

**Thursday, October 22, 2020 5:00 PM**

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# Agenda

Morongo Basin Transit Authority

## Regular Board Meeting Board of Directors

The Morongo Basin Transit Authority encourages your participation in this meeting; however, in order to minimize the spread of the COVID-19 virus, we ask that you join the meeting by calling #669-900-6833 Password: 195342 or by Zoom Meeting ID: 960 4578 7046.

If you choose not to attend the MBTA meeting but wish to make a public comment and/or a comment on a specific agenda item, please submit your comment via email by 3 p.m. on Thursday October 22<sup>nd</sup>, to the Assistant Board Secretary at [cheri@mbtabus.com](mailto:cheri@mbtabus.com). Your comments will be distributed to the MBTA Chair and every effort will be made to read your comment into the record. Comments read will be timed and limited to three minutes. All comments should be a maximum of 500 words, which corresponds to approximately three minutes of speaking time.

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### Call to Order

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#### Directors

Jeff Drozd, Chair

Merl Abel

Ellen Jackman

Dawn Rowe (Mark Lundquist Designee)

Karmolette O'Gilvie

Ben Sasnett

McArthur Wright

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#### Officers

Mark Goodale, Board Secretary

Cheri Holsclaw, Assistant Secretary



**Morongo Basin Transit Authority**

**MORONGO BASIN TRANSIT AUTHORITY**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Thursday, October 22, 2020 5:00PM**  
**MBTA Operations Center**  
**62405 Verbena Road**  
**Joshua Tree, CA 92252**

**AGENDA**

**1.0 CALL TO ORDER**

**ROLL CALL:** Board Members: Abel, Jackman, Lundquist, O’Gilvie, Sasnett,  
Wright and Chairman Drozd

**2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS**

2.1 Employee of the Quarter

**3.0 CLOSED SESSION**

NONE

**4.0 PUBLIC COMMENTS**

4.1 This is a time for comments from the Public on any subject not on the agenda. The Brown Act prohibits the MBTA Board of Directors from responding at length to questions on matters not on the agenda. Matters may, however, be referred to staff for scheduling on a future agenda. Comment time is limited to three minutes.

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

**5.0 CONSENT CALENDAR**—All matters listed under the Consent Calendar are to be considered routine by the MBTA Board and will be enacted by one motion in the form listed. Any item may be removed from the Consent Calendar and considered separately by the Board under item 6.0 on the agenda. The public may comment on Consent Calendar items prior to Board action (roll call vote).

5.1 Minutes of the September 24, 2020 Board Meeting  
**Staff Recommendation: Approve Minutes**

5.2 Treasurer’s Report for August 2020  
**Staff Recommendation: Approve Treasurer’s Report**

- 5.3 Warrant Register through September 30, 2020  
**Staff Recommendation: Approve Warrant Register**
- 5.4 Ridership Reports  
**Staff Recommendation: Receive and discuss as necessary**
- 5.5 Financial Reports  
**Staff Recommendation: Receive and discuss as necessary**
- 5.6 Administration Report  
**Staff Recommendation: Receive and discuss as necessary**
- 5.7 Operations Report  
**Staff Recommendation: Receive and discuss as necessary**
- 5.8 Can-A-Ride Day on November 19, 2020  
**Staff Recommendation: Approve accepting food items in lieu of fares for November 19, 2020, which will be designated Can-A-Ride Day**

ACTION: Move \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Roll Call Vote

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

**7.0 OLD BUSINESS**

NONE

**8.0 NEW BUSINESS**

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

ACTION: Move \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Roll Call Vote

**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 board meeting will be scheduled on Thursday, December 10, 2020 at 5:00PM at the MBTA Joshua Tree Operations Center.

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.

It is the intention of the Morongo Basin Transit Authority 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 for assistance so the necessary arrangements can be made.

Any person affected by any application on this agenda may submit their concerns in writing prior to the meeting or appear in person and be heard in support or opposition to the proposal at the time the matter is considered on the agenda. All written materials relating to an agenda item to be discussed in open session of a regular meeting are distributed within 72 hours prior to the meeting and will be made available for public inspection. Documents may be viewed at 62405 Verbena Rd, Joshua Tree, CA 92252, from 8AM to 5PM Monday thru Friday, except legal holidays. Telephone inquiries may be made at 760-366-2986. If you challenge any agenda issue in court, you may be limited to raising only those issues that you or someone else raised at the public meeting described in this notice, or in written correspondence delivered to the Morongo Basin Transit Authority at, or prior to, the public meeting.

**This agenda is certified to have been posted on or before October 19, 2020 at 5:00 P.M.**




Cheri Holsclaw, Assistant Board Secretary

10/19 7:38 AM

Date/Time

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors  
FROM: Mark Goodale, General Manager   
DATE: October 14, 2020  
RE: Minutes of the September 24, 2020 Board Meeting

**STAFF RECOMMENDATION: APPROVE MINUTES**

**ITEM 5.1**

MORONGO BASIN TRANSIT AUTHORITY

**REGULAR MEETING OF  
THE BOARD OF DIRECTORS**

Thursday, September 24, 2020 5:00PM  
Morongo Basin Transit Center  
62405 Verbena Road  
Joshua Tree, CA 92252

**ZOOM Meeting ID 960 4578 7046**  
**ZOOM Password 195342**

**ACTION MINUTES**

**1.0 CALL TO ORDER** – Chairman Drozd called the meeting to order at 5:00pm.

**ROLL CALL** - On call of the roll the following Board Members were present: Merl Abel, Ellen Jackman, Karmolette O’Gilvie, Ben Sasnett and Jeff Drozd. McArthur Wright called in at 5:03pm. Mark Lundquist was absent.

**2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS**

NONE

**3.0 CLOSED SESSION**

NONE

**4.0 PUBLIC COMMENTS**

NONE

**5.0 CONSENT CALENDAR**

5.1 Minutes of the August 27, 2020 Board Meeting

5.2 Treasurer’s Report for July 2020

5.3 Warrant Register through August 31, 2020

5.4 Ridership Reports

5.5 Financial Reports

5.6 Administration Report

5.7 Operations Report

**ACTION:** Board Member Abel moved to approve the Consent Calendar (items 5.1 - 5.7); seconded by Board Member O’Gilvie: passed by Roll Call Vote (6-0).

**6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSIONS AND/OR PARTICIPATION AND/OR ADDED AGENDA ITEMS**

NONE

**7.0 OLD BUSINESS**

NONE

**8.0 NEW BUSINESS**

**8.1 Short Range Transit Plan Presentation**

Steve Wilks with IBI Group presented a snapshot of the Short Range Transit Plan results and recommendations. Slideshow available upon request.

**8.2 RFP 19-01 Approval**

Joe Meer, Procurement Director, recommend firms based on evaluation criteria contained in the solicitation for the Electric Shuttles.

**ACTION:** Board Member Wright moved to authorize staff to award contracts to the responsive manufacturers/dealers; seconded by Board Member Jackman: passed by Roll Call Vote (6-0).

**8.3 General Manager's Benefit Adjustment**

Mark Goodale, General Manager, requested medical coverage for three (3) months post-employment with MBTA.

Board Member Abel was part of the Oversight Management Committee and felt both Mark and Joe were reasonable with their requests and was not a major financial burden and fell in line with past precedence as far as some adjustments. MBTA was running a tight budget with covid affecting us but that did not diminish the amount of time, energy and effort the gentlemen bring to the agency.

