

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 March 26, 2025, 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, March 27, 2025
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 November 21, 2024 Board Meeting](#)
Staff Recommendation: Approve Minutes

4.2 [Treasurer's Report for October 2024 through January 2025](#)
Staff Recommendation: Approve Treasurer's Reports

4.3 [Warrant Register through January 31, 2025](#)
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 [Audited Financial Report for Fiscal Year 2024](#)
Staff Recommendation: Receive and File
- 4.10 [Approval of Solar Equipment for Bus Stops](#)
Staff Recommendation: Approve Purchase of Solar Equipment in the Amount of \$46,073
- 4.11 [Vehicle Disposal](#)
Staff Recommendation: Authorize Staff to Dispose of Vehicle at Auction
- 4.12 [Title VI Program Plan Update](#)
Staff Recommendation: Approve Update to Title VI Program, Public Participation and Language Assistance Plan and Adopt Resolution 25-01
- 4.13 [LCTOP Resolutions](#)
Staff Recommendation: Adopt Resolution 25-02; Authorize LCTOP Agent and Certification and Assurances
- 4.14 [2025 Board Calendar](#)
Staff Recommendation: Adopt Basin Transit's 2025 Board Calendar

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 [Election of Board Officers for Calendar Year 2025](#)

Staff Recommendation: Elect Chair, Vice-Chair and Secretary with Terms to Expire January 2026

ACTION: Move _____ 2nd _____ Roll Call Vote

7.2 [Basin Transit Sub-Committee Assignments](#)

Staff Recommendation: Discuss and Assign Board Members as Appropriate

ACTION: Move _____ 2nd _____ Roll Call Vote

7.3 [Short Range Transit Plan](#)

Staff Recommendation: Receive, Discuss and Accept Short Range Transit Plan

ACTION: Move _____ 2nd _____ Roll Call Vote

7.4 [Board Member Stipends](#)

Staff Recommendation: Discuss and Provide Staff with Direction or No Action Necessary

ACTION: Move _____ 2nd _____ Roll Call Vote

7.5 [FY 2025/26 Draft Operating and Capital Budgets](#)

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

7.6 [Rider Suspension Policy](#)

Staff Recommendation: Adopt Suspension For Misconduct Policy

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, May 22, 2025, 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 March 24, 2025, at 5:00 PM.**



Cheri Holsclaw, Board Secretary

3/24/25

Date

BASIN TRANSIT

TO: Board of Directors

FROM: Cheri Holsclaw, General Manager

DATE: March 27, 2025

RE: Minutes of the November 21, 2024 Board Meeting

STAFF RECOMMENDATION: APPROVE MINUTES

ITEM 4.1

BASIN TRANSIT

**REGULAR MEETING OF
THE BOARD OF DIRECTORS**

Thursday, November 21, 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 5:08 p.m.

PLEDGE OF ALLEGIANCE – Board Member Abel

ROLL CALL

Members Present:

| | |
|------------------|-------------|
| Merl Abel | Jeff Drozd |
| Jennifer Henning | Ben Sasnett |
| McArthur Wright | |

Members Absent:

| | |
|---------------------|-----------|
| Danielle Harrington | Dan Mintz |
|---------------------|-----------|

2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

2.1 Recognition of Employee of the Quarter: Matt Atkins, Operations Manager, recognized Blaz Crus as the Employee of the Quarter.

3.0 PUBLIC COMMENTS

NONE

4.0 CONSENT CALENDAR

4.1 Minutes of the September 26, 2024 Board Meeting

4.2 Treasurer's Report for August 2024 and September 2024

4.3 Warrant Register through September 30, 2024

4.4 Ridership Reports

4.5 Financial Reports

- 4.6 Taxi Report
- 4.7 General Manager's Report(s)
- 4.8 Operations Report
- 4.9 Transit Operating, Capital Plan (TOCP) Reallocation
- 4.10 End-of-Year Employee Recognition

ACTION: Board Member Henning moved to approve the Consent Calendar (items 4.1 - 4.10); seconded by Board Member Wright: items 4.2 – 4.10 passed by Roll Call Vote (5-0), item 4.1 passed by Roll Call Vote with one (1) abstention by Board Member Abel.

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 Short Range Transit Plan (SRTP) Discussion

Cheri introduced the SRTP consulting staff to the Board and handed over the floor to Manuel Soto of Jarrett Walker & Associates who gave a presentation and discussed the SRTP's concepts, purposes, and development processes with the Board.

7.2 35-Year Anniversary Update Discussion

Cheri informed the Board that Basin Transit provided 24,794 free rides from October 1, 2024 through November 4, 2024 as part of its 35-Year Anniversary Free Fare Promotion. There was a 5,166 increase in ridership when compared to the same period last year. The Low Carbon Transit Operations Program (LCTOP) funded the promotion.

7.3 Bus Stop Improvement IFB #24-01

Cheri Holsclaw requested that the Board approve proceeding with IFB #24-01, bus stop improvement project on Highway 62 in front of the Morongo Valley Post Office. The project is entirely funded by the Low Carbon Transit Operations Program (LCTOP).

ACTION: Board Member Abel moved to approve Bus Stop Improvement IFB #24-01; seconded by Board Member Wright, motion passed by Roll Call Vote (5-0).

7.4 Clean Energy Amended Agreement

Cheri Holsclaw explained the purpose of the Clean Energy Amended Agreement and requested that the Board authorize the execution of the amended agreement.

ACTION: Board Member Wright moved to authorize the execution of the Clean Energy Amended Agreement; seconded by Board Member Henning, motion passed by Roll Call Vote (5-0).

8.0 CLOSED SESSION

NONE

9.0 GENERAL MANAGER UPDATE

Cheri shared that Basin Transit will be hosting the “Fill the Bus” Food Drive on Friday, November 22nd, and the “Stuff the Bus” Toy Drive on Saturday, December 7th. Cheri also verbally invited the Board to the Basin Transit End of Year Employee Recognition Dinner on Sunday, December 8th. Additionally, Cheri announced that Basin Transit had achieved 205 safety days as of the date of the meeting.

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

NONE

11.0 BOARD MEMBER COMMENTS

The following Board Members made comments:

Board Member Wright

Board Member Sasnett

Board Member Abel

12.0 ADJOURNMENT

The meeting adjourned at 5:55 p.m. Thursday, November 22, 2024.

Respectfully submitted,



Michal Brock, Assistant Board Secretary

BASIN TRANSIT

TO: Board of Directors

FROM: Cheri Holsclaw, General Manager

DATE: March 27, 2025

RE: Treasurer's Reports for October 2024 through January 2025

STAFF RECOMMENDATION: APPROVE TREASURER'S REPORTS

BASIN TRANSIT
TREASURER'S REPORT
October 31, 2024

| | | |
|--------------------|--------------------|------------------|
| Beginning Balance: | September 30, 2024 | 8,439,433 |
| Receipts | | 2,044,424 |
| Disbursements | | 1,131,471 |
| Interest Received | | <u>41,285</u> |
| Ending Balance: | October 31, 2024 | <u>9,393,671</u> |

| LOCATION OF FUNDS: | BALANCE | INTEREST EARNED | INTEREST RATE |
|---------------------------------------|----------------------------|--------------------|------------------|
| US Bank General | \$ 60,352 | - | 0.00% |
| US Bank Class E | \$ - | \$ - | 0.00% |
| Pacific Western Bank Procurement Fees | \$ 1,577,202 | \$ - | 0.00% |
| US Bank MAIN | \$ 3,065,532 | \$ - | 0.00% |
| Pacific Western Bank | \$ 313,219 | \$ - | 0.00% |
| LAIF | \$ 3,496,178 | \$ - | 0.00% |
| US Bank PTMISEA | \$ 238,577 | \$ - | 0.00% |
| US Bank LCTOP | \$ 553,568 | \$ - | 0.00% |
| US Bank SGR (SB1) | \$ 89,044 | \$ - | 0.00% |
| | <u>\$</u> | <u>\$</u> | <u>0.00%</u> |
| TOTAL INVESTMENTS | <u><u>\$ 9,393,671</u></u> | <u><u>\$ -</u></u> | |

BASIN TRANSIT
TREASURER'S REPORT
November 30, 2024

| | | |
|--------------------|-------------------|------------------|
| Beginning Balance: | October 31, 2024 | 9,393,671 |
| Receipts | | 878,503 |
| Disbursements | | 1,827,685 |
| Interest Received | | 276 |
| Ending Balance: | November 30, 2024 | <u>8,444,765</u> |

| LOCATION OF FUNDS: | BALANCE | INTEREST EARNED | INTEREST RATE |
|---------------------------------------|---------------------|--------------------|------------------|
| US Bank General | \$ 59,643 | - | 0.00% |
| US Bank Class E | \$ - | \$ - | 0.00% |
| Pacific Western Bank Procurement Fees | \$ 1,583,115 | \$ - | 0.00% |
| US Bank MAIN | \$ 2,322,746 | \$ - | 0.00% |
| Pacific Western Bank | \$ 101,845 | \$ - | 0.00% |
| LAIF | \$ 3,496,178 | \$ - | 0.00% |
| US Bank PTMISEA | \$ 238,581 | \$ - | 0.00% |
| US Bank LCTOP | \$ 553,607 | \$ - | 0.00% |
| US Bank SGR (SB1) | \$ 89,050 | \$ - | 0.00% |
| | \$ | - | 0.00% |
| TOTAL INVESTMENTS | \$ 8,444,765 | \$ - | |

BASIN TRANSIT
TREASURER'S REPORT
December 31, 2024

| | | |
|--------------------|-------------------|------------------|
| Beginning Balance: | November 30, 2024 | 8,444,765 |
| Receipts | | 2,250,774 |
| Disbursements | | 1,482,557 |
| Interest Received | | <u>272</u> |
| Ending Balance: | December 31, 2024 | <u>9,213,254</u> |

| LOCATION OF FUNDS: | BALANCE | INTEREST EARNED | INTEREST RATE |
|---------------------------------------|--------------------------------------|--------------------|------------------|
| US Bank General | \$ 59,379 | - | 0.00% |
| US Bank Class E | \$ - \$ | - | 0.00% |
| Pacific Western Bank Procurement Fees | \$ 1,621,274 \$ | - | 0.00% |
| US Bank MAIN | \$ 2,595,537 \$ | - | 0.00% |
| Pacific Western Bank | \$ 559,595 \$ | - | 0.00% |
| LAIF | \$ 3,496,178 \$ | - | 0.00% |
| US Bank PTMISEA | \$ 238,585 \$ | - | 0.00% |
| US Bank LCTOP | \$ 553,649 \$ | - | 0.00% |
| US Bank SGR (SB1) | \$ 89,057 \$ | - | 0.00% |
| | <u>\$</u> | <u>-</u> | <u>0.00%</u> |
| TOTAL INVESTMENTS | <u><u>\$ 9,213,254</u></u> <u>\$</u> | <u>-</u> | |

BASIN TRANSIT
TREASURER'S REPORT
January 31, 2025

| | | |
|--------------------|-------------------|------------------|
| Beginning Balance: | December 31, 2024 | 9,213,254 |
| Receipts | | 150,216 |
| Disbursements | | 742,018 |
| Interest Received | | 40,936 |
| Ending Balance: | January 31, 2025 | <u>8,662,388</u> |

| LOCATION OF FUNDS: | BALANCE | INTEREST EARNED | INTEREST RATE |
|---------------------------------------|---------------------|--------------------|------------------|
| US Bank General | \$ 59,319 | - | 0.00% |
| US Bank Class E | \$ - | - | 0.00% |
| Pacific Western Bank Procurement Fees | \$ 1,618,091 | - | 0.00% |
| US Bank MAIN | \$ 2,610,193 | - | 0.00% |
| Pacific Western Bank | \$ 129,579 | - | 0.00% |
| LAIF | \$ 3,536,840 | - | 0.00% |
| US Bank PTMISEA | \$ 238,589 | - | 0.00% |
| US Bank LCTOP | \$ 380,715 | - | 0.00% |
| US Bank SGR (SB1) | \$ 89,064 | - | 0.00% |
| | \$ | - | 0.00% |
| TOTAL INVESTMENTS | \$ 8,662,388 | \$ - | |

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: March 27, 2025

RE: Warrant Register through January 31, 2025

STAFF RECOMMENDATION: APPROVE WARRANT REGISTER

**BASIN TRANSIT
WARRANT REGISTER
As of October 31, 2024**

| Date | Name | Memo | Paid Amount |
|------------|---|-------------------------------|-------------|
| 10/01/2024 | ARCO | FUEL | -173.73 |
| 10/01/2024 | DANIELLE HARRINGTON | BOARD MEMBER STIPEND | -100.00 |
| 10/01/2024 | JENNIFER HENNING | BOARD MEMBER STIPEND | -100.00 |
| 10/01/2024 | McARTHUR WRIGHT | BOARD MEMBER STIPEND | -100.00 |
| 10/01/2024 | DAN MINTZ | BOARD MEMBER STIPEND | -100.00 |
| 10/01/2024 | JEFF DROZD | BOARD MEMBER STIPEND | -100.00 |
| 10/02/2024 | SPECTRUM | TELEPHONE | -161.24 |
| 10/03/2024 | SENTINEL BENEFITS | OUTSIDE SERVICES | -25.00 |
| 10/04/2024 | BENEFIT COORDINATORS CORP | DENTAL INSURANCE | -1,784.40 |
| 10/04/2024 | BROADLUX INC. | CNG MAINTENANCE | -662.00 |
| 10/04/2024 | DIAMOND ENVIRONMENTAL SERVICES | UTILITIES | -126.19 |
| 10/04/2024 | FOSTER & FOSTER, INC. | PROFESSIONAL FEES | -750.00 |
| 10/04/2024 | GILLIG LLC | PARTS | -976.82 |
| 10/04/2024 | NAPA | PARTS, SHOPS SUPPLIES, FLUIDS | -416.43 |
| 10/04/2024 | O'REILLY AUTO PARTS | PARTS, SHOPS SUPPLIES, FLUIDS | -304.95 |
| 10/04/2024 | PALM SPRINGS MOTORS | PARTS | -490.54 |
| 10/04/2024 | PRUDENTIAL OVERALL SUPPLY | UNIFORMS & FACILITY SUPPLIES | -112.37 |
| 10/04/2024 | QUILL CORPORATION | OFFICE SUPPLIES | -57.28 |
| 10/04/2024 | RELIABLE MONITORING SERVICES | OUTSIDE SERVICES | -1,220.00 |
| 10/04/2024 | SOUTHWEST NETWORKS | PROFESSIONAL FEES | -187.50 |
| 10/04/2024 | VOYAGER | FUEL | -7,325.33 |
| 10/04/2024 | [EMPLOYEE] | WAGES | -57.38 |
| 10/04/2024 | [EMPLOYEE] | WAGES | -58.53 |
| 10/04/2024 | ADP | WAGES | -79,643.80 |
| 10/04/2024 | ADP | WAGES | -14,210.75 |
| 10/04/2024 | CALPERS 457 PROGRAM | SUPPL RETIREMENT | -5,153.14 |
| 10/04/2024 | CALPERS HEALTH/RETIREMENT | RETIREMENT | -10,563.32 |
| 10/04/2024 | CALPERS HEALTH/RETIREMENT | RETIREMENT | -5,234.52 |
| 10/04/2024 | ADP | OUTSIDE SERVICES | -230.95 |
| 10/05/2024 | SOUTHERN CALIFORNIA EDISON | UTILITIES | -13,205.23 |
| 10/05/2024 | CALPERS HEALTH/RETIREMENT | HEALTH INSURANCE | -26,759.30 |
| 10/05/2024 | ADP | OUTSIDE SERVICES | -597.94 |
| 10/08/2024 | ARCO | FUEL | -146.76 |
| 10/10/2024 | BURRTEC | UTILITIES | -245.97 |
| 10/10/2024 | BURRTEC | UTILITIES | -223.25 |
| 10/10/2024 | ACE ALTERNATORS | OUTSIDE SERVICES | -309.94 |
| 10/10/2024 | AVALON URGENT CARE | EMPLOYEE EXPENSE | -1,000.00 |
| 10/10/2024 | CITY OF TWENTYNINE PALMS PARKS & REC | MARKETING & PROMOTIONS | -20.00 |
| 10/10/2024 | CLEAN ENERGY | CNG MAINTENANCE | -4,587.85 |
| 10/10/2024 | COPPER MOUNTAIN BROADCASTING | MARKETING & PROMOTIONS | -320.00 |
| 10/10/2024 | FORENSIC DRUG TESTING | EMPLOYEE EXPENSE | -943.75 |
| 10/10/2024 | GOLD MOUNTAIN CALIFORNIA NEW MEDIA INC. | MARKETING & PROMOTIONS | -909.75 |
| 10/10/2024 | HI DESERT WATER DISTRICT | UTILITIES | -696.46 |
| 10/10/2024 | JOSHUA BASIN WATER DISTRICT | UTILITIES | -447.66 |
| 10/10/2024 | NAPA | PARTS, SHOPS SUPPLIES, FLUIDS | -425.05 |
| 10/10/2024 | PALM SPRINGS MOTORS | PARTS | -317.32 |
| 10/10/2024 | PARKHOUSE TIRES | TIRES | -858.37 |
| 10/10/2024 | PRUDENTIAL OVERALL SUPPLY | UNIFORMS & FACILITY SUPPLIES | -96.86 |

**BASIN TRANSIT
WARRANT REGISTER
As of October 31, 2024**

| | | | |
|------------|--|--|------------|
| 10/10/2024 | QUILL CORPORATION | OFFICE SUPPLIES | -374.83 |
| 10/10/2024 | YUCCA VALLEY TOWING INC | OUTSIDE SERVICES | -1,662.50 |
| 10/10/2024 | US BANK | CREDIT CARD PYMNT | -5,826.69 |
| 10/10/2024 | JAMES MITCHELL | EMPLOYEE EXPENSE | -58.00 |
| 10/10/2024 | NEC CLOUD COMMUNICATIONS AMERICA, INC. | TELEPHONE | -495.76 |
| 10/10/2024 | BURRTEC | UTILITIES | -85.16 |
| 10/15/2024 | TWENTYNINE PALMS WATER DISTRICT | UTILITIES | -70.58 |
| 10/15/2024 | TWENTYNINE PALMS WATER DISTRICT | UTILITIES | -22.98 |
| 10/15/2024 | HI DESERT WATER DISTRICT | UTILITIES | -52.66 |
| 10/15/2024 | HI DESERT WATER DISTRICT | UTILITIES | -102.77 |
| 10/15/2024 | ARCO | FUEL | -267.30 |
| 10/15/2024 | CALPERS HEALTH/RETIREMENT | CERBT | -14,165.00 |
| 10/15/2024 | CALPERS HEALTH/RETIREMENT | CEPPT | -10,034.00 |
| 10/15/2024 | SPECTRUM | TELEPHONE | -161.24 |
| 10/15/2024 | VISION SERVICE PLAN | VISION INSURANCE | -537.90 |
| 10/17/2024 | ADP | WAGES | -75.00 |
| 10/18/2024 | ADP | WAGES | -80,560.88 |
| 10/18/2024 | ADP | WAGES | -14,695.78 |
| 10/18/2024 | ADP | OUTSIDE SERVICES | -233.55 |
| 10/18/2024 | CALPERS HEALTH/RETIREMENT | RETIREMENT | -10,745.12 |
| 10/18/2024 | CALPERS HEALTH/RETIREMENT | RETIREMENT | -5,211.39 |
| 10/18/2024 | CALPERS 457 PROGRAM | SUPL RETIREMENT | -5,150.52 |
| 10/20/2024 | JOSHUA BASIN WATER DISTRICT | UTILITIES | -532.43 |
| 10/20/2024 | JOSHUA BASIN WATER DISTRICT | UTILITIES | -242.90 |
| 10/21/2024 | PACIFIC WESTERN | IN DISPUTE - BNK CLR'D CHECK FOR INCORRECT AMT | 1,000.00 |
| 10/22/2024 | ARCO | FUEL | -162.27 |
| 10/23/2024 | FLEET REFINISHING SOCIAL WRAPS | ACCIDENT REPAIR | -32,452.49 |
| 10/24/2024 | SPECTRUM | TELEPHONE | -308.19 |
| 10/24/2024 | AIS | PRINTING & REPRODUCTION | -89.07 |
| 10/24/2024 | AVALON URGENT CARE | EMPLOYEE EXPENSE | -65.00 |
| 10/24/2024 | CITY OF TWENTYNINE PALMS | PROFESSIONAL FEES | -50.00 |
| 10/24/2024 | DESERT ARC | OUTSIDE SERVICES | -270.00 |
| 10/24/2024 | FROG ENVIRONMENTAL, INC | OUTSIDE SERVICES | -3,800.00 |
| 10/24/2024 | FRONTIER COMMUNICATIONS | TELEPHONE | -288.38 |
| 10/24/2024 | FRONTIER COMMUNICATIONS | TELEPHONE | -74.75 |
| 10/24/2024 | FRONTIER COMMUNICATIONS | TELEPHONE | -73.49 |
| 10/24/2024 | FRONTIER COMMUNICATIONS | TELEPHONE | -109.98 |
| 10/24/2024 | NAPA | PARTS, SHOPS SUPPLIES, FLUIDS | -1,016.00 |
| 10/24/2024 | PALM SPRINGS MOTORS | PARTS | -781.52 |
| 10/24/2024 | PRUDENTIAL OVERALL SUPPLY | UNIFORMS & FACILITY SUPPLIES | -668.19 |
| 10/24/2024 | QUILL CORPORATION | OFFICE SUPPLIES | -603.69 |
| 10/24/2024 | SOUTHWEST NETWORKS | PROFESSIONAL FEES | -4,489.56 |
| 10/24/2024 | THE GAS COMPANY | FUEL | -11,582.39 |
| 10/24/2024 | VERIZON | TELEPHONE | -2,174.74 |
| 10/24/2024 | VISUAL EDGE IT | CREDIT APPLIED | 0.00 |
| 10/24/2024 | YUCCA VALLEY TOWING INC | OUTSIDE SERVICES | -525.00 |
| 10/24/2024 | JOE MEER | TRAINING/MEETINGS | -554.53 |
| 10/24/2024 | MICHAL BROCK | TRAINING/MEETINGS | -451.74 |
| 10/24/2024 | TREP | TREP MILEAGE REIMBURSEMENTS | -2,842.44 |

BASIN TRANSIT
WARRANT REGISTER
As of October 31, 2024

| | | | |
|------------|---------------------------------------|--|---------------------------|
| 10/25/2024 | AREG ABARYANTS | TREP MILEAGE REIMBURSEMENT | -120.00 |
| 10/25/2024 | THE GAS COMPANY | UTILITIES | -17.37 |
| 10/25/2024 | JOSHUA TREE LANDSCAPE & GROUNDS MAINT | OUTSIDE SERVICES | -4,715.00 |
| 10/25/2024 | JOSHUA TREE LANDSCAPE & GROUNDS MAINT | OUTSIDE SERVICES | -833.75 |
| 10/29/2024 | ARCO | FUEL | -189.11 |
| 10/29/2024 | TREP | TREP MILEAGE REIMBURSEMENTS (RETURNED) | 44.00 |
| 10/31/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -133.90 |
| 10/31/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -457.38 |
| 10/31/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -195.34 |
| 10/31/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -1,067.27 |
| 10/31/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -9,191.12 |
| 10/31/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -876.16 |
| 10/31/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -1,145.61 |
| 10/31/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -632.19 |
| 10/31/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -123.33 |
| 10/31/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -174.70 |
| 10/31/2024 | MORONGO BASIN TRANSIT AUTHORITY | REIMB. LCTOP BANK ACCT | -209,762.00 |
| | | | <u>-625,926.22</u> |
| | | | <u>-625,926.22</u> |

**BASIN TRANSIT
WARRANT REGISTER
As of November 30, 2024**

| Date | Name | Memo | Paid Amount |
|-------------|--|--------------------------|--------------------|
| 11/01/2024 | A-Z BUS SALES | OUTSIDE SRVCS & PARTS | -6,565.12 |
| 11/01/2024 | ACE ALTERNATORS | PARTS | -206.57 |
| 11/01/2024 | BATTERY SYSTEMS | PARTS | -441.33 |
| 11/01/2024 | BENEFIT COORDINATORS CORP | DENTAL INSURANCE | -1,658.00 |
| 11/01/2024 | CARQUEST - YUCCA VALLEY | PARTS | -77.40 |
| 11/01/2024 | CHARLES ABBOTT & ASSOCIATES INC. | PROFESSIONAL FEES | -2,170.00 |
| 11/01/2024 | CLEAN ENERGY | CNG MAINTENANCE | -3,000.00 |
| 11/01/2024 | CLEAN ENERGY | CNG STATION REPAIR | -20,577.34 |
| 11/01/2024 | DIAMOND ENVIRONMENTAL SERVICES | UTILITIES | -126.19 |
| 11/01/2024 | EPTURA | MAINT DEPT SOFTWARE | -5,550.00 |
| 11/01/2024 | FRONTIER COMMUNICATIONS | TELEPHONE | -610.26 |
| 11/01/2024 | NAPA AUTO PARTS | PARTS & SHOP SUPPLIES | -599.86 |
| 11/01/2024 | PALM SPRINGS MOTORS | PARTS & VEHICLE REPAIRS | -11,594.47 |
| 11/01/2024 | PARKHOUSE TIRES | TIRES | -1,967.98 |
| 11/01/2024 | PRUDENTIAL OVERALL SUPPLY | UNIFORMS & SHOP SUPPLIES | -267.31 |
| 11/01/2024 | QUILL CORPORATION | OFFICE SUPPLIES | -298.48 |
| 11/01/2024 | SONSRAY FLEET SERVICES | PARTS | -408.25 |
| 11/01/2024 | SUNNY AND SONS | OUTSIDE SERVICES | -99.00 |
| 11/01/2024 | YUCCA VALLEY TOWING INC | OUTSIDE SERVICES | -1,575.00 |
| 11/01/2024 | ADP | WAGES | -78,053.72 |
| 11/01/2024 | ADP | WAGES | -13,940.76 |
| 11/01/2024 | TRANS-WEST TRUCK CENTER | PARTS | -249.58 |
| 11/01/2024 | ADP | OUTSIDE SERVICES | -228.35 |
| 11/01/2024 | CALPERS 457 PROGRAM | SUPL RETIREMENT | -5,093.03 |
| 11/01/2024 | CALPERS HEALTH/RETIREMENT | RETIREMENT | -10,601.07 |
| 11/01/2024 | CALPERS HEALTH/RETIREMENT | RETIREMENT | -5,169.12 |
| 11/01/2024 | ADP | WAGES | -75.00 |
| 11/02/2024 | SPECTRUM | TELEPHONE | -161.24 |
| 11/03/2024 | SENTINEL BENEFITS | OUTSIDE SERVICES | -25.00 |
| 11/05/2024 | ADP | OUTSIDE SERVICES | -597.94 |
| 11/05/2024 | ARCO | FUEL | -221.92 |
| 11/05/2024 | CALPERS HEALTH/RETIREMENT | HEALTH INSURANCE | -26,000.84 |
| 11/05/2024 | SOUTHERN CALIFORNIA EDISON | UTILITIES | -9,223.52 |
| 11/10/2024 | BURRTEC | UTILITIES | -83.38 |
| 11/10/2024 | BURRTEC | UTILITIES | -223.25 |
| 11/10/2024 | BURRTEC | UTILITIES | -245.97 |
| 11/10/2024 | NEC CLOUD COMMUNICATIONS AMERICA, INC. | TELEPHONE | -528.74 |
| 11/12/2024 | ARCO | FUEL | -167.31 |
| 11/13/2024 | SPECTRUM | TELEPHONE | -161.24 |
| 11/14/2024 | ADP | WAGES | -75.00 |
| 11/15/2024 | TWENTYNINE PALMS WATER DISTRICT | UTILITIES | -70.58 |
| 11/15/2024 | TWENTYNINE PALMS WATER DISTRICT | UTILITIES | -22.98 |
| 11/15/2024 | HI DESERT WATER DISTRICT | UTILITIES | -85.69 |

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| 11/15/2024 | HI DESERT WATER DISTRICT | UTILITIES | -60.86 |
| 11/15/2024 | ADP | WAGES | -83,560.60 |
| 11/15/2024 | ADP | WAGES | -15,501.89 |
| 11/15/2024 | CALPERS 457 PROGRAM | SUPPL RETIREMENT | -5,152.06 |
| 11/15/2024 | CALPERS HEALTH/RETIREMENT | RETIREMENT | -10,907.79 |
| 11/15/2024 | CALPERS HEALTH/RETIREMENT | RETIREMENT | -5,381.77 |
| 11/15/2024 | ADP | OUTSIDE SERVICES | -228.35 |
| 11/15/2024 | CALPERS HEALTH/RETIREMENT | CERBT | -14,165.00 |
| 11/15/2024 | CALPERS HEALTH/RETIREMENT | CEPPT | -10,034.00 |
| 11/15/2024 | VISION SERVICE PLAN | VISION INSURANCE | -503.76 |
| 11/19/2024 | ARCO | FUEL | -174.08 |
| 11/19/2024 | NOEMI ADDERLEY | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | SYLVIA L ARAIZA | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | ROBERT ARVIZU | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | MATTHEW ATKINS | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | PAULA BALDWIN | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | KIMBERLY BERNARD | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | ANDREW BERNSTEIN | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | SHEMIKA BORTEE | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | DAWN BOSTROM | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | MICHAL BROCK | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | GARY COOPER | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | BLAS CRUZ | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | ROY DAVIS | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | CORY DOUGLASS | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | PATRICK FERREE | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | SABRINA FRANKLIN | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | SYMON GARCIA | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | JOSE GIRON | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | CHRISTINA GUTIERREZ | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | GEORGE HALLAS | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | THOMAS HATHAWAY | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | CHERI HOLSCLAW | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | DOUG HUNTER | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | GARY JOHNSON | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | LYDIA KNUDSON | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | CYNTHIA LOPEZ | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | NICHOLAS LUTRELL | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | HECTOR MANZANO | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | ADAH MARTINEZ | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | JOE MEER | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | JAMES MITCHELL | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | SCOTT NOBEN | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | ROBIN OSIP | SAFETY INCENTIVE PRGM | -100.00 |

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| 11/19/2024 | JUAN OYOLA | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | NICHOLAS LUTRELL | SAFETY INCENTIVE PRGM | 0.00 |
| 11/19/2024 | MICHAEL PADILLA | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | RENEE PAYNE | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | ANITA PETKE | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | CHRISTOPHER RASMUSSEN | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | JANUARY RODRIGUEZ | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | ESMERALDA VILLA | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | JAMES WATSON | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | ADAH MARTINEZ | UNIFORM REIMB. | -58.68 |
| 11/19/2024 | NICHOLAS LUTRELL | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | NICHOLAS LUTRELL | SAFETY INCENTIVE PRGM | 100.00 |
| 11/19/2024 | NICHOLAS PACO | SAFETY INCENTIVE PRGM | -100.00 |
| 11/19/2024 | US BANK | CREDIT CARD PYMNT | -4,548.69 |
| 11/20/2024 | JOSHUA BASIN WATER DISTRICT | UTILITIES | -532.43 |
| 11/20/2024 | JOSHUA BASIN WATER DISTRICT | UTILITIES | -242.90 |
| 11/20/2024 | ALLIANT INSURANCE SERVICES | INSURANCE | -6,207.06 |
| 11/20/2024 | CITY OF TWENTYNINE PALMS PARKS & REC | MARKETING & PROMOTIONS | -20.00 |
| 11/20/2024 | CLEAN ENERGY | CNG STATION REPAIR | -44,888.63 |
| 11/20/2024 | CLEAN ENERGY | CNG MAINTENANCE | -3,000.00 |
| 11/20/2024 | FORENSIC DRUG TESTING | EMPLOYEE EXPENSE | -168.95 |
| 11/20/2024 | FRONTIER COMMUNICATIONS | TELEPHONE | -622.30 |
| 11/20/2024 | FRONTIER COMMUNICATIONS | TELEPHONE | -74.75 |
| 11/20/2024 | GMV SYNCROMATICS | OPIS SYSTEM PROJECT | -257,829.59 |
| 11/20/2024 | GOLD MOUNTAIN CALIFORNIA NEW MEDIA INC. | MARKETING & PROMOTIONS | -1,000.39 |
| 11/20/2024 | KCDZ | MARKETING & PROMOTIONS | -1,380.00 |
| 11/20/2024 | NAPA AUTO PARTS | PARTS & SHOP SUPPLIES | -1,414.60 |
| 11/20/2024 | PALM SPRINGS MOTORS | PARTS | -601.03 |
| 11/20/2024 | PARKHOUSE TIRES | TIRES | -5,671.46 |
| 11/20/2024 | PRUDENTIAL OVERALL SUPPLY | UNIFORMS | -8,822.21 |
| 11/20/2024 | QUILL CORPORATION | OFFICE SUPPLIES | -110.02 |
| 11/20/2024 | RUSSELL AIR CONDITIONING INC. | OUTSIDE SERVICES | -1,150.00 |
| 11/20/2024 | SOUTHWEST NETWORKS | PROFESSIONAL FEES | -1,550.00 |
| 11/20/2024 | THE GAS COMPANY | FUEL | -18,248.58 |
| 11/20/2024 | TOLAR MANUFACTURING CO. | BUS STOP IMPROVEMENTS | -28,776.79 |
| 11/20/2024 | VOYAGER | FUEL | -4,132.10 |
| 11/20/2024 | YUCCA VALLEY TOWING INC | OUTSIDE SERVICES | -787.50 |
| 11/20/2024 | ZONAR | OUTSIDE SERVICES | -8,957.52 |
| 11/21/2024 | BLAS CRUZ | EMPLOYEE EXPENSE | -50.00 |
| 11/22/2024 | AREG ABARYANTS | TREP MILEAGE REIMBURSEMENTS | -120.00 |
| 11/24/2024 | SPECTRUM | TELEPHONE | -308.19 |
| 11/24/2024 | TREP | TREP MILEAGE REIMBURSEMENTS | -3,369.72 |
| 11/25/2024 | JOSHUA TREE LANDSCAPE & GROUNDS MAINT | OUTSIDE SERVICES | -833.75 |
| 11/25/2024 | THE GAS COMPANY | UTILITIES | -14.79 |

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| 11/25/2024 | AIS | PRINTING & REPRODUCTION | -57.59 |
| 11/25/2024 | BENEFIT COORDINATORS CORP | DENTAL INSURANCE | -1,658.00 |
| 11/25/2024 | CITY OF TWENTYNINE PALMS | PROFESSIONAL FEES | -50.00 |
| 11/25/2024 | DESERT ARC | OUTSIDE SERVICES | -270.00 |
| 11/25/2024 | DIAMOND ENVIRONMENTAL SERVICES | UTILITIES | -126.19 |
| 11/25/2024 | FRONTIER COMMUNICATIONS | TELEPHONE | -73.49 |
| 11/25/2024 | FRONTIER COMMUNICATIONS | TELEPHONE | -109.98 |
| 11/25/2024 | GMV SYNCROMATICS | OPIS SYSTEM PROJECT | -122,557.47 |
| 11/25/2024 | KULIK GOTTESMAN SIEGEL & WARE LLP | PROFESSIONAL FEES | -297.00 |
| 11/25/2024 | NAPA AUTO PARTS | PARTS & SHOP SUPPLIES | -420.04 |
| 11/25/2024 | PARKHOUSE TIRES | TIRES | -2,092.99 |
| 11/25/2024 | PRUDENTIAL OVERALL SUPPLY | UNIFORMS & SHOP SUPPLIES | -261.79 |
| 11/25/2024 | QUILL CORPORATION | OFFICE SUPPLIES | -833.88 |
| 11/25/2024 | RUTAN & TUCKER, LLP | PROFESSIONAL FEES | -78.80 |
| 11/25/2024 | TRILLIUM SOLUTIONS, INC | REIMBURSABLE OPERATIONS SUPPORT | -1,100.00 |
| 11/25/2024 | VERIZON | TELEPHONE | -1,358.19 |
| 11/25/2024 | YUCCA VALLEY TOWING INC | OUTSIDE SERVICES | -787.50 |
| 11/25/2024 | JOSHUA TREE LANDSCAPE & GROUNDS MAINT | OUTSIDE SERVICES | -6,870.00 |
| 11/26/2024 | ARCO | FUEL | -129.14 |
| 11/27/2024 | ADP | WAGES | -75.00 |
| 11/29/2024 | ADP | WAGES | -81,737.54 |
| 11/29/2024 | ADP | WAGES | -15,291.07 |
| 11/29/2024 | ADP | OUTSIDE SERVICES | -347.95 |
| 11/29/2024 | CALPERS 457 PROGRAM | SUPPL RETIREMENT | -5,035.43 |
| 11/29/2024 | CALPERS HEALTH/RETIREMENT | RETIREMENT | -10,800.16 |
| 11/29/2024 | CALPERS HEALTH/RETIREMENT | RETIREMENT | -5,278.22 |
| 11/29/2024 | JEFF DROZD | BOARD MEMBER STIPEND | -100.00 |
| 11/29/2024 | JENNIFER HENNING | BOARD MEMBER STIPEND | -100.00 |
| 11/29/2024 | McARTHUR WRIGHT | BOARD MEMBER STIPEND | -100.00 |
| 11/29/2024 | MERL ABEL | BOARD MEMBER STIPEND | -100.00 |
| | | | <u>-1,022,558.00</u> |
| | | | <u>-1,022,558.00</u> |

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| Date | Name | Memo | Paid Amount |
|-------------|---------------------|--------------------|--------------------|
| 12/02/2024 | SPECTRUM | TELEPHONE | -161.24 |
| 12/03/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -276.01 |
| 12/03/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -426.38 |
| 12/03/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -232.27 |
| 12/03/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -471.91 |
| 12/03/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -644.89 |
| 12/03/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -1,155.30 |
| 12/03/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -1,108.81 |
| 12/03/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -796.23 |
| 12/03/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -253.33 |
| 12/03/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -194.90 |
| 12/03/2024 | ARCO | FUEL | -121.14 |
| 12/03/2024 | SENTINEL BENEFITS | OUTSIDE SERVICES | -25.00 |
| 12/04/2024 | NOEMI ADDERLEY | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | SYLVIA L ARAIZA | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | ROBERT ARVIZU | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | MATTHEW ATKINS | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | PAULA BALDWIN | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | KIMBERLY BERNARD | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | ANDREW BERNSTEIN | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | SHEMIKA BORTEE | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | DAWN BOSTROM | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | MICHAL BROCK | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | GARY COOPER | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | BLAS CRUZ | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | ROY DAVIS | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | CORY DOUGLASS | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | PATRICK FERREE | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | SABRINA FRANKLIN | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | SYMON GARCIA | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | JOSE GIRON | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | CHRISTINA GUTIERREZ | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | GEORGE HALLAS | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | THOMAS HATHAWAY | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | CHERI HOLSCRAW | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | DOUG HUNTER | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | EDWARD JANDT | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | GARY JOHNSON | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | LYDIA KNUDSON | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | CYNTHIA LOPEZ | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | NICHOLAS LUTRELL | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | HECTOR MANZANO | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | ADAH MARTINEZ | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | JOE MEER | EMPLOYEE EXPENSE | -100.00 |

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| 12/04/2024 | JAMES MITCHELL | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | VENTURA MUNOZ III | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | TIMOTHY NASH | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | SCOTT NOBEN | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | ROBIN OSIP | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | JUAN OYOLA | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | NICHOLAS PACO | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | MICHAEL PADILLA | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | RENEE PAYNE | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | ANITA PETKE | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | CHRISTOPHER RASMUSSEN | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | JANUARY RODRIGUEZ | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | ESMERALDA VILLA | EMPLOYEE EXPENSE | -100.00 |
| 12/04/2024 | JAMES WATSON | EMPLOYEE EXPENSE | -100.00 |
| 12/05/2024 | BEN SASNETT | BOARD MEMBER STIPEND | -100.00 |
| 12/05/2024 | SOUTHERN CALIFORNIA EDISON | UTILITIES | -8,472.66 |
| 12/05/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -126.67 |
| 12/05/2024 | JOE MEER | TRAINING/MEETINGS | -193.50 |
| 12/05/2024 | ACE ALTERNATORS | OUTSIDE SERVICES | -288.19 |
| 12/05/2024 | BCREATIVE LLC | MARKETING/PROMOTIONS | -2,174.00 |
| 12/05/2024 | FORENSIC DRUG TESTING | OUTSIDE SERVICES | -1,183.60 |
| 12/05/2024 | FRONTIER COMMUNICATIONS | TELEPHONE | -610.26 |
| 12/05/2024 | GILLIG LLC | PARTS | -253.00 |
| 12/05/2024 | JARRETT WALKER & ASSOCIATES | SRTP | -49,794.20 |
| 12/05/2024 | NAPA AUTO PARTS | PARTS, FLUIDS. SHOP SUPPLIES | -1,146.51 |
| 12/05/2024 | PALM SPRINGS MOTORS | PARTS | -1,102.48 |
| 12/05/2024 | PARKHOUSE TIRES | TIRES | -2,092.99 |
| 12/05/2024 | PRUDENTIAL OVERALL SUPPLY | UNIFORMS & SHOP SUPPLIES | -193.72 |
| 12/05/2024 | QUILL CORPORATION | OFFICE SUPPLIES | -198.87 |
| 12/05/2024 | RUTAN & TUCKER, LLP | PROFESSIONAL FEES | -512.20 |
| 12/05/2024 | SOUTHWEST NETWORKS | PROFESSIONAL FEES | -397.90 |
| 12/05/2024 | SUNNY AND SONS | OUTSIDE SERVICES | -99.00 |
| 12/05/2024 | VALLEY INDEPENDENT PRINTING | PRINTING & REPRODUCTION | -581.81 |
| 12/05/2024 | VISUAL EDGE IT | CREDIT APPLIED | 0.00 |
| 12/05/2024 | VOYAGER | FUEL | -4,787.65 |
| 12/05/2024 | JUAN OYOLA | UNIFORM REIMB. | -250.00 |
| 12/05/2024 | ROBERT ARVIZU | UNIFORM REIMB. | -217.45 |
| 12/05/2024 | ADP | OUTSIDE SERVICES | -597.94 |
| 12/05/2024 | CALPERS HEALTH/RETIREMENT | HEALTH INSURANCE | -28,275.50 |
| 12/06/2024 | THE ROOST CAFE | EMPLOYEE EXPENSE | -3,448.20 |
| 12/10/2024 | BURRTEC | UTILITIES | -98.50 |
| 12/10/2024 | BURRTEC | UTILITIES | -245.97 |
| 12/10/2024 | BURRTEC | UTILITIES | -223.25 |
| 12/10/2024 | ARCO | FUEL | -93.43 |
| 12/10/2024 | SPECTRUM | TELEPHONE | -161.24 |
| 12/10/2024 | NEC CLOUD COMMUNICATIONS AMERICA, INC. | TELEPHONE | -524.67 |

