

Agenda



Regular Board Meeting of the Board of Directors

Meeting Location:

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

It is the intention of Basin Transit to comply with the Americans with Disabilities Act in all respects. If you have a disability and need 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 September 27, 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
Daniel L. Mintz, Sr.
Dawn Rowe (Danielle Harrington Designee)
Jennifer Henning
Ben Sasnett

Officers

Cheri Holsclaw, Board Secretary
Michal Brock, Assistant Board Secretary



REGULAR MEETING OF THE BOARD OF DIRECTORS

AGENDA

Thursday, September 28, 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, Henning, Mintz, Sasnett, and Chair Wright

2.0 FEATURED BUSINESS

- 2.1 Transportation Assistance Grant (TAG) Awards
Staff Recommendation: Approve Transportation Assistance Grant Program Awards

ACTION: Move_____ 2nd_____ Roll Call Vote

3.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

- 3.1 Recognition of Incoming Board Member

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 July 27, 2023 Board Meeting
Staff Recommendation: Approve Minutes
- 5.2 Treasurer's Report for June and July 2023
Staff Recommendation: Approve Treasurer's Reports
- 5.3 Warrant Register through July 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 Taxi Report
Staff Recommendation: Receive and File
- 5.7 General Manager's Reports
Staff Recommendation: Receive and File
- 5.8 Operations Report
Staff Recommendation: Receive and File
- 5.9 LTF Reallocation
Staff Recommendation: Approve Revisions to Transit Operating and Capital Plan; Authorize Staff to File Amended 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 OLD BUSINESS

7.0 NEW BUSINESS

- 7.1 Basin Transit Subcommittee Assignments
Staff Recommendation: Discuss and Assign Board Members as Appropriate

ACTION: Move_____ 2nd_____ Voice Vote

- 7.2 FY 2022/23 End of Year Update
Staff Recommendation: Receive and Discuss as Necessary

8.0 CLOSED SESSION

NONE


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, November 16, 2023, at 5:00 PM at the Basin Transit Operations Center, 62405 Verbena Road, Joshua Tree CA 92252.

All items appearing on this Agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board. **This agenda is certified to have been posted on or before September 25, 2023, at 5:00 PM.**



Michal Brock, Assistant Board Secretary

9/22/2023
Date/Time

BASIN TRANSIT

TO: Board of Directors
FROM: Joe Meer, Procurement Director
DATE: September 28, 2023

RE: Transportation Assistance Grant (TAG) Awards

Basin Transit's TAG program received applications totaling \$138,465 vs. a budgeted amount of \$80,000. The program is funded by procurement administration fees that Basin Transit earned from its Vehicle Purchasing Program. After evaluation by the TAG Committee (Chair Wright) and staff, the following allocation amounts are recommended to be presented to the board as follows:

Applicant	Project Description	Grant Award
Basin Transit	Complimentary bus passes for marketing and customer service purposes	\$ 2,522.50
Boys & Girls Club of the Hi-Desert	Match funding on van purchase	\$ 15,000.00
Copper Mountain College Foundation	Matching funds for student bus passes	\$ 12,375.00
Inland Southern California 211+	Bus pass subsidy	\$ 2,382.50
Morongo Basin ARCH	Bus pass subsidy	\$ 3,050.00
Morongo Basin Healthcare District	Operating expenses for non-emergency medical transportation system	\$ 15,000.00
Morongo Basin Unity Home	Bus pass subsidy	\$ 3,187.50
Pacific Clinics	Bus pass subsidy	\$ 5,002.50
Reach Out Morongo Basin	Transportation program assistance	\$ 15,000.00
The Way Station	Bus pass subsidy	\$ 4,680.00
Yucca Valley Senior Citizens Club	Lunch bus service	\$ 1,800.00
	Grant Award Total	\$ 80,000.00

The total allocation recommended meets the budgeted amount of \$80,000. Funding is available and is less than the revenue made during the fiscal year after procurement program expenses.

STAFF RECOMMENDATION: APPROVE TAG AWARDS

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: September 28, 2023

RE: Minutes of the July 27, 2023 Board Meeting

STAFF RECOMMENDATION: APPROVE MINUTES

BASIN TRANSIT

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, July 27, 2023 5:00 p.m.
Basin Transit Operations Center
62405 Verbena Road
Joshua Tree, CA 92252

ACTION MINUTES

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

PLEDGE OF ALLEGIANCE – Outgoing Board Member Ellen Jackman led the flag salute.

ROLL CALL

Members Present:

Merl Abel
Danielle Harrington
Ben Sasnett

Jeff Drozd
Dan Mintz
McArthur Wright

Members Absent:

NONE

2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

2.1 Recognition of Outgoing Board Member

Chair Wight expressed the board's appreciation for Ellen's service on the board and stated that it's been a pleasure working with her on this board. Chair Wright then presented Ellen with a plaque recognizing her for her dedicated service from December 2017 through May 2023.

Ellen shared that she's had the pleasure of serving on the board for about 5 ½ years, which, as she thought about it, made her kind of a short-timer, which says a lot about how much people enjoy serving on this board and her experience was no exception. Ellen went on to thank the board for the opportunity to serve, further stating that Basin Transit is a first-class organization from the newest employee to the highest level of management and that it is filled with employees who love their jobs and love serving the community. Ellen again stated that she has enjoyed her time serving and thanked the Board once again.

2.2 Recognition of Employee of the Quarter

Matt Atkins, Operations Manager, recognized Michael “Mike” Padilla as the Employee of the Quarter. Matt shared that Mike started with Basin Transit on August 1, 2022, and since he joined the team, he’s been outstanding to work with. He jumped right in and helped get the shop organized. Matt further shared that with Mike coming in as Basin Transit’s second Utility Worker, there’s been a huge improvement in the cleanliness of the vehicles, facilities, and bus stops, making everyone appreciative of the efforts he puts in. Matt also had the pleasure of announcing that earlier that month, Mike was able to upgrade his existing driver’s license to a commercial driver’s license with a passenger endorsement, so now Mike can further assist the maintenance department with road calls that may require vehicle switch-outs or take vehicles in for warranty repairs when needed, etc. Matt praised Mike for putting the work in, which made him one of the few who was able to pass the test on his first attempt, which is very impressive. Matt closed by thanking Mike for all that he does at Basin Transit.

3.0 PUBLIC COMMENTS

NONE

4.0 CONSENT CALENDAR

4.1 Minutes of the May 25, 2023 Board Meeting

4.2 Treasurer's Report for April and May 2023

4.3 Warrant Register through May 31, 2023

4.4 Ridership Reports

4.5 Financial Reports

4.6 Taxi Report

4.7 General Manager's Reports

4.8 Operations Report

4.9 Adopt Resolution 23-05 for Joint Procurements

ACTION: Board Member Mintz moved to approve the Consent Calendar (items 4.1 - 4.9); seconded by Board Member Abel: motion passed by Roll Call Vote (6-0).

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

NONE

6.0 OLD BUSINESS

NONE

7.0 NEW BUSINESS

7.1 RFP 20-01 (Z-1, Z-3) Approval

Joe Meer requested authorization to issue contracts to three (3) different bus manufacturers for small electric buses to be included in Basin Transit's procurement program. Joe explained the differences between the various vehicle models included in the multi-award contract.

ACTION: Board Member Mintz moved to approve RFP 20-01 (Z-1, Z-3); seconded by Board Member Drozd: motion passed by Roll Call Vote (6-0).

7.2 Purchasing Policy Update

Cheri Holsclaw reported that expenses have increased significantly over the past eleven years (the last time the purchasing policy was updated), due to the rising cost of living. The existing Basin Transit Purchasing Policy stipulated a \$15,000 General Manager approval limit. Many of Basin Transit's annual purchases exceed the limit, which would require these regular recurring purchases to go to the Board of Directors for approval. Purchase Policy changes include replacing references to Morongo Basin Transit Authority with Basin Transit, clarifying language pertaining to the disposal of items purchased with Federal funds, increasing purchase order limits to \$25,000, and increasing General Manager approval limits to \$25,000. The changes are in conformance with federal and state law and were reviewed and approved by Counsel.

ACTION: Board Member Abel moved to approve the updated Purchasing Policy as presented; seconded by Board Member Sasnett: motion passed by Roll Call Vote (6-0).

7.3 Bus Stop Improvement Bid IFB #23-01

Cheri Holsclaw requested approval to proceed with IFB #23-01 regarding construction improvements for the bus stop in front of Motel 6 in Twentynine Palms. Cheri notified the Board of Directors that the project is fully funded using the State of Good Repair program.

ACTION: Board Member Drozd moved to approve proceeding with IFB #2-01; seconded by Board Member Mintz: motion passed by Roll Call Vote (6-0).

8.0 CLOSED SESSION

NONE

9.0 GENERAL MANAGER UPDATE

Cheri shared that Basin Transit was partnering again with the Boys & Girls Club of the Hi-Desert for a "Pack the Bus" school supply drive that upcoming Saturday. Cheri also notified the Board of Directors that Basin Transit was going to be at the Concert in the Park on August 12th and further shared that Basin Transit did a Christmas in July event in Twentynine Palms on July 1st that raised \$1,350 for Reach Out Morongo and the Safe House. Cheri also informed the Board of Directors that applications for the Transportation Assistance Grant (TAG) program had gone out and are due on August 11th, with staff coming before the Board of Directors for approval at the September 2023 Board meeting.

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

NONE

11.0 BOARD MEMBER COMMENTS

Board Member Sasnett congratulated Mike on earning Employee of the Quarter and former Board Member Jackman.

Board Member Abel commented that he sees that the on-time performance for Basin Transit is still doing well and verified that on-time performance and ridership are tracked electronically. Board Member Abel asked if there had been any noticeable increase in vandalism at bus stops or Basin Transit properties. Cheri responded that there hadn't been any noticeable increases.

Board Member Harrington shared that she loved the Project Santa idea and is glad the event went well. Board Member Harrington further stated she thinks the Pack the Bus event will also be great, and she hopes there is a good turnout.

Board Member Drozd commented that it's really encouraging to see the new employees and that at every meeting, there is an employee who has done an outstanding job. Board Member Drozd further stated that he really appreciated working with former Board Member Jackman. Board Member Drozd closed by thanking everyone at the meeting for all the hard work they do and saying that Basin Transit is really an outstanding agency.

Chair Wright expressed that he thinks Basin Transit staff is doing a fantastic job and encouraged staff to keep up the good work.

Chair Wright announced that the next Board meeting will be held on Thursday, September 28, 2023 at 5:00 p.m.

12.0 ADJOURNMENT

The meeting adjourned at 5:33 p.m. Thursday, July 27, 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: September, 2023

RE: Treasurer's Reports for June and July 2023

STAFF RECOMMENDATION: APPROVE TREASURER'S REPORTS

BASIN TRANSIT
TREASURER'S REPORT
6/30/2023

Beginning Balance:	May 31, 2023	7,675,265
Receipts		981,812
Disbursements		1,087,616
Interest Received		59
Ending Balance:	6/30/2023	7,569,520

LOCATION OF FUNDS:	BALANCE	INTEREST EARNED	INTEREST RATE
US Bank General	\$ 64,905	-	0.00%
US Bank Class E	\$ - \$	-	0.00%
Pacific Western Bank Procurement Fees	\$ 1,327,110 \$	-	0.00%
US Bank MAIN	\$ 3,657,069 \$	-	0.00%
Pacific Western Bank	\$ 719,517 \$	-	0.00%
LAIF	\$ 1,315,199 \$	-	0.00%
US Bank PTMISEA	\$ 238,513 \$	-	0.00%
US Bank LCTOP	\$ 166,667 \$	-	0.00%
US Bank SGR (SB1)	\$ 80,541 \$	-	0.00%
	\$	-	0.00%
TOTAL INVESTMENTS	\$ 7,569,520	\$ -	

BASIN TRANSIT
TREASURER'S REPORT
July 31, 2023

Beginning Balance:	June 30, 2023	7,569,520
Receipts		1,258,407
Disbursements		1,222,072
Interest Received		<u>10,384</u>
Ending Balance:	July 31, 2023	<u><u>7,616,240</u></u>

LOCATION OF FUNDS:	BALANCE	INTEREST EARNED	INTEREST RATE
US Bank General	\$ 64,338	-	0.00%
US Bank Class E	\$ - \$	-	0.00%
Pacific Western Bank Procurement Fees	\$ 1,306,756 \$	-	0.00%
US Bank MAIN	\$ 4,319,972 \$	-	0.00%
Pacific Western Bank	\$ 113,892 \$	-	0.00%
LAIF	\$ 1,325,525 \$	-	0.00%
US Bank PTMISEA	\$ 238,517 \$	-	0.00%
US Bank LCTOP	\$ 166,688 \$	-	0.00%
US Bank SGR (SB1)	\$ 80,551 \$	-	0.00%
	<u>\$</u>	<u>-</u>	0.00%
TOTAL INVESTMENTS	<u><u>\$ 7,616,240</u></u>	<u><u>\$ -</u></u>	

