

Thursday, July 28, 2022 5:00 PM

Agenda

Morongo Basin Transit Authority

Regular Board Meeting Board of Directors

Meeting Location:

**MBTA Operations Center
62405 Verbena Road
Joshua Tree, CA 92252**

Public comments may be submitted via email to the Board Secretary at secretary@mbtabus.com prior to July 27, 2022 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

Merl Abel, Chair

McArthur Wright, Vice Chair

Jeff Drozd

Ellen Jackman

Karmolette O’Gilvie

Dawn Rowe (Danielle Harrington Designee)

Ben Sasnett

Officers

Cheri Holsclaw, Board Secretary

Michal Brock, Assistant Board Secretary



Morongo Basin Transit Authority

MORONGO BASIN TRANSIT AUTHORITY
REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, July 28, 2022 5:00PM

MBTA Operations Center
62405 Verbena Road
Joshua Tree, CA 92252

AGENDA

1.0 CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL: Board Members: Drozd, Harrington, Jackman, O’Gilvie, Sasnett,
Wright and Chair Abel

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 May 19, 2022 Special Board Meeting
Staff Recommendation: Approve Minutes

5.2 Minutes of the May 26, 2022 Board Meeting
Staff Recommendation: Approve Minutes

- 5.3 Treasurer's Report for April and May 2022
Staff Recommendation: Approve Treasurer's Reports
- 5.4 Warrant Register through May 31, 2022
Staff Recommendation: Approve Warrant Register
- 5.5 Ridership Reports
Staff Recommendation: Receive and File
- 5.6 Financial Reports
Staff Recommendation: Receive and File
- 5.7 General Manager's Reports
Staff Recommendation: Receive and File
- 5.8 Operations Report
Staff Recommendation: Receive and File

ACTION: Move _____ 2nd _____ 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 Approval to Rewrap Vehicles
Staff Recommendation: Authorize staff to proceed with installation of vehicle wraps and painting per MBTA's non-competitive acquisition policy

9.0 GENERAL MANAGER UPDATE

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

11.0 BOARD MEMBER COMMENTS - This is the time for comments from the Board members on any subject.

12.0 ADJOURNMENT The next regularly scheduled board meeting will be held on Thursday, September 22, 2022 at 5:00PM at the MBTA 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.

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 July 25, 2022 at 5:00 P.M.



Michal Brock, Assistant Board Secretary

7/22/2022

Date/Time

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: July 28, 2022

RE: Minutes of the May 19, 2022 Special Board Meeting

STAFF RECOMMENDATION: APPROVE MINUTES

ITEM 5.1

MORONGO BASIN TRANSIT AUTHORITY

**SPECIAL MEETING OF
THE BOARD OF DIRECTORS**

Thursday, May 19, 2022 4:00 p.m.
VIA ZOOM VIDEO CONFERENCE

ACTION MINUTES

1.0 CALL TO ORDER – Chair Abel called the meeting to order at 4:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL - On call of the roll the following Board Members were present:
Jeff Drozd, Ellen Jackman, Karmolette O’Gilvie, Ben Sasnett, McArthur Wright, and Merl Abel. Danielle Harrington was absent.

2.0 PUBLIC COMMENTS

NONE

3.0 NEW BUSINESS

3.1 Rebranding MBTA

Selena Barlow with Transit Marketing gave a presentation on the three (3) modified branding concepts developed from discussion at the March 31, 2022 Special Meeting of the Board of Directors and opened discussions. The Board of Directors unanimously agreed to move forward with rebranding the Agency “Hi-Desert Transit” and using the “lizard” concept.

A formal action item to adopt and approve the MBTA rebrand will be brought forward at the Regular Meeting of the Board of Directors to be held on Thursday, May 26, 2022.

4.0 ADJOURNMENT

The meeting adjourned at 4:51 p.m. Thursday, May 19, 2022.

Respectfully submitted,



Michal Brock, Assistant Board Secretary

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: July 28, 2022

RE: Minutes of the May 26, 2022 Special Board Meeting

STAFF RECOMMENDATION: APPROVE MINUTES

ITEM 5.2

MORONGO BASIN TRANSIT AUTHORITY

**REGULAR MEETING OF
THE BOARD OF DIRECTORS**

Thursday, May 26, 2022 5:00 p.m.
MBTA Operations Center
62405 Verbena Road
Joshua Tree, CA 92252

ACTION MINUTES

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

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

ROLL CALL

Members Present:

Jeff Drozd

Ellen Jackman

Ben Sasnett

Merl Abel

Danielle Harrington

Karmollette O’Gilvie

McArthur Wright

Members Absent:

NONE

2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

2.1 Employee of the Quarter

Matt Atkins, Operations Manager, recognized Cory Douglass as the Employee of the Quarter. Matt shared that Cory helps keep the facilities and vehicles looking good and assists on special projects such as decorating the bus for the recent parade. Matt continued to share that Cory has done all of this great work while studying and practicing for his commercial driver’s license permit, which was obtained that morning. Matt closed out his recognition by thanking Cory for his dedication and hard work.

Chair Abel extended his thanks to Cory on behalf of the Board.

3.0 CLOSED SESSION

- 3.1 CONFERENCE WITH REAL PROPERTY NEGOTIATOR-Pursuant to Government Code Section 54956.8:
Property Location: APN: 0617-104-09, 0617-104-08, 0617-104-07, 0617-104-06,0617-104-17, 0617-104-15, 0617-104-16,0617-104-25
MBTA Negotiator: General Manager, Cheri Holsclaw
Property Negotiator: Parties to Be Determined
Under Negotiation: Price and Terms of Payment

There was no reportable action taken.

4.0 PUBLIC COMMENTS

NONE

5.0 CONSENT CALENDAR

- 5.1 Minutes of the March 24, 2022 Board Meeting
- 5.2 Minutes of the March 31, 2022 Special Board Meeting
- 5.3 Treasurer's Report for February and March 2022
- 5.4 Warrant Register through April 30, 2022
- 5.5 Ridership Reports
- 5.6 Financial Reports
- 5.7 General Manager's Reports
- 5.8 Operations Report
- 5.9 Renewal of Pacific Western Bank Credit Line
- 5.10 Bank Letters of Authority
- 5.11 Authorization to Dispose of Vehicles at Auction
- 5.12 Transportation Escort Reimbursement Program (TREP) Update

ACTION: Board Member O'Gilvie moved to approve the Consent Calendar (items 5.1 - 5.12); seconded by Board Member Harrington: passed by Roll Call Vote (7-0).

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

NONE

7.0 OLD BUSINESS

NONE

8.0 NEW BUSINESS

8.1 MBTA Rebrand

Cheri Holsclaw reported that this item was originally recommended to adopt and approve rebranding MBTA as “Hi-Desert Transit” and using the “lizard” logo. However, in researching the availability of the name, it was found that there may be potential legal ramifications in using it due to a local non-emergency medical transportation business already registered with that name. Furthermore, Transit Marketing informed Cheri that the company had fulfilled its original scope of work, and if the Board wished to consider other rebranding alternatives, a new agreement estimated at nearly half the cost (approx. \$7,000) would need to be executed.

ACTION: Board Member Wright moved to approve the MBTA rebrand concept to include the originally agreed upon DBA as “Basin Transit,” the lizard logo (logo placement next to the door on buses), and the word “Basin” in the blue font color; seconded by Chair Abel: passed by Roll Call Vote (7-0).