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| 12/13/2024 | NOEMI ADDERLEY | MILEAGE REIMB. | -154.77 |
| 12/13/2024 | ACE ALTERNATORS | OUTSIDE SERVICES | -206.57 |
| 12/13/2024 | AVALON URGENT CARE | EMPLOYEE EXPENSE | -130.00 |
| 12/13/2024 | BATTERY SYSTEMS | PARTS | -441.32 |
| 12/13/2024 | CARL OTTESON'S CERTIFIED BACKFLOW TESTING | OUTSIDE SERVICES | -320.00 |
| 12/13/2024 | COPPER MOUNTAIN BROADCASTING | MARKETING/PROMOTIONS | -440.00 |
| 12/13/2024 | DESERT ARC | OUTSIDE SERVICES | -270.00 |
| 12/13/2024 | FRONTIER COMMUNICATIONS | TELEPHONE | -45.54 |
| 12/13/2024 | GOLD MOUNTAIN CALIFORNIA NEW MEDIA INC. | MARKETING/PROMOTIONS | -744.75 |
| 12/13/2024 | HI DESERT FEDERAL LIVESCAN | EMPLOYEE EXPENSE | -105.00 |
| 12/13/2024 | KCDZ | MARKETING/PROMOTIONS | -460.00 |
| 12/13/2024 | NAPA AUTO PARTS | PARTS, FLUIDS. SHOP SUPPLIES | -443.06 |
| 12/13/2024 | O'REILLY AUTO PARTS | PARTS | -275.24 |
| 12/13/2024 | PALM SPRINGS MOTORS | PARTS | -271.37 |
| 12/13/2024 | PARKHOUSE TIRES | TIRES | -5,449.95 |
| 12/13/2024 | PRUDENTIAL OVERALL SUPPLY | UNIFORMS & SHOP SUPPLIES | -984.88 |
| 12/13/2024 | SWRCB FEES | OUTSIDE SERVICES | -1,873.00 |
| 12/13/2024 | THE GAS COMPANY | FUEL | -16,932.17 |
| 12/13/2024 | TRANS-WEST TRUCK CENTER | VEHICLE REHAB - BUS 316 & 317 | -35,927.03 |
| 12/13/2024 | ADP | WAGES | -86,386.98 |
| 12/13/2024 | ADP | WAGES | -16,149.98 |
| 12/13/2024 | ADP | OUTSIDE SERVICES | -353.15 |
| 12/13/2024 | CALPERS 457 PROGRAM | SUPPL RETIREMENT | -5,093.72 |
| 12/13/2024 | CALPERS HEALTH/RETIREMENT | RETIREMENT | -11,253.77 |
| 12/13/2024 | CALPERS HEALTH/RETIREMENT | RETIREMENT | -5,357.82 |
| 12/13/2024 | ADP | WAGES | -225.00 |
| 12/15/2024 | TWENTYNINE PALMS WATER DISTRICT | UTILITIES | -303.82 |
| 12/15/2024 | TWENTYNINE PALMS WATER DISTRICT | UTILITIES | -22.98 |
| 12/15/2024 | HI DESERT WATER DISTRICT | UTILITIES | -60.86 |
| 12/15/2024 | HI DESERT WATER DISTRICT | UTILITIES | -78.47 |
| 12/15/2024 | CALPERS HEALTH/RETIREMENT | CERBT | -14,165.00 |
| 12/15/2024 | CALPERS HEALTH/RETIREMENT | CEPPT | -10,034.00 |
| 12/15/2024 | VISION SERVICE PLAN | VISION INSURANCE | -503.76 |
| 12/17/2024 | ARCO | FUEL | -132.53 |
| 12/20/2024 | JOSHUA BASIN WATER DISTRICT | UTILITIES | -532.43 |
| 12/20/2024 | JOSHUA BASIN WATER DISTRICT | UTILITIES | -242.90 |
| 12/20/2024 | US BANK | CREDIT CARD PYMNT | -1,710.07 |
| 12/20/2024 | TIMOTHY NASH | UNIFORM & DMVV FEE REIMB. | -180.60 |
| 12/20/2024 | EDWARD JANDT | EMPLOYEE EXPENSE | -98.00 |
| 12/20/2024 | VENTURA MUNOZ III | UNIFORM & DMVV FEE REIMB. | -125.17 |
| 12/20/2024 | AIS | PRINTING & REPRODUCTION | -317.32 |
| 12/20/2024 | AWARDS NETWORK | EMPLOYEE EXPENSE | -626.06 |
| 12/20/2024 | BROADLUX INC. | CNG MAINTENANCE | -2,584.35 |
| 12/20/2024 | CALIFORNIA TRANSIT ASSOC. | OUTSIDE SERVICES | -1,750.00 |
| 12/20/2024 | CHARLES ABBOTT & ASSOCIATES INC. | PROFESSIONAL FEES | -700.00 |
| 12/20/2024 | CLEAN ENERGY | CNG MAINTENANCE | -3,000.00 |

BASIN TRANSIT
WARRANT REGISTER
As of December 31, 2024

| | | | |
|------------|---------------------------------------|------------------------------|------------|
| 12/20/2024 | DEPARTMENT OF JUSTICE | EMPLOYEE EXPENSE | -96.00 |
| 12/20/2024 | DIAMOND HILLS | OUTSIDE SERVICES | -1,449.11 |
| 12/20/2024 | FRONTIER COMMUNICATIONS | TELEPHONE | -74.75 |
| 12/20/2024 | FRONTIER COMMUNICATIONS | TELEPHONE | -73.49 |
| 12/20/2024 | GILLIG LLC | PARTS | -999.17 |
| 12/20/2024 | JARRETT WALKER & ASSOCIATES | S RTP | -19,470.93 |
| 12/20/2024 | NAPA AUTO PARTS | PARTS, FLUIDS. SHOP SUPPLIES | -439.72 |
| 12/20/2024 | PALM SPRINGS MOTORS | PARTS | -224.79 |
| 12/20/2024 | PRO SECURITY SYSTEMS | OUTSIDE SERVICES | -156.00 |
| 12/20/2024 | QUILL CORPORATION | OFFICE SUPPLIES | -143.87 |
| 12/20/2024 | RUTAN & TUCKER, LLP | PROFESSIONAL FEES | -234.70 |
| 12/20/2024 | SOUTHWEST NETWORKS | PROFESSIONAL FEES | -3,421.00 |
| 12/20/2024 | VERIZON | TELEPHONE | -1,483.84 |
| 12/20/2024 | VISION SERVICE PLAN | VISION INSURANCE | -503.76 |
| 12/24/2024 | SPECTRUM | TELEPHONE | -308.19 |
| 12/24/2024 | ARCO | FUEL | -175.64 |
| 12/24/2024 | TREP | TREP MILEAGE REIMBURSEMENTS | -169.84 |
| 12/25/2024 | THE GAS COMPANY | UTILITIES | -14.79 |
| 12/25/2024 | JOSHUA TREE LANDSCAPE & GROUNDS MAINT | OUTSIDE SERVICES | -833.75 |
| 12/27/2024 | AREG ABARYANTS | TREP MILEAGE REIMBURSEMENTS | -120.00 |
| 12/27/2024 | TREP | TREP MILEAGE REIMBURSEMENTS | -3,848.24 |
| 12/27/2024 | ADP | WAGES | -75.00 |
| 12/27/2024 | ADP | OUTSIDE SERVICES | -236.15 |
| 12/27/2024 | ADP | WAGES | -80,602.91 |
| 12/27/2024 | ADP | WAGES | -14,344.34 |
| 12/27/2024 | CALPERS 457 PROGRAM | SUPL RETIREMENT | -5,216.48 |
| 12/27/2024 | CALPERS HEALTH/RETIREMENT | RETIREMENT | -11,175.89 |
| 12/27/2024 | CALPERS HEALTH/RETIREMENT | RETIREMENT | -5,077.80 |
| 12/27/2024 | ADP | WAGES | -225.00 |
| 12/31/2024 | ARCO | FUEL | -117.35 |
| 12/31/2024 | ANDREW BERNSTEIN | WAGES | -6,849.22 |
| 12/31/2024 | AVALON URGENT CARE | EMPLOYEE EXPENSE | -130.00 |
| 12/31/2024 | CLEAN ENERGY | CNG MAINTENANCE | -325.50 |
| 12/31/2024 | DIAMOND ENVIRONMENTAL SERVICES | UTILITIES | -126.19 |
| 12/31/2024 | FRONTIER COMMUNICATIONS | TELEPHONE | -109.98 |
| 12/31/2024 | NAPA AUTO PARTS | PARTS, FLUIDS. SHOP SUPPLIES | -339.26 |
| 12/31/2024 | PALM SPRINGS MOTORS | PARTS | -2,319.35 |
| 12/31/2024 | PRUDENTIAL OVERALL SUPPLY | UNIFORMS & SHOP SUPPLIES | -424.05 |
| 12/31/2024 | RUTAN & TUCKER, LLP | PROFESSIONAL FEES | -1,929.70 |
| 12/31/2024 | YUCCA AUTO BODY | ACCIDENT REPAIR | -10,214.88 |
| 12/31/2024 | YUCCA VALLEY TOWING INC | OUTSIDE SERVICES | -1,000.00 |
| 12/31/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -1,114.01 |
| 12/31/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -5,890.78 |
| 12/31/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -540.16 |
| 12/31/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -369.08 |
| 12/31/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -452.00 |

BASIN TRANSIT
WARRANT REGISTER
As of December 31, 2024

| | | | |
|------------|------------|--------------------|-------------|
| 12/31/2024 | [EMPLOYEE] | HRA REIMBURSEMENTS | -546.78 |
| 12/31/2024 | VOYAGER | CREDIT APPLIED | <u>0.00</u> |
| | | | -530,269.60 |

**BASIN TRANSIT
WARRANT REGISTER
January 2025**

| <u>Date</u> | <u>Name</u> | <u>Memo</u> | <u>Paid Amount</u> |
|-------------|---|-------------------------------|--------------------|
| 01/01/2025 | ADP | WAGES | 75.00 |
| 01/02/2025 | BENEFIT COORDINATORS CORP | DENTAL INSURANCE | -1,599.20 |
| 01/02/2025 | GMV SYNCROMATICS | GMV OPIS/ITS SYSTEM | -151,862.38 |
| 01/02/2025 | SPECTRUM | TELEPHONE | -161.24 |
| 01/03/2025 | SENTINEL BENEFITS | OUTSIDE SERVICES | -25.00 |
| 01/05/2025 | SOUTHERN CALIFORNIA EDISON | UTILITIES | -8,400.29 |
| 01/05/2025 | CALPERS HEALTH/RETIREMENT | HEALTH INSURANCE | -29,013.61 |
| 01/05/2025 | ADP | OUTSIDE SERVICES | -617.56 |
| 01/07/2025 | ARCO | FUEL | -131.84 |
| 01/10/2025 | BURRTEC | UTILITIES | -245.97 |
| 01/10/2025 | BURRTEC | UTILITIES | -223.25 |
| 01/10/2025 | BURRTEC | UTILITIES | -98.50 |
| 01/10/2025 | NEC CLOUD COMMUNICATIONS AMERICA, INC. | TELEPHONE | -528.37 |
| 01/10/2025 | [EMPLOYEE] | WAGES | -635.70 |
| 01/10/2025 | [EMPLOYEE] | WAGES | -3,258.46 |
| 01/10/2025 | JAMES MITCHELL | UNIFORM REIMBURSEMENT | -244.69 |
| 01/10/2025 | NOEMI ADDERLEY | MILEAGE REIMBURSEMENT | -70.35 |
| 01/10/2025 | US BANK | -SPLIT- | -5,768.40 |
| 01/10/2025 | BATTERY SYSTEMS | PARTS | -463.51 |
| 01/10/2025 | CSA GROUP | SHOP SUPPLIES | -276.19 |
| 01/10/2025 | FORENSIC DRUG TESTING | EMPLOYEE EXPENSE | -683.85 |
| 01/10/2025 | GOLD MOUNTAIN CALIFORNIA NEW MEDIA INC. | MARKETING & PROMOTIONS | -578.47 |
| 01/10/2025 | KCDZ | MARKETING & PROMOTIONS | -4,660.00 |
| 01/10/2025 | KULIK GOTTESMAN SIEGEL & WARE LLP | PROFESSIONAL FEES | -148.50 |
| 01/10/2025 | MODEL 1 COMMERCIAL VEHICLES, INC. | PARTS | -288.39 |
| 01/10/2025 | NAPA AUTO PARTS | PARTS, FLUIDS & SHOP SUPPLIES | -166.59 |
| 01/10/2025 | PALM SPRINGS MOTORS | PARTS | -112.01 |
| 01/10/2025 | PRUDENTIAL OVERALL SUPPLY | UNIFORMS & FACILITY SUPPLIES | -257.62 |
| 01/10/2025 | QUILL CORPORATION | OFFICE SUPPLIES | -273.37 |
| 01/10/2025 | SCHROEDER PLUMBING | OUTSIDE SERVICES | -145.00 |
| 01/10/2025 | TRANSIT TALENT | MARKETING & PROMOTIONS | -135.00 |
| 01/10/2025 | VISUAL EDGE IT | CREDIT APPLIED | 0.00 |
| 01/10/2025 | GOLD MOUNTAIN CALIFORNIA NEW MEDIA INC. | MARKETING & PROMOTIONS | -511.28 |
| 01/10/2025 | ADP | WAGES | -80,641.78 |
| 01/10/2025 | ADP | WAGES | -18,451.32 |
| 01/10/2025 | ADP | OUTSIDE SERVICES | -236.15 |
| 01/10/2025 | ADP | WAGES | -225.00 |
| 01/10/2025 | SPECTRUM | TELEPHONE | -161.24 |
| 01/10/2025 | CALPERS 457 PROGRAM | SUPL RETIREMENT | -5,136.10 |
| 01/10/2025 | CALPERS HEALTH/RETIREMENT | RETIREMENT | -11,037.81 |
| 01/10/2025 | CALPERS HEALTH/RETIREMENT | RETIREMENT | -4,988.35 |
| 01/14/2025 | ARCO | FUEL | -38.39 |

BASIN TRANSIT
WARRANT REGISTER
January 2025

| | | | |
|------------|---|-------------------------------|------------|
| 01/15/2025 | TWENTYNINE PALMS WATER DISTRICT | UTILITIES | -18.22 |
| 01/15/2025 | TWENTYNINE PALMS WATER DISTRICT | UTILITIES | -37.26 |
| 01/15/2025 | HI DESERT WATER DISTRICT | UTILITIES | -78.47 |
| 01/15/2025 | HI DESERT WATER DISTRICT | UTILITIES | -60.86 |
| 01/15/2025 | CALPERS HEALTH/RETIREMENT | CERBT | -14,165.00 |
| 01/15/2025 | CALPERS HEALTH/RETIREMENT | CEPPT | -10,034.00 |
| 01/15/2025 | VISION SERVICE PLAN | VISION INSURANCE | -47.76 |
| 01/16/2025 | AIS | ORINTING & REPRODUCTION | -62.30 |
| 01/16/2025 | AVALON URGENT CARE | EMPLOYEE EXPENSE | -150.00 |
| 01/16/2025 | BCREATIVE LLC | MARKETING & PROMOTIONS | -200.00 |
| 01/16/2025 | COPPER MOUNTAIN BROADCASTING | MARKETING & PROMOTIONS | -440.00 |
| 01/16/2025 | FRONTIER COMMUNICATIONS | TELEPHONE | -334.34 |
| 01/16/2025 | NAPA AUTO PARTS | PARTS, FLUIDS & SHOP SUPPLIES | -723.85 |
| 01/16/2025 | PRUDENTIAL OVERALL SUPPLY | UNIFORMS & FACILITY SUPPLIES | -97.53 |
| 01/16/2025 | THE GAS COMPANY | FUEL | -19,672.11 |
| 01/16/2025 | YUCCA VALLEY TOWING INC | OUTSIDE SERVICES | -525.00 |
| 01/16/2025 | VENTURA MUNOZ III | UNIFORM REIMBURSEMENT | -15.99 |
| 01/19/2025 | VISION SERVICE PLAN | CREDIT APPLIED | 0.00 |
| 01/20/2025 | JOSHUA BASIN WATER DISTRICT | UTILITIES | -416.63 |
| 01/20/2025 | JOSHUA BASIN WATER DISTRICT | UTILITIES | -242.90 |
| 01/21/2025 | ARCO | FUEL | -101.09 |
| 01/23/2025 | SAFETY-KLEEN | FLUIDS | -716.25 |
| 01/23/2025 | PATRICK FERREE | UNIFORM REIMBURSEMENT | -172.36 |
| 01/23/2025 | TIMOTHY NASH | EMPLOYEE EXPENSE | -10.00 |
| 01/23/2025 | CITY OF TWENTYNINE PALMS | PROFESSIONAL FEES | -100.00 |
| 01/23/2025 | CLEAN ENERGY | CNG MAINTENANCE | -2,046.93 |
| 01/23/2025 | DECALS BY DESIGN | ACCIDENT REPAIR | -713.33 |
| 01/23/2025 | DESERT ARC | OUTSIDE SERVICES | -270.00 |
| 01/23/2025 | DIAMOND ENVIRONMENTAL SERVICES | UTILITIES | -126.19 |
| 01/23/2025 | GOLD MOUNTAIN CALIFORNIA NEW MEDIA INC. | MARKETING & PROMOTIONS | -165.00 |
| 01/23/2025 | KULIK GOTTESMAN SIEGEL & WARE LLP | PROFESSIONAL FEES | -346.50 |
| 01/23/2025 | NAPA AUTO PARTS | PARTS, FLUIDS & SHOP SUPPLIES | -2,363.69 |
| 01/23/2025 | PALM SPRINGS MOTORS | PARTS | -439.96 |
| 01/23/2025 | QUILL CORPORATION | OFFICE SUPPLIES | -409.79 |
| 01/23/2025 | SAFELITE | OUTSIDE SERVICES | -802.89 |
| 01/23/2025 | SC FUELS | FLUIDS | -686.16 |
| 01/23/2025 | SUNNY AND SONS | OUTSIDE SERVICES | -99.00 |
| 01/23/2025 | VERIZON | TELEPHONE | -1,484.08 |
| 01/23/2025 | YUCCA VALLEY TOWING INC | OUTSIDE SERVICES | -1,312.50 |
| 01/24/2025 | SPECTRUM | TELEPHONE | -308.19 |
| 01/24/2025 | AREG ABARYANTS | TREP MILEAGE REIMBURSEMENT | -120.00 |
| 01/24/2025 | ADP | WAGES | -84,063.89 |
| 01/24/2025 | ADP | WAGES | -18,313.25 |

BASIN TRANSIT
WARRANT REGISTER
January 2025

| | | | |
|------------|---------------------------------------|-------------------------------|--------------------|
| 01/24/2025 | ADP | WAGES | -225.00 |
| 01/24/2025 | ADP | OUTSIDE SERVICES | -233.55 |
| 01/24/2025 | TREP | MILEAGE REIMBURSEMENTS | -3,732.72 |
| 01/24/2025 | CALPERS 457 PROGRAM | SUPPL RETIREMENT | -4,900.50 |
| 01/24/2025 | CALPERS HEALTH/RETIREMENT | RETIREMENT | -11,016.42 |
| 01/24/2025 | CALPERS HEALTH/RETIREMENT | RETIREMENT | -5,058.64 |
| 01/25/2025 | THE GAS COMPANY | UTILITIES | -15.78 |
| 01/25/2025 | JOSHUA TREE LANDSCAPE & GROUNDS MAINT | OUTSIDE SERVICES | -833.75 |
| 01/28/2025 | ARCO | FUEL | -171.33 |
| 01/28/2025 | SC FUELS | FLUIDS | -686.16 |
| 01/28/2025 | FRONTIER COMMUNICATIONS | TELEPHONE | -334.34 |
| 01/29/2025 | FRONTIER COMMUNICATIONS | TELEPHONE | -74.90 |
| 01/31/2025 | EDWARD JANDT | EMPLOYEE EXPENSE | -10.00 |
| 01/31/2025 | CHARLES ABBOTT & ASSOCIATES INC. | PROFESSIONAL FEES | -910.00 |
| 01/31/2025 | GILLIG LLC | PARTS | -1,811.16 |
| 01/31/2025 | JARRETT WALKER & ASSOCIATES | PROFESSIONAL FEES - SRTP | -11,473.58 |
| 01/31/2025 | NAPA AUTO PARTS | PARTS, FLUIDS & SHOP SUPPLIES | -545.49 |
| 01/31/2025 | PALM SPRINGS MOTORS | PARTS | -1,877.58 |
| 01/31/2025 | PARKHOUSE TIRES | TIRES | -4,354.71 |
| 01/31/2025 | PRUDENTIAL OVERALL SUPPLY | UNIFORMS & FACILITY SUPPLIES | -198.31 |
| 01/31/2025 | RUSSELL AIR CONDITIONING INC. | OUTSIDE SERVICES | -575.00 |
| 01/31/2025 | RUTAN & TUCKER, LLP | PROFESSIONAL FEES | -266.50 |
| 01/31/2025 | [EMPLOYEE] | HRA REIMBURSEMENTS | -369.58 |
| 01/31/2025 | [EMPLOYEE] | HRA REIMBURSEMENTS | -775.00 |
| 01/31/2025 | [EMPLOYEE] | HRA REIMBURSEMENTS | -582.80 |
| 01/31/2025 | [EMPLOYEE] | HRA REIMBURSEMENTS | -1,240.07 |
| 01/31/2025 | [EMPLOYEE] | HRA REIMBURSEMENTS | -5,000.00 |
| 01/31/2025 | [EMPLOYEE] | HRA REIMBURSEMENTS | -757.88 |
| 01/31/2025 | [EMPLOYEE] | HRA REIMBURSEMENTS | -781.42 |
| 01/31/2025 | [EMPLOYEE] | HRA REIMBURSEMENTS | -78.28 |
| 01/31/2025 | [EMPLOYEE] | HRA REIMBURSEMENTS | -70.00 |
| 01/31/2025 | [EMPLOYEE] | HRA REIMBURSEMENTS | -223.33 |
| 01/31/2025 | [EMPLOYEE] | HRA REIMBURSEMENTS | -228.62 |
| 01/31/2025 | [EMPLOYEE] | HRA REIMBURSEMENTS | -160.79 |
| 01/31/2025 | VISUAL EDGE IT | CREDIT APPLIED | 0.00 |
| | | | -554,492.19 |
| | | | -554,492.19 |

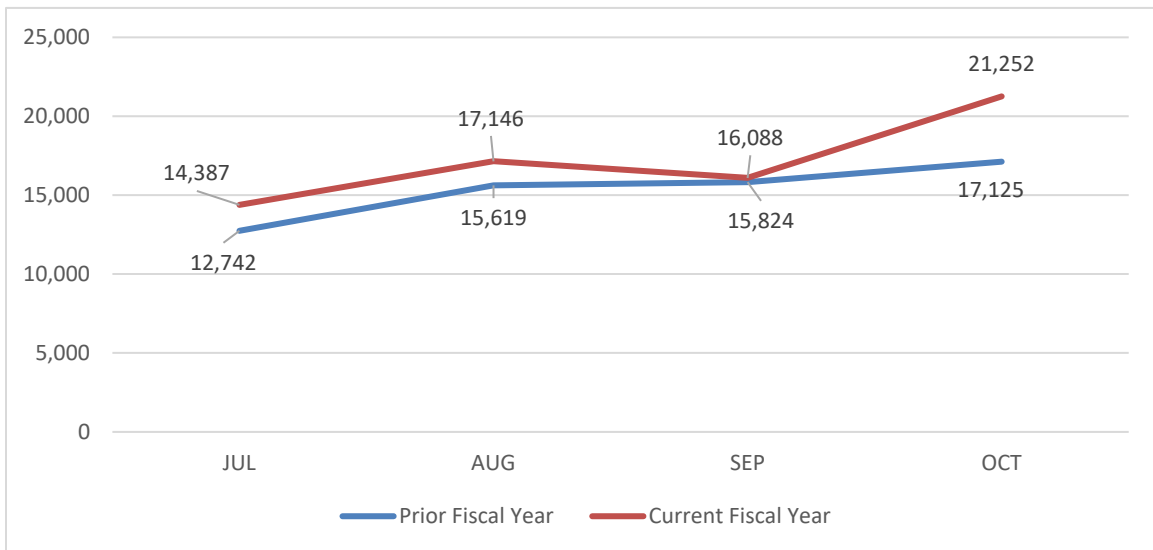
BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: March 27, 2025

RE: Ridership Reports

To celebrate Basin Transit's 35th anniversary, we offered free rides, resulting in a remarkable 5,164 (32%) increase in ridership compared to the previous month and a 4,127 (24%) increase compared to October 2023. This demonstrates the exceptional success of the free fare initiative.

November through March data will be reported in May, as we are completing programming updates for the recently installed GMV equipment. Once the data is finished, staff will review and validate the statistics to ensure accuracy.



STAFF RECOMMENDATION: RECEIVE AND FILE



Monthly Ridership Report

October, FY 2025

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 | 7,876 | 9,940 | 9.9 | 11.7 | 12.80% | 22.91% |
| 12 | 512 | 556 | 3.1 | 3.5 | 17.54% | 0.95% |
| 15 | 174 | 156 | 3.3 | 2.3 | 11.62% | 1.20% |
| 1X | 201 | 198 | 5.8 | 7.2 | 2.38% | 13.25% |
| 21 | 840 | 1,027 | 3.9 | 4.5 | 4.32% | 6.94% |
| 3A | 1,386 | 2,157 | 6.0 | 8.7 | 3.94% | 15.80% |
| 3B | 1,756 | 2,257 | 7.6 | 9.0 | 9.81% | 13.89% |
| 7A | 1,434 | 1,916 | 6.1 | 8.2 | 7.22% | 13.93% |
| 7B | 1,747 | 1,754 | 7.6 | 7.3 | 6.08% | 12.79% |
| RR30 | 380 | 385 | 2.3 | 2.2 | 1.49% | 0.24% |
| RR31 | 187 | 159 | 2.1 | 2.4 | 1.39% | 0.25% |
| RR31/36 | | 119 | | 2.6 | | 0.25% |
| RR34 | 283 | 235 | 2.5 | 1.8 | 1.45% | 0.18% |
| RR36 | 58 | | 1.4 | | 1.03% | |
| RR50 | 291 | 393 | 1.7 | 2.1 | 1.09% | 0.22% |
| Program Subtotals | | | | | | |
| Commuter Service | 686 | 712 | 3.2 | 3.1 | 15.97% | 1.02% |
| Demand Response | 1,199 | 1,291 | 2.0 | 2.2 | 1.32% | 0.22% |
| Neighborhood Shuttles | 15,240 | 19,249 | 7.7 | 9.3 | 8.89% | 16.92% |
| System Total | 17,125 | 21,252 | 6.2 | 7.3 | 8.09% | 12.23% |



FY 2025 -- Monthly Performance Statistics
Systemwide Summary
All Routes

Performance Statistics for October

| Level Item | Passengers | Revenue Hours | Operating Costs | Passenger Revenue | Passengers Per Rev. Hour | Operating Cost Per Passenger | Operating Cost Per Rev. Hour | Passenger Revenue Per Passenger | Passenger Revenue Per Rev. Hour | Farebox Recovery Ratio |
|---------------------------|---------------|----------------|------------------|-------------------|--------------------------|------------------------------|------------------------------|---------------------------------|---------------------------------|------------------------|
| Reporting Route #: | | | | | | | | | | |
| 1 | 9,940 | 848.5 | \$124,512 | \$28,522 | 11.7 | \$12.53 | \$146.74 | \$2.87 | \$33.61 | 22.91% |
| 1X | 198 | 27.5 | \$4,079 | \$541 | 7.2 | \$20.60 | \$148.34 | \$2.73 | \$19.66 | 13.25% |
| 3A | 2,157 | 246.7 | \$34,599 | \$5,468 | 8.7 | \$16.04 | \$140.23 | \$2.54 | \$22.16 | 15.80% |
| 3B | 2,257 | 250.7 | \$34,214 | \$4,754 | 9.0 | \$15.16 | \$136.49 | \$2.11 | \$18.96 | 13.89% |
| 7A | 1,916 | 234.0 | \$32,106 | \$4,472 | 8.2 | \$16.76 | \$137.21 | \$2.33 | \$19.11 | 13.93% |
| 7B | 1,754 | 240.7 | \$33,366 | \$4,269 | 7.3 | \$19.02 | \$138.60 | \$2.43 | \$17.73 | 12.79% |
| 12 | 556 | 160.7 | \$27,704 | \$262 | 3.5 | \$49.83 | \$172.38 | \$0.47 | \$1.63 | 0.95% |
| 15 | 156 | 67.6 | \$11,904 | \$143 | 2.3 | \$76.31 | \$176.18 | \$0.92 | \$2.11 | 1.20% |
| 21 | 1,027 | 226.7 | \$35,678 | \$2,478 | 4.5 | \$34.74 | \$157.38 | \$2.41 | \$10.93 | 6.94% |
| RR30 | 385 | 174.4 | \$22,134 | \$52 | 2.2 | \$57.49 | \$126.92 | \$0.14 | \$0.30 | 0.24% |
| RR31 | 159 | 66.0 | \$8,595 | \$22 | 2.4 | \$54.06 | \$130.23 | \$0.14 | \$0.33 | 0.25% |
| RR31/36 | 119 | 45.9 | \$6,396 | \$16 | 2.6 | \$53.75 | \$139.49 | \$0.14 | \$0.35 | 0.25% |
| RR34 | 235 | 128.9 | \$17,784 | \$32 | 1.8 | \$75.68 | \$138.02 | \$0.14 | \$0.25 | 0.18% |
| RR50 | 393 | 184.7 | \$24,648 | \$53 | 2.1 | \$62.72 | \$133.46 | \$0.14 | \$0.29 | 0.22% |
| Program: | | | | | | | | | | |
| Commuter Service | 712 | 228.3 | \$39,608 | \$405 | 3.1 | \$55.63 | \$173.51 | \$0.57 | \$1.77 | 1.02% |
| Demand Response | 1,291 | 599.8 | \$79,557 | \$175 | 2.2 | \$61.62 | \$132.64 | \$0.14 | \$0.29 | 0.22% |
| Neighborhood Shuttles | 19,249 | 2,074.9 | \$298,554 | \$50,504 | 9.3 | \$15.51 | \$143.89 | \$2.62 | \$24.34 | 16.92% |
| Mode: | | | | | | | | | | |
| Bus (Motorbus) | 19,249 | 2,074.9 | \$298,554 | \$50,504 | 9.3 | \$15.51 | \$143.89 | \$2.62 | \$24.34 | 16.92% |
| Commuter Bus | 712 | 228.3 | \$39,608 | \$405 | 3.1 | \$55.63 | \$173.51 | \$0.57 | \$1.77 | 1.02% |
| Demand Response | 1,291 | 599.8 | \$79,557 | \$175 | 2.2 | \$61.62 | \$132.64 | \$0.14 | \$0.29 | 0.22% |
| System Total: | 21,252 | 2,902.9 | \$417,720 | \$51,084 | 7.3 | \$19.66 | \$143.90 | \$2.40 | \$17.60 | 12.23% |

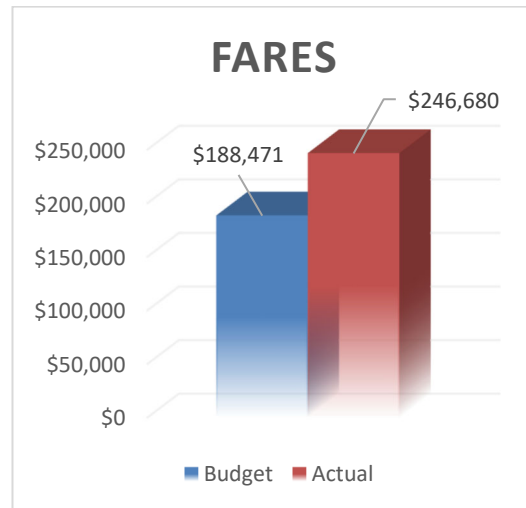
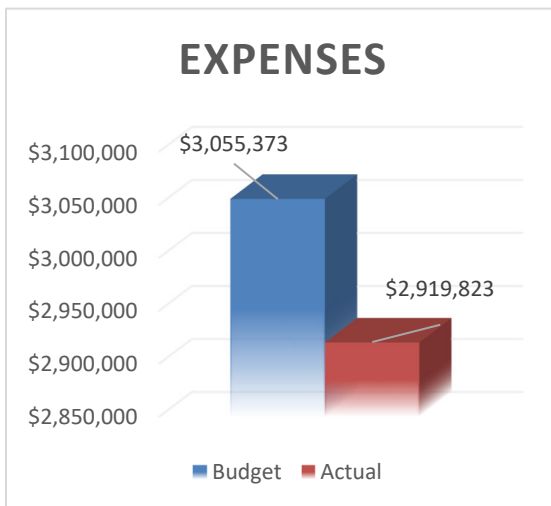
BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: March 27, 2025

RE: Financial Report

At the conclusion January 2025, Basin Transit expenses were \$135.550 (4%) below budget.

Passenger Fares were \$58,209 (31%) higher than anticipated.



STAFF RECOMMENDATION: RECEIVE AND FILE

BASIN TRANSIT
Statement of Expenditures - Cash Basis
During Fiscal Year ending 06/30/2025
For Period Ending 10/31/2024

| Line | Administrative Exp. | FY 24/25 Budget | OCTOBER | | Year to Date | | Year to Date Variance | % |
|----------------------------|--|--------------------|---------------|---------------|-----------------|-----------------|--------------------------|-------|
| | | | Budget | Actual | Budget | Actual | | |
| 1 | Mgmt. Salaries | \$ 148,086.00 | \$ 11,391.23 | \$ 11,358.41 | \$ 45,564.92 | \$ 45,353.30 | \$ 211.62 | 0% |
| 2 | Office Salaries | \$ 177,168.00 | \$ 13,628.31 | \$ 12,196.58 | \$ 54,513.23 | \$ 50,371.39 | \$ 4,141.84 | 8% |
| 3 | Board Members | \$ 4,200.00 | \$ - | \$ 500.00 | \$ 1,400.00 | \$ 1,300.00 | \$ 100.00 | 7% |
| 4 | Payroll Taxes | \$ 11,880.00 | \$ 913.85 | \$ 550.65 | \$ 3,655.38 | \$ 2,241.12 | \$ 1,414.26 | 39% |
| 5 | Health & Welfare | \$ 76,833.00 | \$ 6,402.75 | \$ 6,002.82 | \$ 25,611.00 | \$ 31,497.62 | \$ (5,886.62) | -23% |
| 6 | Retirement:PERS | \$ 52,666.00 | \$ 4,051.23 | \$ 4,413.10 | \$ 16,204.92 | \$ 17,647.22 | \$ (1,442.30) | -9% |
| 7 | Mileage | \$ 5,000.00 | \$ 416.67 | \$ - | \$ 1,666.67 | \$ 467.68 | \$ 1,198.99 | 72% |
| 8 | Outside Services | \$ 31,228.00 | \$ 2,602.33 | \$ 1,676.67 | \$ 10,409.33 | \$ 5,324.39 | \$ 5,084.94 | 49% |
| 9 | Prof. Fees | \$ 78,507.00 | \$ 6,542.25 | \$ 987.50 | \$ 26,169.00 | \$ 18,021.10 | \$ 8,147.90 | 31% |
| 10 | Utilities | \$ 178,760.00 | \$ 14,896.67 | \$ 16,071.61 | \$ 59,586.67 | \$ 65,698.49 | \$ (6,111.82) | -10% |
| 11 | Marketing/Promotions | \$ 50,493.00 | \$ 4,207.75 | \$ 2,742.05 | \$ 16,831.00 | \$ 10,410.69 | \$ 6,420.31 | 38% |
| 12 | Office Supplies | \$ 16,882.00 | \$ 1,406.83 | \$ 1,473.88 | \$ 5,627.33 | \$ 5,240.68 | \$ 386.65 | 7% |
| 13 | Postage | \$ 2,503.00 | \$ 208.58 | \$ 239.49 | \$ 834.33 | \$ 618.78 | \$ 215.55 | 26% |
| 14 | Printing/Reproduction | \$ 14,425.00 | \$ 1,202.08 | \$ 89.07 | \$ 4,808.33 | \$ 387.41 | \$ 4,420.92 | 92% |
| 15 | Training/Meetings | \$ 14,831.00 | \$ 1,235.92 | \$ 3,348.99 | \$ 4,943.67 | \$ 7,156.30 | \$ (2,212.63) | -45% |
| 16 | Total Administrative | \$ 863,463.00 | \$ 69,106.45 | \$ 61,650.82 | \$ 277,825.79 | \$ 261,736.17 | \$ 16,089.62 | 6% |
| Maintenance Expense | | | | | | | | |
| 17 | Mechanic Salaries | \$ 204,629.00 | \$ 15,740.69 | \$ 15,450.83 | \$ 62,962.77 | \$ 62,157.48 | \$ 805.29 | 1% |
| 18 | Utility Workers & Maint Admin Salaries | \$ 135,094.00 | \$ 10,391.85 | \$ 9,709.50 | \$ 41,567.38 | \$ 38,957.32 | \$ 2,610.06 | 6% |
| 19 | Payroll Taxes | \$ 8,037.00 | \$ 618.23 | \$ 364.68 | \$ 2,472.92 | \$ 1,471.40 | \$ 1,001.52 | 40% |
| 20 | Health & Welfare | \$ 29,237.00 | \$ 2,436.42 | \$ 1,603.06 | \$ 9,745.67 | \$ 6,636.49 | \$ 3,109.18 | 32% |
| 21 | Retirement:PERS | \$ 24,452.00 | \$ 1,880.92 | \$ 1,074.41 | \$ 7,523.69 | \$ 4,275.63 | \$ 3,248.06 | 43% |
| 22 | Uniforms | \$ 4,418.00 | \$ 368.17 | \$ 224.76 | \$ 1,472.67 | \$ 1,284.53 | \$ 188.14 | 13% |
| 23 | Outside Services | \$ 52,622.00 | \$ 4,385.17 | \$ 13,066.19 | \$ 17,540.67 | \$ 28,870.78 | \$ (11,330.11) | -65% |
| 24 | Parts | \$ 72,294.00 | \$ 6,024.50 | \$ 4,632.59 | \$ 24,098.00 | \$ 20,630.83 | \$ 3,467.17 | 14% |
| 25 | Fluids | \$ 18,071.00 | \$ 1,505.92 | \$ 149.94 | \$ 6,023.67 | \$ 5,650.79 | \$ 372.88 | 6% |
| 26 | Tires | \$ 63,251.00 | \$ 5,270.92 | \$ 1,556.97 | \$ 21,083.67 | \$ 13,125.96 | \$ 7,957.71 | 38% |
| 27 | Accident Repair | \$ 26,369.00 | \$ 2,197.42 | \$ 32,452.49 | \$ 8,789.67 | \$ 32,452.49 | \$ (23,662.82) | -269% |
| 28 | Tools | \$ 750.00 | \$ 62.50 | \$ - | \$ 250.00 | \$ 250.00 | \$ - | 0% |
| 29 | Consulting | \$ 1,000.00 | \$ 83.33 | \$ - | \$ 333.33 | \$ - | \$ 333.33 | 100% |
| 30 | Shop Supplies | \$ 1,000.00 | \$ 83.33 | \$ (53.90) | \$ 333.33 | \$ 316.98 | \$ 16.35 | 5% |
| 31 | Facility Supplies | \$ 6,022.00 | \$ 501.83 | \$ 370.67 | \$ 2,007.33 | \$ 2,315.52 | \$ (308.19) | -15% |
| 32 | Training/Meetings | \$ 6,174.00 | \$ 514.50 | \$ - | \$ 2,058.00 | \$ 124.99 | \$ 1,933.01 | 94% |
| 33 | Shelter Maintenance | \$ 2,784.00 | \$ 232.00 | \$ - | \$ 928.00 | \$ - | \$ 928.00 | 100% |
| 34 | CNG Stations Maint. | \$ 115,874.00 | \$ 9,656.17 | \$ 5,249.85 | \$ 38,624.67 | \$ 19,225.68 | \$ 19,398.99 | 50% |
| 35 | Total Maintenance | \$ 772,079.00 | \$ 61,953.86 | \$ 85,852.04 | \$ 247,815.44 | \$ 237,746.87 | \$ 10,068.57 | 4% |
| Operations Expense | | | | | | | | |
| 36 | Mgmt/Supv Salaries | \$ 195,524.00 | \$ 15,040.31 | \$ 14,786.41 | \$ 60,161.23 | \$ 59,580.49 | \$ 580.74 | 1% |
| 37 | Operator Wages | \$ 1,437,485.00 | \$ 110,575.77 | \$ 108,520.87 | \$ 442,303.08 | \$ 432,525.38 | \$ 9,777.70 | 2% |
| 38 | Dispatch Wages | \$ 269,928.00 | \$ 20,763.69 | \$ 20,025.55 | \$ 83,054.77 | \$ 80,439.65 | \$ 2,615.12 | 3% |
| 39 | Payroll Taxes | \$ 45,670.00 | \$ 3,513.08 | \$ 2,117.30 | \$ 14,052.31 | \$ 8,754.54 | \$ 5,297.77 | 38% |
| 40 | Health & Welfare | \$ 280,831.00 | \$ 23,402.58 | \$ 34,483.79 | \$ 93,610.33 | \$ 104,584.61 | \$ (10,974.28) | -12% |
| 41 | Retirement:PERS | \$ 262,886.00 | \$ 20,222.00 | \$ 21,218.42 | \$ 80,888.00 | \$ 83,539.03 | \$ (2,651.03) | -3% |
| 42 | Safety Incentive Program | \$ 12,900.00 | \$ 1,075.00 | \$ - | \$ 4,300.00 | \$ 4,100.00 | \$ 200.00 | 5% |
| 43 | Workers'Comp | \$ 217,350.00 | \$ 18,112.50 | \$ 15,518.67 | \$ 72,450.00 | \$ 62,074.68 | \$ 10,375.32 | 14% |
| 44 | Other Employee Exp. | \$ 36,409.00 | \$ 3,034.08 | \$ 2,092.69 | \$ 12,136.33 | \$ 12,045.14 | \$ 91.19 | 1% |
| 45 | Mileage | \$ 1,850.00 | \$ 154.17 | \$ - | \$ 616.67 | \$ - | \$ 616.67 | 100% |
| 46 | Uniforms | \$ 8,076.00 | \$ 673.00 | \$ 281.99 | \$ 2,692.00 | \$ 1,896.33 | \$ 795.67 | 30% |
| 47 | Outside Services | \$ 16,635.00 | \$ 1,386.25 | \$ - | \$ 5,545.00 | \$ 322.00 | \$ 5,223.00 | 94% |
| 48 | Tel/Cell/Internet/Fax | \$ 53,638.00 | \$ 4,469.83 | \$ 3,278.84 | \$ 17,879.33 | \$ 14,687.41 | \$ 3,191.92 | 18% |
| 49 | Radio Expense | \$ 5,935.00 | \$ 494.58 | \$ - | \$ 1,978.33 | \$ 780.00 | \$ 1,198.33 | 61% |
| 50 | Fuel | \$ 336,885.00 | \$ 28,073.75 | \$ 19,846.89 | \$ 112,295.00 | \$ 81,255.32 | \$ 31,039.68 | 28% |
| 51 | Trainings/Meetings | \$ 4,400.00 | \$ 366.67 | \$ - | \$ 1,466.67 | \$ 1,038.51 | \$ 428.16 | 29% |
| 52 | Insurance | \$ 398,598.00 | \$ 33,216.50 | \$ 23,846.12 | \$ 132,866.00 | \$ 96,260.48 | \$ 36,605.52 | 28% |
| 53 | Deferred Comp Match | \$ 51,080.00 | \$ 3,929.23 | \$ 4,199.24 | \$ 15,716.92 | \$ 16,596.96 | \$ (880.04) | -6% |
| 54 | Total Operations | \$ 3,636,081.00 | \$ 288,502.99 | \$ 270,216.78 | \$ 1,154,011.97 | \$ 1,060,480.53 | \$ 93,531.44 | 8% |
| 55 | Grand Total of Op Exp | \$ 5,271,622.00 | \$ 419,563.30 | \$ 417,719.64 | \$ 1,679,653.21 | \$ 1,559,963.57 | \$ 119,689.64 | 7% |