**ACTION:** Board Member Abel moved to approve the adjustment as presented; seconded by Chairman Drozd: passed by Roll Call Vote (6-0).

**8.4 Procurement Director Employment**

Joe Meer, Procurement Director, requested his employment contract be renewed for five (5) years with a salary adjustment.

Board Member Abel believed Joe was doing a fantastic job and able to navigate the new regulations and requirements changing the type of transportation necessary in the future. They were very pleased to hear Joe wanted to continue working on the agency's behalf.

**ACTION:** Board Member O’Gilvie moved to approve the Procurement Director’s employment contract; seconded by Board Member Jackman: passed by Roll Call Vote (6-0).

**9.0 GENERAL MANAGER UPDATE**

Mark Goodale shared his experience inspecting the Gillig plant.

**10.0 FUTURE BOARD INITIATED AGENDA ITEMS**

NONE

**11.0 BOARD MEMBER COMMENTS**

Board Member Wright expressed appreciation to Mark and staff and was excited to see the new bus live.

Chairman Drozd would like to do a photo shoot when the new bus gets delivered.

**12.0 ADJOURNMENT**

The meeting adjourned at 6:14pm Thursday, September 24, 2020.


Respectfully submitted,



Cheri Holsclaw, Asst. Board Secretary



MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors  
FROM: Mark Goodale, General Manager   
DATE: October 14, 2020  
RE: Treasurer's Report for August 2020

**STAFF RECOMMENDATION: APPROVE TREASURER'S REPORT**


**ITEM 5.2**

**MORONGO BASIN TRANSIT AUTHORITY**  
**TREASURER'S REPORT**  
**August 31, 2020**

Beginning Balance:	July 31, 2020	3,890,046
Receipts		1,362,302
Disbursements		319,287
Interest Received		<u>45</u>
Ending Balance:	August 31, 2020	<u>4,933,107</u>

LOCATION OF FUNDS:	BALANCE	INTEREST EARNED	INTEREST RATE
US Bank General	\$ 79,092	-	0.00%
US Bank Class E	\$ -	\$ -	0.00%
Pacific Western Bank Procurement Fees *	\$ 1,557,597	\$ -	0.00%
Union Bank	\$ 876,739	\$ -	0.00%
Pacific Western Bank	\$ 289,125	\$ -	0.00%
LAIF	\$ 874,544	\$ -	0.00%
US Bank PTMISEA	\$ 927,037	\$ -	0.00%
US Bank LCTOP	\$ 245,283	\$ -	0.00%
US Bank SGR (SB1)	\$ 83,690	\$ -	0.00%
	<u>\$</u>	<u>\$</u>	<u>0.00%</u>
<b>TOTAL INVESTMENTS</b>	<u><u>\$ 4,933,107</u></u>	<u><u>\$</u></u>	<u><u>-</u></u>

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors  
FROM: Mark Goodale, General Manager   
DATE: October 14, 2020  
RE: Warrant Register through September 30, 2020

**STAFF RECOMMENDATION: APPROVE WARRANT REGISTER**

**ITEM 5.3**

MORONGO BASIN TRANSIT AUTHORITY  
WARRANT REGISTER

As of September 30, 2020

Date	Num	Name	Memo	Amount
09/03/2020	44339	TSR CONSTRUCTION	CAPITAL TO BE REIMB	-67,894.60
09/03/2020		SENTINEL BENEFITS	OUTSIDE SERVICES	-25.00
09/04/2020		CALPERS HEALTH/RETIREMENT	HEALTH INSURANCE	-18,993.72
09/10/2020		ARCO	FUEL	-1,096.61
09/10/2020		SOUTHERN CALIFORNIA EDISON	UTILITIES	-10,134.62
09/11/2020		PAYCHEX INVESTMENT PARTNERSHIP	DIRECT DEPOSIT WAGES	-50,913.91
09/11/2020		PAYCHEX	PAYROLL FEES	-348.74
09/11/2020		PAYCHEX INVESTMENT PARTNERSHIP	PAYROLL TAXES	-8,884.94
09/11/2020		CALPERS HEALTH/RETIREMENT	PEPRA RETIREMENT	-5,238.93
09/11/2020		CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,890.46
09/11/2020		PAYCHEX INVESTMENT PARTNERSHIP	WAGE GARNISH	-299.82
09/11/2020		[ EMPLOYEE ]	WAGES	-1,348.12
09/11/2020		[ EMPLOYEE ]	WAGES	-925.80
09/11/2020		[ EMPLOYEE ]	WAGES	-859.61
09/11/2020		CALPERS 457 PROGRAM	SUPL RETIREMENT	-3,178.81
09/14/2020	44340	MARK GOODALE	MEETINGS	-252.96
09/14/2020	44341	NOEMI ADDERLEY	MILEAGE	-40.25
09/14/2020	44342	PATRICK FERREE	EMPLOYEE EXPENSE REIMB	-211.67
09/14/2020	44343	DAWN BOSTROM	UNIFORMS	-172.35
09/14/2020	44344	US BANK	CREDIT CARD PYMT	-2,664.57
09/14/2020	44345	FRONTIER COMMUNICATIONS	TELEPHONE	-168.35
09/14/2020	44346	FRONTIER COMMUNICATIONS	TELEPHONE	-191.11
09/14/2020	44347	AT&T MOBILITY	TELEPHONE	-49.73
09/14/2020	44348	BATTERY SYSTEMS	PARTS	-223.73
09/14/2020	44349	BELTZ	UTILITIES	-119.07
09/14/2020	44350	BROADLUX INC.	CNG MAINTENANCE	-662.00
09/14/2020	44351	BURRTEC	UTILITIES	-300.37
09/14/2020	44352	CARQUEST - YUCCA VALLEY	PARTS	-539.41
09/14/2020	44353	CITY OF TWENTYNINE PALMS	OUTSIDE SERVICES	-50.00
09/14/2020	44354	COPPER MOUNTAIN BROADCASTING	MARKETING	-504.00
09/14/2020	44355	CREATIVE BUS SALES - PARTS	PARTS	-575.10
09/14/2020	44356	DELL BUSINESS CREDIT	CAPITAL TO BE REIMB	-1,184.78
09/14/2020	44357	FRONTIER COMMUNICATIONS	TELEPHONE	-53.43
09/14/2020	44358	HI DESERT PUBLISHING	MARKETING	-643.52
09/14/2020	44359	HI DESERT WATER DISTRICT	UTILITIES	-75.50
09/14/2020	44360	JOSHUA BASIN WATER DISTRICT	UTILITIES	-1,061.63
09/14/2020	44361	JOSHUA TREE LANDSCAPE & GROUNDS MAINT	OUTSIDE SERVICES	-725.00
09/14/2020	44362	KCDZ	MARKETING	-392.00
09/14/2020	44363	LEFEVRE'S TOWING INC.	OUTSIDE SERVICES	-325.00
09/14/2020	44364	NAPA	PARTS	-222.59
09/14/2020	44365	PALM SPRINGS MOTORS	PARTS	-510.29
09/14/2020	44366	PARKHOUSE TIRES	TIRES	-2,859.94
09/14/2020	44367	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-282.74
09/14/2020	44368	QUILL CORPORATION	OFFICE SUPPLIES	-455.76