8.2 Community Outreach 2022

Cheri Holsclaw thanked Board Members who attended MBTA’s Transit Center Gathering and shared her appreciation of staff’s involvement in the event. Cheri informed the Board that the President of the CMC Foundation made an appearance to thank MBTA for the TAG funds. Cheri also shared that MBTA received many compliments from riders during the event. Lastly, Cheri expressed that she would like to explore other outreach approaches to garner further public feedback from the community in the future.

8.3 Consolidated Grant Request

Cheri Holsclaw reported that CalTrans is working on getting caught up with their grants, so they have consolidated two (2) years of funding requests that total \$175,575 in capital funding for one (1) vehicle replacement, \$568,530 in operating funds for FY 2021/22 and \$579,901 in FY 2022/23. There were no public comments.

ACTION: Board Member Jackman moved to approve 5311 grant funding requests; seconded by Board Member Sasnett: passed by Roll Call Vote (6-0); Board Member Harrington left at 5:20 p.m. and was absent from the vote.

8.4 Approval of FY 2022/23 MBTA Operating and Capital Budgets

Cheri Holsclaw reported that the FY2022/23 fully-funded budget presented for approval included a 1% increase to the draft budget presented at the March 24th Board of Directors meeting. The increase involved two (2) budget line items as follows:

1. Line 31, 33 & 35: The addition of a Utility Worker/Safety Coordinator position as recommended by Fleet Maintenance Specialists Inc. after recently conducting a maintenance audit increased maintenance costs by 1.39%.
2. Line 52: Increase in Operator Wages by \$4,500 to implement a \$1,000 sign-on bonus for new drivers that already possess a Class B commercial driver's license with passenger and air brake endorsements and complete the six-month introductory period. In addition, there would be a \$500 employee referral bonus for employees that refer a new driver to the agency that meets the same criteria. These incentives would end on December 31, 2022.

ACTION: Board Member O'Gilvie moved to approve the FY 2022/23 operating and capital budget; seconded by Vice-Chair Wright: passed by Roll Call Vote (6-0).

9.0 GENERAL MANAGER UPDATE

Cheri Holsclaw invited all Board Members to the employee BBQ held the following day, May 27th at noon. Cheri also shared that MBTA's first all-electric van was delivered on May 25th and invited the Board Members to take a look at it following the meeting. Lastly, Cheri informed the Board that she would be on vacation the week of June 8th to celebrate her daughter's high school graduation. She indicated that she would be available by phone if needed.

Chair Abel thanked Cheri for keeping the Board updated and for her continuous communication.

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

Chair Abel requested that the Board stay informed and updated on the rebranding transition plan.

Chair Abel further requested that staff review MBTA by-laws for necessary updates. He specifically pointed out that the legal counsel portion of the by-laws should be reviewed.

Cheri indicated that she plans on updating the by-laws and will request the assistance of (at the suggestion of Chair Abel) the Town Manager, City Manager, and Chair Abel to evaluate, assess and recommend changes.

11.0 BOARD MEMBER COMMENTS

Board Member Sasnett congratulated Cory on being awarded Employee of the Quarter and Michal on the new position as Office Manager. He further shared that he was glad that the Board was able to reach a decision on the new name and design.

Board Member Jackman congratulated Cory on being awarded Employee of the Quarter and welcomed Michal. Board Member Jackman also complimented Cheri on the new look of the courtyard and congratulated her on the satisfactory rating by the CHP. Lastly, Board Member Jackman commented that the Board's decision on rebranding the agency was good news as the Basin Transit Bowlers would not have to change their team name.

Board Member Drozd commented that he appreciated the newsletter Cheri put out and thought it was cool that the Basin Transit Bowlers were mentioned in the most recent edition. Board Member Drozd also congratulated Michal on her new position and said he was glad that the Board had agreed on a logo and design for the agency.

Vice-Chair Wright congratulated and welcomed Michal to MBTA. He also congratulated Cory on being awarded Employee of the Quarter and shared that he really likes the Employee of the Quarter program and recognizing employees. Lastly, Vice-Chair Wright expressed that Cheri is doing a great job and congratulated Cheri's daughter on her high school graduation.

Board Member O'Gilvie welcomed Michal and congratulated Cory on being awarded Employee of the Quarter. She further shared that she thinks that Cheri is doing an awesome job and she enjoys coming to these meetings. Lastly, Board Member O'Gilvie shared that she wasn't sold on the lizard logo but is glad they reached an agreement.

Chair Abel thanked Cheri for her hard work, recognizing that being a new GM is a pretty big undertaking, and she's taken the bull by the horns. He further shared that Cheri has done a great job keeping the Board altogether, listening to each and every one of them, and he thinks they all feel like they have a voice and are heard, which is wonderful and appreciated. Chair Abel also stated that he would like to personally purchase new transit shirts for the Board once they are designed. Lastly, Chair Abel confirmed with the rest of the Board that the bi-monthly Board meeting schedule seems to be working well so far.

12.0 ADJOURNMENT

The meeting adjourned at 5:33 p.m. Thursday, May 26, 2022.

Respectfully submitted,



Michal Brock, Assistant Board Secretary

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: July 28, 2022

RE: Treasurer's Reports for April and May 2022

STAFF RECOMMENDATION: APPROVE TREASURER'S REPORTS

ITEM 5.3

MORONGO BASIN TRANSIT AUTHORITY
TREASURER'S REPORT
April 30, 2022

Beginning Balance:	March 31, 2022	5,504,830
Receipts		1,534,513
Disbursements		994,243
Interest Received		1,049
Ending Balance:	April 30, 2022	<u>6,046,148</u>

LOCATION OF FUNDS:	BALANCE	INTEREST EARNED	INTEREST RATE
US Bank General	\$ 71,620	-	0.00%
US Bank Class E	\$ -	\$ -	0.00%
Pacific Western Bank Procurement Fees	\$ 1,514,108	\$ -	0.00%
Union Bank	\$ 2,491,181	\$ -	0.00%
Pacific Western Bank	\$ 151,902	\$ -	0.00%
LAIF	\$ 1,292,778	\$ -	0.00%
US Bank PTMISEA	\$ 238,457	\$ -	0.00%
US Bank LCTOP	\$ 222,797	\$ -	0.00%
US Bank SGR (SB1)	\$ 63,305	\$ -	0.00%
	\$	-	0.00%
TOTAL INVESTMENTS	\$ 6,046,148	\$ -	

MORONGO BASIN TRANSIT AUTHORITY
TREASURER'S REPORT
May 31, 2022

Beginning Balance:	April 30, 2022	6,046,148
Receipts		396,570
Disbursements		519,096
Interest Received		31
Ending Balance:	May 31, 2022	5,923,654

LOCATION OF FUNDS:	BALANCE	INTEREST EARNED	INTEREST RATE
US Bank General	\$ 70,584	-	0.00%
US Bank Class E	\$ -	\$ -	0.00%
Pacific Western Bank Procurement Fees	\$ 1,546,354	\$ -	0.00%
Union Bank	\$ 2,292,462	\$ -	0.00%
Pacific Western Bank	\$ 196,912	\$ -	0.00%
LAIF	\$ 1,292,778	\$ -	0.00%
US Bank PTMISEA	\$ 238,461	\$ -	0.00%
US Bank LCTOP	\$ 222,798	\$ -	0.00%
US Bank SGR (SB1)	\$ 63,306	\$ -	0.00%
	\$	-	0.00%
TOTAL INVESTMENTS	\$ 5,923,654	\$ -	