BASIN TRANSIT
Statement of Income
For Period Ending 10/31/2024

| Other Revenue | | OCTOBER | | | YTD Bdgt | YTD Actual | | |
|---------------|----------------------------|----------------------|---------------------|---------------------|---------------------|----------------------|---------------------|------------|
| 1 | Interest | \$ 39,476.00 | \$ 3,289.67 | \$ 41,258.87 | \$ 13,158.67 | \$ 80,196.74 | \$ 67,038.07 | 509% |
| 2 | Other Revenue | \$ 24,195.00 | \$ 2,016.25 | \$ 200.00 | \$ 8,065.00 | \$ 1,103.81 | \$ (6,961.19) | -86% |
| 3 | CNG Fuel | \$ 106,837.00 | \$ 8,903.08 | \$ 19,676.89 | \$ 35,612.33 | \$ 30,646.63 | \$ (4,965.70) | -14% |
| 4 | Renewable Gas Credits | \$ 60,093.00 | \$ 5,007.75 | \$ 9,095.95 | \$ 20,031.00 | \$ 27,161.03 | \$ 7,130.03 | 36% |
| 5 | Insurance | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | 100% |
| 6 | Gain on Sale of Assets | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | 100% |
| 7 | Total Other Revenue | \$ 230,601.00 | \$ 19,216.75 | \$ 70,231.71 | \$ 76,867.00 | \$ 139,108.21 | \$ 62,241.21 | 81% |

| Passenger Fares | | OCTOBER | | | YTD Bdgt | YTD Actual | | |
|-----------------|---|----------------------|---------------------|---------------------|----------------------|----------------------|---------------------|------------|
| 8 | Fixed Route | \$ 179,543.00 | \$ 14,961.92 | \$ 5,503.75 | \$ 59,847.67 | \$ 72,965.25 | \$ 13,117.58 | 22% |
| 9 | Ready Ride | \$ 19,676.00 | \$ 1,639.67 | \$ 175.00 | \$ 6,558.67 | \$ 15,952.19 | \$ 9,393.52 | 143% |
| 9 | Palm Spr./Palm Des. | \$ 46,731.00 | \$ 3,894.25 | \$ 405.00 | \$ 15,577.00 | \$ 10,003.60 | \$ (5,573.40) | -36% |
| 10 | LCTOP FY24/25 35 Days Free Fare Promotion | \$ 45,000.00 | \$ 45,000.00 | \$ 45,000.00 | \$ 45,000.00 | \$ 45,000.00 | \$ - | 0% |
| 11 | Total Fare Revenue | \$ 290,950.00 | \$ 65,495.83 | \$ 51,083.75 | \$ 126,983.33 | \$ 143,921.04 | \$ 16,937.71 | 13% |

| Current Support Funding - Operations | | Grant Amt | Received | Received in Previous FY(s) | Received Current FY | Balance Due |
|--------------------------------------|-----------------------------|-----------------------|-------------|----------------------------|------------------------|------------------------|
| 12 | Local Transit Funds | \$ 4,001,456.00 | \$ - | \$ 1,000,364.00 | \$ 2,000,728.00 | \$ 2,000,728.00 |
| 13 | Section 5311 Operating Asst | \$ 555,516.00 | \$ - | \$ - | \$ - | \$ 555,516.00 |
| 14 | Measure I | \$ 153,100.00 | \$ - | \$ 10,117.91 | \$ 54,122.08 | \$ 98,977.92 |
| 16 | AB 2766 | \$ 40,000.00 | \$ - | \$ - | \$ - | \$ 40,000.00 |
| 17 | Total Sup. Fund.Ops | \$4,750,072.00 | \$ - | \$ 1,010,481.91 | \$ 2,054,850.08 | \$ 2,695,221.92 |

| | | | | | | |
|----|---------------------------------|------------------------|-------------|------------------------|------------------------|------------------------|
| 18 | Total Operating Revenues | \$ 5,271,622.00 | \$ - | \$ 1,131,797.37 | \$ 2,337,879.33 | \$ 2,774,400.84 |
|----|---------------------------------|------------------------|-------------|------------------------|------------------------|------------------------|

| Prior Year Support Funding - Operations | | Grant Amt | Received | Received in Previous FY(s) | Received Current FY | Balance Due |
|---|--|----------------------|-------------|----------------------------|---------------------|----------------------|
| 19 | Section 5311 Operating Asst FY23 | \$ 579,901.00 | \$ - | \$ - | \$ - | \$ 579,901.00 |
| 20 | Total Prior Year Operating Revenues | \$ 579,901.00 | \$ - | \$ - | \$ - | \$ 579,901.00 |

| Current Year Capital Funding - Capital | | Grant Amt | Received | Received in Previous FY(s) | Received Current FY | Balance Due |
|--|--------------------------------------|------------------------|----------------------|----------------------------|----------------------|------------------------|
| 21 | Operations Support Equip | \$ 50,000.00 | | | | \$ 50,000.00 |
| 22 | CERBT / CEPPT Trust | \$ 290,388.00 | | | \$ - | \$ 290,388.00 |
| 23 | Engine Overhauls | \$ 50,000.00 | | | | \$ 50,000.00 |
| 24 | Vehicle Replacements | \$ 1,164,329.00 | | | | \$ 1,164,329.00 |
| 25 | Intelligent Transit System (ITS) | \$ 900,000.00 | | | | \$ 900,000.00 |
| 26 | Short Range Transit Plan (SRTP) | \$ 100,000.00 | | | | \$ 100,000.00 |
| 27 | Zero Emission RFP | \$ 246,734.00 | | | | \$ 246,734.00 |
| 28 | Facilities | \$ 84,081.00 | | | | \$ 84,081.00 |
| 29 | Bus Stop Improvements/PV Stops | \$ 219,440.00 | \$ 164,762.00 | | \$ 164,762.00 | \$ 54,678.00 |
| 30 | Total Current Capital Funding | \$ 3,104,972.00 | \$ 164,762.00 | \$ - | \$ 164,762.00 | \$ 2,940,210.00 |

| Previous Year(s) Capital Funding - Capital | | Grant Amt | Received | Received in Previous FY(s) | Received Current FY | Balance Due |
|--|------------------------------------|-----------------------|---------------|----------------------------|---------------------|-----------------------|
| 31 | 29Palms CNG Station | \$ 130,000.00 | | | | \$ 130,000.00 |
| 32 | AVL/GPS Equipment | \$ 6,000.00 | | | | \$ 6,000.00 |
| 33 | AVL/GPS Equipment | \$ 85,000.00 | | | | \$ 85,000.00 |
| 35 | Bus Stop Improvements | \$ 70,000.00 | | \$ 16,473.85 | | \$ 53,526.15 |
| 34 | Bus Stop Improvements | \$ 17,403.00 | | | | \$ 17,403.00 |
| 36 | Bus Stop Improvements | \$ 357,252.00 | | \$ 313,182.65 | \$ 20,033.75 | \$ 24,035.60 |
| 36 | Bus Stop Improvements | \$ 178,508.00 | | \$ 137,616.00 | | \$ 40,892.00 |
| 37 | Bus Wash System | \$ 67,950.00 | | \$ 4,310.00 | | \$ 63,640.00 |
| 38 | Bus Wash System | \$ 7,500.00 | | | | \$ 7,500.00 |
| 39 | CERBT / CEPPT Trust | \$ 290,388.00 | | \$ 145,194.00 | \$ 72,597.00 | \$ 72,597.00 |
| 40 | CNG Compressor | \$ 650,000.00 | | | | \$ 650,000.00 |
| 41 | Cost Allocation Study | \$ 20,000.00 | | \$ 17,481.00 | | \$ 2,519.00 |
| 42 | Engine Overhauls | \$ 75,000.00 | | \$ 51,470.23 | | \$ 23,529.77 |
| 43 | Facilities | \$ 150,000.00 | | \$ 103,013.79 | \$ 6,212.53 | \$ 40,773.68 |
| 44 | Facilities | \$ 1,012,587.00 | | | \$ 3,187.47 | \$ 1,009,399.53 |
| 45 | Fare Media Structure | \$ 50,000.00 | | | | \$ 50,000.00 |
| 46 | Intelligent Transit System (ITS) | \$ 439,000.00 | | \$ 97,903.98 | \$ 30,058.02 | \$ 311,038.00 |
| 47 | Operations Support Equip | \$ 50,000.00 | | \$ 25,160.69 | \$ 4,647.70 | \$ 20,191.61 |
| 48 | REI Equipment | \$ 760.00 | | | | \$ 760.00 |
| 49 | Short Range Transit Plan | \$ 107,000.00 | | \$ 87,770.10 | | \$ 19,229.90 |
| 50 | Staff Vehicles Replacemen | \$ 50,000.00 | | \$ 49,812.68 | | \$ 187.32 |
| 51 | Vehicles Replacements: 1 Class E | \$ 68,368.00 | | \$ 2,385.95 | | \$ 65,982.05 |
| 52 | Vehicle Replacements | \$ 287,076.00 | | | | \$ 287,076.00 |
| 53 | Vehicle Replacements | \$ 1,079,970.00 | | | \$ 198,972.45 | \$ 880,997.55 |
| 54 | Vehicle Replacements | \$ 823,183.00 | | | | \$ 823,183.00 |
| 55 | Zero Emission Projects | \$ 369,937.22 | | \$ 24,060.00 | | \$ 345,877.22 |
| 56 | Total Prior Capital Funding | \$6,442,882.22 | \$0.00 | \$1,051,774.92 | \$335,708.92 | \$5,031,338.38 |

| FY 24/25 Procurement Budget | | | Sent | Received | Sent | Received | Balance Due |
|-----------------------------|--------------------------|-----------------|--------------|--------------|--------------|---------------|-----------------|
| 57 | Procurement Bid Income | \$ 320,000.00 | | \$ 39,702.64 | | \$ 154,220.29 | \$ 165,779.71 |
| 58 | Procurement Bid Expenses | \$ (193,601.00) | \$ 9,607.20 | | \$ 68,779.60 | | \$ (124,821.40) |
| 59 | TAG Program | \$ (80,000.00) | \$ 3,880.00 | | \$ 3,880.00 | | \$ (76,120.00) |
| 60 | Total Procurement Budget | \$ 46,399.00 | \$ 13,487.20 | \$ 39,702.64 | \$ 72,659.60 | \$ 154,220.29 | \$ 81,560.69 |

| FY 24/25 TREP Budget | | Grant Amt | Sent | Received | Sent | Received | Balance Due |
|----------------------|------------------------|-------------------------------|----------------|-------------|--------------|--------------|----------------|
| 61 | 5310 TREP Revenue | <i>Previous Grant Balance</i> | \$ 217.07 | | | \$ 217.07 | \$ - |
| 62 | 5310 TREP Revenue | <i>FY25 Award Allocation</i> | \$ 114,526.00 | | \$ 42,396.03 | \$ 42,396.03 | \$ 72,129.97 |
| 63 | Program Administrator | | \$ (2,298.00) | \$ 159.59 | | \$ 542.60 | \$ (1,755.40) |
| 64 | Client Relations Clerk | | \$ (53,325.00) | \$ 4,754.88 | | \$ 17,061.63 | \$ (36,263.37) |
| 65 | TREP Program Expenses | | \$ (1,000.00) | \$ - | | | \$ (785.00) |
| 66 | Mileage Reimbursements | | \$ (57,903.00) | \$ 2,918.44 | | \$ 13,125.00 | \$ (44,778.00) |
| 67 | Total TREP Funding | | \$ 217.07 | \$ 7,832.91 | \$ 42,396.03 | \$ 30,729.23 | \$ 42,613.10 |

BASIN TRANSIT
Statement of Expenditures - Cash Basis
During Fiscal Year ending 06/30/2025
For Period Ending 11/30/2024

| Line | Administrative Exp. | FY 24/25 Budget | NOVEMBER | | Year to Date | | Year to Date Variance | % |
|----------------------------|--|--------------------|---------------|---------------|-----------------|-----------------|--------------------------|-------|
| | | | Budget | Actual | Budget | Actual | | |
| 1 | Mgmt. Salaries | \$ 148,086.00 | \$ 17,086.85 | \$ 17,037.60 | \$ 62,651.77 | \$ 62,390.90 | \$ 260.87 | 0% |
| 2 | Office Salaries | \$ 177,168.00 | \$ 20,442.46 | \$ 20,680.09 | \$ 74,955.69 | \$ 71,051.48 | \$ 3,904.21 | 5% |
| 3 | Board Members | \$ 4,200.00 | \$ - | \$ 400.00 | \$ 2,100.00 | \$ 1,700.00 | \$ 400.00 | 19% |
| 4 | Payroll Taxes | \$ 11,880.00 | \$ 1,370.77 | \$ 828.48 | \$ 5,026.15 | \$ 3,069.60 | \$ 1,956.55 | 39% |
| 5 | Health & Welfare | \$ 76,833.00 | \$ 6,402.75 | \$ 7,216.25 | \$ 32,013.75 | \$ 38,713.87 | \$ (6,700.12) | -21% |
| 6 | Retirement:PERS | \$ 52,666.00 | \$ 6,076.85 | \$ 6,622.79 | \$ 22,281.77 | \$ 24,270.01 | \$ (1,988.24) | -9% |
| 7 | Mileage | \$ 5,000.00 | \$ 416.67 | \$ - | \$ 2,083.33 | \$ 467.68 | \$ 1,615.65 | 78% |
| 8 | Outside Services | \$ 31,228.00 | \$ 2,602.33 | \$ 2,273.76 | \$ 13,011.67 | \$ 7,598.15 | \$ 5,413.52 | 42% |
| 9 | Prof. Fees | \$ 78,507.00 | \$ 6,542.25 | \$ 4,145.80 | \$ 32,711.25 | \$ 22,166.90 | \$ 10,544.35 | 32% |
| 10 | Utilities | \$ 178,760.00 | \$ 14,896.67 | \$ 11,058.73 | \$ 74,483.33 | \$ 76,757.22 | \$ (2,273.89) | -3% |
| 11 | Marketing/Promotions | \$ 50,493.00 | \$ 4,207.75 | \$ 2,400.39 | \$ 21,038.75 | \$ 12,811.08 | \$ 8,227.67 | 39% |
| 12 | Office Supplies | \$ 16,882.00 | \$ 1,406.83 | \$ 3,496.74 | \$ 7,034.17 | \$ 8,737.42 | \$ (1,703.25) | -24% |
| 13 | Postage | \$ 2,503.00 | \$ 208.58 | \$ 219.99 | \$ 1,042.92 | \$ 838.77 | \$ 204.15 | 20% |
| 14 | Printing/Reproduction | \$ 14,425.00 | \$ 1,202.08 | \$ 57.59 | \$ 6,010.42 | \$ 445.00 | \$ 5,565.42 | 93% |
| 15 | Training/Meetings | \$ 14,831.00 | \$ 1,235.92 | \$ 416.41 | \$ 6,179.58 | \$ 7,572.91 | \$ (1,393.33) | -23% |
| 16 | Total Administrative | \$ 863,463.00 | \$ 84,098.76 | \$ 76,854.62 | \$ 362,624.55 | \$ 338,590.99 | \$ 24,033.56 | 7% |
| Maintenance Expense | | | | | | | | |
| 17 | Mechanic Salaries | \$ 204,629.00 | \$ 23,611.04 | \$ 24,334.57 | \$ 86,573.81 | \$ 86,492.05 | \$ 81.76 | 0% |
| 18 | Utility Workers & Maint Admin Salaries | \$ 135,094.00 | \$ 15,587.77 | \$ 15,414.69 | \$ 57,155.15 | \$ 54,372.01 | \$ 2,783.14 | 5% |
| 19 | Payroll Taxes | \$ 8,037.00 | \$ 927.35 | \$ 582.12 | \$ 3,400.27 | \$ 2,053.52 | \$ 1,346.75 | 40% |
| 20 | Health & Welfare | \$ 29,237.00 | \$ 2,436.42 | \$ 1,879.07 | \$ 12,182.08 | \$ 8,515.56 | \$ 3,666.52 | 30% |
| 21 | Retirement:PERS | \$ 24,452.00 | \$ 2,821.38 | \$ 1,590.09 | \$ 10,345.08 | \$ 5,865.72 | \$ 4,479.36 | 43% |
| 22 | Uniforms | \$ 4,418.00 | \$ 368.17 | \$ 385.63 | \$ 1,840.83 | \$ 1,670.16 | \$ 170.67 | 9% |
| 23 | Outside Services | \$ 52,622.00 | \$ 4,385.17 | \$ 18,470.36 | \$ 21,925.83 | \$ 47,341.14 | \$ (25,415.31) | -116% |
| 24 | Parts | \$ 72,294.00 | \$ 6,024.50 | \$ 5,584.60 | \$ 30,122.50 | \$ 26,215.43 | \$ 3,907.07 | 13% |
| 25 | Fluids | \$ 18,071.00 | \$ 1,505.92 | \$ - | \$ 7,529.58 | \$ 5,650.79 | \$ 1,878.79 | 25% |
| 26 | Tires | \$ 63,251.00 | \$ 5,270.92 | \$ 9,732.43 | \$ 26,354.58 | \$ 22,858.39 | \$ 3,496.19 | 13% |
| 27 | Accident Repair | \$ 26,369.00 | \$ 2,197.42 | \$ - | \$ 10,987.08 | \$ 32,452.49 | \$ (21,465.41) | -195% |
| 28 | Tools | \$ 750.00 | \$ 62.50 | \$ - | \$ 312.50 | \$ 250.00 | \$ 62.50 | 20% |
| 29 | Consulting | \$ 1,000.00 | \$ 83.33 | \$ - | \$ 416.67 | \$ - | \$ 416.67 | 100% |
| 30 | Shop Supplies | \$ 1,000.00 | \$ 83.33 | \$ 354.71 | \$ 416.67 | \$ 671.69 | \$ (255.02) | -61% |
| 31 | Facility Supplies | \$ 6,022.00 | \$ 501.83 | \$ 951.61 | \$ 2,509.17 | \$ 3,267.13 | \$ (757.96) | -30% |
| 32 | Training/Meetings | \$ 6,174.00 | \$ 514.50 | \$ - | \$ 2,572.50 | \$ 124.99 | \$ 2,447.51 | 95% |
| 33 | Shelter Maintenance | \$ 2,784.00 | \$ 232.00 | \$ - | \$ 1,160.00 | \$ - | \$ 1,160.00 | 100% |
| 34 | CNG Stations Maint. | \$ 115,874.00 | \$ 9,656.17 | \$ 6,000.00 | \$ 48,280.83 | \$ 25,225.68 | \$ 23,055.15 | 48% |
| 35 | Total Maintenance | \$ 772,079.00 | \$ 76,269.71 | \$ 85,279.88 | \$ 324,085.14 | \$ 323,026.75 | \$ 1,058.39 | 0% |
| Operations Expense | | | | | | | | |
| 36 | Mgmt/Supv Salaries | \$ 195,524.00 | \$ 22,560.46 | \$ 22,305.65 | \$ 82,721.69 | \$ 81,886.14 | \$ 835.55 | 1% |
| 37 | Operator Wages | \$ 1,437,485.00 | \$ 165,863.65 | \$ 165,009.01 | \$ 608,166.73 | \$ 597,534.39 | \$ 10,632.34 | 2% |
| 38 | Dispatch Wages | \$ 269,928.00 | \$ 31,145.54 | \$ 30,589.00 | \$ 114,200.31 | \$ 111,028.65 | \$ 3,171.66 | 3% |
| 39 | Payroll Taxes | \$ 45,670.00 | \$ 5,269.62 | \$ 3,210.18 | \$ 19,321.92 | \$ 11,964.72 | \$ 7,357.20 | 38% |
| 40 | Health & Welfare | \$ 280,831.00 | \$ 23,402.58 | \$ 23,364.06 | \$ 117,012.92 | \$ 127,948.67 | \$ (10,935.75) | -9% |
| 41 | Retirement:PERS | \$ 262,886.00 | \$ 30,333.00 | \$ 27,554.28 | \$ 111,221.00 | \$ 111,093.31 | \$ 127.69 | 0% |
| 42 | Safety Incentive Program | \$ 12,900.00 | \$ 1,075.00 | \$ 4,312.42 | \$ 5,375.00 | \$ 8,412.42 | \$ (3,037.42) | -57% |
| 43 | Workers'Comp | \$ 217,350.00 | \$ 18,112.50 | \$ 15,518.67 | \$ 90,562.50 | \$ 77,593.55 | \$ 12,968.95 | 14% |
| 44 | Other Employee Exp. | \$ 36,409.00 | \$ 3,034.08 | \$ 574.25 | \$ 15,170.42 | \$ 12,619.39 | \$ 2,551.03 | 17% |
| 45 | Mileage | \$ 1,850.00 | \$ 154.17 | \$ - | \$ 770.83 | \$ - | \$ 770.83 | 100% |
| 46 | Uniforms | \$ 8,076.00 | \$ 673.00 | \$ 8,433.23 | \$ 3,365.00 | \$ 10,329.56 | \$ (6,964.56) | -207% |
| 47 | Outside Services | \$ 16,635.00 | \$ 1,386.25 | \$ 8,957.52 | \$ 6,931.25 | \$ 9,279.52 | \$ (2,348.27) | -34% |
| 48 | Tel/Cell/Internet/Fax | \$ 53,638.00 | \$ 4,469.83 | \$ 5,414.14 | \$ 22,349.17 | \$ 20,101.55 | \$ 2,247.62 | 10% |
| 49 | Radio Expense | \$ 5,935.00 | \$ 494.58 | \$ - | \$ 2,472.92 | \$ 780.00 | \$ 1,692.92 | 68% |
| 50 | Fuel | \$ 336,885.00 | \$ 28,073.75 | \$ 23,073.13 | \$ 140,368.75 | \$ 104,328.45 | \$ 36,040.30 | 26% |
| 51 | Trainings/Meetings | \$ 4,400.00 | \$ 366.67 | \$ - | \$ 1,833.33 | \$ 1,038.51 | \$ 794.82 | 43% |
| 52 | Insurance | \$ 398,598.00 | \$ 33,216.50 | \$ 30,053.18 | \$ 166,082.50 | \$ 126,313.66 | \$ 39,768.84 | 24% |
| 53 | Deferred Comp Match | \$ 51,080.00 | \$ 5,893.85 | \$ 6,294.53 | \$ 21,610.77 | \$ 22,891.49 | \$ (1,280.72) | -6% |
| 54 | Total Operations | \$ 3,636,081.00 | \$ 375,525.03 | \$ 374,663.25 | \$ 1,529,537.01 | \$ 1,435,143.98 | \$ 94,393.03 | 6% |
| 55 | Grand Total of Op Exp | \$ 5,271,622.00 | \$ 535,893.49 | \$ 536,797.75 | \$ 2,216,246.70 | \$ 2,096,761.72 | \$ 119,484.98 | 5% |

BASIN TRANSIT
Statement of Income
For Period Ending 11/30/2024

| Other Revenue | | NOVEMBER | | | YTD Bdgt | YTD Actual | | |
|---------------|----------------------------|---------------|--------------|--------------|--------------|---------------|----------------|------|
| 1 | Interest | \$ 39,476.00 | \$ 3,289.67 | \$ 250.31 | \$ 16,448.33 | \$ 80,447.05 | \$ 63,998.72 | 389% |
| 2 | Other Revenue | \$ 24,195.00 | \$ 2,016.25 | \$ 200.00 | \$ 10,081.25 | \$ 1,303.81 | \$ (8,777.44) | -87% |
| 3 | CNG Fuel | \$ 106,837.00 | \$ 8,903.08 | \$ - | \$ 44,515.42 | \$ 30,646.63 | \$ (13,868.79) | -31% |
| 4 | Renewable Gas Credits | \$ 60,093.00 | \$ 5,007.75 | \$ 9,814.48 | \$ 25,038.75 | \$ 36,975.51 | \$ 11,936.76 | 48% |
| 5 | Insurance | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | 100% |
| 6 | Gain on Sale of Assets | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | 100% |
| 7 | Total Other Revenue | \$ 230,601.00 | \$ 19,216.75 | \$ 10,264.79 | \$ 96,083.75 | \$ 149,373.00 | \$ 53,289.25 | 55% |

| Passenger Fares | | NOVEMBER | | | YTD Bdgt | YTD Actual | | |
|-----------------|---|---------------|--------------|--------------|---------------|---------------|---------------|------|
| 8 | Fixed Route | \$ 179,543.00 | \$ 14,961.92 | \$ 48,317.57 | \$ 74,809.58 | \$ 116,601.82 | \$ 41,792.24 | 56% |
| 9 | Ready Ride | \$ 19,676.00 | \$ 1,639.67 | \$ 720.45 | \$ 8,198.33 | \$ 16,672.64 | \$ 8,474.31 | 103% |
| 9 | Palm Spr./Palm Des. | \$ 46,731.00 | \$ 3,894.25 | \$ 2,993.32 | \$ 19,471.25 | \$ 12,996.92 | \$ (6,474.33) | -33% |
| 10 | LCTOP FY24/25 35 Days Free Fare Promotion | \$ 45,000.00 | \$ - | \$ - | \$ 45,000.00 | \$ 45,000.00 | \$ - | 0% |
| 11 | Total Fare Revenue | \$ 290,950.00 | \$ 20,495.83 | \$ 52,031.34 | \$ 147,479.17 | \$ 191,271.38 | \$ 43,792.21 | 30% |

| Current Support Funding - Operations | | Grant Amt | Received | Received in Previous FY(s) | Received Current FY | Balance Due |
|--------------------------------------|-----------------------------|-----------------|----------|----------------------------|---------------------|-----------------|
| 12 | Local Transit Funds | \$ 4,001,456.00 | \$ - | \$ - | \$ 2,000,728.00 | \$ 2,000,728.00 |
| 13 | Section 5311 Operating Asst | \$ 555,516.00 | \$ - | \$ - | \$ - | \$ 555,516.00 |
| 14 | Measure I | \$ 153,100.00 | \$ - | \$ 10,786.64 | \$ 64,908.72 | \$ 88,191.28 |
| 16 | AB 2766 | \$ 40,000.00 | \$ - | \$ - | \$ - | \$ 40,000.00 |
| 17 | Total Sup. Fund.Ops | \$ 4,750,072.00 | \$ - | \$ 10,786.64 | \$ 2,065,636.72 | \$ 2,684,435.28 |

| | | | | | |
|----|---------------------------------|-----------------|--------------|-----------------|-----------------|
| 18 | Total Operating Revenues | \$ 5,271,622.00 | \$ 73,082.77 | \$ 2,406,281.10 | \$ 2,781,516.74 |
|----|---------------------------------|-----------------|--------------|-----------------|-----------------|

| Prior Year Support Funding - Operations | | Grant Amt | Received | Received in Previous FY(s) | Received Current FY | Balance Due |
|---|--|---------------|----------|----------------------------|---------------------|---------------|
| 19 | Section 5311 Operating Asst FY23 | \$ 579,901.00 | \$ - | \$ - | \$ - | \$ 579,901.00 |
| 20 | Total Prior Year Operating Revenues | \$ 579,901.00 | \$ - | \$ - | \$ - | \$ 579,901.00 |

| Current Year Capital Funding - Capital | | Grant Amt | Received | Received in Previous FY(s) | Received Current FY | Balance Due |
|--|--------------------------------------|-----------------|----------|----------------------------|---------------------|-----------------|
| 21 | Operations Support Equip | \$ 50,000.00 | | | | \$ 50,000.00 |
| 22 | CERBT / CEPPT Trust | \$ 290,388.00 | | | \$ - | \$ 290,388.00 |
| 23 | Engine Overhauls | \$ 50,000.00 | | | | \$ 50,000.00 |
| 24 | Vehicle Replacements | \$ 1,164,329.00 | | | | \$ 1,164,329.00 |
| 25 | Intelligent Transit System (ITS) | \$ 900,000.00 | | | | \$ 900,000.00 |
| 26 | Short Range Transit Plan (SRTP) | \$ 100,000.00 | | | | \$ 100,000.00 |
| 27 | Zero Emission RFP | \$ 246,734.00 | | | | \$ 246,734.00 |
| 28 | Facilities | \$ 84,081.00 | | | | \$ 84,081.00 |
| 29 | Bus Stop Improvements/PV Stops | \$ 219,440.00 | | | \$ 164,762.00 | \$ 54,678.00 |
| 30 | Total Current Capital Funding | \$ 3,104,972.00 | \$ - | \$ - | \$ 164,762.00 | \$ 2,940,210.00 |

| Previous Year(s) Capital Funding - Capital | | Grant Amt | Received | Received in Previous FY(s) | Received Current FY | Balance Due |
|--|------------------------------------|-----------------|----------|----------------------------|---------------------|-----------------|
| 31 | 29Palms CNG Station | \$ 130,000.00 | | | | \$ 130,000.00 |
| 32 | AVL/GPS Equipment | \$ 6,000.00 | | | | \$ 6,000.00 |
| 33 | AVL/GPS Equipment | \$ 85,000.00 | | | | \$ 85,000.00 |
| 35 | Bus Stop Improvements | \$ 70,000.00 | | \$ 16,473.85 | | \$ 53,526.15 |
| 34 | Bus Stop Improvements | \$ 17,403.00 | | | | \$ 17,403.00 |
| 36 | Bus Stop Improvements | \$ 357,252.00 | | \$ 313,182.65 | \$ 20,033.75 | \$ 24,035.60 |
| 36 | Bus Stop Improvements | \$ 178,508.00 | | \$ 137,616.00 | | \$ 40,892.00 |
| 37 | Bus Wash System | \$ 67,950.00 | | \$ 4,310.00 | | \$ 63,640.00 |
| 38 | Bus Wash System | \$ 7,500.00 | | | | \$ 7,500.00 |
| 39 | CERBT / CEPPT Trust | \$ 290,388.00 | | \$ 145,194.00 | \$ 72,597.00 | \$ 72,597.00 |
| 40 | CNG Compressor | \$ 650,000.00 | | | | \$ 650,000.00 |
| 41 | Cost Allocation Study | \$ 20,000.00 | | \$ 17,481.00 | | \$ 2,519.00 |
| 42 | Engine Overhauls | \$ 75,000.00 | | \$ 51,470.23 | | \$ 23,529.77 |
| 43 | Facilities | \$ 150,000.00 | | \$ 103,013.79 | \$ 6,212.53 | \$ 40,773.68 |
| 44 | Facilities | \$ 1,012,587.00 | | | \$ 3,187.47 | \$ 1,009,399.53 |
| 45 | Fare Media Structure | \$ 50,000.00 | | | | \$ 50,000.00 |
| 46 | Intelligent Transit System (ITS) | \$ 439,000.00 | | \$ 97,903.98 | \$ 30,058.02 | \$ 311,038.00 |
| 47 | Operations Support Equip | \$ 50,000.00 | | \$ 25,160.69 | \$ 4,647.70 | \$ 20,191.61 |
| 48 | REI Equipment | \$ 760.00 | | | | \$ 760.00 |
| 49 | Short Range Transit Plan | \$ 107,000.00 | | \$ 87,770.10 | | \$ 19,229.90 |
| 50 | Staff Vehicles Replacemen | \$ 50,000.00 | | \$ 49,812.68 | | \$ 187.32 |
| 51 | Vehicles Replacements: 1 Class E | \$ 68,368.00 | | \$ 2,385.95 | | \$ 65,982.05 |
| 52 | Vehicle Replacements | \$ 287,076.00 | | | | \$ 287,076.00 |
| 53 | Vehicle Replacements | \$ 1,079,970.00 | | | \$ 198,972.45 | \$ 880,997.55 |
| 54 | Vehicle Replacements | \$ 823,183.00 | | | | \$ 823,183.00 |
| 55 | Zero Emission Projects | \$ 369,937.22 | | \$ 24,060.00 | | \$ 345,877.22 |
| 56 | Total Prior Capital Funding | \$ 6,442,882.22 | \$ 0.00 | \$ 1,051,774.92 | \$ 335,708.92 | \$ 5,031,338.38 |

| FY 24/25 Procurement Budget | | | Sent | Received | Sent | Received | Balance Due |
|-----------------------------|--------------------------|-----------------|--------------|--------------|---------------|---------------|-----------------|
| 57 | Procurement Bid Income | \$ 320,000.00 | | \$ 60,024.99 | | \$ 214,245.28 | \$ 105,754.72 |
| 58 | Procurement Bid Expenses | \$ (193,601.00) | \$ 18,417.08 | | \$ 87,196.68 | | \$ (106,404.32) |
| 59 | TAG Program | \$ (80,000.00) | \$ 49,955.18 | | \$ 53,835.18 | | \$ (26,164.82) |
| 60 | Total Procurement Budget | \$ 46,399.00 | \$ 68,372.26 | \$ 60,024.99 | \$ 141,031.86 | \$ 214,245.28 | \$ 73,213.42 |

| FY 24/25 TREP Budget | | Grant Amt | Sent | Received | Sent | Received | Balance Due |
|----------------------|------------------------|-------------------------------|----------------|-------------|--------------|--------------|----------------|
| 61 | 5310 TREP Revenue | <i>Previous Grant Balance</i> | \$ 217.07 | | | \$ 217.07 | \$ - |
| 62 | 5310 TREP Revenue | <i>FY25 Award Allocation</i> | \$ 114,526.00 | \$ - | | \$ 42,396.03 | \$ 72,129.97 |
| 63 | Program Administrator | | \$ (2,298.00) | \$ 95.75 | \$ 638.35 | | \$ (1,659.65) |
| 64 | Client Relations Clerk | | \$ (53,325.00) | \$ 4,307.36 | \$ 21,368.99 | | \$ (31,956.01) |
| 65 | TREP Program Expenses | | \$ (1,000.00) | \$ - | \$ - | | \$ (785.00) |
| 66 | Mileage Reimbursements | | \$ (57,903.00) | \$ 3,251.40 | \$ 16,376.40 | | \$ (41,526.60) |
| 67 | Total TREP Funding | | \$ 217.07 | \$ 7,654.51 | \$ - | \$ 38,383.74 | \$ 42,613.10 |

BASIN TRANSIT
Statement of Expenditures - Cash Basis
During Fiscal Year ending 06/30/2025
For Period Ending 12/31/2024

| Line | Administrative Exp. | FY 24/25 Budget | DECEMBER | | Year to Date | | Year to Date Variance | % |
|----------------------------|--|--------------------|---------------|---------------|-----------------|-----------------|--------------------------|-------|
| | | | Budget | Actual | Budget | Actual | | |
| 1 | Mgmt. Salaries | \$ 148,086.00 | \$ 11,391.23 | \$ 11,558.40 | \$ 74,043.00 | \$ 73,949.30 | \$ 93.70 | 0% |
| 2 | Office Salaries | \$ 177,168.00 | \$ 13,628.31 | \$ 13,137.14 | \$ 88,584.00 | \$ 84,188.62 | \$ 4,395.38 | 5% |
| 3 | Board Members | \$ 4,200.00 | \$ - | \$ 100.00 | \$ 2,100.00 | \$ 1,800.00 | \$ 300.00 | 14% |
| 4 | Payroll Taxes | \$ 11,880.00 | \$ 913.85 | \$ 560.93 | \$ 5,940.00 | \$ 3,630.53 | \$ 2,309.47 | 39% |
| 5 | Health & Welfare | \$ 76,833.00 | \$ 6,402.75 | \$ 5,720.01 | \$ 38,416.50 | \$ 44,433.88 | \$ (6,017.38) | -16% |
| 6 | Retirement:PERS | \$ 52,666.00 | \$ 4,051.23 | \$ 4,378.96 | \$ 26,333.00 | \$ 28,648.97 | \$ (2,315.97) | -9% |
| 7 | Mileage | \$ 5,000.00 | \$ 416.67 | \$ 154.77 | \$ 2,500.00 | \$ 622.45 | \$ 1,877.55 | 75% |
| 8 | Outside Services | \$ 31,228.00 | \$ 2,602.33 | \$ 4,166.95 | \$ 15,614.00 | \$ 11,765.10 | \$ 3,848.90 | 25% |
| 9 | Prof. Fees | \$ 78,507.00 | \$ 6,542.25 | \$ 6,797.60 | \$ 39,253.50 | \$ 28,964.50 | \$ 10,289.00 | 26% |
| 10 | Utilities | \$ 178,760.00 | \$ 14,896.67 | \$ 10,422.82 | \$ 89,380.00 | \$ 87,180.04 | \$ 2,199.96 | 2% |
| 11 | Marketing/Promotions | \$ 50,493.00 | \$ 4,207.75 | \$ 4,693.89 | \$ 25,246.50 | \$ 17,504.97 | \$ 7,741.53 | 31% |
| 12 | Office Supplies | \$ 16,882.00 | \$ 1,406.83 | \$ (138.90) | \$ 8,441.00 | \$ 8,598.52 | \$ (157.52) | -2% |
| 13 | Postage | \$ 2,503.00 | \$ 208.58 | \$ 119.99 | \$ 1,251.50 | \$ 958.76 | \$ 292.74 | 23% |
| 14 | Printing/Reproduction | \$ 14,425.00 | \$ 1,202.08 | \$ 1,088.45 | \$ 7,212.50 | \$ 1,533.45 | \$ 5,679.05 | 79% |
| 15 | Training/Meetings | \$ 14,831.00 | \$ 1,235.92 | \$ 193.50 | \$ 7,415.50 | \$ 7,766.41 | \$ (350.91) | -5% |
| 16 | Total Administrative | \$ 863,463.00 | \$ 69,106.45 | \$ 62,954.51 | \$ 431,731.00 | \$ 401,545.50 | \$ 30,185.50 | 7% |
| Maintenance Expense | | | | | | | | |
| 17 | Mechanic Salaries | \$ 204,629.00 | \$ 15,740.69 | \$ 15,320.00 | \$ 102,314.50 | \$ 101,812.05 | \$ 502.45 | 0% |
| 18 | Utility Workers & Maint Admin Salaries | \$ 135,094.00 | \$ 10,391.85 | \$ 10,096.13 | \$ 67,547.00 | \$ 64,468.14 | \$ 3,078.86 | 5% |
| 19 | Payroll Taxes | \$ 8,037.00 | \$ 618.23 | \$ 368.38 | \$ 4,018.50 | \$ 2,421.90 | \$ 1,596.60 | 40% |
| 20 | Health & Welfare | \$ 29,237.00 | \$ 2,436.42 | \$ 1,622.74 | \$ 14,618.50 | \$ 10,138.30 | \$ 4,480.20 | 31% |
| 21 | Retirement:PERS | \$ 24,452.00 | \$ 1,880.92 | \$ 1,089.73 | \$ 12,226.00 | \$ 6,955.45 | \$ 5,270.55 | 43% |
| 22 | Uniforms | \$ 4,418.00 | \$ 368.17 | \$ 595.74 | \$ 2,209.00 | \$ 2,265.90 | \$ (56.90) | -3% |
| 23 | Outside Services | \$ 52,622.00 | \$ 4,385.17 | \$ 3,314.94 | \$ 26,311.00 | \$ 50,656.08 | \$ (24,345.08) | -93% |
| 24 | Parts | \$ 72,294.00 | \$ 6,024.50 | \$ 8,379.57 | \$ 36,147.00 | \$ 34,595.00 | \$ 1,552.00 | 4% |
| 25 | Fluids | \$ 18,071.00 | \$ 1,505.92 | \$ - | \$ 9,035.50 | \$ 5,650.79 | \$ 3,384.71 | 37% |
| 26 | Tires | \$ 63,251.00 | \$ 5,270.92 | \$ 7,542.94 | \$ 31,625.50 | \$ 30,401.33 | \$ 1,224.17 | 4% |
| 27 | Accident Repair | \$ 26,369.00 | \$ 2,197.42 | \$ 10,214.88 | \$ 13,184.50 | \$ 42,667.37 | \$ (29,482.87) | -224% |
| 28 | Tools | \$ 750.00 | \$ 62.50 | \$ - | \$ 375.00 | \$ 250.00 | \$ 125.00 | 33% |
| 29 | Consulting | \$ 1,000.00 | \$ 83.33 | \$ - | \$ 500.00 | \$ - | \$ 500.00 | 100% |
| 30 | Shop Supplies | \$ 1,000.00 | \$ 83.33 | \$ 82.27 | \$ 500.00 | \$ 753.96 | \$ (253.96) | -51% |
| 31 | Facility Supplies | \$ 6,022.00 | \$ 501.83 | \$ 520.86 | \$ 3,011.00 | \$ 3,787.99 | \$ (776.99) | -26% |
| 32 | Training/Meetings | \$ 6,174.00 | \$ 514.50 | \$ 219.06 | \$ 3,087.00 | \$ 344.05 | \$ 2,742.95 | 89% |
| 33 | Shelter Maintenance | \$ 2,784.00 | \$ 232.00 | \$ - | \$ 1,392.00 | \$ - | \$ 1,392.00 | 100% |
| 34 | CNG Stations Maint. | \$ 115,874.00 | \$ 9,656.17 | \$ 5,909.85 | \$ 57,937.00 | \$ 31,135.53 | \$ 26,801.47 | 46% |
| 35 | Total Maintenance | \$ 772,079.00 | \$ 61,953.86 | \$ 65,277.09 | \$ 386,039.00 | \$ 388,303.84 | \$ (2,264.84) | -1% |
| Operations Expense | | | | | | | | |
| 36 | Mgmt/Supv Salaries | \$ 195,524.00 | \$ 15,040.31 | \$ 14,537.05 | \$ 97,762.00 | \$ 96,423.19 | \$ 1,338.81 | 1% |
| 37 | Operator Wages | \$ 1,437,485.00 | \$ 110,575.77 | \$ 127,792.14 | \$ 718,742.50 | \$ 725,326.53 | \$ (6,584.03) | -1% |
| 38 | Dispatch Wages | \$ 269,928.00 | \$ 20,763.69 | \$ 20,422.67 | \$ 134,964.00 | \$ 131,451.32 | \$ 3,512.68 | 3% |
| 39 | Payroll Taxes | \$ 45,670.00 | \$ 3,513.08 | \$ 2,381.43 | \$ 22,835.00 | \$ 14,346.15 | \$ 8,488.85 | 37% |
| 40 | Health & Welfare | \$ 280,831.00 | \$ 23,402.58 | \$ 31,369.79 | \$ 140,415.50 | \$ 159,318.46 | \$ (18,902.96) | -13% |
| 41 | Retirement:PERS | \$ 262,886.00 | \$ 20,222.00 | \$ 21,796.05 | \$ 131,443.00 | \$ 132,889.36 | \$ (1,446.36) | -1% |
| 42 | Safety Incentive Program | \$ 12,900.00 | \$ 1,075.00 | \$ - | \$ 6,450.00 | \$ 8,412.42 | \$ (1,962.42) | -30% |
| 43 | Workers'Comp | \$ 217,350.00 | \$ 18,112.50 | \$ 15,518.67 | \$ 108,675.00 | \$ 93,112.02 | \$ 15,562.98 | 14% |
| 44 | Other Employee Exp. | \$ 36,409.00 | \$ 3,034.08 | \$ 6,561.83 | \$ 18,204.50 | \$ 19,181.22 | \$ (976.72) | -5% |
| 45 | Mileage | \$ 1,850.00 | \$ 154.17 | \$ - | \$ 925.00 | \$ - | \$ 925.00 | 100% |
| 46 | Uniforms | \$ 8,076.00 | \$ 673.00 | \$ 1,247.79 | \$ 4,038.00 | \$ 11,577.35 | \$ (7,539.35) | -187% |
| 47 | Outside Services | \$ 16,635.00 | \$ 1,386.25 | \$ 156.00 | \$ 8,317.50 | \$ 9,435.52 | \$ (1,118.02) | -13% |
| 48 | Tel/Cell/Internet/Fax | \$ 53,638.00 | \$ 4,469.83 | \$ 4,958.97 | \$ 26,819.00 | \$ 25,060.52 | \$ 1,758.48 | 7% |
| 49 | Radio Expense | \$ 5,935.00 | \$ 494.58 | \$ - | \$ 2,967.50 | \$ 780.00 | \$ 2,187.50 | 74% |
| 50 | Fuel | \$ 336,885.00 | \$ 28,073.75 | \$ 22,359.91 | \$ 168,442.50 | \$ 126,688.36 | \$ 41,754.14 | 25% |
| 51 | Trainings/Meetings | \$ 4,400.00 | \$ 366.67 | \$ 567.29 | \$ 2,200.00 | \$ 1,605.80 | \$ 594.20 | 27% |
| 52 | Insurance | \$ 398,598.00 | \$ 33,216.50 | \$ 23,846.12 | \$ 199,299.00 | \$ 150,159.78 | \$ 49,139.22 | 25% |
| 53 | Deferred Comp Match | \$ 51,080.00 | \$ 3,929.23 | \$ 4,239.25 | \$ 25,540.00 | \$ 27,130.74 | \$ (1,590.74) | -6% |
| 54 | Total Operations | \$ 3,636,081.00 | \$ 288,502.99 | \$ 297,754.96 | \$ 1,818,040.00 | \$ 1,732,898.74 | \$ 85,141.26 | 5% |
| 55 | Grand Total of Op Exp | \$ 5,271,622.00 | \$ 419,563.30 | \$ 425,986.56 | \$ 2,635,810.00 | \$ 2,522,748.08 | \$ 113,061.92 | 4% |

