



Interurban Transit Partnership

ITP Board Members

Charis Austin
Rosalynn Bliss
Gary Carey
Tim Cochran
Lisa Haynes, Vice-Chair

George Heartwell
Jack Hoffman
Barbara Holt, Chair
Steve Kauffman
Stephen Kepley

Carole Pettijohn
Terry Schweitzer
Amna Seibold
Aaron Smith
Cynthia Stek

INTERURBAN TRANSIT PARTNERSHIP BOARD

August 27, 2014 - 4:00 p.m.

Rapid Central Station Conference Room, 250 Grandville Ave SW

AGENDA

PUBLIC HEARING – FY 2015 Proposed Budget

PUBLIC COMMENT

RESOLUTION OF APRECIATION – CASEY DUTMER

MINUTES

1. Minutes of June 25, 2014 Board Meeting

CONSENT AGENDA

Performance Oversight Committee

2. Monthly Financial Statements for June & July 2014
3. May & June 2014 Ridership and Productivity Reports
4. May & June 2014 Paratransit Ridership Reports
5. FY 2014 Third Quarter Fixed Route Report Card
6. FY 2014 Third Quarter Paratransit Report Card
7. FY 2014 Third Quarter Rideshare Report

REGULAR AGENDA

Performance Oversight Committee

8. ITS Consultant
9. Purchase of Cutaway Buses

Strategic Planning Committee

10. FY 2015 Proposed Budget
11. Senior Millage Request Proposal

Governance Committee

12. Report on FY 2014 Priorities & Work Plan and CEO Evaluation

CEO REPORT

13. CEO Monthly Report
14. Demonstration of Ticket Vending Machine

CHAIR'S REPORT

ADVISORY COMMITTEE REPORTS

INFORMATION ITEMS

- A. Summary of 7-31-14 Budget Meeting
- B. Minutes of 7-16-14 & 8-6-14 Governance Committee Meetings
- C. Minutes of 8-13-14 Performance Oversight Committee Meeting
- D. Minutes of 8-13-14 Strategic Planning Committee Meeting
- E. Minutes of 8-14-14 External Relations Committee Meeting
- F. Communications



Date: August 19, 2014

To: ITP Board

From: Barbara Holt, Board Chair

Subject: RESOLUTION OF APPRECIATION – CASEY DUTMER

ACTION REQUESTED

The ITP Board is requested to approve the attached resolution of appreciation for Casey Dutmer.

INTERURBAN TRANSIT PARTNERSHIP BOARD

RESOLUTION NO. _____

Fiscal Year 2014

Moved and supported to adopt the following resolution:

Resolution honoring Casey Dutmer in recognition of his service as a strong public transit supporter and advocate for better public transportation services.

WHEREAS, it is most appropriate for the Interurban Transit Partnership (ITP) Board to honor those who serve with distinction in an effort to improve public transportation in our region; and

WHEREAS, Casey Dutmer joined the Consumer Advisory Committee for Seniors and Persons with Disabilities in April 2005, was elected vice-chair of the Consumer Advisory Committee in June 2006, was elected chair in January 2006 and has served in that capacity up to the present; and

WHEREAS, Casey Dutmer was a member of the Mobile Metro 2030 Task Force during 2010 which was formed to develop the ITP's 20-year Transit Master Plan; and

WHEREAS, Casey Dutmer provided excellent leadership, commitment and wisdom in his role on the Consumer Advisory Committee and on the Mobile Metro 2030 Task Force.

NOW, THEREFORE, BE IT RESOLVED by the ITP Board that Casey Dutmer be honored with the highest esteem for his distinguished service on the Consumer Advisory Committee and on the Mobile Metro 2030 Task Force, and for his vision and passion for improved public transportation in the region.

CERTIFICATE

The undersigned, duly qualified and acting Secretary of the Interurban Transit Partnership Board, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Interurban Transit Partnership Board.

Robin Crothers, Board Secretary

Date

MINUTES OF

1

INTERURBAN TRANSIT PARTNERSHIP BOARD

AS RECORDED ON JUNE 25, 2014

ATTENDANCE

Board Members Present: Charis Austin, Rosalynn Bliss, Gary Carey, , Lisa Haynes, George Heartwell, Jack Hoffman, Barbara Holt (Chair), Steve Kauffman, Stephen Kepley, Carol Pettijohn, Terry Schweitzer, Anna Seibold, Aaron Smith, Cynthia Stek

Board Members Absent: Tim Cochran

Staff Present: Robin Crothers, Judy DeVries, Mark Fedorowicz, Rod Ghearing, Alan Hartley, Jennifer Kalczuk, Brian Pouget, Liz Schelling, Peter Varga (CEO)

Others Present: Jamie Dahlquist (GVSU), Kyle Elsea (Citizen), Gopal Ji (CCIT), Shelly Kauffman (Citizen), Brent Showerman (GVSU)

Commencing at 4:00 p.m., Ms. Holt called the regular meeting of the Interurban Transit Partnership Board to order.

PUBLIC COMMENT - No comments.

1. Minutes of the May 28, 2014 Board Meeting:

Ms. Holt asked for additions or corrections to the May 28, 2014 minutes. None were offered. The minutes stand approved as written.

CONSENT AGENDA

A motion was made by Kepley, supported by Kauffman, to approve Consent Agenda items 2-6. Motion passed unanimously.

REGULAR AGENDA

Performance Oversight Committee

7. Contract for Architectural and Engineering Services:

Mr. Schweitzer reported that staff requests authorization to execute a five-year contract with Progressive AE to provide architectural and engineering services with up to five years of extensions.

The architectural and engineering services contract with Progressive AE expired on March 26, 2014. As a result, staff issued a Request for Proposal (RFP) for architectural and engineering services and sent it to 12 firms. The RFP was specific that the firm with the

highest total score of both the oral (short list) presentation and the written proposal would be selected as the most qualified to perform this project. He noted that six firms attended the pre-proposal meeting on April 10, 2014, and six proposals were submitted by the April 23, 2014 deadline.

Federal procurement regulations require that solicitation for architectural and engineering services be conducted based on the Brooks Act. The Brooks Act requires that an offeror's qualifications be evaluated, price be excluded as an evaluation factor and negotiations be conducted with only the most qualified offeror.

The combination of the written proposal and the oral presentations indicated that Progressive AE had the best understanding of the work required and the qualifications needed to carry out the project. Specifically, the Project Manager for Progressive AE has been highly responsive to the needs of The Rapid. Staff were concerned that both URS and DLZ, while excellent firms, were not local to Grand Rapids. These two teams would have to split their time between multiple projects and it was the concern of the evaluation team that responsiveness to The Rapid would be affected. Progressive AE is heavily invested in the Grand Rapids area and is very familiar with the needs and directions of The Rapid.

Based on research for comparable architectural and engineering work at other Michigan transit properties, staff concluded that pricing received from Progressive AE was representative of typical rate schedules, being neither the highest nor the lowest price range. The initial contract award does not include any specific tasks; these will be negotiated on an as-needed basis and will be subject to the normal Board authorization process. As part of the five-year contract, changes in rates will be tied to the Consumer Price Index.

A motion was made by Schweitzer, supported by Hoffman, to approve the contract with Progressive AE for architectural and engineering Services. Motion passed unanimously.