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: September 28, 2023

RE: Warrant Register through July 2023

STAFF RECOMMENDATION: APPROVE WARRANT REGISTER

BASIN TRANSIT
WARRANT REGISTER
As of June 30, 2023

Date	Name	Memo	Paid Amount
06/01/2023	PRISM	INSURANCE	-21,625.00
06/01/2023	[EMPLOYEE]	EMPLOYEE EXPENSE	-10.00
06/01/2023	JOE MEER	MILEAGE	-86.46
06/01/2023	BURRTEC	UTILITIES	-381.42
06/01/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-356.12
06/01/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-169.26
06/01/2023	JOSHUA TREE LANDSCAPE & GROUNDS MAINT	OUTSIDE SERVICES	-833.75
06/01/2023	PARKHOUSE TIRES	TIRES	-2,992.77
06/01/2023	QUILL CORPORATION	OFFICE SUPPLIES	-638.32
06/01/2023	TWENTYNINE PALMS WATER DISTRICT	UTILITIES	-76.44
06/01/2023	VOYAGER	FUEL	-2,619.23
06/02/2023	ADP	WAGES	-63,534.41
06/02/2023	ADP	WAGES	-10,765.34
06/02/2023	BEN SASNETT	BOARD MEMBER STIPEND	-100.00
06/02/2023	MERL ABEL	BOARD MEMBER STIPEND	-100.00
06/02/2023	DANIELLE HARRINGTON	BOARD MEMBER STIPEND	-100.00
06/02/2023	ELLEN JACKMAN	BOARD MEMBER STIPEND	-100.00
06/02/2023	JEFF DROZD	BOARD MEMBER STIPEND	-100.00
06/02/2023	McARTHUR WRIGHT	BOARD MEMBER STIPEND	-100.00
06/02/2023	ADP	WAGES	-79.84
06/02/2023	CALPERS 457 PROGRAM	SUPPL RETIREMENT	-4,448.19
06/02/2023	CALPERS HEALTH/RETIREMENT	RETIREMENT	-7,109.53
06/02/2023	CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,347.47
06/02/2023	ADP	OUTSIDE SERVICES	-210.00
06/03/2023	SENTINEL BENEFITS	OUTSIDE SERVICES	-25.00
06/05/2023	US BANK	CREDIT CARD PAYMENT	-3,356.62
06/05/2023	CALPERS HEALTH/RETIREMENT	HEALTH	-21,086.12
06/05/2023	ARCO	FUEL	-293.89
06/08/2023	GEORGE HALLAS	EMPLOYEE EXPENSE	-64.33
06/08/2023	JOE MEER	MEETINGS & MILEAGES	-274.06
06/08/2023	COPPER MOUNTAIN BROADCASTING	MARKETING/PROMOTIONS	-644.00
06/08/2023	DELL BUSINESS CREDIT	EE LAPTOP - TO BE REIMBURSED	-1,077.28
06/08/2023	FORENSIC DRUG TESTING	EMPLOYEE EXPENSE	-357.85
06/08/2023	HI DESERT WATER DISTRICT	UTILITIES	-120.50
06/08/2023	JOSHUA BASIN WATER DISTRICT	UTILITIES	-558.12
06/08/2023	KCDZ	MARKETING/PROMOTIONS	-460.00
06/08/2023	NAPA	PARTS	-7.60
06/08/2023	PALM SPRINGS MOTORS	PARTS	-118.62
06/08/2023	PARKHOUSE TIRES	TIRES	-3,439.58
06/08/2023	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-150.88
06/08/2023	QUILL CORPORATION	OFFICE SUPPLIES	-58.37
06/08/2023	SUNNY AND SONS	OUTSIDE SERVICES	-149.00
06/10/2023	NEC CLOUD COMMUNICATIONS AMERICA, INC.	TELEPHONE	-558.59
06/10/2023	SOUTHERN CALIFORNIA EDISON	UTILITIES	-7,653.21
06/12/2023	ARCO	FUEL	-125.68

BASIN TRANSIT WARRANT REGISTER

As of June 30, 2023

06/12/2023	PACIFIC WESTERN BANK	DEPOSIT CORRECTION	-0.25
06/15/2023	VISION SERVICE PLAN	VISION INSURANCE	-479.75
06/15/2023	ANITA PETKE	MILEAGE	-28.82
06/16/2023	ADP	WAGES	-61,780.17
06/16/2023	ADP	WAGES	-10,437.22
06/16/2023	ADP	WAGES	-18.49
06/16/2023	CLEAN ENERGY	CNG MAINTENANCE	-7,774.26
06/16/2023	DEPARTMENT OF JUSTICE	EMPLOYEE EXPENSE	-64.00
06/16/2023	DESERT ARC	OUTSIDE SERVICES	-270.00
06/16/2023	DIAMOND ENVIRONMENTAL SERVICES	UTILITIES	-264.52
06/16/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-261.32
06/16/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-72.07
06/16/2023	GILLIG LLC	PARTS	-51.68
06/16/2023	GOLD MOUNTAIN CALIFORNIA NEW MEDIA INC.	MARKETING/PROMOTIONS	-1,804.70
06/16/2023	KULIK GOTTESMAN SIEGEL & WARE LLP	PROFESSIONAL FEES	-1,039.50
06/16/2023	NAPA	PARTS	-172.82
06/16/2023	PRO SECURITY SYSTEMS	OUTSIDE SERVICES	-156.00
06/16/2023	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-235.96
06/16/2023	QUILL CORPORATION	OFFICE SUPPLIES	-54.94
06/16/2023	THE GAS COMPANY	FUEL	-11,520.30
06/16/2023	VERIZON	TELEPHONE	-200.05
06/16/2023	IMAGE SOURCE	CREDIT APPLIED	0.00
06/16/2023	ADP	OUTSIDE SERVICES	-207.50
06/16/2023	ADP	WAGES	-726.24
06/16/2023	PACIFIC WESTERN BANK	DEPOSIT CORRECTION	-0.05
06/19/2023	ARCO	FUEL	-255.43
06/23/2023	MATTHEW ATKINS	TELEPHONE	-690.00
06/23/2023	AIS	PRINTING & REPRODUCTION	-139.91
06/23/2023	CHARLES ABBOTT & ASSOCIATES INC.	PROFESSIONAL FEES	-110.00
06/23/2023	CLEAN ENERGY	CNG MAINTENANCE	-3,000.00
06/23/2023	CUMMINS CAL PACIFIC	PARTS	-96.41
06/23/2023	DESERT ARC	OUTSIDE SERVICES	-270.00
06/23/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-57.94
06/23/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-97.98
06/23/2023	GILLIG LLC	PARTS	-644.37
06/23/2023	LEFEVRE'S TOWING INC.	OUTSIDE SERVICES	-875.00
06/23/2023	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-79.22
06/23/2023	QUILL CORPORATION	OFFICE SUPPLIES	-70.29
06/23/2023	SAN BERNARDINO COUNTY	OUTSIDE SERVICES	-582.98
06/23/2023	SPECTRUM	UTILITIES	-411.90
06/23/2023	THE GAS COMPANY	UTILITIES	-25.97
06/23/2023	CALPERS HEALTH/RETIREMENT	CERBT	-14,165.00
06/23/2023	CALPERS HEALTH/RETIREMENT	CEPPT	-10,034.00
06/23/2023	CALPERS HEALTH/RETIREMENT	RETIREMENT	-6,915.32
06/23/2023	CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,318.51
06/23/2023	CALPERS 457 PROGRAM	SUPPL RETIREMENT	-4,396.43

BASIN TRANSIT WARRANT REGISTER

As of June 30, 2023

06/24/2023	TREP	MILEAGE REIMBURSEMENT	-2,256.15
06/26/2023	ARCO	FUEL	-222.40
06/30/2023	MICHAL BROCK	TELEPHONE	-652.50
06/30/2023	AVALON URGENT CARE	EMPLOYEE EXPENSE	-1,000.00
06/30/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-65.98
06/30/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-513.14
06/30/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-169.26
06/30/2023	GILLIG LLC	PARTS	-1,063.82
06/30/2023	PALM SPRINGS MOTORS	PARTS	-64.06
06/30/2023	PARKHOUSE TIRES	TIRES	-8,000.54
06/30/2023	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-79.22
06/30/2023	RUTAN & TUCKER, LLP	PROFESSIONAL FEES	-834.90
06/30/2023	SUNNY AND SONS	OUTSIDE SERVICES	-99.00
06/30/2023	ADP	WAGES	-67,483.56
06/30/2023	ADP	WAGES	-11,567.67
06/30/2023	[EMPLOYEE]	HRA REIMBURSEMENTS	-100.00
06/30/2023	[EMPLOYEE]	HRA REIMBURSEMENTS	-1,394.15
06/30/2023	[EMPLOYEE]	HRA REIMBURSEMENTS	-440.00
06/30/2023	[EMPLOYEE]	HRA REIMBURSEMENTS	-77.07
06/30/2023	[EMPLOYEE]	HRA REIMBURSEMENTS	-1,065.75
06/30/2023	[EMPLOYEE]	HRA REIMBURSEMENTS	-998.93
06/30/2023	[EMPLOYEE]	HRA REIMBURSEMENTS	-1,692.73
06/30/2023	[EMPLOYEE]	HRA REIMBURSEMENTS	-1,743.80
06/30/2023	[EMPLOYEE]	HRA REIMBURSEMENTS	-126.14
06/30/2023	[EMPLOYEE]	HRA REIMBURSEMENTS	-128.78
06/30/2023	[EMPLOYEE]	HRA REIMBURSEMENTS	-799.65
06/30/2023	CALPERS HEALTH/RETIREMENT	RETIREMENT	-6,965.08
06/30/2023	CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,435.55
06/30/2023	CALPERS 457 PROGRAM	SUPPL RETIREMENT	-3,919.52
06/30/2023	ADP	WAGES	-354.97
06/30/2023	ADP	OUTSIDE SERVICES	-307.50
06/30/2023	ADP	OUTSIDE SERVICES	-624.68
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			-425,566.62
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BASIN TRANSIT
WARRANT REGISTER
As of July 31, 2023

Date	Name	Memo	Paid Amount
07/03/2023	BURRTEC	UTILITIES	-310.25
07/03/2023	ALLIANT INSURANCE SERVICES	INSURANCE	-36,943.57
07/03/2023	PRISM	-SPLIT-	-163,384.00
07/03/2023	CALTIP	INSURANCE	-299,986.00
07/03/2023	TRANSTRACK	FY24 SOFTWARE SYSTEM MAINT. & SUPPORT	-15,564.00
07/03/2023	ARCO	FUEL	-64.66
07/03/2023	PACIFIC WESTERN BANK	DEPOSIT CORRECTION	-0.04
07/03/2023	SENTINEL BENEFITS	OUTSIDE SERVICES	-25.00
07/06/2023	ROBERT ARVIZU	TOOLS	-250.00
07/06/2023	ALLIANT INSURANCE SERVICES	INSURANCE	-1,276.00
07/06/2023	BROADLUX INC.	CNG MAINTENANCE	-662.00
07/06/2023	BURRTEC	UTILITIES	-75.22
07/06/2023	CLEAN ENERGY	CNG MAINTENANCE	-1,368.52
07/06/2023	HI DESERT WATER DISTRICT	UTILITIES	-126.80
07/06/2023	JOSHUA BASIN WATER DISTRICT	UTILITIES	-635.97
07/06/2023	KCDZ	MARKETING/PROMOTIONS	-460.00
07/06/2023	LEFEVRE'S TOWING INC.	OUTSIDE SERVICES	-480.00
07/06/2023	NAPA	PARTS	-1,540.71
07/06/2023	PALM SPRINGS MOTORS	PARTS	-514.43
07/06/2023	PARKHOUSE TIRES	TIRES	-1,139.85
07/06/2023	PRUDENTIAL OVERALL SUPPLY	UNIFORMS	-134.31
07/06/2023	SAFETY-KLEEN	FLUIDS	-714.29
07/06/2023	TWENTYNINE PALMS WATER DISTRICT	UTILITIES	-46.13
07/06/2023	VOYAGER	FUEL	-3,702.70
07/07/2023	US BANK	-SPLIT-	-2,559.15
07/07/2023	CALPERS HEALTH/RETIREMENT	HEALTH INSURANCE	-21,086.12
07/10/2023	SOUTHERN CALIFORNIA EDISON	UTILITIES	-9,733.24
07/10/2023	NEC CLOUD COMMUNICATIONS AMERICA, INC.	TELEPHONE	-559.20
07/10/2023	ARCO	FUEL	-307.75
07/10/2023	NOEMI ADDERLEY	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	ROBERT ARVIZU	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	MATTHEW ATKINS	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	PAULA BALDWIN	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	KIMBERLY BERNARD	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	ANDREW BERNSTEIN	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	BRYAN BLASZAK	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	SHEMIKA BORTEE	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	DAWN BOSTROM	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	MICHAL BROCK	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	DON CATLETT	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	GARY COOPER	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	BLAS CRUZ	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	ROY DAVIS	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	CORY DOUGLASS	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	PATRICK FERREE	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	SABRINA FRANKLIN	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	JOSE GIRON	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	GEORGE HALLAS	SAFETY INCENTIVE PRGM	-100.00