BASIN TRANSIT
Statement of Income
For Period Ending 12/31/2024

| Other Revenue | | DECEMBER | | YTD Bdgt | YTD Actual | | | |
|---------------|----------------------------|---------------|--------------|--------------|---------------|---------------|----------------|------|
| 1 | Interest | \$ 39,476.00 | \$ 3,289.67 | \$ 244.21 | \$ 19,738.00 | \$ 80,691.26 | \$ 60,953.26 | 309% |
| 2 | Other Revenue | \$ 24,195.00 | \$ 2,016.25 | \$ 411.56 | \$ 12,097.50 | \$ 1,715.37 | \$ (10,382.13) | -86% |
| 3 | CNG Fuel | \$ 106,837.00 | \$ 8,903.08 | \$ 20,864.42 | \$ 53,418.50 | \$ 51,511.05 | \$ (1,907.45) | -4% |
| 4 | Renewable Gas Credits | \$ 60,093.00 | \$ 5,007.75 | \$ - | \$ 30,046.50 | \$ 36,975.51 | \$ 6,929.01 | 23% |
| 5 | Insurance | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | 100% |
| 6 | Gain on Sale of Assets | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | 100% |
| 7 | Total Other Revenue | \$ 230,601.00 | \$ 19,216.75 | \$ 21,520.19 | \$ 115,300.50 | \$ 170,893.19 | \$ 55,592.69 | 48% |

| Passenger Fares | | DECEMBER | | YTD Bdgt | YTD Actual | | | |
|-----------------|---|---------------|--------------|--------------|---------------|---------------|---------------|------|
| 8 | Fixed Route | \$ 179,543.00 | \$ 14,961.92 | \$ 15,189.34 | \$ 89,771.50 | \$ 137,108.16 | \$ 47,336.66 | 53% |
| 9 | Ready Ride | \$ 19,676.00 | \$ 1,639.67 | \$ 1,669.16 | \$ 9,838.00 | \$ 18,341.80 | \$ 8,503.80 | 86% |
| 9 | Palm Spr./Palm Des. | \$ 46,731.00 | \$ 3,894.25 | \$ 4,182.86 | \$ 23,365.50 | \$ 17,179.78 | \$ (6,185.72) | -26% |
| 10 | LCTOP FY24/25 35 Days Free Fare Promotion | \$ 45,000.00 | \$ - | \$ - | \$ 45,000.00 | \$ 45,000.00 | \$ - | 0% |
| 11 | Total Fare Revenue | \$ 290,950.00 | \$ 20,495.83 | \$ 21,041.36 | \$ 167,975.00 | \$ 217,629.74 | \$ 49,654.74 | 30% |

| Current Support Funding - Operations | | Grant Amt | Received | Received in Previous FY(s) | Received Current FY | Balance Due |
|--------------------------------------|-----------------------------|-----------------|----------|----------------------------|---------------------|-----------------|
| 12 | Local Transit Funds | \$ 4,001,456.00 | \$ - | \$ 1,000,364.00 | \$ 3,001,092.00 | \$ 1,000,364.00 |
| 13 | Section 5311 Operating Asst | \$ 555,516.00 | \$ - | \$ - | \$ - | \$ 555,516.00 |
| 14 | Measure I | \$ 153,100.00 | \$ - | \$ 14,102.90 | \$ 79,011.62 | \$ 74,088.38 |
| 16 | AB 2766 | \$ 40,000.00 | \$ - | \$ - | \$ - | \$ 40,000.00 |
| 17 | Total Sup. Fund.Ops | \$ 4,750,072.00 | \$ - | \$ 1,014,466.90 | \$ 3,080,103.62 | \$ 1,669,968.38 |

| | | | | | | |
|----|---------------------------------|-----------------|------|-----------------|-----------------|-----------------|
| 18 | Total Operating Revenues | \$ 5,271,622.00 | \$ - | \$ 1,057,028.45 | \$ 3,468,626.55 | \$ 1,775,215.81 |
|----|---------------------------------|-----------------|------|-----------------|-----------------|-----------------|

| Prior Year Support Funding - Operations | | Grant Amt | Received | Received in Previous FY(s) | Received Current FY | Balance Due |
|---|--|---------------|----------|----------------------------|---------------------|---------------|
| 19 | Section 5311 Operating Asst FY23 | \$ 579,901.00 | \$ - | \$ - | \$ - | \$ 579,901.00 |
| 20 | Total Prior Year Operating Revenues | \$ 579,901.00 | \$ - | \$ - | \$ - | \$ 579,901.00 |

| Current Year Capital Funding - Capital | | Grant Amt | Received | Received in Previous FY(s) | Received Current FY | Balance Due |
|--|--------------------------------------|-----------------|----------|----------------------------|---------------------|-----------------|
| 21 | Operations Support Equip | \$ 50,000.00 | \$ - | \$ - | \$ - | \$ 50,000.00 |
| 22 | CERBT / CEPPT Trust | \$ 290,388.00 | \$ - | \$ - | \$ - | \$ 290,388.00 |
| 23 | Engine Overhauls | \$ 50,000.00 | \$ - | \$ - | \$ - | \$ 50,000.00 |
| 24 | Vehicle Replacements | \$ 1,164,329.00 | \$ - | \$ - | \$ - | \$ 1,164,329.00 |
| 25 | Intelligent Transit System (ITS) | \$ 900,000.00 | \$ - | \$ - | \$ - | \$ 900,000.00 |
| 26 | Short Range Transit Plan (SRTP) | \$ 100,000.00 | \$ - | \$ - | \$ - | \$ 100,000.00 |
| 27 | Zero Emission RFP | \$ 246,734.00 | \$ - | \$ - | \$ - | \$ 246,734.00 |
| 28 | Facilities | \$ 84,081.00 | \$ - | \$ - | \$ - | \$ 84,081.00 |
| 29 | Bus Stop Improvements/PV Stops | \$ 219,440.00 | \$ - | \$ - | \$ 164,762.00 | \$ 54,678.00 |
| 30 | Total Current Capital Funding | \$ 3,104,972.00 | \$ - | \$ - | \$ 164,762.00 | \$ 2,940,210.00 |

| Previous Year(s) Capital Funding - Capital | | Grant Amt | Received | Received in Previous FY(s) | Received Current FY | Balance Due |
|--|------------------------------------|-----------------|---------------|----------------------------|---------------------|-----------------|
| 31 | 29Palms CNG Station | \$ 130,000.00 | \$ - | \$ - | \$ - | \$ 130,000.00 |
| 32 | AVL/GPS Equipment | \$ 6,000.00 | \$ - | \$ - | \$ - | \$ 6,000.00 |
| 33 | AVL/GPS Equipment | \$ 85,000.00 | \$ - | \$ - | \$ - | \$ 85,000.00 |
| 35 | Bus Stop Improvements | \$ 70,000.00 | \$ 53,526.15 | \$ 16,473.85 | \$ 53,526.15 | \$ - |
| 34 | Bus Stop Improvements | \$ 17,403.00 | \$ 17,403.00 | \$ - | \$ 17,403.00 | \$ - |
| 36 | Bus Stop Improvements | \$ 357,252.00 | \$ 2,315.85 | \$ 333,216.40 | \$ 22,349.60 | \$ 1,686.00 |
| 36 | Bus Stop Improvements | \$ 178,508.00 | \$ - | \$ 137,616.00 | \$ - | \$ 40,892.00 |
| 37 | Bus Wash System | \$ 67,950.00 | \$ - | \$ 4,310.00 | \$ - | \$ 63,640.00 |
| 38 | Bus Wash System | \$ 7,500.00 | \$ - | \$ - | \$ - | \$ 7,500.00 |
| 39 | CERBT / CEPPT Trust | \$ 290,388.00 | \$ 72,597.00 | \$ 145,194.00 | \$ 145,194.00 | \$ - |
| 40 | CNG Compressor | \$ 650,000.00 | \$ - | \$ - | \$ - | \$ 650,000.00 |
| 41 | Cost Allocation Study | \$ 20,000.00 | \$ - | \$ 17,481.00 | \$ - | \$ 2,519.00 |
| 42 | Engine Overhauls | \$ 75,000.00 | \$ 11,841.93 | \$ 51,470.23 | \$ 11,841.93 | \$ 11,687.84 |
| 43 | Facilities | \$ 150,000.00 | \$ - | \$ 103,013.79 | \$ 6,212.53 | \$ 40,773.68 |
| 44 | Facilities | \$ 1,012,587.00 | \$ - | \$ - | \$ 3,187.47 | \$ 1,009,399.53 |
| 45 | Fare Media Structure | \$ 50,000.00 | \$ - | \$ - | \$ - | \$ 50,000.00 |
| 46 | Intelligent Transit System (ITS) | \$ 439,000.00 | \$ - | \$ 97,903.98 | \$ 30,058.02 | \$ 311,038.00 |
| 47 | Operations Support Equip | \$ 50,000.00 | \$ 5,333.63 | \$ 25,160.69 | \$ 9,981.33 | \$ 14,857.98 |
| 48 | REI Equipment | \$ 760.00 | \$ - | \$ - | \$ - | \$ 760.00 |
| 49 | Short Range Transit Plan | \$ 107,000.00 | \$ - | \$ 87,770.10 | \$ - | \$ 19,229.90 |
| 50 | Staff Vehicles Replacemen | \$ 50,000.00 | \$ - | \$ 49,812.68 | \$ - | \$ 187.32 |
| 51 | Vehicles Replacements: 1 Class E | \$ 68,368.00 | \$ 4,200.00 | \$ 2,385.95 | \$ 4,200.00 | \$ 61,782.05 |
| 52 | Vehicle Replacements | \$ 287,076.00 | \$ - | \$ - | \$ - | \$ 287,076.00 |
| 53 | Vehicle Replacements | \$ 1,079,970.00 | \$ - | \$ - | \$ 198,972.45 | \$ 880,997.55 |
| 54 | Vehicle Replacements | \$ 823,183.00 | \$ - | \$ - | \$ - | \$ 823,183.00 |
| 55 | Zero Emission Projects | \$ 369,937.22 | \$ - | \$ 24,060.00 | \$ - | \$ 345,877.22 |
| 56 | Total Prior Capital Funding | \$ 6,442,882.22 | \$ 167,217.56 | \$ 1,071,808.67 | \$ 502,926.48 | \$ 4,844,087.07 |

| FY 24/25 Procurement Budget | | | Sent | Received | Sent | Received | Balance Due |
|-----------------------------|---------------------------------|---------------------|---------------------|---------------------|----------------------|----------------------|----------------------|
| 57 | Procurement Bid Income | \$ 320,000.00 | | \$ 59,905.89 | | \$ 274,151.17 | \$ 45,848.83 |
| 58 | Procurement Bid Expenses | \$ (193,601.00) | \$ 11,498.00 | | \$ 98,594.68 | | \$ (95,006.32) |
| 59 | TAG Program | \$ (80,000.00) | \$ - | | \$ 53,835.18 | | \$ (26,164.82) |
| 60 | Total Procurement Budget | \$ 46,399.00 | \$ 11,498.00 | \$ 59,905.89 | \$ 152,429.86 | \$ 274,151.17 | \$ 121,721.31 |

| FY 24/25 TREP Budget | | Grant Amt | Sent | Received | Sent | Received | Balance Due |
|----------------------|---------------------------|-------------------------------|------------------|--------------------|--------------|---------------------|---------------------|
| 61 | 5310 TREP Revenue | <i>Previous Grant Balance</i> | \$ 217.07 | | | \$ 217.07 | \$ - |
| 62 | 5310 TREP Revenue | <i>FY25 Award Allocation</i> | \$ 114,526.00 | \$ - | | \$ 42,396.03 | \$ 72,129.97 |
| 63 | Program Administrator | | \$ (2,298.00) | \$ 159.59 | \$ 797.94 | | \$ (1,500.06) |
| 64 | Client Relations Clerk | | \$ (53,325.00) | \$ 4,512.48 | \$ 25,881.47 | | \$ (27,443.53) |
| 65 | TREP Program Expenses | | \$ (1,000.00) | \$ - | \$ - | | \$ (785.00) |
| 66 | Mileage Reimbursements | | \$ (57,903.00) | \$ 4,138.08 | \$ 20,514.48 | | \$ (37,388.52) |
| 67 | Total TREP Funding | | \$ 217.07 | \$ 8,810.15 | \$ - | \$ 47,193.89 | \$ 42,613.10 |

BASIN TRANSIT
Statement of Expenditures - Cash Basis
During Fiscal Year ending 06/30/2025
For Period Ending 1/31/2025

| Line | Administrative Exp. | FY 24/25 | JANUARY | | Year to Date | | Year to Date Variance | % |
|----------------------------|--|-----------------|---------------|---------------|-----------------|-----------------|-----------------------|-------|
| | | Budget | Budget | Actual | Budget | Actual | | |
| 1 | Mgmt. Salaries | \$ 148,086.00 | \$ 11,391.23 | \$ 11,358.40 | \$ 85,434.23 | \$ 85,307.70 | \$ 126.53 | 0% |
| 2 | Office Salaries | \$ 177,168.00 | \$ 13,628.31 | \$ 11,865.77 | \$ 102,212.31 | \$ 96,054.39 | \$ 6,157.92 | 6% |
| 3 | Board Members | \$ 4,200.00 | \$ - | \$ - | \$ 2,100.00 | \$ 1,800.00 | \$ 300.00 | 14% |
| 4 | Payroll Taxes | \$ 11,880.00 | \$ 913.85 | \$ 1,061.66 | \$ 6,853.85 | \$ 4,692.19 | \$ 2,161.66 | 32% |
| 5 | Health & Welfare | \$ 76,833.00 | \$ 6,402.75 | \$ 5,807.18 | \$ 44,819.25 | \$ 50,241.06 | \$ (5,421.81) | -12% |
| 6 | Retirement:PERS | \$ 52,666.00 | \$ 4,051.23 | \$ 4,409.50 | \$ 30,384.23 | \$ 33,058.47 | \$ (2,674.24) | -9% |
| 7 | Mileage | \$ 5,000.00 | \$ 416.67 | \$ 70.35 | \$ 2,916.67 | \$ 692.80 | \$ 2,223.87 | 76% |
| 8 | Outside Services | \$ 31,228.00 | \$ 2,602.33 | \$ 1,740.33 | \$ 18,216.33 | \$ 13,505.43 | \$ 4,710.90 | 26% |
| 9 | Prof. Fees | \$ 78,507.00 | \$ 6,542.25 | \$ 1,771.50 | \$ 45,795.75 | \$ 30,736.00 | \$ 15,059.75 | 33% |
| 10 | Utilities | \$ 178,760.00 | \$ 14,896.67 | \$ 9,964.32 | \$ 104,276.67 | \$ 97,144.36 | \$ 7,132.31 | 7% |
| 11 | Marketing/Promotions | \$ 50,493.00 | \$ 4,207.75 | \$ 6,828.01 | \$ 29,454.25 | \$ 24,332.98 | \$ 5,121.27 | 17% |
| 12 | Office Supplies | \$ 16,882.00 | \$ 1,406.83 | \$ 1,481.40 | \$ 9,847.83 | \$ 10,079.92 | \$ (232.09) | -2% |
| 13 | Postage | \$ 2,503.00 | \$ 208.58 | \$ 184.04 | \$ 1,460.08 | \$ 1,142.80 | \$ 317.28 | 22% |
| 14 | Printing/Reproduction | \$ 14,425.00 | \$ 1,202.08 | \$ 62.30 | \$ 8,414.58 | \$ 1,595.75 | \$ 6,818.83 | 81% |
| 15 | Training/Meetings | \$ 14,831.00 | \$ 1,235.92 | \$ 420.47 | \$ 8,651.42 | \$ 8,186.88 | \$ 464.54 | 5% |
| 16 | Total Administrative | \$ 863,463.00 | \$ 69,106.45 | \$ 57,025.23 | \$ 500,837.45 | \$ 458,570.73 | \$ 42,266.72 | 8% |
| Maintenance Expense | | | | | | | | |
| 17 | Mechanic Salaries | \$ 204,629.00 | \$ 15,740.69 | \$ 20,095.81 | \$ 118,055.19 | \$ 121,907.86 | \$ (3,852.67) | -3% |
| 18 | Utility Workers & Maint Admin Salaries | \$ 135,094.00 | \$ 10,391.85 | \$ 10,147.50 | \$ 77,938.85 | \$ 74,615.64 | \$ 3,323.21 | 4% |
| 19 | Payroll Taxes | \$ 8,037.00 | \$ 618.23 | \$ 801.37 | \$ 4,636.73 | \$ 3,223.27 | \$ 1,413.46 | 30% |
| 20 | Health & Welfare | \$ 29,237.00 | \$ 2,436.42 | \$ 2,094.22 | \$ 17,054.92 | \$ 12,232.52 | \$ 4,822.40 | 28% |
| 21 | Retirement:PERS | \$ 24,452.00 | \$ 1,880.92 | \$ 783.34 | \$ 14,106.92 | \$ 7,738.79 | \$ 6,368.13 | 45% |
| 22 | Uniforms | \$ 4,418.00 | \$ 368.17 | \$ 625.89 | \$ 2,577.17 | \$ 2,891.79 | \$ (314.62) | -12% |
| 23 | Outside Services | \$ 52,622.00 | \$ 4,385.17 | \$ 4,194.14 | \$ 30,696.17 | \$ 54,850.22 | \$ (24,154.05) | -79% |
| 24 | Parts | \$ 72,294.00 | \$ 6,024.50 | \$ 7,368.73 | \$ 42,171.50 | \$ 41,963.73 | \$ 207.77 | 0% |
| 25 | Fluids | \$ 18,071.00 | \$ 1,505.92 | \$ 3,714.54 | \$ 10,541.42 | \$ 9,365.33 | \$ 1,176.09 | 11% |
| 26 | Tires | \$ 63,251.00 | \$ 5,270.92 | \$ 4,779.11 | \$ 36,896.42 | \$ 35,180.44 | \$ 1,715.98 | 5% |
| 27 | Accident Repair | \$ 26,369.00 | \$ 2,197.42 | \$ 713.33 | \$ 15,381.92 | \$ 43,380.70 | \$ (27,998.78) | -182% |
| 28 | Tools | \$ 750.00 | \$ 62.50 | \$ - | \$ 437.50 | \$ 250.00 | \$ 187.50 | 43% |
| 29 | Consulting | \$ 1,000.00 | \$ 83.33 | \$ - | \$ 583.33 | \$ - | \$ 583.33 | 100% |
| 30 | Shop Supplies | \$ 1,000.00 | \$ 83.33 | \$ 1,514.89 | \$ 583.33 | \$ 2,268.85 | \$ (1,685.52) | -289% |
| 31 | Facility Supplies | \$ 6,022.00 | \$ 501.83 | \$ 401.43 | \$ 3,512.83 | \$ 4,189.42 | \$ (676.59) | -19% |
| 32 | Training/Meetings | \$ 6,174.00 | \$ 514.50 | \$ - | \$ 3,601.50 | \$ 344.05 | \$ 3,257.45 | 90% |
| 33 | Shelter Maintenance | \$ 2,784.00 | \$ 232.00 | \$ - | \$ 1,624.00 | \$ - | \$ 1,624.00 | 100% |
| 34 | CNG Stations Maint. | \$ 115,874.00 | \$ 9,656.17 | \$ 2,046.93 | \$ 67,593.17 | \$ 33,182.46 | \$ 34,410.71 | 51% |
| 35 | Total Maintenance | \$ 772,079.00 | \$ 61,953.86 | \$ 59,281.23 | \$ 447,992.86 | \$ 447,585.07 | \$ 407.79 | 0% |
| Operations Expense | | | | | | | | |
| 36 | Mgmt/Supv Salaries | \$ 195,524.00 | \$ 15,040.31 | \$ 14,812.25 | \$ 112,802.31 | \$ 111,235.44 | \$ 1,566.87 | 1% |
| 37 | Operator Wages | \$ 1,437,485.00 | \$ 110,575.77 | \$ 116,453.14 | \$ 829,318.27 | \$ 841,779.67 | \$ (12,461.40) | -2% |
| 38 | Dispatch Wages | \$ 269,928.00 | \$ 20,763.69 | \$ 20,361.27 | \$ 155,727.69 | \$ 151,812.59 | \$ 3,915.10 | 3% |
| 39 | Payroll Taxes | \$ 45,670.00 | \$ 3,513.08 | \$ 5,001.52 | \$ 26,348.08 | \$ 19,347.67 | \$ 7,000.41 | 27% |
| 40 | Health & Welfare | \$ 280,831.00 | \$ 23,402.58 | \$ 31,720.65 | \$ 163,818.08 | \$ 191,039.11 | \$ (27,221.03) | -17% |
| 41 | Retirement:PERS | \$ 262,886.00 | \$ 20,222.00 | \$ 21,652.71 | \$ 151,665.00 | \$ 154,542.07 | \$ (2,877.07) | -2% |
| 42 | Safety Incentive Program | \$ 12,900.00 | \$ 1,075.00 | \$ - | \$ 7,525.00 | \$ 8,412.42 | \$ (887.42) | -12% |
| 43 | Workers'Comp | \$ 217,350.00 | \$ 18,112.50 | \$ 15,518.67 | \$ 126,787.50 | \$ 108,630.69 | \$ 18,156.81 | 14% |
| 44 | Other Employee Exp. | \$ 36,409.00 | \$ 3,034.08 | \$ 2,227.68 | \$ 21,238.58 | \$ 21,408.90 | \$ (170.32) | -1% |
| 45 | Mileage | \$ 1,850.00 | \$ 154.17 | \$ - | \$ 1,079.17 | \$ - | \$ 1,079.17 | 100% |
| 46 | Uniforms | \$ 8,076.00 | \$ 673.00 | \$ 188.35 | \$ 4,711.00 | \$ 11,765.70 | \$ (7,054.70) | -150% |
| 47 | Outside Services | \$ 16,635.00 | \$ 1,386.25 | \$ - | \$ 9,703.75 | \$ 9,435.52 | \$ 268.23 | 3% |
| 48 | Tel/Cell/Internet/Fax | \$ 53,638.00 | \$ 4,469.83 | \$ 4,792.47 | \$ 31,288.83 | \$ 29,852.99 | \$ 1,435.84 | 5% |
| 49 | Radio Expense | \$ 5,935.00 | \$ 494.58 | \$ - | \$ 3,462.08 | \$ 780.00 | \$ 2,682.08 | 77% |
| 50 | Fuel | \$ 336,885.00 | \$ 28,073.75 | \$ 20,114.76 | \$ 196,516.25 | \$ 146,803.12 | \$ 49,713.13 | 25% |
| 51 | Trainings/Meetings | \$ 4,400.00 | \$ 366.67 | \$ - | \$ 2,566.67 | \$ 1,605.80 | \$ 960.87 | 37% |
| 52 | Insurance | \$ 398,598.00 | \$ 33,216.50 | \$ 23,846.12 | \$ 232,515.50 | \$ 174,005.90 | \$ 58,509.60 | 25% |
| 53 | Deferred Comp Match | \$ 51,080.00 | \$ 3,929.23 | \$ 4,079.24 | \$ 29,469.23 | \$ 31,209.98 | \$ (1,740.75) | -6% |
| 54 | Total Operations | \$ 3,636,081.00 | \$ 288,502.99 | \$ 280,768.83 | \$ 2,106,542.99 | \$ 2,013,667.57 | \$ 92,875.42 | 4% |
| 55 | Grand Total of Op Exp | \$ 5,271,622.00 | \$ 419,563.30 | \$ 397,075.29 | \$ 3,055,373.30 | \$ 2,919,823.37 | \$ 135,549.93 | 4% |

BASIN TRANSIT
Statement of Income
For Period Ending 1/31/2025

| Other Revenue | | | JANUARY | | YTD Bdgt | YTD Actual | | |
|---------------|----------------------------|----------------------|---------------------|---------------------|----------------------|----------------------|---------------------|------------|
| 1 | Interest | \$ 39,476.00 | \$ 3,289.67 | \$ 40,908.34 | \$ 23,027.67 | \$ 121,599.60 | \$ 98,571.93 | 428% |
| 2 | Other Revenue | \$ 24,195.00 | \$ 2,016.25 | \$ 200.00 | \$ 14,113.75 | \$ 1,915.37 | \$ (12,198.38) | -86% |
| 3 | CNG Fuel | \$ 106,837.00 | \$ 8,903.08 | \$ - | \$ 62,321.58 | \$ 51,511.05 | \$ (10,810.53) | -17% |
| 4 | Renewable Gas Credits | \$ 60,093.00 | \$ 5,007.75 | \$ 11,939.35 | \$ 35,054.25 | \$ 48,914.86 | \$ 13,860.61 | 40% |
| 5 | Insurance | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | 100% |
| 6 | Gain on Sale of Assets | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | 100% |
| 7 | Total Other Revenue | \$ 230,601.00 | \$ 19,216.75 | \$ 53,047.69 | \$ 134,517.25 | \$ 223,940.88 | \$ 89,423.63 | 66% |

| Passenger Fares | | | JANUARY | | YTD Bdgt | YTD Actual | | |
|-----------------|---|----------------------|---------------------|---------------------|----------------------|----------------------|---------------------|------------|
| 8 | Fixed Route | \$ 179,543.00 | \$ 14,961.92 | \$ 16,752.88 | \$ 104,733.42 | \$ 153,861.04 | \$ 49,127.62 | 47% |
| 9 | Ready Ride | \$ 19,676.00 | \$ 1,639.67 | \$ 8,174.01 | \$ 11,477.67 | \$ 26,515.81 | \$ 15,038.14 | 131% |
| 9 | Palm Spr./Palm Des. | \$ 46,731.00 | \$ 3,894.25 | \$ 4,123.69 | \$ 27,259.75 | \$ 21,303.47 | \$ (5,956.28) | -22% |
| 10 | LCTOP FY24/25 35 Days Free Fare Promotion | \$ 45,000.00 | \$ - | \$ - | \$ 45,000.00 | \$ 45,000.00 | \$ - | 0% |
| 11 | Total Fare Revenue | \$ 290,950.00 | \$ 20,495.83 | \$ 29,050.58 | \$ 188,470.83 | \$ 246,680.32 | \$ 58,209.49 | 31% |

| Current Support Funding - Operations | | | Received | Received | Received | Balance Due |
|--------------------------------------|-----------------------------|-----------------------|-------------|---------------------|------------------------|------------------------|
| 12 | Local Transit Funds | \$ 4,001,456.00 | \$ - | \$ - | \$ 3,001,092.00 | \$ 1,000,364.00 |
| 13 | Section 5311 Operating Asst | \$ 555,516.00 | \$ - | \$ - | | \$ 555,516.00 |
| 14 | Measure I | \$ 153,100.00 | \$ - | \$ 8,963.44 | \$ 87,975.06 | \$ 65,124.94 |
| 16 | AB 2766 | \$ 40,000.00 | \$ - | \$ 40,000.00 | \$ 40,000.00 | \$ - |
| 17 | Total Sup. Fund.Ops | \$4,750,072.00 | \$ - | \$ 48,963.44 | \$ 3,129,067.06 | \$ 1,621,004.94 |

| | | | | | | |
|----|---------------------------------|------------------------|-------------|----------------------|------------------------|------------------------|
| 18 | Total Operating Revenues | \$ 5,271,622.00 | \$ - | \$ 131,061.71 | \$ 3,599,688.26 | \$ 1,768,638.06 |
|----|---------------------------------|------------------------|-------------|----------------------|------------------------|------------------------|

| Prior Year Support Funding - Operations | | | Grant Amt | Received | Received | Balance Due |
|---|--|----------------------|-------------|-------------|-------------|----------------------|
| 19 | Section 5311 Operating Asst FY23 | \$ 579,901.00 | \$ - | \$ - | | \$ 579,901.00 |
| 20 | Total Prior Year Operating Revenues | \$ 579,901.00 | \$ - | \$ - | \$ - | \$ 579,901.00 |

| Current Year Capital Funding - Capital | | | Grant Amt | Received | Received in Previous FY(s) | Received Current FY | Balance Due |
|--|--------------------------------------|--------------------|------------------------|-------------|----------------------------|----------------------|------------------------|
| 21 | Operations Support Equip | STA FY25 | \$ 50,000.00 | | | | \$ 50,000.00 |
| 22 | CERBT / CEPPT Trust | LTF FY25 | \$ 290,388.00 | | | \$ - | \$ 290,388.00 |
| 23 | Engine Overhauls | STA FY25 | \$ 50,000.00 | | | | \$ 50,000.00 |
| 24 | Vehicle Replacements | STA/LTF/CMAQ FY25 | \$ 1,164,329.00 | | | | \$ 1,164,329.00 |
| 25 | Intelligent Transit System (ITS) | STA/LTF/SGR FY25 | \$ 900,000.00 | | | | \$ 900,000.00 |
| 26 | Short Range Transit Plan (SRTTP) | STA FY25 | \$ 100,000.00 | | | | \$ 100,000.00 |
| 27 | Zero Emission RFP | ZETCP FY25 | \$ 246,734.00 | | | | \$ 246,734.00 |
| 28 | Facilities | LTF FY25 | \$ 84,081.00 | | | | \$ 84,081.00 |
| 29 | Bus Stop Improvements/PV Stops | STA/LTF/LCTOP FY25 | \$ 219,440.00 | | | \$ 164,762.00 | \$ 54,678.00 |
| 30 | Total Current Capital Funding | | \$ 3,104,972.00 | \$ - | \$ - | \$ 164,762.00 | \$ 2,940,210.00 |

| Previous Year(s) Capital Funding - Capital | | | Grant Amt | Received | Received in Previous FY(s) | Received Current FY | Balance Due |
|--|------------------------------------|------------------------|-----------------------|---------------|----------------------------|---------------------|-----------------------|
| 31 | 29Palms CNG Station | LTF FY18 | \$ 130,000.00 | | | | \$ 130,000.00 |
| 32 | AVL/GPS Equipment | STA FY17 | \$ 6,000.00 | | | | \$ 6,000.00 |
| 33 | AVL/GPS Equipment | STA FY19 | \$ 85,000.00 | | | | \$ 85,000.00 |
| 35 | Bus Stop Improvements | STA FY19 | \$ 70,000.00 | | \$ 16,473.85 | \$ 53,526.15 | \$ - |
| 34 | Bus Stop Improvements | STA FY22 | \$ 17,403.00 | | | \$ 17,403.00 | \$ - |
| 36 | Bus Stop Improvements | STA/SGR/LTF/LCTOP FY23 | \$ 357,252.00 | | \$ 333,216.40 | \$ 22,349.60 | \$ 1,686.00 |
| 36 | Bus Stop Improvements | STA/LCTOP FY24 | \$ 178,508.00 | | \$ 137,616.00 | | \$ 40,892.00 |
| 37 | Bus Wash System | STA FY20 | \$ 67,950.00 | | \$ 4,310.00 | | \$ 63,640.00 |
| 38 | Bus Wash System | STA FY21 | \$ 7,500.00 | | | | \$ 7,500.00 |
| 39 | CERBT / CEPPT Trust | LTF FY24 | \$ 290,388.00 | | \$ 145,194.00 | \$ 145,194.00 | \$ - |
| 40 | CNG Compressor | LTF FY23 | \$ 650,000.00 | | | | \$ 650,000.00 |
| 41 | Cost Allocation Study | STA FY19 | \$ 20,000.00 | | \$ 17,481.00 | | \$ 2,519.00 |
| 42 | Engine Overhauls | STA/LTF FY23 | \$ 75,000.00 | | \$ 51,470.23 | \$ 11,841.93 | \$ 11,687.84 |
| 43 | Facilities | STA/LTF FY23 | \$ 150,000.00 | | \$ 103,013.79 | \$ 6,212.53 | \$ 40,773.68 |
| 44 | Facilities | LTF FY24 | \$ 1,012,587.00 | | | \$ 3,187.47 | \$ 1,009,399.53 |
| 45 | Fare Media Structure | STA FY21 | \$ 50,000.00 | | | | \$ 50,000.00 |
| 46 | Intelligent Transit System (ITS) | SGR/LTF FY24 | \$ 439,000.00 | | \$ 97,903.98 | \$ 30,058.02 | \$ 311,038.00 |
| 47 | Operations Support Equip | STA FY24 | \$ 50,000.00 | | \$ 25,160.69 | \$ 9,981.33 | \$ 14,857.98 |
| 48 | REI Equipment | LTF FY15 Realloc. | \$ 760.00 | | | | \$ 760.00 |
| 49 | Short Range Transit Plan | STA FY19 | \$ 107,000.00 | | \$ 87,770.10 | | \$ 19,229.90 |
| 50 | Staff Vehicles Replacemen | STA FY20 | \$ 50,000.00 | | \$ 49,812.68 | | \$ 187.32 |
| 51 | Vehicles Replacements: 1 Class E | STA FY19 | \$ 68,368.00 | | \$ 2,385.95 | \$ 4,200.00 | \$ 61,782.05 |
| 52 | Vehicle Replacements | STA FY22 / CMAQ | \$ 287,076.00 | | | | \$ 287,076.00 |
| 53 | Vehicle Replacements | LTF FY23 | \$ 1,079,970.00 | | | \$ 198,972.45 | \$ 880,997.55 |
| 54 | Vehicle Replacements | STA/CMAQ FY24 | \$ 823,183.00 | | | | \$ 823,183.00 |
| 55 | Zero Emission Projects | LTF/LCTOP FY23 | \$ 369,937.22 | | \$ 24,060.00 | | \$ 345,877.22 |
| 56 | Total Prior Capital Funding | | \$6,442,882.22 | \$0.00 | \$1,071,808.67 | \$502,926.48 | \$4,844,087.07 |

| FY 24/25 Procurement Budget | | | Sent | Received | Sent | Received | Balance Due |
|-----------------------------|--------------------------|-----------------|--------------|--------------|---------------|---------------|----------------|
| 57 | Procurement Bid Income | \$ 320,000.00 | | \$ 10,835.31 | | \$ 284,986.48 | \$ 35,013.52 |
| 58 | Procurement Bid Expenses | \$ (193,601.00) | \$ 10,007.20 | | \$ 108,701.88 | | \$ (84,899.12) |
| 59 | TAG Program | \$ (80,000.00) | \$ - | | \$ 53,835.18 | | \$ (26,164.82) |
| 60 | Total Procurement Budget | \$ 46,399.00 | \$ 10,007.20 | \$ 10,835.31 | \$ 162,537.06 | \$ 284,986.48 | \$ 122,449.42 |

| FY 24/25 TREP Budget | | Grant Amt | Sent | Received | Sent | Received | Balance Due |
|----------------------|------------------------|-------------------------------|----------------|-------------|------|--------------|----------------|
| 61 | 5310 TREP Revenue | <i>Previous Grant Balance</i> | \$ 217.07 | | | \$ 217.07 | \$ - |
| 62 | 5310 TREP Revenue | <i>FY25 Award Allocation</i> | \$ 114,526.00 | | \$ - | \$ 42,396.03 | \$ 72,129.97 |
| 63 | Program Administrator | | \$ (2,298.00) | \$ 127.67 | | \$ 925.61 | \$ (1,372.39) |
| 64 | Client Relations Clerk | | \$ (53,325.00) | \$ 4,717.59 | | \$ 30,599.06 | \$ (22,725.94) |
| 65 | TREP Program Expenses | | \$ (1,000.00) | \$ - | | \$ - | \$ (785.00) |
| 66 | Mileage Reimbursements | | \$ (57,903.00) | \$ 3,852.72 | | \$ 24,367.20 | \$ (33,535.80) |
| 67 | Total TREP Funding | | \$ 217.07 | \$ 8,697.98 | \$ - | \$ 55,891.87 | \$ 42,613.10 |

BASIN TRANSIT

TO: Board of Directors
FROM: Michal Brock, Office Manager
DATE: March 27, 2025

RE: Taxi Report

| October 2024 | | November 2024 | |
|-------------------------------|---|-------------------------------|---|
| Cab Companies: | 2 | Cab Companies: | 2 |
| Registered Cabs: | 3 | Registered Cabs: | 3 |
| Registered Drivers: | 4 | Registered Drivers: | 4 |
| | | | |
| New Driver Permits: | 0 | New Driver Permits: | 0 |
| Driver Permit Renewals: | 0 | Driver Permit Renewals: | 0 |
| Denied Business Applications: | 0 | Denied Business Applications: | 0 |
| | | | |
| December 2024 | | January 2025 | |
| Cab Companies: | 2 | Cab Companies: | 2 |
| Registered Cabs: | 3 | Registered Cabs: | 3 |
| Registered Drivers: | 4 | Registered Drivers: | 4 |
| | | | |
| New Driver Permits: | 0 | New Driver Permits: | 0 |
| Driver Permit Renewals: | 0 | Driver Permit Renewals: | 0 |
| Denied Business Applications: | 0 | Denied Business Applications: | 0 |

Fiscal-Year-to-Date 2024/25 Taxi Administration Financial Summary

- As of January 31, 2025, expenditures are \$3,821.24 or 26% under the FYTD budget.
- As of January 31, 2025, revenues are \$715.00 or 30% under the FYTD budget.
- The net FYTD operating gain (loss) after expenses is (\$2,121.24).