CEO REPORT

8. CEO Monthly Report:

Mr. Varga reported that he and Mr. Wisselink recently gave a presentation at Walker City Hall highlighting recent and future plans. They plan to give a presentation to each city.

He reported that he was the keynote speaker at the Canadian Urban Transit Association meeting in June 2014. He noted that they rely heavily on government to solve transit problems and do not go directly to the public which is very different from how we approach it. He attended the International Financial Practicum where he learned different financial mechanisms to help transit projects move forward and make public transit more readily available. He mentioned that he also attended the APTA Rail Conference in June.

He does not believe that the federal transportation bills will be resolved in time to have a bill in place and will most likely result in an extension of the current Authorization Bill.

He noted there is a proposal to increase federal motor fuel taxes to fund the highway trust fund. This plan will increase federal and diesel taxes by \$.06 over the next two years and then index it to the CPI.

Mayor Heartwell asked the anticipated date for the opening of the Amtrak station. Mr. Varga replied that it will open before September 30, 2014. Mr. Hartley explained that the sewer work has been delayed because Diversco Construction is currently working on another project. We are also waiting for the final CSX work to be finished.

CHAIR'S REPORT

Ms. Holt noted that The Rapid and the city of Grand Rapids are working to make sure that the state transportation package includes transportation funding.

She mentioned that the Governance Committee meeting is the only meeting in July. They meet on July 16.

ADVISORY COMMITTEE REPORTS

Ms. Austin reported that Casey Dutmer, chair of the Consumer Advisory Committee, is ending his service on the committee in August and is relocating to Seattle. Ms. Holt commented that Mr. Dutmer has been an incredible supporter of transit and suggested that the Rapid Board acknowledge his efforts.

BOARD MEMBER COMMENTS

Mr. Kauffman mentioned the Rapid Growth Speaker Series focusing on the Silver Line. This event is on June 26 at Home Repair Services on Division Avenue. He urged everyone to vote on August 5 in the Kent County Senior Millage.

Mr. Carey thanked Rapid staff for the presentation in Walker and mentioned that it was well received.

Mr. Varga recommends we present a resolution to Mr. Dutmer at the next Board meeting.

INFORMATION ITEM

There was no discussion on the following information items.

- A. Minutes of 6-18-14 Performance Oversight Committee Meeting
- B. Minutes of 6-18-14 Strategic Planning Committee Meeting
- C. Minutes of 6-19-14 External Relations Committee Meeting
- D. Communications

The meeting concluded at 4:26 p.m.

Respectfully submitted,


Robin Crothers, Board Secretary

Date: August 7, 2014
To: ITP Board
From: Scott Walsh
Subject: MONTHLY FINANCIAL STATEMENTS

ACTION REQUESTED

Attached for your review and consideration are the June 30 Combined Operating Statements and Grant Revenues & Expenditures Statements.

Interurban Transit Partnership
Combined Operating Statement
Month Ended 06/30/14

Page 1

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target = 75%
Revenue & Operating Assistance						
1. Passenger Fares - Linehaul	6,054,475	6,054,475	471,126	4,470,369	1,584,106	74%
2. Passenger Fares - Paratransit	755,628	755,628	68,069	574,092	181,536	76%
3. Passenger Fares - Other	50,815	50,815	2,934	34,853	15,962	69%
4. Total Passenger Fares	6,860,918	6,860,918	542,129	5,079,314	1,781,604	74%
5. CMH Contribution	1,545,008	1,545,008	110,985	1,060,021	484,987	69%
6. Dash Contract	890,106	890,106	86,269	844,865	45,241	95%
7. Grand Valley State University	2,813,163	2,813,163	67,935	2,239,800	573,363	80%
8. Employment Transportation (Van Pool)	232,800	232,800	18,946	149,820	82,980	64%
9. Township Services	231,848	231,848	19,321	173,885	57,963	75%
10. Other	388,804	388,804	28,322	239,318	149,486	62%
11. Total Sale Of Transportation Services	6,101,729	6,101,729	331,778	4,707,709	1,394,020	77%
12. State Operating	12,714,481	12,714,481	908,577	9,232,119	3,482,362	73%
13. Property Taxes	14,134,446	14,134,446	1,177,871	10,600,835	3,533,611	75%
14. Advertising	140,000	140,000	11,667	86,023	53,977	61%
15. Interest & Miscellaneous	154,027	154,027	31,212	138,712	15,315	90%
16. Total Other Revenue & Support	27,142,954	27,142,954	2,129,327	20,057,689	7,085,265	74%
17. TOTAL REVENUE & OPERATING ASSISTANCE	40,105,601	40,105,601	3,003,234	29,844,712	10,260,889	74%
Expenditures Route Service & Demand Response						
18. Administrative Salaries	3,189,860	3,189,860	247,374	2,344,109	845,751	73%
19. Driver Wages	10,527,835	10,527,835	661,069	7,381,307	3,146,528	70%
20. Maintenance Wages	1,401,917	1,401,917	113,730	1,111,102	290,815	79%
21. Total Labor	15,119,612	15,119,612	1,022,173	10,836,518	4,283,094	72%
22. FICA/Medicare Tax	1,287,126	1,287,126	91,751	901,923	385,203	70%
23. Pension	1,059,518	1,059,518	90,679	806,015	253,503	76%
24. Group Medical	3,410,605	3,410,605	19,150	2,755,227	655,378	81%
25. Unemployment Taxes	125,000	125,000	0	57,892	67,108	46%
26. Worker's Compensation	475,000	541,813	44,680	452,458	89,355	84%
27. Sick Leave	126,294	126,294	12,616	100,115	26,179	79%
28. Holiday	351,159	351,159	56,117	240,683	110,476	69%
29. Vacation	946,321	946,321	70,596	617,053	329,268	65%

Interurban Transit Partnership
Combined Operating Statement
Month Ended 06/30/14

Page 2

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target= 75%
30. Bereavement	15,000	15,000	313	8,640	6,360	58%
31. Uniforms	103,461	103,461	4,085	57,921	45,540	56%
32. Personal Days	295,137	295,137	27,105	180,995	114,142	61%
33. Fringe Benefits Distributed to Grants	21,863-	21,863-	17,435-	55,734-	33,871	255%
34. Total Fringe Benefits	8,172,758	8,239,571	399,657	6,123,188	2,116,383	74%
35. <u>Audit, Legal, and Consultant</u>	256,500	251,636	4,237	135,323	116,313	54%
36. Contract Service: Janitor & Bus Cleaning	947,343	932,643	53,979	553,038	379,605	59%
37. Contract Service: Other	792,932	807,932	47,304	583,154	224,778	72%
38. Total Services	1,996,775	1,992,211	105,520	1,271,515	720,696	64%
39. <u>Fuel & Lubricants</u>	4,821,361	4,754,548	268,690	3,260,713	1,493,835	69%
40. Tires & Tubes	22,799	22,799	0	15,107	7,692	66%
41. Office Supplies	50,643	50,438	1,559	28,113	22,325	56%
42. Printing	71,240	66,935	416	8,370	58,565	13%
43. Repair Parts	1,309,558	1,309,558	111,337	988,072	321,486	75%
44. Other Supplies	101,187	100,887	4,268	60,389	40,498	60%
45. Total Materials & Supplies	6,376,788	6,305,165	386,270	4,360,764	1,944,401	69%
46. <u>Electronic Communications</u>	83,191	83,191	5,575	48,765	34,426	59%
47. Gas Heat	246,800	246,800	110-	198,266	48,534	80%
48. Electric	341,000	341,000	31,517	197,202	143,798	58%
49. Other	61,500	61,500	3,780	38,856	22,644	63%
50. Total Utilities	732,491	732,491	40,762	483,089	249,402	66%
51. <u>PL & PD Insurance</u>	956,000	956,000	228,167	732,117	223,883	77%
52. Building & Other Insurance	256,680	256,680	39,838	253,162	3,518	99%
53. Total Casualty & Liability	1,212,680	1,212,680	268,005	985,279	227,401	81%

