO WORK UNDER CONTRACT WITH, OR PROPOSALS SUBMITTED TO STARCRAFT BUS, A DIVISION OF FOREST RIVER.

REV.	DESCRIPTION OF CHANGE	BY	CHK	DATE	ECN No.
LET.					

TOLERANCE UNLESS OTHERWISE SPECIFIED

WOOD	OTHER
$\pm 1/8"$	$\pm 1/16"$
$\pm 1^\circ$	$\pm 1/2^\circ$

STARCRAFT BUS
a division of Forest River, Inc.

TITLE:
DATE: 05/21/10
NAME: MDK

12/2 W/C PASS.
176" WB 25' ALLSTAR
DWG. No. 12 2 WC 2 DB FOLDS 176 190-2



*Bus photo is not to exact specifications

Class C Standard Build Options

Allstar 25 176" WB E-450 7.3L Premium Gas Engine W/240 Amp Ford Alt **	ST	93091	1
SPECIAL INSTRUCTIONS OR NOTES			1
SEE BOTTOM OF ORDER FOR WARRANTY		NOTE	1
Dealer to Perform 4-Wheel Alignment in California		NOTE	1
Dealer to Weigh Each Bus on California Certified Scale		NOTE	1
No Tow Vehicle Allowed During Delivery		NOTE	1
Ship 4-Corner Weight Sheet with Every Vehicle		NOTE	1
Use 250 lbs Per Wheelchair Position		NOTE	1
Parts Manual with As-built Electrical Schematics		NOTE	1
All Excessories Except Lights, WC Lift & Mobile Radio (If Equipped) Are Ignition		NOTE	1
Wiring Harnesses Supported Every 24" Maximum		NOTE	1
No Butt Connectors Allowed		NOTE	1
If Driver Switch Panel is on Engine Cover, Then a Quick Disconnect is Required		NOTE	1
Fast Idle: 1500 RPM on Gas - Fast Idle to Engage if Voltage Drops Below 12.5		NOTE	1
Install Dome Light With Every Row of Seats, Including WC Position, Must		NOTE	1
Ground Engine to Chassis Frame, Body to Chassis Frame, Lift Pump Housing to		NOTE	1
Hip-To-Knee Spacing 27" Minimum		NOTE	1
Seat Track Not Extend More than 6" Past Seats		NOTE	1
Undercoat Metal Skirts		NOTE	1
Ground to First Step Height Shall Not Exceed 12.5" Unloaded		NOTE	1
304SS Required for Entry Grabs and Ceiling Grabs		NOTE	1
Ceiling Grab Rails Require Formed Elbows - No End Caps		NOTE	1
AC & Heater Hoses Supported Every 24" Minimum		NOTE	1
Build Front Driver Storage Compartment as Large as Possible, For Storage of		NOTE	1
Install Toolbox Next to Lift if Space Allows		NOTE	1
Convex Mirror Must Avoid Sun Visor and Overhead Door		NOTE	1
Headlight Aiming Certificate - Ship with Bus		NOTE	1
Water Test Certificate - Ship with Bus		NOTE	1
Driveline Metal Guards for Each Section of Shaft		NOTE	1
All Harnesses Secured to Frame at Maximum of 24"		NOTE	1
P-Clamps Added as Deemed Necessary by MBTA Inspector		NOTE	1
Batteries Must Be Same Type (No Mismatch) (1 In Tray - 1 Underhood)		NOTE	1
Continuous Run Battery Cables		NOTE	1
Slide Blocks To Hold Batteries In Place		NOTE	1
Floor Track Will Not Be Installed in Any Area not Covered by a Fixed Seat		NOTE	1
Operations Manual - Covering Conversion Features as Listed		NOTE	1
Parts Book, Operating Instructions, Troubleshooting Guide, Inspection &		NOTE	1
SPECIAL BUILD OPTIONS			1
Driver Entry Grab Steel Reinforced Plastic - Nutsert Install	ST	99	1
(3) GROUND WIRES TO BE ZERO OUGHT GAUGE, TO BE CONTINUOUS	ST	99	1
Interlock on Entry Door - Must Be in Park to Operate	ST	99	1
ENTRY DOOR HEADER ACCESS PANEL DOOR MUST BE HINGED WITH 2	ST	99	1
Battery Tray: SS Tray & Slides Per Standard Options Below. Must Extend at	ST	99	1
Install Battery Cable Wiring Diagram Inside Battery Access Door	ST	99	1
Decal: Battery Disconnect, Emergency Use Only	ST	99	1
Stainless Steel Battery Hold-Down Hardware	ST	99	1
Add 2nd Heater Line Brass 1/4 Turn Valve	ST	99	1
Decal: "Heater Shut Off Valve" - Install On Street Side Near Valves	ST	99	1
KEYED LOCK ILO THUMB LATCH FOR ELECTRICAL CENTER DOOR	ST	99	1
5/8", 7 Ply AC Marine Grade APA Plywood Floor	ST	99	1
Upgrade Driver Plexi Barrier: Extend to Within 6" of Ceiling	ST	99	1
14 Gauge Galvanized Steel Wheelwells	ST	99	1
Dual Handles on WC Lift Doors	ST	99	1
Flame Block on Bottom of Driver Seat Cushion (N/A on USSC & Recaro)	ST	99	1
Laminated Modesty Panel, Grey Melamine, Each	ST	99	2
Intermotive Break Out Box	ST	99	1
GENERIC PARTS MANUAL ON FLASH DRIVE	ST	99	1
ELECTRICAL SYSTEM			
Intermotive Flex Tech Electrical System	05	STD	1
SIDEWALL / REARWALL / CEILING			



Sidewall: Grey FRP	05	STD		1
Rearwall: Grey Seaspray Fabric	05	STD		1
Driver Area: Grey Padded Vinyl	05	STD		1
FRP on Ceiling, Grey	05	2289		1
Cove Colored Flooring on Sidewall to Seat Track	05	2238		1
FLOORING - WHITE NOSING IS STANDARD				
Altro Meta Storm	05	2248		1
Yellow Step Nosing - Per Step	05	8820		3
CHASSIS				
Front Mud Flap (1), Passenger Side Only (to be used with Running Board) - NOT AVAILABLE ON FORD TRANSIT	05	2340		1
Heavy Duty Anti-Slip Aluminum Running Board on Driver Side (Large) (NOT AVAILABLE ON FORD TRANSIT)	05	2623		1
Exterior Mirror Set Remote/Heated w/External LED Strip Turn Signal Ford	05	2825		1
Romeo Rim Rear Bumper w/HawkEye RAS Installed	05	2670		1
Valve Stem Extender Inner Dual Rear Wheel, pair	05	8606		1
ENVIRONMENTAL CONTROL				
TRANS/AIR AIR CONDITIONING SYSTEMS				
1				
TRANS AIR TA733 SUPER 75,000 BTU, TA73 EVAP, SMC3L COND, 13 CID COMP 7.3L GAS	ST	99		1
USE #16 SUCTION HOSE IN A/C SYSTEM	ST	99		1
HEATERS				
1				
Hot Water Heater, 35K BTU 3 Speed Low Profile	05	8044		1
MISCELLANEOUS				
1				
Silicone Heater Hose (for rear unit) w/full ring clamps	05	20090		1
ELECTRICAL				
Stainless Batt. Tray w/Std Batt.Box IS 304 REQUIRED? YES	05	2784		1
Stainless Steel Battery Tray Slides ILO Zinc Plated Slides - Extra Charge	05	2869		1
Rotary Disconnect Switch	05	8790		1
Laminated Wiring Schematic ***AS BUILT*** ON ELECTRICAL PANEL DOOR	05	22101		1
Wiring Diagram "AS BUILT" ON USB Flash Drive		STD		1
EXTERIOR LIGHTS				
Surface Mount LED Entry Door Exterior Light - STD Choose Optional Below or Special builds	05	STD		1
LED Rear Center Mount Brake Light, Rectangular	05	20136		1
LED Mid-Ship Turn / Marker Lights	05	20138		1
Independent RED Brake & AMBER Turn Signal Lights	05	20139		1
INTERIOR LIGHTS				
1				
Additional Interior LED Dome Lamp - Each	05	8041		2
AUDIO / VISUAL				
1				
Jensen JHD36AB AM/FM/CD/Clock Blue Tooth/USB Enabled / 4 SPEAKERS PA Ready	05	8830		1
DOORS / HATCH / WINDOWS				
Electric Entry Door is Standard. Add Option #2056 if Manual is Desired				
Passenger Door Electric (standard)	05	20163		1
Passenger Door 36" ROUGH OPENING (STANDARD)	05	2063		1
Exterior Passenger Entrance Door Key	05	8133		1
Solid Window(s) EACH Replace T-Slide(s) Enter Specific Instructions in Row Below	05	20187		1
STREET SIDE REAR		NOTE		1
INTERIOR				
1				
Driver Coat Hook	05	8769		1
LUGGAGE RACK / STORAGE				
1				
Driver Storage in Cab Overhead with Lock	05	20192		1
PARATRANSIT OPTIONS				
1				
Double W/C Doors w/ Windows, LED Interior Light, Leaf Spring, LED Exterior Lighting	05	20206		1
IS THE LIFT IN THE FRONT OR REAR OF THE UNIT?				1
BRAUN LIFTS				
1				
Braun Century NCL917-2 800# Lift (33"x51")	05	8744		1
LIFT FAST IDLE WITH 403 INTERLOCK				
1				
Intermotive Gateway 508-F Ford E or 517-F Transit Fast Idle with Lift Interlock	05	99		1
Q Straint W.C. Securement Kits, Accessories				
1				
Q10007 - 4 QRT 360 Retractor Tie Down L track & Q8-6326-A1 Comb-Lap/Shldr	05	8826		2