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: July 28, 2022

RE: Warrant Register through May 31, 2022

STAFF RECOMMENDATION: APPROVE WARRANT REGISTER

ITEM 5.4

MORONGO BASIN TRANSIT AUTHORITY
WARRANT REGISTER
As of May 31, 2022

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
05/03/2022	ARCO	FUEL	30.00
05/03/2022	SOUTHERN CALIFORNIA EDISON	UTILITIES	-6,402.69
05/03/2022	SENTINEL BENEFITS	OUTSIDE SERVICES	-25.00
05/05/2022	CITY OF TWENTYNINE PALMS	PROFESSIONAL FEES	-50.00
05/05/2022	PRISM	INSURANCE	-27,775.00
05/05/2022	CCFOS, LLC	TRAINING/MEETINGS	-499.00
05/05/2022	US BANK	CREDIT CARD PAYMENT	-4,855.85
05/05/2022	MATTHEW ATKINS	MILEAGE	0.00
05/05/2022	JOE MEER	MILEAGE	-77.22
05/05/2022	ADAH MARTINEZ	UNIFORMS	-64.63
05/05/2022	JERROLD HENDERSON	WAGES	-513.78
05/05/2022	MANAGER PLUS SOLUTIONS, LP	OPERATIONS SUPPORT	-6,995.00
05/05/2022	AIRWAVE COMMUNICATIONS	RADIO	-934.76
05/05/2022	BATTERY SYSTEMS	PARTS	-269.27
05/05/2022	BENEFIT COORDINATORS CORP	DENTAL	-1,413.30
05/05/2022	BURRTEC	UTILITIES	-374.11
05/05/2022	CARQUEST - YUCCA VALLEY	PARTS	-515.50
05/05/2022	CHARLES ABBOTT & ASSOCIATES INC.	PROFESSIONAL FEES	-330.00
05/05/2022	COPPER MOUNTAIN BROADCASTING	2000 · ACCOUNTS PAYABLE	-588.00
05/05/2022	CREATIVE BUS SALES - PARTS	PARTS	-345.24
05/05/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-168.53
05/05/2022	GILLIG LLC	PARTS	-703.55
05/05/2022	HI DESERT PUBLISHING	MARKETING	-1,660.13
05/05/2022	HI DESERT WATER DISTRICT	UTILITIES	-147.45
05/05/2022	JOSHUA BASIN WATER DISTRICT	UTILITIES	-502.63
05/05/2022	JOSHUA TREE LANDSCAPE & GROUNDS MAINT	OUTSIDE SERVICES	-725.00
05/05/2022	PALM SPRINGS MOTORS	PARTS	-4,344.96
05/05/2022	PARKHOUSE TIRES	TIRES	-82.88
05/05/2022	PRECISION GARAGE DOORS & GATES	OUTSIDE SERVICES	-575.00
05/05/2022	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-100.21
05/05/2022	TWENTYNINE PALMS WATER DISTRICT	UTILITIES	-41.94
05/05/2022	VOYAGER	FUEL	-3,145.39
05/05/2022	MATTHEW ATKINS	VOIDED	-73.71
05/05/2022	MATTHEW ATKINS	VOIDED	73.71
05/05/2022	NOEMI ADDERLEY	MILEAGE	-73.71
05/06/2022	ADP	WAGES	-50,905.47
05/06/2022	ADP	TAXES	-8,807.63
05/06/2022	CALPERS 457 PROGRAM	SUPPL RETIREMENT	-3,755.61
05/06/2022	CALPERS HEALTH/RETIREMENT	RETIREMENT	-5,425.99
05/06/2022	CALPERS HEALTH/RETIREMENT	RETIREMENT	-3,816.34
05/06/2022	ADP	OUTSIDE SERVICES	-192.50
05/06/2022	ADP	WAGES	-79.84
05/09/2022	ARCO	FUEL	-113.14
05/10/2022	ARCO	FUEL	-106.92

3:42 PM
06/20/22
Cash Basis

MORONGO BASIN TRANSIT AUTHORITY
WARRANT REGISTER
As of May 31, 2022

05/13/2022	WEDNESDAY VEGAS	EMPLOYEE EXPENSE	-1,367.00
05/13/2022	AIS	LEASE/RENTS	-62.50
05/13/2022	ALLIANT INSURANCE SERVICES	INSURANCE	-10,841.25
05/13/2022	AMERIGAS	VOIDED	0.00
05/13/2022	CARQUEST - YUCCA VALLEY	PARTS	-95.99
05/13/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-202.93
05/13/2022	GILLIG LLC	PARTS	-483.55
05/13/2022	KCDZ	MARKETING	-460.00
05/13/2022	PALM SPRINGS MOTORS	PARTS	-302.13
05/13/2022	PRECISION GARAGE DOORS & GATES	OUTSIDE SERVICES	-925.00
05/13/2022	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-46.57
05/13/2022	QUILL CORPORATION	OFFICE SUPPLIES	-99.55
05/13/2022	THE GAS COMPANY	FUEL	-8,949.28
05/13/2022	TROPHY EXPRESS	PRINTING & REPRODUCTION	-22.03
05/13/2022	AMERIGAS	OUTSIDE SERVICES	-102.77
05/15/2022	VISION SERVICE PLAN	VISION INSURANCE	-412.30
05/16/2022	TSR CONSTRUCTION	FACILITY IMPROVEMENTS	-8,756.25
05/16/2022	CALPERS HEALTH/RETIREMENT	CERBT	-14,165.00
05/16/2022	CALPERS HEALTH/RETIREMENT	CEPPT	-10,034.00
05/16/2022	ARCO	FUEL	-132.74
05/17/2022	CALPERS HEALTH/RETIREMENT	HEALTH INSURANCE	-20,217.80
05/17/2022	CALPERS HEALTH/RETIREMENT	INTEREST EXPENSE	-31.68
05/18/2022	EDWARD KIM	WAGES	-995.56
05/19/2022	VIKAS SHARMA	UNIFORMS	-119.52
05/19/2022	CITY OF TWENTYNINE PALMS	PROFESSIONAL FEES	-50.00
05/19/2022	BATTERY SYSTEMS	PARTS	-265.78
05/19/2022	CARQUEST - YUCCA VALLEY	PARTS	-8.42
05/19/2022	CLEAN ENERGY	CNG MAINTENANCE	-3,000.00
05/19/2022	DESERT ARC	OUTSIDE SERVICES	-270.00
05/19/2022	DIAMOND ENVIRONMENTAL SERVICES	UTILITIES	-132.26
05/19/2022	FORENSIC DRUG TESTING	EMPLOYEE EXPENSE	-59.00
05/19/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-62.85
05/19/2022	IMAGE SOURCE	CREDIT APPLIED	0.00
05/19/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-97.98
05/19/2022	LEFEVRE'S TOWING INC.	OUTSIDE SERVICES	-350.00
05/19/2022	NAPA	PARTS	-146.00
05/19/2022	PALM SPRINGS MOTORS	PARTS	-333.29
05/19/2022	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-96.65
05/19/2022	QUILL CORPORATION	OFFICE SUPPLIES	-72.80
05/19/2022	RUTAN & TUCKER, LLP	PROFESSIONAL FEES	-276.90
05/20/2022	ADP	WAGES	-51,898.35
05/20/2022	ADP	TAXES	-9,355.06
05/20/2022	SPECTRUM	UTILITIES	-406.53
05/20/2022	CALPERS HEALTH/RETIREMENT	RETIREMENT	-5,532.99
05/20/2022	CALPERS HEALTH/RETIREMENT	RETIREMENT	-3,868.18