**BASIN TRANSIT
WARRANT REGISTER
As of July 31, 2023**

07/10/2023	THOMAS HATHAWAY	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	CHERI HOLSCLOW	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	DOUG HUNTER	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	GARY JOHNSON	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	ANNA JUNKER	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	LYDIA KNUDSON	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	PEDRO LAFORD	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	CYNTHIA LOPEZ	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	DONALD MANSON	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	HECTOR MANZANO	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	RAUL MARQUEZ	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	ADAH MARTINEZ	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	JOE MEER	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	JAMES MITCHELL	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	JUAN OYOLA	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	MICHAEL PADILLA	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	RENEE PAYNE	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	ANITA PETKE	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	CHRISTOPHER RASMUSSEN	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	JANUARY RODRIGUEZ	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	VIKAS SHARMA	SAFETY INCENTIVE PRGM	-100.00
07/10/2023	LINDA STREICH	SAFETY INCENTIVE PRGM	-100.00
07/12/2023	PACIFIC WESTERN BANK	DEPOSIT CORRECTION	0.20
07/13/2023	[EMPLOYEE]	WAGES	-1,515.63
07/13/2023	[EMPLOYEE]	WAGES	-2,436.20
07/13/2023	[EMPLOYEE]	WAGES	-1,935.34
07/13/2023	[EMPLOYEE]	WAGES	-1,188.14
07/13/2023	[EMPLOYEE]	WAGES	-1,117.60
07/13/2023	[EMPLOYEE]	WAGES	-1,206.84
07/13/2023	[EMPLOYEE]	WAGES	-1,532.22
07/13/2023	[EMPLOYEE]	WAGES	-1,570.68
07/13/2023	[EMPLOYEE]	WAGES	-3,315.86
07/13/2023	[EMPLOYEE]	WAGES	-2,607.30
07/13/2023	[EMPLOYEE]	WAGES	-1,963.93
07/13/2023	[EMPLOYEE]	WAGES	-1,173.60
07/13/2023	[EMPLOYEE]	WAGES	-1,268.64
07/13/2023	[EMPLOYEE]	WAGES	-1,518.03
07/13/2023	[EMPLOYEE]	WAGES	-1,150.62
07/13/2023	[EMPLOYEE]	WAGES	-1,305.21
07/13/2023	[EMPLOYEE]	WAGES	-1,527.54
07/13/2023	[EMPLOYEE]	WAGES	-1,410.14
07/13/2023	[EMPLOYEE]	WAGES	-1,674.65
07/13/2023	[EMPLOYEE]	WAGES	-1,430.81
07/13/2023	[EMPLOYEE]	WAGES	-3,479.13
07/13/2023	[EMPLOYEE]	WAGES	-1,184.17
07/13/2023	[EMPLOYEE]	WAGES	-1,041.28
07/13/2023	[EMPLOYEE]	WAGES	-1,166.57
07/13/2023	[EMPLOYEE]	WAGES	-2,098.64
07/13/2023	[EMPLOYEE]	WAGES	-779.08

**BASIN TRANSIT
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07/13/2023	[EMPLOYEE]	WAGES	-975.10
07/13/2023	[EMPLOYEE]	WAGES	-1,468.87
07/13/2023	[EMPLOYEE]	WAGES	-1,194.16
07/13/2023	[EMPLOYEE]	WAGES	-1,387.65
07/13/2023	[EMPLOYEE]	WAGES	-1,511.41
07/13/2023	[EMPLOYEE]	WAGES	-3,460.97
07/13/2023	[EMPLOYEE]	WAGES	-3,188.33
07/13/2023	[EMPLOYEE]	WAGES	-1,618.29
07/13/2023	[EMPLOYEE]	WAGES	-1,360.60
07/13/2023	[EMPLOYEE]	WAGES	-1,484.05
07/13/2023	[EMPLOYEE]	WAGES	-1,112.42
07/13/2023	[EMPLOYEE]	WAGES	-1,743.28
07/13/2023	[EMPLOYEE]	WAGES	-1,158.18
07/13/2023	[EMPLOYEE]	WAGES	-1,351.19
07/14/2023	ADP	WAGES	-1,140.26
07/14/2023	ADP	WAGES	-12,396.77
07/14/2023	CALPERS HEALTH/RETIREMENT	RETIREMENT	-7,497.20
07/14/2023	CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,769.65
07/14/2023	CALPERS 457 PROGRAM	SUPPL RETIREMENT	-4,435.84
07/14/2023	ADP	WAGES	-845.79
07/15/2023	VISION SERVICE PLAN	VISION INSURANCE	-515.11
07/17/2023	CITY OF TWENTYNINE PALMS	PROFESSIONAL FEES	-50.00
07/17/2023	ACE ALTERNATORS	OUTSIDE SERVICES	-233.81
07/17/2023	BCREATIVE LLC	MARKETING/PROMOTIONS	-575.00
07/17/2023	BROADLUX INC.	CNG MAINTENANCE	-1,324.00
07/17/2023	CARQUEST - YUCCA VALLEY	PARTS	-106.16
07/17/2023	CHARLES ABBOTT & ASSOCIATES INC.	PROFESSIONAL FEES	-1,775.00
07/17/2023	CLEAN ENERGY	CNG MAINTENANCE	-3,000.00
07/17/2023	COPPER MOUNTAIN BROADCASTING	MARKETING/PROMOTIONS	-595.00
07/17/2023	DEPARTMENT OF JUSTICE	EMPLOYEE EXPENSE	-32.00
07/17/2023	DIAMOND ENVIRONMENTAL SERVICES	UTILITIES	-264.56
07/17/2023	FORENSIC DRUG TESTING	EMPLOYEE EXPENSE	-766.75
07/17/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-261.76
07/17/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-57.95
07/17/2023	GOLD MOUNTAIN CALIFORNIA NEW MEDIA INC.	MARKETING/PROMOTIONS	-899.10
07/17/2023	JOSHUA TREE LANDSCAPE & GROUNDS MAINT	OUTSIDE SERVICES	-833.75
07/17/2023	KULIK GOTTESMAN SIEGEL & WARE LLP	PROFESSIONAL FEES	-940.50
07/17/2023	LEFEVRE'S TOWING INC.	OUTSIDE SERVICES	-525.00
07/17/2023	NAPA	PARTS	-542.36
07/17/2023	PRUDENTIAL OVERALL SUPPLY	UNIFORMS	-167.33
07/17/2023	QUILL CORPORATION	OFFICE SUPPLIES	-219.76
07/17/2023	TRINITY CONSULTANTS, INC.	PROFESSIONAL FEES	-3,930.00
07/17/2023	VALLEY INDEPENDENT PRINTING	PRINTING & REPRODUCTION	-174.00
07/17/2023	VERIZON	TELEPHONE	-200.05
07/17/2023	YUCCA VALLEY MIRROR AND GLASS	OUTSIDE SERVICES	-462.06
07/17/2023	ARCO	FUEL	-199.41
07/18/2023	PACIFIC WESTERN BANK	DEPOSIT CORRECTION	0.01
07/21/2023	AIS	PRINTING & REPRODUCTION	-51.87
07/21/2023	BATTERY SYSTEMS	PARTS	-537.16

**BASIN TRANSIT
WARRANT REGISTER
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07/21/2023	E3 IGNITION PRODUCTS, LLC	PARTS	-263.89
07/21/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-72.06
07/21/2023	ADP	OUTSIDE SERVICES	-412.50
07/23/2023	[EMPLOYEE]	WAGES	-2,106.47
07/23/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-97.98
07/23/2023	IMAGE SOURCE	CREDIT APPLIED	0.00
07/23/2023	NAPA	PARTS	-1,699.65
07/23/2023	PALM SPRINGS MOTORS	PARTS	-4,784.60
07/23/2023	PARKHOUSE TIRES	TIRES	-2,994.09
07/23/2023	PRUDENTIAL OVERALL SUPPLY	UNIFORMS	-301.97
07/23/2023	QUILL CORPORATION	OFFICE SUPPLIES	-676.38
07/23/2023	SAFETY-KLEEN	FLUIDS	-777.18
07/23/2023	SPECTRUM	TELEPHONE	-411.90
07/23/2023	THE GAS COMPANY	FUEL	-14,533.49
07/23/2023	MODEL 1 COMMERCIAL VEHICLES, INC.	PARTS	-459.10
07/23/2023	CITY OF TWENTYNINE PALMS	PROFESSIONAL FEES	-50.00
07/24/2023	ARCO	FUEL	-210.56
07/24/2023	TREP	MILEAGE REIMBURSEMENTS	-2,470.17
07/27/2023	MICHAEL PADILLA	EMPLOYEE EXPENSE	-50.00
07/28/2023	BEN SASNETT	BOARD MEMBER STIPEND	-100.00
07/28/2023	[EMPLOYEE]	WAGES	-202.99
07/28/2023	[EMPLOYEE]	WAGES	-4,760.22
07/28/2023	ADP	WAGES	-66,576.69
07/28/2023	ADP	WAGES	-12,170.26
07/28/2023	CALPERS HEALTH/RETIREMENT	RETIREMENT - UNFUNDED ACCRUED LIABILITY	-84,456.00
07/28/2023	ADP	WAGES	-845.79
07/28/2023	ADP	OUTSIDE SERVICES	-210.00
07/31/2023	[EMPLOYEE]	HRA REIMBURSEMENTS	-150.69
07/31/2023	[EMPLOYEE]	HRA REIMBURSEMENTS	-430.00
07/31/2023	[EMPLOYEE]	HRA REIMBURSEMENTS	-137.07
07/31/2023	[EMPLOYEE]	HRA REIMBURSEMENTS	-298.30
07/31/2023	[EMPLOYEE]	HRA REIMBURSEMENTS	-240.31
07/31/2023	[EMPLOYEE]	HRA REIMBURSEMENTS	-72.14
07/31/2023	[EMPLOYEE]	HRA REIMBURSEMENTS	-115.00
07/31/2023	[EMPLOYEE]	HRA REIMBURSEMENTS	-329.80
07/31/2023	[EMPLOYEE]	HRA REIMBURSEMENTS	-1,807.00
07/31/2023	KIMBERLY BERNARD	UNIFORMS	-222.66
07/31/2023	TOWN OF YUCCA VALLEY	MARKETING/PROMOTIONS	-500.00
07/31/2023	ACE ALTERNATORS	OUTSIDE SERVICES	-516.56
07/31/2023	BURRTEC	UTILITIES	-310.25
07/31/2023	DESERT ARC	OUTSIDE SERVICES	-270.00
07/31/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-65.98
07/31/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-513.22
07/31/2023	FRONTIER COMMUNICATIONS	TELEPHONE	-169.24
07/31/2023	LEFEVRE'S TOWING INC.	OUTSIDE SERVICES	-875.00
07/31/2023	PALM SPRINGS MOTORS	PARTS	-657.73
07/31/2023	PRUDENTIAL OVERALL SUPPLY	UNIFORMS	-115.18
07/31/2023	RUSSELL AIR CONDITIONING INC.	OUTSIDE SERVICES	-575.00
07/31/2023	SAN BERNARDINO COUNTY FIRE PROTECTION	OUTSIDE SERVICES	-501.00

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09/06/23
Cash Basis

BASIN TRANSIT
WARRANT REGISTER
As of July 31, 2023

07/31/2023	SUNNY AND SONS	OUTSIDE SERVICES	-99.00
07/31/2023	THE GAS COMPANY	UTILITIES	-23.00
07/31/2023	YUCCA VALLEY MIRROR AND GLASS	OUTSIDE SERVICES	-385.75
07/31/2023	CALPERS HEALTH/RETIREMENT	CERBT	-14,165.00
07/31/2023	CALPERS HEALTH/RETIREMENT	CEPPT	-10,034.00
07/31/2023	CALPERS HEALTH/RETIREMENT	RETIREMENT	-8,012.11
07/31/2023	CALPERS HEALTH/RETIREMENT	RETIREMENT	-5,105.54
07/31/2023	CALPERS 457 PROGRAM	SUPPL RETIREMENT	-4,411.16
07/31/2023	ARCO	FUEL	-244.78
07/31/2023	MERL ABEL	BOARD MEMBER STIPEND	-100.00
07/31/2023	DANIELLE HARRINGTON	BOARD MEMBER STIPEND	-100.00
07/31/2023	DAN MINTZ	BOARD MEMBER STIPEND	-100.00
07/31/2023	JEFF DROZD	BOARD MEMBER STIPEND	-100.00
07/31/2023	McARTHUR WRIGHT	BOARD MEMBER STIPEND	-100.00
			<hr/>
			-937,233.42
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			-937,233.42

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: September 28, 2023

RE: Ridership Report

Ridership for FY 2022/23 exceeded the target by 29,710 passengers for a total of 169,710.