Q5-7580-4 18" Blue Webbing Loop (each)	05	20250		8
Q5-6327 84" Postural Belt with Padding - Black Webbing	05	20251		1
Q-Straint Belt Cutter (ship loose)	05	8179		1
Miscellaneous Accessories				1
Priority Seating Sign **Required for ADA Compliance**	05	8104		1
Tool Box Wheelchair Belt Storage	05	20257		1
SAFETY OPTIONS				
5 Lb Fire Extinguisher	05	8089		1
16 Unit First Aid Kit	05	8090		1
Body Fluid Kit	05	20264		1
Emergency Triangle Kit	05	8091		1
Back-Up Alarm SAE Type B 107 db(A) Ecco 575	05	2880		1
STANDARD ROSCO STSK4750 BACK-UP CAMERA SYSTEM W/ 7" REARVIEW MONITOR / MIRROR COMBO	05	STD		1
Interior Convex Mirror 6"x9"	05	20276		1
Red Light Over Emergency Exit Ea: ON: SIDE & REAR EGRESS WINDOWS	05	8155		3
Yellow "Standee" Line	05	8802		1
GRAB RAIL / STANCHION / PANELS				
Ceiling Grab Rail - Install on Both Sides	05	99		1
Left Hand Entry Vertical Grab Rail - 1 1/4"		STD		1
1 1/4" Dual Entry Grab Rails Parallel to Entrance Steps (both sides)	05	8130		1
Stanchion and Modesty Panel at Entry Door		STD		1
SEATING - DRIVER				1
SHIELD Sport 2.0 Recliner RH Adjustable LeMans Arm, 2 Way Adjustable Lumbar	05	99		1
FREEDMAN SHIELD DRIVER SEAT FABRICS				1
Driver Seat Cover - Level 4 Ice Pinstripe; Mor-Care; Leathermate	05	2043		1
SEATING - PASSENGER				1
STD RIGID SEATS				1
Mid High Double Seat	05	8067		8
PASSENGER SEAT FABRICS				1
Seat Cover - Level 4 Ice Pinstripe; Mor-Care; Leathermate	05	2074		16
SEAT OPTIONS				1
Anti-Vandal Grab Handle, Black Ea on: ALL SEAT EXCEPT AGAINST REAR WALL	05	2311		16
Black US Armrest - Each - on:	05	2077		8
Flame Block Material on Underside of Seat (each)	05	2884		16
SEAT BELTS				1
Seat Belt, Freedman USR Retractable (Per Person)	05	2282		16
Seat Belt Extension, 12" (P/N 56410) FOR USR SEAT BELTS	05	8771		2

SUMMARY OF STANDARD WARRANTIES

(Provide complete warranty information and parchment with proposal)

Warranty	Miles	Years	Warranty Details
Body Structure	100,000	5	See attached Warranty Info
Chassis	36,000	3	See attached Warranty Info
Engine	60,000	5	See attached Warranty Info
Transmission	60,000	5	See attached Warranty Info
Air conditioner	Unlimited	2	See attached Warranty Info
Lift/Ramp	Unlimited	5	See attached Warranty Info
EV Battery	N/A	N/A	N/A
EV Conversion/Installation	N/A	N/A	N/A
CNG Warranty (Install and tanks)	N/A	N/A	N/A

The Allstar



Safety. Performance. Durability.

Engineered for safety and designed for comfort, the Starcraft Allstar continues to be one of the best-selling shuttle buses in the market. Standard equipment that includes a backup camera for safety and 4-inch low standard floor wheel wells for passenger seating comfort makes the Allstar a great addition to your fleet.



Creative Bus Sales
THE NATION'S LARGEST BUS DEALER SINCE 1980

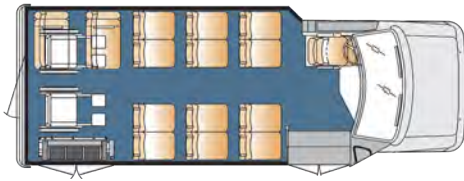
800.326.2877 | CreativeBusSales.com



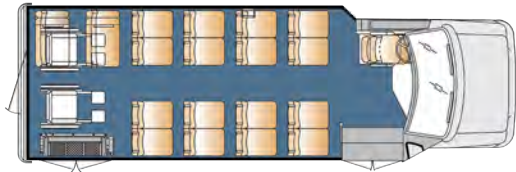
STARCRAFT BUS

Meeting America's Transportation Needs
One Customer at a Time

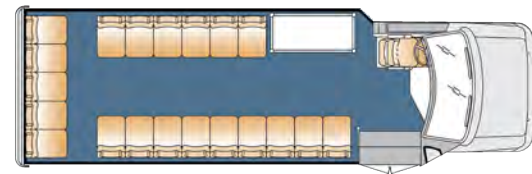
The Allstar



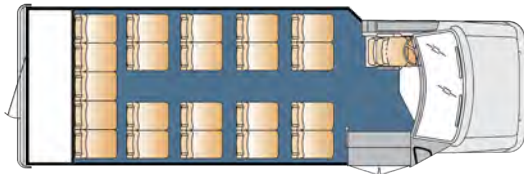
12 Passenger 2 Wheelchair with Foldaway Seats Plus Driver



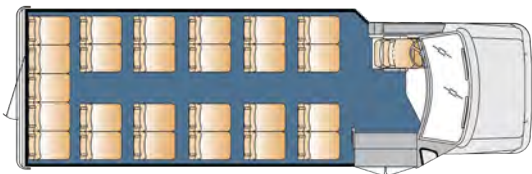
16 Passenger 2 Wheelchair with Foldaway Seats Plus Driver



20 Passenger with Interior Luggage Plus Driver



21 Passenger with Rear Luggage Plus Driver



25 Passenger Plus Driver



Industry Leading 5-Year/100K
Comprehensive Warranty

Standard Exterior Feature Highlights

- Fully welded steel cage construction meeting all applicable FMVSS requirements
- "Starview" drivers visibility window in front of entry door
- Electric actuated passenger entry door with full length glass
- 36" wide x 36" high upper double T-Slider tempered safety glass windows with climate control tint
- Black powder coated steel rear bumper
- Rear mud flaps
- Pre-painted white aluminum sidewall and skirts
- Fiberglass front and rear caps
- One-piece seamless FRP (fiberglass reinforced plastic) roof
- Breakaway rearview mirrors with built-in convex
- Sealed LED stop, tail, and turn signal lights with LED back-up lights
- LED front and rear marker lights
- Exterior graphics package available in three colors (blue, green or burgundy)

Standard Interior Feature Highlights

- 93" interior width
- 80" interior floor to ceiling height with standard floor (raised floor is 75")
- Floor and wall seat track for flexible seating
- Black slip resistant floor covering
- 5/8" exterior grade plywood flooring
- Ceiling and rear wall fabric for sound abatement
- FRP (fiberglass reinforced plastic) sidewalls for ease of cleaning
- White step nosing
- 1.25" left hand vertical passenger assist rail at entry door
- Intermotive FlexTech Electrical System
- LED entry door step well lights
- LED driver and passenger area lighting
- Non-retractable seat belts

Popular Option Highlights

- Stainless steel wheel inserts
- Luggage Storage areas (overhead luggage racks with reading lights, interior luggage racks, rear luggage area)
- Rear emergency door with window(s)
- Passenger area rear heat and air conditioning
- Complete rubber flooring
- Passenger grab rails
- Padded vinyl or cloth walls and ceiling
- Audio and video systems
- Mid back or high back seating
- ADA and FMVSS compliant wheel chair lifts and securement systems
- Fiberglass side walls and skirts



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BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: April 6, 2023

RE: Vehicle Disposals

Staff requests authorization to proceed with the disposals of Vehicles #314, #70 and #83. These vehicles would be sent to auction for disposal.

