

BASIN TRANSIT

**REGULAR MEETING OF  
THE BOARD OF DIRECTORS**

Thursday, July 25, 2024 5:00 p.m.  
Basin Transit Operations Center  
62405 Verbena Road  
Joshua Tree, CA 92252

**ACTION MINUTES**

**1.0 CALL TO ORDER** – Chair Drozd called the meeting to order at 5:01 p.m.

**PLEDGE OF ALLEGIANCE** – Chair Drozd

**ROLL CALL**

Members Present:

Merl Abel	Jeff Drozd
Danielle Harrington	Jennifer Henning
Dan Mintz	Ben Sasnett
McArthur Wright	

Members Absent:

NONE

**2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS**

2.1 Recognition of Employee of the Quarter: Matt Atkins, Operations Manager, recognized George Hallas as the Employee of the Quarter.

**3.0 PUBLIC COMMENTS**

NONE

**4.0 CONSENT CALENDAR**

- 4.1 Minutes of the May 23, 2024 Board Meeting
- 4.2 Treasurer's Report for April 2024 and May 2024
- 4.3 Warrant Register through May 31, 2024
- 4.4 Ridership Reports
- 4.5 Financial Reports

- 4.6 Taxi Report
- 4.7 General Manager's Report(s)
- 4.8 Operations Report
- 4.9 Purchase of PV Lights

**ACTION:** Board Member Abel moved to approve the Consent Calendar (items 4.1 - 4.9); seconded by Board Member Wright: motion passed by Roll Call Vote (7-0).

**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 Award Onboard Passenger Information System (OPIS) Contract

Cristina Rosales of GMV Syncromatics (GMV) gave a short presentation on their OPIS product. Following the presentation and Q&A, Cheri Holsclaw requested that the Board authorize staff to award the contract to GMV.

**ACTION:** Board Member Wright moved to award the OPIS contract to GMV; seconded by Vice Chair Wright: motion passed by Roll Call Vote (7-0).

7.2 Award Short Range Transit Plan (SRTP)

Cheri Holsclaw requested that the Board authorize staff to award the SRTP contract to Jarrett Walker & Associates in the amount of \$100,000.

**ACTION:** Board Member Wright moved to authorize staff to award the SRTP contract to Jarrett Walker & Associates in the amount of \$100,000; seconded by Board Member Henning: motion passed by Roll Call Vote (7-0).

7.3 Authorize General Manager to Make Budget Changes and Submit Transit Claims

Cheri Holsclaw provided a brief oral report on this action and requested that the Board adopt Resolution 24-05, allowing the General Manager to make budget changes as stated in the action item report.

**ACTION:** Board Member Sasnett moved to adopt Resolution No. 24-05; seconded by Board Member Wright, motion passed by Roll Call Vote (7-0).

#### 7.4 RFP 23-01 Approval

Joe Meer gave a presentation to the Board on the multiple-award joint procurement program for heavy-duty transit vehicles. Following the presentation, Joe recommended that the Board authorize staff to award contracts to the bus manufacturers listed on the Notice of Intent to Award for RFP 23-01.

**ACTION:** Vice Chair Mintz moved to authorize staff to award contracts to the bus manufacturers listed on the Notice of Intent for RFP 23-01; seconded by Board Member Wright, motion passed by Roll Call Vote (7-0).

#### 7.5 Updated Transportation Assistance Grant (TAG) Guidelines and Application Form

Joe Meer provided a brief oral report explaining the rationale behind the recommended revisions to the TAG guidelines and application form.

**ACTION:** Board Member Abel moved to approve the updates and revisions to the TAG guidelines and application form; seconded by Board Member Henning, motion passed by Roll Call Vote (7-0).

#### 7.6 35-Year Anniversary

Cheri shared the plan to celebrate Basin Transit's 35-year anniversary and requested approval to offer free fares to the public for 35 days starting on October 1, 2024.

**ACTION:** Board Member Abel moved to approve 35 days of free fares in celebration of Basin Transit's 35-year anniversary; seconded by Board Member Henning, motion passed by Roll Call Vote (7-0).

#### 7.7 Bank Letter of Authority

Cheri requested that the Board approve the letter of authority updating bank signers for the Banc Of California account that holds PTMISEA grant funds.

**ACTION:** Vice Chair Mintz moved to approve the letter of authority updating the bank signers on the Banc of California account that

holds PTMISEA grant funds; seconded by Board Member Wright, motion passed by Roll Call Vote (7-0).

## **8.0 CLOSED SESSION**

NONE

## **9.0 GENERAL MANAGER UPDATE**

Cheri apologized for the room temperature as we are waiting on repairs to be done on the air conditioner. Cheri also officially thanked Michal for her efforts in submitting a competitive grant for a new electric bus and announced that Basin Transit's project was one of the select few awarded in California. Lastly, Cheri shared that Basin Transit will be undergoing an FTA Drug & Alcohol audit.

## **10.0 FUTURE BOARD INITIATED AGENDA ITEMS**

NONE

## **11.0 BOARD MEMBER COMMENTS**

The following Board Members made comments:

Vice Chair Mintz


Board Member Abel

Chair Drozd

## **12.0 ADJOURNMENT**

The meeting adjourned at 6:08 p.m. Thursday, July 25, 2024.

Respectfully submitted,



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Michal Brock, Assistant Board Secretary