

Amended 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 July 24, 2024, 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

Jeff Drozd, Chair
Daniel L. Mintz, Sr., Vice Chair
Merl Abel
Jennifer Henning
Dawn Rowe (Danielle Harrington Designee)
William Sasnett, Jr.
McArthur Wright

Officers

Cheri Holsclaw, Board Secretary
Michal Brock, Assistant Board Secretary



REGULAR MEETING OF THE BOARD OF DIRECTORS

AGENDA

Thursday, July 25, 2024
62405 Verbenia Road, Joshua Tree CA 92252
5:00 PM

1.0 CALL TO ORDER

PLEDGE OF ALLEGIANCE

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

2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

2.1 Employee of the Quarter

3.0 PUBLIC COMMENTS

3.1 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.

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

4.0 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).

4.1 Minutes of the May 23, 2024 Board Meeting
Staff Recommendation: Approve Minutes

4.2 Treasurer's Report for April and May 2024
Staff Recommendation: Approve Treasurer's Reports

4.3 Warrant Register through May 31, 2024
Staff Recommendation: Approve Warrant Register

- 4.4 Ridership Reports
Staff Recommendation: Receive and File
- 4.5 Financial Reports
Staff Recommendation: Receive and File
- 4.6 Taxi Report
Staff Recommendation: Receive and File
- 4.7 General Manager's Reports
Staff Recommendation: Receive and File
- 4.8 Operations Report
Staff Recommendation: Receive and File
- 4.9 Purchase of PV Lights
Staff Recommendation: Approve Purchase of 17 PV Lights

ACTION: Move_____ 2nd_____ Roll Call Vote

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

6.0 OLD BUSINESS

NONE

7.0 NEW BUSINESS

- 7.1 Award Onboard Passenger Information System (OPIS) Contract
Staff Recommendation: Authorize Staff to Award Contract with GMV Syncromatics

ACTION: Move_____ 2nd_____ Roll Call Vote

- 7.2 Award Short Range Transit Plan (S RTP) Contract
Staff Recommendation: Authorize Staff to Award Contract with Jarrett Walker & Associates in the Amount of \$100,000

ACTION: Move_____ 2nd_____ Roll Call Vote

- 7.3 Authorize General Manager to Make Budget Changes and Submit Transit Claims
Staff Recommendation: Adopt Resolution 24-05

ACTION: Move_____ 2nd_____ Roll Call Vote

7.4 RFP 23-01 Approval

Staff Recommendation: Authorize Staff to Award Contracts to Bus Manufacturers Listed on Notice of Intent to Award for RFP 23-01

ACTION: Move_____ 2nd_____ Roll Call Vote

7.5 Updating TAG Guidelines and Application Form

Staff Recommendation: Receive, Discuss and Approve Revision to TAG Application and Guidelines

ACTION: Move_____ 2nd_____ Roll Call Vote

7.6 35-Year Anniversary

Staff Recommendation: Discuss and Approve Free Fares for 35 Days

ACTION: Move_____ 2nd_____ Roll Call Vote

7.7 Bank Letter of Authority

Staff Recommendation: Approve Letter of Authority to Update Bank Signers

ACTION: Move_____ 2nd_____ Roll Call Vote

8.0 CLOSED SESSION

NONE

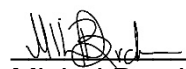
9.0 GENERAL MANAGER UPDATE

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, September 26, 2024, 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 July 22, 2024, at 5:00 PM.**



Michal Brock, Assistant Board Secretary

7/25/2024

Date

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: July 25, 2024

RE: Minutes of the May 23, 2024 Board Meeting

STAFF RECOMMENDATION: APPROVE MINUTES

BASIN TRANSIT

**REGULAR MEETING OF
THE BOARD OF DIRECTORS**

Thursday, May 23, 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 5:00 p.m.

PLEDGE OF ALLEGIANCE – Chair Drozd

ROLL CALL

Members Present:

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

Members Absent:

Danielle Harrington

2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

2.1 Recognition of Employee of the Quarter: Matt Atkins, Operations Manager, recognized January Rodriguez as the Employee of the Quarter.

3.0 PUBLIC COMMENTS

NONE

4.0 CONSENT CALENDAR

- 4.1 Minutes of the March 28, 2024 Board Meeting
- 4.2 Treasurer's Report for February 2024 and March 2024
- 4.3 Warrant Register through March 31, 2024
- 4.4 Ridership Reports
- 4.5 Financial Reports
- 4.6 Taxi Report

- 4.7 General Manager's Reports
- 4.8 Operations Report
- 4.9 Transportation Reimbursement Escort Program (TREP) Update
- 4.10 Conveyance of 29 Palms Land
- 4.11 Authorize General Manager to apply for Fiscal Years 2024/25, 2025/26 and 2026/27 Grant Funding for Capital and Operating Assistance
- 4.12 Approval of Vehicle Purchase
- 4.13 Renewal of Banc of California Credit Line
- 4.14 Revisions to Basin Transit Policies

ACTION: Board Member Abel moved to approve the Consent Calendar (items 4.1 - 4.14); seconded by Board Member Wright: 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 CMAQ Grant Request

Cheri Holsclaw requested that the Board approve a CMAQ grant request for \$745,080 to replace five (5) revenue vehicles with Class C's as stated in the SBCTA approved Short Range Transit Plan, following public hearing.

ACTION: Following a public hearing, Vice Chair Mintz moved to approve the CMAQ grant request; seconded by Board Member Wright: motion passed by Roll Call Vote (6-0).

7.2 FY 2024/25 Operating and Capital Budgets

Cheri Holsclaw requested that the Board approve FY 2024/25 Operating, Capital, and Taxicab Budgets and authorize staff to submit the transit claim to SBCTA, following public hearing.

ACTION: Following public hearing, Board Member Abel moved to approve the FY 2024/25 Operating, Capital, and Taxicab Budgets and authorize staff to submit the transit claim to SBCTA; seconded by Board Member Wright: motion passed by Roll Call Vote (6-0).

7.3 Workplace Violence Prevention Plan (WVPP) – Policy No. 205

Cheri Holsclaw requested the adoption of Basin Transit's WVPP – Policy No. 205.

ACTION: Vice Chair Mintz moved to adopt Basin Transit's WVPP – Policy No. 205; seconded by Board Member Henning, motion passed by Roll Call Vote (6-0).

7.4 National Rural Transit Day

Cheri Holsclaw requested the Board to approve free rides to the public on July 16, 2024 to celebrate National Rural Transit Day.

ACTION: Board Member Wright moved to approve free rides to the public on July 16, 2024 to celebrate National Rural Transit Day. Fares provided that day will be reimbursed by SBCTA as authorized at the Board Meeting by Nancy Strickert; seconded by Board Member Sasnett, motion passed by Roll Call Vote (6-0).

7.5 RFP 24-02 for the 2025-2029 Short Range Transit Plan (SRTTP)

Cheri Holsclaw requested approval of RFP 24-02 for the 2025-2029 SRTTP.

ACTION: Board Member Sasnett moved to approve RFP 24-02; seconded by Vice Chair Mintz, motion passed by Roll Call Vote (6-0).

8.0 CLOSED SESSION

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

8.2 Closed Session Pursuant to Government Code Section 54957 Regarding Personnel Matters, Procurement Director Evaluation

Chair Drozd reported that the annual evaluations for the General Manager and the Procurement Director were very favorable.

9.0 GENERAL MANAGER UPDATE

Vice Chair Mintz inquired about an update on the shade structure for the 29 Palms Post Office bus stop. Cheri informed Vice Chair Mintz that Basin Transit will not have funding for that bus stop until July 2024.

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

NONE

11.0 BOARD MEMBER COMMENTS

The following Board Members made comments:

Board Member Abel

Board Member Sasnett

Vice Chair Mintz

12.0 ADJOURNMENT

The meeting adjourned at 6:05 p.m. Thursday, May 23, 2024.

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: July 25, 2024

RE: Treasurer's Reports for April 2024 and May 2024

STAFF RECOMMENDATION: APPROVE TREASURER'S REPORTS

BASIN TRANSIT
TREASURER'S REPORT
April 30, 2024

Beginning Balance:	March 31, 2024	7,456,628
Receipts		1,591,252
Disbursements		645,286
Interest Received		<u>36,190</u>
Ending Balance:	April 30, 2024	<u>8,438,783</u>

LOCATION OF FUNDS:	BALANCE	INTEREST EARNED	INTEREST RATE
US Bank General	\$ 61,976	-	0.00%
US Bank Class E	\$ - \$	-	0.00%
Pacific Western Bank Procurement Fees	\$ 1,449,044 \$	-	0.00%
US Bank MAIN	\$ 2,660,494 \$	-	0.00%
Pacific Western Bank	\$ 30,838 \$	-	0.00%
LAIF	\$ 3,416,653 \$	-	0.00%
US Bank PTMISEA	\$ 238,553 \$	-	0.00%
US Bank LCTOP	\$ 354,684 \$	-	0.00%
US Bank SGR (SB1)	\$ 226,541 \$	-	0.00%
	<u>\$</u>	<u>-</u>	<u>0.00%</u>
TOTAL INVESTMENTS	<u>\$ 8,438,783</u>	<u>\$ -</u>	

BASIN TRANSIT
TREASURER'S REPORT
May 31, 2024

Beginning Balance:	April 30, 2024	8,438,783
Receipts		556,644
Disbursements		877,170
Interest Received		<u>74</u>
Ending Balance:	May 31, 2024	<u>8,118,332</u>

LOCATION OF FUNDS:	BALANCE	INTEREST EARNED	INTEREST RATE
US Bank General	\$ 61,487	-	0.00%
US Bank Class E	\$ -	\$ -	0.00%
Pacific Western Bank Procurement Fees	\$ 1,481,534	\$ -	0.00%
US Bank MAIN	\$ 2,271,013	\$ -	0.00%
Pacific Western Bank	\$ 37,043	\$ -	0.00%
LAIF	\$ 3,416,653	\$ -	0.00%
US Bank PTMISEA	\$ 238,557	\$ -	0.00%
US Bank LCTOP	\$ 351,154	\$ -	0.00%
US Bank SGR (SB1)	\$ 260,891	\$ -	0.00%
		\$ -	0.00%
TOTAL INVESTMENTS	<u>\$ 8,118,332</u>	<u>\$ -</u>	

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: July 25, 2024

RE: Warrant Register through May 31, 2024

STAFF RECOMMENDATION: APPROVE WARRANT REGISTER

BASIN TRANSIT
WARRANT REGISTER
As of April 30, 2024

Date	Name	Memo	Paid Amount
04/01/2024	JENNIFER HENNING	BOARD MEMBER STIPEND	-100.00
04/01/2024	McARTHUR WRIGHT	BOARD MEMBER STIPEND	-100.00
04/01/2024	MERL ABEL	BOARD MEMBER STIPEND	-100.00
04/01/2024	BURRTEC	UTILITIES	-239.31
04/02/2024	ARCO	FUEL	-173.12
04/02/2024	PACIFIC WESTERN BANK	DEPOSIT CORRECTION	0.05
04/03/2024	SENTINEL BENEFITS	OUTSIDE SERVICES	-25.00
04/04/2024	BROADLUX INC.	CNG MAINTENANCE	-662.00
04/04/2024	JOSHUA BASIN WATER DISTRICT	UTILITIES	-582.33
04/04/2024	PALM SPRINGS MOTORS	PARTS	-125.00
04/04/2024	PARKHOUSE TIRES	TIRES	-1,542.85
04/04/2024	PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-304.14
04/04/2024	SOUTHWEST NETWORKS	PROFESSIONAL FEES	-625.00
04/04/2024	SPECTRUM	TELEPHONE	-139.99
04/04/2024	MATTHEW ATKINS	TRAINING/MEETING(S) REIMBURSEMENT	-861.60
04/05/2024	ADP	WAGES	-76,221.51
04/05/2024	ADP	WAGES	-13,706.53
04/05/2024	CALPERS HEALTH/RETIREMENT	RETIREMENT	-9,753.23
04/05/2024	CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,930.10
04/05/2024	CALPERS 457 PROGRAM	SUPPL RETIREMENT	-4,410.95
04/05/2024	CALPERS HEALTH/RETIREMENT	HEALTH INSURANCE	-27,576.28
04/05/2024	ADP	OUTSIDE SERVICES	-506.38
04/05/2024	ADP	OUTSIDE SERVICES	-208.35
04/05/2024	ADP	WAGES	-100.96
04/09/2024	ARCO	FUEL	-89.97
04/09/2024	PACIFIC WESTERN BANK	DEPOSIT CORRECTION	-0.25
04/10/2024	BURRTEC	UTILITIES	-239.31
04/10/2024	SOUTHERN CALIFORNIA EDISON	UTILITIES	-8,213.64
04/10/2024	NEC CLOUD COMMUNICATIONS AMERICA, INC.	TELEPHONE	-559.59
04/11/2024	JOE MEER	TRAINING/MEETING(S) REIMBURSEMENT	-690.84
04/11/2024	CHERI HOLSCLOW	TRAINING/MEETING(S) REIMBURSEMENT	-190.77
04/11/2024	SYLVIA L ARAIZA	EMPLOYEE EXPENSE	-10.00
04/11/2024	US BANK	CREDIT CARD PAYMENT	-2,367.68
04/11/2024	AIS	PRINTING & REPRODUCTION	-82.23
04/11/2024	CAL CHAMBER	OUTSIDE SERVICES	-799.00
04/11/2024	CHARLES ABBOTT & ASSOCIATES INC.	PROFESSIONAL FEES	-9,995.00
04/11/2024	CLEAN ENERGY	CNG MAINTENANCE	-3,000.00
04/11/2024	COPPER MOUNTAIN BROADCASTING	MARKETING/PROMOTIONS	-420.00
04/11/2024	EPTURA	REIMBURSABLE OPERATIONS SUPPORT	-5,333.63
04/11/2024	FORENSIC DRUG TESTING	EMPLOYEE EXPENSE	-586.75
04/11/2024	GOLD MOUNTAIN CALIFORNIA NEW MEDIA INC.	MARKETING/PROMOTIONS	-1,394.97
04/11/2024	KCDZ	MARKETING/PROMOTIONS	-460.00
04/11/2024	NAPA	PARTS	-196.73
04/11/2024	PALM SPRINGS MOTORS	PARTS	-714.49