The Farebox Recovery Ratio is low at only 5.09% but this is normal for the month of July. The Farebox Recovery Ratio is the total operating expenses divided by passenger fares and a majority of the annual operating expenses are due in July every Fiscal Year.

STAFF RECOMMENDATION: RECEIVE AND FILE

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%	6.79%	4.88%	7.14%	8.69%	6.65%	Fails to Meet Target
Operating Costs Per Revenue Hour	\$125.71	<= \$149.85	\$141.91	\$150.17	\$138.65	\$134.26	\$144.80	Exceeds Target
Passenger Revenue Per Revenue Hour (a)	\$9.18		\$9.64	\$7.33	\$9.90	\$11.67	\$9.63	Fails to Meet Target
Subsidy Per Revenue Hour	\$116.54		\$132.26	\$142.83	\$128.74	\$122.59	\$135.18	
Operating Cost Per Revenue Mile	\$6.37	<= \$7.61	\$7.11	\$7.50	\$7.01	\$6.74	\$7.21	Exceeds Target
Passenger Revenue Per Revenue Mile	\$0.46		\$0.48	\$0.37	\$0.50	\$0.59	\$0.48	
Subsidy Per Revenue Mile	\$5.90		\$6.63	\$7.13	\$6.51	\$6.15	\$6.73	
Operating Costs Per Passenger	\$26.81	<= \$33.83	\$26.51	\$28.91	\$26.56	\$26.03	\$24.68	Exceeds Target
Passenger Revenue Per Passenger (Avg Fare) (a)	\$1.96		\$1.80	\$1.41	\$1.90	\$2.26	\$1.64	
Subsidy Per Passenger	\$24.86		\$24.70	\$27.50	\$24.66	\$23.77	\$23.04	
Operating Cost Per Passenger Mile								
Passenger Revenue Per Passenger Mile (a)								
Subsidy Per Passenger Mile								
Passengers Per Revenue Hour	4.7		5.4	5.2	5.2	5.2	5.9	
Passengers Per Revenue Mile	0.24		0.27	0.26	0.26	0.26	0.29	
Revenue Miles Between NTD Reportable Accidents (b)								
Percentage of Trips On Time	98.3%		98.0%	98.2%	97.6%	98.3%	98.1%	
Passengers Served Between Complaints	8,720		13,055	20,647	20,992	6,931	14,949	
Complaints Per 100,000 Passengers	11.47		7.66	4.84	4.76	14.43	6.69	
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	169,710	41,293	41,983	41,587	44,847	Exceeds Target
Passenger Miles								
Revenue Hours	31,618		31,699	7,949	8,042	8,063	7,645	
Total Hours	34,440		34,777	8,678	8,819	8,879	8,401	
Revenue Miles	624,318		632,478	159,199	158,999	160,725	153,555	
Total Miles	686,363		693,339	174,770	175,054	176,080	167,435	
Operating Costs	\$3,974,715		\$4,498,220	\$1,193,665	\$1,115,057	\$1,082,543	\$1,106,956	
Passenger Revenue (a)	\$290,126		\$305,646	\$58,304	\$79,656	\$94,088	\$73,598	
Operating Subsidy	\$3,684,589		\$4,192,574	\$1,135,361	\$1,035,401	\$988,455	\$1,033,357	
NTD Reportable Accidents (b)	0		0	0	0	0	0	
Total Roadcalls (NTD System Failures) (c)	0		0	0	0	0	0	
Major Mechanical Failures (Roadcalls) (d)	0		0	0	0	0	0	
Complaints	17		13	2	2	6	3	
Trips On Time	12,254		12,491	3,579	3,220	3,384	2,308	
On-Time Performance Trips Sampled	12,469		12,742	3,645	3,301	3,443	2,353	

(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

June, FY 2023

Total (All Day Types)

Service	Passengers		Passengers Per Revenue Hour		Farebox Recovery Ratio	
	Prior Year	Current Year	Prior Year	Current Year	Prior Year	Current Year
Route Subtotals						
1	5,953	6,607	7.4	8.5	7.62%	8.66%
12	393	530	3.5	4.4	21.86%	23.68%
15	184	294	3.8	5.5	13.81%	11.25%
1X	150	73	5.6	2.7	1.83%	1.79%
21	758	722	3.6	3.5	3.95%	2.69%
3A	1,316	1,197	5.5	5.1	5.85%	4.30%
3B	1,198	1,324	5.1	5.6	4.15%	4.12%
7A	1,436	1,433	6.2	6.0	3.46%	5.07%
7B	1,114	1,441	4.7	6.5	3.18%	4.87%
RR30	366	395	2.2	2.6	1.72%	1.26%
RR31	205	172	2.1	1.9	1.58%	1.01%
RR34	229	245	2.2	2.5	1.48%	1.09%
RR36	26	53	0.5	1.1	0.46%	0.63%
RR50	327	330	2.0	1.9	1.51%	0.96%
Program Subtotals						
Commuter Service	577	824	3.6	4.7	19.30%	19.76%
Demand Response	1,153	1,195	2.0	2.1	1.50%	1.05%
Neighborhood Shuttles	11,925	12,797	6.0	6.6	5.53%	5.99%
System Total	13,655	14,816	5.0	5.5	5.81%	6.20%



FY 2023 -- Monthly Performance Statistics
Systemwide Summary
All Routes

Performance Statistics for June

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	6,607	774.8	\$119,852	\$10,384	8.5	\$18.14	\$154.70	\$1.57	\$13.40	8.66%
1X	73	26.9	\$4,186	\$75	2.7	\$57.35	\$155.43	\$1.03	\$2.79	1.79%
3A	1,197	233.9	\$34,469	\$1,481	5.1	\$28.80	\$147.35	\$1.24	\$6.33	4.30%
3B	1,324	236.3	\$33,954	\$1,397	5.6	\$25.64	\$143.70	\$1.06	\$5.91	4.12%
7A	1,433	239.8	\$34,861	\$1,766	6.0	\$24.33	\$145.37	\$1.23	\$7.36	5.07%
7B	1,441	223.1	\$32,645	\$1,591	6.5	\$22.65	\$146.32	\$1.10	\$7.13	4.87%
12	530	120.2	\$23,306	\$5,519	4.4	\$43.97	\$193.89	\$10.41	\$45.91	23.68%
15	294	53.7	\$10,750	\$1,210	5.5	\$36.56	\$200.24	\$4.11	\$22.53	11.25%
21	722	209.2	\$34,217	\$922	3.5	\$47.39	\$163.60	\$1.28	\$4.41	2.69%
RR30	395	153.8	\$21,519	\$272	2.6	\$54.48	\$139.93	\$0.69	\$1.77	1.26%
RR31	172	89.5	\$11,698	\$118	1.9	\$68.01	\$130.66	\$0.69	\$1.32	1.01%
RR34	245	97.0	\$15,429	\$168	2.5	\$62.97	\$159.06	\$0.69	\$1.74	1.09%
RR36	53	47.5	\$5,791	\$36	1.1	\$109.27	\$121.83	\$0.69	\$0.77	0.63%
RR50	330	170.5	\$23,522	\$227	1.9	\$71.28	\$137.97	\$0.69	\$1.33	0.96%
Program:										
Commuter Service	824	173.9	\$34,056	\$6,728	4.7	\$41.33	\$195.85	\$8.17	\$38.69	19.76%
Demand Response	1,195	558.3	\$77,960	\$821	2.1	\$65.24	\$139.63	\$0.69	\$1.47	1.05%
Neighborhood Shuttles	12,797	1,944.0	\$294,184	\$17,616	6.6	\$22.99	\$151.33	\$1.38	\$9.06	5.99%
Mode:										
Bus (Motorbus)	12,797	1,944.0	\$294,184	\$17,616	6.6	\$22.99	\$151.33	\$1.38	\$9.06	5.99%
Commuter Bus	824	173.9	\$34,056	\$6,728	4.7	\$41.33	\$195.85	\$8.17	\$38.69	19.76%
Demand Response	1,195	558.3	\$77,960	\$821	2.1	\$65.24	\$139.63	\$0.69	\$1.47	1.05%
System Total:	14,816	2,676.2	\$406,200	\$25,166	5.5	\$27.42	\$151.78	\$1.70	\$9.40	6.20%



Monthly Ridership Report

July, FY 2024

Total (All Day Types)

Service	Passengers		Passengers Per Revenue Hour		Farebox Recovery Ratio	
	Prior Year	Current Year	Prior Year	Current Year	Prior Year	Current Year
Route Subtotals						
1	5,266	5,829	7.0	7.8	3.49%	5.66%
12	351	440	3.3	4.1	12.78%	20.78%
15	254	247	4.8	4.2	5.40%	11.48%
1X	167	135	5.1	4.1	1.11%	1.95%
21	570	555	3.0	3.2	1.79%	1.38%
3A	1,122	969	5.1	4.9	3.80%	3.77%
3B	915	1,184	4.3	6.4	2.60%	5.70%
7A	1,324	1,174	6.2	6.0	1.77%	3.13%
7B	964	1,082	4.5	5.9	2.17%	3.90%
RR30	382	368	2.6	2.4	0.97%	1.45%
RR31	192	160	2.4	2.1	0.88%	1.27%
RR34	195	246	2.0	2.8	0.67%	1.49%
RR36	35	58	1.0	1.5	0.41%	0.89%
RR50	282	295	1.9	2.2	0.73%	1.31%
Program Subtotals						
Commuter Service	605	687	3.8	4.1	10.06%	17.38%
Demand Response	1,086	1,127	2.2	2.3	0.79%	1.35%
Neighborhood Shuttles	10,328	10,928	5.6	6.4	2.85%	4.45%
System Total	12,019	12,742	4.8	5.4	3.14%	5.09%