STAFF RECOMMENDATION: RECEIVE AND FILE

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Expenditures
During Fiscal Year ending 6/30/25
For Period ending 10/31/2024

| Line | | FY 24/25 | MONTH | OCTOBER | 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 | \$ 400.00 | \$ 400.00 | \$ - | 0% |
| 3 | Taxicab Administrator | \$ 2,300.00 | \$ 191.67 | \$ 127.68 | \$ 766.67 | \$ 798.01 | \$ 31.34 | 4% |
| 4 | Office Clerk | \$ 2,000.00 | \$ 166.67 | \$ - | \$ 666.67 | \$ - | \$ (666.67) | -100% |
| 5 | Drug & Alcohol Testing | \$ 360.00 | \$ 30.00 | \$ - | \$ 120.00 | \$ - | \$ (120.00) | -100% |
| 6 | Background Checks | \$ 128.00 | \$ 10.67 | \$ - | \$ 42.67 | \$ - | \$ (42.67) | -100% |
| 7 | Printing/Office/Meters | \$ 422.00 | \$ 35.17 | \$ 42.00 | \$ 140.67 | \$ 190.00 | \$ 49.33 | 35% |
| 8 | Rent & Utilities | \$ 2,400.00 | \$ 200.00 | \$ 200.00 | \$ 800.00 | \$ 800.00 | \$ - | 0% |
| 9 | Total Administrative Exp. | \$ 8,810.00 | \$ 734.17 | \$ 469.68 | \$ 2,936.67 | \$ 2,188.01 | \$ (748.66) | -25% |

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Income

| Line | | FY 24/25 | MONTH | OCTOBER | Year to Date | | Variance | % |
|------|----------------------|--------------------|------------------|------------------|--------------------|--------------------|--------------------|-------------|
| | | Budget | Budget | Actual | Budget | Actual | | |
| | REVENUE | | | | | | | |
| 10 | Taxi Business Permit | \$ 20.00 | \$ - | \$ - | \$ - | \$ - | \$ - | 100% |
| 11 | Driver Permit Fees | \$ 200.00 | \$ 16.67 | \$ - | \$ 66.67 | \$ - | \$ (66.67) | -100% |
| 12 | Vehicles Permit Fees | \$ 3,600.00 | \$ 300.00 | \$ 200.00 | \$ 1,200.00 | \$ 1,100.00 | \$ (100.00) | -8% |
| 13 | Driver Renewal Fees | \$ 240.00 | \$ 20.00 | \$ - | \$ 80.00 | \$ - | \$ (80.00) | -100% |
| 14 | Transfer Fees | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | 100% |
| 15 | Fines | \$ 100.00 | \$ 8.33 | \$ - | \$ 33.33 | \$ - | \$ (33.33) | -100% |
| 16 | TOTAL REVENUE | \$ 4,140.00 | \$ 345.00 | \$ 200.00 | \$ 1,380.00 | \$ 1,100.00 | \$ (280.00) | -20% |

\$ (1,088.01)

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Expenditures
During Fiscal Year ending 6/30/25
For Period ending 11/30/2024

| Line | | FY 24/25 | MONTH | NOVEMBER | 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 | \$ 500.00 | \$ 500.00 | \$ - | 0% |
| 3 | Taxicab Administrator | \$ 2,300.00 | \$ 191.67 | \$ 351.12 | \$ 958.33 | \$ 1,149.13 | \$ 190.80 | 20% |
| 4 | Office Clerk | \$ 2,000.00 | \$ 166.67 | \$ - | \$ 833.33 | \$ - | \$ (833.33) | -100% |
| 5 | Drug & Alcohol Testing | \$ 360.00 | \$ 30.00 | \$ - | \$ 150.00 | \$ - | \$ (150.00) | -100% |
| 6 | Background Checks | \$ 128.00 | \$ 10.67 | \$ - | \$ 53.33 | \$ - | \$ (53.33) | -100% |
| 7 | Printing/Office/Meters | \$ 422.00 | \$ 35.17 | \$ 58.00 | \$ 175.83 | \$ 248.00 | \$ 72.17 | 41% |
| 8 | Rent & Utilities | \$ 2,400.00 | \$ 200.00 | \$ 200.00 | \$ 1,000.00 | \$ 1,000.00 | \$ - | 0% |
| 9 | Total Administrative Exp. | \$ 8,810.00 | \$ 734.17 | \$ 709.12 | \$ 3,670.83 | \$ 2,897.13 | \$ (773.70) | -21% |

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Income

| Line | | FY 24/25 | MONTH | NOVEMBER | Year to Date | | Variance | % |
|------|----------------------|--------------------|------------------|-------------|--------------------|--------------------|--------------------|-------------|
| | | Budget | Budget | Actual | Budget | Actual | | |
| | REVENUE | | | | | | | |
| 10 | Taxi Business Permit | \$ 20.00 | \$ - | \$ - | \$ - | \$ - | \$ - | 100% |
| 11 | Driver Permit Fees | \$ 200.00 | \$ 16.67 | \$ - | \$ 83.33 | \$ - | \$ (83.33) | -100% |
| 12 | Vehicles Permit Fees | \$ 3,600.00 | \$ 300.00 | \$ - | \$ 1,500.00 | \$ 1,100.00 | \$ (400.00) | -27% |
| 13 | Driver Renewal Fees | \$ 240.00 | \$ 20.00 | \$ - | \$ 100.00 | \$ - | \$ (100.00) | -100% |
| 14 | Transfer Fees | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | 100% |
| 15 | Fines | \$ 100.00 | \$ 8.33 | \$ - | \$ 41.67 | \$ - | \$ (41.67) | -100% |
| 16 | TOTAL REVENUE | \$ 4,140.00 | \$ 345.00 | \$ - | \$ 1,725.00 | \$ 1,100.00 | \$ (625.00) | -36% |

\$ (1,797.13)

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Expenditures
During Fiscal Year ending 6/30/25
For Period ending 12/31/2024

| Line | | FY 24/25 | MONTH | DECEMBER | 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 | \$ 600.00 | \$ 600.00 | \$ - | 0% |
| 3 | Taxicab Administrator | \$ 2,300.00 | \$ 191.67 | \$ 127.68 | \$ 1,150.00 | \$ 1,276.81 | \$ 126.81 | 11% |
| 4 | Office Clerk | \$ 2,000.00 | \$ 166.67 | \$ - | \$ 1,000.00 | \$ - | \$ (1,000.00) | -100% |
| 5 | Drug & Alcohol Testing | \$ 360.00 | \$ 30.00 | \$ - | \$ 180.00 | \$ - | \$ (180.00) | -100% |
| 6 | Background Checks | \$ 128.00 | \$ 10.67 | \$ - | \$ 64.00 | \$ - | \$ (64.00) | -100% |
| 7 | Printing/Office/Meters | \$ 422.00 | \$ 35.17 | \$ 35.75 | \$ 211.00 | \$ 283.75 | \$ 72.75 | 34% |
| 8 | Rent & Utilities | \$ 2,400.00 | \$ 200.00 | \$ 200.00 | \$ 1,200.00 | \$ 1,200.00 | \$ - | 0% |
| 9 | Total Administrative Exp. | \$ 8,810.00 | \$ 734.17 | \$ 463.43 | \$ 4,405.00 | \$ 3,360.56 | \$ (1,044.44) | -24% |

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Income

| Line | | FY 24/25 | MONTH | DECEMBER | Year to Date | | Variance | % |
|------|----------------------|--------------------|------------------|------------------|--------------------|--------------------|--------------------|-------------|
| | | Budget | Budget | Actual | Budget | Actual | | |
| | REVENUE | | | | | | | |
| 10 | Taxi Business Permit | \$ 20.00 | \$ - | \$ - | \$ - | \$ - | \$ - | 100% |
| 11 | Driver Permit Fees | \$ 200.00 | \$ 16.67 | \$ - | \$ 100.00 | \$ - | \$ (100.00) | -100% |
| 12 | Vehicles Permit Fees | \$ 3,600.00 | \$ 300.00 | \$ 400.00 | \$ 1,800.00 | \$ 1,500.00 | \$ (300.00) | -17% |
| 13 | Driver Renewal Fees | \$ 240.00 | \$ 20.00 | \$ - | \$ 120.00 | \$ - | \$ (120.00) | -100% |
| 14 | Transfer Fees | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | 100% |
| 15 | Fines | \$ 100.00 | \$ 8.33 | \$ - | \$ 50.00 | \$ - | \$ (50.00) | -100% |
| 16 | TOTAL REVENUE | \$ 4,140.00 | \$ 345.00 | \$ 400.00 | \$ 2,070.00 | \$ 1,500.00 | \$ (570.00) | -28% |

\$ (1,860.56)

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Expenditures
During Fiscal Year ending 6/30/25
For Period ending 1/31/2025

| Line | | FY 24/25 | MONTH | JANUARY | 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 | \$ 700.00 | \$ 700.00 | \$ - | 0% |
| 3 | Taxicab Administrator | \$ 2,300.00 | \$ 191.67 | \$ 127.68 | \$ 1,341.67 | \$ 1,404.49 | \$ 62.82 | 5% |
| 4 | Office Clerk | \$ 2,000.00 | \$ 166.67 | \$ - | \$ 1,166.67 | \$ - | \$ (1,166.67) | -100% |
| 5 | Drug & Alcohol Testing | \$ 360.00 | \$ 30.00 | \$ - | \$ 210.00 | \$ - | \$ (210.00) | -100% |
| 6 | Background Checks | \$ 128.00 | \$ 10.67 | \$ - | \$ 74.67 | \$ - | \$ (74.67) | -100% |
| 7 | Printing/Office/Meters | \$ 422.00 | \$ 35.17 | \$ 33.00 | \$ 246.17 | \$ 316.75 | \$ 70.58 | 29% |
| 8 | Rent & Utilities | \$ 2,400.00 | \$ 200.00 | \$ 200.00 | \$ 1,400.00 | \$ 1,400.00 | \$ - | 0% |
| 9 | Total Administrative Exp. | \$ 8,810.00 | \$ 734.17 | \$ 460.68 | \$ 5,139.17 | \$ 3,821.24 | \$ (1,317.93) | -26% |

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Income

| Line | | FY 24/25 | MONTH | JANUARY | Year to Date | | Variance | % |
|------|----------------------|--------------------|------------------|------------------|--------------------|--------------------|--------------------|-------------|
| | | Budget | Budget | Actual | Budget | Actual | | |
| | REVENUE | | | | | | | |
| 10 | Taxi Business Permit | \$ 20.00 | \$ - | \$ - | \$ - | \$ - | \$ - | 100% |
| 11 | Driver Permit Fees | \$ 200.00 | \$ 16.67 | \$ - | \$ 116.67 | \$ - | \$ (116.67) | -100% |
| 12 | Vehicles Permit Fees | \$ 3,600.00 | \$ 300.00 | \$ 200.00 | \$ 2,100.00 | \$ 1,700.00 | \$ (400.00) | -19% |
| 13 | Driver Renewal Fees | \$ 240.00 | \$ 20.00 | \$ - | \$ 140.00 | \$ - | \$ (140.00) | -100% |
| 14 | Transfer Fees | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | 100% |
| 15 | Fines | \$ 100.00 | \$ 8.33 | \$ - | \$ 58.33 | \$ - | \$ (58.33) | -100% |
| 16 | TOTAL REVENUE | \$ 4,140.00 | \$ 345.00 | \$ 200.00 | \$ 2,415.00 | \$ 1,700.00 | \$ (715.00) | -30% |

\$ (2,121.24)

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: March 27, 2025

RE: General Manager's Report

STAFF RECOMMENDATION: RECEIVE AND FILE

General Manager's Report

January 2025

CAPITAL PROJECTS

- TSR Construction completed IFB 24-01, the bus turnout and shelter at the Morongo Valley Post Office. This project was funded by the Low Carbon Transit Operations Program (LCTOP) funding.
- GMV completed the installation of technology on the buses. Programming to enable communication between GMV and TransTrack is expected to be finished by March, ensuring access to accurate and detailed information.

ACTIVITIES

- Basin Transit is thrilled to announce the overwhelming success of its annual Fill the Bus and Stuff the Bus events! Fill the Bus event, held on Friday, November 22nd was in partnership with the Way Station. We received 89 turkeys, 26 hams and enough non-perishables to fill a Gillig (our largest bus!).
- Stuff the Bus event, held on Saturday, December 7th was in partnership with the Boys & Girls Club of the Hi-Desert, the San Bernardino Fire Department and Walmart. The Boys & Girls Club had their giveaway on Wednesday, December 9th, as well as two (2) more events to give away all the toys our community donated.



PROCUREMENT

Ordering activity remains strong. Since the last report the following agencies have ordered from our program: San Luis Obispo RTA, Madera County (2), North County Transit District (2), Porterville (2), City of Manteca, City of Auburn, Los Angeles DPW, Colusa County, City of Clovis, City of Rialto, Access Services LA (2), City of Taft, Lassen County, Omnitrans, Golden Gate Transit, Stanislaus County, and Riverside Transit.

The Director met with the Federal Transit Administration and secured approval for our contract's alternate payment terms on our program and other issues. Meetings with all the dealers and manufacturers are being conducted to go over issues and solutions in the ordering process this month.


General Manager's Report

March 2025

CAPITAL PROJECTS

- Despite California Air Resource Board (CARB) certification being granted in December, Basin Transit is still awaiting delivery of six (6) buses. Staff is working with Model 1 to expedite their arrival as soon as possible.

ACTIVITIES

- Basin Transit participated in a three (3) day mass casualty incident drill. Basin Transit helped move “victims” from the parking lot to the drill site within JTNP, then staged a bus with other emergency vehicles until they triaged minor patients. Basin Transit was then called on scene to load patients for transport.
- 
- Staff engaged in a Caltrans FTA Disparity Study focus group, which examines barriers to equitable contracting opportunities for minority-owned, women-owned, and disadvantaged businesses in federally funded transportation projects.
 - Basin Transit once again passed its annual California Highway Patrol terminal inspection. This inspection consisted of sampling the condition of the bus's safety adherence, maintenance records, an inspection of coach operator records, drug & alcohol records, and hours of service compliance. This is an accomplishment to be proud of and gives the public a renewed sense of confidence that Basin Transit is focused on safety and compliance.

PROCUREMENT

Assignment activity to other agencies continues at a brisk pace with orders being placed this year by the following: Sierra County, City of Santa Clarita (2), Culver City, Vineland School District, Riverside Transit (2), Eastern Contra Costa, City of Thousand Oaks, Marin County, San Francisco MTS, Lassen County, City of Riverside, City of Clovis, San Joaquin County, San Diego MTS, Tehama County, Palo Verde Valley, City of Fresno, Ventura County, City of La Puente, San Luis Obispo RTA, Butte County, North County (SD) Transit.

Staff began work on the replacement contract for the smaller buses, slated to release later this year and executed contract renewals for 3 different manufacturers.

Mary Lombardo wins new term on CM

By Kurt Schauppner
The Desert Trail

JOSHUA TREE — Mary Lombardo will serve a new term on the Copper Mountain College board of trustees following her win over challenger Terence Latimer Nov. 5.

According to the latest results by county election officials, Lombardo drew 2,520 votes, 71%, while

Latimer, who operates Black Cactus Co-Working in Twentynine Palms, garnered 1,024 votes, 28.8%.

The vote count will not be official until it is certified by the secretary of state Dec. 13.

Lombardo represents trustee area 3, which includes Joshua Tree and east Yucca Valley north to Landers and parts of

Twentynine Palms south of Twentynine Palms Highway.

"I am happy for the support in my community," Lombardo said Nov. 7.

She thanked voters for their support of her advocacy for the college and the community.

She noted that she is excited about continuing to roll out the school's ear-

ly college and dual enrollment programs, which let students earn college credits while still in high school.

She added that she would like to see new areas, such as welding and plumbing, added to the college's construction program.

She said she was happy the election was over: "We can get back to work."

"Firstly, I want to extend my sincere congratulations to Ms. Lombardo on her victory," Latimer said in a statement released to his election Facebook page.

"To my supporters, volunteers, and every single person who rallied for us, thank you from the bottom of my heart," wrote.

Fill a bus with food for Way Station

YUCCA VALLEY — Basin Transit is calling on the Morongo Basin community to join in the spirit of Thanksgiving by helping to fill a bus with food donations from 7 a.m. to 7 p.m. Friday, Nov. 22, at the Walmart Supercenter at 58501 Twentynine Palms Highway.

All donations will go to The Way Station, a Joshua Tree nonprofit dedicated to providing food to people in need.

Basin Transit and The Way Station are working together to collect non-perishable food items, holiday meal essentials and hearty proteins like turkeys and hams, all of which will help local families enjoy a warm meal this holiday season.

"We're inviting everyone to help us fill the bus with enough food to make a difference for our neighbors," said Cheri Holsclaw, general manager of Basin Transit.

"For many, the holidays can be a challenging time. This is our chance to come together and show what a caring, compassionate community we are."

Members of Basin Transit's management team and volunteers from The Way Station will be there to greet donors, assist with drop-offs and express their gratitude for the community's generosity.

For information, call Michal Brock at (760) 366-2986.

Man arrested after argument at VFW

JOSHUA TREE — A report of a drunk person arguing with other patrons and threatening to assault them drew deputies to the Joshua Tree Veterans of Foreign Wars Post at 6402 Veterans Way around 10:21 p.m. Sunday, Nov. 10.

"Witnesses reported they saw the drunk subject with a rock. When the deputies arrived, the subject was gone," Sheriff's Department spokesperson Gloria Huerta said.

Deputies were called back to the post about 2:05 a.m. Monday.

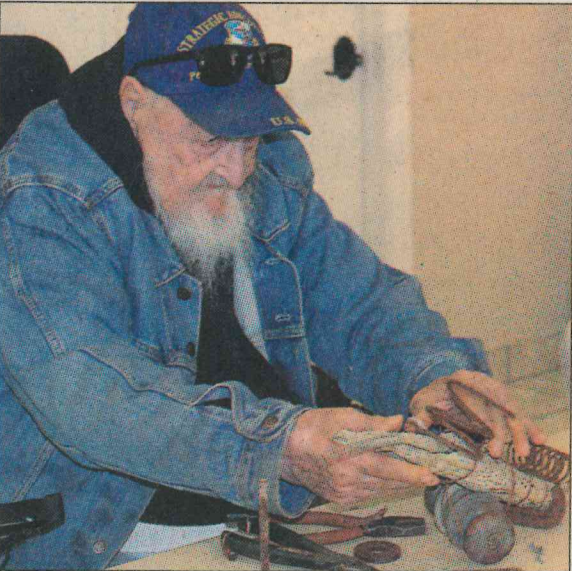
"An employee at the bar called police to report vandalism to their vehicle. Deputies arrived, and through investigation, identified the subject," she said.

The suspect was Joseph Magrino, 34, according to Huerta. Deputies arrested him at his home. He had not

Sculptors create at senior center



Larry Jackson adds details to his work at an assemblage sculpture workshop called "Transitions Through Time: Art and Aging," Sunday at the Twentynine Palms Senior Center.



KURT SCHAUPPNER The Desert Trail

Town to make wonderland with snow, Santa, shopping

YUCCA VALLEY — The town will bring snow, Santa and vendors together for its annual holiday celebration. The event takes place 10 a.m. to 3 p.m. Saturday, Dec. 7, at the Yucca Valley Community Center on Dumosa Avenue north of Twentynine Palms Highway.

More than 50 artisans and crafters will offer handcrafted items at the Holiday Craft Faire.

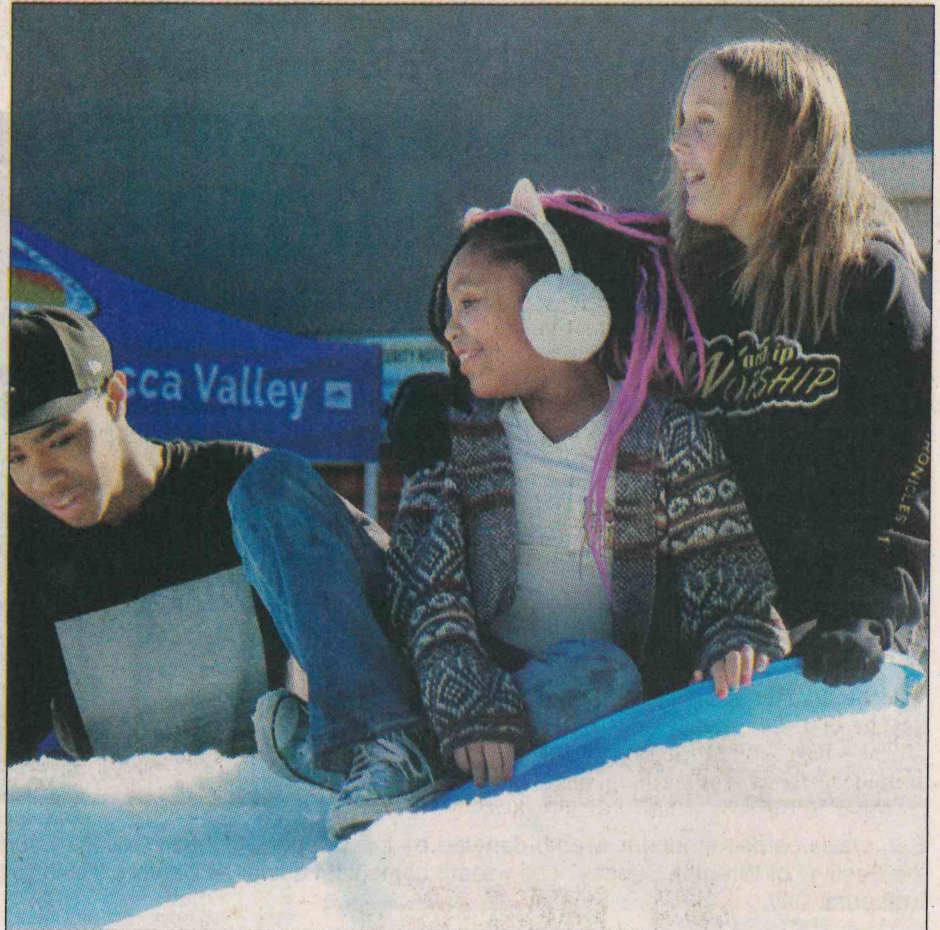
Shoppers will find sculptures, ceramics, specialty foods, home decor, clothing, floral designs, jewelry, photography, soaps, candles and toys.

Town Hall will be transformed into a winter wonderland with 80 tons of snow. Children are invited to play in the snow or take on the toboggan run.

Santa will be ready for photographs inside the Hi-Desert Nature Museum and youth commissioners will serve hot chocolate and cookies.

All activities are free.

For more information, call (760) 369-7211.



CRYSTAL HARRELL Hi-Desert Star

Children start their slide down the slope on snow brought in for the town of Yucca Valley's 2023 holiday celebration. This year's event will be held Dec. 7.

Stuff a Basin Transit bus with toys

YUCCA VALLEY — Basin Transit is calling on the community to help make the holidays brighter for local youth by participating in this year's Stuff the Bus 8 a.m. to 6 p.m. Saturday, Dec. 7, at the Walmart parking lot at 58501 Twentynine Palms Highway.

The community is encouraged to donate new, unwrapped toys, games

or sporting equipment. Teen-friendly gifts, such as skateboards and make-up, are especially appreciated.

All donations will be collected and loaded onto a Basin Transit bus, then given to the Boys & Girls Club of the Hi-Desert. The organization serves children and teens ages 18 months to 18 years.

"This event is about more than just

toys; it's about bringing joy and hope to the youth in our community," said Cheri Holsclaw, general manager of Basin Transit.

"We are thrilled to once again partner with the Boys & Girls Club of the Hi-Desert to make the holiday season brighter for families across the Basin."

For more information, call Michal Brock at (760) 366-2986.

Chair yoga classes are free at senior center

TWENTYNINE PALMS held 9 to 10 a.m. today. participants will learn. Morongo Basin, this class

nes

s 'Purple place

d-crafted jewelry, heted items and othoods by Deven of JT p n' Craft as well as is, music memorabilia, arel including, tie-dye irts, record albums, age rock posters of Jimi drix and other musi- s and more.

tists to lery

ie draws off a lifetime xperience as an auto- ve and wind turbine nician.

agger is famous for whimsical, surrealist rt landscapes. In this 7, however, he steps a new realm — that of ract.

he east gallery will a holiday gift oppor- y display by members. embers of the 29 is Artists Guild will ay new works in the bers room.

he exhibition will be isplay at the gallery igh Dec. 29. Winter s are 11 a.m. to 3 p.m. ay through Sunday.

d will meet at 1 p.m. y Community Center.

hristmas quilts, table w and share.

an unwrapped toy to ulance Christmas toy he holiday.

BASIN TRANSIT

TO: Board of Directors
FROM: Matthew Atkins, Operations Manager
DATE: March 27, 2025

RE: Operations Report

STAFF RECOMMENDATION: RECEIVE AND FILE



Operations Report

January 23, 2025

PERSONNEL

Staffing

Total Coach Operators: October - 26, November - 26

Total Dispatchers: October - 4, November - 4

Overtime

Operators: October – 3.43%, November – 1.82%

Dispatchers: October – 8.12%, November – 7.17%

OPERATIONS/ SAFETY/ CUSTOMER SERVICE

On-time performance for the reporting period:

Ready Ride: October – 98%, November – 99%

Fixed Route: October – 94%, November – 94%

Staff received five (5) customer contacts for October and November. All five (5) contacts were recorded as complaints about drivers. All complaints have been addressed with customer follow-up.

As of November 30, 2024, staff completed 215 days free of any preventable accidents and /or injuries. Unfortunately, on January 7th there was a minor, non-injury, fixed object collision that required the safety board to be reset.

EMPLOYEE TRAINING/RECRUITMENT

Operations and Training staff have scheduled appointments for the three (3) new Coach Operators to conduct their DMV testing during the last couple of weeks of January.

MAINTENANCE

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



October: 7 road calls with 3 tows
Mileage: 64,072 with a CPM (cost per mile) of \$0.67

November: 1 road call with 0 tows
Mileage: 55,712 with a CPM (cost per mile) of \$0.66

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: March 27, 2025

RE: Audited Financial Report for Fiscal Year 2024

The Transportation Development Act (TDA) Public Utilities Code 99245 requires an audit of Basin Transit's financial records to be conducted annually. Basin Transit has received a copy of the Financial Audit Report for the fiscal year ending June 30, 2024.

Management acknowledges its responsibility for the preparation and fair presentation of the financial statements in accordance with applicable accounting standards. Audited finding #2024-001 highlights two key factors that contributed to the issue. In the past, Basin Transit relied on its auditors to assist with meeting GASB requirements, and previous auditors classified CERBT (California Employers' Retiree Benefit Trust) as an asset in the financial statements. During the most recent audit, the auditors clarified that CERBT should not be considered an asset in Basin Transit's financial reporting, even though it is treated as an asset by CalPERS.

In addition, Basin Transit staff undertook a thorough reconciliation of the capital assets and depreciation schedule to ensure absolute accuracy and completeness. This meticulous effort led to the identification of discrepancies that required a restatement of the financial statements for FY2023. These findings underscore the importance of close collaboration between management and auditors to maintain consistent interpretations of standards and accurate financial reporting.

STAFF RECOMMENDATION: RECEIVE AND FILE

Morongo Basin Transit Authority
(A joint Powers Authority)
Audited Financial Statements and
Required Supplementary Information
As of and for the Year Ended June 30, 2024
With Independent Auditor's Report



Morongo Basin Transit Authority
(A joint Powers Authority)
Audited Financial Statements and
Required Supplementary Information
As of and for the Year Ended June 30, 2024
With Independent Auditor's Report

Morongo Basin Transit Authority
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Independent Auditor's Report

**The Board of Directors
Morongo Basin Transit Authority
Joshua Tree, California**

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of the Morongo Basin Transit Authority (Basin Transit), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise Basin Transit's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the financial position of Basin Transit, as of June 30, 2024, and the changes in its financial position, and cash flows thereof for the year then ended in accordance with the accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Basin Transit and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Other Matter

As discussed in Note 15, Basin Transit's beginning net position as of July 1, 2023, has been restated to correct the improper recognition of certain OPEB plan assets as assets of Basin Transit and to correct the over-depreciation of certain capital assets in the prior year. Our opinion is not modified with respect to this matter.



Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Basin Transit's ability to continue as a going concern for twelve months beyond the financial statements date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Basin Transit's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Basin Transit's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.



Required Supplementary Information

Accounting principles generally accepted in the United States of America (U.S. GAAP) require that the Schedule of Proportionate Share of the Net Pension Liability, the Schedule of Contributions for the Cost-Sharing Retirement Plan, and the Schedule of Changes in Total Other Postemployment Benefits (OPEB) Liability and Related Ratios be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board (GASB), who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with GAAS, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the management's discussion and analysis that U.S. GAAP requires to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by GASB, who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by the missing information.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 30, 2024, on our consideration of Basin Transit's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Basin Transit's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Basin Transit's internal control over financial reporting and compliance.

**Glendale, California
December 30, 2024**

Morongo Basin Transit Authority
Statement of Net Position
June 30, 2024

ASSETS AND DEFERRED OUTFLOWS OF RESOURCES

Current Assets

| | | |
|--|----|-----------|
| Cash and cash equivalents | \$ | 8,065,626 |
| Restricted cash | | |
| Restricted for capital purposes | | 680,889 |
| Section 115 Pension Trust | | 374,547 |
| Receivables | | |
| Grants | | 1,140,393 |
| Accrued revenue | | 42,474 |
| Prepaid expenses and other current asset | | 2,430 |

Total current assets 10,306,359

Noncurrent assets

| | | |
|---------------------|--|-----------|
| Capital assets, net | | 5,640,038 |
|---------------------|--|-----------|

Total assets 15,946,397

Deferred Outflows of Resources

| | | |
|-------------------------------------|--|---------|
| Deferred amount related to pensions | | 761,425 |
| Deferred amount related to OPEB | | 497,638 |

Total deferred outflows of resources 1,259,063

TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES \$ 17,205,460

LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION

Current Liabilities

| | | |
|---------------------------|----|-----------|
| Accounts payable | \$ | 38,463 |
| Compensated absences | | 69,997 |
| Other accrued liabilities | | 68,557 |
| Unearned revenue | | 5,695,544 |

Total current liabilities 5,872,561

Noncurrent Liabilities

| | | |
|-----------------------|--|-----------|
| Net pension liability | | 1,486,010 |
| Net OPEB liability | | 1,036,635 |
| Compensated absences | | 69,997 |

Total noncurrent liabilities 2,592,642

Total liabilities 8,465,203

Deferred Inflows of Resources

| | | |
|-------------------------------------|--|-----------|
| Deferred amount related to pensions | | 33,990 |
| Deferred amount related to OPEB | | 1,731,757 |

Total deferred inflows of resources 1,765,747

Net Position

| | | |
|----------------------------------|--|-----------|
| Net investment in capital assets | | 5,640,038 |
| Restricted | | 1,055,436 |
| Unrestricted | | 279,036 |

Total net position 6,974,510

TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION \$ 17,205,460

See notes to financial statements.

Morongo Basin Transit Authority
Statement of Revenues, Expenses, and Changes in Net Position
Year Ended June 30, 2024

OPERATING REVENUES

| | |
|---------------------------------|-----------------------|
| Passenger fares | \$ 362,300 |
| Procurement services | 409,591 |
| Taxi licensing services | <u>3,960</u> |
| Total operating revenues | <u>775,851</u> |

OPERATING EXPENSES

| | |
|---------------------------------|-------------------------|
| Operations | 3,043,703 |
| Maintenance | 608,075 |
| Administration | 842,167 |
| Procurement | 258,208 |
| Taxi licensing | 7,278 |
| Escort program TREP | 85,747 |
| Depreciation | <u>1,273,340</u> |
| Total operating expenses | <u>6,118,518</u> |

OPERATING LOSS (5,342,667)

NONOPERATING REVENUES

| | |
|---|-------------------------|
| Operating assistance | |
| Local Transportation Fund (LTF) Article 4 | 3,044,188 |
| Measure I | 156,129 |
| Federal Transit Administration (FTA) Section 5311 | 579,901 |
| FTA Section 5310 TREP | 86,641 |
| State and local grants | 40,000 |
| Interest income | 101,933 |
| Miscellaneous | <u>227,155</u> |
| Total non-operating revenues | <u>4,235,947</u> |

LOSS BEFORE CAPITAL CONTRIBUTIONS (1,106,720)

CAPITAL CONTRIBUTIONS

| | |
|--|-------------------------|
| Congestion Mitigation and Air Quality (CMAQ) | 1,073,662 |
| State Transit Assistance Fund (STAF) | 154,550 |
| LTF Article 4 | 783,856 |
| State of Good Repair (SGR) | <u>174,337</u> |
| Total capital contributions | <u>2,186,405</u> |

CHANGE IN NET POSITION 1,079,685

NET POSITION

| | |
|---------------------------------------|----------------------------|
| Beginning of Year, as restated | <u>5,894,825</u> |
| End of Year | \$ <u>6,974,510</u> |

See notes to financial statements.

Morongo Basin Transit Authority
Statement of Cash Flows
Year Ended June 30, 2024

| | |
|--|---------------------|
| Cash flows from operating activities | |
| Cash received from passenger fares | \$ 362,300 |
| Cash received from procurement and taxi licensing services | 413,551 |
| Payments to employees | (2,992,759) |
| Payments to vendors for services | <u>(2,098,822)</u> |
| Net cash used in operating activities | <u>(4,315,730)</u> |
| Cash flow from noncapital financing activity | |
| Operating grants received | <u>5,116,530</u> |
| Cash provided by noncapital financing activity | <u>5,116,530</u> |
| Cash flows from capital and related financing activities | |
| Capital grants received | 2,277,268 |
| Purchase of capital assets | <u>(1,863,730)</u> |
| Net cash provided by capital and related financing activities | <u>413,538</u> |
| Cash flows from investing activity | |
| Interest income | <u>101,933</u> |
| Cash provided by financing activity | <u>101,933</u> |
| Net increase in cash and cash equivalents, and restricted cash | 1,316,271 |
| Cash and cash equivalents, and restricted cash, beginning of year | <u>7,804,791</u> |
| Cash and cash equivalents, and restricted cash, end of year | <u>\$ 9,121,062</u> |
| | |
| Cash and cash equivalents | \$ 8,065,626 |
| Restricted cash for capital purposes | 680,889 |
| Restricted cash - pension and OPEB trusts | <u>374,547</u> |
| Total cash and cash equivalents, and restricted cash | <u>\$ 9,121,062</u> |

(Continued)

See notes to financial statements.

Morongo Basin Transit Authority
Statement of Cash Flows (Continued)
Year Ended June 30, 2024

| | |
|---|------------------------------|
| Reconciliation of operating loss to net cash used in operating activities | |
| Operating loss | \$ (5,342,667) |
| Adjustments to reconcile operating loss to net cash used in operating activities: | |
| Depreciation expense | 1,273,340 |
| Changes in operating assets and liabilities and deferred outflows and inflows of resources: | |
| Decrease in prepaid expenses and other current asset | 62,150 |
| Increase (decrease) in: | |
| Accounts payable | 28,323 |
| Compensated absences | 2,646 |
| Other accrued liabilities | (1,658) |
| Net pension liability | 158,257 |
| Net OPEB liability | (42,306) |
| Change in deferred outflows of resources related to pensions | 94,221 |
| Change in deferred inflows of resources related to pensions | (20,515) |
| Change in deferred outflows of resources related to OPEB | (61,374) |
| Change in deferred inflows of resources related to OPEB | <u>(466,147)</u> |
| Total adjustments | <u>1,026,937</u> |
| Net cash used in operating activities | \$ <u>(4,315,730)</u> |

(Concluded)

See notes to financial statements.

NOTE 1 DESCRIPTION OF THE ORGANIZATION

Morongo Basin Transit Authority (Basin Transit) is a joint powers agency whose members are the County of San Bernardino, the City of Twentynine Palms, California, and the Town of Yucca Valley, California. Basin Transit provides bus services to the City of Twentynine Palms and the Town of Yucca Valley as well as certain surrounding county areas of the Morongo Basin. Transit services provided include fixed routes and certain demand-response services. Basin Transit is governed by a Board of Directors comprised of representatives of the member jurisdictions and a member-at-large.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Financial Reporting Entity

Basin Transit meets the criteria as a stand-alone government, and accordingly, is accounted for and reported on as though it were a primary government.

Measurement Focus and Basis of Accounting

Basin Transit's financial statements are reported using the economic resources measurement focus and accrual basis of accounting. Accordingly, all assets and liabilities (whether current or noncurrent) are included in the Statement of Net Position. The Statement of Revenues, Expenses, and Changes in Net Position present increases (revenues) and decreases (expenses) in total net position. Under the accrual basis of accounting, revenues are recorded when earned and expenses are recorded when the related liability is incurred.

Cash and Cash Equivalents

Cash and cash equivalents Includes demand deposits and amounts invested in the State treasurer's investment pool (the State of California Local Agency Investment Fund). For the purpose of the Statement of Cash Flows, cash and cash equivalents are defined as short-term, highly liquid deposits with original maturities of three months or less from the date of acquisition.

Restricted Cash

As of June 30, 2024, Basin Transit held \$680,889 of Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA) Program, State of Good Repair, and Low Carbon Transit Operations Program (LCTOP) cash restricted for capital projects. Basin Transit also held \$374,547 of restricted cash under the establishment of Section 115 Trusts funds through California Public Employees Retirement System's (CalPERS) California Employers' Pension Prefunding Trust Program (CEPPT).

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Grants

Grants for operating assistance and capital acquisitions are included in revenue in the period in which the grant was earned. Reimbursable federal capital grants are accrued when the related expenditures are incurred. Capital grant funds advanced but not yet earned are treated as unearned revenues. Also, operating funds advanced from the San Bernardino County Transit Authority (SBCTA) for working capital are treated as unearned revenues until earned. Operating assistance grants are included in non-operating revenues in the year in which the grant is applicable and the related expenses are incurred. Revenue earned under capital grants is recorded as capital contributions. Operating grant activity for the fiscal year is detailed in Note 7.

Capital assets are stated at historical cost and depreciated using the straight-line method over the following estimated useful lives:

| | |
|---|---------------|
| Capital assets being depreciated: | |
| Buildings and improvements | 7 to 25 years |
| Office furniture, fixtures, and equipment | 5 years |
| Buses | 5 to 12 years |
| Vehicles | 5 years |
| Security enhancements | 10 years |
| Information systems | 5 years |
| Data handling equipment | 5 years |

Basin Transit's capitalization threshold for recognition of property, plant, and equipment assets is \$300.

Self-Insurance Liabilities

Basin Transit's self-insured retention and incurred but not reported claims liabilities are covered by the California Transit Insurance Pool Joint Powers Insurance Authority pool in which they participate, as detailed in Note 9.

Compensated Absences

Compensated employee absences are accrued as the employees earn them. The balance is attributable to services already rendered and will likely be used as paid time off or paid out upon termination or retirement.

Pension

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of Basin Transit's CalPERS plans and additions to and deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Other Postemployment Benefits (OPEB)

OPEB expense, deferred outflows/inflows of resources related to OPEB, and implied subsidy payments were used to measure the total OPEB liability.

Deferred Inflows and Outflows of Resources

In accordance with GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, the Statement of Net Position reports separate sections for Deferred Outflows of Resources, and Deferred Inflows of Resources, when applicable.

Deferred Outflows of Resources represent outflows of resources (consumption of net position) that apply to future periods and therefore are not recognized as an expense until that time.

Deferred Inflows of Resources represent inflows of resources (acquisition of net position) that apply to future periods and therefore, are not recognized as revenue until that time.

Basin Transit reported deferred outflows and inflows of resources related to pensions and OPEB. See Notes 11 and 13 for items identified as deferred inflows and outflows as of June 30, 2024.

Net Position

Net position represents the difference between assets and deferred outflows of resources, and liabilities and deferred inflows of resources and is classified into three categories

Net investment in capital assets – This balance reflects the net position of Basin Transit invested in capital assets net of accumulated depreciation and reduced by outstanding debt that is attributed to the acquisition, construction, or improvement of the assets.

Restricted – This amount is restricted by external creditors grantors, contributors, or laws or regulations of other governments.

Unrestricted – This balance represents the amount of net position that does not meet the definition of net investment in capital assets or restricted net position.

Operating and Non-Operating Revenue

Basin Transit distinguishes operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from directly providing services in connection with Basin Transit's operation of bus transit services, procurement services, and taxi licensing services. These revenues are primarily passenger fares, fees collected from transit agencies for procurement assistance, and taxi licensing fees collected. Operating expenses include the cost of sales and services, administrative expenses, contracted services, and depreciation on capital assets.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Operating and Non-Operating Revenue (Continued)

All other revenues and expenses not meeting this definition are reported as non-operating revenues and expenses. The majority of the miscellaneous revenue balance presented is composed of Compressed Natural Gas (CNG) tax credits, revenue from the sale of CNG and renewable natural gas.

Capital Contributions

Consist of grants that are legally restricted for capital expenses by federal, state, or local law that established those charges.

Restricted and Unrestricted Resources

When both restricted and unrestricted resources are available for use, it is Basin Transit's policy to use restricted resources first, and then unrestricted resources as they are needed.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, revenues, expenses, and disclosure of contingent assets and liabilities. Actual results could differ from those estimates.

Effect of New GASB Pronouncements

GASB Statement No. 99

In April 2022, the GASB issued Statement No. 99, *Omnibus 2022*. This Statement will enhance comparability in accounting and financial reporting and improve the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB Statements and accounting and financial reporting for financial guarantees. The requirements related to leases, PPPs, and SBITAs are effective for fiscal years beginning after June 15, 2022, and all reporting periods thereafter. The requirements related to financial guarantees and the classification and reporting of derivative instruments within the scope of Statement 53 are effective for fiscal years beginning after June 15, 2023, and all reporting periods thereafter. The implementation of this statement did not have a significant impact on Basin Transit's financial statements.

GASB Statement No. 100, Accounting Changes and Error Corrections

This Statement defines accounting changes as changes in accounting principles, changes in accounting estimates, and changes to or within the financial reporting entity and describes the transactions or other events that constitute those changes. The requirements of this Statement are effective for accounting changes and error corrections made in fiscal years beginning after June 15, 2023, and all reporting periods thereafter. See Note 15.

NOTE 3 PROCUREMENT ACTIVITY AND TAXI LICENSING ACTIVITY

Procurement activities are for services provided to local agencies assisting with the procurement of buses. The State of California Department of Transportation and the SBCTA have agreed that procurement revenues are available to be retained and expended at management’s discretion including TDA-eligible projects. For the year ended June 30, 2024, procurement revenues were expended on bid expenses and transit assistance grant programs to local government and non-profit agencies. The remaining procurement expenses were allocated to fund the administrative activities of Basin Transit, based on approved budgeted balances.

Taxi licensing activities are for the licensing of taxi service providers of Basin Transit and funds are retained to reimburse costs incurred in operation and administration of taxi licensing activity. For the year ended June 30, 2024, these expenses included legal fees, insurance, drug testing, background verification, rent, and utilities.

Basin Transit reports procurement and taxi licensing activities with transit operations. Internally, Basin Transit tracks procurement and taxi licensing activities as follows:

| | | |
|---|----|-------------------------|
| Procurement activities balance from prior year | \$ | 1,510,433 |
| Procurement services during the year | | 409,591 |
| Expenditures during the year | | <u>(258,208)</u> |
| Ending balance of procurement activities | \$ | <u><u>1,661,816</u></u> |
| | | |
| Taxi licensing activities balance from prior year | \$ | 64,710 |
| Taxi licensing services | | 3,960 |
| Expenditures during the year | | <u>(7,278)</u> |
| Ending balance of taxi licensing activities | \$ | <u><u>61,392</u></u> |

Morongo Basin Transit Authority
Notes to the Financial Statements
Year Ended June 30, 2024

NOTE 4 CASH AND CASH EQUIVALENTS AND RESTRICTED CASH

| | | |
|---------------------------|----------|-------------------------|
| Cash and cash equivalents | \$ | 8,065,626 |
| Restricted cash | | <u>1,055,436</u> |
| | Total \$ | <u><u>9,121,062</u></u> |

Cash and cash equivalents as of June 30, 2024 consist of the following:

| | | |
|---|----------|-------------------------|
| Cash on hand | \$ | 691 |
| Demand accounts | | 4,648,282 |
| Demand accounts restricted for capital projects | | 680,889 |
| Section 115 Trust Funds | | 374,547 |
| Local Agency Investment Fund (LAIF) | | <u>3,416,653</u> |
| | Total \$ | <u><u>9,121,062</u></u> |

Policies and Practices

Basin Transit is authorized under California Government Code to make direct investments in local agency bonds, notes, or warrants within the State; U.S. Treasury instruments; registered State warrants or treasury notes; securities of the U.S. Government, or its agencies; bankers acceptances; commercial paper; certificates of deposit placed with commercial banks and/or savings and loan companies; repurchase or reverse repurchase agreements; medium-term corporate notes; shares of beneficial interest issued by diversified management companies, certificates of participation, obligations with first priority security; and collateralized mortgage obligations as specified in Section 53600 of the California Government Code. Basin Transit does not have a formal policy for investments that is more restrictive than that noted in the government code.

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates which adversely affect the fair value of an investment. Generally, the longer the maturity of an investment the greater the sensitivity of its fair value to changes in market interest rates. Basin Transit does not have a formal policy related to investment interest rate risk.

Credit Risk

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Basin Transit does not have a formal policy related to its credit risk and Basin Transit's investment in LAIF at June 30, 2024 was not rated.

NOTE 4 CASH AND CASH EQUIVALENTS AND RESTRICTED CASH (CONTINUED)

Custodial Credit Risk – Deposits

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, Basin Transit will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. Basin Transit does not have a policy related to custodial credit risk for deposits. The California Government Code does not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits. The California Government Code requires that a financial institution secure deposits made by state or local government units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. As of June 30, 2024, the first \$250,000 of deposits were insured under FDIC. Further, up to \$750,000 of deposits were collateralized with securities held by the pledging financial institution's trust department or agent, but not in the name of Basin Transit, leaving \$4,329,171 exposed to credit risk for deposits as of June 30, 2024.

Local Agency Investment Funds (LAIF)

Basin Transit is a voluntary participant in the California State Treasurer's LAIF that is regulated by the California Government Code Section 16429 under the oversight of the Treasurer of the State of California. LAIF is not registered with the Securities and Exchange Commission and is not rated. The fair value of Basin Transit's investment in this pool is reported in the accompanying financial statements at amounts based upon Basin Transit's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal on demand is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis. As of June 30, 2024, Basin Transit's balance in LAIF of \$3,416,653 is measured at amortized cost, which approximates fair value.

Investments in Section 115 Trusts

Basin Transit participates in CEPPT Section 115 trust funds. The agreement entered into by Basin Transit provides that the California Public Employees' Retirement Board of Administration has sole and exclusive control of the administration and investment of Basin Transit's contributions. Basin Transit's contributions may be aggregated with the assets of other participating employers and may be co-invested by the Board in any asset classes appropriate for a Section 115 trust. CalPERS issues publicly available reports that include investment policies for the CEPPT fund that can be found on the CalPERS website.

NOTE 4 CASH AND CASH EQUIVALENTS AND RESTRICTED CASH (CONTINUED)

Fair Value Measurements

Basin Transit categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset.

Level 1: Inputs are quoted prices in active markets for identical assets

Level 2: Inputs are significant other observable inputs

Level 3: Inputs are significant unobservable inputs.

In instances where inputs used to measure fair value fall into different levels in the above fair value hierarchy, fair value measurements in their entirety are categorized based on the lowest level input that is significant to the valuation. Basin Transit's assessment of the significance of particular inputs to these fair value measurements requires judgment and considers factors specific to each asset or liability.