MORONGO BASIN TRANSIT AUTHORITY  
WARRANT REGISTER

As of September 30, 2020


09/14/2020	44369	SAFETY-KLEEN	FLUIDS	-1,141.13
09/14/2020	44370	SCHROEDER PLUMBING	OUTSIDE SERVICES	-810.00
09/14/2020	44371	SUNNY AND SONS	OUTSIDE SERVICES	-99.00
09/14/2020	44372	THE GAS COMPANY	FUEL	-9,630.88
09/14/2020	44373	TRILLIUM SOLUTIONS, INC	OUTSIDE SERVICES	-2,500.00
09/14/2020	44374	TWENTYNINE PALMS WATER DISTRICT	UTILITIES	-155.30
09/14/2020	44375	VOYAGER	FUEL	-1,721.27
09/14/2020	44376	YUCCA RENTAL	OUTSIDE SERVICES	-257.50
09/15/2020		VISION SERVICE PLAN	VISION INSURANCE	-498.68
09/17/2020		ELECTRONIC PAYMENT SYSTEMS	OUTSIDE SERVICE CREDIT	-99.50
09/22/2020	44377	TSR CONSTRUCTION	CAPITAL TO BE REIMB	-7,163.65
09/22/2020	44378	TSR CONSTRUCTION	CAPITAL TO BE REIMB	-15,865.00
09/22/2020	44379	TSR CONSTRUCTION	CAPITAL TO BE REIMB	-4,408.40
09/23/2020		TREP	MILEAGE REIMBURSEMENTS	-2,591.61
09/24/2020	44380	FRONTIER COMMUNICATIONS	TELEPHONE	-60.29
09/24/2020	44381	FRONTIER COMMUNICATIONS	TELEPHONE	-97.98
09/24/2020	44382	ACE ALTERNATORS	OUTSIDE SERVICES	-152.20
09/24/2020	44383	CARQUEST - YUCCA VALLEY	PARTS	-405.53
09/24/2020	44384	CHARLES ABBOTT & ASSOCIATES INC.	CAPITAL TO BE REIMB	-885.50
09/24/2020	44385	CLEAN ENERGY	CNG MAINTENANCE	-3,283.50
09/24/2020	44386	DESERT ARC	OUTSIDE SERVICES	-247.00
09/24/2020	44387	DIRTY BOYZ DESIGNZ	UNIFORMS	-4,333.72
09/24/2020	44388	HOTSY OF SOUTHERN CALIF	FACILITY SUPPLIES	-1,214.05
09/24/2020	44389	LEFEVRE'S TOWING INC.	OUTSIDE SERVICES	-1,305.00
09/24/2020	44390	NAPA	PARTS	-16.29
09/24/2020	44391	PALM SPRINGS MOTORS	PARTS	-553.33
09/24/2020	44392	PREFERRED BENEFIT	DENTAL INSURANCE	-1,774.10
09/24/2020	44393	PRO SECURITY SYSTEMS	OUTSIDE SERVICES	-120.00
09/24/2020	44394	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-69.28
09/24/2020	44395	QUILL CORPORATION	OFFICE SUPPLIES	-399.35
09/24/2020	44396	RUSSELL AIR CONDITIONING INC.	OUTSIDE SERVICES	-455.00
09/24/2020	44397	SAFETY-KLEEN	FLUIDS	-634.13
09/24/2020	44398	SPECTRUM	TELEPHONE	-3.10
09/24/2020	44399	THE GAS COMPANY	UTILITIES	-14.79
09/24/2020	44400	FRONTIER COMMUNICATIONS	TELEPHONE	-976.63
09/24/2020	44401	FRONTIER COMMUNICATIONS	TELEPHONE	-60.98
09/24/2020	44402	JOSHUA TREE LANDSCAPE & GROUNDS MAINT	OUTSIDE SERVICES	-830.00
09/24/2020	44403	CITY OF TWENTYNINE PALMS	OUTSIDE SERVICES	-50.00
09/24/2020	44404	MARK GOODALE	HRA REIMBURSEMENT	-225.40
09/24/2020	44405	JAMES MITCHELL	TRAINING & MILEAGE	-688.20
09/24/2020		UNION BANK	TRANSFER FROM UNION BANK	80,000.00
09/25/2020	44406	[ EMPLOYEE ]	WAGES	-1,044.18
09/25/2020		PAYCHEX INVESTMENT PARTNERSHIP	DIRECT DEPOSIT WAGES	-51,036.78
09/25/2020		PAYCHEX	PAYROLL FEES	-403.68
09/25/2020		PAYCHEX INVESTMENT PARTNERSHIP	PAYROLL TAXES	-8,771.47
09/25/2020		CALPERS HEALTH/RETIREMENT	PEPRA RETIREMENT	-5,303.44
09/25/2020		CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,809.14

MORONGO BASIN TRANSIT AUTHORITY  
WARRANT REGISTER

As of September 30, 2020

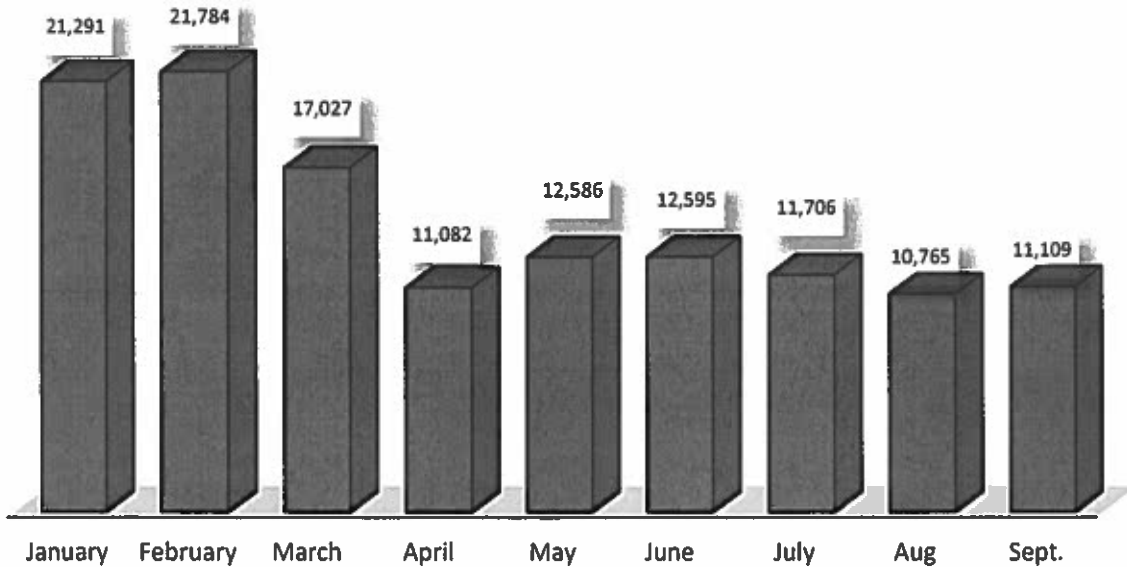
09/25/2020		PAYCHEX INVESTMENT PARTNERSHIP	WAGE GARNISH	-345.77
09/25/2020		[ EMPLOYEE ]	WAGES	-1,288.21
09/25/2020		[ EMPLOYEE ]	WAGES	-932.14
09/25/2020		[ EMPLOYEE ]	WAGES	-701.75
09/25/2020		CALPERS 457 PROGRAM	SUPPL RETIREMENT	-3,132.98
09/28/2020		ELLEN JACKMAN	BOARD MEMBER STIPEND	-100.00
09/28/2020		JEFF DROZD	BOARD MEMBER STIPEND	-100.00
09/28/2020		McARTHUR WRIGHT	BOARD MEMBER STIPEND	-100.00
09/28/2020		MERL ABEL	BOARD MEMBER STIPEND	-100.00
09/29/2020		PACIFIC WESTERN BANK	FIXED ROUTES	24.76
09/29/2020		TREP	TREP MILEAGE RETURNED	90.00
09/30/2020	44407	KARMOLETTE O'GILVIE	BOARD MEMBER STIPEND	-100.00
09/30/2020	44408	BEN SASNETT	BOARD MEMBER STIPEND	-100.00
09/30/2020	44409	MARK GOODALE	HRA REIMBURSEMENT	-356.60
09/30/2020	44410	JUDY GRACE	HRA REIMBURSEMENT	-30.00
09/30/2020	44411	CHERI HOLSCLAW	HRA REIMBURSEMENT	-540.00
09/30/2020	44412	CYNTHIA LOPEZ	HRA REIMBURSEMENT	-192.89
09/30/2020	44413	VALERIE LIESENFELT	HRA REIMBURSEMENT	-509.53
09/30/2020	44414	DOUG HUNTER	HRA REIMBURSEMENT	-45.00
09/30/2020	44415	KRISTEN KOHER	HRA REIMBURSEMENT	-1,385.22
09/30/2020	44416	MELANIQUE DUBOSE	HRA REIMBURSEMENT	-437.24
09/30/2020	44417	BLAS CRUZ	HRA REIMBURSEMENT	-417.99
09/30/2020	44418	PATRICK FERREE	HRA REIMBURSEMENT	-531.49
09/30/2020	44419	GARY COOPER	HRA REIMBURSEMENT	-748.00
09/30/2020	44420	SABRINA FRANKLIN	HRA REIMBURSEMENT	-176.41
09/30/2020	44421	ANDREW BERNSTEIN	HRA REIMBURSEMENT	-1,521.91
09/30/2020	44422	ROY DAVIS	HRA REIMBURSEMENT	-412.43
09/30/2020	44423	JOSE GIRON	HRA REIMBURSEMENT	-374.89
09/30/2020	44424	WILLIAM STARCK, II	HRA REIMBURSEMENT	-665.17
09/30/2020	44425	GEORGE HALLAS	HRA REIMBURSEMENT	-200.74
09/30/2020		ELECTRONIC PAYMENT SYSTEMS LLC	OUTSIDE SERVICE CREDIT	158.63
09/30/2020		ELECTRONIC PAYMENT SYSTEMS	OUTSIDE SERVICES	-47.08