BASIN TRANSIT
WARRANT REGISTER
As of April 30, 2024

04/11/2024	PARKHOUSE TIRES	TIRES	-1,679.21
04/11/2024	PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-92.25
04/11/2024	QUILL CORPORATION	OFFICE SUPPLIES	-104.49
04/11/2024	THE GAS COMPANY	FUEL	-18,651.48
04/11/2024	TROPHY EXPRESS	EMPLOYEE EXPENSE	-44.18
04/11/2024	VOYAGER	FUEL	-4,482.82
04/15/2024	CALPERS HEALTH/RETIREMENT	CERBT	-14,165.00
04/15/2024	CALPERS HEALTH/RETIREMENT	CEPPT	-10,034.00
04/15/2024	PACIFIC WESTERN BANK	DEPOSIT CORRECTION	-0.75
04/15/2024	VISION SERVICE PLAN	VISION INSURANCE	-469.82
04/16/2024	ARCO	FUEL	-224.68
04/16/2024	HI DESERT WATER DISTRICT	UTILITIES	-52.66
04/16/2024	HI DESERT WATER DISTRICT	UTILITIES	-70.06
04/16/2024	TWENTYNINE PALMS WATER DISTRICT	UTILITIES	-24.80
04/16/2024	TWENTYNINE PALMS WATER DISTRICT	UTILITIES	-7.35
04/19/2024	RENEE PAYNE	UNIFORM REIMBURSEMENT	-119.52
04/19/2024	ACE ALTERNATORS	PARTS	-266.44
04/19/2024	DEPARTMENT OF JUSTICE	EMPLOYEE EXPENSE	-32.00
04/19/2024	DESERT ARC	OUTSIDE SERVICES	-270.00
04/19/2024	DIAMOND ENVIRONMENTAL SERVICES	UTILITIES	-122.87
04/19/2024	FRONTIER COMMUNICATIONS	TELEPHONE	-286.19
04/19/2024	FRONTIER COMMUNICATIONS	TELEPHONE	-58.84
04/19/2024	FRONTIER COMMUNICATIONS	TELEPHONE	-73.17
04/19/2024	FRONTIER COMMUNICATIONS	TELEPHONE	-109.98
04/19/2024	IMAGE SOURCE	CREDIT APPLIED	0.00
04/19/2024	KULIK GOTTESMAN SIEGEL & WARE LLP	PROFESSIONAL FEES	-198.00
04/19/2024	PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-92.25
04/19/2024	TRANS-WEST TRUCK CENTER	OUTSIDE SERVICES - VEHICLE REPAIRS	-12,288.25
04/19/2024	FLEET MAINTENANCE SPECIALISTS, INC	REIMBURSABLE OPERATIONS SUPPORT	-4,200.00
04/19/2024	ADP	WAGES	-74,885.11
04/19/2024	ADP	WAGES	-13,427.01
04/19/2024	CALPERS HEALTH/RETIREMENT	RETIREMENT	-9,721.74
04/19/2024	CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,912.22
04/19/2024	CALPERS 457 PROGRAM	SUPPL RETIREMENT	-4,026.75
04/19/2024	ADP	OUTSIDE SERVICES	-208.35
04/19/2024	ADP	WAGES	-100.96
04/23/2024	ARCO	FUEL	-268.65
04/24/2024	NOEMI ADDERLEY	MILEAGE REIMBURSEMENT	-78.63
04/24/2024	ALLIANT INSURANCE SERVICES	INSURANCE	-18,032.65
04/24/2024	AVALON URGENT CARE	EMPLOYEE EXPENSE	-400.00
04/24/2024	DESERT FIRE EXTINGUISHER	OUTSIDE SERVICES	-1,407.45
04/24/2024	NAPA	PARTS	-454.85
04/24/2024	PALM SPRINGS MOTORS	PARTS	-1,063.67
04/24/2024	PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-147.34
04/24/2024	QUILL CORPORATION	OFFICE SUPPLIES	-721.18

BASIN TRANSIT
WARRANT REGISTER
As of April 30, 2024

04/24/2024	SPECTRUM	TELEPHONE	-139.99
04/24/2024	VOYAGER	FUEL	-460.80
04/24/2024	TREP	TREP MILEAGE REIMBURSEMENT	-3,420.40
04/25/2024	JOSHUA TREE LANDSCAPE & GROUNDS MAINT	OUTSIDE SERVICES	-833.75
04/26/2024	AREG ABARYANTS	TREP MILEAGE REIMBURSEMENT	-120.00
04/26/2024	THE GAS COMPANY	UTILITIES	-30.78
04/30/2024	[EMPLOYEE]	HRA REIMBURSEMENTS	-105.03
04/30/2024	[EMPLOYEE]	HRA REIMBURSEMENTS	-700.00
04/30/2024	[EMPLOYEE]	HRA REIMBURSEMENTS	-345.00
04/30/2024	[EMPLOYEE]	HRA REIMBURSEMENTS	-272.27
04/30/2024	[EMPLOYEE]	HRA REIMBURSEMENTS	-3,230.30
04/30/2024	[EMPLOYEE]	HRA REIMBURSEMENTS	-1,306.40
04/30/2024	[EMPLOYEE]	HRA REIMBURSEMENTS	-1,954.13
04/30/2024	[EMPLOYEE]	HRA REIMBURSEMENTS	-529.00
04/30/2024	[EMPLOYEE]	HRA REIMBURSEMENTS	-1,119.33
04/30/2024	[EMPLOYEE]	HRA REIMBURSEMENTS	-1,064.00
04/30/2024	[EMPLOYEE]	HRA REIMBURSEMENTS	-362.00
04/30/2024	[EMPLOYEE]	HRA REIMBURSEMENTS	-85.33
04/30/2024	ARCO	FUEL	-152.24
			-392,647.80
			-392,647.80

BASIN TRANSIT
WARRANT REGISTER
As of May 31, 2024

Date	Name	Memo	Paid Amount
05/03/2024	ADP	WAGES	-75,399.66
05/03/2024	ADP	WAGES	-13,300.47
05/03/2024	[EMPLOYEE]	WAGES	-175.40
05/03/2024	US BANK	CREDIT CARD PAYMENT	-6,773.13
05/03/2024	MICHAL BROCK	OFFICE SUPPLIE REIMB	-139.95
05/03/2024	WEDNESDAY VEGAS BOWLING LEAGUE	EMPLOYEE EXPENSE	-2,340.00
05/03/2024	JOE MEER	EMPLOYEE EXPENSE & MILEAGE REIMB	-1,264.76
05/03/2024	CITY OF TWENTYNINE PALMS	PROFESSIONAL FEES	-50.00
05/03/2024	AVALON URGENT CARE	EMPLOYEE EXPENSE	-100.00
05/03/2024	BROADLUX INC.	CNG MAINTENANCE	-662.00
05/03/2024	CARQUEST - YUCCA VALLEY	PARTS	-166.56
05/03/2024	CLEAN ENERGY	CNG MAINTENANCE	-276.88
05/03/2024	FRONTIER COMMUNICATIONS	TELEPHONE	-605.99
05/03/2024	NAPA	PARTS	-341.26
05/03/2024	PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-108.67
05/03/2024	SUNNY AND SONS	OUTSIDE SERVICES	-99.00
05/03/2024	CALPERS HEALTH/RETIREMENT	RETIREMENT	-9,643.59
05/03/2024	CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,943.18
05/03/2024	CALPERS 457 PROGRAM	SUPPL RETIREMENT	-4,106.13
05/03/2024	SENTINEL BENEFITS	OUTSIDE SERVICES	-25.00
05/03/2024	ADP	WAGES	-100.96
05/05/2024	ADP	OUTSIDE SERVICES	-597.94
05/05/2024	CALPERS HEALTH/RETIREMENT	HEALTH INSURANCE	-26,049.36
05/07/2024	ARCO	FUEL	-211.44
05/09/2024	SPECTRUM	TELEPHONE	-1,035.56
05/10/2024	BURRTEC	UTILITIES	-239.31
05/10/2024	SOUTHERN CALIFORNIA EDISON	UTILITIES	-8,348.96
05/10/2024	ACE ALTERNATORS	PARTS	-206.57
05/10/2024	C&S ELECTRICAL	OUTSIDE SERVICES	-235.00
05/10/2024	COPPER MOUNTAIN BROADCASTING	MARKETING/PROMOTIONS	-440.00
05/10/2024	FORENSIC DRUG TESTING	EMPLOYEE EXPENSE	-247.95
05/10/2024	GOLD MOUNTAIN CALIFORNIA NEW MEDIA INC.	MARKETING/PROMOTIONS	-317.00
05/10/2024	NAPA	PARTS	-468.95
05/10/2024	PALM SPRINGS MOTORS	PARTS	-229.16
05/10/2024	PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-359.98
05/10/2024	SOUTHWEST NETWORKS	PROFESSIONAL FEES	-312.50
05/10/2024	SPECTRUM	TELEPHONE	-139.99
05/10/2024	RUTAN & TUCKER, LLP	PROFESSIONAL FEES	-1,562.10
05/10/2024	CITY OF TWENTYNINE PALMS	PROFESSIONAL FEES	-50.00
05/10/2024	DIAMOND ENVIRONMENTAL SERVICES	UTILITIES	-122.87
05/10/2024	BENEFIT COORDINATORS CORP	DENTAL INSURANCE	-2,976.20
05/10/2024	NEC CLOUD COMMUNICATIONS AMERICA, INC.	TELEPHONE	-553.77
05/10/2024	ADP	OUTSIDE SERVICES	-208.35
05/13/2024	SPECTRUM	TELEPHONE	-139.99

BASIN TRANSIT WARRANT REGISTER

As of May 31, 2024

05/14/2024	ARCO	FUEL	-63.23
05/15/2024	VISION SERVICE PLAN	VISION INSURANCE	-408.46
05/15/2024	CALPERS HEALTH/RETIREMENT	CERBT	-14,165.00
05/15/2024	CALPERS HEALTH/RETIREMENT	CEPPT	-10,034.00
05/16/2024	HI DESERT WATER DISTRICT	UTILITIES	-59.15
05/16/2024	HI DESERT WATER DISTRICT	UTILITIES	-70.06
05/16/2024	TWENTYNINE PALMS WATER DISTRICT	UTILITIES	-22.98
05/16/2024	TWENTYNINE PALMS WATER DISTRICT	UTILITIES	-27.74
05/17/2024	ADP	WAGES	-73,433.77
05/17/2024	ADP	WAGES	-13,282.88
05/17/2024	CALPERS HEALTH/RETIREMENT	RETIREMENT	-9,478.71
05/17/2024	CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,984.50
05/17/2024	CALPERS 457 PROGRAM	SUPPL RETIREMENT	-4,031.18
05/17/2024	ADP	WAGES	-100.96
05/20/2024	JOSHUA BASIN WATER DISTRICT	UTILITIES	-242.93
05/20/2024	JOSHUA BASIN WATER DISTRICT	UTILITIES	-242.90
05/20/2024	ARCO	FUEL	-284.16
05/20/2024	AIS	PRINTING & REPRODUCTION	-128.66
05/20/2024	AMERIGAS	OUTSIDE SERVICES	-102.77
05/20/2024	CLEAN ENERGY	CNG MAINTENANCE	-3,000.00
05/20/2024	DESERT ARC	OUTSIDE SERVICES	-270.00
05/20/2024	FRONTIER COMMUNICATIONS	TELEPHONE	-286.19
05/20/2024	FRONTIER COMMUNICATIONS	TELEPHONE	-58.84
05/20/2024	FRONTIER COMMUNICATIONS	TELEPHONE	-73.17
05/20/2024	PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-147.26
05/20/2024	QUILL CORPORATION	OFFICE SUPPLIES	-19.16
05/20/2024	THE GAS COMPANY	FUEL	-14,600.01
05/20/2024	NOEMI ADDERLEY	MILEAGE REIMBURSEMENT	-55.18
05/20/2024	ANITA PETKE	MILEAGE REIMBURSEMENT	-25.46
05/20/2024	MORONGO BASIN TRANSIT AUTHORITY	K-12 FREE FARES REIMB	-5,310.00
05/20/2024	CANYON PRINT & SIGNS	PRINTING & REPRODUCTION	-565.50
05/23/2024	CARQUEST - YUCCA VALLEY	PARTS	-205.50
05/23/2024	CHARLES ABBOTT & ASSOCIATES INC.	PROFESSIONAL FEES	-267.50
05/23/2024	CUMMINS CAL PACIFIC	PARTS	-739.21
05/23/2024	FRONTIER COMMUNICATIONS	TELEPHONE	-109.98
05/23/2024	HI DESERT FEDERAL LIVSCAN	EMPLOYEE EXPENSE	-280.00
05/23/2024	KULIK GOTTESMAN SIEGEL & WARE LLP	PROFESSIONAL FEES	-148.50
05/23/2024	NAPA	PARTS	-380.08
05/23/2024	PALM SPRINGS MOTORS	PARTS	-562.02
05/23/2024	PARKHOUSE TIRES	TIRES	-1,904.62
05/23/2024	PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-147.34
05/23/2024	SPECTRUM	TELEPHONE	-285.51
05/23/2024	JANUARY RODRIGUEZ	EMPLOYEE EXPENSE	-50.00
05/24/2024	AREG ABARYANTS	TREP MILEAGE REIMBURSEMENT	-120.00
05/24/2024	TREP	TREP MILEAGE REIMBURSEMENT	-3,501.16
05/24/2024	ADP	OUTSIDE SERVICES	-210.95

BASIN TRANSIT WARRANT REGISTER

As of May 31, 2024

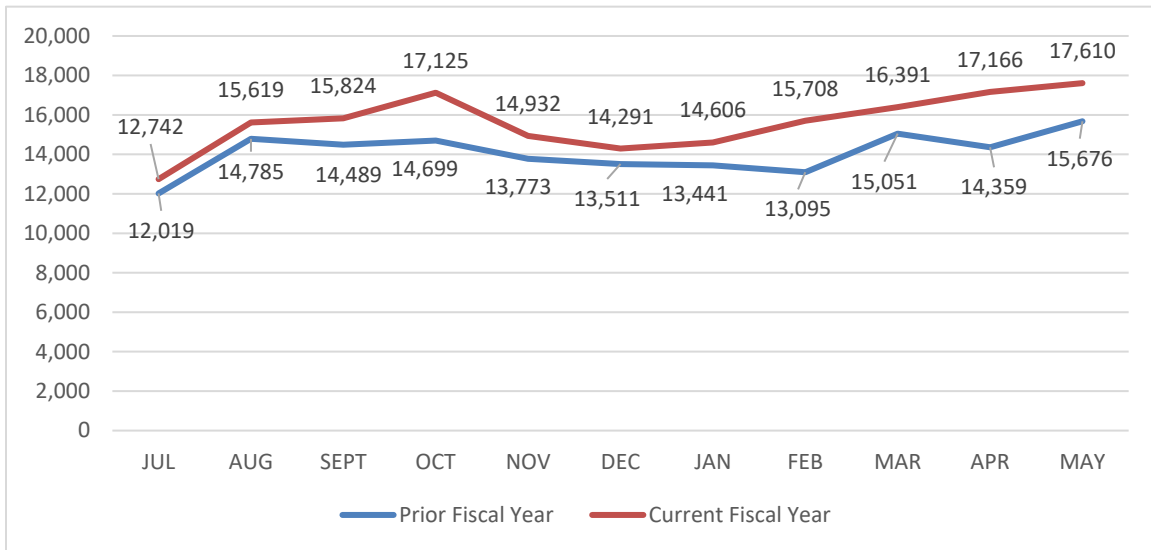
05/25/2024	THE GAS COMPANY	UTILITIES	-29.00
05/25/2024	JOSHUA TREE LANDSCAPE & GROUNDS MAINT	OUTSIDE SERVICES	-833.75
05/28/2024	ARCO	FUEL	-171.01
05/28/2024	SPECTRUM	TELEPHONE	-285.51
05/29/2024	BEN SASNETT	BOARD MEMBER STIPEND	-100.00
05/29/2024	TRANSACTION IN DISPUTE	TRANSACTION IN DISPUTE	-789.10
05/30/2024	DAN MINTZ	BOARD MEMBER STIPEND	-100.00
05/30/2024	JENNIFER HENNING	BOARD MEMBER STIPEND	-100.00
05/30/2024	JEFF DROZD	BOARD MEMBER STIPEND	-100.00
05/30/2024	McARTHUR WRIGHT	BOARD MEMBER STIPEND	-100.00
05/30/2024	MERL ABEL	BOARD MEMBER STIPEND	-100.00
05/31/2024	[EMPLOYEE]	HRA REIMBURSEMENT	-1,967.44
05/31/2024	[EMPLOYEE]	HRA REIMBURSEMENT	-560.00
05/31/2024	[EMPLOYEE]	HRA REIMBURSEMENT	-172.27
05/31/2024	[EMPLOYEE]	HRA REIMBURSEMENT	-877.14
05/31/2024	[EMPLOYEE]	HRA REIMBURSEMENT	-1,023.45
05/31/2024	[EMPLOYEE]	HRA REIMBURSEMENT	-6,265.73
05/31/2024	[EMPLOYEE]	HRA REIMBURSEMENT	-92.79
05/31/2024	[EMPLOYEE]	HRA REIMBURSEMENT	-2,815.00
05/31/2024	[EMPLOYEE]	HRA REIMBURSEMENT	-198.72
05/31/2024	[EMPLOYEE]	HRA REIMBURSEMENT	-342.00
05/31/2024	ACE ALTERNATORS	PARTS	-293.57
05/31/2024	BROADLUX INC.	CNG MAINTENANCE	-662.00
05/31/2024	FRONTIER COMMUNICATIONS	TELEPHONE	-605.99
05/31/2024	IMAGE SOURCE	CREDIT APPLIED	0.00
05/31/2024	PARKHOUSE TIRES	TIRES	-1,022.79
05/31/2024	PRUDENTIAL OVERALL SUPPLY	UNIFORMS & FACILITY SUPPLIES	-180.36
05/31/2024	QUILL CORPORATION	OFFICE SUPPLIES	-628.20
05/31/2024	SONSRAY FLEET SERVICES	PARTS	-2,703.81
05/31/2024	SOUTHWEST NETWORKS	PROFESSIONAL FEES	-5.00
05/31/2024	SUNNY AND SONS	OUTSIDE SERVICES	-99.00
05/31/2024	TOWN YUCCA VALLEY	MARKETING/PROMOTIONS	-500.00
05/31/2024	JOE MEER	WRK BOOT REIMBURSEMENT	-91.58
05/31/2024	GEORGE HALLAS	UNIFORM REIMBURSEMENT	-207.38
05/31/2024	JOE MEER	TRAININGS/MAINT	-626.75
05/31/2024	Y.C. DRYWALL & PAINTING	OUTSIDE SERVICES	-300.00
05/31/2024	ADP	WAGES	-73,572.64
05/31/2024	ADP	WAGES	-13,258.57
05/31/2024	CALPERS 457 PROGRAM	SUPPL RETIREMENT	-3,899.33
05/31/2024	CALPERS HEALTH/RETIREMENT	RETIREMENT	-9,579.95
05/31/2024	CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,972.09
05/31/2024	ADP	WAGES	-100.96
05/31/2024	ADP	OUTSIDE SERVICES	-208.35
			-460,703.95
			-460,703.95

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: July 25, 2024

RE: Ridership Reports

Basin Transit continues to see a rise in ridership from the previous year with 17,116 (10%) more passengers. At 172,014 passengers through May, Basin Transit exceeded the target of 140,000 passengers before the end of the fiscal year.