Interurban Transit Partnership
Combined Operating Statement
Month Ended 06/30/14

Page 3

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target= 75%
54. Dues & Subscriptions	64,481	69,970	38,161	67,002	2,968	96%
55. Professional Development	69,325	72,260	3,765	38,956	33,304	54%
56. Marketing & Promotion	100,000	100,000	945	51,810	48,190	52%
57. Community Outreach	170,000	170,000	0	135,398	34,602	80%
58. Office Equipment	16,000	17,500	1,791	12,530	4,970	72%
59. Shop Tools	35,690	35,690	2,324	15,005	20,685	42%
60. Miscellaneous	49,600	49,050	482	24,211	24,839	49%
61. Total Other	505,096	514,470	47,468	344,912	169,558	67%
62. Purchased Transportation	4,770,462	4,770,462	406,637	3,987,446	783,016	84%
63. Purchase Transp. - CMH	2,135,204	2,135,204	149,926	1,447,603	687,601	68%
64. Purchase Transp. - Other	85,000	85,000	6,399	46,341	38,659	55%
65. Purchase Transp. - Suburban Paratransit	268,186	268,186	21,350	193,884	74,302	72%
66. Transfer Out - Grant Budget	0	0	0	0	0	100%
67. Operating Expenses - Capitalized	1,269,451-	1,269,451-	148,556	235,827-	1,033,624-	19%
68. TOTAL OPERATING EXPENDITURES	40,105,601	40,105,601	3,002,723	29,844,712	10,260,889	74%
69. Net Surplus	0	0	511	0	0	100%
	40,105,601	40,105,601	3,003,234	29,844,712	10,260,889	74%

Interurban Transit Partnership
Grant Revenues & Expenditures
Month Ended 06/30/14

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target 75%
1. Federal Grant Assistance	34,336,031	34,336,031	7,290,389	16,253,500	18,082,531	47%
2. State Grant Assistance	9,025,075	9,025,075	1,915,810	4,271,187	4,753,888	47%
3. Transfer In - Operating Budget	0	0	0	0	0	100%
4. Use of Restricted Net Assets	0	0	0	0	0	100%
5. Other Local	800,000	800,000	0	531,429	268,571	66%
6. Total Grant Revenue	44,161,106	44,161,106	9,206,199	21,056,116	23,104,990	48%
7. Administrative Salaries	39,751	39,751	2,079	44,445	4,694-	112%
8. Driver Wages	0	0	42,559	64,333	64,333-	100%
9. Temporary Wages	0	0	0	0	0	100%
10. Fringe Benefit Distribution	21,863	21,863	17,434	55,734	33,871-	255%
11. Total Labor	61,614	61,614	62,072	164,512	102,898-	267%
12. Tires & Tubes	250,000	250,000	0	151,316	98,684	61%
13. Office Supplies	500	500	0	0	500	0%
14. Printing	5,000	5,000	0	1,138	3,862	23%
15. Total Material & Supplies	255,500	255,500	0	152,454	103,046	60%
16. Purchased Transportation	700,000	700,000	58,333	525,000	175,000	75%
17. Specialized Services	463,289	463,289	0	109,899	353,390	24%
18. Total Purchased Transportation	1,163,289	1,163,289	58,333	634,899	528,390	55%
19. Dues & Subscriptions	4,775	4,775	0	375	4,400	8%
20. Professional Development	25,000	25,000	4,858	10,736	14,264	43%
21. Miscellaneous	12,000	12,000	0	0	12,000	0%
22. Total Other Expenses	41,775	41,775	4,858	11,111	30,664	27%
23. Office Lease	0	0	0	0	0	100%
24. Transit Center Lease	0	0	0	0	0	100%
25. Storage Space Lease	14,800	40,700	3,700	33,300	7,400	82%
26. Total Leases	14,800	40,700	3,700	33,300	7,400	82%
27. Rolling Stock	6,830,000	7,830,000	6,783,096	6,872,320	957,680	88%
28. Facilities	29,919,677	24,593,777	728,901	7,082,031	17,511,746	29%
29. Equipment	255,000	3,555,000	1,134,439	2,372,050	1,182,950	67%
30. Other	2,840,000	3,840,000	552,251	3,302,411	537,589	86%
31. Total Capital	39,844,677	39,818,777	9,198,687	19,628,812	20,189,965	49%
32. Planning Services	1,510,000	1,510,000	27,105	195,201	1,314,799	13%
33. Capitalized Operating	1,269,451	1,269,451	148,556-	235,827	1,033,624	19%
34. Total Expenditures	44,161,106	44,161,106	9,206,199	21,056,116	23,104,990	48%

INTERURBAN TRANSIT PARTNERSHIP

Cash Flow

June14

Beginning Balance: Cash on Hand	June14	\$5,848,445
Passenger Fares	\$542,129	
Property Taxes	376,809	
State Operating Assistance	1,044,530	
Federal Operating Assistance	0	
Other Receipts	7,150,902	<u>9,114,370</u>
Total Cash Available		\$14,962,815
Less June14 Expenditures		<u>9,621,313</u>
Ending Cash Balance	6-30-14	\$5,341,502

July14 Estimated:

Projected Passenger Fares	525,000	
Property Taxes	225,000	
Projected State Assistance	1,044,530	
Projected Federal Assistance	0	
Other Receipts	<u>2,000,000</u>	<u>3,794,530</u>
Total Projected Cash Available		\$9,136,032
Less Projected July14 Expenditures		<u>5,000,000</u>
Ending Cash Balance (Estimated)	7-31-14	<u>\$4,136,032</u>

INTERURBAN TRANSIT PARTNERSHIP

Cash and Investments

Current Balances	Purchase Date	Maturity Date	Interest Rate	Balance 6-30-14
Cash:				
Fifth Third Bank Operating Account			daily	\$4,134,246

Pooled Funds:

Kent County Treasurer				\$79,694
Chase				\$56,788
Fifth Third Bank				\$228,351
Mercantile Bank				\$136,350
PNC BANK				\$122,168
Macatawa				\$583,905

Certificates of Deposit:

Total Cash and Investments	\$5,341,502
-----------------------------------	--------------------

Items matured during the month:

Certificates of Deposit:

PROFESSIONAL DEVELOPMENT REPORT
ALL EMPLOYEES (EXCLUDING VARGA)
June 2014

AMOUNT	PURPOSE	EMPLOYEE(s)	LOCATION
\$620.00	Transit Vehicle Maintenance Conf.	Brooks, Chapman	Houghton Lake, MI
\$1,179.43	Canadian Urban Transit Trip	Ghearing	Toronto, ON
\$162.30	MPTA Annual Meeting	Hartley	Thompsonville, MI
\$4,858.23	TVM Factory Acceptance	Venema, Walsh, Monoyios	Boston, MA
\$2,436.55	Trapeze Users Group Conference	various	Tucson, AZ
\$944.00	Safety Training & Defense Conference	Luther, Wierenga	Minneapolis, MN
\$1,043.80	Transit Operations Planning & Scheduling Conf.	Nguyen, Yorks	Ann Arbor, MI
\$1,594.91	Bus Conference	Kalczuk	Kansas City, MO
\$1,264.08	ATI Conference	Green, Smith	Portland, OR
\$838.49	Elderly Mobility Conference	Joyce, Green	Detroit, MI
\$1,470.29	Verbal Defense & Influence Training	Wierenga	Bloomington, MN
<u>\$409.09</u>	APTA Annual Meeting & EXPO	Kalczuk	Houston, TX
\$16,821.17	*		

* This total does not include incidental travel & meetings expenses such as mileage, parking, lunch meetings, etc.

08/07/20141

**INTERURBAN TRANSIT PARTNERSHIP
PERSONNEL AUTHORIZATION COMPARISON
June 30, 2014**

<u>Positions</u>	<u>FY 2014 Authorized</u>	<u>FY 2014 Actual</u>
Senior Managers	14	14
Supervisors & Admins.		
Operations	17	15
Administration	2	2
Professionals		
Operations	5	5
Administration	4	4
Customer Svc./Marketing	2	2
Planning & Grants	2	2
Special Services	2 A	1
Call Takers/Schedulers		
Special Services	8 C	9 D
Administrative Support		
Operations	4	4
Administration	5 A	5 A
Customer Svc./Marketing	4	4
Special Services	2	1
Total Admin. Personnel	71	68
Bus Operators - Full Time	251	236
Bus Drivers - Part Time	39	45
Mechanics - Fleet	30	30
Mechanics - Facilities	6	5
Total Union Personnel	326	316
TOTAL PERSONNEL	397	384

A - Includes 1 part time employee
B - Includes 2 part time employee
C - Includes 3 part time employees
D - Includes 4 part time employees
E - Includes 5 part time employees

06/25/20141

Date: August 7, 2014
To: ITP Board
From: Scott Walsh
Subject: MONTHLY FINANCIAL STATEMENTS

ACTION REQUESTED

Attached for your review and consideration are the July 31 Combined Operating Statements and Grant Revenues & Expenditures Statements.

**Interurban Transit Partnership
Combined Operating Statement
Month Ended 07/31/14**

Page 1

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target= 83%
Revenue & Operating Assistance						
<u>Passenger Fares</u>						
1. Passenger Fares - Linehaul	6,054,475	6,054,475	400,767	4,871,136	1,183,339	80%
2. Passenger Fares - Paratransit	755,628	755,628	53,624	627,716	127,912	83%
3. Passenger Fares - Other	50,815	50,815	3,315	38,168	12,647	75%
4. Total Passenger Fares	6,860,918	6,860,918	457,706	5,537,020	1,323,898	81%
<u>Sale Of Transportation Services</u>						
5. CMH Contribution	1,545,008	1,545,008	113,863	1,173,884	371,124	76%
6. Dash Contract	890,106	890,106	90,422	935,288	45,182+	105%
7. Grand Valley State University	2,813,163	2,813,163	71,521	2,311,320	501,843	82%
8. Employment Transportation (Van Pool)	232,800	232,800	19,723	169,543	63,257	73%
9. Township Services	231,848	231,848	19,321	193,206	38,642	83%
10. Other	388,804	388,804	10,977	250,295	138,509	64%
11. Total Sale Of Transportation Services	6,101,729	6,101,729	325,827	5,033,536	1,068,193	82%
<u>Other Revenue & Support</u>						
12. State Operating	12,714,481	12,714,481	897,956	10,130,075	2,584,406	80%
13. Property Taxes	14,134,446	14,134,446	1,177,870	11,778,705	2,355,741	83%
14. Advertising	140,000	140,000	11,667	97,690	42,310	70%
15. Interest & Miscellaneous	154,027	154,027	36,076	174,788	20,761+	113%
16. Total Other Revenue & Support	27,142,954	27,142,954	2,123,569	22,181,258	4,961,696	82%
17. TOTAL REVENUE & OPERATING ASSISTANCE	40,105,601	40,105,601	2,907,102	32,751,814	7,353,787	82%
<u>Expenditures Route Service & Demand Response Labor</u>						
18. Administrative Salaries	3,189,860	3,189,860	236,690	2,580,799	609,061	81%
19. Driver Wages	10,527,835	10,527,835	673,087	8,054,395	2,473,440	77%
20. Maintenance Wages	1,401,917	1,401,917	110,973	1,222,075	179,842	87%
21. Total Labor	15,119,612	15,119,612	1,020,750	11,857,269	3,262,343	78%
<u>Fringe Benefits</u>						
22. FICA/Medicare Tax	1,287,126	1,287,126	92,730	994,653	292,473	77%
23. Pension	1,059,518	1,059,518	45,938	851,953	207,565	80%
24. Group Medical	3,410,605	3,440,605	281,178	3,036,405	404,200	88%
25. Unemployment Taxes	125,000	125,000	26,850	84,742	40,258	68%
26. Worker's Compensation	475,000	541,813	0	452,458	89,355	84%
27. Sick Leave	126,294	126,294	9,815	109,930	16,364	87%
28. Holiday	351,159	351,159	57,902	298,584	52,575	85%
29. Vacation	946,321	946,321	58,011	675,064	271,257	71%

**Interurban Transit Partnership
Combined Operating Statement
Month Ended 07/31/14**

Page 2

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target= 83%
30. Bereavement	15,000	15,000	354	8,994	6,006	60%
31. Uniforms	103,461	103,461	5,585	63,506	39,955	61%
32. Personal Days	295,137	295,137	11,053	192,049	103,088	65%
33. Fringe Benefits Distributed to Grants	21,863-	21,863-	0	55,734-	33,871	255%
34. Total Fringe Benefits	8,172,758	8,269,571	589,416	6,712,604	1,556,967	81%
<u>Services</u>						
35. Audit, Legal, and Consultant	256,500	251,636	5,771	141,094	110,542	56%
36. Contract Service: Janitor & Bus Cleaning	947,343	932,643	52,779	605,817	326,826	65%
37. Contract Service: Other	792,932	819,282	44,265	627,419	191,863	77%
38. Total Services	1,996,775	2,003,561	102,815	1,374,330	629,231	69%
<u>Materials & Supplies</u>						
39. Fuel & Lubricants	4,821,361	4,722,548	316,599	3,577,313	1,145,235	76%
40. Tires & Tubes	22,799	22,799	1,091	16,198	6,601	71%
41. Office Supplies	50,643	50,438	1,834	29,946	20,492	59%
42. Printing	71,240	66,935	15,435	23,805	43,130	36%
43. Repair Parts	1,309,558	1,309,558	40,534	1,028,606	280,952	79%
44. Other Supplies	101,187	101,537	2,799	63,188	38,349	62%
45. Total Materials & Supplies	6,376,788	6,273,815	378,292	4,739,056	1,534,759	76%
<u>Utilities</u>						
46. Electronic Communications	83,191	73,191	5,002	53,767	19,424	73%
47. Gas Heat	246,800	246,800	619	198,885	47,915	81%
48. Electric	341,000	341,000	67,536	264,738	76,262	78%
49. Other	61,500	61,500	637	39,493	22,007	64%
50. Total Utilities	732,491	722,491	73,794	556,883	165,608	77%
<u>Casualty & Liability</u>						
51. PL & PD Insurance	956,000	956,000	1,614	733,731	222,269	77%
52. Building & Other Insurance	256,680	256,680	0	253,162	3,518	99%
53. Total Casualty & Liability	1,212,680	1,212,680	1,614	986,893	225,787	81%