FY 2024 -- Monthly Performance Statistics
Systemwide Summary
All Routes

Performance Statistics for July

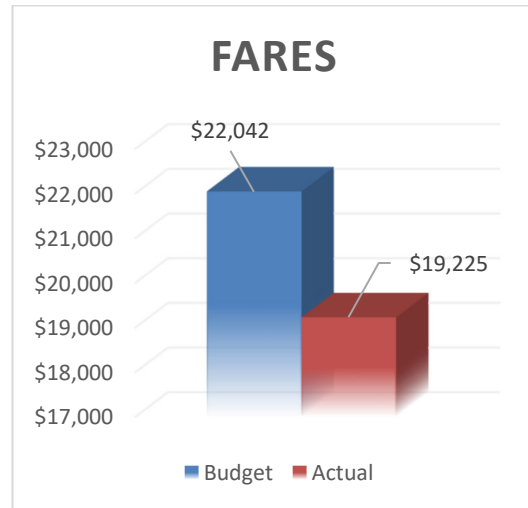
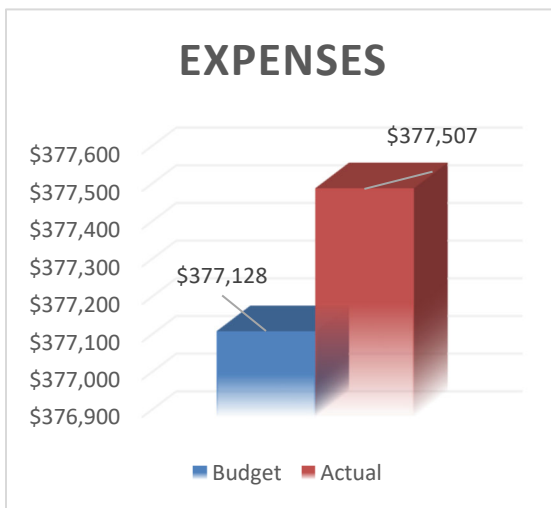
Level Item	Passengers	Revenue Hours	Operating Costs	Passenger Revenue	Passengers Per Rev. Hour	Operating Cost Per Passenger	Operating Cost Per Rev. Hour	Passenger Revenue Per Passenger	Passenger Revenue Per Rev. Hour	Farebox Recovery Ratio
Reporting Route #:										
1	5,829	746.1	\$121,801	\$6,889	7.8	\$20.90	\$163.25	\$1.18	\$9.23	5.66%
1X	135	33.3	\$5,489	\$107	4.1	\$40.66	\$164.66	\$0.79	\$3.21	1.95%
3A	969	196.1	\$30,885	\$1,166	4.9	\$31.87	\$157.50	\$1.20	\$5.94	3.77%
3B	1,184	186.6	\$28,078	\$1,602	6.4	\$23.71	\$150.50	\$1.35	\$8.58	5.70%
7A	1,174	196.2	\$28,469	\$891	6.0	\$24.25	\$145.12	\$0.76	\$4.54	3.13%
7B	1,082	182.3	\$27,305	\$1,064	5.9	\$25.24	\$149.79	\$0.98	\$5.84	3.90%
12	440	106.5	\$22,438	\$4,662	4.1	\$51.00	\$210.79	\$10.60	\$43.80	20.78%
15	247	59.4	\$12,915	\$1,483	4.2	\$52.29	\$217.30	\$6.00	\$24.95	11.48%
21	555	172.8	\$30,473	\$421	3.2	\$54.91	\$176.31	\$0.76	\$2.44	1.38%
RR30	368	156.9	\$21,136	\$307	2.4	\$57.44	\$134.75	\$0.83	\$1.96	1.45%
RR31	160	75.4	\$10,551	\$134	2.1	\$65.95	\$139.94	\$0.83	\$1.77	1.27%
RR34	246	88.8	\$13,817	\$205	2.8	\$56.17	\$155.57	\$0.83	\$2.31	1.49%
RR36	58	38.0	\$5,415	\$48	1.5	\$93.35	\$142.49	\$0.83	\$1.27	0.89%
RR50	295	135.8	\$18,734	\$246	2.2	\$63.51	\$137.92	\$0.83	\$1.81	1.31%
Program:										
Commuter Service	687	165.9	\$35,353	\$6,145	4.1	\$51.46	\$213.12	\$8.94	\$37.04	17.38%
Demand Response	1,127	494.9	\$69,654	\$941	2.3	\$61.80	\$140.74	\$0.83	\$1.90	1.35%
Neighborhood Shuttles	10,928	1,713.4	\$272,500	\$12,139	6.4	\$24.94	\$159.04	\$1.11	\$7.08	4.45%
Mode:										
Bus (Motorbus)	10,928	1,713.4	\$272,500	\$12,139	6.4	\$24.94	\$159.04	\$1.11	\$7.08	4.45%
Commuter Bus	687	165.9	\$35,353	\$6,145	4.1	\$51.46	\$213.12	\$8.94	\$37.04	17.38%
Demand Response	1,127	494.9	\$69,654	\$941	2.3	\$61.80	\$140.74	\$0.83	\$1.90	1.35%
System Total:	12,742	2,374.2	\$377,507	\$19,225	5.4	\$29.63	\$159.01	\$1.51	\$8.10	5.09%

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: September 28, 2023

RE: Financial Report

At the conclusion of July 2023, Basin Transit expenses were \$379 (0%) over budget. This is common practice for the month of July as annual expenses such as the unfunded liability due to CalPERS and the first quarterly payment to CalTIP for insurance is due. Fares are lower than anticipated since Basin Transit had not received the funds for students K-12 yet.



STAFF RECOMMENDATION: RECEIVE AND FILE

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

Line	Administrative Exp.	FY 22/23	JUNE		Year to Date		Year to Date	%
		Budget	Budget	Actual	Budget	Actual		
1	Mgmt. Salaries	\$ 132,075.00	\$ 15,239.42	\$ 15,240.00	\$ 132,075.00	\$ 133,569.25	\$ (1,494.25)	-1%
2	Office Salaries	\$ 137,236.00	\$ 15,834.92	\$ 14,948.16	\$ 137,236.00	\$ 120,815.19	\$ 16,420.81	12%
3	Board Members	\$ 6,300.00	\$ 525.00	\$ 600.00	\$ 6,300.00	\$ 3,500.00	\$ 2,800.00	44%
4	Payroll Taxes	\$ 7,888.00	\$ 910.15	\$ 750.14	\$ 7,888.00	\$ 7,015.49	\$ 872.51	11%
5	Health & Welfare	\$ 60,441.00	\$ 5,036.75	\$ 4,285.13	\$ 60,441.00	\$ 59,527.68	\$ 913.32	2%
6	Retirement:PERS	\$ 42,579.00	\$ 4,912.96	\$ 4,797.82	\$ 42,579.00	\$ 46,396.45	\$ (3,817.45)	-9%
7	Mileage	\$ 5,000.00	\$ 416.67	\$ 115.28	\$ 5,000.00	\$ 3,248.49	\$ 1,751.51	35%
8	Outside Services	\$ 37,425.00	\$ 3,118.75	\$ 3,190.09	\$ 37,425.00	\$ 23,899.72	\$ 13,525.28	36%
9	Prof. Fees	\$ 64,676.00	\$ 5,389.67	\$ 1,984.40	\$ 64,676.00	\$ 27,040.00	\$ 37,636.00	58%
10	Leases/Rents	\$ 1,428.00	\$ 119.00	\$ -	\$ 1,428.00	\$ -	\$ 1,428.00	100%
11	Utilities	\$ 120,840.00	\$ 10,070.00	\$ 9,492.08	\$ 120,840.00	\$ 121,807.26	\$ (967.26)	-1%
12	Marketing/Promotions	\$ 40,493.00	\$ 3,374.42	\$ 3,058.42	\$ 40,493.00	\$ 34,401.48	\$ 6,091.52	15%
13	Office Supplies	\$ 16,882.00	\$ 1,406.83	\$ 888.45	\$ 16,882.00	\$ 13,126.83	\$ 3,755.17	22%
14	Postage	\$ 2,400.00	\$ 200.00	\$ 129.09	\$ 2,400.00	\$ 1,545.99	\$ 854.01	36%
15	Printing/Reproduction	\$ 36,214.00	\$ 3,017.83	\$ 139.91	\$ 36,214.00	\$ 3,852.98	\$ 32,361.02	89%
16	Training/Meetings	\$ 14,831.00	\$ 1,235.92	\$ 939.44	\$ 14,831.00	\$ 15,425.97	\$ (594.97)	-4%
17	Total Administrative	\$ 726,708.00	\$ 70,808.29	\$ 60,558.41	\$ 726,708.00	\$ 615,172.78	\$ 111,535.22	15%
Maintenance Expense								
18	Mechanic Salaries	\$ 178,684.00	\$ 20,617.38	\$ 20,480.89	\$ 178,684.00	\$ 171,497.58	\$ 7,186.42	4%
19	Misc. Work/Salaries	\$ 97,521.00	\$ 11,252.42	\$ 9,354.79	\$ 97,521.00	\$ 87,780.92	\$ 9,740.08	10%
20	Payroll Taxes	\$ 4,211.00	\$ 485.88	\$ 435.99	\$ 4,211.00	\$ 4,664.71	\$ (453.71)	-11%
21	Health & Welfare	\$ 29,364.00	\$ 2,447.00	\$ 1,667.56	\$ 29,364.00	\$ 19,810.25	\$ 9,553.75	33%
22	Retirement:PERS	\$ 20,964.00	\$ 2,418.92	\$ 1,478.53	\$ 20,964.00	\$ 13,024.85	\$ 7,939.15	38%
23	Uniforms	\$ 2,500.00	\$ 208.33	\$ 341.80	\$ 2,500.00	\$ 3,986.11	\$ (1,486.11)	-59%
24	Outside Services	\$ 34,431.00	\$ 2,869.25	\$ 2,291.73	\$ 34,431.00	\$ 47,926.52	\$ (13,495.52)	-39%
25	Parts	\$ 41,329.00	\$ 3,444.08	\$ 2,188.95	\$ 41,329.00	\$ 69,765.35	\$ (28,436.35)	-69%
26	Fluids	\$ 15,259.00	\$ 1,271.58	\$ -	\$ 15,259.00	\$ 15,626.11	\$ (367.11)	-2%
27	Tires	\$ 55,000.00	\$ 4,583.33	\$ 14,859.11	\$ 55,000.00	\$ 76,186.50	\$ (21,186.50)	-39%
28	Accident Repair	\$ 26,369.00	\$ 2,197.42	\$ -	\$ 26,369.00	\$ (21,251.54)	\$ 47,620.54	181%
29	Tools	\$ 1,500.00	\$ 125.00	\$ -	\$ 1,500.00	\$ 462.06	\$ 1,037.94	69%
30	Consulting	\$ 1,606.00	\$ 133.83	\$ -	\$ 1,606.00	\$ 720.00	\$ 886.00	55%
31	Shop Supplies	\$ 2,000.00	\$ 166.67	\$ 30.43	\$ 2,000.00	\$ 3,587.12	\$ (1,587.12)	-79%
32	Facility Supplies	\$ 7,527.00	\$ 627.25	\$ 395.54	\$ 7,527.00	\$ 4,948.73	\$ 2,578.27	34%
33	Training/Meetings	\$ 6,174.00	\$ 514.50	\$ 274.80	\$ 6,174.00	\$ 420.36	\$ 5,753.64	93%
34	Shelter Maintenance	\$ 2,784.00	\$ 232.00	\$ -	\$ 2,784.00	\$ -	\$ 2,784.00	100%
35	CNG Stations Maint.	\$ 115,874.00	\$ 9,656.17	\$ 10,774.26	\$ 115,874.00	\$ 95,226.23	\$ 20,647.77	18%
36	Total Maintenance	\$ 643,097.00	\$ 63,251.03	\$ 64,574.38	\$ 643,097.00	\$ 594,381.86	\$ 48,715.14	8%
Operations Expense								
37	Mgmt/Supv Salaries	\$ 160,993.00	\$ 18,576.12	\$ 18,811.20	\$ 160,993.00	\$ 157,325.49	\$ 3,667.51	2%
38	Operator Wages	\$ 1,073,545.00	\$ 123,870.58	\$ 125,706.38	\$ 1,073,545.00	\$ 1,079,528.82	\$ (5,983.82)	-1%
39	Dispatch Wages	\$ 213,418.00	\$ 24,625.15	\$ 22,632.54	\$ 213,418.00	\$ 208,564.02	\$ 4,853.98	2%
40	Payroll Taxes	\$ 34,751.00	\$ 4,009.73	\$ 2,363.56	\$ 34,751.00	\$ 26,860.79	\$ 7,890.21	23%
41	Health & Welfare	\$ 445,125.00	\$ 37,093.75	\$ 24,930.49	\$ 445,125.00	\$ 231,458.79	\$ 213,666.21	48%
42	Retirement:PERS	\$ 343,469.00	\$ 39,631.04	\$ 12,877.97	\$ 343,469.00	\$ 218,383.25	\$ 125,085.75	36%
43	Safety Incentive Program	\$ 8,800.00	\$ 733.33	\$ -	\$ 8,800.00	\$ 12,300.00	\$ (3,500.00)	-40%
44	Workers'Comp	\$ 350,000.00	\$ 29,166.67	\$ 21,625.00	\$ 350,000.00	\$ 259,503.00	\$ 90,497.00	26%
45	Other Employee Exp.	\$ 21,567.00	\$ 1,797.25	\$ 2,038.06	\$ 21,567.00	\$ 34,442.73	\$ (12,875.73)	-60%
46	Mileage	\$ 1,850.00	\$ 154.17	\$ 34.06	\$ 1,850.00	\$ 283.96	\$ 1,566.04	85%
47	Uniforms	\$ 16,152.00	\$ 1,346.00	\$ -	\$ 16,152.00	\$ 1,959.13	\$ 14,192.87	88%
48	Outside Services	\$ 16,635.00	\$ 1,386.25	\$ 156.00	\$ 16,635.00	\$ 12,991.74	\$ 3,643.26	22%
49	Tel/Cell/Internet/Fax	\$ 32,638.00	\$ 2,719.83	\$ 4,711.92	\$ 32,638.00	\$ 35,140.95	\$ (2,502.95)	-8%
50	Radio Expense	\$ 11,869.00	\$ 989.08	\$ -	\$ 11,869.00	\$ 5,606.81	\$ 6,262.19	53%
51	Fuel	\$ 192,506.00	\$ 16,042.17	\$ 15,036.93	\$ 192,506.00	\$ 390,319.88	\$ (197,813.88)	-103%
52	Trainings/Meetings	\$ 4,400.00	\$ 366.67	\$ -	\$ 4,400.00	\$ 2,613.60	\$ 1,786.40	41%
53	Insurance	\$ 389,447.00	\$ 32,453.92	\$ 24,748.83	\$ 389,447.00	\$ 413,946.84	\$ (24,499.84)	-6%
54	Deferred Comp Match	\$ 48,780.00	\$ 5,628.46	\$ 5,393.86	\$ 48,780.00	\$ 49,534.23	\$ (754.23)	-2%
55	Total Operations	\$ 3,365,945.00	\$ 340,590.16	\$ 281,066.80	\$ 3,365,945.00	\$ 3,140,764.03	\$ 225,180.97	7%
56	Grand Total of Op Exp	\$ 4,735,750.00	\$ 474,649.49	\$ 406,199.59	\$ 4,735,750.00	\$ 4,350,318.67	\$ 385,431.33	8%