STAFF RECOMMENDATION: RECEIVE AND FILE



Monthly Ridership Report

April, 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	6,530	7,949	8.6	9.7	9.17%	9.65%
12	446	417	3.0	2.5	36.06%	17.03%
15	538	329	9.2	4.6	30.08%	22.17%
1X	204	174	6.8	6.5	6.96%	2.62%
21	640	963	3.3	4.6	3.62%	3.54%
3A	1,106	1,527	5.2	6.6	4.36%	2.49%
3B	1,219	1,482	5.5	6.4	6.82%	3.16%
7A	1,278	1,477	5.9	6.2	8.66%	7.20%
7B	1,272	1,439	6.1	6.2	6.75%	3.69%
RR30	339	459	2.4	2.7	1.09%	1.25%
RR31	216	171	2.4	2.8	1.14%	1.27%
RR31/36		126		3.2		1.37%
RR34	236	254	2.3	2.2	0.96%	0.93%
RR36	41		1.0		0.52%	
RR50	294	399	1.9	2.3	0.86%	1.07%
Program Subtotals						
Commuter Service	984	746	4.8	3.1	34.10%	18.57%
Demand Response	1,126	1,409	2.1	2.5	0.96%	1.14%
Neighborhood Shuttles	12,249	15,011	6.7	7.6	7.38%	6.38%
System Total	14,359	17,166	5.6	6.2	8.74%	6.62%



FY 2024 -- Monthly Performance Statistics
Systemwide Summary
All Routes

Performance Statistics for April

Level Item	Passengers	Revenue Hours	Operating Costs	Passenger Revenue	Passengers Per Rev. Hour	Operating Cost Per Passenger	Operating Cost Per Rev. Hour	Passenger Revenue Per Passenger	Passenger Revenue Per Rev. Hour	Farebox Recovery Ratio
Reporting Route #:										
1	7,949	824.1	\$112,880	\$10,883	9.7	\$14.20	\$136.97	\$1.37	\$13.21	9.64%
1X	174	26.8	\$3,742	\$98	6.5	\$21.51	\$139.72	\$0.56	\$3.66	2.62%
3A	1,527	232.4	\$30,347	\$754	6.6	\$19.87	\$130.58	\$0.49	\$3.25	2.49%
3B	1,482	230.1	\$29,441	\$931	6.4	\$19.87	\$127.95	\$0.63	\$4.05	3.16%
7A	1,477	236.9	\$30,144	\$2,170	6.2	\$20.41	\$127.22	\$1.47	\$9.16	7.20%
7B	1,439	230.7	\$29,687	\$1,095	6.2	\$20.63	\$128.67	\$0.76	\$4.74	3.69%
12	417	168.4	\$26,353	\$4,487	2.5	\$63.20	\$156.46	\$10.76	\$26.64	17.03%
15	329	71.8	\$11,240	\$2,491	4.6	\$34.16	\$156.54	\$7.57	\$34.70	22.16%
21	963	207.7	\$30,895	\$1,094	4.6	\$32.08	\$148.77	\$1.14	\$5.27	3.54%
RR30	459	172.5	\$20,828	\$260	2.7	\$45.38	\$120.76	\$0.57	\$1.51	1.25%
RR31	171	60.7	\$7,651	\$97	2.8	\$44.74	\$126.11	\$0.57	\$1.60	1.27%
RR31/36	126	39.4	\$5,236	\$71	3.2	\$41.56	\$133.02	\$0.57	\$1.82	1.37%
RR34	254	113.7	\$15,516	\$144	2.2	\$61.09	\$136.52	\$0.57	\$1.27	0.93%
RR50	399	173.1	\$21,076	\$226	2.3	\$52.82	\$121.77	\$0.57	\$1.31	1.07%
Program:										
Commuter Service	746	240.2	\$37,593	\$6,978	3.1	\$50.39	\$156.48	\$9.35	\$29.05	18.56%
Demand Response	1,409	559.3	\$70,308	\$799	2.5	\$49.90	\$125.72	\$0.57	\$1.43	1.14%
Neighborhood Shuttles	15,011	1,988.7	\$267,136	\$17,025	7.6	\$17.80	\$134.33	\$1.13	\$8.56	6.37%
Mode:										
Bus (Motorbus)	15,011	1,988.7	\$267,136	\$17,025	7.6	\$17.80	\$134.33	\$1.13	\$8.56	6.37%
Commuter Bus	746	240.2	\$37,593	\$6,978	3.1	\$50.39	\$156.48	\$9.35	\$29.05	18.56%
Demand Response	1,409	559.3	\$70,308	\$799	2.5	\$49.90	\$125.72	\$0.57	\$1.43	1.14%
System Total:	17,166	2,788.2	\$375,037	\$24,803	6.2	\$21.85	\$134.51	\$1.44	\$8.90	6.61%



Monthly Ridership Report

May, 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	7,187	7,974	9.7	10.2	5.83%	14.03%
12	518	428	3.7	2.6	22.30%	16.84%
15	311	273	6.6	3.5	8.58%	4.06%
1X		185		7.0		3.35%
21	674	992	3.7	4.9	2.50%	5.58%
3A	1,239	1,468	5.8	6.8	3.13%	3.79%
3B	1,520	1,678	7.1	7.6	5.22%	5.60%
7A	1,319	1,487	6.7	6.6	5.79%	8.18%
7B	1,669	1,708	8.2	7.9	5.41%	7.61%
RR30	384	481	2.9	2.9	1.69%	1.12%
RR31	173	193	2.2	3.0	1.34%	1.11%
RR31/36		113		3.9		1.35%
RR34	298	264	3.0	2.3	1.47%	0.80%
RR36	44		1.2		0.90%	
RR50	340	366	2.3	2.2	1.27%	0.85%
Program Subtotals						
Commuter Service	829	701	4.4	2.9	17.94%	12.72%
Demand Response	1,239	1,417	2.5	2.6	1.41%	0.98%
Neighborhood Shuttles	13,608	15,492	7.7	8.2	4.92%	9.41%
System Total	15,676	17,610	6.4	6.6	5.67%	8.14%



FY 2024 -- Monthly Performance Statistics
Systemwide Summary
All Routes

Performance Statistics for May

Level Item	Passengers	Revenue Hours	Operating Costs	Passenger Revenue	Passengers Per Rev. Hour	Operating Cost Per Passenger	Operating Cost Per Rev. Hour	Passenger Revenue Per Passenger	Passenger Revenue Per Rev. Hour	Farebox Recovery Ratio
Reporting Route #:										
1	7,974	785.9	\$131,970	\$18,521	10.2	\$16.55	\$167.93	\$2.32	\$23.57	14.03%
1X	185	26.6	\$4,447	\$149	7.0	\$24.04	\$166.98	\$0.81	\$5.59	3.35%
3A	1,468	215.7	\$35,188	\$1,335	6.8	\$23.97	\$163.16	\$0.91	\$6.19	3.79%
3B	1,678	221.4	\$35,848	\$2,009	7.6	\$21.36	\$161.95	\$1.20	\$9.08	5.60%
7A	1,487	225.3	\$37,295	\$3,052	6.6	\$25.08	\$165.56	\$2.05	\$13.55	8.18%
7B	1,708	215.1	\$35,123	\$2,674	7.9	\$20.56	\$163.28	\$1.57	\$12.43	7.61%
12	428	163.3	\$31,652	\$5,331	2.6	\$73.95	\$193.79	\$12.46	\$32.64	16.84%
15	273	78.4	\$15,090	\$613	3.5	\$55.27	\$192.55	\$2.25	\$7.82	4.06%
21	992	200.7	\$36,358	\$2,030	4.9	\$36.65	\$181.16	\$2.05	\$10.12	5.58%
RR30	481	164.7	\$25,659	\$286	2.9	\$53.35	\$155.81	\$0.60	\$1.74	1.12%
RR31	193	63.9	\$10,351	\$115	3.0	\$53.63	\$162.11	\$0.60	\$1.80	1.11%
RR31/36	113	28.9	\$4,966	\$67	3.9	\$43.95	\$171.93	\$0.60	\$2.33	1.35%
RR34	264	115.9	\$19,714	\$157	2.3	\$74.67	\$170.12	\$0.60	\$1.36	0.80%
RR50	366	163.2	\$25,540	\$218	2.2	\$69.78	\$156.48	\$0.60	\$1.33	0.85%
Program:										
Commuter Service	701	241.7	\$46,742	\$5,944	2.9	\$66.68	\$193.39	\$8.48	\$24.59	12.72%
Demand Response	1,417	536.5	\$86,231	\$844	2.6	\$60.85	\$160.72	\$0.60	\$1.57	0.98%
Neighborhood Shuttles	15,492	1,890.6	\$316,230	\$29,770	8.2	\$20.41	\$167.27	\$1.92	\$15.75	9.41%
Mode:										
Bus (Motorbus)	15,492	1,890.6	\$316,230	\$29,770	8.2	\$20.41	\$167.27	\$1.92	\$15.75	9.41%
Commuter Bus	701	241.7	\$46,742	\$5,944	2.9	\$66.68	\$193.39	\$8.48	\$24.59	12.72%
Demand Response	1,417	536.5	\$86,231	\$844	2.6	\$60.85	\$160.72	\$0.60	\$1.57	0.98%
System Total:	17,610	2,668.8	\$449,203	\$36,558	6.6	\$25.51	\$168.32	\$2.08	\$13.70	8.14%

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: July 25, 2024

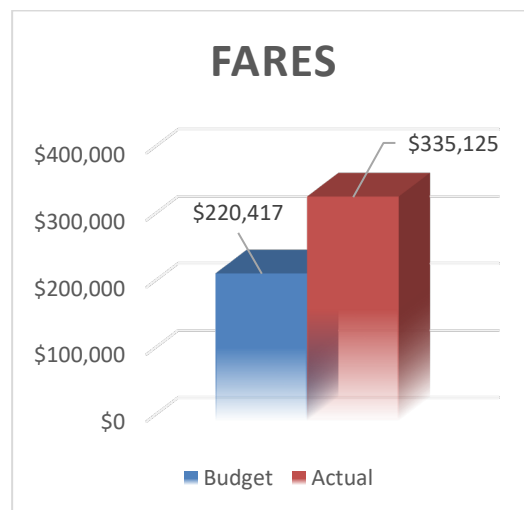
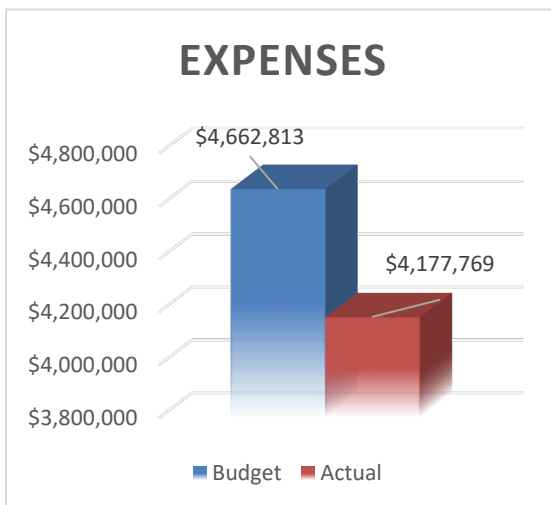
RE: Financial Reports

Basin Transit was recently awarded a 5339 Low-No grant in competitive funding to purchase a new Battery Electric Van. 117 projects throughout 47 states were chosen. Basin Transit was one (1) of four (4) projects awarded in California.

At the conclusion of May, Basin Transit expenses were \$485,044 (10%) below budget.

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

- LAIF interest gained was higher than anticipated by \$92,511 (986%).
- CNG fuel sales were ahead of budget by \$96,121 (758%).
- Passenger Fares were \$114,708 (52%) ahead of budget.