- Bus 314: 2016 El Dorado Aero Elite had complete engine and transmission failure before it could reach the end of its service life. Repairs would cost more than the vehicle is worth. In addition to Board approval, the lienholder, Caltrans, would need to approve the disposal of this bus.
- Vehicle 70: 2013 Ford Transit Connect has exceeded its useful life and was replaced by a 2022 Toyota Tacoma.
- Vehicle 83: 2011 Braun Entervan has exceeded its useful life and was replaced by a 2021 Toyota Rav4 Hybrid.

STAFF RECOMMENDATION: AUTHORIZE STAFF TO DISPOSE OF VEHICLES AT AUCTION

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: April 6, 2023

RE: Revisions to FY23 Capital Budget and Transit Operating, Capital Plan Reallocation

Staff requests authorization to reallocate surplus funds from the rebranding project to address our security surveillance obstacles.

- Reallocate \$190,000 from LTF L23-MBT-01 MBTA Rebranding to go toward Video Surveillance

STAFF RECOMMENDATION: APPROVE REVISIONS TO FY23 CAPITAL BUDGET AND TRANSIT OPERATING AND CAPITAL PLAN; AUTHORIZE STAFF TO FILE TRANSIT CLAIM

MBTA Capital Budget

Line	FY23 Capital Budget	STAF	ART 3	SGR	LTF	LCTOP	TOTAL
71	Operations Support	\$ 40,000					\$ 40,000
72	Engine Overhauls	\$ 25,000					\$ 25,000
73	Replacement Vehicles				\$ 1,079,970		\$ 1,079,970
74	CNG Compressor				\$ 650,000		\$ 650,000
75	Facilities	\$ 100,000			\$ 50,000		\$ 150,000
76	MBTA Rebranding				\$ 310,000		\$ 310,000
77	Video Surveillance				\$ 190,000		\$ 190,000
77	Zero Emission Projects				\$ 453,077	\$ 24,060	\$ 477,137
78	Bus Stop Improvements	\$ 26,870		\$ 133,943	\$ 17,364	\$ 179,075	\$ 357,252
79	Total Capital Budget:	\$ 191,870	\$ -	\$ 133,943	\$ 2,750,411	\$ 203,135	\$ 3,279,359

TREP Budget

Line	FY23 Trep Budget	Revenue	Expenses	TOTAL
80	5310 Grant Award	\$ 114,526		\$ 114,526
81	Program Administrator		\$ 1,553	\$ (1,553)
82	Client Relations Clerk		\$ 43,672	\$ (43,672)
83	Mileage Reimbursements		\$ 69,300	\$ (69,300)
84	Total TREP Budget:	\$ 114,526	\$ 114,526	\$ -

Procurement Budget

Line	FY23 Procurement Budget	Revenue*	Expenses	TOTAL
85	Procurement Bid Income	<i>accrued receivables</i>	\$ 225,000	\$ 225,000
86	TAG Program		\$ 50,000	\$ (50,000)
87	Procurement Bid Expenses	<i>Director, Consulting, Legal, Meetings, etc.</i>	\$ 145,665	\$ (145,665)
88	Total Procurement Reserves:	\$ 225,000	\$ 195,665	\$ 29,335

**Due to delivery delays from supply chain issues, we anticipate approximately \$150,000 in unpaid accrued revenues from Municipalities unfulfilled orders in addition to line 84.*

Taxi Budget

Line	FY23 Taxi Budget	Revenue	Expenses	TOTAL
89	Revenue	\$ 5,820		\$ 5,820
90	Administrative Expenses		\$ 11,200	\$ (11,200)
91	Total Taxi Budget:	\$ 5,820	\$ 11,200	\$ (5,380)

San Bernardino County Transportation Commission
FY 2022/2023 Transit System Claim Form
Amended Summary Claim
Local Transportation Fund and State Transit Assistance Fund

Claimant: Morongo Basin Transit Authority
Address: 62405 Verbena Road
Joshua Tree, CA 92252
Contact Person: Cheri Holsclaw, General Manager
(Name and Title)

Phone No: 760-366-2986

I verify that the information on the Claim Form is true and accurate to the best of my knowledge.

Signed: _____
(Director of Finance)

Date: 4/6/2023

<u>Purpose</u>	<u>Amount</u>
(X) Article 4 Public Transit Service (PUC 99260a)	\$ 6,248,481
() Article 4 Rail Passenger Service (PUC 99260.6)	\$ -
() Article 6.5 STA for Operating Purposes (PUC 99314.6)	\$ -
(X) Article 6.5 STA for Capital Purposes (PUC 99313.3)	\$ 191,870
() Article 8 Contract Transit Service (PUC 99400c)	\$ -

<u>Requested Claim Amount:</u>	<u>Amount</u>
LTF Operations	\$ 3,688,070
LTF Capital	\$ 2,560,411
Total LTF:	\$ 6,248,481

STA 99313 Population Share for Capital Purposes	\$ 125,590
STA 99313 Population Share for Operations (must pass efficiency standard)	\$ -
STA 99314 Operator Share for Capital Purposes	\$ 66,280
STA 99314 Operator Share for Operations (must pass efficiency standard)	\$ -
Total STA:	\$ 191,870

GRAND TOTAL	\$ 6,440,351
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San Bernardino County Transportation Commission
FY 2022/2023 Transit System Claim
Capital Project Detail

New Capital Project Detail

(please indicate funding that is being requested for projects in FY 2022/2023)

Fiscal Year	Allocation No	Project Title	STA Amount Requested	LTF Amount Requested	Project Total
2022/2023	L23-MBTA-01	Operations Support Equipment	40,000.00		40,000.00
2022/2023	L23-MBTA-01	Engine Overhauls	25,000.00		25,000.00
2022/2023	L23-MBTA-01	Replacement Vehilces		1,079,970.00	1,079,970.00
2022/2023	L23-MBTA-01	CNG Compressor		650,000.00	650,000.00
2022/2023	L23-MBTA-01	Facilities	100,000.00	50,000.00	150,000.00
2022/2023	L23-MBTA-01	MBTA Rebranding		310,000.00	310,000.00
2022/2023	L23-MBTA-01	Video Surveillance		190,000.00	190,000.00
2022/2023	L23-MBTA-01	Zero Emission Projects		263,077.00	263,077.00
2022/2023	L23-MBTA-01	Bus Stop Improvements	26,870.00	17,364.00	44,234.00
FY 2023 Grand Total:			191,870.00	2,560,411.00	2,752,281.00
Grand Total Capital Funding			756,222.47	2,851,979.35	3,608,201.82

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: April 6, 2023

RE: Revisions to Bylaws

Staff was instructed to take the opportunity of rebranding the Basin Transit name to update the Bylaws. During this process, the Technical Advisory Committee (Town Manager, City Manager & Chair) directed Staff to update the Bylaws to focus on the role of the agency as it matures. It seemed to the committee that there was enough growth and change in the organization to establish the ability to operate independently. This includes the appointment of independent legal counsel, treasurer, and executive leadership.

The JPA members should continue to exercise policy control over the organization as intended, but the Technical Advisory Committee believes this approach would allow Basin Transit to operate a bit more efficiently.

Staff and counsel (Rutan & Tucker) drafted the attached Bylaw revisions to be discussed and adopted.