Deposits and withdrawals in the LAIF Investment Pool are made on the basis of \$1 and not fair value. Accordingly, Basin Transit's investments in LAIF at June 30, 2024 of \$3,416,653 is measured based on uncategorized inputs not defined as a Level 1, Level 2, or Level 3 inputs.

NOTE 5 FEDERAL, STATE AND LOCAL GRANTS

Federal Assistance

Basin Transit receives allocated Federal operating assistance funds. Such funds are apportioned to the local urbanized area by the Federal Transit Administration (FTA). Expenditures of federal operating assistance funds are subject to final audit and approval by the FTA. Total FTA assistance provided during the fiscal year ended June 30, 2024 was \$579,901.

Transportation Development Act

Basin Transit is subject to the provisions pursuant to Section 6634 of the California Code of Regulations and Sections 99268.4 and 99313.3 of the Public Utilities Code. Basin Transit receives allocations of local transportation funds pursuant to the Transportation Development Act of 1971. These funds are generated within San Bernardino County and are allocated based on annual claims filed by Basin Transit and approved by SBCTA.

A. Section 6634

Pursuant to Section 6634, a transit claimant is precluded from receiving monies from the local transportation fund and the State Transit Assistance Fund in an amount that exceeds the claimant's costs less the sum of fares received, local support required to meet the fare ratio, federal operating assistance, and the amount received during the year from a city or county to which the operator has provided service beyond its boundaries.

**Morongo Basin Transit Authority
Notes to the Financial Statements
Year Ended June 30, 2024**

NOTE 5 FEDERAL, STATE AND LOCAL GRANTS (CONTINUED)

The computation of unearned revenue for 2024 is as follows:

| | Operating Funds | Capital Funds | Total |
|--|---------------------|-------------------|---------------------|
| Beginning balance, July 1, 2023 | \$ 4,035,808 | \$ 598,429 | \$ 4,634,237 |
| Gross receipts | | | |
| Fares | 362,300 | - | 362,300 |
| State Transit Assistance Fund | - | 154,550 | 154,550 |
| FTA Section 5311 | 579,901 | - | 579,901 |
| Local Transportation Fund (LTF), Article 3 | - | 783,856 | 783,856 |
| LTF, Article 4 | 3,980,861 | - | 3,980,861 |
| Measure I | 156,129 | - | 156,129 |
| Interest income | 101,454 | 48 | 101,502 |
| Other | 314,274 | 1,073,662 | 1,387,936 |
| LCTOP | 56,034 | 137,616 | 193,650 |
| AB 2766 | 40,000 | - | 40,000 |
| SB1 State of Good Repair | - | 127,536 | 127,536 |
| Total gross receipts | <u>5,590,953</u> | <u>2,277,268</u> | <u>7,868,221</u> |
| Operating expenses, less depreciation | (4,620,461) | - | (4,620,461) |
| Capital acquisitions and expenditures | - | (2,186,453) | (2,186,453) |
| Receipts over expenses in current period | <u>970,492</u> | <u>90,815</u> | <u>1,061,307</u> |
| Unearned revenue at June 30, 2024 | <u>\$ 5,006,300</u> | <u>\$ 689,244</u> | <u>\$ 5,695,544</u> |

Unearned revenue at June 30, 2024, consists of the following:

| | Operating Funds | Capital Funds | Total |
|----------------------|---------------------|-------------------|---------------------|
| LTF Carryover | \$ 4,972,480 | \$ - | \$ 4,972,480 |
| LCTOP | 33,820 | 304,235 | 338,055 |
| State of Good Repair | - | 146,448 | 146,448 |
| PTMISEA Vehicles | - | 238,561 | 238,561 |
| | <u>\$ 5,006,300</u> | <u>\$ 689,244</u> | <u>\$ 5,695,544</u> |

B. Section 99268.4

Section 99268.4 indicates that in the case of an operator that is serving a non-urbanized area, the operator shall be eligible for local transportation funds in any fiscal year if it maintains, for the fiscal year, a ratio of fare revenues to operating cost at least equal to 10 percent.

Morongo Basin Transit Authority
Notes to the Financial Statements
Year Ended June 30, 2024

NOTE 5 FEDERAL, STATE AND LOCAL GRANTS (CONTINUED)

The fare ratio as of June 30, 2024, is calculated as follows:

| | | |
|---|----|------------------|
| Operating expenses | \$ | 6,118,518 |
| Less Basin Transit reported procurement operations expense | | (258,208) |
| Less Basin Transit reported taxi licensing operations expense | | (7,278) |
| Less reimbursable expenses | | (89,321) |
| Less depreciation | | (1,273,340) |
| Adjusted operating expenses | \$ | <u>4,490,371</u> |
| | | |
| Fare revenue | \$ | 362,300 |
| Fare ratio | | 8.07% |
| | | |
| Local and federal funds used by the operator to supplement fare box revenues to satisfy the 10% fare ratio as permitted by section 99268.19 | | <u>86,737</u> |
| Adjusted fare revenue | | <u>449,037</u> |
| Adjusted fare ratio | | <u>10.00%</u> |

Proposition 1B

The PTMISEA Fund is a part of the State of California's Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006 (Bond Act), approved by California voters as Proposition 1B on November 7, 2006. A total of \$19.9 billion was deposited into the PTMISEA fund, \$3.6 billion of which was made available to project sponsors in California for allocation to eligible public transportation projects over a 10-year period. Proposition 1B funds can be used for rehabilitation, safety or modernization improvements, capital service enhancements or expansions, new capital projects, bus rapid transit improvements, or for rolling stock procurement, rehabilitation, or replacement. Proposition 1B cash receipts and cash disbursements were as follows:

| | | |
|--|----|----------------|
| Unspent PTMISEA funds as of July 1, 2023 | \$ | 238,512 |
| Interest earning during fiscal year | | <u>49</u> |
| Unearned PTMISEA Balance, June 30, 2024 | \$ | <u>238,561</u> |

State of Good Repair

The State of Good Repair (Road Repair and Accountability Act of 2017) provides additional revenues for transit infrastructure repair and service improvements including eligible transit maintenance, rehabilitation, and capital projects. The total held in restricted accounts as of June 30, 2024 was \$146,448.

**Morongo Basin Transit Authority
Notes to the Financial Statements
Year Ended June 30, 2024**

NOTE 5 FEDERAL, STATE AND LOCAL GRANTS (CONTINUED)

Low Carbon Transit Operations Program

LCTOP provides funds for approved projects to support new or expanded bus or rail services and expand intermodal facilities, and may include equipment acquisition, fueling, maintenance, and other costs to operate those services of facilities, with each project reducing greenhouse gas emissions. The total held in restricted accounts as of June 30, 2024, was \$338,113.

NOTE 6 CAPITAL ASSETS

Capital asset activity for the fiscal year ended June 30, 2024, is as follows:

| | Beginning Balance July 1, 2023 <u>As Restated</u> | Additions | Retirements | Ending Balance June 30, 2024 |
|---|--|-------------------|--------------|------------------------------------|
| Capital assets being depreciated | | | | |
| Buildings and improvements | \$ 10,932,460 | \$ 238,004 | - | \$ 11,170,464 |
| Office furniture, fixtures, and equipment | 247,702 | 5,737 | - | 253,439 |
| Buses | 4,483,709 | 1,385,556 | - | 5,869,265 |
| Vehicles | 287,445 | - | - | 287,445 |
| Security enhancements | - | 221,609 | - | 221,609 |
| Information systems | 29,460 | 12,362 | 5,316 | 36,506 |
| Data handling equipment | 12,003 | 462 | - | 12,465 |
| Total capital assets being depreciated | <u>15,992,779</u> | <u>1,863,730</u> | <u>5,316</u> | <u>17,851,193</u> |
| Less accumulated depreciation | | | | |
| Buildings and improvements | 7,684,617 | 540,564 | - | 8,225,181 |
| Office furniture, fixtures, and equipment | 213,571 | 11,696 | - | 225,267 |
| Buses | 2,782,872 | 666,196 | - | 3,449,068 |
| Vehicles | 236,913 | 24,294 | - | 261,207 |
| Security enhancements | - | 22,161 | - | 22,161 |
| Information systems | 20,356 | 5,936 | 5,316 | 20,976 |
| Data handling equipment | 4,802 | 2,493 | - | 7,295 |
| Total accumulated depreciation | <u>10,943,131</u> | <u>1,273,340</u> | <u>5,316</u> | <u>12,211,155</u> |
| Total capital assets, net of accumulated depreciation | <u>\$ 5,049,648</u> | <u>\$ 590,390</u> | <u>\$ -</u> | <u>\$ 5,640,038</u> |

NOTE 7 GRANTS

Grants receivable at June 30, 2024 were \$1,140,393. This balance was composed of \$622,514 of federal operating assistance grant funds and \$517,879 from state and local sources.

NOTE 8 LINE OF CREDIT

Basin Transit has an unsecured line of credit with Pacific Western Bank. As of June 30, 2024, the amount available on the line of credit was \$500,000. The line of credit has a maturity date of May 10, 2025. Upon drawing on loan, Basin Transit will pay regular monthly payments of all accrued interest. The interest rate on the line of credit is variable at 10.5% percent as of June 30, 2024. No amounts were outstanding on the line of credit as of June 30, 2024 and Basin Transit did not make any withdrawals on the line of credit during the fiscal year.

NOTE 9 SELF INSURANCE

Basin Transit is a member of the California Transit Insurance Pool (CalTIP) Joint Powers Insurance Authority (Authority). The Authority is composed of over 30 California public entities and is organized under a joint powers agreement pursuant to California law. The purpose of the Authority is to arrange and administer programs for the pooling of self-insured losses, to purchase excess insurance or reinsurance, and to arrange for group-purchased insurance for property and other lines of coverage. The Authority began covering the claims of its members in 1987.

Each member pays an annual contribution to cover estimated losses for the coverage period. This initial funding is paid at the beginning of the coverage period. After the close of the coverage period, Basin Transit's outstanding claims are valued. A rate offset computation is then conducted annually thereafter until all claims incurred during the coverage period are closed on a pool-wide basis. This subsequent cost re-allocation among members, based on actual claim development, can result in adjustments of either refunds or additional deposits required. As of June 30, 2024, the retrospective calculation has not resulted in any additional liabilities for the general liability and physical damage policies. Basin Transit paid premiums to CalTIP of \$362,413 for the fiscal year ended June 30, 2024. Basin Transit has had no settled claims resulting from these risks that exceeded its coverage in any of the past three fiscal years.

The total funding requirement for self-insurance programs is estimated using actuarial models and pre-funded through the annual contribution. Costs are allocated to individual agencies based on exposure (payroll) and experience (claims) relative to other members of the risk-sharing pool. Additional information regarding the cost allocation methodology is provided on the next page.

Basin Transit has self-insurance programs for the following risks:

- Vehicle damage program with limits of \$1,500,000 on any one vehicle and \$20,000,000 on any one occurrence is insured through CalTIP.
- Liability to a maximum of \$1,000,000 per incident is insured through CalTIP, over which coverage is provided to \$10,000,000 per incident by a private carrier through CalTIP.

NOTE 9 SELF INSURANCE (CONTINUED)

- Special property insurance program through Alliant Insurance Services which covers all perils up to \$25,000,000 per occurrence.
- Crime insurance program through Alliant Insurance Services with policy limits of \$1,000,000.
- Workers' compensation to a maximum of \$125,000 per incident is covered by PRISM Insurance Authority, over which coverage is provided to \$50,000,000 by the excess workers' compensation program of the PRISM Insurance Authority. The excess workers' compensation program has a specific self-insured retention amount of \$125,000.
- Professional liability (Errors and Omissions) coverage through Alliant Insurance Services with limits
- \$1,000,000 per claim and policy aggregate.
- Difference in conditions coverage through Alliant Insurance Services with limits of \$4,528,404 per occurrence and annual aggregate.

NOTE 10 COMPENSATED ABSENCES

The balance of \$139,994 is related to accumulated unpaid personal leave, which includes vacation pay accrued at June 30, 2024.

| Balance | | | Balance | Amount | Amount Due |
|--------------|------------|------------|---------------|-----------|------------|
| July 1, 2023 | Additions | Deletions | June 30, 2024 | Due in | Beyond |
| | | | | One Year | One year |
| \$ 137,348 | \$ 150,032 | \$ 147,386 | \$ 139,994 | \$ 69,997 | \$ 69,997 |

NOTE 11 EMPLOYEES' RETIREMENT PLAN

General Information about the Pension Plan

Plan Description

Basin Transit contributes to the CalPERS, a cost-sharing multiple-employer defined benefit plan that acts as a common investment and administrative agent for participating entities within the State of California. The CalPERS Plan consists of a miscellaneous pool and a safety pool (referred to as "risk pools"), which are comprised of individual employer miscellaneous and safety rate plans, respectively. The risk pools are included within the Public Employees' Retirement Fund C (PERF C). CalPERS provides retirement, disability, and death benefits to plan members and beneficiaries. The benefits for the public agencies are established by contract with CalPERS in accordance with the provisions of the Public Employees Retirement Law. CalPERS issues a public Comprehensive Annual Financial Report that includes financial statements and required supplementary information for CalPERS. CalPERS reports include a full description of the pension plans regarding benefit provisions, assumptions, membership information, and related financial information can be found on the CalPERS website.

Benefits Provided

CalPERS provides retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost-of-living adjustments for the plan are applied as specified by The Public Employees' Retirement Law.

The Plans provisions and benefits in effect at June 30, 2024, are summarized as follows:

| | Miscellaneous | |
|---|---------------------------------------|--|
| | Classic - Prior to January 1, 2013 | PEPRA - On or After January 1, 2013 |
| Hire Date | | |
| Formula | 2.0% @60 | 2.0% @62 |
| Benefit vesting schedule | 5 years of service | 5 years of service |
| Benefit payments | monthly for life | monthly for life |
| Retirement age | 50-60 | 50-62 |
| Monthly benefits, as a % of annual salary | 2.00% | 2.00% |
| Required employee contribution rate | 7.00% | 6.75% |
| Required employer contribution rate | 10.10% | 7.68% |
| Plus: annual required lump sum payment | \$ 87,607 | \$ - |

NOTE 11 EMPLOYEES' RETIREMENT PLAN (CONTINUED)

General Information about the Pension Plan (Continued)

Contributions

Section 20814(c) of the California Public Employees' Retirement law requires that the employer contribution rates for all public employers are determined on an annual basis by the actuary and shall be effective on July 1 following notice of a change in rate. Funding contributions for the plan are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. Basin Transit is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

Employer contributions to the pension plan for the year ended June 30, 2024, were \$193,686.

Pension Liabilities, Pension Expenses, and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2024, Basin Transit's proportionate share of the collective net pension liability of the Plan is \$1,486,010.

Basin Transit's net pension liability was measured as the proportionate share of the collective net pension liability of the cost-sharing plan. The net pension liability of the Plan was measured as of June 30, 2023, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2022, rolled forward to June 30, 2023, using standard actuarial procedures. Basin Transit's proportion of the net pension liability was based on a projection of Basin Transit's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. Basin Transit's proportion of the Plan as of measurement dates June 30, 2022, and 2023 were as follows:

| | |
|------------------------------|---------------|
| | Miscellaneous |
| Proportion - June 30, 2022 | 0.02838% |
| Proportion - June 30, 2023 | 0.02972% |
| Change - Increase (Decrease) | 0.00134% |

Morongo Basin Transit Authority
Notes to the Financial Statements
Year Ended June 30, 2024

NOTE 11 EMPLOYEES' RETIREMENT PLAN (CONTINUED)

Pension Liabilities, Pension Expenses, and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

At June 30, 2024, Basin Transit reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

| | Deferred Outflows of Resources | Deferred Inflows of Resources |
|--|-----------------------------------|----------------------------------|
| Changes of Assumptions | \$ 89,717 | \$ - |
| Difference between Expected and Actual Experience | 75,913 | (11,776) |
| Difference between Projected and Actual Investment Earnings | 240,598 | - |
| Difference between Employer's Contributions and Proportionate Share Contributions | 24,562 | (22,214) |
| Change in Employer's Proportion | 136,949 | - |
| Pension Contributions Made Subsequent to Measurement Date | 193,686 | - |
| Total | \$ 761,425 | \$ (33,990) |

The amount of \$193,686 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending June 30, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

| Year Ended June 30, | | |
|---------------------|----|---------|
| 2025 | \$ | 197,775 |
| 2026 | | 131,112 |
| 2027 | | 197,959 |
| 2028 | | 6,904 |
| Thereafter | | - |
| | \$ | 533,750 |

NOTE 11 EMPLOYEES' RETIREMENT PLAN (CONTINUED)

Actuarial Assumptions

The total pension liability in the June 30, 2022 actuarial valuation was determined using the following actuarial assumptions:

| | Miscellaneous | | |
|---------------------------|--|------------------------------|--|
| Valuation Date | | June 30, 2022 | |
| Measurement Date | | June 30, 2023 | |
| Actuarial Cost Method | | Entry-Age Normal Cost Method | |
| Actuarial Assumptions: | | | |
| Discount Rate | | 6.90% | |
| Inflation | | 2.30% | |
| Payroll Growth | | 2.30% | |
| Projected Salary Increase | Varies by Entry Age and Service | | |
| Investment Rate of Return | | 6.90% * | |
| Mortality | Derived using CalPERS' Membership Data for all funds | | |

* Net of pension plan investment, includes inflation.

Discount Rate

The discount rate used to measure the total pension liability was 6.90 percent for the Plan. The projection of cash flows used to determine the discount rate assumed that employee contributions would be made at the current contribution rate and that Basin Transit's contributions would be made at rates equal to the difference between actuarially determined contributions rates and the employee rate. Based on those assumptions, each pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of currently active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Long-Term Expected Rate of Return

In determining the long-term expected 6.90 percent rate of return on pension plan investments, CalPERS took into account both short and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all of the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. This is the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equal to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses. The expected real rates of return by asset class are as follows:

Morongo Basin Transit Authority
Notes to the Financial Statements
Year Ended June 30, 2024

NOTE 11 EMPLOYEES' RETIREMENT PLAN (CONTINUED)

| Asset Class | Assumed Assets Allocation | Real Return (1,2) |
|----------------------------------|------------------------------|-------------------|
| Global Equity - Cap-weighted | 30.00% | 4.54% |
| Global Equity - Non-Cap-weighted | 12.00% | 3.84% |
| Private Equity | 13.00% | 7.28% |
| Treasury | 5.00% | 0.27% |
| Mortgage-backed securities | 5.00% | 0.50% |
| Investment Grade Corporates | 10.00% | 1.56% |
| High Yield | 5.00% | 2.27% |
| Emerging Market Debt | 5.00% | 2.48% |
| Private Debt | 5.00% | 3.57% |
| Real Assets | 15.00% | 3.21% |
| Leverage | -5.00% | -0.59% |
| Total | 100.00% | |

(1) An expected price of 2.30% was used for this period.

(2) Figures are based on the 2021-2022 Assets Liability Management study.

Sensitivity of the Net Pension Liability to Changes in the Discounted Rate

The following presents the net pension liability of Basin Transit for the Plan, calculated using the discount rate, as well as what Basin Transit's net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

| | 1% Decrease -5.90% | Discount Rate -6.90% | 1% Increase -7.90% |
|--|-----------------------|-------------------------|-----------------------|
| Basin Transit's proportionate share of net pension liability | \$ 2,418,732 | \$ 1,486,010 | \$ 718,300 |

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

NOTE 12 HEALTH REIMBURSEMENT ARRANGEMENT

Basin Transit is a member of the California Public Employees Retirement System (PERS). All employees are enrolled in PERS, and are eligible for approved health care coverage. Employees who work more than 40 hours per pay period may participate in Basin Transit’s insurance programs. Basin Transit maintains a Health Reimbursement Arrangement (HRA) qualifying as a tax-favored benefit under IRS Publication 502. Basin Transit pays up to 100% of the lowest single subscriber health premium offered through PERS. Basin Transit pays 100% of the lowest single+1 subscriber health premium for Managers. In the event the premium is higher than the lowest single subscriber rate, the difference would be deducted from the employee’s paycheck.

For eligible employees who opt out of PERS health, Basin Transit will contribute \$5,000 annually towards a Health Reimbursement Arrangement (HRA) to help with healthcare expenses. This contribution would be available at the beginning of each calendar year. An employee does not pay federal income tax or employment taxes on the amounts contributed by Basin Transit. As of June 30, 2024, HRA reimbursements in the amount of \$62,165 were reported as part of operating expenses in the Statement of Revenues, Expenses, and Changes in Net Position. The total HRA liability as of June 30, 2024 is \$0.

NOTE 13 OTHER POST-EMPLOYMENT BENEFITS

Generally accepted accounting principles require that the reported results must pertain to liability and asset information within certain defined timeframes. For this report, the following timeframes are used:

| | |
|--------------------|----------------------------------|
| Valuation Date | June 30, 2022 |
| Measurement Date | June 30, 2023 |
| Measurement Period | July 1, 2022 to June 30, 2023 |

Plan Description

Basin Transit offers a single employer defined benefit plan (the Plan) which provides post-retirement medical benefits to eligible retirees through the California Public Employees Medical and Hospital Care Act (PEMHCA). PEMHCA provides health insurance through a variety of Health Maintenance Organization (HMO) and Preferred Provider Organization (PPO) options. These benefits are available to employees who reached age 62 and completed at least five years of service. Participation in PEMHCA is financed in part by Basin Transit contributions to PEMHCA through the CalPERS health system, with the balance paid by the employee. Basin Transit’s contribution for most active employees was a maximum of \$1,513 for managers, \$756 for non-managers, and \$300 per month for retirees. CalPERS issues a public Comprehensive Annual Financial Report that includes financial statements and required supplementary information for PEMHCA, which can be found on the CalPERS website.

NOTE 13 OTHER POST-EMPLOYMENT BENEFITS (CONTINUED)

Benefits Provided

Basin Transit funds retiree healthcare benefits on a pay-as-you-go basis, paying a maximum of \$300 per month for each retirees' benefits from Basin Transit funds as they become due with no pre-funding for future years. Basin Transit recognizes expenses for its share of the annual premiums as these benefits become due.

Employees Covered by Benefit Terms

At June 30, 2022, the most recent valuation date, the following current and former employees were covered by the benefit terms under the Plan:

| | | |
|---|----|----|
| Active plan members | 37 | |
| Inactive employees or beneficiaries currently receiving benefits | | 7 |
| Total | | 44 |

Contributions

The contribution requirements for Basin Transit are established and may be amended by Basin Transit's Board of Directors. The contribution required to be made under labor agreement requirements is based on a pay-as-you-go basis (i.e., as monthly PEMHCA contributions for eligible retiree's costs become due). For the fiscal year 2023-2024, the total contributions made to the plan were \$202,589.

Total OPEB Liability

Basin Transit's total OPEB liability of \$1,036,635 was measured as of June 30, 2023 and was determined by an actuarial valuation as of June 30, 2022. A summary of principal assumptions and methods used to determine the net pension liability is shown below.

Actuarial Assumptions and Other Inputs

The total OPEB liability on the June 30, 2022 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement:

| | |
|---------------------------|---|
| Actuarial Cost Method | Entry-Age, Level Percent of Pay |
| Actuarial Assumptions: | |
| Discount Rate | 5.50% |
| Inflation | 2.50% |
| Salary Increases | 3.00% |
| Investment rate of return | 5.50%, net of OPEB plan investment expense |
| Mortality | (1) |
| Healthcare Trend Rate | 5.75% for 2023, 5.50% for 2024, 5.20% for 2025, and 4.50% for 2070 and later years; Medicare ages: 4.00% for all years |

(1) Pre-retirement Mortality Rates for Public Agency Miscellaneous from 2021 CalPERS Experience Study. Post-retirement Mortality Rates for Public Agency Miscellaneous from 2021 CalPERS Experience Study

NOTE 13 OTHER POST-EMPLOYMENT BENEFITS (CONTINUED)

Actuarial Assumptions and Other Inputs (Continued)

Basin Transit's policy regarding the allocation of the plan's invested assets is established and may be amended by the agency's Board of Directors. Basin Transit participates in the California Employers' Retiree Benefit Trust (CERBT), a Section 115 trust fund dedicated to prefunding Other Postemployment Benefits for all eligible California public agencies.

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of investment expense and inflation) are developed for each major asset class. The calculated investment rate of return was set equal to the expected ten-year compound (geometric) real return plus inflation (rounded to the nearest 25 basis points, where appropriate). The table below provides the long-term expected real rates of return by asset class (based on published capital market assumptions).

| Asset Class | Assumed Asset Allocation | Real Rate of Return |
|-----------------------|--------------------------------|---------------------------|
| Global ex-U.S. Equity | 34% | 4.8% |
| U.S. Fixed | 41% | 1.8% |
| TIPS | 5% | 1.6% |
| Real Estate | 17% | 3.7% |
| Commodities | 3% | 1.9% |

Discount Rate

GASB 75 requires a discount rate that reflects the following:

- a) The long-term expected rate of return on OPEB plan investments – to the extent that the OPEB plan's fiduciary net position (if any) is projected to be enough to make projected benefit payments and assets are expected to be invested using a strategy to achieve that return.
- b) A yield index rate for 20-year, tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher – to the extent that the conditions in (a) are not met.

To determine a resulting single (blended) rate, the amount of the plan's projected fiduciary net position (if any) and the amount of projected benefit payments is compared in each period of projected benefit payments.

Morongo Basin Transit Authority
Notes to the Financial Statements
Year Ended June 30, 2024

NOTE 13 OTHER POST-EMPLOYMENT BENEFITS (CONTINUED)

Discount Rate (Continued)

The discount rate used to measure Basin Transit's total OPEB liability is the long-term expected return on plan investments of 5.5%.

Changes in the Net OPEB Liability

The changes in the net OPEB liability during the measurement period ended June 2023 are as follows:

| | Total OPEB Liability (a) | Increase (Decrease) Plan Fiduciary Net Position (b) | Net OPEB Liability (c) = (a) - (b) |
|---|--------------------------------|---|--|
| Balance at June 30, 2023 | \$ 1,230,505 | \$ 151,564 | \$ 1,078,941 |
| Changes Recognized for the Fiscal Year: | | | |
| Service Cost | 98,924 | - | 98,924 |
| Interest on the Total OPEB Liability | 72,234 | - | 72,234 |
| Benefit Payments | (32,609) | (32,609) | - |
| Contributions from the Employer | - | 202,589 | (202,589) |
| Net Investment Income | - | 10,942 | (10,942) |
| Administrative Expense | - | (67) | 67 |
| Net Changes | <u>138,549</u> | <u>180,855</u> | <u>(42,306)</u> |
| Balance at June 30, 2024 (Based on June 30, 2023 Measurement Date) | <u>\$ 1,369,054</u> | <u>\$ 332,419</u> | <u>\$ 1,036,635</u> |

Sensitivity of the Net OPEB Liability to Changes in the Discount Rate

The following presents the net OPEB liability of Basin Transit, as well as what Basin Transit's net OPEB liability would be if it were calculated using a discount rate that is 1 percentage-point lower (4.50%) or 1 percentage-point higher (6.50%) than the current discount rate:

| | 1% Decrease -4.50% | Discount Rate -5.50% | 1% Increase -6.50% |
|--------------------|-----------------------|-------------------------|-----------------------|
| Net OPEB Liability | \$ 1,222,601 | \$ 1,036,635 | \$ 882,611 |

Morongo Basin Transit Authority
Notes to the Financial Statements
Year Ended June 30, 2024

NOTE 13 OTHER POST-EMPLOYMENT BENEFITS (CONTINUED)

Sensitivity of the Net OPEB Liability to Changes in the Healthcare Cost Trend Rates

The following presents the net OPEB liability of Basin Transit, as well as what Basin Transit's net OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower or 1-percentage-point higher than the current healthcare cost trend rates:

| | Healthcare Cost | | |
|----------------------|-----------------|--------------|-----------------|
| | 1% Decrease (a) | Trend Rate | 1% Increase (b) |
| Total OPEB Liability | \$ 855,046 | \$ 1,036,635 | \$ 1,260,312 |

- (a) Trend rate for each future year reduced by 1.00%
(b) Trend rate for each future year increased by 1.00%

OPEB Expense and Deferred Outflows of Resources Related to OPEB

For the year ended June 30, 2024, Basin Transit recognized a credit to OPEB expenses of \$195,522. At June 30, 2024, Basin Transit reported deferred outflows of resources related to OPEB from the following sources:

| | Deferred Outflows of Resources | Deferred Inflows of Resources |
|--|--------------------------------------|-------------------------------------|
| Difference between expected and actual experience | \$ - | \$ (845,640) |
| Difference between assumptions or other inputs | 278,205 | (886,117) |
| Difference between projected and actual returns on OPEB investments | 15,108 | - |
| OPEB benefits paid subsequent to measurement date | 204,325 | - |
| Total | \$ 497,638 | \$ (1,731,757) |

\$204,325 reported as deferred outflows of resources related to benefits paid subsequent to the measurement date will be recognized as a reduction of the total OPEB liability in the year ending June 30, 2025.

NOTE 13 OTHER POST-EMPLOYMENT BENEFITS (CONTINUED)

**OPEB Expense and Deferred Outflows of Resources Related to OPEB
(Continued)**

Other amounts reported as deferred outflows of resources and deferred inflows related to OPEB will be recognized in OPEB expense as follows:

| Year Ending June 30, | Deferred Outflows of Resources | Deferred Inflows of Resources |
|----------------------|--------------------------------------|-------------------------------------|
| 2025 | \$ 112,307 | (466,147) |
| 2026 | 97,272 | (395,246) |
| 2027 | 63,784 | (338,489) |
| 2028 | 19,949 | (279,932) |
| 2029 | - | (251,943) |
| Thereafter | - | - |
| | \$ 293,312 | \$ (1,731,757) |

NOTE 14 SECTION 115 TRUST

In April 2021, the board of directors approved Basin Transit’s participation in CEPPT and CERBT. The CalPERS board of administration has sole and exclusive control and power over the administration and investment of the prefunding plan. Contributions are irrevocable, the assets are held to reduce pension and OPEB contributions in the future, and the assets are protected from Basin Transit’s creditors.

The purpose of Basin Transit’s participation in each program was to address Basin Transit’s pension and OPEB obligations by accumulating assets. In accordance with generally accepted accounting principles, the assets in the CEPPT are considered assets of Basin Transit, while the assets in CERBT are considered assets of the OPEB Plan. As of June 30, 2024, the fair value of assets in CEPPT of \$347,547 was reported as a restricted asset in the Statement of Net Position.

NOTE 15 RESTATEMENT OF PRIOR YEAR FINANCIAL STATEMENTS

Basin Transit's beginning net position as of July 1, 2023, has been restated to correct the improper recognition of \$332,360 of CERBT assets as assets of Basin Transit and to correct \$240,693 of over-depreciation of certain capital assets in the prior year. The impact of the error corrections on the previously reported amounts as of July 1, 2023 is as follows:

| | |
|--|---------------------|
| Beginning net position, as previously reported | \$ 5,986,492 |
| Adjustment to derecognize Fiduciary Plan Asset | (332,360) |
| Adjustment to correct the depreciation expense and related accumulated depreciation | <u>240,693</u> |
| Beginning net position, as restated | <u>\$ 5,894,825</u> |

NOTE 16 SUBSEQUENT EVENTS

Basin Transit has evaluated events subsequent to June 30, 2024 to assess the need for potential recognition or disclosure in the financial statements. Such events were evaluated through December 30, 2024, the date the financial statements were available to be issued. Based upon this evaluation, it was determined that no subsequent events occurred that require recognition or additional disclosure in the financial statements.

REQUIRED SUPPLEMENTARY INFORMATION

Morongo Basin Transit Authority
Cost Sharing Retirement Plan - Schedule of Proportionate Share of Net Pension Liability
Last Ten Years
For the Year Ended June 30, 2024

| | 2024 | 2023 | 2022 | 2021 | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 |
|---|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Proportion of the collective net pension liability | 0.02972% | 0.02838% | 0.02095% | 0.02488% | 0.00906% | 0.00848% | 0.00841% | 0.00802% | 0.00841% | 0.00915% |
| Proportionate share of the collective net pension liability | \$ 1,486,010 | \$ 1,327,753 | \$ 397,837 | \$ 1,049,355 | \$ 928,676 | \$ 817,011 | \$ 834,456 | \$ 694,380 | \$ 477,834 | \$ 568,496 |
| Covered payroll | \$ 2,065,447 | \$ 1,607,731 | \$ 1,892,163 | \$ 1,768,347 | \$ 1,660,794 | \$ 1,478,115 | \$ 1,288,112 | \$ 1,189,863 | \$ 1,167,401 | \$ 1,208,367 |
| Proportionate share of the net pension liability as a percentage of covered payroll | 71.95% | 82.59% | 21.03% | 59.34% | 55.92% | 55.27% | 64.78% | 58.36% | 40.93% | 44.18% |
| Plan fiduciary net position as a percentage of total pension liability | 78.45% | 79.41% | 90.49% | 77.71% | 77.73% | 75.26% | 73.31% | 74.06% | 78.40% | 79.82% |
| Measurement date | June 30, 2023 | June 30, 2022 | June 30, 2021 | June 30, 2020 | June 30, 2019 | June 30, 2018 | June 30, 2017 | June 30, 2016 | June 30, 2015 | June 30, 2014 |

Morongo Basin Transit Authority
Cost Sharing Retirement Plan - Schedule of Net Pension Contributions
Last Ten Years
For the Year Ended June 30, 2024

| | 2024 | 2023 | 2022 | 2021 | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 |
|---|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Actuarially determined contributions | \$ 193,686 | \$ 258,256 | \$ 220,260 | \$ 144,126 | \$ 132,946 | \$ 110,190 | \$ 101,940 | \$ 89,367 | \$ 97,304 | \$ 97,728 |
| Contributions in relation to the actuarially determined contribution | \$ (193,686) | \$ (258,256) | \$ (220,260) | \$ (144,126) | \$ (132,946) | \$ (110,190) | \$ (101,940) | \$ (89,367) | \$ (97,304) | \$ (97,728) |
| Contribution deficiency (excess) | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Covered payroll | \$ 2,065,447 | \$ 1,607,731 | \$ 1,725,338 | \$ 1,892,163 | \$ 1,768,347 | \$ 1,660,794 | \$ 1,478,115 | \$ 1,288,112 | \$ 1,189,863 | \$ 1,167,401 |
| Contributions as a percentage of covered payroll | 9.38% | 16.06% | 12.77% | 7.62% | 7.52% | 6.63% | 6.90% | 6.94% | 8.18% | 8.37% |

Morongo Basin Transit Authority
Other Post Employment Benefits – Schedule of Changes in Total OPEB Liability and Related Ratios
Last Ten Years*
For the Year Ended June 30, 2024

| | 2024 | 2023 | 2022 | 2021 | 2020 | 2019 | 2018 |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Total OPEB Liability | | | | | | | |
| Service Cost | \$ 98,924 | \$ 290,754 | \$ 279,570 | \$ 228,652 | \$ 241,469 | \$ 243,107 | \$ 307,069 |
| Interest Cost | 72,234 | 59,829 | 63,097 | 81,370 | 78,383 | 88,680 | 74,734 |
| Differences Between Expected and Actual Experiences | - | (683,738) | - | (644,109) | - | (638,083) | - |
| Changes of Assumptions | - | (1,247,797) | 215,090 | 289,197 | 161,055 | 47,476 | - |
| Benefit Payments | (32,609) | (27,612) | (28,832) | (31,753) | (35,552) | (33,163) | (33,163) |
| Net Change in Total OPEB Liability | 138,549 | (1,608,564) | 528,925 | (76,643) | 445,355 | (291,983) | 348,640 |
| Total OPEB Liability - Beginning | 1,230,505 | 2,839,069 | 2,310,144 | 2,386,787 | 1,941,432 | 2,233,415 | 1,884,775 |
| Total OPEB Liability - Ending | <u>\$ 1,369,054</u> | <u>\$ 1,230,505</u> | <u>\$ 2,839,069</u> | <u>\$ 2,310,144</u> | <u>\$ 2,386,787</u> | <u>\$ 1,941,432</u> | <u>\$ 2,233,415</u> |
| Plan Fiduciary Net Position | | | | | | | |
| Contributions - Employer | \$ 202,589 | \$ 197,592 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Net Investment Income | 10,942 | (18,395) | - | - | - | - | - |
| Benefit Payments | (32,609) | (27,612) | - | - | - | - | - |
| Administrative Expenses | (67) | (21) | - | - | - | - | - |
| Net Change in Plan Fiduciary Net Position | 180,855 | 151,564 | - | - | - | - | - |
| Plan Fiduciary Net Position - Beginning | 151,564 | - | - | - | - | - | - |
| Plan Fiduciary Net Position - Ending | <u>332,419</u> | <u>151,564</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Net OPEB Liability - Ending | <u>\$ 1,036,635</u> | <u>\$ 1,078,941</u> | <u>\$ 2,839,069</u> | <u>\$ 2,310,144</u> | <u>\$ 2,386,787</u> | <u>\$ 1,941,432</u> | <u>\$ 2,233,415</u> |
| Covered Employee Payroll | \$ 2,005,519 | \$ 1,892,163 | \$ 1,435,207 | \$ 1,753,417 | \$ 1,631,908 | \$ 1,478,115 | \$ 1,288,112 |
| Net OPEB Liability as a Percentage of Covered Employee Payroll | 52% | 57% | 198% | 132% | 146% | 131% | 173% |

Funding Policy: Basin Transit funds the benefits on a pay-as-you-go basis. Fiscal year 2018 was the first year of implementation.

Changes in assumptions - The discount rate remained the same at 5.50% for the measurement periods ended June 30, 2023 and 2022, respectively.

Historical information is required only for measurement periods for which GASB Statement No. 75 is applicable. Future year's information will be displayed up to ten years as information becomes available.

A Schedule of Contributions is not required because funding is not based on actuarially determined contributions and contributions are neither statutory nor contractually established.



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Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

The Board of Directors Morongo Basin Transit Authority

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Morongo Basin Transit Authority (Basin Transit) as of and for the year ended June 30, 2024, and the related notes to the financial statements and have issued our report thereon dated December 30, 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Basin Transit's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Basin Transit's internal control. Accordingly, we do not express an opinion on the effectiveness of Basin Transit's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We identified a deficiency in internal control, described in the Schedule of Findings on Internal Control over Financial Reporting as Finding No. FS 2024-001, that we consider to be a significant deficiency.



Basin Transit's Response to the Finding

Government Auditing Standards requires the auditor to perform limited procedures on Basin Transit's response to the finding identified in our audit and described in the accompanying Schedule of Findings on Internal Control over Financial Reporting. Basin Transit's response was not subjected to the auditing procedures applied in the audit of the financial statements, and accordingly, we express no opinion on the response.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Basin Transit's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

**Glendale, California
December 30, 2024**

Finding No. FS 2024-001: Financial Statement Preparation and Reporting Significant Deficiency

Criteria

Management is responsible for the preparation of the basic financial statements and all accompanying information as well as representations contained therein, and the fair presentation in conformity with U.S. generally accepted accounting principles. This requires management to perform a year-end closing process to accumulate, reconcile, and summarize information for inclusion in the annual financial statements.

Condition and Context

During the preparation of Basin Transit's financial statements for the fiscal year ending June 30, 2024, it was discovered that the beginning net position as of July 1, 2023, had been misstated. Specifically, \$332,360 of CERBT assets were improperly recognized as assets of Basin Transit, and \$240,693 of over-depreciation of certain capital assets was recorded in the prior year. These errors necessitated a restatement of the beginning net position to correct the financial statements.

Cause

The errors were primarily due to a lack of adequate internal controls and oversight in the financial reporting process. According to Basin Transit, the improper recognition of CERBT assets occurred because Basin Transit recorded these assets based on the prior year's auditor's recommendation. Additionally, the over-depreciation of certain capital assets resulted from incorrect calculations and a lack of a thorough review of the accuracy and completeness of the depreciation schedules. These issues highlight deficiencies in accounting procedures and the need for more stringent review processes.

Effect

The impact of these errors on the financial statements was significant. The improper recognition of \$332,360 in CERBT assets inflated the asset base and net position of Basin Transit. Furthermore, the over-depreciation of \$240,693 in capital assets resulted in an understatement of the net book value of these assets and an overstatement of depreciation expense. This affected the accuracy of the financial statements and had potential implications for decision-making and financial planning based on these misstated figures. The restatement to correct these errors involved (a) the derecognition of \$332,360 of Fiduciary Plan Assets and (b) a \$240,693 reduction in accumulated depreciation.

Recommendation

It is recommended that Basin Transit implement rigorous review and reconciliation procedures for OPEB adjustments and depreciation calculations to prevent similar errors in the future. Additionally, staff should attend training courses to expand their knowledge of the restated areas.

Views of Responsible Officials

Management acknowledges the errors identified and has taken steps to correct the financial statements. The improper recognition of CERBT assets and the over-depreciation of certain capital assets have been addressed in the restated financial statements as of July 1, 2023. Basin Transit will implement enhanced review and reconciliation procedures to ensure accurate recognition and measurement of assets and depreciation. Additionally, accounting staff will be provided with training on GAAP requirements related to asset recognition and depreciation. Periodic internal audits will also be conducted to identify and correct any discrepancies in financial reporting.

COMPLIANCE SECTION



Independent Auditor's Report on State Compliance

**The Board of Directors
Morongo Basin Transit Authority**

Report on Compliance with Transportation Development Act Requirements

Opinion

We have audited the Morongo Basin Transit Authority's (Basin Transit) compliance with Transportation Development Act (TDA) requirements that funds allocated to and received by Basin Transit were expended in conformance with applicable statutes, rules, and regulations of the TDA and the allocation instructions and resolutions of the San Bernardino County Association of Governments as required by Section 6667 of Title 21, Division 3, Chapter 2, Article 5.5 of the California Code of Regulations for the year ended June 30, 2024.

In our opinion, Basin Transit complied, in all material respects, with the compliance requirements referred to above that are applicable to Basin Transit for the year ended June 30, 2024.

Basis for Opinion

We conducted our audit of compliance in accordance with the auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*) and the requirement of the TDA regulations. Our responsibilities under these standards are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of Basin Transit and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance with the TDA compliance requirements. Our audit does not provide a legal determination of Basin Transit's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for Basin Transit's compliance with the TDA and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, provisions of contracts or agreements applicable to the TDA.



Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on Basin Transit's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Guidelines will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about Basin Transit's compliance with the requirements of the TDA regulations as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the TDA regulations, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Basin Transit's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of Basin Transit's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the TDA regulations, but not for the purpose of expressing an opinion on the effectiveness of Basin Transit's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with the TDA regulations on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with the TDA regulations will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with the TDA regulations that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.



Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the TDA regulations. Accordingly, this report is not suitable for any other purpose.