3:42 PM
06/20/22
Cash Basis

MORONGO BASIN TRANSIT AUTHORITY
WARRANT REGISTER
As of May 31, 2022

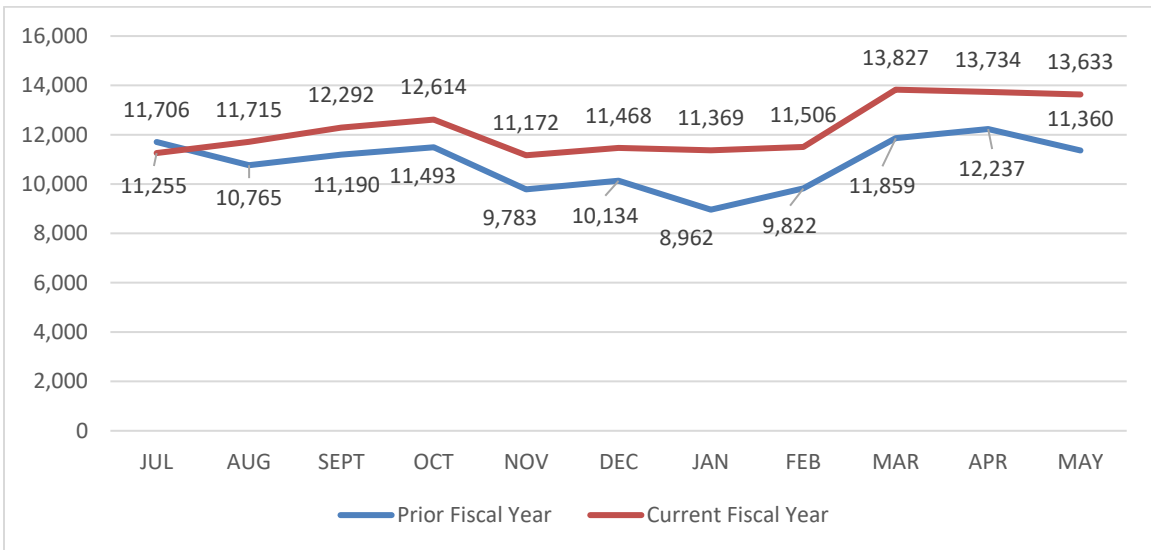
05/20/2022	CALPERS 457 PROGRAM	SUPL RETIREMENT	-3,956.90
05/20/2022	ADP	OUTSIDE SERVICES	-290.00
05/20/2022	ADP	WAGES	-79.84
05/23/2022	DAWN BOSTROM	HEALTH INSURANCE REIMB.	-338.24
05/23/2022	ARCO	FUEL	-78.30
05/26/2022	CORY DOUGLASS	EMPLOYEE EXPENSE	-50.00
05/26/2022	AMANDA KNOBLOCH	EMPLOYEE EXPENSE	-166.92
05/26/2022	AIRWAVE COMMUNICATIONS	RADIO	-1,660.00
05/26/2022	AVALON URGENT CARE	OUTSIDE SERVICES	-400.00
05/26/2022	BENEFIT COORDINATORS CORP	DENTAL	-1,944.50
05/26/2022	CHARLES ABBOTT & ASSOCIATES INC.	PROFESSIONAL FEES	-1,270.00
05/26/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-1,015.12
05/26/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-65.98
05/26/2022	FRONTIER COMMUNICATIONS	TELEPHONE	-168.53
05/26/2022	NAPA	PARTS	-272.72
05/26/2022	PALM SPRINGS MOTORS	PARTS	-1,517.13
05/26/2022	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES & UNIFORMS	-95.60
05/26/2022	THE GAS COMPANY	UTILITIES	-19.87
05/27/2022	BOKLOCKSMITH	VOIDED	0.00
05/27/2022	TREP	MILEAGE REIMBURSEMENTS	-2,468.43
05/27/2022	BOKLOCKSMITH	OFFICE SUPPLIES	-191.30
05/30/2022	ARCO	FUEL	-134.20
05/31/2022	SABRINA FRANKLIN	VOIDED	0.00
05/31/2022	ANDREW BERNSTEIN	HRA REIMBURSEMENTS	-168.11
05/31/2022	GARY COOPER	VOIDED	0.00
05/31/2022	VIKAS SHARMA	HRA REIMBURSEMENTS	-101.42
05/31/2022	CYNTHIA LOPEZ	HRA REIMBURSEMENTS	-67.84
05/31/2022	ROY DAVIS	HRA REIMBURSEMENTS	-609.86
05/31/2022	JOSE GIRON	HRA REIMBURSEMENTS	-324.90
05/31/2022	GEORGE HALLAS	HRA REIMBURSEMENTS	-99.72
05/31/2022	ANNA JUNKER	HRA REIMBURSEMENTS	-1,753.86
05/31/2022	GARY COOPER	VOIDED	-220.00
05/31/2022	GARY COOPER	VOIDED	220.00
05/31/2022	SABRINA FRANKLIN	VOIDED	-1,157.67
05/31/2022	SABRINA FRANKLIN	VOIDED	1,157.67
05/31/2022	GARY COOPER	HRA REIMBURSEMENTS	-420.00
05/31/2022	SABRINA FRANKLIN	HRA REIMBURSEMENTS	-1,405.91
05/31/2022	JOE MEER	HRA REIMBURSEMENTS	-15.00
05/31/2022	JOE MEER	MILEAGE & MEETINGS	-179.25
			<hr/>
			-313,911.06
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			-313,911.06
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MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: July 28, 2022

RE: Ridership Report

Year-to-date, staff is still continuing to see an increase from the previous year with a 8.29% Farebox Recovery Ratio vs the 7.33% from last year.