STAFF RECOMMENDATION: ADOPT UPDATED BYLAWS

2023 BYLAW REVISION SUMMARY

ARTICLE	SECTION	NOTES
Throughout		MBTA to Basin Transit
2	D.	Removal of First District, as stated in Amendment 6
2	D.	Third District may appoint 2 members, as stated in Amendment 6
2	E.	The City, Town & Third District may appoint (1) alternate each, as stated in Amendment 6
4	A.	Added taxicab regulations as a function, per Amendment 3
4	D.	Board members receive \$100 stipend per meeting, per Amendment 4
5	A.	Updated to January. Basin Transit no longer holds Board Meetings in December.
5	C.	Updated to January. Basin Transit no longer holds Board Meetings in December.
5	G.	The Board shall designate legal counsel for Basin Transit.
5	H.	To discuss: The Board shall designate the Treasurer for Basin Transit. Option 1: In absence of a designation, Treasurer of the City or Town Option 2: In absence of a designation by the General Manager
6	A.	In absence of a General Manager, duties shall be performed by the Operations Manager

BYLAWS

MORONGO BASIN TRANSIT AUTHORITY

The Morongo Basin Transit Authority is a public entity established voluntarily by its members, pursuant to a Joint Exercise of Powers Agreement dated October 16, 1989. The purpose of these Bylaws is to establish a working framework for the operation of the Authority and its Policy Board.

ARTICLE I - FUNCTIONS AND PURPOSE

The purposes of the Morongo Basin Transit Authority are:

- A) To serve as a unifying umbrella agency to coordinate public transit services as desired by the governmental agencies and residents of the Morongo basin;
- B) To provide such transit services either directly or through subcontract with other entities;
- C) To receive and expend funds for these and related purposes as set forth in the Joint Exercise of Powers Agreement; and
- D) To do all other acts reasonable and necessary to carry out the purposes of the MBTAS.

Specific powers of the Morongo Basin Transit Authority are set forth in the Joint Exercise of Powers Agreement.

ARTICLE II - DEFINITIONS

- A) Basin Transit Authority or MBTA means the Morongo Basin Transit Authority.
- B) The term Member (capitalized) means a City, Town or County which is a signatory to the Joint Exercise of Powers Agreement. A person appointed to the Governing Board is also referred to as a member (non-capitalized) of the Board.
- C) Board means the Governing Board of the Authority.
- D) Official Representative means one of the seven people named to the Board of the Authority. This includes two appointees from the City of Twentynine Palms, two appointees from the Town of Yucca Valley, ~~the County Supervisor representing the First District (or their designee), representing the County Supervisor of the Third District (or their designee),~~ and a seventh Board member selected by a majority of the six Board members. The County shall appoint two (2) additional members. One member shall consist of the Supervisor of the Third District, or their designee, who must be a paid full time employee of the Supervisor's staff or resident of the

Commented [CH1]:
Removal of First District and two for Third District was updated in Amendment 6

Commented [CH2]:
The County appointing 2 members is detailed in Amendment 6

unincorporated area of the County and not a resident of either the City or Town. The second member shall be either a paid full time employee of the Supervisor's staff or a resident of the unincorporated area of the County served by Basin Transit and not a reside of either the City or the Town.

- E) Alternate means a person appointed to act as a Board member in the absence of an Official Representative. ~~The City Council of Twentynine Palms and the Town Council of Yucca Valley shall appoint an alternate for each of its two Official Representatives. The County Supervisor representing the First District and the County Supervisor representing the Third District each may appoint an alternate to themselves or their designee.~~ One (1) alternate shall be appointed by each City or Town (i.e., the City and Town). The County shall appoint one (1) additional alternate. There is no alternate for the seventh Board member selected by the six named positions on the Board.

Commented [CH3]:
The City, Town & County appointing 1 alternate each was detailed in Amendment 6.

ARTICLE III - MEMBERSHIP AND REPRESENTATION

- A) Members of the Authority include the City of Twentynine Palms, the Town of Yucca Valley and the County of San Bernardino. Other municipalities or counties may join the Authority upon approval of the Governing Board of the Authority and upon a Resolution of the Governing Body of the new Member which authorized execution of the Joint Exercise of Powers Agreement.
- B) Only the Official Representatives or Alternates actually present shall represent a Member on the Governing Board.
- C) Names of Official Representatives, designees, and alternates shall be communicated in writing to the Governing Board by the appointing City, Town or County. If a designee or alternate is acting on behalf of an official representative, notice shall be given to the Chairperson prior to the beginning of a meeting.
- D) Official representatives and alternates shall serve until a successor is appointed, except that if an elected official representative or alternate ceases to hold office on their respective City of Town Council or Board of Supervisors, their seat on the ~~MBTA-Basin Transit~~ Board shall be vacant until a successor is named.
- E) The Seventh Board member is a representative of the Morongo Basin "at large." The term of office is two years and runs from January 1st through December 31st. *Employees of the Authority shall not be eligible for this appointment. (2)*

ARTICLE IV - BOARD OF DIRECTORS

A) Powers and Functions

1. The Board shall have the authority to:

- make all policy decisions for the MBTA Basin Transit
- appoint officers and a General Manager
- approve personnel procedures and classifications
- adopt annual budgets and financial procedures
- adopt other rules and regulations for the conduct of business
- taxicab regulations
- apply for grants
- procure equipment
- perform other functions necessary to accomplish the functions of the Authority

Commented [CH4]:
Amendment 3 states we should provide taxicab regulations.

2. Any Official Representative may, at any meeting of the Board, propose a subject or subjects for discussion or study by the Authority. The Board may determine, by majority vote, whether or in what manner the proposed study or discussion will be conducted at a subsequent meeting.

3. The Board may appoint standing, ad hoc, or advisory committees.

B) Meetings

1. Regular meetings of the Board will be held on a date and time as will be established by the Board. (2) The location of regular meetings will be ~~rotated between the Town of Yucca Valley, the Community of Joshua Tree and the City of Twentynine Palms~~ at the MBTA Basin Transit Joshua Tree Operations Facility (3). From time to time, the Board may also convene special or additional meetings, in accordance with the notice requirements of the Ralph M. Brown Act.
2. Scheduled meetings may be cancelled with seventy-two hours (three days) notice to Members, official representatives, and others as may be able to be reasonably notified.
3. From time to time, the Board may meet in other locations within the service area for the purpose of soliciting citizen input. All meetings will be held in a location that is served by the MBTA Authority's transit system and which is readily accessible to persons with physical disabilities.
4. Unless otherwise required by these Bylaws, or resolution of the Board, meetings shall be conducted in accordance with Robert's Rules of Order, provided,

however that the Chair shall be entitled to vote on all matters.

5. Meetings of Board committees or advisory committees may, but are not required to, be held in accordance with these provisions.

C) Voting

- 1) A quorum of the Board, for purposes of conducting business, shall consist of the members of the Governing Board then in office. However, less than a quorum may adjourn a Board meeting.
- 2) Unless otherwise provided, an action of the Board shall require four affirmative votes.
- 3) Each member of the Governing Board shall have one vote. In the absence of the Official Representative, the alternate shall be entitled to vote.
- 4) Voting may be either by voice or roll call vote.

D) Expenses

Board members may serve with compensation by Basin Transit, and ~~serve without compensation by the MBTA, but~~ may be reimbursed for the actual and necessary expenses incurred by them in the performance of their duties, but only to the extent that reimbursement is formally approved in advance by the Board and is not otherwise provided by another public agency.

Commented [CH5]:
Our board members have historically received \$100 per meeting. Addressed in Amendment 4.

E) Records

Minutes of all regular, adjourned regular, and special meetings (with the exception of closed sessions) of the Board shall be transmitted to each member of the Board, to the City, Town and County, and to such other persons as the Board may direct. Originals of such minutes and all other official records of the ~~MBTA-Basin Transit~~ shall be maintained at the offices of the Authority.

ARTICLE V - APPOINTMENTS, OFFICERS, ELECTIONS, AND VACANCIES

- A) The appropriate biennial ~~December~~ January agenda shall include the appointment of the Seventh Board Member at Large.
- B) The officers of the ~~MBTA-Basin Transit~~ shall include a Chair and Vice-Chair, to be selected among the Board members and a Secretary who may, but need not be, a member of the Governing Board. *The Board may appoint the General Manager as Secretary, who may appoint Assistant Secretaries for the purpose of recording minutes and such other duties as may be appropriate for this office.* (4)
- C) Officers shall be elected annually, ~~as the last agenda item of the December at each~~

Commented [CH6]:
We now hold board meetings every other month (on the odd months) so we no longer have December board meetings.