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors  
FROM: Mark Goodale, General Manager   
DATE: October 15, 2020

RE: September Ridership Report

Ridership for September was 11,190 vs. 22,412 the same reporting period last year. MBTA is not experiencing any steep increases or declines as its remaining static within 1,000 trips. September experienced an 3.2% increase from the month prior.



**STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY**

**ITEM 5.4**



Performance Indicators & Data	Prior Year Total	Target	Current YTD	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD Performance
Farebox Recovery Ratio	8.66%	10.00%	4.05%	4.05%				Fails to Meet Target
Operating Costs Per Revenue Hour	\$112.43	\$118.42	\$115.43	\$115.43				Exceeds Target
Passenger Revenue Per Revenue Hour (a)	\$9.74		\$4.67	\$4.67				
Subsidy Per Revenue Hour	\$102.69		\$110.76	\$110.76				
Operating Cost Per Revenue Mile	\$5.71	\$5.89	\$5.83	\$5.83				Exceeds Target
Passenger Revenue Per Revenue Mile	\$0.49		\$0.24	\$0.24				
Subsidy Per Revenue Mile	\$5.22		\$5.59	\$5.59				
Operating Costs Per Passenger	\$15.85	\$18.48	\$27.22	\$27.22				Fails to Meet Target
Passenger Revenue Per Passenger (Avg Fare) (a)	\$1.37		\$1.10	\$1.10				
Subsidy Per Passenger	\$14.48		\$26.12	\$26.12				
Operating Cost Per Passenger Mile								
Passenger Revenue Per Passenger Mile (a)								
Subsidy Per Passenger Mile								
Passengers Per Revenue Hour	7.1		4.2	4.2				
Passengers Per Revenue Mile	0.36		0.21	0.21				
Revenue Miles Between Collision Accidents (b)								
Percentage of Trips On Time	95.5%		98.1%	98.1%				
Passengers Served Between Complaints	8,684		5,610	5,610				
Complaints Per 100,000 Passengers	11.52		17.82	17.82				
Revenue Miles Between NTD System Failures (c)								
Total Miles Between NTD Major System Failures (d)								
Passengers	225,781	56,250	33,661	33,661				Fails to Meet Target
Passenger Miles		QUARTERL						
Revenue Hours	31,833		7,939	7,939				
Total Hours	34,719		8,697	8,697				
Revenue Miles	626,850		157,287	157,287				
Total Miles	700,161		175,957	175,957				
Operating Costs	\$3,579,053		\$916,363	\$916,363				
Passenger Revenue (a)	\$310,014		\$37,084	\$37,084				
Operating Subsidy	\$3,269,039		\$879,279	\$879,279				
NTD Reportable Collision Accidents (b)	0		0	0				
Total Roadcalls (NTD System Failures) (c)	0		0	0				
Major Mechanical Failures (Roadcalls) (d)	0		0	0				
Complaints	26		6	6				
Trips On Time	15,506		3,191	3,191				
On-Time Performance Trips Sampled	16,237		3,254	3,254				





**Monthly Ridership Report**

September, FY 2021

**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
<b>Route Subtotals</b>						
1	10,958	4,665	15.1	6.3	16.15%	6.89%
12	447	275	3.0	1.8	6.82%	7.23%
15	139	16	2.5	0.4	9.47%	1.46%
1X	172	109	5.1	4.0	5.30%	5.45%
21	580	542	3.0	2.6	2.37%	3.54%
3A	1,883	1,118	8.8	5.0	8.16%	5.99%
3B	2,059	1,051	9.4	4.6	8.79%	5.46%
7A	2,304	1,206	10.4	5.4	9.58%	5.83%
7B	2,458	1,274	11.3	5.7	9.43%	6.34%
RR30	477	252	3.1	1.9	12.26%	2.46%
RR31	256	111	2.9	1.6	10.35%	1.83%
RR34	288	226	2.8	2.6	10.10%	2.87%
RR36	45	12	1.0	0.5	3.74%	0.53%
RR50	344	333	2.2	2.2	8.84%	2.89%
Special	2		1.2			
<b>Program Subtotals</b>						
Commuter Service	586	291	2.9	1.4	7.65%	5.75%
Demand Response	1,410	934	2.6	2.0	9.85%	2.46%
Neighborhood Shuttles	20,416	9,965	11.2	5.3	11.12%	6.02%
<b>System Total</b>	<b>22,412</b>	<b>11,190</b>	<b>8.7</b>	<b>4.4</b>	<b>10.54%</b>	<b>5.37%</b>