Interurban Transit Partnership
Combined Operating Statement
Month Ended 07/31/14

Page 3

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target= 83%
Other						
54. Dues & Subscriptions	64,481	69,970	0	67,002	2,968	96%
55. Professional Development	69,325	75,260	1,576	40,531	34,729	54%
56. Marketing & Promotion	100,000	100,000	1,289	53,099	46,901	53%
57. Community Outreach	170,000	170,000	3,849	139,247	30,753	82%
58. Office Equipment	16,000	17,500	1,990	14,520	2,980	83%
59. Shop Tools	35,690	35,690	14,078	29,084	6,606	81%
60. Miscellaneous	49,600	46,050	190	24,401	21,649	53%
61. Total Other	505,096	514,470	22,972	367,884	146,586	72%
62. Purchased Transportation	4,770,462	4,770,462	411,419	4,398,866	371,596	92%
63. Purchase Transp. - CMH	2,135,204	2,135,204	158,593	1,606,196	529,008	75%
64. Purchase Transp. - Other	85,000	85,000	8,363	54,703	30,297	64%
65. Purchase Transp. - Suburban Paratransit	268,186	268,186	21,073	214,957	53,229	80%
66. Transfer Out - Grant Budget	0	0	0	0	0	100%
67. Operating Expenses - Capitalized	1,269,451-	1,269,451-	118,000	117,827-	1,151,624-	9%
68. TOTAL OPERATING EXPENDITURES	40,105,601	40,105,601	2,907,101	32,751,814	7,353,787	82%
69. Net Surplus	0	0	1	0	0	100%
	40,105,601	40,105,601	2,907,102	32,751,814	7,353,787	82%

Interurban Transit Partnership
Grant Revenues & Expenditures
Month Ended 07/31/14

GL0376

Page 1

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target 83%
<u>Grant Revenue</u>						
1. Federal Grant Assistance	34,336,031	34,336,031	1,310,662	17,564,161	16,771,870	51%
2. State Grant Assistance	9,025,075	9,025,075	344,423	4,615,610	4,409,465	51%
3. Transfer In - Operating Budget	0	0	0	0	0	100%
4. Use of Restricted Net Assets	0	0	0	0	0	100%
5. Other Local	800,000	800,000	0	531,429	268,571	66%
6. Total Grant Revenue	44,161,106	44,161,106	1,655,085	22,711,200	21,449,906	51%
<u>Labor</u>						
7. Administrative Salaries	39,751	39,751	2,305	46,750	6,999-	118%
8. Driver Wages	0	0	34,992	99,325	99,325-	100%
9. Temporary Wages	0	0	0	0	0	100%
10. Fringe Benefit Distribution	21,863	21,863	0	55,734	33,871-	255%
11. Total Labor	61,614	61,614	37,297	201,809	140,195-	328%
<u>Material & Supplies</u>						
12. Tires & Tubes	250,000	250,000	22,653	173,969	76,031	70%
13. Office Supplies	500	500	0	0	500	0%
14. Printing	5,000	5,000	0	1,138	3,862	23%
15. Total Material & Supplies	255,500	255,500	22,653	175,107	80,393	69%
<u>Purchased Transportation</u>						
16. Purchased Transportation	700,000	700,000	58,333	583,333	116,667	83%
17. Specialized Services	463,289	463,289	0	109,899	353,390	24%
18. Total Purchased Transportation	1,163,289	1,163,289	58,333	693,232	470,057	60%
<u>Other Expenses</u>						
19. Dues & Subscriptions	4,775	4,775	0	375	4,400	8%
20. Professional Development	25,000	25,000	920	11,656	13,344	47%
21. Miscellaneous	12,000	12,000	0	0	12,000	0%
22. Total Other Expenses	41,775	41,775	920	12,031	29,744	29%
<u>Leases</u>						
23. Office Lease	0	0	0	0	0	100%
24. Transit Center Lease	0	0	0	0	0	100%
25. Storage Space Lease	14,800	40,700	3,700	37,000	3,700	91%
26. Total Leases	14,800	40,700	3,700	37,000	3,700	91%
<u>Capital</u>						
27. Rolling Stock	6,830,000	7,830,000	8-	6,872,312	957,688	88%
28. Facilities	29,919,677	24,593,777	1,238,338	8,320,369	16,273,408	34%
29. Equipment	255,000	3,555,000	4,234	2,376,284	1,178,716	67%
30. Other	2,840,000	3,840,000	377,463	3,679,874	160,126	96%
31. Total Capital	39,844,677	39,818,777	1,620,027	21,248,839	18,569,938	53%
32. Planning Services	1,510,000	1,510,000	30,155	225,355	1,284,645	15%
33. Capitalized Operating	1,269,451	1,269,451	118,000-	117,827	1,151,624	9%
34. Total Expenditures	44,161,106	44,161,106	1,655,085	22,711,200	21,449,906	51%

INTERURBAN TRANSIT PARTNERSHIP

Cash Flow

July14

Beginning Balance: Cash on Hand	July14	\$5,341,502
Passenger Fares	\$457,706	
Property Taxes	1,322,067	
State Operating Assistance	1,044,530	
Federal Operating Assistance	0	
Other Receipts	2,056,434	<u>4,880,737</u>
Total Cash Available		\$10,222,239
Less July14 Expenditures		<u>7,156,313</u>
Ending Cash Balance	7-31-14	\$3,065,926

Aug14 Estimated:

Projected Passenger Fares	525,000	
Property Taxes	5,000,000	
Projected State Assistance	1,044,530	
Projected Federal Assistance	0	
Other Receipts	<u>2,000,000</u>	<u>8,569,530</u>
Total Projected Cash Available		\$11,635,456
Less Projected Aug14 Expenditures		<u>5,000,000</u>
Ending Cash Balance (Estimated)	8-31-14	<u>\$6,635,456</u>

INTERURBAN TRANSIT PARTNERSHIP

Cash and Investments

Current Balances	Purchase Date	Maturity Date	Interest Rate	Balance 7-31-14
Cash:				
Fifth Third Bank Operating Account			daily	\$1,611,312
Pooled Funds:				
Kent County Treasurer				\$79,779
Chase				\$56,791
Fifth Third Bank				\$474,100
Mercantile Bank				\$136,379
PNC BANK				\$122,191
Macatawa				\$585,374
Certificates of Deposit:				
Total Cash and Investments				\$3,065,926
Items matured during the month:				
Certificates of Deposit:				