STAFF RECOMMENDATION: RECEIVE AND FILE

ITEM 5.5



FY 2022 -- Monthly Performance Statistics
Systemwide Summary
All Routes

Performance Statistics for May

Level Item	Passengers	Revenue Hours	Operating Costs	Passenger Revenue	Passengers Per Rev. Hour	Operating Cost Per Passenger	Operating Cost Per Rev. Hour	Passenger Revenue Per Passenger	Passenger Revenue Per Rev. Hour	Farebox Recovery Ratio
Reporting Route #:										
1	6,049	769.4	\$82,833	\$8,760	7.9	\$13.69	\$107.66	\$1.45	\$11.39	10.58%
1X	213	33.3	\$3,630	\$88	6.4	\$17.04	\$108.91	\$0.41	\$2.63	2.42%
3A	1,264	232.7	\$23,590	\$1,077	5.4	\$18.66	\$101.38	\$0.85	\$4.63	4.56%
3B	1,158	229.2	\$23,088	\$1,510	5.1	\$19.94	\$100.72	\$1.30	\$6.59	6.54%
7A	1,232	216.2	\$22,672	\$755	5.7	\$18.40	\$104.87	\$0.61	\$3.49	3.33%
7B	1,059	225.5	\$23,591	\$753	4.7	\$22.28	\$104.63	\$0.71	\$3.34	3.19%
12	478	111.1	\$15,038	\$7,325	4.3	\$31.46	\$135.39	\$15.32	\$65.95	48.71%
15	401	52.0	\$7,836	\$1,109	7.7	\$19.54	\$150.74	\$2.77	\$21.33	14.15%
21	704	200.7	\$22,926	\$961	3.5	\$32.56	\$114.26	\$1.36	\$4.79	4.19%
RR30	358	158.1	\$15,332	\$235	2.3	\$42.83	\$97.01	\$0.66	\$1.48	1.53%
RR31	155	71.8	\$7,108	\$102	2.2	\$45.86	\$98.95	\$0.66	\$1.41	1.43%
RR34	232	106.4	\$11,859	\$152	2.2	\$51.12	\$111.44	\$0.66	\$1.43	1.28%
RR36	31	38.1	\$3,502	\$20	0.8	\$112.97	\$91.87	\$0.66	\$0.53	0.58%
RR50	299	154.1	\$14,959	\$196	1.9	\$50.03	\$97.06	\$0.66	\$1.27	1.31%
Program:										
Commuter Service	879	163.1	\$22,874	\$8,434	5.4	\$26.02	\$140.29	\$9.60	\$51.73	36.87%
Demand Response	1,075	528.5	\$52,760	\$704	2.0	\$49.08	\$99.82	\$0.66	\$1.33	1.33%
Neighborhood Shuttles	11,679	1,906.9	\$202,329	\$13,904	6.1	\$17.32	\$106.10	\$1.19	\$7.29	6.87%
Mode:										
Bus (Motorbus)	11,679	1,906.9	\$202,329	\$13,904	6.1	\$17.32	\$106.10	\$1.19	\$7.29	6.87%
Commuter Bus	879	163.1	\$22,874	\$8,434	5.4	\$26.02	\$140.29	\$9.60	\$51.73	36.87%
Demand Response	1,075	528.5	\$52,760	\$704	2.0	\$49.08	\$99.82	\$0.66	\$1.33	1.33%
System Total:	13,633	2,598.5	\$277,963	\$23,043	5.3	\$20.39	\$106.97	\$1.69	\$8.87	8.29%



Monthly Ridership Report

May, FY 2022

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	4,595	6,049	6.1	7.9	6.81%	10.58%
12	302	478	2.1	4.3	16.13%	48.71%
15	322	401	4.1	7.7	39.20%	14.15%
1X	185	213	5.6	6.4	8.69%	2.42%
21	636	704	3.3	3.5	4.00%	4.19%
3A	1,057	1,264	5.0	5.4	5.66%	4.56%
3B	946	1,158	4.4	5.1	4.57%	6.54%
7A	1,245	1,232	5.8	5.7	6.65%	3.33%
7B	1,077	1,059	5.1	4.7	5.61%	3.19%
RR30	320	358	2.3	2.3	2.68%	1.53%
RR31	147	155	1.7	2.2	1.98%	1.43%
RR34	202	232	2.2	2.2	2.25%	1.28%
RR36	18	31	0.5	0.8	0.54%	0.58%
RR50	308	299	2.0	1.9	2.45%	1.31%
Program Subtotals						
Commuter Service	624	879	2.8	5.4	25.42%	36.87%
Demand Response	995	1,075	1.9	2.0	2.25%	1.33%
Neighborhood Shuttles	9,741	11,679	5.3	6.1	5.99%	6.87%
System Total	11,360	13,633	4.4	5.3	7.33%	8.29%

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: July 28, 2022

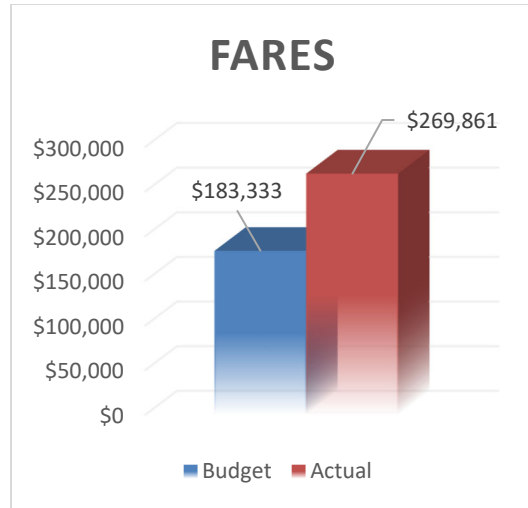
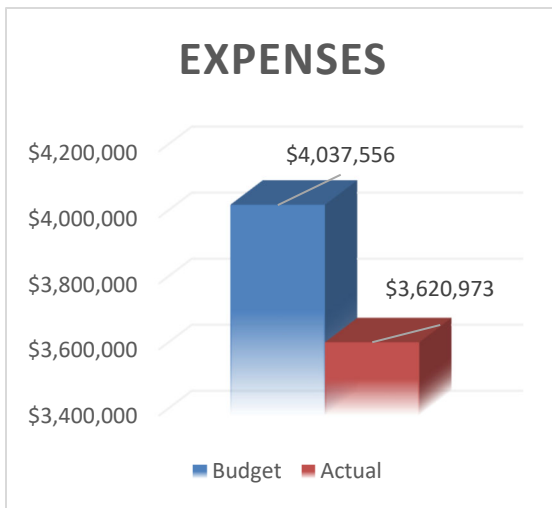
RE: Financial Report

Staff received an executed contract from Caltrans in the amount of **\$1,682,942** for the Federal Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) and will process the reimbursement claim.

At the conclusion of May, MBTA expenses were \$416,584 (10%) below budget.

MBTA’s operating revenues were ahead of budget. Year-to-date, MBTA received \$268,861 in passenger fares which exceeds the \$200,000 budgeted for the entire year.

CNG fuel sold was \$52,037 (225%) ahead of budget.
Passenger Fares were \$86,527 (47%) ahead of budget.



STAFF RECOMMENDATION: RECEIVE AND FILE

MORONGO BASIN TRANSIT AUTHORITY
Statement of Expenditures - Cash Basis
During Fiscal Year ending 06/30/22
For Period Ending 05/31/22