**FY 2021 -- Monthly Performance Statistics**  
**Systemwide Summary**  
**All Routes**

**Performance Statistics for September**

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
<b>Reporting Route #:</b>										
1	4,665	739.2	\$68,701	\$4,736	6.3	\$14.73	\$92.94	\$1.02	\$6.41	6.89%
1X	109	27.0	\$2,492	\$136	4.0	\$22.87	\$92.25	\$1.25	\$5.03	5.45%
3A	1,118	225.4	\$19,442	\$1,164	5.0	\$17.39	\$86.25	\$1.04	\$5.16	5.99%
3B	1,051	230.2	\$19,710	\$1,076	4.6	\$18.75	\$85.61	\$1.02	\$4.67	5.46%
7A	1,206	224.6	\$19,967	\$1,164	5.4	\$16.56	\$88.90	\$0.97	\$5.18	5.83%
7B	1,274	223.0	\$19,815	\$1,257	5.7	\$15.55	\$88.87	\$0.99	\$5.64	6.34%
12	275	156.7	\$15,980	\$1,156	1.8	\$58.11	\$101.99	\$4.20	\$7.38	7.23%
15	16	46.3	\$5,531	\$81	0.4	\$345.68	\$119.37	\$5.04	\$1.74	1.46%
21	542	205.6	\$19,785	\$701	2.6	\$36.50	\$96.22	\$1.29	\$3.41	3.54%
RR30	252	135.3	\$10,948	\$269	1.9	\$43.45	\$80.92	\$1.07	\$1.99	2.46%
RR31	111	69.9	\$6,483	\$119	1.6	\$58.41	\$92.71	\$1.07	\$1.70	1.83%
RR34	226	86.0	\$8,408	\$242	2.6	\$37.20	\$97.80	\$1.07	\$2.81	2.87%
RR36	12	27.0	\$2,429	\$13	0.5	\$202.42	\$90.13	\$1.07	\$0.48	0.53%
RR50	333	149.9	\$12,330	\$356	2.2	\$37.03	\$82.25	\$1.07	\$2.37	2.89%
<b>Program:</b>										
Commuter Service	291	203.0	\$21,511	\$1,237	1.4	\$73.92	\$105.96	\$4.25	\$6.09	5.75%
Demand Response	934	468.1	\$40,598	\$998	2.0	\$43.47	\$86.74	\$1.07	\$2.13	2.46%
Neighborhood Shuttles	9,965	1,875.1	\$169,913	\$10,234	5.3	\$17.05	\$90.62	\$1.03	\$5.46	6.02%
<b>Mode:</b>										
Bus (Motorbus)	9,965	1,875.1	\$169,913	\$10,234	5.3	\$17.05	\$90.62	\$1.03	\$5.46	6.02%
Commuter Bus	291	203.0	\$21,511	\$1,237	1.4	\$73.92	\$105.96	\$4.25	\$6.09	5.75%
Demand Response	934	468.1	\$40,598	\$998	2.0	\$43.47	\$86.74	\$1.07	\$2.13	2.46%
<b>System Total:</b>	<b>11,190</b>	<b>2,546.1</b>	<b>\$232,022</b>	<b>\$12,469</b>	<b>4.4</b>	<b>\$20.73</b>	<b>\$91.13</b>	<b>\$1.11</b>	<b>\$4.90</b>	<b>5.37%</b>

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors  
FROM: Mark Goodale, General Manager   
DATE: October 14, 2020  
  
RE: September Financial Report

In September, operating expenses we're approximately \$100K lower than budgeted (232,159 vs. \$333,006) and this is due to lower expenses in all three departments.

For the fiscal year the departments are at the following; Administrative (\$59,611), Maintenance (\$-17,999) and Operations (\$43,033) putting the agency approximately 84K ahead of budget.

**STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY**

**ITEM 5.5**

**MORONGO BASIN TRANSIT AUTHORITY**  
**Statement of Expenditures**  
**During Fiscal Year ending 06/30/21**  
**For Period Ending 09/30/20**

Line	Administrative Exp.	FY 20/21 Budget	SEPT		Year to Date		Year to Date Variance	%
			Budget	Actual	Budget	Actual		
1	Mgmt. Salaries	\$ 117,843.00	\$ 9,064.85	\$ 9,760.98	\$ 27,194.54	\$ 26,428.34	766.20	3%
2	Office Salaries	164,284.00	12,637.23	10,227.58	37,911.69	30,466.09	7,445.60	20%
3	Board Members	7,000.00	583.33	600.00	1,750.00	1,300.00	450.00	26%
4	Payroll Taxes	7,379.00	567.62	435.48	1,702.85	1,298.54	404.31	24%
5	Health & Welfare	77,256.00	6,438.00	7,128.24	19,314.00	18,770.65	543.35	3%
6	Retirement:PERS	50,103.00	3,854.08	3,803.30	11,562.23	11,410.16	152.07	1%
7	Mileage	5,000.00	416.67	40.25	1,250.00	108.68	1,141.32	91%
8	Outside Services	54,601.00	4,550.08	2,144.30	13,650.25	-12,480.16	26,130.41	191%
9	Prof. Fees	77,445.00	6,453.75	2,600.00	19,361.25	17,709.60	1,651.65	9%
10	Leases/Rents	7,112.00	592.67	0.00	1,778.00	848.44	929.56	52%
11	Utilities	101,500.00	8,458.33	11,864.38	25,375.00	25,665.95	(290.95)	-1%
12	Marketing/Promotions	45,493.00	3,791.08	1,539.52	11,373.25	5,575.54	5,797.71	51%
13	Office Supplies	21,245.00	1,770.42	1,475.42	5,311.25	3,140.35	2,170.90	41%
14	Postage	2,997.00	249.75	117.99	749.25	335.29	413.96	55%
15	Printing/Reproduction	16,971.00	1,414.25	0.00	4,242.75	0.00	4,242.75	100%
16	Training/Meetings	29,662.00	2,471.83	252.96	7,415.50	252.96	7,162.54	97%
17	Interest Exp.	2,000.00	166.67	0.00	500.00	0.00	500.00	100%
18	<b>Total Administrative</b>	<b>\$ 787,891.00</b>	<b>\$ 63,480.60</b>	<b>\$ 51,990.40</b>	<b>\$ 190,441.81</b>	<b>\$ 130,830.43</b>	<b>\$ 59,611.38</b>	<b>31%</b>
<b>Maintenance Expense</b>								
19	Mechanic Salaries	\$ 150,959.00	\$ 11,612.23	10,855.39	\$ 34,836.69	\$ 31,876.02	2,960.67	8%
20	Misc. Work/Salaries	62,301.00	4,792.38	4,624.83	14,377.15	13,673.14	704.01	5%
21	Payroll Taxes	3,489.00	268.38	223.98	805.15	656.43	148.72	18%
22	Health & Welfare	29,364.00	2,447.00	1,053.47	7,341.00	3,682.18	3,658.82	50%
23	Retirement:PERS	17,816.00	1,370.46	1,063.42	4,111.38	3,193.58	917.80	22%
24	Uniforms	4,000.00	333.33	147.01	1,000.00	434.37	565.63	57%
25	Outside Services	49,187.00	4,098.92	4,404.70	12,296.75	10,582.68	1,714.07	14%
26	Parts	55,279.00	4,606.58	2,836.54	13,819.75	10,437.25	3,382.50	24%
27	Fluids	14,974.00	1,247.83	1,954.71	3,743.50	2,761.42	982.08	26%
28	Tires	76,799.00	6,399.92	2,894.69	19,199.75	17,833.37	1,366.38	7%
29	Accident Repair	26,369.00	2,197.42	0.00	6,592.25	0.00	6,592.25	100%
30	Tools	2,206.00	183.83	0.00	551.50	241.15	310.35	56%
31	Consulting	2,606.00	217.17	0.00	651.50	15.00	636.50	98%
32	Shop Supplies	5,990.00	499.17	290.01	1,497.50	740.19	757.31	51%
33	Facility Supplies	20,878.00	1,739.83	2,427.06	5,219.50	58,770.12	(53,550.62)	-1026%
34	Training/Meetings	8,674.00	722.83	688.20	2,168.50	688.20	1,480.30	68%
35	Shelter Maintenance	2,732.00	227.67	0.00	683.00	384.00	299.00	44%
36	CNG Stations Maint.	115,874.00	9,656.17	3,945.50	28,968.50	19,894.08	9,074.42	31%
37	<b>Total Maintenance</b>	<b>\$ 649,497.00</b>	<b>\$ 52,621.13</b>	<b>\$ 37,409.51</b>	<b>\$ 157,863.38</b>	<b>\$ 175,863.18</b>	<b>\$ (17,999.80)</b>	<b>-11%</b>
<b>Operations Expense</b>								
38	Mgmt/Supv Salaries	\$ 149,048.00	\$ 11,465.23	10,539.44	\$ 34,395.69	\$ 31,317.92	3,077.77	9%
39	Operator Wages	926,913.00	71,301.00	68,397.31	213,903.00	220,951.62	(7,048.62)	-3%
40	Dispatch Wages	173,694.00	13,361.08	12,971.27	40,083.23	38,987.52	1,095.71	3%
41	Payroll Taxes	29,992.00	2,307.08	1,319.71	6,921.23	4,076.40	2,844.83	41%
42	Health & Welfare	251,566.00	20,963.83	19,642.90	62,891.50	58,692.71	4,198.79	7%
43	Retirement:PERS	217,374.00	16,721.08	7,312.60	50,163.23	88,044.30	(37,881.07)	-76%
44	Safety Incentive Program	8,800.00	733.33	0.00	2,200.00	0.00	2,200.00	100%
45	Workers'Comp	257,138.00	21,428.17	0.00	64,284.50	65,077.00	(792.50)	-1%
46	Other Employee Exp.	23,388.00	1,949.00	309.23	5,847.00	2,067.15	3,779.85	65%
47	Mileage	1,800.00	150.00	0.00	450.00	0.00	450.00	100%
48	Uniforms	13,254.00	1,104.50	5,006.45	3,313.50	6,209.58	(2,896.08)	-87%
49	Outside Services	16,325.00	1,360.42	124.00	4,081.25	124.00	3,957.25	97%
50	Tel/Cell/Internet/Fax	31,323.00	2,610.25	2,348.50	7,830.75	6,129.57	1,701.18	22%
51	Radio Expense	10,000.00	833.33	0.00	2,500.00	478.97	2,021.03	81%
52	Fuel	230,958.00	19,246.50	12,448.76	57,739.50	38,450.87	19,288.63	33%
53	Trainings/Meetings	4,400.00	366.67	0.00	1,100.00	0.00	1,100.00	100%
54	Insurance	340,964.00	28,413.67	-250.00	85,241.00	39,951.43	45,289.57	53%
55	Deferred Comp Match	33,660.00	2,589.23	2,589.24	8,415.00	7,767.72	647.28	8%
56	<b>Total Operations</b>	<b>\$ 2,720,597.00</b>	<b>\$ 216,904.36</b>	<b>\$ 142,759.41</b>	<b>\$ 651,360.38</b>	<b>\$ 608,326.76</b>	<b>\$ 43,033.62</b>	<b>7%</b>
57	<b>Grand Total of Op Exp</b>	<b>\$ 4,157,985.00</b>	<b>\$ 333,006.09</b>	<b>\$ 232,159.32</b>	<b>\$ 999,665.58</b>	<b>\$ 915,020.37</b>	<b>\$ 84,645.21</b>	<b>8%</b>