PROFESSIONAL DEVELOPMENT REPORT
ALL EMPLOYEES (EXCLUDING VARGA)
July 2014

AMOUNT	PURPOSE	EMPLOYEE(s)	LOCATION
\$1,012.66	MPTA Annual Meeting	various	Thompsonville, MI
\$904.00	APTA Sustainability Conference	Wisselink	Boston, MA
\$2,084.53	APTA Annual Meeting	Joyce, Kalczuk, Ghearing	Chicago, IL
\$2,355.72	ADA Compliance Conferences	Joyce	Chicago, IL
\$1,139.92	APTA Conference	Kalczuk	Montreal, Canada
\$1,163.02	Financial Mgt. Seminar	Hoekstra, Medina	Chicago, IL
\$6,000.00	PDS User Group Conference	various	Tucson, AZ
\$784.27	APTA Expo	Fedorowicz	Houston, TX
<u>\$570.39</u>	MPTA Supervisory Training	Schipper	Houghton Lake, MI
\$16,014.51	*		

* This total does not include incidental travel & meetings expenses such as mileage, parking, lunch meetings, etc.

**INTERURBAN TRANSIT PARTNERSHIP
PERSONNEL AUTHORIZATION COMPARISON
July 31, 2014**

<u>Positions</u>	<u>FY 2014 Authorized</u>	<u>FY 2014 Actual</u>
Senior Managers	14	14
Supervisors & Admins.		
Operations	17	15
Administration	2	2
Professionals		
Operations	5	5
Administration	4	4
Customer Svc./Marketing	2	2
Planning & Grants	2	2
Special Services	2 A	1
Call Takers/Schedulers		
Special Services	8 C	9 D
Administrative Support		
Operations	4	4
Administration	5 A	5 A
Customer Svc./Marketing	4	4
Special Services	2	1
Total Admin. Personnel	71	68
Bus Operators - Full Time	251	235
Bus Drivers - Part Time	39	43
Mechanics - Fleet	30	30
Mechanics - Facilities	6	6
Total Union Personnel	326	314
TOTAL PERSONNEL	397	382

A - Includes 1 part time employee
 B - Includes 2 part time employee
 C - Includes 3 part time employees
 D - Includes 4 part time employees
 E - Includes 5 part time employees

Date: July 25, 2014
To: ITP Board
From: Kevin Wisselink / Planning Department
Subject: May 2014 RIDERSHIP AND PRODUCTIVITY REPORT

Total ridership in May 2014 was impacted by having one less weekday than in May 2013. The daily averages were up across the board and in line with the increases we have seen most months in FY 2014 outside of winter.

RIDERSHIP SUMMARY

May 2014 compared to May 2013

Total Ridership by Category:

- Routes 1 – 44 ridership (741,189) increased **1.0%** (7,017)
- Contracted/Specialized Service ridership (55,797) decreased **9.3%** (-5,753)
- Demand-Response ridership (34,574) decreased **4.4%** (-1,610)
- **Total Ridership (831,560) decreased 0.0% (-346)**

Daily Averages:

- Average Weekday total ridership (33,353) increased **2.2%** (722)
- Average Weekday evening ridership (4,985) increased **6.8%** (318)
- Average Saturday ridership (14,601) increased **6.1%** (838)
- Average Sunday ridership (5,891) increased **4.1%** (232)

Fiscal Year 2014 compared to Fiscal Year 2013

Total Ridership by Category:

- Routes 1 – 44 ridership (5,776,941) increased **0.1%** (6,132)
- Contracted/Specialized Service ridership (2,717,139) decreased **2.3%** (-64,020)
- Demand-Response ridership (279,462) decreased **2.6%** (-7,397)
- **Total Ridership (8,766,145) decreased 0.7% (-65,285)**

Daily Averages:

- Average Weekday total ridership (45,647) decreased **0.6%** (-277)
- Average Weekday evening ridership (6,315) increased **3.9%** (236)
- Average Saturday ridership (15,146) increased **3.4%** (492)
- Average Sunday ridership (5,999) increased **1.7%** (98)

ROUTE PERFORMANCE SUMMARY (Routes 1-44 Only)

May 2014 fixed-route system performance increased compared to May 2013 (contracted services not included). The fixed-route summary is as follows:

- Average passengers per hour (27.1) increased 2.9% (0.4 points)
- Average passengers per mile (2.22) increased 2.3% (0.4 points)
- Average farebox recovery percent (28.9%) increased 5.2% (0.7 points)
- Average daily passengers (24,224) increased 1.1% (0.6 points)
- Monthly system performance (102.7 points) increased 2.1% (2.1 points)
- FY 2014 system performance (100.3) decreased 0.5 points (-0.5%) compared to FY 2013

Monthly Fixed-Route Point Summary

	FY 14	FY 13	FY 14	FY 13		
	<u>Avg</u>	<u>Avg</u>	<u>Points</u>	<u>Points</u>	<u>Change</u>	<u>% Change</u>
Avg Passengers per Hour per Route:	27.1	26.3	13.5	13.2	0.4	2.9%
Avg Passengers per Mile per Route:	2.22	2.17	17.1	16.7	0.4	2.3%
Avg Fare-box Recovery % per Route:	28.9%	27.5%	14.5	13.8	0.7	5.2%
Avg Daily Fixed-Route Passengers:	24,224	23,967	57.7	57.1	0.6	1.1%
May Total:			102.7	100.7	2.1	2.1%
Year Average:			100.3	100.8	-0.5	-0.5%