Line	Administrative Exp.	FY 21/22 Budget	MAY		Year to Date		Year to Date Variance	%
			Budget	Actual	Budget	Actual		
1	Mgmt. Salaries	\$ 120,082.00	\$ 9,237.08	\$ 9,478.40	110,844.92	\$ 107,355.98	3,488.94	3%
2	Office Salaries	\$ 170,125.00	\$ 13,086.54	6,732.93	157,038.46	103,122.02	53,916.44	34%
3	Board Members	\$ 6,300.00	\$ 525.00	0.00	5,775.00	4,200.00	1,575.00	27%
4	Payroll Taxes	\$ 7,888.00	\$ 606.77	474.18	7,281.23	5,662.16	1,619.07	22%
5	Health & Welfare	\$ 78,780.00	\$ 6,565.00	3,026.91	72,215.00	56,014.73	16,200.27	22%
6	Retirement:PERS	\$ 50,215.00	\$ 3,862.69	3,074.17	46,352.31	36,554.13	9,798.18	21%
7	Mileage	\$ 5,000.00	\$ 416.67	180.18	4,583.33	2,039.99	2,543.34	55%
8	Outside Services	\$ 45,640.00	\$ 3,803.33	1,183.84	41,836.67	24,608.87	17,227.80	41%
9	Prof. Fees	\$ 58,796.00	\$ 4,899.67	746.90	53,896.33	29,214.65	24,681.68	46%
10	Leases/Rents	\$ 5,712.00	\$ 476.00	62.50	5,236.00	31.93	5,204.07	99%
11	Utilities	\$ 105,078.00	\$ 8,576.50	8,027.48	96,321.50	101,795.66	(5,474.16)	-6%
12	Marketing/Promotions	\$ 40,493.00	\$ 3,374.42	3,018.62	37,118.58	48,274.37	(11,155.79)	-30%
13	Office Supplies	\$ 16,882.00	\$ 1,406.83	1,773.17	15,475.17	12,531.22	2,943.95	19%
14	Postage	\$ 2,400.00	\$ 200.00	117.99	2,200.00	2,175.42	24.58	1%
15	Printing/Reproduction	\$ 12,071.00	\$ 1,005.92	29.66	11,065.08	4,998.65	6,066.43	55%
16	Training/Meetings	\$ 14,831.00	\$ 1,235.92	649.00	13,595.08	7,611.17	5,983.91	44%
17	Interest Exp.	\$ 2,000.00	\$ 166.67	31.68	\$ 1,833.33	31.68	1,801.65	98%
18	Total Administrative	\$ 742,293.00	\$ 59,624.99	\$ 38,607.61	\$ 682,668.01	\$ 546,222.63	\$ 136,445.38	20%
Maintenance Expense								
19	Mechanic Salaries	\$ 161,375.00	\$ 12,413.46	11,641.60	148,961.54	\$ 133,189.11	15,772.43	11%
20	Misc. Work/Salaries	\$ 58,810.00	\$ 4,523.85	3,945.94	54,286.15	44,167.19	10,118.96	19%
21	Payroll Taxes	\$ 3,730.00	\$ 286.92	227.19	3,443.08	3,244.17	198.91	6%
22	Health & Welfare	\$ 29,364.00	\$ 2,447.00	1,596.68	26,917.00	16,463.27	10,453.73	39%
23	Retirement:PERS	\$ 17,651.00	\$ 1,357.77	944.65	16,293.23	11,031.65	5,261.58	32%
24	Uniforms	\$ 2,500.00	\$ 208.33	76.10	2,291.67	2,021.83	269.84	12%
25	Outside Services	\$ 49,187.00	\$ 4,098.92	6,091.31	45,088.08	34,849.26	10,238.82	23%
26	Parts	\$ 56,329.00	\$ 4,694.08	5,860.49	51,634.92	35,931.40	15,703.52	30%
27	Fluids	\$ 15,259.00	\$ 1,271.58	260.22	13,987.42	12,241.34	1,746.08	12%
28	Tires	\$ 55,000.00	\$ 4,583.33	82.88	50,416.67	37,410.94	13,005.73	26%
29	Accident Repair	\$ 26,369.00	\$ 2,197.42	0.00	24,171.58	7,860.25	16,311.33	67%
30	Tools	\$ 2,206.00	\$ 183.83	0.00	2,022.17	546.95	1,475.22	73%
31	Consulting	\$ 2,606.00	\$ 217.17	0.00	2,388.83	990.00	1,398.83	59%
32	Shop Supplies	\$ 4,000.00	\$ 333.33	77.80	3,666.67	707.52	2,959.15	81%
33	Facility Supplies	\$ 25,054.00	\$ 2,087.83	190.20	22,966.17	4,362.22	18,603.95	81%
34	Training/Meetings	\$ 6,174.00	\$ 514.50	0.00	5,659.50	156.79	5,502.71	97%
35	Shelter Maintenance	\$ 2,784.00	\$ 232.00	94.88	2,552.00	94.88	2,457.12	96%
36	CNG Stations Maint.	\$ 115,874.00	\$ 9,656.17	3,000.00	\$ 106,217.83	68,758.22	37,459.61	35%
37	Total Maintenance	\$ 634,272.00	\$ 51,307.50	\$ 34,089.94	\$ 582,964.50	\$ 414,026.99	\$ 168,937.51	29%
Operations Expense								
38	Mgmt/Supv Salaries	\$ 159,333.00	\$ 12,256.38	7,748.80	147,076.62	\$ 112,403.52	34,673.10	24%
39	Operator Wages	\$ 928,353.00	\$ 71,411.77	68,503.23	856,941.23	792,595.69	64,345.54	8%
40	Dispatch Wages	\$ 176,952.00	\$ 13,611.69	16,255.25	163,340.31	160,172.22	3,168.09	2%
41	Payroll Taxes	\$ 30,351.00	\$ 2,334.69	1,404.25	28,016.31	13,082.27	14,934.04	53%
42	Health & Welfare	\$ 444,904.00	\$ 37,075.33	33,018.22	407,828.67	367,947.64	39,881.03	10%
43	Retirement:PERS	\$ 229,799.00	\$ 17,676.85	16,613.12	212,122.15	266,876.25	(54,754.10)	-26%
44	Safety Incentive Program	\$ 8,800.00	\$ 733.33	0.00	8,066.67	3,800.00	4,266.67	53%
45	Workers'Comp	\$ 350,000.00	\$ 29,166.67	27,775.00	320,833.33	341,299.17	(20,465.84)	-6%
46	Other Employee Exp.	\$ 19,988.00	\$ 1,665.67	2,194.52	18,322.33	18,035.01	287.32	2%
47	Mileage	\$ 1,850.00	\$ 154.17	0.00	1,695.83	884.13	811.70	48%
48	Uniforms	\$ 11,152.00	\$ 929.33	301.81	10,222.67	6,175.03	4,047.64	40%
49	Outside Services	\$ 16,635.00	\$ 1,386.25	59.00	15,248.75	9,946.71	5,302.04	35%
50	Tel/Cell/Internet/Fax	\$ 32,638.00	\$ 2,719.83	2,471.92	29,918.17	25,445.40	4,472.77	15%
51	Radio Expense	\$ 11,000.00	\$ 916.67	2,594.76	10,083.33	23,509.61	(13,426.28)	-133%
52	Fuel	\$ 192,506.00	\$ 16,042.17	12,629.97	176,463.83	172,457.51	4,006.32	2%
53	Trainings/Meetings	\$ 4,400.00	\$ 366.67	-574.47	4,033.33	851.48	3,181.85	79%
54	Insurance	\$ 360,933.00	\$ 30,077.75	10,841.25	330,855.25	313,678.56	17,176.69	5%
55	Deferred Comp Match	\$ 33,660.00	\$ 2,589.23	3,429.25	\$ 30,855.00	31,562.93	(707.93)	-2%
56	Total Operations	\$ 3,013,254.00	\$ 241,114.45	\$ 205,265.88	\$ 2,771,923.78	\$ 2,660,723.13	\$ 111,200.65	4%
57	Grand Total of Op Exp	\$ 4,389,819.00	\$ 352,046.94	\$ 277,963.43	\$ 4,037,556.29	\$ 3,620,972.75	\$ 416,583.54	10%

MORONGO BASIN TRANSIT AUTHORITY
Statement of Income
05/31/22

Other Revenue		MAY		YTD Bdg't	YTD Actual			
1	Interest	\$ 152.00	12.67	5.25	139.33	\$ 3,292.42	\$ 3,153.09	2263%
2	Other Revenue	\$ 3,000.00	250.00	112,118.00	2,750.00	114,678.96	\$ 111,928.96	4070%
3	CNG Fuel	\$ 17,487.00	1,457.25	12,354.31	16,029.75	52,036.85	\$ 36,007.10	225%
4	Gain on Sale of Assets	\$ -	0.00	0.00	0.00	0.00	-	0%
5	Total Other Revenue	\$ 20,639.00	\$ 1,719.92	\$ 124,477.56	\$ 18,919.08	\$ 170,008.23	\$ 151,089.15	799%