STAFF RECOMMENDATION: RECEIVE AND FILE

BASIN TRANSIT
Statement of Expenditures - Cash Basis
During Fiscal Year ending 6/30/2024
For Period Ending 4/30/2024

Line	Administrative Exp.	FY 23/24 Budget	APRIL		Year to Date		Year to Date Variance	%
			Budget	Actual	Budget	Actual		
1	Mgmt. Salaries	\$ 141,980.50	\$ 10,921.58	\$ 10,864.00	\$ 114,676.56	\$ 113,953.20	\$ 723.36	1%
2	Office Salaries	\$ 162,094.00	\$ 12,468.77	\$ 11,907.26	\$ 130,922.08	\$ 115,866.78	\$ 15,055.30	11%
3	Board Members	\$ 4,200.00	\$ -	\$ -	\$ 3,200.00	\$ 2,600.00	\$ 600.00	19%
4	Payroll Taxes	\$ 11,390.00	\$ 876.15	\$ 519.29	\$ 9,199.62	\$ 7,008.74	\$ 2,190.88	24%
5	Health & Welfare	\$ 72,868.00	\$ 6,072.33	\$ 7,107.83	\$ 60,723.33	\$ 59,070.94	\$ 1,652.39	3%
6	Retirement:PERS	\$ 56,042.00	\$ 4,310.92	\$ 4,124.08	\$ 45,264.69	\$ 41,135.52	\$ 4,129.17	9%
7	Mileage	\$ 5,000.00	\$ 416.67	\$ 78.63	\$ 4,166.67	\$ 2,122.55	\$ 2,044.12	49%
8	Outside Services	\$ 29,940.00	\$ 2,495.00	\$ 2,443.21	\$ 24,950.00	\$ 23,353.24	\$ 1,596.76	6%
9	Prof. Fees	\$ 52,338.00	\$ 5,194.83	\$ 10,818.00	\$ 43,615.00	\$ 76,090.63	\$ (32,475.63)	-74%
10	Utilities	\$ 178,760.00	\$ 15,868.21	\$ 9,617.44	\$ 148,966.67	\$ 116,818.33	\$ 32,148.34	22%
11	Marketing/Promotions	\$ 40,493.00	\$ 3,374.42	\$ 2,057.97	\$ 33,744.17	\$ 26,117.77	\$ 7,626.40	23%
12	Office Supplies	\$ 16,882.00	\$ 1,406.83	\$ 976.77	\$ 14,068.33	\$ 13,966.85	\$ 101.48	1%
13	Postage	\$ 2,400.00	\$ 200.00	\$ 119.99	\$ 2,000.00	\$ 1,881.88	\$ 118.12	6%
14	Printing/Reproduction	\$ 14,425.00	\$ 1,202.08	\$ 126.41	\$ 12,020.83	\$ 7,615.04	\$ 4,405.79	37%
15	Training/Meetings	\$ 14,831.00	\$ 1,235.92	\$ 690.84	\$ 12,359.17	\$ 10,943.83	\$ 1,415.34	11%
16	Total Administrative	\$ 803,645.00	\$ 66,043.71	\$ 61,451.72	\$ 659,877.11	\$ 618,545.30	\$ 41,331.81	6%
Maintenance Expense								
17	Mechanic Salaries	\$ 196,193.00	\$ 15,091.77	\$ 14,466.56	\$ 158,463.58	\$ 153,698.57	\$ 4,765.01	3%
18	Utility Workers & Maint Admin Salaries	\$ 124,874.00	\$ 9,605.69	\$ 8,829.53	\$ 100,859.77	\$ 91,215.54	\$ 9,644.23	10%
19	Payroll Taxes	\$ 7,706.00	\$ 592.77	\$ 337.63	\$ 6,224.08	\$ 3,997.90	\$ 2,226.18	36%
20	Health & Welfare	\$ 29,036.00	\$ 2,419.67	\$ 1,641.09	\$ 24,196.67	\$ 21,331.40	\$ 2,865.27	12%
21	Retirement:PERS	\$ 24,883.00	\$ 1,914.08	\$ 1,003.37	\$ 20,097.81	\$ 10,674.90	\$ 9,422.91	47%
22	Uniforms	\$ 4,000.00	\$ 333.33	\$ 293.66	\$ 3,333.33	\$ 3,559.14	\$ (225.81)	-7%
23	Outside Services	\$ 34,431.00	\$ 2,869.25	\$ 3,078.96	\$ 28,692.50	\$ 41,932.84	\$ (13,240.34)	-46%
24	Parts	\$ 45,462.00	\$ 3,788.50	\$ 2,378.12	\$ 37,885.00	\$ 51,752.99	\$ (13,867.99)	-37%
25	Fluids	\$ 16,403.00	\$ 1,366.92	\$ -	\$ 13,669.17	\$ 15,571.35	\$ (1,902.18)	-14%
26	Tires	\$ 63,251.00	\$ 5,270.92	\$ 3,222.06	\$ 52,709.17	\$ 36,309.84	\$ 16,399.33	31%
27	Accident Repair	\$ 26,369.00	\$ 2,197.42	\$ -	\$ 21,974.17	\$ -	\$ 21,974.17	100%
28	Tools	\$ 750.00	\$ 62.50	\$ -	\$ 625.00	\$ 674.03	\$ (49.03)	-8%
29	Consulting	\$ 1,000.00	\$ 83.33	\$ -	\$ 833.33	\$ 720.00	\$ 113.33	14%
30	Shop Supplies	\$ 1,000.00	\$ 83.33	\$ 51.62	\$ 833.33	\$ 845.29	\$ (11.96)	-1%
31	Facility Supplies	\$ 6,022.00	\$ 501.83	\$ 403.05	\$ 5,018.33	\$ 5,222.03	\$ (203.70)	-4%
32	Training/Meetings	\$ 6,174.00	\$ 514.50	\$ 190.77	\$ 5,145.00	\$ 1,352.58	\$ 3,792.42	74%
33	Shelter Maintenance	\$ 2,784.00	\$ 232.00	\$ -	\$ 2,320.00	\$ -	\$ 2,320.00	100%
34	CNG Stations Maint.	\$ 115,874.00	\$ 9,656.17	\$ 3,662.00	\$ 96,561.67	\$ 62,099.92	\$ 34,461.75	36%
35	Total Maintenance	\$ 706,210.00	\$ 56,583.97	\$ 39,558.42	\$ 579,441.90	\$ 500,958.32	\$ 78,483.58	14%
Operations Expense								
36	Mgmt/Supv Salaries	\$ 184,283.55	\$ 14,175.66	\$ 13,865.19	\$ 148,844.41	\$ 142,395.72	\$ 6,448.69	4%
37	Operator Wages	\$ 1,345,960.00	\$ 103,535.38	\$ 102,243.89	\$ 1,087,121.54	\$ 1,024,794.49	\$ 62,327.05	6%
38	Dispatch Wages	\$ 264,015.00	\$ 20,308.85	\$ 18,913.60	\$ 213,242.88	\$ 193,972.22	\$ 19,270.66	9%
39	Payroll Taxes	\$ 43,062.00	\$ 3,312.46	\$ 2,032.66	\$ 34,780.85	\$ 22,774.21	\$ 12,006.64	35%
40	Health & Welfare	\$ 280,831.00	\$ 23,402.58	\$ 28,530.14	\$ 234,025.83	\$ 239,686.77	\$ (5,660.94)	-2%
41	Retirement:PERS	\$ 275,332.00	\$ 21,179.38	\$ 18,055.25	\$ 222,383.54	\$ 180,644.37	\$ 41,739.17	19%
42	Safety Incentive Program	\$ 12,900.00	\$ 1,075.00	\$ -	\$ 10,750.00	\$ 4,100.00	\$ 6,650.00	62%
43	Workers'Comp	\$ 259,900.00	\$ 21,658.33	\$ 13,615.33	\$ 216,583.33	\$ 136,153.30	\$ 80,430.03	37%
44	Other Employee Exp.	\$ 36,409.00	\$ 3,034.08	\$ 1,587.12	\$ 30,340.83	\$ 26,717.25	\$ 3,623.58	12%
45	Mileage	\$ 1,850.00	\$ 154.17	\$ -	\$ 1,541.67	\$ 920.28	\$ 621.39	40%
46	Uniforms	\$ 8,076.00	\$ 673.00	\$ 119.52	\$ 6,730.00	\$ 1,529.84	\$ 5,200.16	77%
47	Outside Services	\$ 16,635.00	\$ 1,386.25	\$ -	\$ 13,862.50	\$ 11,814.91	\$ 2,047.59	15%
48	Tel/Cell/Internet/Fax	\$ 47,638.00	\$ 3,969.83	\$ 2,713.85	\$ 39,698.33	\$ 34,020.79	\$ 5,677.54	14%
49	Radio Expense	\$ 5,935.00	\$ 494.58	\$ -	\$ 4,945.83	\$ 8,277.62	\$ (3,331.79)	-67%
50	Fuel	\$ 336,885.00	\$ 28,073.75	\$ 24,503.76	\$ 280,737.50	\$ 217,617.37	\$ 63,120.13	22%
51	Trainings/Meetings	\$ 4,400.00	\$ 366.67	\$ 1,115.63	\$ 3,666.67	\$ 3,397.37	\$ 269.30	7%
52	Insurance	\$ 382,165.00	\$ 31,847.08	\$ 42,931.48	\$ 318,470.83	\$ 310,699.52	\$ 7,771.31	2%
53	Deferred Comp Match	\$ 51,080.00	\$ 3,929.23	\$ 3,799.24	\$ 41,256.92	\$ 40,431.88	\$ 825.04	2%
54	Total Operations	\$ 3,557,356.00	\$ 282,576.30	\$ 274,026.66	\$ 2,908,983.47	\$ 2,599,947.91	\$ 309,035.56	11%
55	Grand Total of Op Exp	\$ 5,067,210.00	\$ 405,203.99	\$ 375,036.80	\$ 4,148,302.48	\$ 3,719,451.53	\$ 428,850.95	10%

BASIN TRANSIT
Statement of Income
For Period Ending 4/30/2024

Other Revenue			APRIL		YTD Bdgt	YTD Actual		
1	Interest	\$ 11,254.00	\$ 937.83	\$ 36,166.93	\$ 9,378.33	\$ 101,839.65	\$ 92,461.32	986%
2	Other Revenue	\$ 2,400.00	\$ 200.00	\$ 200.00	\$ 2,000.00	\$ 6,033.34	\$ 4,033.34	202%
3	CNG Fuel	\$ 15,219.00	\$ 1,268.25	\$ -	\$ 12,682.50	\$ 92,125.47	\$ 79,442.97	626%
4	Renewable Gas Credits	\$ 20,175.00	\$ 1,681.25	\$ -	\$ 16,812.50	\$ 43,761.02	\$ 26,948.52	160%
5	Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
6	Gain on Sale of Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
7	Total Other Revenue	\$ 49,048.00	\$ 4,087.33	\$ 36,366.93	\$ 40,873.33	\$ 243,759.48	\$ 202,886.15	496%

Passenger Fares			APRIL		YTD Bdgt	YTD Actual		
8	Fixed Route	\$ 187,795.00	\$ 15,649.58	\$ 17,025.12	\$ 156,495.83	\$ 211,270.25	\$ 54,774.42	35%
9	Ready Ride	\$ 15,870.00	\$ 1,322.50	\$ 799.45	\$ 13,225.00	\$ 28,623.45	\$ 15,398.45	116%
10	Palm Spr./Palm Des.	\$ 60,835.00	\$ 5,069.58	\$ 6,978.11	\$ 50,695.83	\$ 58,676.03	\$ 7,980.20	16%
11	Total Fare Revenue	\$ 264,500.00	\$ 22,041.67	\$ 24,802.68	\$ 220,416.67	\$ 298,569.73	\$ 78,153.06	35%

Current Support Funding - Operations			Received	Prior FY	Received	Balance Due
12	Local Transit Funds	\$ 3,980,861.00	\$ 1,254,058.25		\$ 3,980,861.00	\$ -
13	Section 5311 Operating Asst	\$ 579,901.00				\$ 579,901.00
14	Measure I	\$ 152,900.00	\$ 9,062.67		\$ 133,677.88	\$ 19,222.12
15	Section 5311 COVID-19 Stimulus	\$ -			\$ 405,096.00	\$ -
16	AB 2766	\$ 40,000.00			\$ 40,000.00	\$ -
17	Total Sup. Fund.Ops	\$ 4,753,662.00	\$ 1,263,120.92		\$ 4,559,634.88	\$ 599,123.12
18	Total Operating Revenues	\$ 5,067,210.00	\$ 1,324,290.53		\$ 5,101,964.09	\$ 880,162.33

FY 23/24 K-12 Free Fares		Grant Amt	Expended	Received	Expended	Received	Balance Due
19	FY23/24 LCTOP	Balance \$ 56,034.00				\$ 56,034.00	\$ -
20	Passenger Fares Reimbursed				\$ 5,869.00		\$ 5,869.00
21	Total K-12 Free Fares Funding	\$ 56,034.00	\$ -	\$ -	\$ 5,869.00	\$ 56,034.00	\$ 50,165.00

Prior Year Support Funding - Operations		Grant Amt	Received	Prior FY	Received	Balance Due
22	Section 5311 Operating Asst FY22	\$ 568,530.00			\$ 568,530.00	\$ -
23	Total Prior Year Operating Revenues	\$ 568,530.00	\$ -	\$ -	\$ -	\$ 568,530.00

Current Year Capital Funding - Capital		Grant Amt	Received	Prior FY	Received	Balance Due
24	Operations Support Equip STA FY24	\$ 50,000.00			\$ 25,160.69	\$ 24,839.31
25	CERBT / CEPPT Trust LTF FY24	\$ 290,388.00			\$ 145,194.00	
26	Vehicle Replacements STA/CMAQ FY24	\$ 823,183.00				\$ 823,183.00
27	Intelligent Transit System (ITS) SGR/LTF FY24	\$ 439,000.00			\$ 63,572.24	\$ 375,427.76
28	Facilities LTF FY24	\$ 1,190,708.00				\$ 1,190,708.00
29	Zero Emission Projects LTF FY24	\$ 167,003.00				\$ 167,003.00
30	Bus Stop Improvements STA/LCTOP FY24	\$ 178,407.00			\$ 137,616.00	\$ 40,791.00
31	Total Current Capital Funding	\$ 3,138,689.00	\$ -	\$ -	\$ 371,542.93	\$ 2,621,952.07

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	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	\$ 53,526.15				\$ 53,526.15
37	Bus Stop Improvements STA/SGR/LTF/LCTOP FY23	\$ 65,468.86			\$ 21,234.86	\$ 44,234.00
38	Bus Wash System STA FY20	\$ 63,640.00				\$ 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	CNG Compressor LTF FY23	\$ 650,000.00				\$ 650,000.00
42	Cost Allocation Study STA FY19	\$ 2,519.00				\$ 2,519.00
43	Engine Overhauls LTF FY18	\$ 56,109.80			\$ 56,109.80	\$ -
44	Engine Overhauls STA FY20	\$ 24,212.39			\$ 24,212.39	\$ -
45	Engine Overhauls STA/LTF FY23	\$ 75,000.00			\$ 51,470.23	\$ 23,529.77
46	Facilities STA/LTF FY23	\$ 72,199.17			\$ 25,212.96	\$ 46,986.21
47	Fare Media Structure STA FY21	\$ 50,000.00				\$ 50,000.00
48	MBTA Branding LTF FY23	\$ 3,306.93			\$ 3,306.93	\$ -
49	Operations Support Equip STA FY23	\$ 6,257.16			\$ 6,257.16	\$ -
50	REI Equipment LTF FY15 Realloc.	\$ 760.00				\$ 760.00
51	Short Range Transit Plan STA FY19	\$ 19,229.96				\$ 19,229.96
52	Staff Vehicles Replacemen STA FY20	\$ 187.32				\$ 187.32
53	Vehicle Replacements STA FY22 / CMAQ	\$ 287,076.00				\$ 287,076.00
54	Vehicle Replacements LTF FY23	\$ 1,079,970.00				\$ 1,079,970.00
55	Vehicles: 1 Class E STA FY19	\$ 65,982.05				\$ 65,982.05
56	Video Surveillance LTF FY18	\$ 20,000.00			\$ 20,000.00	\$ -
57	Video Surveillance LTF FY23	\$ 201,609.14			\$ 201,609.14	\$ -
58	Zero Emission Projects LTF/LCTOP FY23	\$ 345,877.22				\$ 345,877.22
57	Total Prior Capital Funding	\$ 4,603,234.15	\$ 0.00	\$ 0.00	\$ 409,413.47	\$ 3,847,943.46

FY 23/24 Procurement Budget		Grant Amt	Sent	Received	Sent	Received	Balance Due
58	Procurement Bid Income	\$ 280,000.00		\$ 53,047.87		\$ 345,784.39	\$ (65,784.39)
59	Procurement Bid Expenses	\$ (163,505.00)	\$ 10,532.20		\$ 146,072.43		\$ (17,432.57)
60	TAG Program	\$ (80,000.00)			\$ 80,000.00		\$ -
61	Total Procurement Budget		\$ 10,532.20	\$ 53,047.87	\$ 226,072.43	\$ 345,784.39	\$ 119,711.96

FY 23/24 TREP Budget		Grant Amt	Sent	Received	Sent	Received	Balance Due
62	5310 TREP Revenue	Balance	\$ 114,526.00			\$ 62,009.94	\$ 52,516.06
63	Program Administrator	\$ (4,906.00)	\$ 58.92		\$ 1,620.09		\$ (3,285.91)
64	Client Relations Clerk	\$ (34,020.00)	\$ 3,826.33		\$ 37,739.40		\$ 3,719.40
65	TREP Program Expenses	\$ -	\$ 120.00		\$ 905.00		\$ (785.00)
66	Mileage Reimbursements	\$ (75,600.00)	\$ 3,420.40		\$ 28,109.73		\$ (47,490.27)
67	Total TREP Funding	\$ -	\$ 7,425.65	\$ -	\$ 68,374.22	\$ 62,009.94	\$ 47,056.78

BASIN TRANSIT
Statement of Expenditures - Cash Basis
During Fiscal Year ending 6/30/2024
For Period Ending 5/31/2024