BASIN TRANSIT
Statement of Income
06/30/23

Other Revenue			JUNE		YTD Bdgt	YTD Actual		
1	Interest	\$ 752.00	\$ 62.67	\$ 36.33	\$ 752.00	\$ 22,692.35	\$ 21,940.35	2918%
2	Other Revenue	\$ 2,400.00	\$ 200.00	\$ 200.00	\$ 2,400.00	\$ 3,505.46	\$ 1,105.46	46%
3	CNG Fuel	\$ 38,127.00	\$ 3,177.25	\$ 11,012.83	\$ 38,127.00	\$ 161,184.60	\$ 123,057.60	323%
4	Renewable Gas Credits	\$ -	\$ -	\$ 171,744.05	\$ -	\$ 212,871.42	\$ 212,871.42	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	\$ 182,993.21	\$ 41,279.00	\$ 408,579.98	\$ 367,300.98	890%
Passenger Fares			JUNE		YTD Bdgt	YTD Actual		
8	Fixed Route	\$ 147,200.00	\$ 12,266.67	\$ 17,615.85	\$ 147,200.00	\$ 197,017.36	\$ 49,817.36	34%
9	Ready Ride	\$ 46,000.00	\$ 3,833.33	\$ 821.45	\$ 46,000.00	\$ 16,771.93	\$ (29,228.07)	-64%
10	Palm Spr./Palm Des.	\$ 20,700.00	\$ 1,725.00	\$ 6,728.24	\$ 20,700.00	\$ 70,657.08	\$ 49,957.08	241%
11	Office Passes	\$ 16,100.00	\$ 1,341.67	\$ -	\$ 16,100.00	\$ 20,252.00	\$ 4,152.00	26%
12	Total Fare Revenue	\$ 230,000.00	\$ 19,166.67	\$ 25,165.54	\$ 230,000.00	\$ 304,698.37	\$ 74,698.37	32%
Current Support Funding - Operations				Received	Prior FY	Received	Balance Due	
13	Local Transit Funds	\$ 3,688,070.00				\$ 3,688,070.00	\$ -	
14	Section 5311 Operating Asst	\$ 579,901.00				\$ -	\$ 579,901.00	
15	Measure I	\$ 156,500.00		\$ 14,370.37		\$ 160,418.27	\$ (3,918.27)	
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		\$ 14,370.37		\$ 5,571,430.27	\$ 575,982.73	
18	Total Operating Revenues	\$ 4,735,750.00		\$ 222,529.12		\$ 6,284,708.62	\$ 1,017,982.08	
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	\$ 5,857.88		\$ 33,742.84	\$ 6,257.16	
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	\$ 52,615.83		\$ 77,800.83	\$ 72,199.17	
27	MBTA Branding	LTF FY23	\$ 310,000.00	\$ 25,075.94		\$ 162,283.71	\$ 147,716.29	
28	Video Surveillance	LTF FY23	\$ 190,000.00				\$ 190,000.00	
29	Zero Emission Projects	LTF/LCTOP	\$ 287,137.00			\$ 24,060.00	\$ 263,077.00	
30	Bus Stop Improvements	STA/SGR/LTF/LCTOP	\$ 357,252.00	\$ 33,536.77		\$ 291,948.14	\$ 65,303.86	
31	Total Current Capital Funding		\$ 3,089,359.00	\$ 117,086.42	\$ -	\$ 589,835.52	\$ 2,499,523.48	
Prior Year Capital Funding - Capital			Grant Amt	Received	Prior FY	Received	Balance Due	
32	29Palms CNG Station	LTF FY18	\$ 130,000.00				\$ 130,000.00	
33	Add'l Bus Stop Improv	STA FY15 Realloc.	\$ 3,467.65			\$ 3,467.65	\$ -	
34	AVL/GPS Equipment	STA FY17	\$ 6,000.00				\$ 6,000.00	
35	AVL/GPS Equipment	STA FY19	\$ 85,000.00				\$ 85,000.00	
36	Bus Stop Improvements	STA FY22	\$ 17,403.00				\$ 17,403.00	
37	Bus Stop Improvements	STA FY19	\$ 70,000.00			\$ 16,473.85	\$ 53,526.15	
38	Bus Wash System	STA FY20	\$ 67,950.00			\$ 4,310.00	\$ 63,640.00	
39	Bus Wash System	STA FY21	\$ 7,500.00				\$ 7,500.00	
40	Class H Replacement Vehicles	CMAQ FY21	\$ 1,214,400.00				\$ 1,214,400.00	
41	Cost Allocation Study	STA FY19	\$ 2,519.00				\$ 2,519.00	
42	Engine Overhauls	LTF FY18	\$ 56,250.00			\$ 140.20	\$ 56,109.80	
43	Engine Overhauls	STA FY19	\$ 12,254.81			\$ 12,254.81	\$ -	
44	Engine Overhauls	STA FY20	\$ 25,000.00			\$ 787.61	\$ 24,212.39	
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	\$ 3,614.63			\$ 3,614.63	\$ -	
49	Landscape & Lighting	STA FY11 Realloc.	\$ 1,223.00			\$ 1,223.00	\$ -	
50	MBTA Rebranding	LTF FY18 Realloc.	\$ 83,293.00			\$ 83,293.00	\$ -	
51	Operations Support Equip	STA FY22	\$ 16,785.05			\$ 16,785.05	\$ -	
52	REI Equipment	LTF FY15 Realloc.	\$ 760.00				\$ 760.00	
53	Shop Equipment	SGR FY22	\$ 3,135.77			\$ 3,136.00	\$ (0.23)	
54	Shop Vehicle Replacement	SGR FY22	\$ 3,868.41			\$ 3,868.41	\$ -	
55	Short Range Transit Plan	STA FY19	\$ 19,229.80				\$ 19,229.80	
56	Staff Vehicles Replacemen	STA FY20	\$ 187.32				\$ 187.32	
57	Vehicle Replacements	STA FY22 / CMAQ	\$ 287,076.00				\$ 287,076.00	
58	Vehicles: 1 Class E	STA FY19	\$ 65,982.05				\$ 65,982.05	
59	Video Surveillance	LTF FY18	\$ 20,000.00				\$ 20,000.00	
60	Total Prior Capital Funding		\$2,266,682.18	\$0.00	\$0.00	\$163,136.80	\$2,103,545.38	

FY 22/23 Procurement Budget		Grant Amt	Sent	Received	Sent	Received	Balance Due
61	Procurement Bid Income	\$ 225,000.00		\$ 20,315.46		\$ 173,268.67	\$ 51,731.33
62	Procurement Bid Expenses	\$ (145,665.00)	\$ 16,770.00		\$ 166,107.92		\$ 20,442.92
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		\$ 16,770.00	\$ 20,315.46	\$ 250,100.42	\$ 173,268.67	\$ (76,831.75)

FY 22/23 TREP Budget		Grant Amt	Sent	Received	Sent	Received	Balance Due
66	5310 TREP Revenue	<i>Balance</i> \$ 114,526.00		\$ 17,920.20		\$ 93,997.27	\$ 20,528.73
67	Program Administrator	\$ (1,553.00)	\$ 126.99		\$ 1,058.26		\$ (494.74)
68	Client Relations Clerk	\$ (43,672.00)	\$ 4,260.33		\$ 44,267.73		\$ 595.73
69	Mileage Reimbursements	\$ (69,300.00)	\$ 2,256.15		\$ 31,851.17		\$ (37,448.83)
70	Total TREP Funding	\$ 1.00	\$ 6,643.47	\$ 17,920.20	\$ 77,177.16	\$ 93,997.27	\$ 37,348.84

BASIN TRANSIT
Statement of Expenditures - Cash Basis
During Fiscal Year ending 6/30/2024
For Period Ending 07/31/23

Line	Administrative Exp.	FY 23/24 Budget	JULY		Year to Date		Year to Date Variance	%
			Budget	Actual	Budget	Actual		
1	Mgmt. Salaries	\$ 141,980.50	\$ 10,921.58	\$ 10,745.20	\$ 10,921.58	\$ 10,745.20	\$ 176.38	2%
2	Office Salaries	\$ 154,391.50	\$ 11,876.27	\$ 8,907.35	\$ 11,876.27	\$ 8,907.35	\$ 2,968.92	25%
3	Board Members	\$ 4,200.00	\$ 700.00	\$ 600.00	\$ 700.00	\$ 600.00	\$ 100.00	14%
4	Payroll Taxes	\$ 10,773.00	\$ 828.69	\$ 810.04	\$ 828.69	\$ 810.04	\$ 18.65	2%
5	Health & Welfare	\$ 67,326.00	\$ 5,610.50	\$ 3,893.15	\$ 5,610.50	\$ 3,893.15	\$ 1,717.35	31%
6	Retirement:PERS	\$ 49,206.00	\$ 3,785.08	\$ 3,643.28	\$ 3,785.08	\$ 3,643.28	\$ 141.80	4%
7	Mileage	\$ 5,000.00	\$ 416.67	\$ -	\$ 416.67	\$ -	\$ 416.67	100%
8	Outside Services	\$ 29,940.00	\$ 2,495.00	\$ 1,293.77	\$ 2,495.00	\$ 1,293.77	\$ 1,201.23	48%
9	Prof. Fees	\$ 32,338.00	\$ 2,694.83	\$ 6,745.50	\$ 2,694.83	\$ 6,745.50	\$ (4,050.67)	-150%
10	Utilities	\$ 155,443.00	\$ 12,953.58	\$ 11,627.07	\$ 12,953.58	\$ 11,627.07	\$ 1,326.51	10%
11	Marketing/Promotions	\$ 40,493.00	\$ 3,374.42	\$ 3,029.10	\$ 3,374.42	\$ 3,029.10	\$ 345.32	10%
12	Office Supplies	\$ 16,882.00	\$ 1,406.83	\$ 2,075.68	\$ 1,406.83	\$ 2,075.68	\$ (668.85)	-48%
13	Postage	\$ 2,400.00	\$ 200.00	\$ 557.68	\$ 200.00	\$ 557.68	\$ (357.68)	-179%
14	Printing/Reproduction	\$ 14,425.00	\$ 1,202.08	\$ 225.87	\$ 1,202.08	\$ 225.87	\$ 976.21	81%
15	Training/Meetings	\$ 14,831.00	\$ 1,235.92	\$ 313.93	\$ 1,235.92	\$ 313.93	\$ 921.99	75%
16	Total Administrative	\$ 739,629.00	\$ 59,701.45	\$ 54,467.62	\$ 59,701.45	\$ 54,467.62	\$ 5,233.83	9%
Maintenance Expense								
17	Mechanic Salaries	\$ 196,193.00	\$ 15,091.77	\$ 15,403.02	\$ 15,091.77	\$ 15,403.02	\$ (311.25)	-2%
18	Utility Workers & Maint Admin Salaries	\$ 108,585.00	\$ 8,352.69	\$ 8,744.33	\$ 8,352.69	\$ 8,744.33	\$ (391.64)	-5%
19	Payroll Taxes	\$ 7,315.00	\$ 562.69	\$ 338.30	\$ 562.69	\$ 338.30	\$ 224.39	40%
20	Health & Welfare	\$ 28,811.00	\$ 2,400.92	\$ 1,649.25	\$ 2,400.92	\$ 1,649.25	\$ 751.67	31%
21	Retirement:PERS	\$ 23,620.00	\$ 1,816.92	\$ 1,106.18	\$ 1,816.92	\$ 1,106.18	\$ 710.74	39%
22	Uniforms	\$ 4,000.00	\$ 333.33	\$ 312.94	\$ 333.33	\$ 312.94	\$ 20.39	6%
23	Outside Services	\$ 34,431.00	\$ 2,869.25	\$ 5,387.93	\$ 2,869.25	\$ 5,387.93	\$ (2,518.68)	-88%
24	Parts	\$ 45,462.00	\$ 3,788.50	\$ 10,563.43	\$ 3,788.50	\$ 10,563.43	\$ (6,774.93)	-179%
25	Fluids	\$ 16,403.00	\$ 1,366.92	\$ 1,987.63	\$ 1,366.92	\$ 1,987.63	\$ (620.71)	-45%
26	Tires	\$ 63,251.00	\$ 5,270.92	\$ 4,133.94	\$ 5,270.92	\$ 4,133.94	\$ 1,136.98	22%
27	Accident Repair	\$ 26,369.00	\$ 2,197.42	\$ -	\$ 2,197.42	\$ -	\$ 2,197.42	100%
28	Tools	\$ 750.00	\$ 62.50	\$ 250.00	\$ 62.50	\$ 250.00	\$ (187.50)	-300%
29	Consulting	\$ 1,000.00	\$ 83.33	\$ -	\$ 83.33	\$ -	\$ 83.33	100%
30	Shop Supplies	\$ 1,000.00	\$ 83.33	\$ 46.20	\$ 83.33	\$ 46.20	\$ 37.13	45%
31	Facility Supplies	\$ 6,022.00	\$ 501.83	\$ 567.01	\$ 501.83	\$ 567.01	\$ (65.18)	-13%
32	Training/Meetings	\$ 6,174.00	\$ 514.50	\$ -	\$ 514.50	\$ -	\$ 514.50	100%
33	Shelter Maintenance	\$ 2,784.00	\$ 232.00	\$ -	\$ 232.00	\$ -	\$ 232.00	100%
34	CNG Stations Maint.	\$ 115,874.00	\$ 9,656.17	\$ 6,354.52	\$ 9,656.17	\$ 6,354.52	\$ 3,301.65	34%
35	Total Maintenance	\$ 688,044.00	\$ 55,184.99	\$ 56,844.68	\$ 55,184.99	\$ 56,844.68	\$ (1,659.69)	-3%
Operations Expense								
36	Mgmt/Supv Salaries	\$ 175,632.00	\$ 13,510.15	\$ 13,020.29	\$ 13,510.15	\$ 13,020.29	\$ 489.86	4%
37	Operator Wages	\$ 1,170,399.00	\$ 90,030.69	\$ 86,664.09	\$ 90,030.69	\$ 86,664.09	\$ 3,366.60	4%
38	Dispatch Wages	\$ 229,578.00	\$ 17,659.85	\$ 22,199.64	\$ 17,659.85	\$ 22,199.64	\$ (4,539.79)	-26%
39	Payroll Taxes	\$ 37,815.00	\$ 2,908.85	\$ 1,867.00	\$ 2,908.85	\$ 1,867.00	\$ 1,041.85	36%
40	Health & Welfare	\$ 263,867.00	\$ 21,988.92	\$ 18,332.89	\$ 21,988.92	\$ 18,332.89	\$ 3,656.03	17%
41	Retirement:PERS	\$ 253,249.00	\$ 19,480.69	\$ 16,942.46	\$ 19,480.69	\$ 16,942.46	\$ 2,538.23	13%
42	Safety Incentive Program	\$ 12,900.00	\$ 1,075.00	\$ 4,100.00	\$ 1,075.00	\$ 4,100.00	\$ (3,025.00)	-281%
43	Workers'Comp	\$ 259,900.00	\$ 21,658.33	\$ 13,615.33	\$ 21,658.33	\$ 13,615.33	\$ 8,043.00	37%
44	Other Employee Exp.	\$ 36,409.00	\$ 3,034.08	\$ 912.98	\$ 3,034.08	\$ 912.98	\$ 2,121.10	70%
45	Mileage	\$ 1,850.00	\$ 154.17	\$ -	\$ 154.17	\$ -	\$ 154.17	100%
46	Uniforms	\$ 8,076.00	\$ 673.00	\$ 222.66	\$ 673.00	\$ 222.66	\$ 450.34	67%
47	Outside Services	\$ 16,635.00	\$ 1,386.25	\$ -	\$ 1,386.25	\$ -	\$ 1,386.25	100%
48	Tel/Cell/Internet/Fax	\$ 47,638.00	\$ 3,969.83	\$ 1,307.44	\$ 3,969.83	\$ 1,307.44	\$ 2,662.39	67%
49	Radio Expense	\$ 5,935.00	\$ 494.58	\$ -	\$ 494.58	\$ -	\$ 494.58	100%
50	Fuel	\$ 336,885.00	\$ 28,073.75	\$ 19,263.35	\$ 28,073.75	\$ 19,263.35	\$ 8,810.40	31%
51	Trainings/Meetings	\$ 4,400.00	\$ 366.67	\$ 699.00	\$ 366.67	\$ 699.00	\$ (332.33)	-91%
52	Insurance	\$ 382,165.00	\$ 31,847.08	\$ 63,118.40	\$ 31,847.08	\$ 63,118.40	\$ (31,271.32)	-98%
53	Deferred Comp Match	\$ 51,080.00	\$ 3,929.23	\$ 3,929.23	\$ 3,929.23	\$ 3,929.23	\$ 0.00	0%
54	Total Operations	\$ 3,294,413.00	\$ 262,241.13	\$ 266,194.76	\$ 262,241.13	\$ 266,194.76	\$ (3,953.63)	-2%
55	Grand Total of Op Exp	\$ 4,722,086.00	\$ 377,127.57	\$ 377,507.06	\$ 377,127.57	\$ 377,507.06	\$ (379.49)	0%