Glendale, California
December 30, 2024

Morongo Basin Transit Authority
Transportation Development Act Requirements Section 6667
Compliance Matrix
Year ended June 30, 2024

| Compliance Requirements | In Compliance | | | Questioned Costs | If no, provide details and management response. |
|---|---------------|----|-----|------------------|---|
| | Yes | No | N/A | | |
| 1. Claimant was an entity eligible to receive the funds allocated to it. | X | | | | |
| 2. Claimant maintains its accounts and records on an enterprise fund basis and is otherwise in compliance with the uniform system of accounts and records adopted by the State Controller, pursuant to Public Utilities Code Section 99243. | X | | | | |
| 3. Funds received by the claimant pursuant to the TDA were expended in conformance with those sections of the TDA specifying the qualifying purposes, including Public Utilities Code Sections 99262 and 99263 for operators receiving funds under Article 4; Sections 99275, 99275.5, and 99277 for Article 4.5 claimants; Section 99400(c), (d), and (e) for Article 8 claimants for service provided under contract; and Section 99405(d) for transportation services provided by cities and counties with populations of less than 5,000. | X | | | | |
| 4. Funds received by the claimant pursuant to the TDA were expended in conformance with the applicable rules, regulations, and procedures of the transportation planning agency and in compliance with the allocation instructions and resolutions | X | | | | |
| 5. Interest earned on funds received by the claimant pursuant to the TDA were expended only for those purposes for which the funds were allocated in accordance with Public Utilities Code Sections 99234.1, 99301, 99301.5, and 99301.6. | X | | | | |

See independent auditor's report on compliance.

Morongo Basin Transit Authority
Transportation Development Act Requirements Section 6667
Compliance Matrix
Year ended June 30, 2024

| Compliance Requirements | In Compliance | | | Questioned Costs | If no, provide details and management response. |
|---|---------------|----|-----|------------------|---|
| | Yes | No | N/A | | |
| 6. The amount of the claimant's operating cost for the fiscal year, the amount of fare revenues required to meet the ratios specified in Sections 6633.2 and 6633.5, and the amount of the sum of fare revenues and local support required to meet the ratios specified in the Section 6633.2, is verified. | X | | | | |
| 7. The amount of the claimant's actual fare revenues for the fiscal year is verified. | X | | | | |
| 8. The amount of the claimant's actual local support for the fiscal year is verified. | X | | | | |
| 9. The amount the claimant was eligible to receive under the TDA during the fiscal year in accordance with Sections 6634 and 6649 is verified. | | | X | | |
| 10. The amount of the operator's expenditure limitation in accordance with Section 6633.1 is verified. | X | | | | |
| 11. The operator's employee retirement system or private pension plan is in conformance with the provisions of Public Utilities Code Sections 99271, 99272, and 99273 | X | | | | |
| 12. The operator has had a certification by the Department of the California Highway Patrol verifying that the operator is in compliance with Section 1808.1 of the Vehicle Code, as required in Public Utilities Code Section 99251 | X | | | | |
| 13. The operator's State Transit Assistance eligibility pursuant to Public Utilities Code Section 99314.6 or 99314.7 is verified. | X | | | | |

See independent auditor's report on compliance.

**Morongo Basin Transit Authority
 Transportation Development Act Requirements Section 6667
 Compliance Matrix
 Year ended June 30, 2024**

| Compliance Requirements | In Compliance | | | Questioned Costs | If no, provide details and management response. |
|---|---------------|----|-----|------------------|---|
| | Yes | No | N/A | | |
| 14. The claimant for community transit services is in compliance with Public Utilities Code Sections 99155 and 99155.5. | | | X | | |

See independent auditor's report on compliance.



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655 N Central Avenue, Suite 1550 • Glendale, California 91203-1437 • +1.213.873.1700

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: March 27, 2025

RE: Approval of Solar Equipment for Bus Stops

To enhance safety and visibility at our bus stops, staff requests authorization to purchase the following solar equipment:

- ☉ 16 Photovoltaic (PV) stops
- ☉ 9 bus shelter solar kits
- ☉ 11 bus shelter batteries

**STAFF RECOMMENDATION: APPROVE PURCHASE OF SOLAR EQUIPMENT
IN THE AMOUNT OF \$46,073**



258 Mariah Circle
Corona, CA 92879
(951) 808-0081
www.tolarmfg.com
info@tolarmfg.com

| | |
|----------------|--|
| Quote No: | 23420PM |
| Date: | 03/04/25 |
| Quote Expires: | 90 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 | MBTA CALACT 21-01 2024 |

| | |
|-------------------|--|
| Lead Time: | 12 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 | 16 | PV Stop + (3360033), DTD programing, housing powder coat finish, pole by others | \$ 1,580.00 | \$ 25,280.00 |
| 2 | 9 | Tolar USC RMS 80F and mounting kit (3390010 15902-200Tile) | \$ 1,810.00 | \$ 16,290.00 |
| 3 | 11 | Battery Dura-18 (3360039)-unpriced option | \$ 87.00 | \$ 957.00 |
| | | NO CALACT FEE AS MANAGING AGENCY | \$ - | \$ - |

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

| | |
|------------------------------------|---------------------|
| Sub-Total: | \$ 42,527.00 |
| CalACT/MBTA Freight Zone | 1 |
| CalACT/MBTA FIRM Freight: | \$ 250.00 |
| CalACT/MBTA Procurement Fee (2.5%) | \$ - |
| CA State Sales Tax | 7.75% \$ 3,295.84 |
| Total: | \$ 46,072.84 |

Pricing Notes:

- In a case of discrepancy between the unit price and the extension that unit price, the unit price shall govern.
- 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.

| | |
|---|-------------------|
|  | 258 Mariah Circle |
| | Corona, CA 92879 |
| | (951) 808-0081 |
| | www.tolarmfg.com |
| | info@tolarmfg.com |

| | |
|----------------|--|
| Quote No: | 23420PM |
| Date: | 03/04/25 |
| Quote Expires: | 90 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 | MBTA CALACT 21-01 2024 |

| | |
|-------------------|--|
| Lead Time: | 12 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: |
|-------|------|--------------|-------------|-------------|
|-------|------|--------------|-------------|-------------|

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

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: March 27, 2025

RE: Vehicle Disposal

Staff requests authorization to dispose of bus 315 at a public auction. Bus 315 had complete engine failure and other mechanical issues before it reached the end of its service life. Repairs would far exceed the worth of the vehicle.

STAFF RECOMMENDATION: AUTHORIZE STAFF TO DISPOSE OF VEHICLE AT AUCTION

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: March 27, 2025

RE: Title VI Program Plan Update

In June 2013, the Board originally adopted our Title VI Program Plan by resolution 13-03. The Federal Transit Administration (FTA) requires that all recipients of financial assistance document their compliance by updating the program every three (3) years, including the Public Participation and Language Assistance Plan in compliance with FTA requirements. Basin Transit is a recipient of financial assistance from FTA as a Caltrans subrecipient.

Basin Transit utilized the services of AMMA Transit Planning to complete the Title VI program.

STAFF RECOMMENDATION: APPROVE UPDATE TO TITLE VI PROGRAM, PUBLIC PARTICIPATION AND LANGUAGE ASSISTANCE PLAN AND ADOPT RESOLUTION 25-01

Basin Transit Title VI Program

Updated: March 2025



Cheri Holsclaw, General Manager

Basin Transit

62405 Verbena Road

Joshua Tree, CA 92252

Basin Transit Title VI Program was originally developed in June of 2013 and approved by its Board of Director on June 27, 2013, in compliance with U.S. Department of Transportation's FTA Circular 4702.1B, "Title VI Requirement and Guidelines for Federal Transit Administration Recipients." It has been updated every three years consistent with FTA requirements.

This update was prepared in March 2025 by AMMA Transit Planning to comply with the required update every three years and to demonstrate Basin Transit's continued compliance with Title VI of the Civil Rights Act of 1964.

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Introduction and Purpose

Title VI of the Civil Rights Act of 1964 protects persons in the United States from being excluded from participation in, denied the benefits of, or subjected to discrimination on the basis of race, color, or national origin in any program or activity receiving federal financial assistance. The Federal Transit Administration (FTA), under the Federal Department of Transportation, requires recipients to adopt a Title VI Program pursuant to FTA Circular 4702.1B, Title VI Requirements and Guidelines for Federal Transit Administration Recipients.

As a recipient of FTA funds, Basin Transit is committed to ensuring that its services are delivered and implemented in accordance with Title VI and other non-discriminatory regulations. Basin Transit also complies with non-discriminatory regulations at the state level and ensures that its programs and services comply with Title VI, whether federally funded or not.

The Circular has general requirements for all recipients and additional guidelines for fixed-route transit providers based on the number of vehicles deployed in peak service hours and the population of the transit agency's service area. As a transit provider with less than 50 vehicles and not located in a UZA of 200,000 or more in population, only the following requirements and guidelines are applicable to Basin Transit:

1. Title VI Notice to the Public
2. Title VI Complaint Procedures
3. Title VI Complaint Form
4. List of transit-related Title VI investigations, complaints, or lawsuits
5. Public Participation Plan
6. Language Assistance Plan
7. A table depicting the membership of non-elected committees broken down by race
8. Monitoring procedures for Subrecipients
9. Title VI equity analysis for the site and location of facilities
10. Documentation that the governing board has reviewed and approved of the Title VI Program

Also required are:

Additional Information for Transit Providers that operate 50 or more fixed route vehicles in peak service and are in an Urbanized Area (UZA) of 200,000: System-Wide Policies and Service Standards

11. Effective Practices to Fulfill the Service Standard Requirement
12. Effective Practices to Fulfill the Service Policy Requirement

The following sections of this report document how Basin Transit follows each requirement.

About Basin Transit

Service Area

The Morongo Basin is located approximately 30 minutes east of the Palm Springs Area. A joint powers authority, Basin Transit operates in 10 communities with a service population of 70,888 (service population does not include Palm Springs Area). Basin Transit is headquartered at its Joshua Tree Operations Center at 62405 Verbena Road, Joshua Tree, CA 92252. Some of Basin Transit's vehicles operate out of a satellite facility at the Twentynine Palms City Yard.

Services

During the week, eight (8) deviated-fixed routes are in operation. In addition, five (5) demand response vehicles circulate in the communities offering door-to-door service for older adults and persons with disabilities. Operation hours during the week extend from 6:00 am to 10:00 pm, with limited weekend service provided. Basin Transit operates approximately 700,000 miles and provides over 220,000 trips annually.

Basin Transit operates a fleet consisting of 25 buses, all of which operate on compressed natural gas. The agency operates two compressed natural gas (CNG) stations in Joshua Tree and Twentynine Palms to support its operations.

Basin Transit's services and routes are as follows:

- "Intercity Highway" fixed-route service is provided on two routes (Yucca Valley to/from Twentynine Palms): Route 1A and Route 1B.
- "Neighborhood Deviated" fixed-route service is provided on five routes: Route 3A (MCAGCC to/from Twentynine Palms), Route 3B (Twentynine Palms), Route 7A (North Yucca Valley), Route 7B (South Yucca Valley), and Route 21 (Landers to/from Yucca Valley).
- "Commuter" service to Palm Springs is provided on two routes: Route 12 (Weekdays - Palm Springs to/from Yucca Valley) and Route 15 (Friday-Saturday/Sunday - Palm Springs to/from MCAGCC).
- "Ready Ride" provides origin to destination advance reservation service to seniors and persons with disabilities, as well as the general public on five routes (Routes 30, 31, 34, 36, and 50). Ready Ride service is available in Yucca Valley, Twentynine Palms, Morongo Valley, Joshua Tree, Wonder Valley, and Landers.

Title VI Notice to the Public

Notifying the Public of Rights under Title VI



Basin Transit is committed to ensuring that no person shall be excluded from the equal distribution of its services and amenities because of race, color, or national origin in accordance with Title VI of the Civil Rights Act of 1964.

- Basin Transit provides services and operates programs without regard to race, color, and national origin in full compliance with Title VI.
- Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI while using Basin Transit services may file a complaint with Basin Transit. All complaints will be fairly and objectively investigated.
- To file a complaint, you may contact our Title VI Program Administrator, Matt Atkins at (760) 366-2986; or by email: matt@basin-transit.com ; or visit Basin Transit's headquarters at 62405 Verbena Road Joshua Tree, CA 92252.
- For more information about Basin Transit's Title VI program and complaint procedure, contact (760)366-2395; or visit Basin Transit's website: <https://basin-transit.com/title-vi/>
- A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the Title VI Program Coordinator, FTA Office of Civil Rights, East Building, 5th Floor – TCR, 1200 New Jersey Ave., S.E., Washington, D.C. 20590
- If information is needed in another language, contact (888) 808-9008, PIN 71918590
- Si se necessita información en español, llame (888) 808-9008, PIN 74674457.

Notificación al Público Sobre los Derechos en Virtud del Título VI



Basin Transit está comprometida a garantizar que ninguna persona será excluida de la distribución equitativa de sus servicios e instalaciones por motivos de raza, color o origen nacional, de conformidad con el Título VI del Acta de Derechos Civiles de 1964.

- Basin Transit ofrece servicios y opera programas sin distinción de raza, color y origen nacional en plena conformidad con el Título VI.
- Cualquier persona que crea o que ha sido perjudicada/o por una práctica discriminatoria ilegal en virtud del Título VI durante el uso de los servicios del Basin Transit, puede presentar una queja ante el Basin Transit. Todas las quejas serán investigadas de manera justa y objetiva.
- Para presentar una queja, puede ponerse en contacto con nuestro Administrador del Programa del Título VI, Matt Atkins al (760) 366-2986, o por correo electrónico: matt@basin-transit.com , o visite las oficinas centrales del Basin Transit en el 62405 Verbena Road Joshua Tree, CA 92252.
- Para obtener más información sobre el programa del Título VI y del procedimiento de quejas del Basin Transit, contacte a (760) 366-2395, o visite el sitio web del Basin Transit: <https://basin-transit.com/title-vi/>
- Un demandante puede presentar una queja directamente con la Federal Transit Administration mediante la presentación de una queja ante el Coordinador del Programa del Título VI de la Oficina de Derechos Civiles del TLC: Title VI Program Coordinator, FTA Office of Civil Rights, East Building, 5th Floor - TCR, 1200 New Jersey Ave., S.E., Washington, D.C. 20590.
- Si se necessita información en español, llame (888) 808-9008, PIN 74674457.
- If information is needed in another language, contact (888) 808-9008, PIN 74674457

List of Locations Where Title VI Notice Is Posted

Basin Transit's Title VI notice to the public is currently posted in English and Spanish at the following locations:

| Location Name | Address | City |
|-----------------------------|-------------------|------------------|
| Basin Transit Main Office | 62405 Verbena Rd | Joshua Tree |
| Yucca Valley Transit Center | 57430 Yucca Trail | Yucca Valley |
| 29 Palms Transit Center | 6575 Adobe Rd | Twentynine Palms |
| | | |
| | | |
| | | |
| | | |

The Title VI notice and program information is provided in English and Spanish on Basin Transit's website at: <https://basin-transit.com/title-vi/>

Title VI Complaint Procedures

Any person who believes she or he has been discriminated against on the basis of race, color, or national origin by Basin Transit may file a Title VI complaint by completing and submitting Basin Transit's Title VI Complaint Form. Basin Transit investigates complaints received no more than 180 days after the alleged incident. Basin Transit will only process complaints that are complete.

The following procedures will be followed to investigate formal Title VI complaints:

- Within 10 business days of receiving the complaint, the Basin Transit Title VI Program Administrator Matt Atkins will review it to determine if our office has jurisdiction. The complainant will receive an acknowledgement letter informing her/him whether the complaint will be investigated by our office.
- The investigation will be conducted and completed within 30 days of receipt of the formal complaint.
- If more information is needed to resolve the case, Basin Transit may contact the complainant. The complainant has 10 business days from the date of the letter to send requested information to Mr. Atkins, Title VI Administrator investigator. If the investigator is not contacted by the complainant or does not receive the additional information within 10 business days, Basin Transit can administratively close the case.
- The complainant will be notified in writing of the cause to any planned extension to the 30-day rule.
- A case can be administratively closed also if the complainant no longer wishes to pursue their case. Following the investigation, the Title VI Administrator will issue one of two letters to the complainant: 1) a closure letter or 2) a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed. A LOF summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member, or other action will occur.
- If the complainant is unsatisfied with the decision, he/she has 30 days after the date of Basin Transit's closure letter or the LOF to appeal to the Basin Transit Board of Directors or its designee. The complainant is entitled to review the denial, to present additional information and arguments, and to separation of functions (i.e. a decision by a person not involved with the initial decision to deny eligibility). The complainant is entitled to receive written notification of the decision of the appeal and the reasons for it.
- The complainant may also file a complaint directly with the Federal Transit Administration, as follows: Title VI Program Coordinator, FTA Office of Civil Rights, East Building, 5th Floor – TCR, 1200 New Jersey Ave., S.E., Washington, D.C. 20590

Procedimientos de Quejas del Título VI

Cualquier persona que cree o que ha sido objeto de discriminación por motivos de raza, color u origen nacional por Basin Transit puede presentar una queja del Título VI, completando el Formulario de Queja del Título VI de Basin Transit. Basin Transit investigara las quejas recibidas no más de 180 días después del supuesto incidente. Basin Transit sólo procesará las denuncias que sean completas.

Los siguientes procedimientos serán seguidos para investigar las quejas formales del Título VI:

- Dentro de los 10 días hábiles de haber recibido la queja, el administrador de Title VI de Basin Transit la revisará para determinar si nuestra oficina tiene jurisdicción. El autor recibirá un acuse de recibo informando a él / ella si la queja será investigada por nuestra oficina.
- Se llevó a cabo la investigación y se terminó dentro de los 30 días siguientes a la recepción de la queja formal.
- Si se necesita más información para resolver el caso, Basin Transit puede ponerse en contacto con el demandante. El demandante tiene 10 días hábiles desde la fecha de la carta para enviar la información solicitada al administrador de Title VI. Si el investigador no está en contacto con el reclamante o no recibe la información adicional dentro de los 10 días hábiles, el Basin Transit administrativamente puede cerrar el caso.
- El denunciante será notificado por escrito de la causa a cualquier ampliación prevista de la norma de los 30 días.
- Un caso puede ser cerrado administrativamente también si el autor ya no desea seguir su caso. Tras la investigación, el administrador de Title VI emitirá una de las dos cartas a la demandante: 1) una carta de cierre o 2) una carta de encontrar. En una carta de cierre se resume las alegaciones y afirma que no había una violación del Título VI, y que el caso se cerrará. En carta de encontrar resume los hechos denunciados y de las entrevistas sobre el supuesto incidente, y explica si alguna acción disciplinaria, se producirá la formación adicional del miembro del personal, u otra acción.
- Si el demandante no está satisfecho con la decisión, él / ella tiene 30 días después de la fecha de la carta de cierre de Basin Transit o carta de encontrar para apelar a la junta directiva de Basin Transit o el personal autorizado. El demandante tiene derecho a revisar la negación, para presentar información y argumentos adicionales, y para la separación de funciones (es decir, una decisión de una persona no involucrada con la decisión inicial de negar la elegibilidad). El demandante tiene derecho a recibir una notificación por escrito de la decisión de la apelación y las razones para ello.
- El demandante también puede presentar una queja directamente con la Administración Federal de Tránsito, de la siguiente manera: Coordinador del Título VI del Programa, FTA Oficina de Derechos Civiles, Edificio Este, 5 ° piso - TCR, 1200 New Jersey Ave, SE, Washington, DC 20590.

Title VI Complaint Form

| | | |
|--|--------------------------------------|-------------------------------------|
| Section I: Please write legibly | | |
| 1. Name: | | |
| 2. Address: | | |
| 3. Telephone: | | 3.a. Secondary Phone (Optional): |
| 4. Email Address: | | |
| 5. Accessible Format Requirements? | <input type="checkbox"/> Large Print | <input type="checkbox"/> Audio Tape |
| | <input type="checkbox"/> TDD | <input type="checkbox"/> Other |
| Section II: | | |
| 6. Are you filing this complaint on your own behalf? | | YES* NO |
| *If you answered "yes" to #6, go to Section III. | | |
| 7. If you answered "no" to #6, what is the name of the person for whom you are filing this complaint? Name: | | |
| 8. What is your relationship with this individual: | | |
| 9. Please explain why you have filed for a third party: | | |
| 10. Please confirm that you have obtained permission of the aggrieved party to file on their behalf. | | YES NO |
| Section III: | | |
| 11. I believe the discrimination I experienced was based on (check all that apply): <input type="checkbox"/> Race <input type="checkbox"/> Color <input type="checkbox"/> National Origin | | |
| 12. Date of alleged discrimination: (mm/dd/yyyy) | | |
| 13. Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known), as well as names and contact information of any witnesses. If more space is needed, please use the back of this form. | | |

Title VI Complaint Form, Page 2

| | | |
|---|------------------------|----|
| Section IV: | | |
| 14. Have you previously filed a Title VI complaint with Basin Transit? | YES | NO |
| Section V: | | |
| 15. Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court? | | |
| [] YES* [] NO | | |
| If yes, check all that apply: | | |
| [] Federal Agency _____ | [] State Agency _____ | |
| [] Federal Court _____ | [] Local Agency _____ | |
| [] State Court _____ | | |
| 16. If you answered "yes" to #15, provide information about a contact person at the agency/court where the complaint was filed. | | |
| Name: | | |
| Title: | | |
| Agency: | | |
| Address: | | |
| Telephone: | Email: | |
| Section VI: | | |
| Name of Transit Agency complaint is against: | | |
| Contact Person: | | |
| Telephone: | | |

You may attach any written materials or other information that you think is relevant to your complaint. Signature and date are required below to complete form:

Signature _____ Date _____

Please submit this form in person or mail this form to the address below:

Basin Transit Title VI Program Administrator
 62405 Verbena Road
 Joshua Tree, CA 92252

Título VI Formulario de Queja

| | | |
|--|----------------------------------|----|
| Sección 1: | | |
| 1. Nombre: | | |
| 2. Dirección: | | |
| 3. Teléfono (casa): | 3.a. Teléfono (móvil o trabajo): | |
| 4. Correo Electrónico: | | |
| 5. ¿Usted requiere formatos accesibles? ¿Cuáles? | | |
| Sección 2 - | | |
| 6. Cuenta con la persona que sufrió la discriminación (si es diferente a la persona que presenta la denuncia): | | |
| 7. Nombre y dirección: | | |
| 8. Su relación: | | |
| 9. Explique la razón por la que presenta la queja como tercera persona: | | |
| 10. Confirme que cuenta, con el permiso de la parte agravada para presentar esta queja como tercera persona: | SI | NO |
| Sección 3: | | |
| 11. ¿Cuáles de las siguientes razones describe mejor el motivo de su queja? Fue por su: <input type="checkbox"/> Raza <input type="checkbox"/> Color <input type="checkbox"/> Origen nacional | | |
| 12. ¿Cuándo ocurrió la supuesta discriminación? | | |
| 13. En sus propias palabras, describa la supuesta discriminación. Explique lo que pasó y quién considera usted que fue responsable. Por favor utilice el reverso de este formulario si necesita espacio adicional. | | |

Título VI Formulario de Queja, Página 2

| Sección 4: | | | |
|---|------------------------|--|----|
| 14. ¿Cuenta con alguna queja previa sobre discriminación según el Basin Transit? | Si, por este incidente | Si, por otro incidente | No |
| Sección 5: | | | |
| 15. ¿Ha llevado esta queja a alguna otra agencia o a una corte? <input type="checkbox"/> SI* <input type="checkbox"/> NO | | | |
| *En caso afirmativo, marque cada casilla que corresponda: | | | |
| <input type="checkbox"/> Agencia Federal _____ | | <input type="checkbox"/> Agencia Estatal _____ | |
| <input type="checkbox"/> Corte Federal _____ | | <input type="checkbox"/> Agencia Local _____ | |
| <input type="checkbox"/> Corte Estatal _____ | | | |
| 16. Por favor proporcione información sobre una persona de contacto en la agencia o corte donde se presentó la denuncia: | | | |
| Nombre: | | | |
| Dirección: | | | |
| Agencia: | | | |
| Teléfono: | | | |
| Correo Electrónico: | | | |

Usted puede adjuntar cualquier material escrito o cualquier otra información que considere relevante para su denuncia.

Por favor firme a continuación para dar fe que es cierto la información que está proporcionando.

Firma del denunciante _____

Fecha _____

Complete y envíe este formulario a:

Basin Transit Title VI Program Administrator
 62405 Verbena Road
 Joshua Tree, CA 92252

List of Transit-Related Title VI Investigations, Complaints, and Lawsuits

Basin Transit has not been involved in any transit-related Title VI investigations, complaints, or lawsuits. Basin Transit has also not received any Title VI-related complaints.

| Type of Process | Date | Summary (including basis of complaint) | Status | Action(s) Taken |
|-----------------|------|--|--------|-----------------|
| Investigations | | | | |
| 1. None | | | | |
| 2. | | | | |
| Lawsuits | | | | |
| 1. None | | | | |
| 2. | | | | |
| Complaints | | | | |
| 1. None | | | | |
| 2. | | | | |

Public Participation Plan

According to FTA 4702.1B, recipients of federal funding are required to promote inclusive public participation and seek out and consider the needs and input of the general public, including interested parties and those traditionally underserved by existing transportation systems, such as minority and LEP persons.

The Public Participation Plan is the established process or plan that describes the proactive strategies, procedures, and desired outcomes of a recipient’s public participation activities. Consistent with federal guidelines, Basin Transit developed its Public Participation Plan by undertaking a demographic analysis of the population(s) affected, the type of plan, program, and/or service under consideration, and the resources available to Basin Transit.

Basin Transit’s Title VI Public Participation Plan is provided in Attachment A.

Language Assistance Plan

Basin Transit is required to take reasonable steps to ensure meaningful access to benefits, services, information, and other important portions of its programs or activities for LEP populations. FTA Circular 4702.1B details the components of the Language Assistance Plan, including the Four Factor Analysis, which provides a careful analysis of LEP persons that the recipient may encounter to determine the specific language services that are appropriate to provide.

Basin Transit undertook the Four Factor Analysis and developed appropriate language assistance planning and services based on the results. The resultant Language Assistance Plan will assist Basin Transit in effectively implementing the requirements and communicating with LEP individuals.

The Language Assistance Plan is provided in Attachment B.

Table Depicting the Membership of Non-Elected Committees and Councils

Basin Transit does not have any non-elected committees or councils.

Description of Subrecipient Monitoring and Schedule of Subrecipient Title VI Program Submissions

Basin Transit does not have any subrecipients currently and does not anticipate expanding to include subrecipient. In the case that Basin Transit does expand and begin contracting with subrecipients, Basin Transit will revisit this issue to ensure compliance.

Title VI Equity Analysis

Since the previous 2022 Title VI Update, Basin Transit has not determined the site or location of a transit-related facility. Therefore, Basin Transit has not been required to undertake a site determination equity analysis.

Additional Information for Transit Providers that operate 50 or more fixed route vehicles in peak service and are in an Urbanized Area (UZA) of 200,000: System-Wide Policies and Service Standards

Effective Practices to Fulfill the Service Standard Requirement

Vehicle Load Standards

The average of all loads during the peak operating period should not exceed the following load factors for that service type:

Intercity Bus: Loads not to exceed 1.0 passenger / seat

Local Services: Loads not to exceed 1.25 passengers / seat

Vehicle Headway Standards

Peak period headways on Local Lines 3 A/B and Line 7 A/B, and on Intercity Line 1 will be 60 minutes, Monday through Friday. Basin Transit will explore the possibility of instituting 30-minute headways or better depending on the availability of funding.

Local Line 21 and Intercity Lines 12 and 15 operate at longer headways, based on the long distances traversed, ridership, demand and transfer opportunities at the terminus of these lines.

On-Time Performance Standards

Fixed Route [Local and Intercity]:

- The agency endeavors to operate with no early departures before the time shown in the schedule brochure.
- 90 percent of all trips should be operated "on-time," defined as departing a published time-point no more than ten (10) minutes later than the published scheduled to accommodate the deviation pick-ups.

Demand Response:

- 90 percent of all monthly trips operate "on-time" ten minutes past the scheduled pick-up time, with the pick-up time defined as within the 45-minute manifest block.

Service Availability Standards

Local Service:

- Throughout Basin Transit's service area, 80% of the population should live within ¾ miles of Basin Transit's fixed-route areas or live within Ready Ride service areas.

Demand Response:

- 100% of all trips requested by ADA-qualified patrons within Basin Transit's service area shall be accommodated.

Effective Practices to Fulfill the Service Policy Requirement

Vehicle Assignment Policy

Fixed Route [Local and Intercity]:

Bus assignments consider the operating characteristics of the various buses within the Basin Transit fixed route fleet, which are matched to the operating characteristics of the route. In the absence of specific operating requirements, vehicle assignments will be done to ensure a random rotation of fleet vehicles through the routes in the Basin Transit system.

Demand Response:

Except for situations requiring the assignment of a trip to a specific vehicle for reasons such as lift capacity, interior clearance or operating characteristics within the service area, demand response trips shall be assigned to ensure that vehicles are randomly operated in these services.

Transit Amenities Policy

The following policies will be applied as funding allows:

- Installation of a shelter should be considered at bus stops with an average per trip boarding of 10 or more passengers. Seating/benches should be considered at bus stops with an average per trip boarding of 5 or more passengers.
- Priority for benches and shelters should be given to bus stops serving senior housing or activity centers, or facilities which serve clients with mobility impairments.

Basin Transit Public Participation Plan

Updated: March 2025



Cheri Holsclaw, General Manager
Morongo Basin Transit Authority
62405 Verbena Road
Joshua Tree, CA 92252

Attachment A

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Introduction

Purposes of This Plan

As part of its Title VI Program, Basin Transit bolstered its public participation processes. Basin Transit also enhanced its strategies for engaging minority and Limited English Proficient individuals. This plan provides guidelines for involving the public in Basin Transit planning efforts to ensure that all groups are represented and their needs considered.

Basin Transit is committed to ensuring it serves the Morongo Basin fairly, consistently and in the most cost-efficient and appropriate manner within available resources. Through conversation and collaboration with riders, prospective riders, and the larger surrounding community, Basin Transit will be able to assess the quality of its service, measure potential impacts to the community from Basin Transit initiatives or proposed initiatives, and ensure that it provides valuable services to the residents and visitors of the Morongo Basin.

As required by FTA C 4201.B, Basin Transit developed its Public Participation Plan by considering the demographic analysis of the population(s) affected; the type of plan, program, and/or service under consideration; and the resources available to Basin Transit.

Demographics of Basin Transit's Service Area

Basin Transit serves the Morongo Basin, located within the Mojave Desert and High Desert in the eastern end of San Bernardino County, CA. This service area includes the cities and communities of Joshua Tree; Landers; Lear; Lucerne Valley; Morongo Valley; Twentynine Palms; the Twentynine Palms Marine Corps Base; Wonder Valley; and Yucca Valley.

The Census data available for Basin Transit' service area is for the Twentynine Palms-Yucca Valley Census County Division. According to the 2023 American Community Survey 5-Year estimates, 73,014 individuals reside in the service area. As detailed in Table 1 below, the population is the majority White at 60% of the population. The service area is also composed of a significant group of individuals with Hispanic or Latino ethnicity (23% of the population). Black or African Americans make up 6% of the population and Asian individuals make up 4% of the service area population.¹

U.S. Census Bureau. "HISPANIC OR LATINO, AND NOT HISPANIC OR LATINO BY RACE." Decennial Census, DEC Demographic and Housing Characteristics, Table P9, 2020,

Table 1: Basin Transit Service Area Race and Ethnicity²

| Twentynine Palms-Yucca Valley CCD, San Bernardino County, California | | |
|---|----------|------------|
| Race | Estimate | Percentage |
| Total: | 72,041 | 100% |
| Hispanic | 16,291 | 23% |
| White | 43,256 | 60% |
| Black | 4,172 | 6% |
| Native | 609 | 1% |
| Asian | 2,693 | 4% |
| Pacific Inlander | 440 | 1% |
| Other | 430 | 1% |

Additional demographic factors of the Morongo Basin include:

- Older adults comprise 15.3% of the population.³
- 38% of the population lives in poverty (at or below 150% of the federal poverty level).⁴
 - The median household income is \$53,495; 46.8% of households make less than \$50,000.⁵
- 19.9% have a disability.⁶
- LEP individuals make up 4.2% of the service area population. Spanish-speaking LEPs compose 2.8% of the population.⁷
- 11.6% are military veterans.⁸

More information about Basin Transit’s LEP population is provided in the Language Assistance Plan.

² U.S. Census Bureau. "HISPANIC OR LATINO, AND NOT HISPANIC OR LATINO BY RACE." Decennial Census, DEC Demographic and Housing Characteristics, Table P9, 2020,

³ U.S. Census Bureau, U.S. Department of Commerce. "Age and Sex." American Community Survey, ACS 5-Year Estimates Subject Tables, Table S0101, 2023

⁴ U.S. Census Bureau, U.S. Department of Commerce. "Poverty Status in the Past 12 Months." American Community Survey, ACS 5-Year Estimates Subject Tables, Table S1701, 2023

⁵ U.S. Census Bureau, U.S. Department of Commerce. "Income in the Past 12 Months (in 2023 Inflation-Adjusted Dollars)." American Community Survey, ACS 5-Year Estimates Subject Tables, Table S1901, 2023

⁶ U.S. Census Bureau, U.S. Department of Commerce. "Disability Characteristics." American Community Survey, ACS 5-Year Estimates Subject Tables, Table S1810, 2023

⁷ U.S. Census Bureau, U.S. Department of Commerce. "Language Spoken at Home." American Community Survey, ACS 5-Year Estimates Subject Tables, Table S1601, 2023

⁸ U.S. Census Bureau, U.S. Department of Commerce. "Veteran Status." American Community Survey, ACS 5-Year Estimates Subject Tables, Table S2101, 2023

Public Participation Process

Approach to Public Participation

The public participation process should be considered at the earliest stages of any Basin Transit's project that may impact the surrounding community, its riders, and potential riders. As projects vary in time and size, the public participation process may vary for each, as well as the extent of public participation.

At the beginning of any project, staff will identify which strategies will be appropriate and effective for that given task and develop an approach. For larger projects, those conducted by contractors, part of the RFP requirements and criteria for scoring proposals will include development of that project's public participation process. The following outlines tools and strategies to ensure that public input is invited and all foreseeable impacts to the community are considered.

Outreach Requirements and Activities

The following activities are intended to serve as guidelines for minimum levels of outreach to ensure that all riders and potential riders in the Morongo Basin have equal access and opportunity to participate in transportation planning and decision-making. These also provide strategies for soliciting input and engaging various communities.

Minimum Outreach Requirements

- Notice for public events may include posters, email blasts, media releases to local papers, or radio announcements if funding allows.
- Any notices will be posted at least two weeks prior to the public event.
- Notices may be posted at Basin Transit's headquarters, on buses and at bus shelters as is appropriate, at key community centers with whom Basin Transit has a relationship.
- Information about public participation opportunities will also be posted on Basin Transit's website at least two weeks prior to the event.
- Comments will be accepted via the Basin Transit website, at public outreach events, via email, by mail, and by phone to ensure that all populations can participate.
- Identify any populations requiring special outreach to ensure they have access to information and the opportunity to make comments regardless of race, religion, age, income, color, national origin, or disability.

Additional Strategies

Some projects may require additional outreach activities such as additional public workshops, focus groups and surveys. The following best-practice outreach strategies may be useful:

- Where more than one public workshop or forum will be held, and as funding allows, holding one workshop in the morning and a second in the evening to accommodate varying schedules.

- Hold public participation events will be at central locations close to a bus stop.
- Develop fact sheets, newsletters, a project webpage, and additional media releases.

Outreach Methods to Engage Minority and Limited English Proficient Populations

- Notices will be made bilingual or Spanish language notices will be developed and posted with English notices.
- Spanish-language notices will be posted on vehicles that have been identified as key routes used by an LEP population and at bus shelters that have been identified as key destinations of LEP populations, if such information exists.
- Event information on Basin Transit's website will be posted in English and Spanish.
- Basin Transit will distribute event information to community groups and agencies that work with LEP populations, if such contacts exist.
- As identified in its Language Assistance Plan, Basin Transit has contracted with Language Line to provide language assistance for customers and callers that are non-English speaking.
- Spanish interpretation or translation at any public meetings or workshop will be provided by Basin Transit staff as is possible. When it is appropriate or necessary or requested in advance, Basin Transit will ensure non-English language interpretation in additional language (and in Spanish if required) is available.
- Basin Transit will continue cultivating relationships with community agencies that serve LEP populations.
- As they are identified, notices will be sent to Spanish-language magazine, newspapers, and/or radio stations.
- Public outreach events may include attending already existing community meetings and gatherings, such as school meetings, farmers markets, faith-based events, and other community activities to invite participation from LEP populations who may not attend Basin Transit-hosted public events.
- Basin Transit will ensure that non-English language interpretation will be available at any public meeting or workshop as is appropriate and necessary.
- Bring LEP I Speak Flashcards to public meetings. Interpretation for all languages may not be readily available unless appropriate notice for need is provided, however tracking requests for language assistance will enable Basin Transit to continue updating its language assistance services.

Currently, Spanish is the only quantifiable population within Basin Transit's service area that is limited English proficient. Basin Transit will continue assessing the language needs of citizens in its service area through its Language Assistance Plan. At such time, as another group with limited English proficiency reaches significant mass, Basin Transit will review this plan and its strategies to engaging with non-English speaking populations.

Summary of Outreach Efforts

Reoccurring Outreach Events

- Senior Centers and Yucca Mesa Community Center– Once per year or as invited. Morongo Basin Senior Centers also have Basin Transit’s information and regularly advertise to their consumers.
- Twentynine Palms and Yucca Valley High Schools – Once per year or as invited, the Lead Dispatcher will present to classes. These programs are not open to the public as they occur on public school property.
- Basin Transit information is available in all the barracks, as well as in the Community Service Office.
- Additional marketing strategies include advertising in the Observation Post, the Base’s newspaper, and creating a dedicated “Marines” page on the Basin Transit website.

Ad Hoc Outreach Conducted Since 2022 Update

- Route or fare changes – For any route or fare changes, Basin Transit hosts workshops at community centers.
- Community events – Basin Transit regularly attends outreach and community fairs and workshops to provide transit information to the community.
- At the time of this update, SBCTA is starting its 2025 Updated to the Public Transit – Human Services Transportation Coordination Plan for San Bernardino County. – Basin Transit will be providing information as needed to SBCTA’s consultant developing the plan and participate in member participating meetings in 2025.
- PASTACC – Basin Transit’s representatives regularly attend the quarterly meeting of the San Bernardino County Public and Specialized Transportation Coordinating Council, where Basin Transit acts as Chair, and voting member. At each meeting, Basin Transit staff shares updates, news, and service announcements with staff from other public transit agencies, as well as staff from many San Bernardino County human service, non-profit, and public agencies.

Basin Transit Language Assistance Plan

Updated: March 2025



Cheri Holsclaw, General Manager
Morongo Basin Transit Authority
62405 Verbena Road
Joshua Tree, CA 92252

Attachment B

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Factor 1 Number of LEPs eligible to be served

Factor 2 The frequency with which LEP persons encounter the program.

Factor 3 The nature and importance of the program, activity, or service provided by the program to people's lives

Factor 4 The resources available to the recipient for LEP outreach, as well as the costs associated with that outreach.

Page 4 Implementation Plan

Introduction

This Language Assistance Plan was developed during the process of preparing Basin Transit's Title VI Program to ensure that Basin Transit services are accessible to limited English Proficient (LEP) individuals. Title VI of the 1964 Civil Right Act is one of the two federal mandates that guarantee the provision of meaningful access to federally funded services for LEP individuals:

- Title VI of the 1964 Civil Right Act prohibits federal funded agencies from discriminating against individuals based on race, religion, sex, and national origin and includes meaningful access to LEP customers.
- President's Executive Order 13166 "Improving Access to Services for Persons with Limited English Proficiency" (August 11, 2000): Instructs federal agencies to improve access to services by mandating that any federally conducted or assisted programs of activities (e.g. recipients of federal funding) must provide meaningful access to LEP customers.

Basin Transit's Title VI Program was updated in March 2025 in accordance with FTA Circular 4702.1B, Title VI Requirements and Guidelines for FTA recipients, October 1, 2012.

Basin Transit's Title VI Program Administrator is:

Matt Atkins, Operations Manager
62405 Verbena Road
Joshua Tree, CA 92252
760 366 2396
matt@basin-transit.com

More information about Basin Transit's Title VI Program is available at: <https://basin-transit.com/title-vi/>

Language Assistance Goals

Basin Transit is committed to making its services and programs available to LEP persons as part of its compliance to Title VI of the Civil Rights Act of 1964.

Basin Transit is committed to providing meaningful access for LEP individuals to Basin Transit's services, resources, and information by developing a Language Assistance Plan and by regular evaluation of the developed methods and strategies.

Results of the Four Factor Analysis and Description of LEP Population(s) Served

Factor 1: Number of LEPs eligible to be served

The Census Data available for Basin Transit’s service area is for the Twentynine Palms-Yucca Valley Census County Division. LEP information for this boundary was obtained from the American Community Survey 2023 Five-Year Estimates is report in Table 1.

Table 1 demonstrates the estimated populations of persons with Limited English Proficiency (LEPs). There are X individuals (X%) of the population who are LEP Spanish-speakers. This is the only language that falls outside of the Safe Harbor Provision of 1,000 persons or 5%.

Safe Harbor Provision

The DOJ’s Safe Harbor Provision accepted by the FTA states that:

“If a recipient provides written translation of vital documents for each eligible LEP language group that constitutes 5% or 1,000 persons, whichever is less of the total population of persons eligible to be served or likely to be affected or encountered, then such action will be considered strong evidence of compliance with the recipient’s written translation obligations.”

In compliance with Title VI guidance, Basin Transit has and will continue to translate vital documents into Spanish. While Basin Transit will not immediately translate vital documents into languages other than Spanish, it will continue to monitor the proportions of LEP individuals and corresponding languages as detailed in the following pages.

Table 1: Limited English Proficient (LEP) Populations in Basin Transit’s Service Area

| | Number of Individuals | Percentage of Population |
|--|-----------------------|--------------------------|
| Total | 67,478 | 100% |
| Speak only English | 54,982 | 81% |
| Spanish: | 9,287 | 14% |
| French, Haitian, or Cajun: | 196 | 0% |
| German or other West Germanic languages: | 204 | 0% |
| Russian, Polish, or other Slavic languages: | 139 | 0% |
| Other Indo-European languages: | 690 | 1% |
| Korean: | 218 | 0% |
| Chinese (incl. Mandarin, Cantonese): | 196 | 0% |
| Vietnamese: | 148 | 0% |
| Tagalog (incl. Filipino): | 476 | 1% |
| Other Asian and Pacific Island languages: | 580 | 1% |
| Arabic: | 43 | 0% |
| Other and unspecified languages: | 319 | 0% |

Factor 2: The frequency with which LEP persons encounter the program.

To assess the frequency with which LEP person encountered the program, Basin Transit reviewed all language assistance requests.

Language Line Records

Basin Transit has contracted with Language Line to provide simultaneous interpretation by phone since 2009. In the time, there have been no requests for the service in any language.

Complaints/Calls

Basin Transit has not received any complaints or calls in languages other than English since the last Title VI Program Update of March 2022.

Translation/Language Assistance Request

Basin Transit has not received any translation requests or language assistance requests since the 2022 Update.

Factor 2 indicates that Basin Transit is not very likely to encounter LEP persons. LEP individuals make up 4.6%¹ of the service area population and Spanish-speaking LEPs compose of 14% of the population. However, Basin Transit stands ready to provide language assistance and has translated vital documents.