January meeting. New officers shall take office ~~at~~ during the January meeting. An officer shall not serve more than two consecutive terms in an office.

- D) In absence or unavailability of the Chair, the Vice Chair shall conduct meetings and carry out other responsibilities of the Chair.
- E) In the absence or unavailability of the Secretary, the General Manager of the Authority, or his or her designee, shall serve as Secretary, but shall not vote on Authority matters.
- F) A vacancy shall immediately occur in the office of the Chair or Vice-Chair upon the resignation, death, or inability to continue in office of the person holding such office, or upon that person's ceasing to be an official representative of a Member of the Authority.

If a vacancy occurs in the position of Chair, the incumbent Vice-Chair shall assume the position and duties of Chair. The Board members shall appoint a new Vice-Chair from among themselves to serve for the balance of the unexpired term as an officer.

- G) ~~The Board shall designate an Attorney for the Authority, who shall be the City Attorney for the City of Twentynine Palms. If a conflict of interest is determined to occur, the Board may temporarily engage the services of another attorney. The Board shall designate legal counsel for the Authority, and in the absence of such appointment may be either the City Attorney for Twentynine Palms or the County Counsel for San Bernardino, who may be the City Attorney for Twentynine Palms or the County Counsel for San Bernardino County. (2)~~

Commented [MP7]: Since this is new, I suggest leaving the old language until a change is made

- H) ~~As set forth in the Joint Exercise of Powers Agreement, the Treasurer of the Authority shall be the Treasurer of the City of Twentynine Palms, and the Auditor-Controller of the Authority shall be the Finance Director of the City of Twentynine Palms. As set forth in Amendment Number 2 of the JPA Agreement the office of treasurer shall alternate annually between the treasurer of the City of Twentynine Palms and the Town of Yucca Valley, commencing July 1, 1999, unless otherwise designated by the Board. The Board shall have the right to designate the Treasurer, and in the absence of such a designation by the Board shall be (option 1: the Treasurer of either the City of Twentynine Palms or the Town of Yucca Valley) (option 2: designated by the General Manager.) (2)~~

Commented [CH8]:
Our technical advisory committee (Town Manager, City Manager & Chair) has directed me to update Bylaws to establish the ability to operate independently. This should include the appointment of independent legal counsel, treasurer, and executive leadership.

ARTICLE VI STAFFING

- A) The Board may select and appoint a General Manager for the Authority, who shall serve at the pleasure of the Board. In the absence of the General Manager position being filled, such duties shall be performed by the ~~City Manager of the City of Twentynine Palms~~ Operations Manager.

Commented [CH9]:
To discuss options w/ the Board

- B) Upon creation of staff position(s) by the Board, the General Manager shall have authority to hire personnel for any operations and administrative functions, unless otherwise specified in the Joint Exercise of Powers Agreement or these Bylaws. Upon approval by the Board, such functions may also be accomplished by the letting of contract(s).
- C) Upon the recommendation of the General Manager, the Board shall establish compensation and benefit levels for any staff position(s) it creates.

ARTICLE VII - FINANCES

- A) The fiscal year of the Authority shall be July 1st through June 30th.
- B) The Board shall annually adopt an operating and capital budget. Such action shall require a five-sevenths vote of the Board. The proposed budget shall be submitted to the Members at least 30 days prior to the date scheduled for public hearing and adoption. The public hearing shall occur 14 days after a published notice, which notice shall be published by the General Manager in at least one newspaper of general circulation within the service area.

ARTICLE VIII - AMENDMENTS

- A) These Bylaws may be amended by a majority vote of the Governing Board unless otherwise specified in the provisions of the Joint Exercise of Powers Agreement.
- B) The Authority may from time to time adopt other rules for the operation and governance of the Authority, including procedures for resolutions, which may be adopted or amended in writing by a majority vote of the Board.

ARTICLE IX - EFFECTIVE DATE

These Bylaws shall become effective upon adoption by the Governing Board.

Chair: _____

Adopted/Effective Date: _____ Attest: _____

BASIN TRANSIT

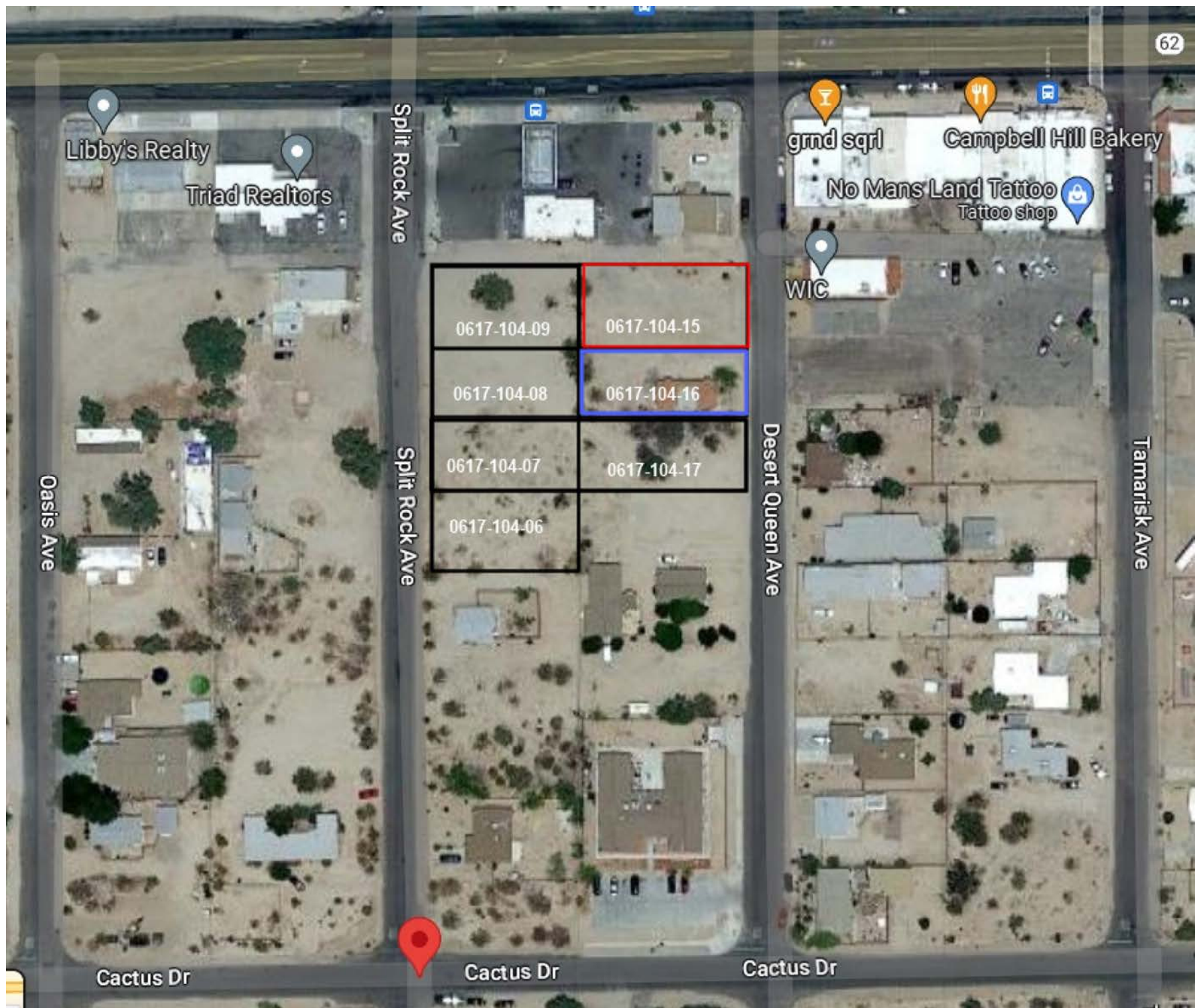
TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: April 6, 2023

RE: 29 Palms Land Purchase

Staff designated Kulik Gottesman Siegel & Ware LLP as legal counsel to assist with purchasing land from the City of Twentynine Palms. Accessor Parcel Numbers 0617-104-06, 0617-104-07, 0617-104-08, 0617-104-09, 0617-104-15, 0617-104-16, and 0617-104-17 are located between Split Rock Ave and Desert Queen Ave, south of Highway 62.