BASIN TRANSIT
Statement of Income
07/31/23

Other Revenue			JULY		YTD Bdgt	YTD Actual		
1	Interest	\$ 11,254.00	\$ 937.83	\$ 10,361.70	\$ 937.83	\$ 10,361.70	\$ 9,423.87	1005%
2	Other Revenue	\$ 2,400.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ -	0%
3	CNG Fuel	\$ 15,219.00	\$ 1,268.25	\$ 15,439.26	\$ 1,268.25	\$ 15,439.26	\$ 14,171.01	1117%
4	Renewable Gas Credits	\$ 20,175.00	\$ 1,681.25	\$ 3,968.81	\$ 1,681.25	\$ 3,968.81	\$ 2,287.56	100%
5	Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
6	Gain on Sale of Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
7	Total Other Revenue	\$ 49,048.00	\$ 4,087.33	\$ 29,969.77	\$ 4,087.33	\$ 29,969.77	\$ 25,882.44	633%

Passenger Fares			JULY		YTD Bdgt	YTD Actual		
8	Fixed Route	\$ 206,310.00	\$ 17,192.50	\$ 12,139.31	\$ 17,192.50	\$ 12,139.31	\$ (5,053.19)	-29%
9	Ready Ride	\$ 42,320.00	\$ 3,526.67	\$ 940.91	\$ 3,526.67	\$ 940.91	\$ (2,585.76)	-73%
10	Palm Spr./Palm Des.	\$ 15,870.00	\$ 1,322.50	\$ 6,145.01	\$ 1,322.50	\$ 6,145.01	\$ 4,822.51	365%
11	Total Fare Revenue	\$ 264,500.00	\$ 22,041.67	\$ 19,225.23	\$ 22,041.67	\$ 19,225.23	\$ (2,816.44)	-13%

Current Support Funding - Operations				Received	Prior FY	Received	Balance Due
12	Local Transit Funds	\$ 3,635,737.00		\$ 908,934.25		\$ 908,934.25	\$ 2,726,802.75
13	Section 5311 Operating Asst	\$ 579,901.00					\$ 579,901.00
14	Measure I	\$ 152,900.00		\$ 31,700.01		\$ 31,700.01	\$ 121,199.99
15	Section 5311 COVID-19 Stimulus	\$ -		\$ 405,096.00		\$ 405,096.00	\$ -
16	AB 2766	\$ 40,000.00					\$ 40,000.00
17	Total Sup. Fund.Ops	\$4,408,538.00		\$ 1,345,730.26		\$ 1,345,730.26	\$ 3,467,903.74
18	Total Operating Revenues	\$ 4,722,086.00		\$ 1,394,925.26		\$ 1,394,925.26	\$ 3,490,969.74

Prior Year Support Funding - Operations			Grant Amt		Received	Prior FY	Received	Balance Due
19	Section 5311 Operating Asst FY22	\$ 568,530.00						\$ 568,530.00
20	Section 5311 Operating Asst FY23	\$ 579,901.00						\$ 579,901.00
21	Total Prior Year Operating Revenues	\$ 1,148,431.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,148,431.00

Current Year Capital Funding - Capital			Grant Amt		Received	Prior FY	Received	Balance Due
22	Operations Support Equip	STA FY24	\$ 50,000.00					\$ 50,000.00
23	CERBT / CEPPT Trust	LTF FY24	\$ 290,388.00					
24	Vehicle Replacements	STA/CMAQ FY24	\$ 823,183.00					\$ 823,183.00
25	Intelligent Transit System (ITS)	SGR/LTF FY24	\$ 439,000.00					\$ 439,000.00
26	Facilities	LTF FY24	\$ 1,190,708.00					\$ 1,190,708.00
27	Zero Emission Projects	LTF FY24	\$ 167,003.00					\$ 167,003.00
28	Bus Stop Improvements	STA/LCTOP FY24	\$ 178,407.00					\$ 178,407.00
29	Total Current Capital Funding		\$ 3,138,689.00		\$ -	\$ -	\$ -	\$ 2,848,301.00

Prior Year Capital Funding - Capital			Grant Amt		Received	Prior FY	Received	Balance Due
30	29Palms CNG Station	LTF FY18	\$ 130,000.00					\$ 130,000.00
31	AVL/GPS Equipment	STA FY17	\$ 6,000.00					\$ 6,000.00
32	AVL/GPS Equipment	STA FY19	\$ 85,000.00					\$ 85,000.00
33	Bus Stop Improvements	STA FY22	\$ 17,403.00					\$ 17,403.00
34	Bus Stop Improvements	STA FY19	\$ 53,526.15					\$ 53,526.15
35	Bus Stop Improvements	STA/SGR/LTF/LCTOP FY23	\$ 65,303.86					\$ 65,303.86
36	Bus Wash System	STA FY20	\$ 63,640.00					\$ 63,640.00
37	Bus Wash System	STA FY21	\$ 7,500.00					\$ 7,500.00
38	Class H Replacement Vehicles	CMAQ FY21	\$ 1,214,400.00					\$ 1,214,400.00
39	CNG Compressor	LTF FY23	\$ 650,000.00					\$ 650,000.00
40	Cost Allocation Study	STA FY19	\$ 2,519.00					\$ 2,519.00
41	Engine Overhauls	LTF FY18	\$ 56,109.80					\$ 56,109.80
42	Engine Overhauls	STA FY20	\$ 24,212.39					\$ 24,212.39
43	Engine Overhauls	STA FY23	\$ 25,000.00					\$ 25,000.00
44	Facilities	STA/LTF FY23	\$ 72,199.17					\$ 72,199.17
45	Fare Media Structure	STA FY21	\$ 50,000.00					\$ 50,000.00
46	MBTA Branding	LTF FY23	\$ 147,716.29					\$ 147,716.29
47	Operations Support Equip	STA FY23	\$ 6,257.16					\$ 6,257.16
48	REI Equipment	LTF FY15 Realloc.	\$ 760.00					\$ 760.00
49	Short Range Transit Plan	STA FY19	\$ 19,229.80					\$ 19,229.80
50	Staff Vehicles Replacemen	STA FY20	\$ 187.32					\$ 187.32
51	Vehicle Replacements	STA FY22 / CMAQ	\$ 287,076.00					\$ 287,076.00
52	Vehicle Replacements	LTF FY23	\$ 1,079,970.00					\$ 1,079,970.00
53	Vehicles: 1 Class E	STA FY19	\$ 65,982.05					\$ 65,982.05
54	Video Surveillance	LTF FY18	\$ 20,000.00					\$ 20,000.00
55	Video Surveillance	LTF FY23	\$ 190,000.00					\$ 190,000.00
56	Zero Emission Projects	LTF/LCTOP FY23	\$ 263,077.00					\$ 263,077.00
55	Total Prior Capital Funding		\$4,603,068.99		\$0.00	\$0.00	\$0.00	\$4,339,991.99

FY 23/24 Procurement Budget		Grant Amt	Sent	Received	Sent	Received	Balance Due
56	Procurement Bid Income	\$ 280,000.00		\$ 13,598.14		\$ 13,598.14	\$ 266,401.86
57	Procurement Bid Expenses	\$ (163,505.00)	\$ 45,250.34		\$ 45,250.34		\$ (118,254.66)
58	TAG Program	\$ (80,000.00)					\$ (80,000.00)
59	FY 19/20 29 Palms Land	\$ (265,000.00)					\$ (265,000.00)
60	Total Procurement Budget		\$ 45,250.34	\$ 13,598.14	\$ 45,250.34	\$ 13,598.14	\$ (31,652.20)

FY 23/24 TREP Budget		Grant Amt	Sent	Received	Sent	Received	Balance Due
61	5310 TREP Revenue	<i>Balance</i> \$ 114,526.00					\$ 114,526.00
62	Program Administrator	\$ (4,906.00)	\$ 110.06		\$ 110.06		\$ (4,795.94)
63	Client Relations Clerk	\$ (34,020.00)	\$ 3,573.90		\$ 3,573.90		\$ (30,446.10)
64	Mileage Reimbursements	\$ (75,600.00)	\$ 2,470.17		\$ 2,470.17		\$ (73,129.83)
65	Total TREP Funding	\$ -	\$ 6,154.13	\$ -	\$ 6,154.13	\$ -	\$ 108,371.87

BASIN TRANSIT

TO: Board of Directors
FROM: Michal Brock, Office Manager
DATE: September 28, 2023

RE: Taxi Reports

June

Cab Companies: 2
Pending Cab Company: 1
Registered Cabs: 3
Registered Drivers: 4

New Driver Permits: 0
Permit Renewals: 0
Denied Applications: 0

July

Cab Companies: 2
Pending Cab Company: 1
Registered Cabs: 3
Registered Drivers: 4

New Driver Permits: 0
Permit Renewals: 0
Denied Applications: 0

Fiscal Year 2022/23 Taxi Administration Financial Summary

- As of June 30, 2023, expenditures were \$831.57 or 7% below the Fiscal Year budget.
- As of June 30, 2023, revenues were \$1,400.00 or 24% below the Fiscal Year budget.
- The net Fiscal Year 2022/23 operating gain (loss) after expenses is (\$5,948.43).