Line	Administrative Exp.	FY 23/24 Budget	MAY		Year to Date		Year to Date Variance	%
			Budget	Actual	Budget	Actual		
1	Mgmt. Salaries	\$ 141,980.50	\$ 16,382.37	\$ 16,296.00	\$ 131,058.92	\$ 139,364.40	\$ (8,305.48)	-6%
2	Office Salaries	\$ 162,094.00	\$ 18,703.15	\$ 17,636.10	\$ 149,625.23	\$ 133,502.88	\$ 16,122.35	11%
3	Board Members	\$ 4,200.00	\$ -	\$ 600.00	\$ 3,200.00	\$ 3,200.00	\$ -	0%
4	Payroll Taxes	\$ 11,390.00	\$ 1,314.23	\$ 786.34	\$ 10,513.85	\$ 7,795.08	\$ 2,718.77	26%
5	Health & Welfare	\$ 72,868.00	\$ 6,072.33	\$ 14,727.22	\$ 66,795.67	\$ 73,798.16	\$ (7,002.49)	-10%
6	Retirement:PERS	\$ 56,042.00	\$ 6,466.38	\$ 6,190.28	\$ 51,731.08	\$ 47,325.80	\$ 4,405.28	9%
7	Mileage	\$ 5,000.00	\$ 416.67	\$ 685.40	\$ 4,583.33	\$ 2,807.95	\$ 1,775.38	39%
8	Outside Services	\$ 29,940.00	\$ 2,495.00	\$ 1,372.79	\$ 27,445.00	\$ 25,002.30	\$ 2,442.70	9%
9	Prof. Fees	\$ 52,338.00	\$ 5,194.83	\$ 3,179.70	\$ 47,976.50	\$ 79,270.33	\$ (31,293.83)	-65%
10	Utilities	\$ 178,760.00	\$ 15,868.21	\$ 9,166.59	\$ 163,863.33	\$ 125,984.92	\$ 37,878.41	23%
11	Marketing/Promotions	\$ 40,493.00	\$ 3,374.42	\$ 1,257.00	\$ 37,118.58	\$ 27,374.77	\$ 9,743.81	26%
12	Office Supplies	\$ 16,882.00	\$ 1,406.83	\$ 1,479.84	\$ 15,475.17	\$ 15,446.69	\$ 28.48	0%
13	Postage	\$ 2,400.00	\$ 200.00	\$ 119.99	\$ 2,200.00	\$ 2,001.87	\$ 198.13	9%
14	Printing/Reproduction	\$ 14,425.00	\$ 1,202.08	\$ 694.16	\$ 13,222.92	\$ 8,309.20	\$ 4,913.72	37%
15	Training/Meetings	\$ 14,831.00	\$ 1,235.92	\$ 2,756.29	\$ 13,595.08	\$ 13,700.12	\$ (105.04)	-1%
16	Total Administrative	\$ 803,645.00	\$ 80,332.43	\$ 76,947.70	\$ 738,404.66	\$ 704,884.47	\$ 33,520.19	5%
Maintenance Expense								
17	Mechanic Salaries	\$ 196,193.00	\$ 22,637.65	\$ 21,935.32	\$ 181,101.23	\$ 175,633.89	\$ 5,467.34	3%
18	Utility Workers & Maint Admin Salaries	\$ 124,874.00	\$ 14,408.54	\$ 13,236.98	\$ 115,268.31	\$ 104,452.52	\$ 10,815.79	9%
19	Payroll Taxes	\$ 7,706.00	\$ 889.15	\$ 509.84	\$ 7,113.23	\$ 4,507.74	\$ 2,605.49	37%
20	Health & Welfare	\$ 29,036.00	\$ 2,419.67	\$ 3,637.50	\$ 26,616.33	\$ 24,968.90	\$ 1,647.43	6%
21	Retirement:PERS	\$ 24,883.00	\$ 2,871.12	\$ 1,519.97	\$ 22,968.92	\$ 12,194.87	\$ 10,774.05	47%
22	Uniforms	\$ 4,000.00	\$ 333.33	\$ 394.24	\$ 3,666.67	\$ 3,953.38	\$ (286.71)	-8%
23	Outside Services	\$ 34,431.00	\$ 2,869.25	\$ 2,240.65	\$ 31,561.75	\$ 44,173.49	\$ (12,611.74)	-40%
24	Parts	\$ 45,462.00	\$ 3,788.50	\$ 4,985.66	\$ 41,673.50	\$ 56,738.65	\$ (15,065.15)	-36%
25	Fluids	\$ 16,403.00	\$ 1,366.92	\$ 664.08	\$ 15,036.08	\$ 16,235.43	\$ (1,199.35)	-8%
26	Tires	\$ 63,251.00	\$ 5,270.92	\$ 2,927.41	\$ 57,980.08	\$ 39,237.25	\$ 18,742.83	32%
27	Accident Repair	\$ 26,369.00	\$ 2,197.42	\$ -	\$ 24,171.58	\$ -	\$ 24,171.58	100%
28	Tools	\$ 750.00	\$ 62.50	\$ -	\$ 687.50	\$ 674.03	\$ 13.47	2%
29	Consulting	\$ 1,000.00	\$ 83.33	\$ -	\$ 916.67	\$ 720.00	\$ 196.67	21%
30	Shop Supplies	\$ 1,000.00	\$ 83.33	\$ 248.28	\$ 916.67	\$ 1,093.57	\$ (176.90)	-19%
31	Facility Supplies	\$ 6,022.00	\$ 501.83	\$ 793.32	\$ 5,520.17	\$ 6,015.35	\$ (495.18)	-9%
32	Training/Meetings	\$ 6,174.00	\$ 514.50	\$ -	\$ 5,659.50	\$ 1,352.58	\$ 4,306.92	76%
33	Shelter Maintenance	\$ 2,784.00	\$ 232.00	\$ 351.01	\$ 2,552.00	\$ 351.01	\$ 2,200.99	86%
34	CNG Stations Maint.	\$ 115,874.00	\$ 9,656.17	\$ 3,938.88	\$ 106,217.83	\$ 66,038.80	\$ 40,179.03	38%
35	Total Maintenance	\$ 706,210.00	\$ 70,186.13	\$ 57,383.14	\$ 649,628.03	\$ 558,341.46	\$ 91,286.57	14%
Operations Expense								
36	Mgmt/Supv Salaries	\$ 184,283.55	\$ 21,263.49	\$ 21,159.46	\$ 170,107.89	\$ 163,555.18	\$ 6,552.71	4%
37	Operator Wages	\$ 1,345,960.00	\$ 155,303.08	\$ 146,425.52	\$ 1,242,424.62	\$ 1,170,943.74	\$ 71,480.88	6%
38	Dispatch Wages	\$ 264,015.00	\$ 30,463.27	\$ 28,595.04	\$ 243,706.15	\$ 222,567.26	\$ 21,138.89	9%
39	Payroll Taxes	\$ 43,062.00	\$ 4,968.69	\$ 2,901.19	\$ 39,749.54	\$ 25,675.40	\$ 14,074.14	35%
40	Health & Welfare	\$ 280,831.00	\$ 23,402.58	\$ 23,557.63	\$ 257,428.42	\$ 263,244.40	\$ (5,815.98)	-2%
41	Retirement:PERS	\$ 275,332.00	\$ 31,769.08	\$ 23,370.82	\$ 254,152.62	\$ 204,015.19	\$ 50,137.43	20%
42	Safety Incentive Program	\$ 12,900.00	\$ 1,075.00	\$ -	\$ 11,825.00	\$ 4,100.00	\$ 7,725.00	65%
43	Workers'Comp	\$ 259,900.00	\$ 21,658.33	\$ 13,615.33	\$ 238,241.67	\$ 149,768.63	\$ 88,473.04	37%
44	Other Employee Exp.	\$ 36,409.00	\$ 3,034.08	\$ 3,915.79	\$ 33,374.92	\$ 30,633.04	\$ 2,741.88	8%
45	Mileage	\$ 1,850.00	\$ 154.17	\$ -	\$ 1,695.83	\$ 920.28	\$ 775.55	46%
46	Uniforms	\$ 8,076.00	\$ 673.00	\$ 278.94	\$ 7,403.00	\$ 1,808.78	\$ 5,594.22	76%
47	Outside Services	\$ 16,635.00	\$ 1,386.25	\$ -	\$ 15,248.75	\$ 11,814.91	\$ 3,433.84	23%
48	Tel/Cell/Internet/Fax	\$ 47,638.00	\$ 3,969.83	\$ 5,506.50	\$ 43,668.17	\$ 39,527.29	\$ 4,140.88	9%
49	Radio Expense	\$ 5,935.00	\$ 494.58	\$ -	\$ 5,440.42	\$ 8,277.62	\$ (2,837.20)	-52%
50	Fuel	\$ 336,885.00	\$ 28,073.75	\$ 15,329.85	\$ 308,811.25	\$ 232,947.22	\$ 75,864.03	25%
51	Trainings/Meetings	\$ 4,400.00	\$ 366.67	\$ 382.39	\$ 4,033.33	\$ 3,779.76	\$ 253.57	6%
52	Insurance	\$ 382,165.00	\$ 31,847.08	\$ 24,584.42	\$ 350,317.92	\$ 335,283.94	\$ 15,033.98	4%
53	Deferred Comp Match	\$ 51,080.00	\$ 5,893.85	\$ 5,248.86	\$ 47,150.77	\$ 45,680.74	\$ 1,470.03	3%
54	Total Operations	\$ 3,557,356.00	\$ 365,796.78	\$ 314,871.74	\$ 3,274,780.25	\$ 2,914,543.38	\$ 360,236.87	11%
55	Grand Total of Op Exp	\$ 5,067,210.00	\$ 516,315.34	\$ 449,202.58	\$ 4,662,812.94	\$ 4,177,769.31	\$ 485,043.63	10%

BASIN TRANSIT
Statement of Income
For Period Ending 5/31/2024

Other Revenue			MAY		YTD Bdgt	YTD Actual		
1	Interest	\$ 11,254.00	\$ 937.83	\$ 49.36	\$ 9,378.33	\$ 101,889.01	\$ 92,510.68	986%
2	Other Revenue	\$ 2,400.00	\$ 200.00	\$ 559.15	\$ 2,000.00	\$ 6,592.49	\$ 4,592.49	230%
3	CNG Fuel	\$ 15,219.00	\$ 1,268.25	\$ 16,677.89	\$ 12,682.50	\$ 108,803.36	\$ 96,120.86	758%
4	Renewable Gas Credits	\$ 20,175.00	\$ 1,681.25	\$ 10,518.49	\$ 16,812.50	\$ 54,279.51	\$ 37,467.01	223%
5	Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
6	Gain on Sale of Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
7	Total Other Revenue	\$ 49,048.00	\$ 4,087.33	\$ 27,804.89	\$ 40,873.33	\$ 271,564.37	\$ 230,691.04	564%

Passenger Fares			MAY		YTD Bdgt	YTD Actual		
8	Fixed Route	\$ 187,795.00	\$ 15,649.58	\$ 29,769.94	\$ 156,495.83	\$ 241,040.18	\$ 84,544.35	54%
9	Ready Ride	\$ 15,870.00	\$ 1,322.50	\$ 843.55	\$ 13,225.00	\$ 29,467.00	\$ 16,242.00	123%
10	Palm Spr./Palm Des.	\$ 60,835.00	\$ 5,069.58	\$ 5,944.43	\$ 50,695.83	\$ 64,617.46	\$ 13,921.63	27%
11	Total Fare Revenue	\$ 264,500.00	\$ 22,041.67	\$ 36,557.92	\$ 220,416.67	\$ 335,124.64	\$ 114,707.97	52%

Current Support Funding - Operations				Received	Prior FY	Received	Balance Due
12	Local Transit Funds	\$ 3,980,861.00				\$ 3,980,861.00	\$ -
13	Section 5311 Operating Asst	\$ 579,901.00					\$ 579,901.00
14	Measure I	\$ 152,900.00		\$ 9,973.19		\$ 143,651.07	\$ 9,248.93
15	Section 5311 COVID-19 Stimulus	\$ -				\$ 405,096.00	\$ -
16	AB 2766	\$ 40,000.00				\$ 40,000.00	\$ -
17	Total Sup. Fund.Ops	\$4,753,662.00		\$ 9,973.19		\$ 4,569,608.07	\$ 589,149.93
18	Total Operating Revenues	\$ 5,067,210.00		\$ 74,336.00		\$ 5,176,297.08	\$ 934,548.94

FY 23/24 K-12 Free Fares			Grant Amt	Expended	Received	Expended	Received	Balance Due
19	FY23/24 LCTOP	Balance	\$ 56,034.00				\$ 56,034.00	\$ -
20	Passenger Fares Reimbursed			\$ 8,867.00		\$ 14,736.00		\$ 14,736.00
21	Total K-12 Free Fares Funding		\$ 56,034.00	\$ 8,867.00	\$ -	\$ 14,736.00	\$ 56,034.00	\$ 41,298.00

Prior Year Support Funding - Operations			Grant Amt		Received	Prior FY	Received	Balance Due
22	Section 5311 Operating Asst FY22		\$ 568,530.00				\$ 568,530.00	\$ -
23	Total Prior Year Operating Revenues		\$ 568,530.00	\$ -	\$ -	\$ -	\$ 568,530.00	\$ -

Current Year Capital Funding - Capital			Grant Amt		Received	Prior FY	Received	Balance Due
24	Operations Support Equip	STA FY24	\$ 50,000.00				\$ 25,160.69	\$ 24,839.31
25	CERBT / CEPPT Trust	LTF FY24	\$ 290,388.00				\$ 145,194.00	
26	Vehicle Replacements	STA/CMAQ FY24	\$ 823,183.00					\$ 823,183.00
27	Intelligent Transit System (ITS)	SGR/LTF FY24	\$ 439,000.00		\$ 34,331.74		\$ 97,903.98	\$ 341,096.02
28	Facilities	LTF FY24	\$ 1,190,708.00					\$ 1,190,708.00
29	Zero Emission Projects	LTF FY24	\$ 167,003.00					\$ 167,003.00
30	Bus Stop Improvements	STA/LCTOP FY24	\$ 178,407.00				\$ 137,616.00	\$ 40,791.00
31	Total Current Capital Funding		\$ 3,138,689.00		\$ 34,331.74	\$ -	\$ 405,874.67	\$ 2,587,620.33

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	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	\$ 53,526.15					\$ 53,526.15
37	Bus Stop Improvements	STA/SGR/LTF/LCTOP FY23	\$ 65,468.86				\$ 21,234.86	\$ 44,234.00
38	Bus Wash System	STA FY20	\$ 63,640.00					\$ 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	CNG Compressor	LTF FY23	\$ 650,000.00					\$ 650,000.00
42	Cost Allocation Study	STA FY19	\$ 2,519.00					\$ 2,519.00
43	Engine Overhauls	LTF FY18	\$ 56,109.80				\$ 56,109.80	\$ -
44	Engine Overhauls	STA FY20	\$ 24,212.39				\$ 24,212.39	\$ -
45	Engine Overhauls	STA/LTF FY23	\$ 75,000.00				\$ 51,470.23	\$ 23,529.77
46	Facilities	STA/LTF FY23	\$ 72,199.17				\$ 25,212.96	\$ 46,986.21
47	Fare Media Structure	STA FY21	\$ 50,000.00					\$ 50,000.00
48	MBTA Branding	LTF FY23	\$ 3,306.93				\$ 3,306.93	\$ -
49	Operations Support Equip	STA FY23	\$ 6,257.16				\$ 6,257.16	\$ -
50	REI Equipment	LTF FY15 Realloc.	\$ 760.00					\$ 760.00
51	Short Range Transit Plan	STA FY19	\$ 19,229.96					\$ 19,229.96
52	Staff Vehicles Replacemen	STA FY20	\$ 187.32					\$ 187.32
53	Vehicle Replacements	STA FY22 / CMAQ	\$ 287,076.00					\$ 287,076.00
54	Vehicle Replacements	LTF FY23	\$ 1,079,970.00					\$ 1,079,970.00
55	Vehicles: 1 Class E	STA FY19	\$ 65,982.05					\$ 65,982.05
56	Video Surveillance	LTF FY18	\$ 20,000.00				\$ 20,000.00	\$ -
57	Video Surveillance	LTF FY23	\$ 201,609.14				\$ 201,609.14	\$ -
58	Zero Emission Projects	LTF/LCTOP FY23	\$ 345,877.22					\$ 345,877.22
57	Total Prior Capital Funding		\$4,603,234.15		\$0.00	\$0.00	\$409,413.47	\$3,847,943.46