Factor 3: The nature and importance of the program, activity, or service provided by the program to people’s lives

Basin Transit understands that its services are used for life-sustaining activities, such as transportation to work, school, grocery shopping, non-emergency medical appointments, as well as life-enriching activities, such as school and social events. For transit-dependent individuals, Basin Transit services are gravely important. This can include persons with disabilities, 19.9%² of the population and persons with low incomes, 19.4% of the population.³

For this reason, Basin Transit is committed to translating vital documents relating to its services. Vital documents are those that demonstrate where and how to use Basin Transit services, how to access services, and information about Basin Transit’s ADA services and Title VI Program. The implementation for translating these vital documents is detailed in the following pages.

Factor 4: The resources available to the recipient for LEP outreach, as well as the costs associated with that outreach.

As the geographic area in which Basin Transit serves is vast, outreach will need to be varied and (at times) event-specific. Basin Transit’s Public Participation Plan lays out the types of outreach activities that will be taken for various levels of public events.

A large proportion of outreach will be possible through continuing to cultivate relationships with key contacts within the LEP population. As identified in Basin Transit’s PPP, keeping these

¹ American Community Survey 2023 Five-Year Estimates C16001

² American Community Survey 2023 Five-Year Estimates S1810

³ American Community Survey 2023 Five-Year Estimates S1701

Attachment B: Basin Transit Title VI Program
Language Assistance Plan

contracts informed of Basin Transit activities, services and events, and working with them to connect with the LEP populations is an important outreach activity with little or no associated costs.

Table 2 identifies existing and potential outreach strategies and their associated costs. Some of these strategies, such as Spanish language advertisements on radio stations and in magazines will be utilized if such outlets are identified and as funding is available.

Table 2 Resources available for LEP Outreach

| | |
|--|------------------------------------|
| Posted Notice to the Public w/language assistance information around the communities and on buses | Free/Very Low Cost |
| Posting updates, event notices, and languages assistance information around the community and on buses | Free/Very Low Cost |
| Distributing information to community agencies, such as human service agencies, clinics and medical centers, community colleges, community centers, and on buses | Free/Very Low Cost |
| Technical assistance provided by San Bernardino County's Regional Transportation Planning Agency | Provided by SBCTA |
| Partnerships and outreach opportunities provided by membership in SBCTA's Public and Specialized Transportation Advisory and Coordinated Council (PASTACC) | No cost |
| Spanish-language radio spots | To Be Determined |
| Adverts in Spanish-language publications | To Be Determined |
| Contract with Language Line for real-time oral interpretation | \$3.95/minute |
| Basin Transit's Public Participation Plan and Language Assistance Plan | Very low cost every 3 years |
| Bilingual employees | No additional costs |
| Resources provided at LEP.gov | No costs |
| Oral interpretation as needed | Determined on a case-by-case basis |

Implementation Plan

Responsibility for Implementation

The Title VI Program Administrator will be responsible for overseeing the implementation of this plan and assigning tasks as appropriate.

Basin Transit's Title VI Program Administrator is:

Matt Atkins, Operations Manager
62405 Verbena Road Joshua Tree, CA 92252
760 366 2396
matt@basin-transit.com

Language Service Provision

This implementation plan details how Basin Transit ensures meaningful access to LEP individuals through language assistance services.

Responding to LEP Individuals

1. Basin Transit has a contract with Language Line Personal Interpreter to provide real-time for callers and for customers in service centers with whom staff can't communicate. This phone number is posted on documents distributed to the public.

Language Line Instructions

- To connect to an interpreter, dial 1 888 808 9008 or 1 831 242 8841 (if outside the USA).
 - At prompt, enter 8-digit pin number 74674457
 - Speak name of designed language (example: Spanish)
 - If the language you requested is correct, Press 1
 - You will be asked if you need us to dial a third party for you (either international or domestic). If you do, you will be connected to an attendant who will ask for the phone number and will dial it for you. If not, you will be directly connected to an interpreter.
 - Once the interpreter is connected, tell him/her what you want to accomplish and give them any special instructions.
2. When a customer directly calls the Language Line phone number, Language Line will connect with Basin Transit and translate the callers and Basin Transit's conversation.
 3. When a customer calls Basin Transit directly and with whom a staff member can't communicate, staff will connect with Language Line to translate. This will be followed for customers at Basin Transit headquarters and other service centers. If there isn't a staff member available, Language Line services will be used.

Oral Interpretation

1. Real-time interpretation at public events will be determined on a case-by-case basis by examining the factors:
 - Type and size of event
 - Availability of Basin Transit staff member to interpret
 - Availability of a staff member of host organization to interpret
2. For small outreach events, proactive outreach, smaller travel training and transit awareness events, bilingual staff members will assist with translations where appropriate and feasible. For larger events or where it's appropriate and necessary to do so, Basin Transit will hire an interpreter through a certified local or regional service.

Translation of Vital Documents

1. According to the Safe Harbor Provision, Basin Transit is only required to translate materials into Spanish. Basin Transit has translated Title VI vital documents: the Title VI Notice to the Public Complaint Procures and Complaint Form.
2. Basin Transit conducts outreach consistent with its PPP, providing Spanish translation or interpretation and appropriate and translation for other languages as requested.
3. The extent of Basin Transit's ability and obligation to translate written documents into additional languages will be determined on a case-by-case basis by referring to the Four Factor Analysis and the nature of the written material.

Basin Transit Website

All translated vital documents are posted on the agency's website.

Basin Transit's website includes Google Translate widget.

Outreach/Notice of Availability of Language Assistance

1. To ensure that LEP individuals are aware of language assistance measures, Basin Transit has included information about language assistance in its Title VI Notice to the Public and other materials distributed to the public.
2. Title VI information is available on the agency's website (both English and Spanish).
3. Staff will inform residents about the LAP during outreach and transit-orientation activities.
4. Basin Transit outreach staff and ambassadors will continue developing relationships with organizations that serve LEP individuals and develop strategies to spread awareness of Basin Transit's language services.
5. Project/Study-Specific outreach materials will be developed in English and Spanish and detail how to access language assistance.

Monitoring, Evaluating and Updating the LAP

1. A thorough review of this Plan will be done every three years concurrent with updating and submitting the Title VI Program. At this time, the LEP population will be reassessed to ensure all significant LEP languages are included in the Basin Transit language assistance efforts. The following reoccurring reporting and evaluation measures will be used to update the LAP:
 - a. Basin Transit regularly assesses the effectiveness of how its staff members communicate with LEP individuals by (1) including questions about language assistance and information needs on transit survey, (2) conversations with community agencies that work with LEPs, and (3) rider survey or other input opportunities may be available in LEP languages as appropriate

- b. Staff will track its language assistance efforts including (a) reporting front-line staff interactions with LEP, and (b) Language Line Reports.

Staff Training

All Basin Transit employees that interact with members of the public are trained in the importance and requirements of Title VI and in how to provide timely and reasonable language assistance to LEP populations. This training program is detailed below.

Employee LEP Training Program

Purpose

Employees at all levels at Basin Transit are fully aware of and understand the importance of Title VI, as well as the LAP and PPP, so they can reinforce its importance and ensure its agency-wide implementation.

Participants

All employees receive LEP training. Special attention will be made to ensure front-line staff, such as operators, receptionists, and staff involved in outreach receive repeated or additional training as needed.

Training Description

Employee training covering the Title VI and LEP program includes, but is not limited to:

- Describe Basin Transit's requirements to have a Title VI Program, Language Assistance Plan and Public Participation Plan.
- Describe Title VI Program, Language Assistance Plan and Public Participation Plan purpose and goals.
- Describe the demographics of residents in Basin Transit's service area.
- Describe the language assistance services currently provided by the agency and how staff can access these services.
 - Use of LEP "I Speak Flash Cards"
 - How to use the Language Line interpretation and translation services
 - Documentation of language assistance requests
- How to handle a Title VI or LEP complaint
- Describe public participation strategies utilized by the agency and how staff can access these services (i.e. technique and resources)

Frequency

Initial

Title VI LEP training is included in employment orientation to ensure the Plan is communicated to all employees. Current employees receive initial training at staff/safety meetings until all

Attachment B: Basin Transit Title VI Program
Language Assistance Plan

materials in the Plan are covered. Special meetings may be held to administer training for current employees.

Refresher

Title VI LEP refresher training is held annually during driver refresher training

Administrative and other personnel receive refresher training at schedule staff meeting

Updates

If there are any changes made by the FTA, the Title VI Program Administrator will update staff and drivers at regularly scheduled meetings or meetings such as staff meetings, safety meetings, etc.

Responsibility

The Title VI Program Administrator is responsible for providing LEP training. The General Manager is responsible for oversight and assurance that training is provided for all staff.

BASIN TRANSIT

RESOLUTION 25-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MORONGO BASIN TRANSIT AUTHORITY OF SAN BERNARDINO COUNTY AUTHORIZING THE TITLE VI COMPLIANCE PLAN FOR THE AGENCY.

WHEREAS, the agency desires to comply with Title VI of the Civil Rights Act of 1964, including new provisions detailed in U.S. Department of Transportation's FTA Circular 4702.1B, "Title VI Requirement and Guidelines for Federal Transit Administration Recipients."

WHEREAS, the Board wishes to authorize approval of the Compliance Plan Developed by staff to comply with necessary provisions of the Civil Rights Act.

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the Morongo Basin Transit Authority as follows:

1. The General Manager is authorized to implement components of the plan in order to meet federal requirements.
2. The General Manager is authorized to implement policies that may be necessary to comply with subsequent revisions or interpretations to the Civil Rights Act

PASSED AND ADOPTED by the Board of Directors of the Morongo Basin Transit Authority in San Bernardino County, State of California, on the 27th day of March 2025.

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 27th day of March 2025.

Board Secretary

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: March 27, 2025

RE: LCTOP Resolution

The Low Carbon Transit Operations Program (LCTOP) is one of several programs funded as part of 2014-15 State of California budget (by Senate Bills 852 and 862) which have a goal of reduced greenhouse gas emissions and achievement of other benefits.

Staff requests the Board to adopt Resolution 25-02, the Authorized Agent and the Certification and Assurances allowing Basin Transit to apply for LCTOP funds for two (2) projects.

The first project is to cover bus fares on our fixed-route services for students K-12 throughout Morongo Basin.

The second project is to enhance bus stops for ADA accessibility and create a bus turnout. The following bus stop locations have been identified as Highway 62 Westbound in front of Carl's Jr, and Highway 62 Eastbound in front of Dr. Thomas & Associates.

STAFF RECOMMENDATION: ADOPT RESOLUTION 25-02; AUTHORIZE LCTOP AGENT AND CERTIFICATIONS AND ASSURANCES

RESOLUTION # 25-02

**AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)
FOR THE FOLLOWING PROJECTS:
FREE FARES \$35,000
BUS SHELTER IMPROVEMENTS \$169,246**

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

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

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Basin Transit that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY24-25 LCTOP funds:

List project(s), including the following information:

Project Name: Free Fares

Amount of LCTOP funds request: \$35,000 (99313: \$35,000)

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

Project Name: Bus Stop Improvements

Amount of LCTOP funds request: \$169,246 (99313: \$150,999. 99314: \$18,247)

Short description of project: Enhancing Bus Stops for ADA accessibility

PASSED AND ADOPTED by the Board of Directors of the Basin Transit in San Bernardino County, State of California, on this 27th day of March, 2025.

Chair of the Board



FY 2024-2025 LCTOP Authorized Agent

AS THE **GENERAL MANAGER**

(Chief Executive Officer/Director/President/Secretary)

OF THE **MORONGO BASIN TRANSIT AUTHORITY**

(Name of County/City/Transit Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Low Carbon Transit Operations Program (LCTOP) funds provided by the California Department of Transportation, Division of Local Assistance. I understand that if there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself. I understand the Board must provide a resolution approving the Authorized Agent. The Board Resolution appointing the Authorized Agent is attached.

CHERI HOLSCLOW, GENERAL MANAGER OR
(Name and Title of Authorized Agent)

Click here to enter text. OR
(Name and Title of Authorized Agent)

Click here to enter text. OR
(Name and Title of Authorized Agent)

Click here to enter text. OR
(Name and Title of Authorized Agent)

CHERI HOLSCLOW GENERAL MANAGER
(Print Name) (Title)

(Signature)

Approved this 27 day of March, 2025



FY 2024-2025 LCTOP Certifications and Assurances

Lead Agency: MORONGO BASIN TRANSIT AUTHORITY

Project Title: Project Title

Prepared by: CHERI HOLSCLOW, GENERAL MANAGER

The California Department of Transportation (Caltrans) has adopted the following Certifications and Assurances for the Low Carbon Transit Operations Program (LCTOP). As a condition of the receipt of LCTOP funds, Lead Agency must comply with these terms and conditions.

A. General

1. The Lead Agency agrees to abide by the current LCTOP Guidelines and applicable legal requirements.
2. The Lead Agency must submit to Caltrans a signed Authorized Agent form designating the representative who can submit documents on behalf of the project sponsor and a copy of the board resolution appointing the Authorized Agent.

B. Project Administration

1. The Lead Agency certifies that required environmental documentation is complete before requesting an allocation of LCTOP funds. The Lead Agency assures that projects approved for LCTOP funding comply with Public Resources Code § 21100 and § 21150.
2. The Lead Agency certifies that a dedicated bank account for LCTOP funds only will be established within 30 days of receipt of LCTOP funds.
3. The Lead Agency certifies that when LCTOP funds are used for a transit capital project, that the project will be completed and remain in operation for its useful life.
4. The Lead Agency certifies that it has the legal, financial, and technical capacity to carry out the project, including the safety and security aspects of that project.
5. The Lead Agency certifies that they will notify Caltrans of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.
6. The Lead Agency must maintain satisfactory continuing control over the use of project equipment and facilities and will adequately maintain project equipment and facilities for the useful life of the project.
7. Any interest the Lead Agency earns on LCTOP funds must be used only on approved LCTOP projects.



FY 2024-2025 LCTOP

8. The Lead Agency must notify Caltrans of any changes to the approved project with a Corrective Action Plan (CAP).
9. Under extraordinary circumstances, a Lead Agency may terminate a project prior to completion. In the event the Lead Agency terminates a project prior to completion, the Lead Agency must (1) contact Caltrans in writing and follow-up with a phone call verifying receipt of such notice; (2) pursuant to verification, submit a final report indicating the reason for the termination and demonstrating the expended funds were used on the intended purpose; (3) submit a request to reassign the funds to a new project within 180 days of termination.

C. Reporting

1. The Lead Agency must submit the following LCTOP reports:

- a. **Annual Project Activity Reports October 30th each year.**
- b. **A Close Out Report within six months of project completion.**
- c. **The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of LCTOP funds. A copy of the audit report must be submitted to Caltrans within six months of the close of the year (December 31) each year in which LCTOP funds have been received or expended.**
- d. **Project Outcome Reporting as defined by CARB Funding Guidelines.**
- e. **Jobs Reporting as defined by CARB Funding Guidelines.**

2. Other Reporting Requirements: CARB develops and revises Funding Guidelines that will include reporting requirements for all State agencies that receive appropriations from the Greenhouse Gas Reduction Fund. Caltrans and project sponsors will need to submit reporting information in accordance with CARB's Funding Guidelines, including reporting on greenhouse gas reductions and benefits to disadvantaged communities.

D. Cost Principles

1. The Lead Agency agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
2. The Lead Agency agrees, and will assure that its contractors and subcontractors will be obligated to agree, that:
 - a. Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allow ability of individual project cost items and

FY 2024-2025 LCTOP

- b. Those parties shall comply with Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving LCTOP funds as a contractor or sub-contractor shall comply with
Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
3. Any project cost for which the Lead Agency has received funds that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 2 CFR, Part 200, are subject to repayment by the Lead Agency to the State of California (State). All projects must reduce greenhouse gas emissions, as required under Public Resources Code section 75230, and any project that fails to reduce greenhouse gases shall also have its project costs subject to repayment by the Lead Agency to the State. Should the Lead Agency fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the Lead Agency from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

A. Record Retention

1. The Lead Agency agrees and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the Lead Agency, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP) and enable the determination of incurred costs at interim points of completion. All accounting records and other supporting papers of the Lead Agency, its contractors and subcontractors connected with LCTOP funding shall be maintained for a minimum of three (3) years after the "Project Closeout" report or final Phase 2 report is submitted (per CARB Funding Guidelines, Vol. 3, page 3.A-16), and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the Lead Agency, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the Lead Agency pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the Lead Agency's external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.
2. For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with



FY 2024-2025 LCTOP

the performance of the Lead Agency's contracts with third parties pursuant to Government Code § 8546.7, the project sponsor, its contractors and subcontractors and the State shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times during the entire project period and for three (3) years from the date of final payment. The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a project for audits, examinations, excerpts, and transactions, and the Lead Agency shall furnish copies thereof if requested.

3. The Lead Agency, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the Civil Rights Department, or any other agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

F. Special Situations

Caltrans may perform an audit and/or request detailed project information of the project sponsor's LCTOP funded projects at Caltrans' discretion at any time prior to the completion of the LCTOP.

I certify all these conditions will be met.

CHERI HOLSCLAW

(Print Authorized Agent)

GENERAL MANAGER

(Title)

(Signature)

(Date)

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: March 27, 2025

RE: 2025 Board Calendar

The Board is asked to review the Calendar for 2025 and approve or modify it as needed.

STAFF RECOMMENDATION: ADOPT BASIN TRANSIT'S 2025 BOARD CALENDAR

**BASIN TRANSIT BOARD OF DIRECTORS'
SCHEDULE OF REGULAR MEETINGS OF 2025**

| | | | |
|---------------------------|----------------|-----------------------|--|
| January 23, 2025 | 5:00 PM | <i>4th Thursday</i> | CANCELLED DUE TO LACK OF SUBSTANTIVE ITEMS |
| March 27, 2025 | 5:00 PM | <i>4th Thursday</i> | BASIN TRANSIT 62405 VERBENA ROAD JOSHUA TREE, CA 92252 |
| May 22, 2025 | 5:00 PM | <i>4th Thursday</i> | BASIN TRANSIT 62405 VERBENA ROAD JOSHUA TREE, CA 92252 |
| July 24, 2025 | 5:00 PM | <i>4th Thursday</i> | BASIN TRANSIT 62405 VERBENA ROAD JOSHUA TREE, CA 92252 |
| September 25, 2025 | 5:00 PM | <i>4th Thursday</i> | BASIN TRANSIT 62405 VERBENA ROAD JOSHUA TREE, CA 92252 |
| November 20, 2025 | 5:00 PM | <i>3rd Thursday *</i> | BASIN TRANSIT 62405 VERBENA ROAD JOSHUA TREE, CA 92252 |

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

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: March 27, 2025
RE: Election of Board Officers for Calendar Year 2025

Nominations and elections are to be conducted for the offices of Chair and Vice-Chair for Calendar Year 2025.

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

Although not a bylaw requirement, the Chair and Vice-Chair positions have historically alternated between the elected representatives from Twentynine Palms and Yucca Valley. In 2024, the position of Chair was held by a member from Yucca Valley. If Basin Transit were to follow past precedent, an elected official from Twentynine Palms would be the Chair and a representative from Yucca Valley, Vice-Chair for the 2025 calendar year.

STAFF RECOMMENDATION: ELECT CHAIR, VICE-CHAIR AND SECRETARY WITH TERMS TO EXPIRE JANUARY 2026

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: March 27, 2025

RE: Basin Transit Sub-Committee Assignments

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

Technical Advisory/Budgets

City/Town Managers, Danielle Harrington

Facilities & Real Estate Advisory (Ad Hoc)

Merl Abel, McArthur Wright

Marketing

Jeff Drozd, Jennifer Henning

Personnel

Chair, City/Town Managers

Taxicab

Ben Sasnett, Dan Mintz

Transportation Assistance Grant (TAG) Program

McArthur Wright, Jennifer Henning

Management Oversight Committee

Chair, Vice-Chair

STAFF RECOMMENDATION: DISCUSS AND ASSIGN BOARD MEMBERS AS APPROPRIATE

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: March 27, 2025

RE: Short Range Transit Plan

Presentation by Manuel Soto with Jarrett Walker + Associates. The Short Range Transit Plan (SRTP) will be distributed prior to the meeting as it is still being finalized by the consultants. An electronic copy may also be sent to the public upon request.

STAFF RECOMMENDATION: RECEIVE, DISCUSS AND ACCEPT SHORT RANGE TRANSIT PLAN

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: March 27, 2025

RE: Board Member Stipends

Since 2007, Basin Transit has provided its serving Board of Directors with a \$100 stipend per meeting attended. However, the cost of living between 2007 and 2025 increased by 50.13%, reducing the stipend's relative value. Given these economic changes, staff is presenting this item for discussion as an opportunity to evaluate and potentially adjust the stipend amount to better align with current financial realities and ensure it remains fair and adequate.

Given the Consumer Price Index (CPI) increase of 50.13%, staff recommends adjusting the stipend to \$150 per meeting attended to maintain equitable compensation.

STAFF RECOMMENDATION: DISCUSS AND PROVIDE STAFF WITH DIRECTION OR NO ACTION NECESSARY

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: March 27, 2025

RE: FY 2025/26 Draft Operating and Capital Budgets

Staff proposes a fully-funded budget for Fiscal Year 2025/26. Summary of factors used in developing the FY 2025/26 Operating Budget are as follows:

Revenues

- Passenger Fares (**\$295,605**) with the LCTOP Subsidy (**\$35,550**) is a conservative estimate; an increase of 13% from FY25.
- Federal 5311 funding (**\$555,516**) is apportioned on an annual basis to non-urban areas based on the size of the rural population.
- Other Funds (**\$114,242**) include miscellaneous revenues such as interest income, gain of assets, taxi rent, etc.
- Natural Gas (**\$171,951**) includes Renewable Natural Gas credits monetized by Clean Energy and Compressed Natural Gas fuel sold.
- Measure I funds (**\$153,100**) is a half-cent sales tax collected throughout San Bernardino County for transportation improvements for service to the senior and disabled.
- AB 2766 (**\$40,000**) is an ongoing fixed apportionment. AB 2766 is a bill that authorized a \$6 motor vehicle registration fee surcharge to provide funds to local jurisdictions that assist in the reduction of mobile source emissions (such as funding transit operations).
- LTF (**\$4,122,576**) is budgeted to cover operating expenses. Local Transportation Fund (LTF) comes from .25% of sales tax generated within the County. The Transportation Development Act (TDA) provides LTF which is a major source of funding for public transportation.

ITEM 7.5

Expenses are projected to be **4.08%** more than last Fiscal Year.

This budget includes a 3% cost-of-living adjustment (COLA) to account for inflation and ensure that salaries and expenses maintain their purchasing power.

While there are minimal changes, staff projects a few targeted adjustments to enhance efficiency and address key areas:

- **Wages:** 3% COLA, plus a 5% merit for eligible employees.
- **Payroll Taxes:** Increased wages result in additional payroll taxes.
- **Health & Welfare:** Increase due to increased Health Premiums.
- **Retirement:** In addition to CalPERS increasing the employer rate to 10.19%, increased wages result in higher employer contributions.

Administration Expenses show a 3.9% increase.

- **Board Meetings** (*line 15*): 50% stipend increase for meeting attended.
- **Utilities** (*line 22*): Utility costs continue to rise.

Maintenance Expenses show a 3.63% increase.

- **Uniforms** (*Line 37*): 3% increase due to inflation.
- **Outside Services** (*line 38*): 25% increase due to growing demand for outside services, such as tree trimmings after storms.
- **Parts & Fluids** (*lines 39-40*): 3% increase due to inflation.
- **Shop & Facility Supplies** (*lines 45-60*): 25% increase due to rising material costs.
- **Training** (*line 47*): Minimal training courses required this FY.
- **Shelter Maintenance** (*line 48*): Cost savings are achieved by using capital funds to update and rehabilitate all shelters.
- **CNG Maintenance** (*line 49*): Savings are due to the recent refurbishment of key components of the CNG system.

Operations Expenses show a 5.75% decrease.

- **Worker's Comp** (*line 59*): The estimate from PRISM includes a rate increase for reinsurance costs.
- **Deferred Comp Match** (*line 69*): Increased participation in our 457 plan with new personnel.

The FY 2025/26 Capital budget is included in lines 72-80 which total **\$1,381,004**. This includes the following:

- **STAF (\$274,356)**: \$83,550 in Operations Support covers everything from replacement computers to large annual software costs. An additional \$45,000 is required beyond the LCTOP funding to enhance bus stops along Highway 62. An extra \$28,453 is needed beyond SGR funds to replace two (2) non-revenue vehicles. \$117,353 is allocated to necessary improvements to our facilities, including but not limited to, the bus wash, maintenance building, fueling station, and administration office.
- **LTF (\$1,893,864)**: \$290,388 is to cover our CERPT and CEPPT payments to CalPERS, and \$495,467 is allocated for facilities, including but not limited to, Zero Emissions infrastructure required to meet the mandate.
- **SGR (\$127,536)**: \$50,000 in Engine Overhauls is used to rehabilitate engines and transmissions. \$20,000 for Shop Equipment, such as replacing the mechanical lift. \$81,547 to replace two (2) non-revenue vehicles.
- **LCTOP (\$169,246)**: To enhance bus stops for ADA accessibility and create bus turnouts along Highway 62.

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

TREP Budget (*Lines 81-86*)

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

Procurement Budget (*Lines 87-91*)

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

Taxi Budget (*Lines 92-94*)

Basin Transit regulates taxi activities. Staff estimates a revenue income of only \$2,780 with expenses in the amount of \$7,154. The taxi bank account has a reserve from revenue generated in previous years to cover the deficit.

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

**BASIN TRANSIT
2025/26 DRAFT OPERATING BUDGET**

| Line | Revenue Section | Approved FY25 Budget | FY 2025 Estimate | Proposed FY26 Budget | Notes | % Chg. |
|------|------------------------|-------------------------|---------------------|-------------------------|--------------------------------------|--------------|
| 1 | Passenger Fares | \$ 245,950 | \$ 345,259 | \$ 295,605 | | 20.19% |
| 2 | LCTOP Subsidy | \$ 45,000 | \$ 45,000 | \$ 33,550 | K-12 Free Fares | -25.44% |
| 3 | FTA Section 5311 | \$ 555,516 | \$ 555,516 | \$ 555,516 | Federal funding | 0.00% |
| 4 | Other | \$ 63,671 | \$ 164,813 | \$ 114,242 | Interest, Gain of Assets | 79.43% |
| 5 | Natural Gas | \$ 166,930 | \$ 176,973 | \$ 171,951 | CNG Sales & RNG Credits | 3.01% |
| 6 | Measure I | \$ 153,100 | \$ 153,100 | \$ 153,100 | Half-cent sales tax | 0.00% |
| 7 | AB 2766 | \$ 40,000 | \$ 40,000 | \$ 40,000 | Motor vehicle registration surcharge | 0.00% |
| 8 | TIRCP | \$ - | \$ - | \$ - | SB125 | 0.00% |
| 9 | LTF | \$ 4,001,456 | \$ 4,001,456 | \$ 4,122,576 | .25% sales tax generated in County | 3.03% |
| 10 | Total Revenues: | \$ 5,271,622 | \$ 5,482,118 | \$ 5,486,540 | | 4.08% |

| Line | Administrative Expenses | Approved FY25 Budget | FY 2025 Estimate | Proposed FY26 Budget | Notes | % Chg. |
|------|------------------------------|-------------------------|---------------------|-------------------------|---------------------------|--------------|
| 11 | General Manager | \$ 148,086 | \$ 148,086 | \$ 152,528 | 3% COLA | 3.00% |
| 12 | Office Manager | \$ 94,168 | \$ 94,168 | \$ 101,702 | 3% COLA + Merit | 8.00% |
| 13 | F/T Office Clerk | \$ 51,170 | \$ 51,170 | \$ 55,264 | 3% COLA + Merit | 8.00% |
| 14 | P/T Office Clerk | \$ 31,830 | \$ 31,830 | \$ 32,785 | 3% COLA | 3.00% |
| 15 | Board Meetings | \$ 4,200 | \$ 3,600 | \$ 6,300 | \$50 stipend increase | 50.00% |
| 16 | Payroll taxes | \$ 11,880 | \$ 7,261 | \$ 12,236 | | 3.00% |
| 17 | Health & Welfare | \$ 76,833 | \$ 88,868 | \$ 77,712 | | 1.14% |
| 18 | Retirement | \$ 52,666 | \$ 56,298 | \$ 56,565 | Employer Rate per CalPERS | 7.40% |
| 19 | Mileage | \$ 5,000 | \$ 1,245 | \$ 5,000 | | 0.00% |
| 20 | Outside Services | \$ 31,228 | \$ 23,530 | \$ 31,228 | | 0.00% |
| 21 | Prof. Fees | \$ 78,507 | \$ 57,929 | \$ 78,507 | | 0.00% |
| 22 | Utilities | \$ 178,760 | \$ 174,360 | \$ 187,698 | | 5.00% |
| 23 | Marketing/Promotions | \$ 50,493 | \$ 35,010 | \$ 50,493 | | 0.00% |
| 24 | Office Supplies | \$ 16,882 | \$ 17,197 | \$ 17,389 | | 3.00% |
| 25 | Postage | \$ 2,503 | \$ 1,918 | \$ 2,503 | | 0.00% |
| 26 | Printing & Reproduction | \$ 14,425 | \$ 3,899 | \$ 14,425 | New Riders Guides | 0.00% |
| 27 | Training/Meetings | \$ 14,831 | \$ 15,533 | \$ 14,831 | | 0.00% |
| 28 | Total Administration: | \$ 863,463 | \$ 811,902 | \$ 897,165 | | 3.90% |

| Line | Maintenance Expenses | Approved FY25 Budget | FY 2025 Estimate | Proposed FY26 Budget | Notes | % Chg. |
|------|------------------------------|-------------------------|---------------------|-------------------------|---------------------------|---------------|
| 29 | Lead Tech Supervisor | \$ 108,225 | \$ 108,225 | \$ 111,472 | 3% COLA | 3.00% |
| 30 | Mechanic B | \$ 96,404 | \$ 96,404 | \$ 77,169 | New Personnel | -19.95% |
| 31 | Utility Worker | \$ 53,291 | \$ 53,291 | \$ 57,555 | 3% COLA + Merit | 8.00% |
| 32 | Utility Worker/Safety Coord. | \$ 52,779 | \$ 52,779 | \$ 57,002 | 3% COLA + Merit | 8.00% |
| 33 | Maint Admin | \$ 29,024 | \$ 29,024 | \$ 29,895 | 3% COLA | 3.00% |
| 34 | Payroll Taxes | \$ 8,037 | \$ 4,844 | \$ 7,994 | | -0.53% |
| 35 | Health & Welfare | \$ 29,237 | \$ 20,277 | \$ 30,932 | | 5.80% |
| 36 | Retirement | \$ 24,452 | \$ 13,911 | \$ 26,514 | Employer Rate per CalPERS | 8.43% |
| 37 | Uniforms | \$ 4,418 | \$ 4,532 | \$ 4,551 | | 3.00% |
| 38 | Outside Services | \$ 52,622 | \$ 85,044 | \$ 65,777 | | 25.00% |
| 39 | Parts | \$ 72,294 | \$ 69,190 | \$ 74,463 | | 3.00% |
| 40 | Fluids | \$ 18,071 | \$ 11,302 | \$ 18,613 | | 3.00% |
| 41 | Tires | \$ 63,251 | \$ 60,803 | \$ 63,251 | | 0.00% |
| 42 | Accident Repair | \$ 26,369 | \$ 42,667 | \$ 26,369 | | 0.00% |
| 43 | Tools | \$ 750 | \$ 500 | \$ 750 | | 0.00% |
| 44 | Consulting | \$ 1,000 | \$ 720 | \$ 1,000 | | 0.00% |
| 45 | Shop Supplies | \$ 1,000 | \$ 1,508 | \$ 1,250 | | 25.00% |
| 46 | Facility Supplies | \$ 6,022 | \$ 7,576 | \$ 7,527 | | 25.00% |
| 47 | Training/Meetings | \$ 6,174 | \$ 688 | \$ 5,000 | | -19.02% |
| 48 | Shelter Maintenance | \$ 2,784 | \$ - | \$ 2,000 | | -28.16% |
| 49 | CNG Stations Maintenance | \$ 115,874 | \$ 62,271 | \$ 75,000 | | -35.27% |
| 50 | Total Maintenance: | \$ 772,079 | \$ 725,557 | \$ 744,084 | | -3.63% |

| Line | | Approved FY25 Budget | FY 2025 Estimate | Proposed FY26 Budget | Notes | % Chg. |
|------|------------------------------|-------------------------|---------------------|-------------------------|--|--------------|
| 51 | Operations Manager | \$ 123,030 | \$ 123,030 | \$ 126,721 | 3% COLA | 3.00% |
| 52 | Safety & Training Supervisor | \$ 72,494 | \$ 72,494 | \$ 78,294 | 3% COLA + Merit | 8.00% |
| 53 | Operator Wages | \$ 1,437,485 | \$ 1,450,653 | \$ 1,552,484 | 3% COLA + Merits | 8.00% |
| 54 | Dispatch Wages | \$ 269,928 | \$ 262,903 | \$ 291,523 | 3% COLA + Merits | 8.00% |
| 55 | Payroll Taxes | \$ 45,670 | \$ 28,692 | \$ 49,176 | | 7.68% |
| 56 | Health & Welfare | \$ 280,831 | \$ 318,637 | \$ 298,861 | CalPERS Rates | 6.42% |
| 57 | Retirement | \$ 262,886 | \$ 265,779 | \$ 276,227 | includes Accrued Liability per CalPERS | 5.07% |
| 58 | Safety Incentive Program | \$ 12,900 | \$ 12,619 | \$ 12,900 | 43 employees at (3) 100 days | 0.00% |
| 59 | Workers' Comp. | \$ 217,350 | \$ 186,224 | \$ 243,000 | Estimate provided by PRISM | 11.80% |
| 60 | Other Employee Exp. | \$ 36,409 | \$ 38,362 | \$ 36,409 | | 0.00% |
| 61 | Mileage | \$ 1,850 | \$ - | \$ 1,850 | | 0.00% |
| 62 | Uniforms | \$ 8,076 | \$ 11,577 | \$ 8,076 | | 0.00% |
| 63 | Outside Services | \$ 16,635 | \$ 18,871 | \$ 16,635 | | 0.00% |
| 64 | Tel/cell/internet/fax etc. | \$ 53,638 | \$ 50,121 | \$ 53,638 | | 0.00% |
| 65 | Radio Exp. | \$ 5,935 | \$ 5,760 | \$ 5,935 | | 0.00% |
| 66 | Fuel | \$ 336,885 | \$ 253,377 | \$ 336,885 | | 0.00% |
| 67 | Training/Meetings | \$ 4,400 | \$ 3,212 | \$ 4,400 | | 0.00% |
| 68 | Insurance | \$ 398,598 | \$ 300,320 | \$ 398,598 | | 0.00% |
| 69 | Deferred Comp Match | \$ 51,080 | \$ 53,761 | \$ 53,680 | New Personnel | 5.09% |
| 70 | Total Operations: | \$ 3,636,081 | \$ 3,456,391 | \$ 3,845,291 | | 5.75% |

| | | | | | | |
|----|--------------------------------|---------------------|---------------------|---------------------|--|--------------|
| 71 | Grand Total Operations: | \$ 5,271,622 | \$ 4,993,850 | \$ 5,486,540 | | 4.08% |
|----|--------------------------------|---------------------|---------------------|---------------------|--|--------------|

BASIN TRANSIT CAPITAL BUDGET

| Line | FY26 Capital Budget | STA | LTF | SGR | LCTOP | CMAQ | TOTAL |
|-----------|------------------------------|-------------------|-------------------|-------------------|-------------------|-------------|---------------------|
| 72 | Operations Support | 83,550 | | | | | \$ 83,550 |
| 73 | CERBT / CEPPT Trust | | \$ 290,388 | | | | \$ 290,388 |
| 74 | Engine Overhauls | | | \$ 50,000 | | | \$ 50,000 |
| 75 | Replacement Vehicles | | | | | | \$ - |
| 76 | Bus Stop Improvements | \$ 45,000 | | | \$ 169,246 | | \$ 214,246 |
| 77 | Shop Equipment | | | \$ 20,000 | | | \$ 20,000 |
| 78 | Non-Revenue Vehicles | \$ 28,453 | | \$ 81,547 | | | \$ 110,000 |
| 79 | Facilities | \$ 117,353 | \$ 495,467 | | | | \$ 612,820 |
| 80 | Total Capital Budget: | \$ 274,356 | \$ 785,855 | \$ 151,547 | \$ 169,246 | \$ - | \$ 1,381,004 |

TREP BUDGET

| Line | FY26 Trep Budget | Revenue | Expenses | TOTAL |
|-----------|---------------------------|-------------------|-------------------|-------------|
| 81 | 5310 Grant Award | \$ 114,526 | | \$ 114,526 |
| 82 | Program Administrator | | \$ 2,298 | \$ (2,298) |
| 83 | Client Relations Clerk | | \$ 53,325 | \$ (53,325) |
| 84 | TREP Program Expenses | | \$ 1,000 | \$ (1,000) |
| 85 | Mileage Reimbursements | | \$ 57,903 | \$ (57,903) |
| 86 | Total TREP Budget: | \$ 114,526 | \$ 114,526 | \$ - |

PROCUREMENT BUDGET

| Line | FY26 Procurement Budget | Revenue* | Expenses | TOTAL |
|-----------|------------------------------------|--|-------------------|------------------|
| 87 | Procurement Bid Income | <i>Accrued receivables & RVBA</i> | | \$ 350,000 |
| 88 | TAG Program | | \$ 80,000 | \$ (80,000) |
| 89 | Procurement Bid Expenses | <i>Consulting, Legal, Meetings, etc.</i> | \$ 70,000 | \$ (70,000) |
| 90 | Procurement Director | | \$ 127,302 | \$ (127,302) |
| 91 | Total Procurement Reserves: | | \$ 277,302 | \$ 72,698 |

TAXI BUDGET

| Line | FY26 Taxi Budget | Revenue | Expenses | TOTAL |
|-----------|---------------------------|-----------------|-----------------|-------------------|
| 92 | Revenue | \$ 2,780 | | \$ 2,780 |
| 93 | Administrative Expenses | | \$ 7,154 | \$ (7,154) |
| 94 | Total Taxi Budget: | \$ 2,780 | \$ 7,154 | \$ (4,374) |

**MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
FY 2025/26 DRAFT BUDGET**

| | | FY 24/25 Budget | FY 24/25 Estimate | Proposed FY 25/26 | Notes |
|------|----------------------------|--------------------|----------------------|----------------------|---------------------------|
| Line | Administrative Exp. | | | | |
| 1 | Legal Expenses | 0.00 | 0.00 | 0.00 | |
| 2 | Insurance | 1,200.00 | 1,200.00 | 1,200.00 | |
| 3 | Taxicab Administrator | 2,300.00 | 2,490.00 | 2,700.00 | |
| 4 | Office Clerk | 2,000.00 | 1,353.00 | 0.00 | |
| 5 | Drug & Alcohol Testing | 360.00 | 0.00 | 240.00 | <i>New & Renewals</i> |
| 6 | Background Checks | 128.00 | 64.00 | 64.00 | <i>1 New Taxi Driver</i> |
| 7 | Printing/Office Supplies | 422.00 | 541.00 | 550.00 | <i>Incl Bank fees</i> |
| 8 | Rent & Utilities | 2,400.00 | 2,400.00 | 2,400.00 | |
| 9 | TOTAL EXPENSES | 8,810.00 | 8,048.00 | 7,154.00 | |

| | | | | | |
|------|-------------------------------------|-----------------|-----------------|-----------------|---------------------------------|
| Line | REVENUE | | | | |
| 10 | Taxi Operator (Business) Permit Fee | 20.00 | 0.00 | 0.00 | <i>New Taxi Business (\$20)</i> |
| 11 | New Driver Permit Fees | 200.00 | 0.00 | 100.00 | <i>1 New Taxi Drivers</i> |
| 12 | Vehicle Fees | 3,600.00 | 3,000.00 | 2,400.00 | <i>2 Registered Cabs</i> |
| 13 | Driver Renewal Fees | 240.00 | 180.00 | 180.00 | <i>3 Registered Drivers</i> |
| 14 | Transfer Fees | 0.00 | 0.00 | 0.00 | |
| 15 | Fines | 100.00 | 0.00 | 100.00 | |
| 16 | TOTAL REVENUE | 4,160.00 | 3,180.00 | 2,780.00 | |

BASIN TRANSIT

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: March 27, 2025

RE: Suspension for Misconduct Policy

Staff requests the adoption of a Suspension for Misconduct Policy to ensure the safety, well-being, and respect of all individuals utilizing Basin Transit's services. Misconduct can significantly disrupt our services and compromise the safety of all involved.

The primary objective of the policy is to create a clear and consistent response to such behaviors that ensures accountability while providing a safe environment for all members of the community. The proposed policy would address a range of misconducts that undermine this safety including, but not limited to, the following:

- ☉ Assault (verbal or physical)
- ☉ Verbal harassment
- ☉ Physical aggression or intimidation
- ☉ Abuse
- ☉ Threats of physical harm
- ☉ Acts of violence
- ☉ Serious disruptive behavior
- ☉ Health-related conditions or behaviors that impact public health
- ☉ Illegal conduct
- ☉ Carrying a weapon
- ☉ Vandalism
- ☉ Use of alcohol or illicit substances on the bus or related premises

STAFF RECOMMENDATION: ADOPT SUSPENSION FOR MISCONDUCT POLICY

MORONGO BASIN TRANSIT AUTHORITY (BASIN TRANSIT)

SUSPENSIONS FOR MISCONDUCT

Policy No. 206
Adopted: March 27, 2025

206.00 PURPOSE

This policy establishes a framework to address misconduct and ensure the safety and well-being of all passengers and coach operators.

206.01 MISCONDUCT DEFINITION

Misconduct includes, but is not limited to, actions such as assault, verbal harassment, physical aggression or intimidation, abuse, threats of physical harm, acts of violence, serious disruptive behavior, serious health-related conditions or conduct impacting public health, illegal conduct, carrying a weapon, vandalism, and use of alcohol or illicit substance on the bus.

206.02 SUSPENSION GUIDELINES

For the first verified instance of misconduct, a 30-day suspension will be imposed. Each subsequent incident will result in an additional 30 days being added to the suspension period. For example, a second violation will lead to a 60-day suspension, while a third violation will result in a 90-day suspension.

206.03 PROCEDURES

All reports of misconduct will be investigated thoroughly to ensure fairness. As part of the investigation, Basin Transit will attempt to contact the individual accused of misconduct and give them an opportunity to be heard. Once the investigation is complete and misconduct is verified, Basin Transit will issue a written decision. This decision will outline the findings, the nature of the misconduct, and the length of the suspension. Formal notification of the suspension will be provided to the individual.

The passenger has the right to appeal the suspension decision within 10 business days of receiving the formal notification. If no appeal is submitted within 10 business days, then the right to appeal is waived. The appeal hearing shall be before an objective director of executive level Basin Transit employee selected by the General Manager, the hearing officer, such that separation of functions is maintained (i.e., a decision by a person not involved with the initial decision to

suspend service). The hearing officer will review any appeal and schedule a hearing within 15 business days of receiving the appeal request. The individual will be given an opportunity to present their case at the hearing. The hearing officer will issue a written decision within 15 days of the hearing, which will be final and binding. Service shall not be provided pending the appeal unless a decision has not been made within 15 days of the date of the appeal hearing. In that case, service will be restored from that time until any decision is made by the hearing officer that upholds the suspension for any remaining period of the suspension.

206.04 RECORDKEEPING

All incidents and resulting disciplinary actions will be documented and securely maintained for future reference.

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 |