Fiscal-Year-to-Date 2023/24 Taxi Administration Financial Summary

- As of July 31, 2023, expenditures are \$255.47 or 40% over the FYTD budget.
- As of July 31, 2023, revenues are \$70.00 or 20% over the FYTD budget.
- The net FYTD operating gain (loss) after expenses is (\$466.30).

STAFF RECOMMENDATION: RECEIVE AND FILE

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

Line		FY 22/23	MONTH	JUNE	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	\$ 3,000.00	\$ 3,250.00	\$ 250.00	8%
3	Taxicab Administrator	\$ 2,500.00	\$ 208.33	\$ -	\$ 2,500.00	\$ 1,077.79	\$ (1,422.21)	-57%
4	Office Clerk	\$ 2,500.00	\$ 208.33	\$ 938.41	\$ 2,500.00	\$ 2,785.21	\$ 285.21	11%
5	Drug & Alcohol Testing	\$ 200.00	\$ 16.67	\$ 30.00	\$ 200.00	\$ 210.43	\$ 10.43	5%
6	Background Checks	\$ 200.00	\$ 16.67	\$ -	\$ 200.00	\$ 32.00	\$ (168.00)	-84%
7	Printing/Office/Meters	\$ 400.00	\$ 33.33	\$ 36.00	\$ 400.00	\$ 413.00	\$ 13.00	3%
8	Rent & Utilities	\$ 2,400.00	\$ 200.00	\$ 200.00	\$ 2,400.00	\$ 2,600.00	\$ 200.00	8%
9	Total Administrative Exp.	\$ 11,200.00	\$ 933.33	\$ 1,454.41	\$ 11,200.00	\$ 10,368.43	\$ (831.57)	-7%

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Income

Line		FY 22/23	MONTH	JUNE	Year to Date		Variance	%
		Budget	Budget	Actual	Budget	Actual		
	REVENUE							
10	Driver Permit Fees	\$ 500.00	\$ 41.67	\$ -	\$ 500.00	\$ 300.00	\$ (200.00)	-40%
12	Vehicles Permit Fees	\$ 4,800.00	\$ 400.00	\$ 400.00	\$ 4,800.00	\$ 3,940.00	\$ (860.00)	-18%
13	Driver Renewal Fees	\$ 420.00	\$ 35.00	\$ -	\$ 420.00	\$ 180.00	\$ (240.00)	-57%
14	Transfer Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
15	Fines	\$ 100.00	\$ 8.33	\$ -	\$ 100.00	\$ -	\$ (100.00)	-100%
16	TOTAL REVENUE	\$ 5,820.00	\$ 485.00	\$ 400.00	\$ 5,820.00	\$ 4,420.00	\$ (1,400.00)	-24%

\$ (5,948.43)

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Expenditures
During Fiscal Year ending 6/30/24
For Period ending 7/31/2023

Line		FY 23/24	MONTH	JULY	Year to Date		Year to Date	
		Budget	Budget	Actual	Budget	Actual	Variance	%
	Administrative Exp.							
1	Legal Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
2	Insurance	\$ 1,200.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	0%
3	Taxicab Administrator	\$ 1,500.00	\$ 125.00	\$ 550.30	\$ 125.00	\$ 550.30	\$ 425.30	340%
4	Office Clerk	\$ 1,500.00	\$ 125.00	\$ -	\$ 125.00	\$ -	\$ (125.00)	-100%
5	Drug & Alcohol Testing	\$ 420.00	\$ 35.00	\$ -	\$ 35.00	\$ -	\$ (35.00)	-100%
6	Background Checks	\$ 128.00	\$ 10.67	\$ -	\$ 10.67	\$ -	\$ (10.67)	-100%
7	Printing/Office/Meters	\$ 422.00	\$ 35.17	\$ 36.00	\$ 35.17	\$ 36.00	\$ 0.83	2%
8	Rent & Utilities	\$ 2,400.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ -	0%
9	Total Administrative Exp.	\$ 7,570.00	\$ 630.83	\$ 886.30	\$ 630.83	\$ 886.30	\$ 255.47	40%

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Income

Line		FY 23/24	MONTH	JULY	Year to Date		Variance	%
		Budget	Budget	Actual	Budget	Actual		
	REVENUE							
10	Taxi Business Permit	\$ -	\$ -	\$ 20.00		\$ 20.00	\$ 20.00	100%
11	Driver Permit Fees	\$ 200.00	\$ 16.67	\$ 100.00	\$ 16.67	\$ 100.00	\$ 83.33	500%
12	Vehicles Permit Fees	\$ 3,600.00	\$ 300.00	\$ 320.00	\$ 300.00	\$ 320.00	\$ 20.00	7%
13	Driver Renewal Fees	\$ 300.00	\$ 25.00	\$ -	\$ 25.00	\$ -	\$ (25.00)	-100%
14	Transfer Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
15	Fines	\$ 100.00	\$ 8.33	\$ -	\$ 8.33	\$ -	\$ (8.33)	-100%
16	TOTAL REVENUE	\$ 4,200.00	\$ 350.00	\$ 420.00	\$ 350.00	\$ 420.00	\$ 70.00	20%

\$ (466.30)

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: September 28, 2023

RE: General Manager's Reports

STAFF RECOMMENDATION: RECEIVE AND FILE



General Manager's Report

September 2023

CAPITAL PROJECTS

- Installation of the new video surveillance was completed at the Joshua Tree facility, Twentynine Palms Transit Center, Twentynine Palms Yard and Yucca Valley Transit Center.
- Staff began requesting quotes for ongoing IT management services to help prevent cyberattacks, keep computers backed up and up to date, and assist office staff with troubleshooting computer issues.

ACTIVITIES

- On September 18, there was a non-preventable incident where a van clipped a bus mirror while stopped at the Carl's Jr. bus stop in Yucca Valley.

PROCUREMENT

Staff calculated new pricing based on the Producers Price Index and issued amendments for the first contract extension for the small bus contract. Since the last board meeting, we experienced a flurry of orders from the following agencies requesting to use the contract in time to avoid the price increase of 4.9% due on September 9th: Solano Transit, SunLine, City of Porterville, City of Chowchilla, City of Santa Clara, Victorville Transit, Tuolumne County, City of Tracy, City of Camarillo, Santa Barbara, City of Thousand Oaks, City of Manhattan Beach, Palo Verde Transit, Tulare County, Kings County, City of Davis, San Diego Assoc of Govts, Western Contra Costa, County of Stanislaus, Eastern Contra Costa, San Francisco City Municipal, Colusa County, Sacramento Regional Transit, San Luis Obispo Regional Transit, Tehama County all processed orders through our program to beat the deadline and price increases.

The Director has written up new specifications and bid documents for CNG/diesel, electric and fuel cell buses for the large bus contract which is going to be posted on October 15th. This is a considerable task that we hope to complete by late spring or early summer of next year.



General Manager's Report

August 2023

AUDITS

- Moore & Associates began our Triennial Performance Audit. San Bernardino County Transportation Authority (SBCTA) retains this service for Basin Transit every three (3) years.
- Trinity Consultants issued a positive statement to the Air Resource Board after auditing our Low Carbon Fuel credits.
- Caltrans successfully conducted our annual Agency Monitoring review. This review included assessing our procurement process, Drug & Alcohol Policy, Disadvantaged Business Enterprises, Title VI program, and reporting compliance.
- There has been a delay in beginning Basin Transit's annual TDA financial and compliance audit, however, SBCTA staff has been diligently working to select an auditing firm to meet the December 31, 2023 filing deadline.

ACTIVITIES

- Basin Transit partnered with the Boys & Girls Club for "Pack the Bus" school supply drive at Walmart and was extremely successful. The Boys & Girls Club gave the supplies away to Morongo Basin students on August 14th.
- Route 12 was cancelled on Monday, August 21st due to Hurricane Hilary and the I-10 closure.
- Staff attended various events, such as the Music Festival in Yucca Valley on August 12th, Back to School Night at the 29 Palms High School to promote K-12 free fares, and the Fall Festival Resource Fair at Copper Mountain College on August 24th.



BASIN TRANSIT

TO: Board of Directors
FROM: Matthew Atkins, Operations Manager
DATE: September 28, 2023

RE: Operations Report

STAFF RECOMMENDATION: RECEIVE AND FILE



Operations Report

September 28, 2023

PERSONNEL

Staffing

Total Coach Operators: June - 28, July - 28

Total Dispatchers: June - 4, July - 3

Overtime

Operators: June – 2.18%, July – 2.35%

Dispatchers: June – 4.85%, July – 10.33%

OPERATIONS/ SAFETY/ CUSTOMER SERVICE

On-time performance for the reporting period:

Ready Ride: June – 99.19%, July – 98.8%

Fixed Route: June – 95.0%, July – 96.0%

Staff received six (6) customer contacts for June and July. These contacts were recorded as five (5) complaints about drivers and one (1) complaint about another passenger. All complaints have been addressed with customer follow-up.

As of July 31, 2023, staff completed 124 days free of any preventable accidents and/or injuries.

EMPLOYEE TRAINING/RECRUITMENT

Operations and training staff have one (1) new trainee currently preparing for her DMV test and are recruiting a few more to replace a couple of drivers who are set to retire toward the end of the year.

MAINTENANCE

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

June: 0 road calls with 0 tows

Mileage: 58,126 with a CPM (cost per mile) of \$0.78

July: 4 road calls with 1 tow

Mileage: 52,132 with a CPM (cost per mile) of \$0.91

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: September 28, 2023

RE: LTF Reallocation

Since rebranding efforts have been completed, staff would like to reallocate the remaining LTF funds of \$144,409.36 to:

- \$11,609.14 for Video Surveillance
- \$50,000 for Engine Overhauls
- \$52,800.22 for Zero Emission Projects

**STAFF RECOMMENDATION: APPROVE REVISIONS TO TRANSIT
OPERATING AND CAPITAL PLAN; AUTHORIZE STAFF TO FILE AMENDED
TRANSIT CLAIM**

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: September 28, 2023

RE: Basin Transit Subcommittee Assignments

Staff requests that Board Members discuss and assign or reassign members.

Basin Transit has the following standing subcommittees:

Technical Advisory/Budgets

City/Town Managers, Danielle Harrington

Facilities & Real Estate Advisory (Ad Hoc)

Merl Abel, McArthur Wright

Marketing

Jeff Drozd, *Vacant*

Personnel

Chair, City/Town Managers

Taxicab

Ben Sasnett, Dan Mintz

Transportation Assistance Grant (TAG) Program

McArthur Wright, *Vacant*

Management Oversight Committee

Chair, Vice-Chair

STAFF RECOMMENDATION: DISCUSS AND ASSIGN BOARD MEMBERS AS APPROPRIATE

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: September 28, 2023

RE: FY 2022/23 End of Year Update

Presentation by staff.

STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY

BASIN TRANSIT ACRONYM LIST

5309	Federal Transit Administration Capital Projects Grant Program
5310	Federal Transit Administration Grant Program for Elderly and Disabled
5311	Federal Transit Administration Rural Grant Program
5316	Job Access and Reverse Commute Grant Program
5339	Rural Discretionary Grant Program
5311f	Federal Transit Administration Intercity Bus Grant Program
CALACT	California Association for Coordinated Transportation
CALPERS	California Public Employees Retirement System
CALTIP	California Transit Insurance Pool
CALTRANS	California Department of Transportation'
CMAQ	Congestion Mitigation and Air Quality
CNG	Compressed Natural Gas
CTA	California Transit Association
DOT	Department of Transportation
FTA	Federal Transit Administration
IFB	Invitation for Bid
LAIF	Local Agency Investment Fund
LCTOP	Low Carbon Transit Operations Program
LTF	Local Transportation Funding
MBTA	Morongo Basin Transit Authority
PTIMSEA	Passenger Transportation Improvement Modernization & Service Acct.
RFP	Request for Proposal
RNG	Renewable Natural Gas
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
ZEB	Zero Emission Bus(es)

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