FY 23/24 Procurement Budget		Grant Amt	Sent	Received	Sent	Received	Balance Due
58	Procurement Bid Income	\$ 280,000.00		\$ 39,596.83		\$ 385,381.22	\$ (105,381.22)
59	Procurement Bid Expenses	\$ (163,505.00)	\$ 20,779.68		\$ 166,852.11		\$ 3,347.11
60	TAG Program	\$ (80,000.00)			\$ 80,000.00		\$ -
61	Total Procurement Budget		\$ 20,779.68	\$ 39,596.83	\$ 246,852.11	\$ 385,381.22	\$ 138,529.11

FY 23/24 TREP Budget		Grant Amt	Sent	Received	Sent	Received	Balance Due
62	5310 TREP Revenue	Balance \$ 114,526.00				\$ 62,009.94	\$ 52,516.06
63	Program Administrator	\$ (4,906.00)	\$ 122.47		\$ 1,742.56		\$ (3,163.44)
64	Client Relations Clerk	\$ (34,020.00)	\$ 6,485.62		\$ 44,225.02		\$ 10,205.02
65	TREP Program Expenses	\$ -	\$ 99.00		\$ 1,004.00		\$ (785.00)
66	Mileage Reimbursements	\$ (75,600.00)	\$ 3,621.16		\$ 31,730.89		\$ (43,869.11)
67	Total TREP Funding	\$ -	\$ 10,328.25	\$ -	\$ 78,702.47	\$ 62,009.94	\$ 36,827.53

BASIN TRANSIT

TO: Board of Directors
FROM: Michal Brock, Office Manager
DATE: July 25, 2024

RE: Taxi Report

April 2024

Cab Companies: 2
Registered Cabs: 3
Registered Drivers: 4

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

May 2024

Cab Companies: 2
Registered Cabs: 3
Registered Drivers: 4

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

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

- As of May 31, 2024, expenditures are \$217.47 or 3% under the FYTD budget.
- As of May 31, 2024, revenues are \$190.00 or 5% under the FYTD budget.
- The net FYTD operating gain (loss) after expenses is (\$3,061.70).

STAFF RECOMMENDATION: RECEIVE AND FILE

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Expenditures
During Fiscal Year ending 6/30/24
For Period ending 4/30/2024

Line		FY 23/24	MONTH	APRIL	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	\$ 1,000.00	\$ 1,000.00	\$ -	0%
3	Taxicab Administrator	\$ 1,500.00	\$ 125.00	\$ 176.73	\$ 1,250.00	\$ 2,562.60	\$ 1,312.60	105%
4	Office Clerk	\$ 1,500.00	\$ 125.00	\$ -	\$ 1,250.00	\$ -	\$ (1,250.00)	-100%
5	Drug & Alcohol Testing	\$ 420.00	\$ 35.00	\$ 79.02	\$ 350.00	\$ 218.62	\$ (131.38)	-38%
6	Background Checks	\$ 128.00	\$ 10.67	\$ -	\$ 106.67	\$ 102.00	\$ (4.67)	-4%
7	Printing/Office/Meters	\$ 422.00	\$ 35.17	\$ 27.00	\$ 351.67	\$ 349.00	\$ (2.67)	-1%
8	Rent & Utilities	\$ 2,400.00	\$ 200.00	\$ 200.00	\$ 2,000.00	\$ 2,000.00	\$ -	0%
9	Total Administrative Exp.	\$ 7,570.00	\$ 630.83	\$ 582.75	\$ 6,308.33	\$ 6,232.22	\$ (76.11)	-1%

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Income

Line		FY 23/24	MONTH	APRIL	Year to Date		Variance	%
		Budget	Budget	Actual	Budget	Actual		
	REVENUE							
10	Taxi Business Permit	\$ -	\$ -	\$ -		\$ 20.00	\$ 20.00	100%
11	Driver Permit Fees	\$ 200.00	\$ 16.67	\$ -	\$ 166.67	\$ 100.00	\$ (66.67)	-40%
12	Vehicles Permit Fees	\$ 3,600.00	\$ 300.00	\$ 300.00	\$ 3,000.00	\$ 3,000.00	\$ -	0%
13	Driver Renewal Fees	\$ 300.00	\$ 25.00	\$ -	\$ 250.00	\$ 240.00	\$ (10.00)	-4%
14	Transfer Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
15	Fines	\$ 100.00	\$ 8.33	\$ -	\$ 83.33	\$ -	\$ (83.33)	-100%
16	TOTAL REVENUE	\$ 4,200.00	\$ 350.00	\$ 300.00	\$ 3,500.00	\$ 3,360.00	\$ (140.00)	-4%

\$ (2,872.22)

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Expenditures
During Fiscal Year ending 6/30/24
For Period ending 5/31/2024

Line		FY 23/24	MONTH	MAY	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	\$ 1,100.00	\$ 1,100.00	\$ -	0%
3	Taxicab Administrator	\$ 1,500.00	\$ 125.00	\$ 153.48	\$ 1,375.00	\$ 2,716.08	\$ 1,341.08	98%
4	Office Clerk	\$ 1,500.00	\$ 125.00	\$ -	\$ 1,375.00	\$ -	\$ (1,375.00)	-100%
5	Drug & Alcohol Testing	\$ 420.00	\$ 35.00	\$ -	\$ 385.00	\$ 218.62	\$ (166.38)	-43%
6	Background Checks	\$ 128.00	\$ 10.67	\$ -	\$ 117.33	\$ 102.00	\$ (15.33)	-13%
7	Printing/Office/Meters	\$ 422.00	\$ 35.17	\$ 36.00	\$ 386.83	\$ 385.00	\$ (1.83)	0%
8	Rent & Utilities	\$ 2,400.00	\$ 200.00	\$ 200.00	\$ 2,200.00	\$ 2,200.00	\$ -	0%
9	Total Administrative Exp.	\$ 7,570.00	\$ 630.83	\$ 489.48	\$ 6,939.17	\$ 6,721.70	\$ (217.47)	-3%

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Income

Line		FY 23/24	MONTH	MAY	Year to Date		Variance	%
		Budget	Budget	Actual	Budget	Actual		
	REVENUE							
10	Taxi Business Permit	\$ -	\$ -	\$ -		\$ 20.00	\$ 20.00	100%
11	Driver Permit Fees	\$ 200.00	\$ 16.67	\$ -	\$ 183.33	\$ 100.00	\$ (83.33)	-45%
12	Vehicles Permit Fees	\$ 3,600.00	\$ 300.00	\$ 300.00	\$ 3,300.00	\$ 3,300.00	\$ -	0%
13	Driver Renewal Fees	\$ 300.00	\$ 25.00	\$ -	\$ 275.00	\$ 240.00	\$ (35.00)	-13%
14	Transfer Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
15	Fines	\$ 100.00	\$ 8.33	\$ -	\$ 91.67	\$ -	\$ (91.67)	-100%
16	TOTAL REVENUE	\$ 4,200.00	\$ 350.00	\$ 300.00	\$ 3,850.00	\$ 3,660.00	\$ (190.00)	-5%

\$ (3,061.70)

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: July 25, 2024

RE: General Manager's Report

STAFF RECOMMENDATION: RECEIVE AND FILE



General Manager's Report

July 2024

CAPITAL PROJECTS

- Construction of the bus turnout and shelter on Highway 62 at Pizza Hut/Motel 6 was completed and is in service.
- Two (2) proposals were received in response to RFP 24-02 for the Short Range Transit Plan (SRTP). Staff will bring a recommendation to the Board at the July board meeting.

ACTIVITIES

- Basin Transit participated in Grubstake Days held on May 25th at Brehm's Park, the Summer Movie Series on June 13th at the Twentynine Palms Community Center and the Summer Music Festival on July 13th at the Yucca Valley Community Center.
- Staff had a fun time celebrating National Burger Day on May 28th and National Donut Day on June 7th. Our Safety & Training Supervisor brought smiles to the drivers by dressing up as a donut and meeting them at the transit center to enjoy their treat.
- Basin Transit provided 580 free rides on July 16th in celebration of National Rural Transit Day.
- Chris, our Safety & Training Supervisor, received certifications in Leadership Excellence and Development and the FTA Instructors Course for Transit Trainers.



PROCUREMENT

Assignment activity continues to be brisk on our contracts. Since the last Board Meeting, authorizations to purchase were made to Ventura County (2), San Francisco Muni, City of Santa Clarita (2), Imperial County, Therapeutic Living Centers, Orange County Transit Authority (OCTA), City of Thousand Oaks, Los Angeles Access Services, City of Arvin, San Diego Associated Govts (SANDAG), Omnitrans, City of Delano and Nevada County.



Final inspections and evaluations are being conducted for RFP 23-01, the heavy-duty bus contract. Some of the successful proposal items will be brought to the Board for approval at the July 25th Board meeting.

BASIN TRANSIT

TO: Board of Directors
FROM: Matthew Atkins, Operations Manager
DATE: July 25, 2024

RE: Operations Report

STAFF RECOMMENDATION: RECEIVE AND FILE



Operations Report

July 25, 2024

PERSONNEL

Staffing

Total Coach Operators: April - 25, May - 26

Total Dispatchers: April - 4, May - 4

Overtime

Operators: April – 4.44%, May – 3.22%

Dispatchers: April – 8.93%, May – 6.66%

OPERATIONS/ SAFETY/ CUSTOMER SERVICE

On-time performance for the reporting period:

Ready Ride: April – 98.8%, May – 98.5%

Fixed Route: April – 90.7%, May – 91.5%

Staff received ten (10) customer contacts for April and May. These contacts were recorded as five (5) complaints about drivers, and five (5) compliments about drivers. All complaints have been addressed with customer follow-up and all compliments have been shared with drivers.

As of May 31, 2024, staff completed 32 days free of any preventable accidents and/or injuries. Unfortunately, a minor, preventable collision occurred on April 29th that caused the safety board to be reset.

EMPLOYEE TRAINING/RECRUITMENT

Operations and Training staff are currently recruiting for two open positions and one position that will become vacant due to a retiring employee later this year.

MAINTENANCE

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



April: 2 road calls with 0 tows

Mileage: 60,767 with a CPM (cost per mile) of \$0.65

May: 2 road call with 0 tows

Mileage: 58,245 with a CPM (cost per mile) of \$0.98

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: July 25, 2024
RE: Purchase of PV Lights

Staff is requesting approval for the replacement of 17 PV lights at a total cost of \$28,776.79.

These PV lights will replace 17 illuminated bus stop signs within our service area. The existing equipment is outdated and replacement parts are no longer available.

STAFF RECOMMENDATION: APPROVE PURCHASE OF 17 PV LIGHTS



Quote No:	22922PMR
Date:	07/02/24
Quote Expires:	30 Days
Sales Contact:	Patrick Merrick
Phone:	951-547-8209
Email:	pmerrick@tolarmfg.com

Customer:	Project:
Cheri Holsclaw General Manager Basin Transit 62405 Verbena Rd Joshua Tree, CA 92252	PV Stop + BASIN TRANSIT CALACT Contract 21-01

Lead Time:	10 Weeks From receipt of signed written order, and all required approvals.
Terms:	Net 30 Days From Invoice Terms subject to change. Final terms to be determined based on credit history & bonding.

Item:	Qty:	Description:	Unit Price:	Ext. Price:
1	17	20W PV Stop +, automatic down light, (3360033) housing durable baked powder coat finish color selected from the standard RAL color options, pole by others	\$ 1,571.00	\$ 26,707.00

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

Sub-Total:	\$ 26,707.00
CalACT/MBTA Freight Zone	1
INCLUDED CalACT/MBTA FIRM Freight:	\$ -
CalACT/MBTA Procurement Fee (2.5%)	\$ -
CA State Sales Tax	7.75% \$ 2,069.79
Total:	\$ 28,776.79

Pricing Notes:

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

Standard Terms and Conditions

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

- Drawings and Specifications:** All drawings and specifications submitted to our clients or potential clients are proprietary in nature and remain our property. They may be viewed, printed and distributed, without alteration, as reference for sales or for the process of specifying products for use. Detailed shop and erection drawings are provided to allow for field installation or repair. Sealed and stamped engineering calculations and drawings from an engineer licensed in the state of installation, if required, can be made available for an additional charge. Customers that provide their own drawing packages will retain ownership and be covered under a separate agreement.
- Vendor Status:** Tolar Manufacturing Company, Inc. is a vendor supplier of manufactured products; is not a subcontractor or contractor; and is not subject to retainage or liquidated damages for any reason.
- Payment Terms:** Payment terms for services rendered or products manufactured by us shall be determined by us based on our determination of the credit worthiness of buyer and may require a deposit at time of order. Products are invoiced as shipped.
- Late Payment Penalty:** Buyer agrees to pay a charge equal to the lesser of (i) the highest rate allowable by law or (ii) 1.5% per month (18% per annum) on the unpaid balance with respect to any late payments. In addition, buyer will pay all our costs and expenses, including actual attorney's fees, incurred in connection with enforcing the Proposal and/or collecting any past due payments. In the event buyer fails to make any payment when due, we have the right of setoff, the right to terminate the Proposal and/or to suspend further deliveries to buyer and the right to recover damages in addition to any other remedies available to us as a matter of law. Buyer has no right to setoff.
- Cancellation:** If an order is cancelled by buyer after receipt of order authorization, and cancellation fee of 10% of order value may be assessed to the buyer, in addition to an the cost of materials purchased for the order, which may be invoiced to the buyer at time of cancellation.
- Delivery, Title and Receipt:** Unless otherwise provided in the proposal, all shelters are prefabricated and shipped knock-down and in bulk format (not packaged individually) for ease of handling and fast on-site installation. Neither buyer nor consignee shall have the right to direct or re-consign the goods to any other destination without our consent. All sales of products are F.O.B. our plant. Risk of loss of the products shall transfer to buyer upon delivery of the products to the common carrier.



Quote No:	22922PMR
Date:	07/02/24
Quote Expires:	30 Days
Sales Contact:	Patrick Merrick
Phone:	951-547-8209
Email:	pmerrick@tolarmfg.com

Customer:	Project:
Cheri Holsclaw General Manager Basin Transit 62405 Verbena Rd Joshua Tree, CA 92252	PV Stop + BASIN TRANSIT CALACT Contract 21-01

Lead Time:	10 Weeks From receipt of signed written order, and all required approvals.
Terms:	Net 30 Days From Invoice Terms subject to change. Final terms to be determined based on credit history & bonding.

Item:	Qty:	Description:	Unit Price:	Ext. Price:
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7. Delivery Charges: Unless otherwise provided in the Proposal, buyer shall bear all the costs of transportation, including without limitation loading, unloading, storage, and freight charge. All delivery quotes allow for an approximate 2-hour unload window for a full truck. If this window is exceeded, additional charges may apply. All price quotes given for delivery are based on estimates obtained at the time the quote was requested. Actual freight charges may vary.

8. Delivery Dates: Any delivery date(s) or period of delivery provided for in the Proposal is approximate and does not guarantee a particular date(s) or period of delivery. Estimated lead times are provided in the quote. Under no circumstances will we be liable for delay in delivery occasioned in whole or in part, by fire, flood, explosion, casualty, riot, strike, embargo, transportation delay, breakdown, accident, act of God or the public enemy, government authority, by our inability to secure materials, fuel, supply power or shipping space or any other circumstances beyond our reasonable control.

9. Delayed Shipment: If buyer delays shipment, we may invoice for products when ready for shipment and, at our option, we may charge reasonable daily storage fees.