Passenger Fares		MAY		YTD Bdg't	YTD Actual			
6	Fixed Route	\$ 128,000.00	10,666.67	11,661.17	117,333.33	140,411.64	\$ 23,078.31	20%
7	Ready Ride	\$ 40,000.00	3,333.33	704.30	36,666.67	53,638.93	\$ 16,972.26	46%
8	Palm Spr./Palm Des.	\$ 18,000.00	1,500.00	8,434.05	16,500.00	56,965.33	\$ 40,465.33	245%
9	Office Passes	\$ 14,000.00	1,166.67	2,243.00	12,833.33	18,844.75	6,011.42	47%
10	Total Fare Revenue	\$ 200,000.00	\$ 16,666.67	\$ 23,042.52	\$ 183,333.33	\$ 269,860.65	\$ 86,527.32	47%

Current Support Funding - Operations			Received	Prior FY	Received	Balance Due
11	Local Transit Funds	\$ 3,834,010.00			\$ 3,834,010.00	\$ -
12	Section 5311 Operating Asst	\$ 568,530.00				\$ 568,530.00
13	Measure I	\$ 140,500.00	\$ 10,879.67		\$ 141,962.63	\$ (1,462.63)
14	AB 2766	\$ 40,000.00			\$ 40,000.00	\$ -
15	Total Sup. Fund.Ops	\$4,583,040.00	\$ 10,879.67		\$ 4,015,972.63	\$ 567,067.37
16	Total Operating Revenues	\$ 4,803,679.00	\$ 158,399.75		\$ 4,455,841.51	\$ 804,683.83

Prior Year Support Funding - Operations		Grant Amt	Received	Prior FY	Received	Balance Due
17	Section 5311 Operating Asst FY20	\$ 421,203.00			\$ 421,203.00	\$ -
18	Section 5311 Operating Asst FY21	\$ 437,331.00				\$ 437,331.00
19	Total Prior Year Operating Revenues	\$ 858,534.00	\$ -	\$ -	\$ 421,203.00	\$ 437,331.00

Current Year Capital Funding - Capital		Grant Amt	Received	Prior FY	Received	Balance Due
20	Operations Support Equip	STA FY22 \$ 25,000.00			\$ 8,214.95	\$ 16,785.05
21	Cashless Fare System (TT)	STA FY22 \$ 103,200.00			\$ 103,200.00	\$ -
22	Vehicle Replacements	STA FY22 / CMAQ \$ 287,076.00				\$ 287,076.00
23	Bike Lockers	ART 3 \$ 30,181.00			\$ 28,163.82	\$ 2,017.18
24	Engine Overhauls	SGR \$ 35,000.00				\$ 35,000.00
25	Shop Equipment	SGR \$ 15,000.00			\$ 12,691.60	\$ 2,308.40
26	Facility Facelift Repairs	SGR \$ 38,115.00			\$ 30,810.90	\$ 7,304.10
27	Shop Vehicle Replacement	SGR \$ 39,000.00			\$ 31,214.71	\$ 7,785.29
28	Zero Emission Pilot	LCTOP \$ 86,421.00			\$ 86,421.00	\$ -
29	Total Current Capital Funding	\$ 658,993.00	\$ -	\$ -	\$ 300,716.98	\$ 358,276.02

Prior Year Capital Funding - Capital		Grant Amt	Received	Prior FY	Received	Balance Due
30	29Palms CNG Station	LTF FY18 \$ 130,000.00				\$ 130,000.00
31	Add'l Bus Stop Improv	STA FY15 Realloc \$ 235,153.00		\$ 219,914.73	\$ 11,770.80	\$ 3,467.47
32	AVL/GPS Equipment	STA FY17 \$ 6,000.00				\$ 6,000.00
33	AVL/GPS Equipment	STA FY19 \$ 85,000.00				\$ 85,000.00
34	Bus Stop Improvements	SGR FY21 / LCTOP \$ 145,124.00		\$ 100,127.00	\$ 38,164.02	\$ 6,832.98
35	Bus Stop Improvements	STA FY19 \$ 70,000.00				\$ 70,000.00
36	Bus Wash System	STA FY20 \$ 67,950.00				\$ 67,950.00
37	Bus Wash System	STA FY21 \$ 7,500.00				\$ 7,500.00
38	Class H Replacement Vehicles	CMAQ \$ 1,214,400.00				\$ 1,214,400.00
39	Cost Allocation Study	STA FY19 \$ 20,000.00		\$ 17,481.00		\$ 2,519.00
40	Disp & Maint Equip	STA FY21 \$ 10,000.00			\$ 10,000.00	\$ -
41	Disp & Maint Equipment	STA FY17 \$ 10,000.00		\$ 7,334.07	\$ 2,665.50	\$ -
42	Disp & Maint Equipment	STA FY18 \$ 10,000.00		\$ 1,508.02	\$ 8,491.98	\$ -
43	Disp & Maint Equipment	STA FY19 \$ 10,000.00			\$ 10,000.00	\$ -
44	Disp & Maint Equipment	STA FY20 \$ 10,000.00			\$ 10,000.00	\$ -
45	Enclosed Bike Racks	ART 3 \$ 29,380.00				\$ 29,380.00
46	Engine Overhauls	LTF FY18 \$ 75,000.00		\$ 18,750.00		\$ 56,250.00
47	Engine Overhauls	SGR FY21 \$ 25,000.00		\$ 16,356.00	\$ 8,644.00	\$ -
48	Engine Overhauls	STA FY19 \$ 30,000.00		\$ 9,029.94	\$ 8,715.13	\$ 12,254.93
49	Engine Overhauls	STA FY20 \$ 25,000.00				\$ 25,000.00
50	Fare Media Structure	STA FY21 \$ 50,000.00				\$ 50,000.00
51	JT Facility Upgrade	STA/LTF FY16 \$ 6,163.00		\$ 2,548.00		\$ 3,615.00
52	Landscape & Lighting	STA FY11 Realloc. \$ 15,000.00		\$ 13,777.00		\$ 1,223.00
53	REI Equipment	LTF FY15 Realloc \$ 5,000.00		\$ 4,240.00		\$ 760.00
54	Shop Equipment	STA FY20 \$ 25,000.00		\$ 23,926.95	\$ 1,073.05	\$ -
55	Short Range Transit Plan	STA FY19 \$ 107,000.00		\$ 87,770.12		\$ 19,229.88
56	Twenty-nine Palms Land	LTF FY18 \$ 90,000.00		\$ 6,706.95		\$ 83,293.05
57	Vehicles: 1 Class E	STA FY19 \$ 68,368.00			\$ 2,385.95	\$ 65,982.05
58	Vehicles: 5 Replacements	CMAQ / STA \$ 1,025,275.00		\$ 647,556.32	\$ 1,809.00	\$ 375,909.68
59	Video Surveillance	LTF FY18 \$ 20,000.00				\$ 20,000.00
60	Total Prior Capital Funding	\$1,636,186.00	\$0.00	\$856,984.37	\$113,719.43	\$1,967,316.59

FY 21/22 Procurement Budget		Grant Amt	Sent	Received	Sent	Received	Balance Due
61	Procurement Bid Income	\$ 275,000.00		\$ 34,843.94		\$ 259,322.04	\$ 15,677.96
62	Procurement Bid Expenses	\$ (135,000.00)	\$ 10,456.70		\$ 226,563.76		\$ 91,563.76
63	TAG Program	\$ (50,000.00)			\$ 59,715.00		\$ 9,715.00
64	FY 19/20 29 Palms Land	\$ (265,000.00)			\$ 55,777.41		\$ (209,222.59)
65	Total Procurement Budget		\$ 10,456.70	\$ 34,843.94	\$ 286,278.76	\$ 259,322.04	\$ (26,956.72)