**MORONGO BASIN TRANSIT AUTHORITY**  
**Statement of Income**  
**09/30/20**

Other Revenue		SEPT		YTD Bdgt	YTD Actual			
1	Interest	\$ 152.00	12.67	17.45	38.00	\$ 3,232.96	\$ 3,194.96	8408%
2	Other Revenue	3,000.00	250.00	200.00	750.00	600.00	\$ (150.00)	-20%
3	CNG Fuel	11,889.00	990.75	13,149.21	2,972.25	23,871.88	\$ 20,899.63	100%
4	Gain on Sale of Assets	0.00	0.00	0.00	0.00	0.00	-	0%
5	<b>Total Other Revenue</b>	<b>\$ 15,041.00</b>	<b>\$ 1,253.42</b>	<b>\$ 13,366.66</b>	<b>\$ 3,760.25</b>	<b>\$ 27,704.84</b>	<b>\$ 23,944.59</b>	<b>637%</b>

Passenger Fares		SEPT		YTD Bdgt	YTD Actual				
6	Fixed Route	\$ 124,000.00	10,333.33	9,160.00	31,000.00	27,425.02	\$ (3,574.98)	-12%	
7	Ready Ride	42,000.00	3,500.00	998.43	10,500.00	2,992.08	\$ (7,507.92)	-72%	
8	Palm Spr./Palm Des.	14,000.00	1,166.67	1,236.78	3,500.00	3,178.12	\$ (321.88)	-9%	
9	Office Passes	20,000.00	1,666.67	493.75	5,000.00	2,253.75	(2,746.25)	-55%	
10	CMC Subsidy	LCTOP	\$ 77,065.00	\$ 6,422.08	\$ 580.00	\$ 19,266.25	\$ 1,235.00	\$ 56,563.75	294%
11	<b>Total Fare Revenue</b>	<b>\$ 277,065.00</b>	<b>\$ 23,088.75</b>	<b>\$ 12,468.96</b>	<b>\$ 69,266.25</b>	<b>\$ 37,083.97</b>	<b>\$ (32,182.28)</b>	<b>-46%</b>	

Current Support Funding - Operations		Grant Amt	Received	Prior FY	Received	Balance Due
12	Local Transit Funds	2,836,359.00			\$ 709,089.75	\$ 2,127,269.25
13	Section 5311 Operating Asst	421,203.00				\$ 421,203.00
14	Cares ACT (Supplemental 5311)	475,517.00				\$ 475,517.00
15	Measure I	92,800.00	\$ 10,669.28		\$ 29,192.49	\$ 63,607.51
16	AB 2766	40,000.00				\$ 40,000.00
17	<b>Total Sup. Fund. Ops</b>	<b>\$3,865,879.00</b>	<b>\$ 10,669.28</b>		<b>\$ 738,282.24</b>	<b>\$ 3,127,596.76</b>
18	<b>Total Operating Revenues</b>	<b>\$ 4,157,985.00</b>	<b>\$ 36,504.90</b>		<b>\$ 803,071.05</b>	<b>\$ 3,119,359.07</b>

Prior Year Support Funding - Operations		Grant Amt	Received	Prior FY	Received	Balance Due
19	Section 5311 Operating Asst FY20	421,203.00				\$ 421,203.00
20	Cares ACT (Supplemental 5311) FY20	441,449.00			\$ 441,449.00	\$ -
21	<b>Total Prior Year Operating Revenues</b>	<b>\$ 862,652.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 441,449.00</b>	<b>\$ 421,203.00</b>