10. International Freight: We require the services of freight forwarder for all international shipments. Buyer may select the freight forwarder, subject to our approval. All fees, taxes and additional charges, in addition to the actual freight costs, are the responsibility of buyer.

11. Returns: Due to the custom nature of our products, we cannot accept returns and we cannot permit cancellations once work has commenced.

12. Manufacturer's Warranty: Our manufacturer's warranty is set forth in a separate document.

13. Limitation of Liability: WE ARE NOT LIABLE TO BUYER OR ANY THIRD PARTY FOR ANY SPECIAL, INCIDENTAL, INDIRECT, CONSEQUENTIAL, PUNITIVE OR EXEMPLARY DAMAGES OF ANY KIND ARISING FROM OR RELATING TO OUR OBLIGATIONS UNDER THE PROPOSAL, INCLUDING LOST PROFITS, LOSS OR USE, LOSS OF REVENUE OR COST OF CAPITAL. EXCEPT FOR PERSONAL INJURY OR DEATH DUE TO OUR MISCONDUCT, BUYER AGREES THAT THE TOTAL DAMAGES THAT CAN BE AWARDED IN ANY CLAIM BY BUYER RELATING TO OUR OBLIGATIONS UNDER THE PROPOSAL (WHETHER BASED IN CONTRACT, TORT OR OTHERWISE, SHALL NOT EXCEED THE TOTAL PAID BY BUYER TO US UNDER THE PROPOSAL. BUYER AGREES THAT THE ABOVE LIMITATIONS ON LIABILITY PROVISIONS SHALL REMAIN IN FULL FORCE AND EFFECT EVEN IF IT IS FOUND THAT BUYER'S EXCLUSIVE REMEDY FAILS OF ITS ESSENTIAL PURPOSE.

14. Governing Law, Jurisdiction and Venue: The Proposal shall be governed by and construed in accordance with the laws of the State of California without reference to the choice of law principles thereof. Each party irrevocably submits to the jurisdiction of the Courts of the State of California and the United States District Court for the Central District of California.

15. Amendment: No amendments to these Terms and Conditions can be made unless submitted in writing to us and signed and accepted by our President or his designee.

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: July 25, 2024
RE: Award Onboard Passenger Information System (OPIS) Contract

The industry was solicited for bids, resulting in two (2) responsive proposals. Following a thorough evaluation and analysis, staff recommends awarding the contract to GMV Syncromatics. The total capital cost for 29 revenue and 8 non-revenue vehicles is \$738,186, with operating costs amounting to \$521,090 over the next five years (\$104,218/year).

Implementing this Onboard Passenger Information System will:

- Improve communications between drivers and dispatchers by moving to Voice over Internet Protocol (VoIP).
- Reduce paperwork by providing for the count of passengers through equipment installed onboard buses that automatically count passengers and a manual process where drivers enter the information onto their tablets.
- Increase safety and security of Basin Transit's public transit system through identification of vehicle location, and cloud-based camera connectivity.
- Allow drivers to receive speed alerts, route and schedule adherence alerts, and dispatch messaging; and send emergency alerts and messages to dispatch.
- Provide real-time transit information to customers.
- Transit App with Token Transit integration to deliver a complete ticketing experience between neighboring transit agencies.

STAFF RECOMMENDATION: AUTHORIZE STAFF TO AWARD CONTRACT WITH GMV SYNCROMATICS

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: July 25, 2024
RE: Award Short Range Transit Plan (SRTP) Contract

Request for Proposal (RFP 24-02) resulted in two (2) responsive proposals for our Short Range Transit Plan. After a comprehensive evaluation and analysis of the proposals, the selection panel comprised of Basin Transit and SBCTA staff, determined that the proposal by Jarrett Walker & Associates best meets the requirements and goals outlined in the RFP.

Jarrett Walker & Associates will be supported by AMMA, a California DBE firm that has worked closely with Basin Transit on past projects.

**STAFF RECOMMENDATION: AUTHORIZE STAFF TO AWARD CONTRACT
WITH JARRETT WALKER & ASSOCIATES IN THE AMOUNT OF \$100,000**

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: July 25, 2024
RE: Authorize General Manager to Make Budget Changes and Submit Transit Claims

Staff requests approval for a resolution that will allow the General Manager to manage funds more effectively during the delay in receiving SB125. As you may be aware, there is an approximate six-month delay in receiving SB125 funds, which significantly impacts our FY2024/25 operating budget, given that a majority of it is funded by SB125.

To address this issue, SBCTA has requested we seek approval to utilize LTF funds until we receive the SB125 funds. This resolution would avoid the need for multiple approvals, ensuring smoother operations during this period. Once SB125 is received, we will reverse the revenue sources accordingly.

This resolution would also authorize the General Manager to adjust the budget by up to 2% (approx. \$105k). This capability enables staff to swiftly respond to market changes, address operational needs, capitalize on minor opportunities that benefit the agency, and manage unforeseen expenses, all while maintaining operational momentum.

This resolution would allow the General Manager to:

- Transfer funds between line items not exceeding 2% per fiscal year
- Reallocate funds between operating and capital funds as necessary
- Submit Transit Claims to SBCTA as needed

All budget changes would be reported to the Board at the next meeting to ensure transparency and proper oversight.

STAFF RECOMMENDATION: ADOPT RESOLUTION 24-05

BASIN TRANSIT

RESOLUTION 24-05

A RESOLUTION OF THE BOARD OF THE MORONGO BASIN TRANSIT AUTHORITY (“Authority”, “Basin Transit”), OF SAN BERNARDINO COUNTY, AUTHORIZING THE GENERAL MANAGER TO MAKE BUDGET CHANGES WITHIN CERTAIN DISCRETION AND TO SUBMIT TRANSIT CLAIMS FOR FY 2024/25

WHEREAS, the Board of Directors recognize the need for efficient and flexible management of its budget to respond to unforeseen circumstances and to ensure the continuous and effective operation of its services; and

WHEREAS, the Board of Directors acknowledge the importance of timely submission of transit claims to secure funding and reimbursements necessary for the operation of transit services;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors as follows:

Section 1: Authority to Make Budget Changes

1. **Delegation of Authority:** The General Manager is hereby authorized to make budget changes under the following conditions:
 - Transfer of funds between line items within the Authority’s budget not exceeding 2% of the fiscal year operating budget
 - Reallocate between operating and capital funds
 - Any budget changes exceeding these limits must be presented to and approved by the Board of Directors
2. **Reporting Requirements:** The General Manager shall provide a report to the Board of Directors detailing all budget changes made under this authority, including the amounts and reasons for such changes.

Section 2: Authority to Submit Transit Claims

1. **Submission of Claims:** The General Manager is hereby authorized to prepare, sign, and submit all necessary transit claims and documents required to secure funding, grants, and reimbursements from federal, state and local agencies.

PASSED AND ADOPTED, by the Board of Directors of the Morongo Basin Transit Authority in San Bernardino, State of California, on the 25th day of July 2024.

Chair of the Board

I HEREBY CERTIFY that the foregoing Resolution was duly passed and adopted by the Board of Directors of the Basin Transit at a regular meeting thereof, held on the 25th day of July 2024.

Board Secretary

BASIN TRANSIT
2024/25 FINAL OPERATING BUDGET

Line	Revenue Section	Approved FY24 Budget	FY 2024 Estimate	Proposed FY25 Budget	Notes	% Chg.
1	Passenger Fares	\$ 264,500	\$ 318,071	\$ 245,950		-7.01%
2	LCTOP Subsidy	\$ -	\$ -	\$ 45,000	K-12 & 35 Days	100.00%
3	FTA Section 5311	\$ 579,901	\$ 579,901	\$ 555,516	Federal funding	-4.21%
4	Other	\$ 13,654	\$ 63,671	\$ 63,671	Interest, Gain of Assets	366.32%
5	Natural Gas	\$ 35,394	\$ 166,930	\$ 166,930	CNG Sales & RNG Credits	371.63%
6	Measure I	\$ 152,900	\$ 152,900	\$ 153,100	Half-cent sales tax	0.13%
7	AB 2766	\$ 40,000	\$ 40,000	\$ 40,000	Motor vehicle registration surcharge	0.00%
8	TIRCP	\$ -	\$ -	\$ -	SB125	100.00%
9	LTF	\$ 3,980,861	\$ 3,980,861	\$ 4,001,456	.25% sales tax generated in County	0.52%
10	Total Revenues:	\$ 5,067,210	\$ 5,302,334	\$ 5,271,622		4.03%

Line	Administrative Expenses	Approved FY24 Budget	FY 2024 Estimate	Proposed FY25 Budget	Notes	% Chg.
11	General Manager	\$ 141,980	\$ 141,980	\$ 148,086	4.3% COLA	4.30%
12	Office Manager	\$ 86,156	\$ 86,156	\$ 94,168	4.3% COLA + Merit	9.30%
13	F/T Office Clerk	\$ 46,816	\$ 46,816	\$ 51,170	4.3% COLA + Merit	9.30%
14	P/T Office Clerk	\$ 29,122	\$ 29,122	\$ 31,830	4.3% COLA	9.30%
15	Board Meetings	\$ 4,200	\$ 3,600	\$ 4,200		0.00%
16	Payroll taxes	\$ 11,390	\$ 10,293	\$ 11,880		4.30%
17	Health & Welfare	\$ 72,868	\$ 72,868	\$ 76,833		5.44%
18	Retirement	\$ 56,042	\$ 49,219	\$ 52,666	Employer Rate per CalPERS	-6.02%
19	Mileage	\$ 5,000	\$ 2,746	\$ 5,000		0.00%
20	Outside Services	\$ 29,940	\$ 26,520	\$ 31,228		4.30%
21	Prof. Fees	\$ 52,338	\$ 83,120	\$ 78,507	Legal, Engineering, IT Services, etc	50.00%
22	Utilities	\$ 178,760	\$ 157,599	\$ 178,760		0.00%
23	Marketing/Promotions	\$ 40,493	\$ 35,997	\$ 50,493	35th Anniversary, Community Outreach	24.70%
24	Office Supplies	\$ 16,882	\$ 14,027	\$ 16,882		0.00%
25	Postage	\$ 2,400	\$ 2,452	\$ 2,503		4.30%
26	Printing & Reproduction	\$ 14,425	\$ 13,868	\$ 14,425		0.00%
27	Training/Meetings	\$ 14,831	\$ 17,536	\$ 14,831		0.00%
28	Total Administration:	\$ 803,645	\$ 793,920	\$ 863,463		7.44%

Line	Maintenance Expenses	Approved FY24 Budget	FY 2024 Estimate	Proposed FY25 Budget	Notes	% Chg.
29	Lead Tech Supervisor	\$ 103,763	\$ 103,763	\$ 108,225	4.3% COLA	4.30%
30	Mechanic	\$ 92,430	\$ 92,430	\$ 96,404	4.3% COLA	4.30%
31	Utility Worker	\$ 48,757	\$ 48,757	\$ 53,291	4.3% COLA + Merit	9.30%
32	Utility Worker/Safety Coord.	\$ 48,289	\$ 48,289	\$ 52,779	4.3% COLA + Merit	9.30%
33	Maint Admin	\$ 27,828	\$ 27,828	\$ 29,024	4.3% COLA	4.30%
34	Payroll Taxes	\$ 7,706	\$ 6,209	\$ 8,037		4.30%
35	Health & Welfare	\$ 29,036	\$ 19,699	\$ 29,237		0.69%
36	Retirement	\$ 24,883	\$ 13,551	\$ 24,452	Employer Rate per CalPERS	-1.73%
37	Uniforms	\$ 4,000	\$ 4,236	\$ 4,418		10.46%
38	Outside Services	\$ 34,431	\$ 50,452	\$ 52,622		52.83%
39	Parts	\$ 45,462	\$ 69,314	\$ 72,294		59.02%
40	Fluids	\$ 16,403	\$ 17,326	\$ 18,071		10.17%
41	Tires	\$ 63,251	\$ 40,569	\$ 63,251		0.00%
42	Accident Repair	\$ 26,369	\$ -	\$ 26,369		0.00%
43	Tools	\$ 750	\$ 595	\$ 750		0.00%
44	Consulting	\$ 1,000	\$ -	\$ 1,000		0.00%
45	Shop Supplies	\$ 1,000	\$ 1,276	\$ 1,000		0.00%
46	Facility Supplies	\$ 6,022	\$ 5,714	\$ 6,022		0.00%
47	Training/Meetings	\$ 6,174	\$ 2,033	\$ 6,174		0.00%
48	Shelter Maintenance	\$ 2,784	\$ -	\$ 2,784		0.00%
49	CNG Stations Maintenance	\$ 115,874	\$ 82,725	\$ 115,874		0.00%
50	Total Maintenance:	\$ 706,210	\$ 634,767	\$ 772,079		9.33%

Line		Approved FY24 Budget	FY 2024 Estimate	Proposed FY25 Budget	Notes	% Chg.
51	Operations Manager	\$ 117,958	\$ 117,958	\$ 123,030	4.3% COLA	4.30%
52	Safety & Training Supervisor	\$ 66,326	\$ 66,326	\$ 72,494	4.3% COLA + Merit	9.30%
53	Operator Wages	\$ 1,345,960	\$ 1,345,960	\$ 1,437,485	4.3% COLA + Merits	6.80%
54	Dispatch Wages	\$ 264,015	\$ 264,015	\$ 269,928	4.3% COLA + Merits	2.24%
55	Payroll Taxes	\$ 43,062	\$ 36,151	\$ 45,670		6.06%
56	Health & Welfare	\$ 280,831	\$ 257,740	\$ 280,831		0.00%
57	Retirement	\$ 275,332	\$ 214,526	\$ 262,886	includes Accrued Liability per CalPERS	-4.52%
58	Safety Incentive Program	\$ 12,900	\$ 4,100	\$ 12,900	43 employees at (3) 100 days	0.00%
59	Workers' Comp.	\$ 259,900	\$ 163,384	\$ 217,350	Estimate provided by PRISM	-16.37%
60	Other Employee Exp.	\$ 36,409	\$ 34,215	\$ 36,409		0.00%
61	Mileage	\$ 1,850	\$ 1,611	\$ 1,850		0.00%
62	Uniforms	\$ 8,076	\$ 866	\$ 8,076		0.00%
63	Outside Services	\$ 16,635	\$ 19,532	\$ 16,635		0.00%
64	Tel/cell/internet/fax etc.	\$ 47,638	\$ 46,140	\$ 53,638	Added Starlink in 29	12.59%
65	Radio Exp.	\$ 5,935	\$ 5,030	\$ 5,935		0.00%
66	Fuel	\$ 336,885	\$ 279,932	\$ 336,885		0.00%
67	Training/Meetings	\$ 4,400	\$ 3,292	\$ 4,400		0.00%
68	Insurance	\$ 382,165	\$ 386,143	\$ 398,598		4.30%
69	Deferred Comp Match	\$ 51,080	\$ 49,620	\$ 51,080		0.00%
70	Total Operations:	\$ 3,557,356	\$ 3,296,540	\$ 3,636,081		2.21%

71	Grand Total Operations:	\$ 5,067,210	\$ 4,725,227	\$ 5,271,622		4.03%
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BASIN TRANSIT CAPITAL BUDGET

Line	FY25 Capital Budget	STA	LTF	SGR	LCTOP	CMAQ	ZETCP	TOTAL
72	Operations Support	\$ 50,000						\$ 50,000
73	CERBT / CEPPT Trust		\$ 290,388					\$ 290,388
74	Engine Overhauls	\$ 50,000						\$ 50,000
75	Replacement Vehicles	\$ 100,257	\$ 160,000			\$ 904,072		\$ 1,164,329
76	Onboard Intelligent System	\$ 54,099	\$ 709,119	\$ 136,782				\$ 900,000
77	Short Range Transit Plan (SRTP)	\$ 100,000						\$ 100,000
78	Zero Emissions RFP						\$ 246,734	\$ 246,734
79	Facilities		\$ 84,081					\$ 84,081
80	Bus Stop Improvements/PV Stops	\$ 20,000	\$ 34,678		\$ 164,762			\$ 219,440
81	Total Capital Budget:	\$ 374,356	\$ 1,278,266	\$ 136,782	\$ 164,762	\$ 904,072	\$ 246,734	\$ 3,104,972

TREP BUDGET

Line	FY25 Trep Budget	Revenue	Expenses	TOTAL
82	5310 Grant Award	\$ 114,526		\$ 114,526
83	Program Administrator		\$ 2,298	\$ (2,298)
84	Client Relations Clerk		\$ 53,325	\$ (53,325)
85	TREP Program Expenses		\$ 1,000	\$ (1,000)
86	Mileage Reimbursements		\$ 57,903	\$ (57,903)
87	Total TREP Budget:	\$ 114,526	\$ 114,526	\$ -

PROCUREMENT BUDGET

Line	FY25 Procurement Budget	Revenue*	Expenses	TOTAL
88	Procurement Bid Income	\$ 320,000		\$ 320,000
89	TAG Program		\$ 80,000	\$ (80,000)
90	Procurement Bid Expenses		\$ 70,000	\$ (70,000)
90	Procurement Director		\$ 123,601	\$ (123,601)
91	Total Procurement Reserves:	\$ 320,000	\$ 273,601	\$ 46,399

TAXI BUDGET

Line	FY25 Taxi Budget	Revenue	Expenses	TOTAL
92	Revenue	\$ 4,140		\$ 4,140
93	Administrative Expenses		\$ 8,810	\$ (8,810)
94	Total Taxi Budget:	\$ 4,140	\$ 8,810	\$ (4,670)

BASIN TRANSIT

TO: Board of Directors
FROM: Joe Meer, Procurement Director
DATE: July 25, 2024
RE: RFP 23-01 Approval

Basin Transit's RFP 18-01 for vehicles used by itself and other transit agencies has expired. This replacement solicitation is a multiple-award joint procurement for heavy-duty transit vehicles. The approval sought at this meeting is for a partial award on this effort for battery electric, diesel, and compressed natural gas vehicles.