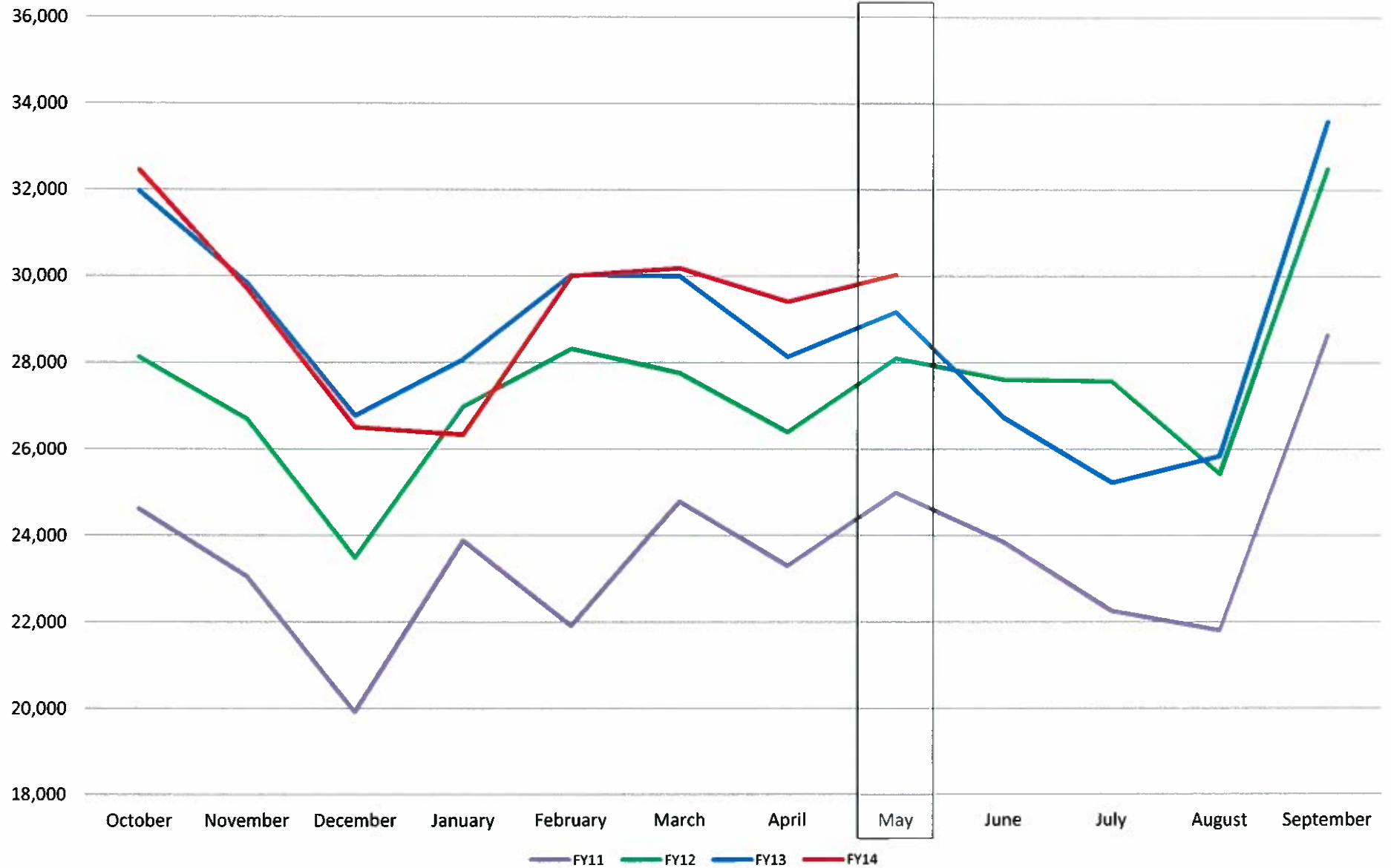
- 16 of 22 (72.7%) fixed-routes performed within the average range (within one standard deviation of the system mean)
- Route 2 – Kalamazoo, Route 4 – Eastern and Route 9 – Alpine performed one standard deviation above the system mean
- Route 1 – Division performed above standard (greater than 66.7% above the system mean)
- Route 17 – Woodland/Airport performed one standard deviation below the system mean
- Route 19—Michigan South performed below standard (less than 66.7% below the system mean)

Change in service days from May 2014 to May 2013

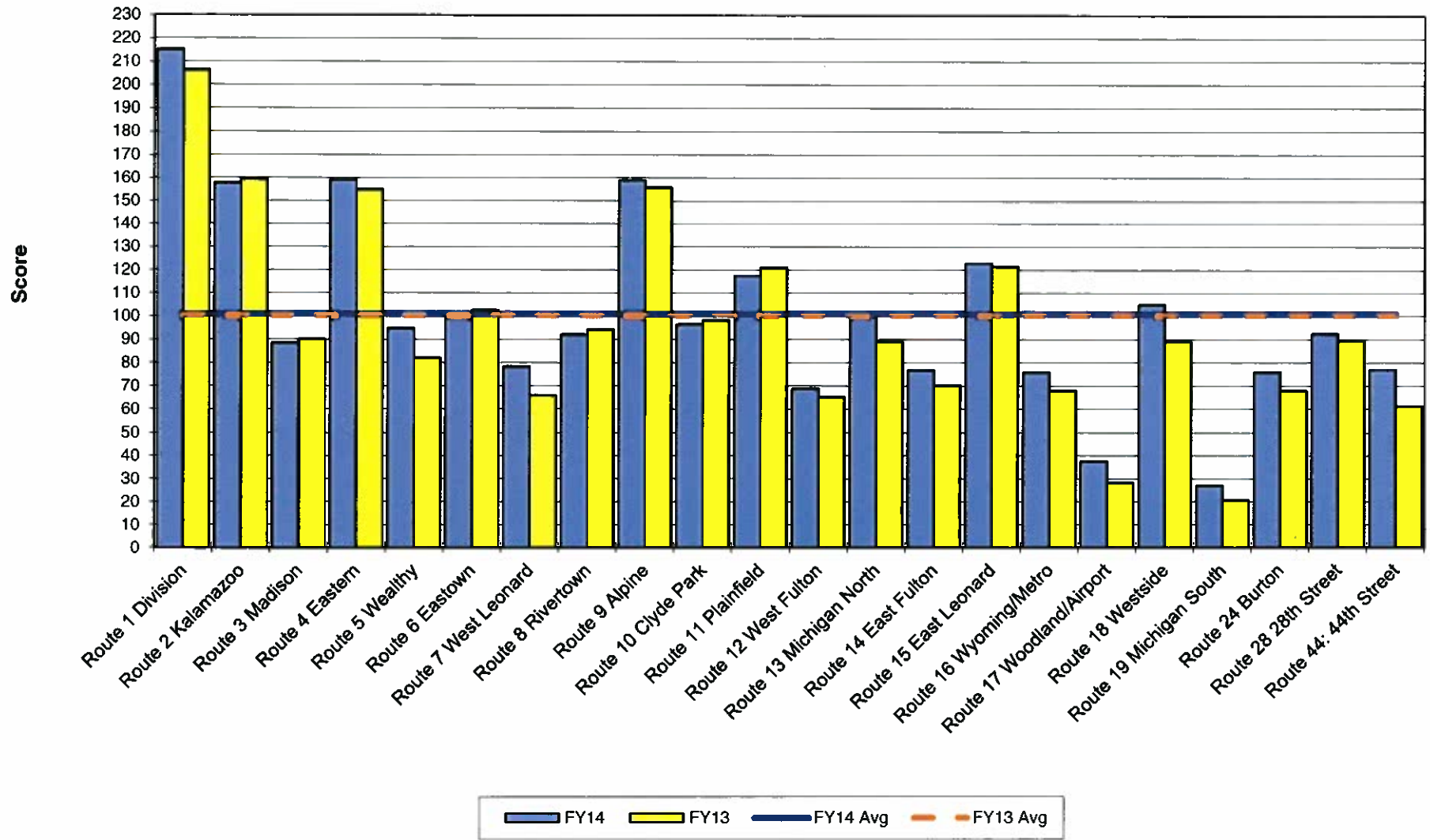
	2014	2013	Change
Total Service Weekdays	21	21	0
Total Service Saturdays	5	5	0
Total Service Sundays	4	4	0
Total Holidays	1	1	0

Attached is a graphical summary of the system and individual fixed-route performance