At 51,860 sq ft, this land is intended to be a larger Transit Center in the future. Our current Transit Center, located on the corner of Adobe and Cactus, is 18,503 sq ft and has four (4) bus bays.

STAFF RECOMMENDATION: APPROVAL OF LAND TRANSFER AND REIMBURSEMENT OF COSTS AGREEMENT WITH CITY OF TWENTYNINE PALMS



Libby's Realty

Triad Realtors

Split Rock Ave

0617-104-09

0617-104-15

0617-104-08

0617-104-16

0617-104-07

0617-104-17

0617-104-06

grnd sqrl

Campbell Hill Bakery

No Mans Land Tattoo
Tattoo shop

WIC

Oasis Ave

Split Rock Ave

Desert Queen Ave

Tamarisk Ave

Cactus Dr

Cactus Dr

Cactus Dr

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: April 6, 2023

RE: Award Security Surveillance Contract

Our current video surveillance was purchased in 2009 and has become unreliable. Staff requested video surveillance quotes throughout the security industry. Basin Transit acquired two (2) proposals, while three (3) other vendors contacted were unresponsive.

The proposal from AIS includes installation, wiring, configuration & mounting a combination of zoom, panoramic with pan-tilt-zoom, and multi-sensor Verkada cameras throughout all four (4) Basin Transit locations. It also includes a viewing station that allows live streaming of up to 300 cameras, all access controls on one (1) platform, monitoring controls from any device (with a secured login), and encrypted storage of recordings with a search capability.

Staff believes the support and technology offered by AIS are worth the additional cost as an investment in the long-term success of this project. While cost was an important factor to consider, AIS offers the following benefits:

1. AIS technology offers more comprehensive coverage of our properties.
2. Video cameras located at the Twentynine Palms Yard would come equipped with a dust and weather-resistant cover.
3. Video recordings with a zoom, pan, and search capability (red shirt, license plate, etc).
4. Help Desk support & 10-Year Warranty.
5. Basin Transit already maintains a good working relationship with AIS.

**STAFF RECOMMENDATION: AWARD SECURITY SURVEILLANCE
CONTRACT TO AIS**

Cost Recommendations | 10 Year Warranty

QTY	Model	Description	List Price	Customer Discount	Discounted Price Per	Discounted TOTAL
1	CB62-512TE-HW	CB62-TE Outdoor Bullet Camera, 512GB, 30 Days Max	\$1,899.00	-28%	\$1,367.28	\$1,367.28
6	CB62-512E-HW	CB62-E Outdoor Bullet Camera, 512GB, 30 Days Max	\$1,799.00	-28%	\$1,295.28	\$7,771.68
2	CD52-256-HW	CD52 Indoor Dome Camera, 256GB, 30 Days Max	\$1,199.00	-28%	\$863.28	\$1,726.56
1	CD52-256E-HW	CD52-E Outdoor Dome Camera, 256GB, 30 Days Max	\$1,399.00	-28%	\$1,007.28	\$1,007.28
1	CD62-30-HW	CD62 Indoor Dome Camera, 512GB, 30 Days Max	\$1,499.00	-28%	\$1,079.28	\$1,079.28
13	CD62-30E-HW	CD62-E Outdoor Dome Camera, 512GB, 30 Days Max	\$1,699.00	-28%	\$1,223.28	\$15,902.64
2	CF81-30E-HW	CF81-E Outdoor Fisheye Camera, 512GB, 30 Days Max	\$1,999.00	-28%	\$1,439.28	\$2,878.56
8	CH52-1TBE-HW	CH52 Outdoor Multi-sensor dome Camera, 1TB, 30 Days Max	\$3,599.00	-28%	\$2,591.28	\$20,730.24
8	LIC-CH52-10Y	10-Year CH52 Multisensor Camera License	\$5,399.00	-64%	\$3,887.28	\$31,098.24
26	LIC-10Y	10-Year Camera License	\$1,799.00	-64%	\$1,295.28	\$33,677.28
8	ACC-MNT-2	Arm Mount	\$89.00	-28%	\$64.08	\$512.64
8	ACC-MNT-8	Pendant Cap Mount	\$69.00	-28%	\$49.68	\$397.44
9	ACC-MNT-9	Pole Mount, 2nd Generation	\$209.00	-28%	\$150.48	\$1,354.32
2	ACC-MNT-7	Angle Mount	\$149.00	-28%	\$107.28	\$214.56
16	ACC-MNT-3	L-Bracket Mount	\$129.00	-28%	\$92.88	\$1,486.08
16	ACC-MNT-11	Square Junction Box Mount	\$89.00	-28%	\$64.08	\$1,025.28
SUBTOTAL						\$122,229.36
Shipping						\$ 1,033.00
Cabling/Install						\$ 88,874.00
Purchase TOTAL						\$212,136.36

Pricing Includes: Equipment, Installation, Configuration & Help Desk

Cabling & Installation: This is an estimate, AIS feels it will be much less once Engineer Review

On-Site Support Option: AIS provides on-site diagnostics, service and engineer support | \$330 per mo

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: April 6, 2023

RE: FY 2023/24 Draft Operating and Capital Budgets

Staff proposes a fully-funded budget for Fiscal Year 2023/24. Summary of factors used in developing the FY 2023/24 Operating Budget are as follows:

Revenues

- Passenger Fares **(\$264,500)** is a conservative estimate; an increase of 15% from FY23.
- Federal 5311 funding **(\$579,901)** is apportioned on an annual basis to non-urban areas based on the size of the rural population.
- Other Funds **(\$13,654)** include miscellaneous revenues such as interest income, gain of assets, taxi rent, etc.
- Natural Gas **(\$35,394)** includes Renewable Natural Gas credits monetized by Clean Energy and Compressed Natural Gas fuel sold.
- Measure I funds **(\$152,900)** is a half-cent sales tax collected throughout San Bernardino County for transportation improvements for service to the senior and disabled.
- AB 2766 **(\$40,000)** is an ongoing fixed apportionment. AB 2766 is a bill that authorized a \$6 motor vehicle registration fee surcharge to provide funds to local jurisdictions that assist in the reduction of mobile source emissions (such as funding transit operations).
- LTF **(\$5,595,300)** is budgeted to cover operating expenses. Local Transportation Fund (LTF) comes from .25% of sales tax generated within the County. The Transportation Development Act (TDA) provides LTF which is a major source of funding for public transportation. Per SBCTA, any LTF operating revenue that exceeds our operating expenses must go towards vehicles and zero-emission infrastructure before we are eligible for CMAQ funds.

ITEM 8.4

Expenses are projected to be **1.10%** more than last Fiscal Year.

Basin Transit has historically based the cost-of-living adjustment (COLA) on the December Consumer Pricing Index (CPI) report. The increased cost of consumables as noted in the CPI as of December 2022 for San Bernardino was 7.5%.

Administrative Expenses show a 1.78% increase.

- Wages (*Lines 9-12*): Administrative staff would receive 7.5% COLA. Staff not on the final step would be eligible for their 5% merit increase.
- Board Meetings (*Line 13*): The 33% decrease reflects board meetings being held every other month.
- Payroll Taxes (*Line 14*): Increased wages result in additional payroll taxes.
- Health & Welfare (*Line 15*): 11.39% increase due to new health plan policy, approved by the Board in November 2022.
- Retirement (*Line 16*): In addition to CalPERS increasing the employer rate to 10.1%, increased wages result in higher employer contributions.
- Outside Services (*Line 18*): Decreased by 20% because there was room to cut costs.
- Professional Fees (*Line 19*): Increased legal costs to update the bylaws and handbook were completed in FY 2022/23, allowing us to budget less for FY 2023/24.
- Leases/Rents/Software (*Line 20*): Leasing and rent fees no longer apply.
- Utilities (*Line 21*): Utility costs continue to increase.
- Printing & Reproduction (*Line 25*): Rebranding was completed in FY 2022/23, allowing us to budget less for FY 2023/24.

Maintenance Expenses show a 6.99% increase.