FY 21/22 TREP Budget		Grant Amt	Sent	Received	Sent	Received	Balance Due
66	5310 TREP Revenue	<i>Balance</i> \$ 96,037.97		\$ -		\$ 57,481.69	\$ 38,556.28
67	Program Administrator	\$ (7,405.00)	\$ 126.99		\$ 3,578.78		\$ (3,826.22)
68	Client Relations Clerk	\$ (34,663.00)	\$ 3,020.60		\$ 32,907.07		\$ (1,755.93)
69	Mileage Reimbursements	\$ (75,600.00)	\$ 2,468.43		\$ 31,410.71		\$ (44,189.29)
70	Total TREP Funding	\$ (21,630.03)	\$ 5,616.02	\$ -	\$ 67,896.56	\$ 57,481.69	\$ 28,141.41

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: July 28, 2022

RE: General Manager's Reports

STAFF RECOMMENDATION: RECEIVE AND FILE

ITEM 5.7



General Manager's Report

June 28, 2022

CAPITAL PROJECTS

- ✓ Installation of electric chargers for the new van will be installed shortly. One (1) at the Joshua Tree facility and one (1) at the Yucca Valley Transit Center.
- ✓ The radio repeater was relocated and the antenna was raised to improve communication with the buses and decrease radio dead spots.

MARKETING & OUTREACH

- ✓ Entered MBTA's first electric ADA van in the Grubstakes Day Parade.

Photo Credit: Susan Hogervorst



BASIN TRANSIT

- ✓ Attempting to obtain basintransit.org or basin-transit.com for our future website.
- ✓ Began Phase 2 with Transit Marketing, which will include campaign event launch ideas, flyers, uniform designs, stationery samples, and bus stop signs.
- ✓ Discussed best course of action to trademark Basin Transit and legalities of a DBA (Doing Business As) with Counsel.
- ✓ Met with Decals by Design to strategize wrapping the fleet with the new Basin Transit brand and which process would be best long-term with the hot summers and cold winters.

SERVICE UPDATES

- ✓ There were two (2) non-preventable accidents in June. In 29 Palms, a truck ran a stop sign and hit our bus. Video shows the bus driver did the best she could to avoid the collision. Thankfully, there were no bodily injuries and the bus only needed minor repairs done to the bus rack.

In Yucca Valley, a minivan hit a stopped bus with enough force to push the bus onto the curb. The minivan driver then climbed out of the wrecked van, got into a truck and left the scene. The bus had to be towed and the bus driver was seen by a physician. The investigation is still ongoing.



GRANTS & FUNDING

- ✓ After submitting an “Alternative Fuel Credit” for the CNG used in 2021, MBTA received \$112,118 from the IRS.



General Manager's Report

July 28, 2022

CAPITAL PROJECTS

- ✓ MBTA retained Kulik Gottesman Siegel & Ware LLP to conclude the land purchases on Split Rock Ave and Desert Queen Ave from the City of Twentynine Palms.

MARKETING & OUTREACH

- ✓ Transit Marketing LLC created an updated "Now Hiring" ad that was published in newspapers and on Facebook.



EMPLOYEES

- ✓ Three (3) new drivers joined our team in July!
- ✓ The new Utility Worker/Safety Coordinator position has been filled.
- ✓ Operations Manager, Matt Atkins, and Safety & Training Supervisor, Chris Rasmussen held a safety meeting for employees last Saturday with an emphasis on verbal judo.
- ✓ General Manager attended a California Transit Association (CTA) Legislative Virtual Conference with a focus on transitioning to zero-emission vehicles.

ACTIVITIES

- ✓ Auditors from Eide Bailey have begun their field work to conduct the annual audit. It's anticipated that the audit will be ready to be presented to the Board in December 2022.

PROCUREMENT

Staff continues to work on finalizing Force Majeure price increases. An immense task has been to work through the data and deal with all the dealers and manufacturers in the program. However, draft contract amendments have been written and sent to Counsel for comment.

Electric vehicle bids have been received and are in the evaluation process. MBTA received a significant response that will push back awards being brought to the board at the September meeting to a subsequent month.

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Matthew Atkins, Operations Manager
DATE: July 28, 2022

RE: Operations Report

STAFF RECOMMENDATION: RECEIVE AND FILE

ITEM 5.8



Operations Report

July 28, 2022

PERSONNEL

Staffing For May 2022

Total Coach Operators – 24

Total Dispatchers – 3

Overtime For May 2022

Operators – 5.05%

Dispatchers – 8.66%

OPERATIONS/SAFETY/CUSTOMER SERVICE

On-time Performance for May 2022

Ready Ride – 99.3%

Fixed Route – 96.3%

Staff received one (1) customer contact for May 2022. This contact was recorded as a compliment about multiple drivers. The compliment has been shared with those named in the comment card. The customer did not leave contact information for follow-up.

As of May 31, 2022, staff completed 46 days free of any preventable accidents and /or injuries.

EMPLOYEE TRAINING/RECRUITMENT

Staff has identified and started training three (3) new Coach Operators. One (1) already had the proper credentials, has completed his classroom and behind-the-wheel training, and is currently training on each route to prepare for driving solo. The other two (2) Operators have completed their classroom training and are working towards upgrading their driver's license with the DMV. Ongoing recruitment and training efforts will continue until all Coach Operator positions have been filled.



MAINTENANCE

The following is the maintenance mileage, road call, and cost per mile information for May 2022.

Four (4) road calls and one (1) tow
Mileage was 57,351 with a CPM (cost per mile) of \$0.35

TAXI

May 2022

Cab Companies – 3

Registered Cabs – 7

Registered Drivers – 6

New Driver Permits – 0

Permit Renewals – 0

Denied Applications – 0

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Cheri Holsclaw, General Manager
DATE: July 28, 2022

RE: Approval to Rewrap Vehicles

A visual rebranding update will be provided during the Board meeting.

In addition to the update, approval is requested to enable staff to issue a notice to proceed to Decals by Design (DBD) and Yucca Auto Body (YAB) to rewrap the buses in the new Basin Transit brand. Both vendors have been used by MBTA for many years.

DBD has the specs of all MBTA buses in order to create the new vinyl decals. DBD will remove existing graphics on the buses and non-revenue vehicles at the MBTA facility, as well as install the new decals.

YAB is the only company in the Morongo Basin that has the ability to paint 35' buses. MBTA has the option of getting quotes from other body shops, but keeping the paint job local cuts down on labor and fuel costs when compared to traveling to and from San Bernardino or Riverside County. YAB estimates the turnaround time to be one bus per week.

The Board is asked to authorize staff to dispense with bidding for this acquisition due to the lack of competitive, convenient and qualified vendors for the project.

**STAFF RECOMMENDATION: AUTHORIZE STAFF TO PROCEED WITH
INSTALLATION OF VEHICLE WRAPS AND PAINTING PER MBTA'S NON-
COMPETITIVE ACQUISITION POLICY**

ITEM 8.1

MBTA ACRONYM LIST

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
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.
SBCTA	San Bernardino County Transportation Authority (SANBAG)
SGR	State of Good Repair
S RTP	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
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
5311f	Federal Transit Administration Intercity Bus Grant Program
5316	Job Access and Reverse Commute Grant Program
5339	Rural Discretionary Grant Program

MBTA 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