Basin Transit received proposals from the manufacturers listed in the attached Notice of Intent to Award. All listed firms submitted technically responsive packages for all the buses received. A pricing excerpt from the bid tabulation is attached.

This RFP and all other contract activities, in particular potential rejections of unqualified proposals have been conducted in coordination with Counsel (Rutan and Tucker).

STAFF RECOMMENDATION: AUTHORIZE STAFF TO AWARD CONTRACTS TO BUS MANUFACTURERS LISTED ON NOTICE OF INTENT TO AWARD, FOR RFP 23-01.

Morongo Basin Transit Authority

July 10, 2024

Notice of Intent to Award Basin Transit RFP #23-01 Joint Procurement

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

1. Gillig LLC, 451 Discovery Drive, Livermore, Ca 94551: For Gillig low floor 30' buses in diesel and CNG. Gillig low floor battery electric, diesel and CNG 35' and 40' buses.
2. New Flyer of America, 6200 Glen Carson Drive, St. Cloud Minnesota, 56301: For New Flyer Excelsior battery electric, diesel and CNG 35-40' buses, fuel cell 40' buses.
3. Motor Coach Industries, 200 East Oakton Street, Des Plaines, Illinois, 60018: For MCI 45' diesel and battery electric Commuter buses.

Orders will only be placed through an Assignment Process that will be managed jointly by Basin Transit and the California Association for Coordinated Transportation. This procurement is a multiple award solicitation and in addition to pricing, Ordering Agencies may consider other criteria such as the past performance or warranty terms, fleet conformity, logistical support and other factors in making their decision of which vehicle/s to select.

Basin Transit reviewed the proposals submitted by the aforementioned firms and found them responsive to the solicitation. Additional award details will be specified in the staff report recommending authorization to award to the Basin Transit Board of Directors at its regularly scheduled meeting of July 25, 2024 and in correspondence to the prospective awardees.

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

Sincerely,



Joe G. Meer
Director of Cooperative Purchasing Programs

Pricing Table from Bid Tabulation 23-01

	GILLIG	NEW FLYER
	Low Price	
<u>DIESEL Hybrid Low Floor (Att A2 H-LF 35-40')</u>		
35' – 32 Passengers or 24 + 2 (Dual Doors)	\$ 861,637	\$ 873,900
40' – 39 Passengers or 33 + 2 (Dual Doors)	\$ 865,837	\$ 878,900
<u>DIESEL Low Floor Heavy Duty (Att A3 H-LF 35-40')</u>		
30' -29 Passengers 22+2 (Dual Doors)	\$ 534,227	NONE
35' – 32 Passengers or 24 + 2 (Dual Doors)	\$ 537,227	\$ 604,900
40' – 39 Passengers or 33 + 2 (Dual Doors)	\$ 541,427	\$ 609,900
<u>CNG Low Floor Heavy Duty (Att A3 H-LF 35-40')</u>		
30' -29 Passengers 22+2 (Dual Doors)	\$ 589,276	
35' – 32 Passengers or 24 + 2 (Dual Doors)	\$ 592,276	\$ 689,900
40' – 39 Passengers or 33 + 2 (Dual Doors)	\$ 596,476	\$ 694,900
	MCI (D45)	MCI (D45 CRT) *
<u>Commuter OTR Coach</u>		
45', minimum 57 passenger or 47 + 2		
Diesel	\$ 880,665	\$ 994,244
	D45CRTeLE	D45CRTe
BEB Commuter	\$ 1,615,449	\$ 1,501,920
<u>BEB Transit</u>		
<u>Low Floor BEB (Att A4 H-LF 35-40')</u>		
35' – 32 Passengers or 24 + 2 (Dual Doors)	\$ 1,019,355	\$ 1,103,900
40' – 39 Passengers or 33 + 2 (Dual Doors)	\$ 1,023,535	\$ 1,108,900
<u>Low Floor FC (Att A4 H-LF 35-40')</u>		
35' – 32 Passengers or 24 + 2 (Dual Doors)		NONE
40' – 39 Passengers or 33 + 2 (Dual Doors)		\$ 1,499,900

BASIN TRANSIT

TO: Board of Directors
FROM: Joe Meer, Procurement Director
DATE: July 25, 2024
RE: Updated TAG Guidelines and Application Form

The Guidelines and Program eligibility criteria for the Transportation Assistance Grant (TAG) Program were developed in 2011 and have never been revised. Staff met with the TAG Committee (Board Members Henning and Wright) on May 23, 2024. A change to the application criteria was discussed and are being brought to the Basin Transit Board at this time for discussion and possible approval.

The spiraling cost of purchasing vehicles outright compared to the funding available for the TAG program makes it generally impractical to consider these as eligible projects. The revised application form reflects this but continues to encourage applicants to request match funding from the program to go toward federal and other transportation grants for the acquisition of vehicles.

STAFF RECOMMENDATION: RECEIVE, DISCUSS AND APPROVE REVISION TO THE UPDATED TAG GUIDELINES AND APPLICATION.



TRANSPORTATION ASSISTANCE GRANT (TAG)

202~~34~~-202~~45~~ Guidelines and Application

What is the TAG Program? Basin Transit staff has developed a procurement program for vehicles that results in non-publicly funded income from fees paid by other organizations in order to access Basin Transit's vehicle purchasing contracts. The Basin Transit Board has authorized staff in the current budget to fund eligible transportation assistance projects within the Morongo Basin subarea of San Bernardino County.

Applicants are advised that funding availability from this source may be non-recurring, as it is subject to the availability of current Basin Transit staff and market factors the agency may not be able to control.

Eligible Projects: Local government agencies and non-profits 501(c)(3) whose primary program purpose being applied for is to assist in meeting unmet transportation needs, accessing or augmenting Basin Transit public transit services.

Examples are:

- Trip reimbursement programs
- Providing matching local funds for federal and other transportation grants
- ~~Capital assistance in acquiring equipment to be used solely for transportation needs of Basin elderly and disabled~~
- Operating assistance for services to be used solely for transportation needs of Morongo Basin elderly and disabled
- Match funding assistance for purchasing Basin Transit bus passes for eligible groups

Ineligible Projects will include but not be limited to those undertaken by private firms or individuals, applications for funding wherein the intent is to defray transportation expenses for programs whose primary purpose is not transportation oriented, and programs deemed non-complementary or detrimental to Basin Transit services. Funding limitations generally preclude the program from fully supporting the acquisition of vehicles, but applicants may apply for matching funds towards gaining federal and other transportation grants for vehicles and other support, as stated above.

Submissions for passes are to provide detail on the number and type of bus passes being requested.

Please submit one signed (in blue ink) paper copy of each completed and signed project proposal to: Basin Transit, TAG Program, 62405 Verbena Road, Joshua Tree, CA 92252. For assistance or information regarding the completion of this proposal, call (760) 366-2986 or email joe@basin-transit.com.

Verification: Organizations that are making repeat applications from the previous TAG grant cycle must submit a report by 7/31/2023~~7/31/2024~~, certifying the outcome of the project for which previous funding was received.

Project Proposal must be received by Friday, August 11, 2023~~3~~4 at 5:00 pm.

APPLICANT INFORMATION

Name of Applicant Organization:

Mailing Address:

City:

State:

Zip:

Contact Person:

Title:

Phone:

Fax: () -

E-mail Address:

PROJECT DESCRIPTION: USING 100 WORDS OR LESS, PROVIDE A CONCISE DESCRIPTION OF THE PROJECT BEING APPLIED FOR.

BENEFITS: USING 50 WORDS OR LESS, EXPLAIN THE BENEFITS THAT WILL BE PROVIDED BY YOUR PROJECT AND HOW THEY FIT IN WITH THE TAG GUIDELINES.

TIMELINE: IN 50 WORDS OR LESS, PROVIDE THE TIMELINE FOR IMPLEMENTATION AND COMPLETION OF PROJECT.

OUTCOME AND VERIFICATION: EXPLAIN IN 75 WORDS OR LESS HOW YOUR AGENCY WILL CERTIFY TO BASIN TRANSIT THE USE OF FUNDS PROVIDED AND DOCUMENT OUTCOMES ON YOUR PROJECT. PROVIDE DATE(S) THIS REPORTING WILL TAKE PLACE.

PROJECT REQUEST FORM

AGENCY NAME: _____

PROJECT TITLE: _____

EXPENSE DESCRIPTION		AMOUNT	Comment
PERSONNEL: <i>(Example: drivers, scheduler, trainer, etc)</i>			
A.		\$	
B.		\$	
C.		\$	
D.		\$	
NON-PERSONNEL: <i>(Example: fuel, rent, insurance, utilities, etc)</i>			
A.		\$	
B.		\$	
C.		\$	
D.		\$	
E.		\$	
F.		\$	
TOTAL EXPENSES:		\$	

BUS PASSES			
TYPE OF BUS PASS	COST OF PASS	QTY. OF PASSES	EXTENDED COST OF REQUESTED PASSES
STANDARD INDIVIDUAL DAY PASS	\$ 3.75		\$
BOOK OF 20 STANDARD INDIVIDUAL DAY PASSES	\$ 75.00		\$
STANDARD 31-DAY GO PASS	\$ 40.00		\$
SENIOR & DISABLED DISCOUNTED 31-DAY GO PASS	\$ 25.00		\$
PALM SPRINGS 10-RIDE PUNCH PASS (VALID ON ROUTE 12 ONLY)	\$ 42.00		\$
SENIOR & DISABLED 10-PUNCH READY RIDE PASS	\$ 12.50		\$
SENIOR & DISABLED 20-PUNCH READY RIDE PASS	\$ 25.00		\$
TOTAL AMOUNT IN BUS PASSES REQUESTED			\$

MAINTENANCE AND OPERATION COMMITMENT: The governing body of the below-named public, quasi-public, or non-profit entity has the financial capacity and is willing to assume the Maintenance and Operations (M&O) responsibility and costs associated with the indicated community development project. This body has reviewed the “Estimated Annual Maintenance and Operations Budget” part of this section. To the best of this body’s ability, it has determined this budget to be a true and accurate estimate of the annual M&O costs for the proposed project.

It is understood that without a commitment for maintenance and operations, the indicated project may not be considered for funding under the Transit Assistance Grant Program. Should this project be funded, a formal M&O contract between Basin Transit and the M&O entity shall be written and signed before any funds can be released.

INDEMNIFICATION: Recipient shall defend, indemnify and hold Basin Transit, Morongo Basin Transit Authority (MBTA), its directors, officials, officers, employees, agents and/or volunteers free and harmless from any and all liability from loss, damage, or injury to property or persons, including wrongful death, in any manner arising out

of or incident to any acts, omissions or willful misconduct of Recipient or any of its agents, employees, volunteers, or service providers arising out of or in connection with recipient's performance of this Agreement, including without limitation the payment of consequential damages and attorneys' fees. Further, recipient shall defend at its own expense, including the payment of attorneys' fees, Basin Transit, MBTA, its officials, officers, employees, and agents in any legal action based upon such acts, omissions or willful misconduct. Recipient shall reimburse Basin Transit, MBTA and its directors, officials, officers, employees, agents and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided.

REPORTING: If awarded, recipient agency agrees to satisfactorily report project outcomes by time and date specified in this proposal. Failure to satisfactorily submit this item may result in ineligibility for future projects or funding from the TAG program.

Signature: _____

Title: _____

Print Name: _____

Date: _____

AUTHORIZED SIGNATURE: To the best of my knowledge, the information provided on this application is true and I am authorized to submit this application on behalf of the applicant organization.

Signature: _____

Title: _____

Print Name: _____

Date: _____

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: July 25, 2024
RE: 35-Year Anniversary

October 16, 2024 marks a significant milestone for Basin Transit as we celebrate our 35th year of providing reliable and essential transportation services throughout the Morongo Basin. To commemorate this milestone, we propose the following initiatives:

35 Days of Free Fares:

To show our appreciation to our passengers and encourage new ridership, we plan to offer 35 days of free fares starting from October 1, 2024. This initiative will be funded by the Low Carbin Transit Operations Program (LCTOP).

35th Anniversary Logo:

Staff will get with the Marketing Committee to select a 35-year logo. The chosen logo will be used in various giveaways and promotional materials throughout the remaining year.

Passenger Testimonials for Social Media:

Collect and share passenger testimonials for our social media platforms during the 35 days of free fares. These testimonials will highlight personal stories and positive experiences with our transportation services, fostering a sense of community and engagement.

Incorporating Giveaways with SRTP Feedback:

As part of our Short Range Transit Plan (SRTP) process, we will use the 35th anniversary giveaways as an incentive to gather valuable passenger feedback. This feedback will be instrumental in shaping the future of our services and ensuring they meet the needs of our community.

Jacket Distribution

Staff would like to repurpose the unused turquoise jackets by adding the 35th anniversary logo to the back. These jackets will be distributed to passengers and individuals experiencing homelessness in our community. This initiative aims to provide practical warmth and comfort while promoting our anniversary celebration.

STAFF RECOMMENDATION: DISCUSS AND APPROVE FREE FARES FOR 35 DAYS

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: July 25, 2024

RE: Bank Letter of Authority

Basin Transit is required to get Board Approval in order to update check signers. There was an oversight in the original bank letter of authority. Staff inadvertently left off an account that should have been included. This bank account holds our PTMISEA grant funds.

**STAFF RECOMMENDATION: APPROVE LETTER OF AUTHORITY TO
UPDATE BANK SIGNER**



July 25, 2024

Effective July 25, 2024, the following is a list of the officers of the Morongo Basin Transit Authority.

Cheri Holslcaw, General Manager

Matthew Atkins, Operations Manager

Jeff Drozd, Chair

Daniel L. Mintz, Sr., Vice Chair

Merl Abel, Board Member

Jennifer Henning, Board Member

Danielle Harrington, Board Member Designee

William Sasnett, Jr., Member At-Large

McArthur Wright, Board Member

The following are authorized to be bank signers for bank account **1001740693**:

Cheri Holslcaw, General Manager

Matthew Atkins, Operations Manager

Jeff Drozd, Chair

Signed,

Jeff Drozd, Chair

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