- Wages (*Lines 29-33*): Maintenance staff would receive 7.5% COLA. Staff not on the final step would be eligible for their 5% merit increase.
- Payroll Taxes (*Line 34*): Increased wages result in additional payroll taxes.
- Retirement (*Line 36*): In addition to CalPERS increasing the employer rate to 10.1%, increased wages result in higher employer contributions.
- Uniforms (*Line 37*): An increase of 60% is due to having an additional utility worker, whose uniforms are to be cleaned weekly, as well as Prudential increasing their costs.
- *Lines 39-41*: Vendors have increased their costs.
- *Lines 43-46*: Cutting costs where possible.

Operations Expenses show an 0.17% decrease.

- Wages (*Lines 51-53*): Operations Manager, Supervisor, and Operators would receive 7.5% COLA. Staff not on the final step would be eligible for their 5% merit increase. These line items also include adding Juneteenth as a holiday operating on a normal bus schedule.
- Dispatch Wages (*Line 54*): Dispatchers would receive 7.5% COLA. The Lead Dispatcher would increase from \$1/per hour more than a dispatcher to \$2/per hour more, resulting in a 7.57% increase.
- Payroll Taxes (*Line 55*): Increased wages result in additional payroll taxes.
- Health & Welfare (*Line 56*): 40.72% decrease due to new health plan policy, as well as reallocates California Employer's Retiree Benefit Trust (CERBT) as a capital expense, per Audit Finding.
- Retirement (*Line 57*): Reallocating California Employer's Pension Prefunding Trust (CEPPT) as a capital expense reduces our Retirement operations by 26.27%.
- Safety Incentive Program (*Line 58*): Increased to anticipate reaching 300 safety days again.
- Worker's Comp (*Line 59*): Few claims have brought our Worker's Comp insurance estimate down by 25.74%.
- Other Employee Expense (*Line 60*): This increase allows for two Basin Transit bowling league teams, to try out an Attendance Incentive and an increased budget for end-of-year recognition. This budget line item also includes random drug & alcohol testing, DMV reimbursements, and physicals.
- Uniforms (*Line 62*): Rebranding was completed in FY 2022/23, allowing us to budget less for FY 2023/24.
- Tel/cell/internet/fax (*Line 64*): An increase of \$45.96% is to include cellular service on tablets to install in buses to prepare for Intelligent Transit System (ITS) technology.
- Radio Exp. (*Line 65*): Cutting costs where possible.
- Fuel (*Line 66*): SoCal Gas announced plans to further increase its prices. We use SoCal Gas to fuel our Natural Gas Vehicles.
- Insurance (*Line 68*): There is a projected 15% increase in insurance coverage throughout the CalTIP pool.

The FY 2023/24 Capital budget is included in lines 72-80 which total **\$3,072,990**.

This includes the following:

- STAF (**\$169,005**): \$50,000 in Operations Support covers everything from replacement computers to large annual software costs. \$78,133 is our match for CMAQ dollars to replace buses 32, 33, 34 & 36. \$40,892 are the remaining funds we need to complete the bus stop in front of Pizza Hut on Highway 62 in Twentynine Palms.

- **CMAQ (\$745,070):** These replacement vehicles are in accordance with our Short Range Transit Plan (SRTP) and Federal Transportation Improvement Program (FTIP) to replace buses 32, 33, 34 & 36.
- **SGR (\$127,536):** Partial funding to install Intelligent Transit System (ITS) technology on our buses with a \$311,464 match in LTF.
- **LTF (\$1,893,864):** \$290,388 is to cover our CERPT and CEPPT payments to CalPERS, \$1,190,708 to fund a solar project in preparation for an all zero-emission fleet, and \$101,304 is allocated for Zero Emissions infrastructure required to meet the mandate.
- **LCTOP (\$137,515):** To construct and install a bus stop at the Morongo Valley Post Office. An additional \$55,000 in LCTOP funds is budgeted within Passenger Fares to subsidize fares for K-12 students.

Additional funding from competitive grants will continue to be sought after and will be added to the budget as Basin Transit is awarded during the fiscal year.

TREP Budget (*Lines 81-85*)

TREP program is funded by a 5310 Caltrans grant to administer the program. This is a volunteer driver mileage reimbursement program and is designed to help fill transportation gaps that exist in the Basin by helping people in inaccessible parts of Basin Transit's service area to get to town for lifeline services. Revenue: \$114,526 / Expenses: \$114,526

Procurement Budget (*Lines 86-89*)

Basin Transit's Procurement Program is an arrangement with the California Association for Coordinated Transportation (CalACT) wherein access to Basin Transit's vehicle contracts and bus specifications is granted to the association's membership for a procurement fee shared equally between the agency and CalACT.

- Allocation of \$80,000 to the Transit Assistance Grant (TAG) program to be approved by the Board. The TAG program is designed to assist local agencies and non-profits in the Morongo Basin with the implementation of transportation programs that improve access to or augment Basin Transit services.
- \$163,505 to cover expenses that may be occurred for the administration of the procurement program, including a 7.5% COLA for the Procurement Director's wages.

ITEM 8.4

Taxi Budget (*Lines 90-92*)

Basin Transit regulates taxi activities. Due to fewer cabs and companies in operations, liability insurance costs will decrease to \$100 per month. Basin Transit estimates a revenue income of only \$4,200 with expenses in the amount of \$7,570. The taxi bank account has a reserve from revenue generated in previous years to cover the deficit.

**STAFF RECOMMENDATION: REVIEW, DISCUSS AND PROVIDE
DIRECTION TO STAFF (NO ACTION)**

BASIN TRANSIT
2023/24 DRAFT OPERATING BUDGET

Line	Revenue Section	Approved FY23 Budget	FY 2023 Estimate	Proposed FY24 Budget	Notes	% Chg.
1	Passenger Fares	\$ 230,000	\$ 279,935	\$ 264,500	<i>incl LCTOP K-12 Free Fares</i>	15.00%
2	FTA Section 5311	\$ 579,901	\$ 579,901	\$ 579,901	<i>Federal funding</i>	0.00%
3	Other	\$ 41,278	\$ 13,654	\$ 13,654	<i>Interest, Gain of Assets</i>	-66.92%
4	Natural Gas	\$ -	\$ 35,394	\$ 35,394	<i>CNG Sales & RNG Credits</i>	100.00%
5	Measure I	\$ 156,500	\$ 156,500	\$ 152,900	<i>Half-cent sales tax</i>	-2.30%
6	AB 2766	\$ 40,000	\$ 40,000	\$ 40,000	<i>Motor vehicle registration surcharge</i>	0.00%
7	LTF	\$ 3,688,070	\$ 3,688,070	\$ 3,701,436	<i>.25% sales tax generated in County</i>	0.36%
8	Total Revenues:	\$ 4,735,750	\$ 4,793,454	\$ 4,787,785		1.10%

Line	Administrative Expenses	Approved FY23 Budget	FY 2023 Estimate	Proposed FY24 Budget	Notes	% Chg.
9	General Manager	\$ 132,075	\$ 132,075	\$ 141,980	<i>7.5% COLA</i>	7.50%
10	Office Manager	\$ 76,583	\$ 76,583	\$ 86,156	<i>7.5% COLA + Merit</i>	12.50%
11	Office Clerk (1)	\$ 38,143	\$ 38,143	\$ 42,910	<i>7.5% COLA + Merit</i>	12.50%
12	Office Clerk (2)	\$ 22,510	\$ 22,510	\$ 25,324	<i>7.5% COLA + Merit</i>	12.50%
13	Board Meetings	\$ 6,300	\$ 4,200	\$ 4,200	<i>7 members, 6 annual meetings</i>	-33.33%
14	Payroll taxes	\$ 7,888	\$ 9,558	\$ 10,773		36.58%
15	Health & Welfare	\$ 60,441	\$ 60,680	\$ 67,326	<i>New health plan</i>	11.39%
16	Retirement	\$ 42,579	\$ 49,405	\$ 49,206	<i>Employer Rate per CalPERS</i>	15.56%
17	Mileage	\$ 5,000	\$ 3,798	\$ 5,000		0.00%
18	Outside Services	\$ 37,425	\$ 20,751	\$ 29,940		-20.00%
19	Prof. Fees	\$ 64,676	\$ 28,530	\$ 32,338		-50.00%
20	Leases/Rents/Software	\$ 1,428	\$ -	\$ -	<i>No longer lease equipment</i>	-100.00%
21	Utilities	\$ 120,840	\$ 144,598	\$ 155,443	<i>Increased utility rates</i>	28.64%
22	Marketing/Promotions	\$ 40,493	\$ 35,282	\$ 40,493		0.00%
23	Office Supplies	\$ 16,882	\$ 11,169	\$ 16,882		0.00%
24	Postage	\$ 2,400	\$ 1,614	\$ 2,400		0.00%
25	Printing & Reproduction	\$ 36,214	\$ 9,617	\$ 14,425		-60.17%
26	Training/Meetings	\$ 14,831	\$ 20,639	\$ 14,831		0.00%
27	Interest Expense	\$ -	\$ -	\$ -		0.00%
28	Total Administration:	\$ 726,708	\$ 669,152	\$ 739,629		1.78%