Current Year Capital Funding - Capital		Grant Amt	Received	Prior FY	Received	Balance Due
22	Disp & Maint Equip	STA FY21	\$ 10,000.00			\$ 10,000.00
23	Fare Media Structure	STA FY21	\$ 50,000.00			\$ 50,000.00
24	Bus Wash System	STA FY21	\$ 7,500.00			\$ 7,500.00
25	Enclosed Bike Racks	ART 3	\$ 29,380.00			\$ 29,380.00
26	Class H Replacement Vehicles	CMAQ	\$ 1,214,400.00			\$ 1,214,400.00
27	Engine Overhauls	SGR FY21	\$ 25,000.00			\$ 25,000.00
28	Supervisor Van	SGR FY21	\$ 30,185.00			\$ 30,185.00
29	Bus Stop Improvements	SGR FY21 / LCTOP	\$ 145,124.00		\$ 76,862.00	\$ 68,262.00
30	<b>Total Current Capital Funding</b>	<b>\$ 1,511,589.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 76,862.00</b>	<b>\$ 1,434,727.00</b>

Prior Year Capital Funding - Capital		Grant Amt	Received	Prior FY	Received	Balance Due
1	29Palms CNG Station	LTF FY18	\$ 130,000.00			\$ 130,000.00
2	Add'l Bus Stop Improv	STA FY15 Realloc	\$ 235,153.00	\$ 219,263.00		\$ 15,890.00
3	AVL/GPS Equipment	STA FY17	\$ 6,000.00			\$ 6,000.00
4	AVL/GPS Equipment	STA FY19	\$ 85,000.00			\$ 85,000.00
5	Bus Stop Improvements	ART 3	\$ 28,524.00			\$ 28,524.00
6	Bus Stop Improvements	LTF FY18	\$ 70,000.00	\$ 43,079.60	\$ 43,079.60	\$ 26,920.40
7	Bus Stop Improvements	STA FY19	\$ 70,000.00			\$ 70,000.00
8	Bus Wash System	STA FY20	\$ 67,950.00			\$ 67,950.00
9	Cost Allocation Study	STA FY19	\$ 20,000.00	\$ 17,481.00		\$ 2,519.00
10	Disp & Maint Equipment	STA FY17	\$ 10,000.00	\$ 6,210.84	\$ 1,123.23	\$ 2,665.93
11	Disp & Maint Equipment	STA FY18	\$ 10,000.00			\$ 10,000.00
12	Disp & Maint Equipment	STA FY19	\$ 10,000.00			\$ 10,000.00
13	Disp & Maint Equipment	STA FY20	\$ 10,000.00			\$ 10,000.00
14	Engine Overhauls	LTF FY18	\$ 75,000.00	\$ 18,750.00		\$ 56,250.00
15	Engine Overhauls	STA FY19	\$ 30,000.00	\$ 5,824.00		\$ 24,176.00
16	Engine Overhauls	STA FY20	\$ 25,000.00			\$ 25,000.00
17	JT Facility Upgrade	STA/LTF FY16	\$ 6,163.00	\$ 2,548.00		\$ 3,615.00
18	Landscape & Lighting	STA FY11 Realloc	\$ 15,000.00	\$ 11,852.00	\$ 1,925.00	\$ 1,223.00
19	REI Equipment	LTF FY15 Realloc	\$ 5,000.00	\$ 4,240.00		\$ 760.00
20	Roadway Project	SGR FY20	\$ 29,640.00	\$ 13,672.00		\$ 15,968.00
21	Shop Equipment	STA FY20	\$ 25,000.00	\$ 23,926.95		\$ 1,073.05
22	Short Range Transit Plan	STA FY19	\$ 107,000.00	\$ 85,817.03	\$ 1,953.09	\$ 19,229.88
23	Twentynine Palms Land	LTF FY18	\$ 90,000.00	\$ 6,706.95		\$ 83,293.05
24	Vehicles: 1 Class E	STA FY19	\$ 68,368.00			\$ 68,368.00
25	Vehicles: 5 Replacements	CMAQ / STA	\$ 1,025,275.00	\$ 483,501.00	\$ 19,099.00	\$ 522,675.00
26	Video Surveillance	LTF FY18	\$ 20,000.00			\$ 20,000.00
27	<b>Total Prior Capital Funding</b>	<b>\$1,719,396.00</b>	<b>\$43,079.60</b>	<b>\$899,792.77</b>	<b>\$67,179.92</b>	<b>\$1,307,100.31</b>

Procurement Budget		Grant Amt	Sent	Received	Sent	Received	Balance Due
28	Procurement Bid Income	\$ 315,000.00		\$ 12,261.27		\$ 68,410.61	\$ 246,589.39
29	Procurement Bid Expenses	\$ (125,610.00)	\$ 17,200.73		\$ 35,226.77		\$ (90,383.23)
30	TAG Program	\$ (50,000.00)					\$ (50,000.00)
31	Total Procurement Budget	\$ 139,390.00	\$ 17,200.73	\$ 12,261.27	\$ 35,226.77	\$ 68,410.61	\$ 33,183.84

FY 20/21 TREP Budget			SEPT			Year to Date		Balance Due
		Grant Amt	Sent	Received	Sent	Received		
32	TREP Revenue FY20	5310 Balance	\$ 30,076.00			\$ 17,300.43	\$ 12,775.57	
33	TREP Revenue FY21	5310 Award	\$ 117,668.00				\$ 117,668.00	
34	Program Administrator		\$ (7,405.00)	\$ 126.99		\$ 465.63	\$ (6,939.37)	
35	Client Relations Clerk		\$ (34,663.00)	\$ 2,741.20		\$ 8,223.60	\$ (26,439.40)	
36	Mileage Reimbursements		\$ (75,600.00)	\$ 2,501.61		\$ 7,600.56	\$ (67,999.44)	
37	Total TREP Funding		\$ 30,076.00	\$ 5,369.80	\$ -	\$ 16,289.79	\$ 17,300.43	

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors  
FROM: Mark Goodale, General Manager   
DATE: October 14, 2020  
RE: Administrative Report

**STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY**

**ITEM 5.6**



October 16, 2020

## Administrative Report

The following administrative report includes reporting information for the following month(s):  
September.

### Community Outreach

In support of the City of Twentynine Palms Parks and Recreation Department, MBTA will be participating in its Halloween drive through trunk or treat event. The event will take place on Luckie Avenue in Luckie Park on Thursday, October 29th from 5-8 pm. Staff will be participating through small bus decorations, providing candy and employee dress up.

### Miscellaneous

On October 6<sup>th</sup>, MBTA took possession of its newest transit vehicle, a 2020 GILLIG Low Floor CNG Bus. In September the Maintenance Supervisor visited the plant along with the inspector to conduct the required pre delivery inspection. The vehicle is being prepared for service along with training for the coach operators. Staff is planning on doing a press release to the public prior to placing in service.










On October 13<sup>th</sup>, staff met with a representative from GILLIG for a pre-production meeting for the next unit MBTA will be having built in June of 2021. This pre-production meeting provides each party to go over the all major specifications of the vehicles build to ensure that is specific to our operating environment, has the safety and use features for the operator and its riders.

MORONGO BASIN TRANSIT AUTHORITY

TO: Mark Goodale, General Manager  
FROM: Matthew Atkins, Operations Manager   
DATE: October 14, 2020  
RE: Operations Report

**STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY**

**ITEM 5.7**



October 14, 2020

## Operations Report

### PERSONNEL

#### Staffing

Total Coach Operators – September – 26

Total Dispatchers – September – 4

#### Overtime

Operators – September – 1.28%

Dispatchers – September – 5.64%

(Coverage for Dispatchers vacation)

### OPERATIONS/ SAFETY/ CUSTOMER SERVICE

On time performance for the reporting period:

September- Ready Ride – 98.7%

Fixed Route – 97.3%

Staff received 1 total customer contact for September. This contact was recorded as a complaint about another passenger. The complaint has been addressed with driver/customer follow up.