Line	Maintenance Expenses	Approved FY23 Budget	FY 2023 Estimate	Proposed FY24 Budget	Notes	% Chg.
29	Lead Tech Supervisor	\$ 96,524	\$ 96,524	\$ 103,763	<i>7.5% COLA</i>	7.50%
30	Mechanic	\$ 82,160	\$ 82,160	\$ 92,430	<i>7.5% COLA + Merit</i>	12.50%
31	Utility Worker	\$ 37,686	\$ 37,686	\$ 42,397	<i>7.5% COLA + Merit</i>	12.50%
32	Utility Worker/Safety Coord.	\$ 37,325	\$ 37,325	\$ 41,990	<i>7.5% COLA + Merit</i>	12.50%
33	Maint Admin	\$ 22,510	\$ 22,510	\$ 24,198	<i>7.5% COLA</i>	7.50%
34	Payroll Taxes	\$ 4,211	\$ 6,724	\$ 7,315		73.71%
35	Health & Welfare	\$ 29,364	\$ 29,364	\$ 28,811		-1.88%
36	Retirement	\$ 20,964	\$ 14,105	\$ 23,620	<i>Employer Rate per CalPERS</i>	12.67%
37	Uniforms	\$ 2,500	\$ 4,076	\$ 4,000	<i>Increased Prudential Costs</i>	60.00%
38	Outside Services	\$ 34,431	\$ 44,079	\$ 34,431		0.00%
39	Parts	\$ 41,329	\$ 61,808	\$ 45,462		10.00%
40	Fluids	\$ 15,259	\$ 15,722	\$ 16,403		7.50%
41	Tires	\$ 55,000	\$ 62,974	\$ 63,251		15.00%
42	Accident Repair	\$ 26,369	\$ 26,369	\$ 26,369		0.00%
43	Tools	\$ 1,500	\$ 521	\$ 750		-50.00%
44	Consulting	\$ 1,606	\$ 990	\$ 1,000		-37.73%
45	Shop Supplies	\$ 2,000	\$ 4,216	\$ 1,000		-50.00%
46	Facility Supplies	\$ 7,527	\$ 5,639	\$ 6,022		-20.00%
47	Training/Meetings	\$ 6,174	\$ 3,225	\$ 6,174		0.00%
48	Shelter Maintenance	\$ 2,784	\$ -	\$ 2,784		0.00%
49	CNG Stations Maintenance	\$ 115,874	\$ 120,667	\$ 115,874		0.00%
50	Total Maintenance:	\$ 643,097	\$ 676,686	\$ 688,044		6.99%

Line	Operations Expenses	Approved FY23 Budget	FY 2023 Estimate	Proposed FY24 Budget	Notes	% Chg.
51	Operations Manager	\$ 109,728	\$ 109,728	\$ 117,958	<i>7.5% COLA</i>	7.50%
52	Safety & Training Supervisor	\$ 51,266	\$ 51,266	\$ 57,675	<i>7.5% COLA + Merit</i>	12.50%
53	Operator Wages	\$ 1,073,545	\$ 1,075,499	\$ 1,170,400	<i>7.5% COLA + Merits + Add'l Holiday</i>	9.02%
54	Dispatch Wages	\$ 213,418	\$ 221,657	\$ 229,578	<i>7.5% COLA, Add'l Holiday & (1) Step Adj</i>	7.57%
55	Payroll Taxes	\$ 34,751	\$ 36,905	\$ 37,815		8.82%
56	Health & Welfare	\$ 445,125	\$ 210,806	\$ 263,867	<i>Removed CERBT from Operations Exp</i>	-40.72%
57	Retirement	\$ 343,469	\$ 234,214	\$ 253,249	<i>Removed CEPPT from Operations Exp</i>	-26.27%
58	Safety Incentive Program	\$ 8,800	\$ 12,600	\$ 12,900	<i>43 employees at (3) 100 days</i>	46.59%
59	Workers' Comp.	\$ 350,000	\$ 259,506	\$ 259,900	<i>Estimate provided by PRISM</i>	-25.74%
60	Other Employee Exp.	\$ 21,567	\$ 35,509	\$ 36,409	<i>Bowling teams, Attendance Incentive, etc</i>	68.82%
61	Mileage	\$ 1,850	\$ 395	\$ 1,850		0.00%
62	Uniforms	\$ 16,152	\$ 4,187	\$ 8,076		-50.00%
63	Outside Services	\$ 16,635	\$ 12,003	\$ 16,635		0.00%
64	Tel/cell/internet/fax etc.	\$ 32,638	\$ 32,675	\$ 47,638	<i>Cellular service for ITS</i>	45.96%
65	Radio Exp.	\$ 11,869	\$ 5,483	\$ 5,935		-50.00%
66	Fuel	\$ 192,506	\$ 311,104	\$ 336,885		75.00%
67	Training/Meetings	\$ 4,400	\$ 1,748	\$ 4,400		0.00%
68	Insurance	\$ 389,447	\$ 377,099	\$ 447,864	<i>Provided by CalTIP</i>	15.00%
69	Deferred Comp Match	\$ 48,780	\$ 50,809	\$ 51,080	<i>Increased Participation</i>	4.72%
70	Total Operations:	\$ 3,365,945	\$ 3,043,193	\$ 3,360,111		-0.17%

71	Grand Total Operations:	\$ 4,735,750	\$ 4,389,030	\$ 4,787,785		1.10%
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BASIN TRANSIT CAPITAL BUDGET

Line	FY24 Capital Budget	STA	CMAQ	SGR	LTF	LCTOP	TOTAL
72	Operations Support	\$ 50,000					\$ 50,000
73	CERBT / CEPPT Trust				\$ 290,388		\$ 290,388
74	Engine Overhauls						\$ -
75	Replacement Vehicles	\$ 78,113	\$ 745,070				\$ 823,183
76	Intelligent Transit System (ITS)			\$ 127,536	\$ 311,464		\$ 439,000
77	Facilities				\$ 1,190,708		\$ 1,190,708
78	Zero Emission Projects				\$ 101,304		\$ 101,304
79	Bus Stop Improvements	\$ 40,892				\$ 137,515	\$ 178,407
80	Total Capital Budget:	\$ 169,005	\$ 745,070	\$ 127,536	\$ 1,893,864	\$ 137,515	\$ 3,072,990

TREP BUDGET

Line	FY24 Trep Budget	Revenue	Expenses	TOTAL
81	5310 Grant Award	\$ 114,526		\$ 114,526
82	Program Administrator		\$ 4,906	\$ (4,906)
83	Client Relations Clerk		\$ 34,020	\$ (34,020)
84	Mileage Reimbursements		\$ 75,600	\$ (75,600)
85	Total TREP Budget:	\$ 114,526	\$ 114,526	\$ -

PROCUREMENT BUDGET

Line	FY24 Procurement Budget	Revenue*	Expenses	TOTAL
86	Procurement Bid Income	<i>Accrued receivables & RVBA</i>	\$ 280,000	\$ 280,000
87	TAG Program		\$ 80,000	\$ (80,000)
88	Procurement Bid Expenses	<i>Director, Consulting, Legal, Meetings, etc.</i>	\$ 163,505	\$ (163,505)
89	Total Procurement Reserves:	\$ 280,000	\$ 243,505	\$ 36,495

TAXI BUDGET

Line	FY24 Taxi Budget	Revenue	Expenses	TOTAL
90	Revenue	\$ 4,200		\$ 4,200
91	Administrative Expenses		\$ 7,570	\$ (7,570)
92	Total Taxi Budget:	\$ 4,200	\$ 7,570	\$ (3,370)

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