As of September 30, 2020, staff completed 54 days free of any preventable accidents and /or injuries.

MBTA has improved our vehicle/facility disinfecting procedures with the addition of a handheld Electrostatic Victory Sprayer. The use of this sprayer, combined with VitalOxide disinfectant, has made the process faster and safer for staff and provides better surface coverage for a more thoroughly disinfected vehicle. VitalOxide is not considered hazardous by the OSHA Hazard Communication Standard. It does not cause skin or respiratory irritation and is non-toxic if ingested although it may cause mild eye irritation with discomfort. Overall, it makes for a very user-friendly experience. On a daily basis, the Utility Worker will enter the vehicle and use the sprayer to mist all interior surfaces to ensure a full complete disinfection. He keeps the vehicles on a regular schedule to make sure the entire fleet gets a thorough disinfection while the drivers continue to use Lysol on the commonly touched surfaces throughout the service day.



TAXI

New Driver Permits – September -0

Permit Renewals – September – 0

Denied Applications – September – 0


September - 5 Cab Companies, 9 Registered Cabs, 15 Registered Drivers.

MAINTENANCE

Maintenance completed: September - 6 road calls and 1 tow

Total mileage driven for September was 56,789 with a CPM (cost per mile) of \$0.66

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors  
FROM: Mark Goodale, General Manager   
DATE: October 14, 2020  
  
RE: Can-A-Ride Day on November 19, 2020

The annual Can-A-Ride Day food drive is scheduled for November 19, 2020. Coach Operators would accept a canned or non-perishable food item in lieu bus fare on this day.

The food collected would be given to the Way Station here in Joshua Tree, who then distributes the food to families in need in the Basin through a variety of local agencies.

This fiscal impact of this effort would be approx. \$325

**RECOMMENDATION: APPROVE ACCEPTING FOOD ITEMS IN LIEU OF FARES FOR NOVEMBER 19, 2020, WHICH WILL BE DESIGNATED CAN-A-RIDE DAY**

MORONGO BASIN TRANSIT AUTHORITY

TO: MBTA Board of Directors  
From: Joe Meer  
Date: October 15, 2020  
Subject: Transportation Assistance Grant (TAG) Awards

The MBTA's TAG program received applications detailed in the attached worksheet. The program is funded by Procurement administration fees earned by the Morongo Basin for its Vehicle Purchasing Program. After evaluation and consultation with the TAG Committee members, the following amounts are recommended to be presented to the board as follows:

- Morongo Basin Healthcare District- \$15,000 for LIFT Operating Assistance
- Unity Home- \$5,000 for Operating Assistance
- Reach Out Morongo Basin- \$20,000 for Operating Assistance
- Family Assistance Program- \$1,080 for bus passes
- Pacific Clinics- \$3,667.50 for bus passes
- Morongo Basin ARCH- \$600 for bus passes

Total allocation recommended is \$45,347.50 which is under the \$50,000 budgeted for this purpose. The recommendation is to fully fund all applications received.

Funding is available and is less than the revenue made during the fiscal year less Procurement Program Expenses.

**STAFF RECOMMENDATION: APPROVE TRANSPORTATION ASSISTANCE GRANT (TAG) PROGRAM AWARDS**

**ITEM 8.1**



**TAG Program Applications Summary - 2020**

<b>Applicant</b>	<b>Project Description</b>	<b>Amount Requested</b>	<b>Notes</b>	<b>Recommendation</b>
Pacific Clinics	Bus Passes	\$3,667.50	850 day passes, 12 monthly passes	\$3,667.50
Morongo Basin Healthcare District	Operating	\$15,000.00	LIFT Operating Assistance	\$15,000.00
Unity Home	Operating	\$5,000.00	Operating to Transport Clients	\$5,000.00
Morongo Basin ARCH	Bus Passes	\$600.00	40 monthly passes	\$600.00
Reach Out	Operating	\$20,000.00	Operating	\$20,000.00
Family Assistance Prgm	Bus Passes	<u>\$1,080.00</u>	160 day passes, 12 monthly passes	<u>\$1,080.00</u>
	<b>Total Requested</b>	<b>\$45,347.50</b>		<b>\$45,347.50</b>



## **MBTA ACRONYM LIST**

<b>CALACT</b>	<b>California Association for Coordinated Transportation</b>
<b>CALPERS</b>	<b>California Public Employees Retirement System</b>
<b>CALTIP</b>	<b>California Transit Insurance Pool</b>
<b>CALTRANS</b>	<b>California Department of Transportation'</b>
<b>CMAQ</b>	<b>Congestion Mitigation and Air Quality</b>
<b>CNG</b>	<b>Compressed Natural Gas</b>
<b>CTA</b>	<b>California Transit Association</b>
<b>DOT</b>	<b>Department of Transportation</b>
<b>FTA</b>	<b>Federal Transit Administration</b>
<b>LAIF</b>	<b>Local Agency Investment Fund</b>
<b>LCTOP</b>	<b>Low Carbon Transit Operations Program</b>
<b>LTF</b>	<b>Local Transportation Funding</b>
<b>MBTA</b>	<b>Morongo Basin Transit Authority</b>
<b>PTIMSEA</b>	<b>Passenger Transportation Improvement Modernization &amp; Service Acct.</b>
<b>SBCTA</b>	<b>San Bernardino County Transportation Authority (SANBAG)</b>
<b>SGR</b>	<b>State of Good Repair</b>
<b>S RTP</b>	<b>Short Range Transit Plan</b>
<b>STA</b>	<b>State Transit Assistance</b>
<b>STIP</b>	<b>State Transportation Improvement Program</b>
<b>TAG</b>	<b>Transportation Assistance Grant Program</b>
<b>TREP</b>	<b>Transportation Reimbursement Escort Program</b>
<b>TSSDRA</b>	<b>Transit System Safety and Disaster Response Account</b>
<b>5309</b>	<b>Federal Transit Administration Capital Projects Grant Program</b>
<b>5310</b>	<b>Federal Transit Administration Grant Program for Elderly and Disabled</b>
<b>5311</b>	<b>Federal Transit Administration Rural Grant Program</b>
<b>5311f</b>	<b>Federal Transit Administration Intercity Bus Grant Program</b>
<b>5316</b>	<b>Job Access and Reverse Commute Grant Program</b>
<b>5339</b>	<b>Rural Discretionary Grant Program</b>

## **MBTA ROUTES**

<b>ROUTE 1</b>	<b>Highway Route Yucca Valley-Twenty-nine Palms</b>
<b>ROUTE 3A</b>	<b>Twenty-nine Palms-Base</b>
<b>ROUTE 3B</b>	<b>Twenty-nine Palms-Neighborhood</b>
<b>ROUTE 7A</b>	<b>North Yucca Valley</b>
<b>ROUTE 7B</b>	<b>South Yucca Valley</b>
<b>ROUTE 12</b>	<b>Palm Springs</b>
<b>ROUTE 15</b>	<b>Palm Springs Weekend</b>
<b>ROUTE 21</b>	<b>Landers</b>
<b>ROUTE 30 &amp; 31</b>	<b>Yucca Valley Ready Ride</b>
<b>ROUTE 34</b>	<b>Twenty-nine Palms Ready Ride</b>
<b>ROUTE 36</b>	<b>Morongo Valley</b>
<b>ROUTE 50</b>	<b>Joshua Tree Ready Ride</b>
<b>ROUTE 1X</b>	<b>Highway Route Sunday Service</b>