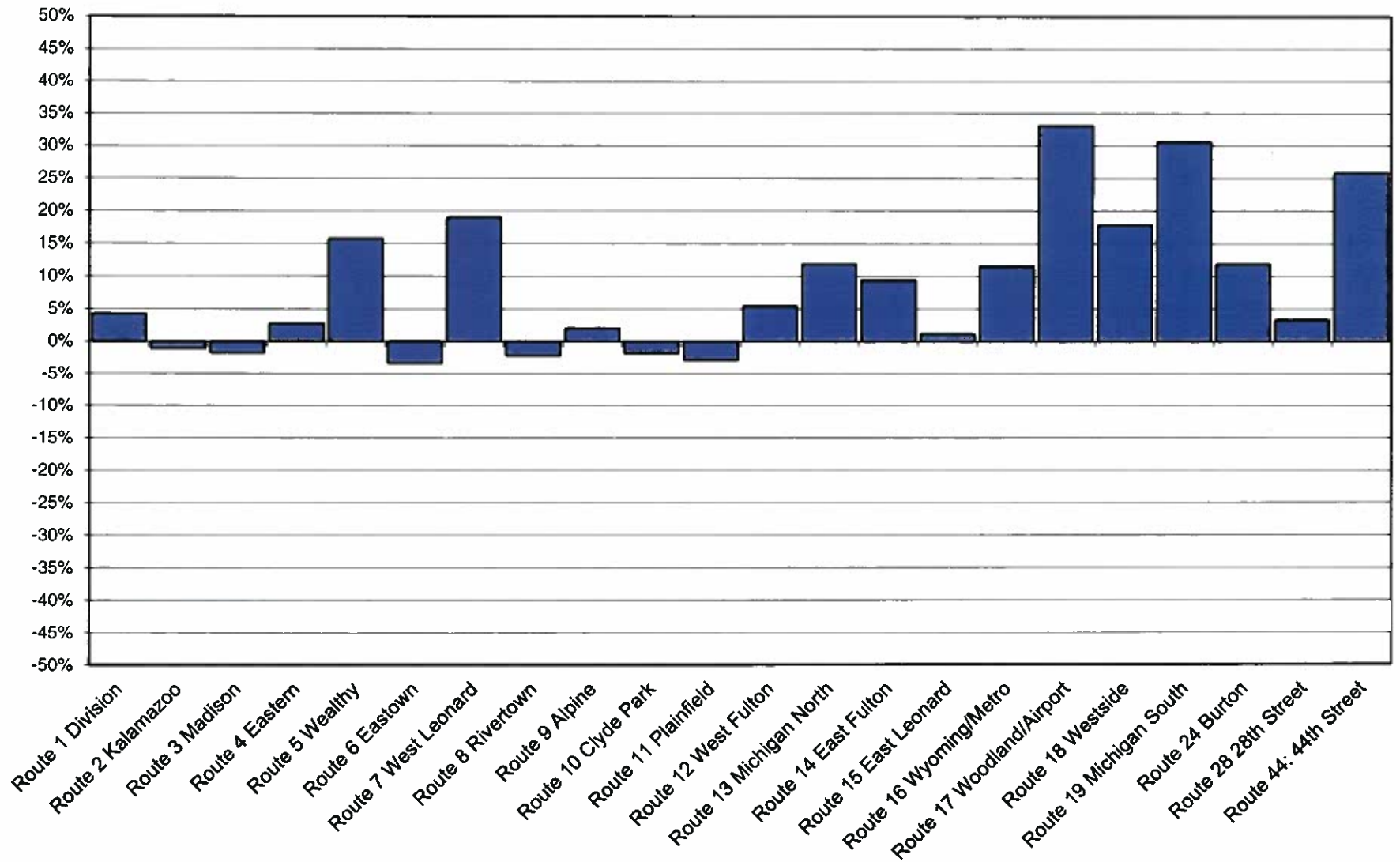
Monthly Weekday Average Ridership History



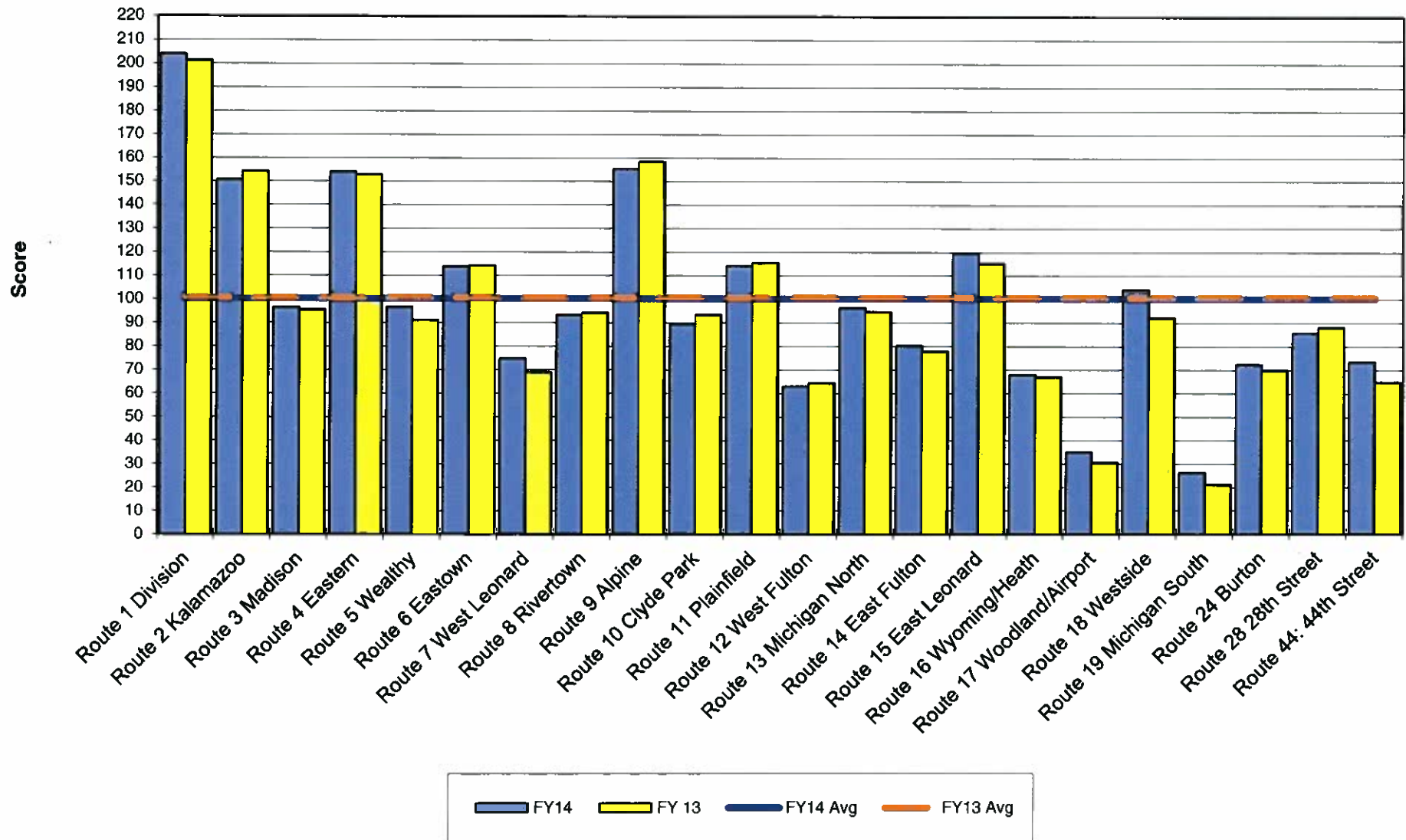
Fixed-Route Scoring Summary: May 2014 Compared to May 2013



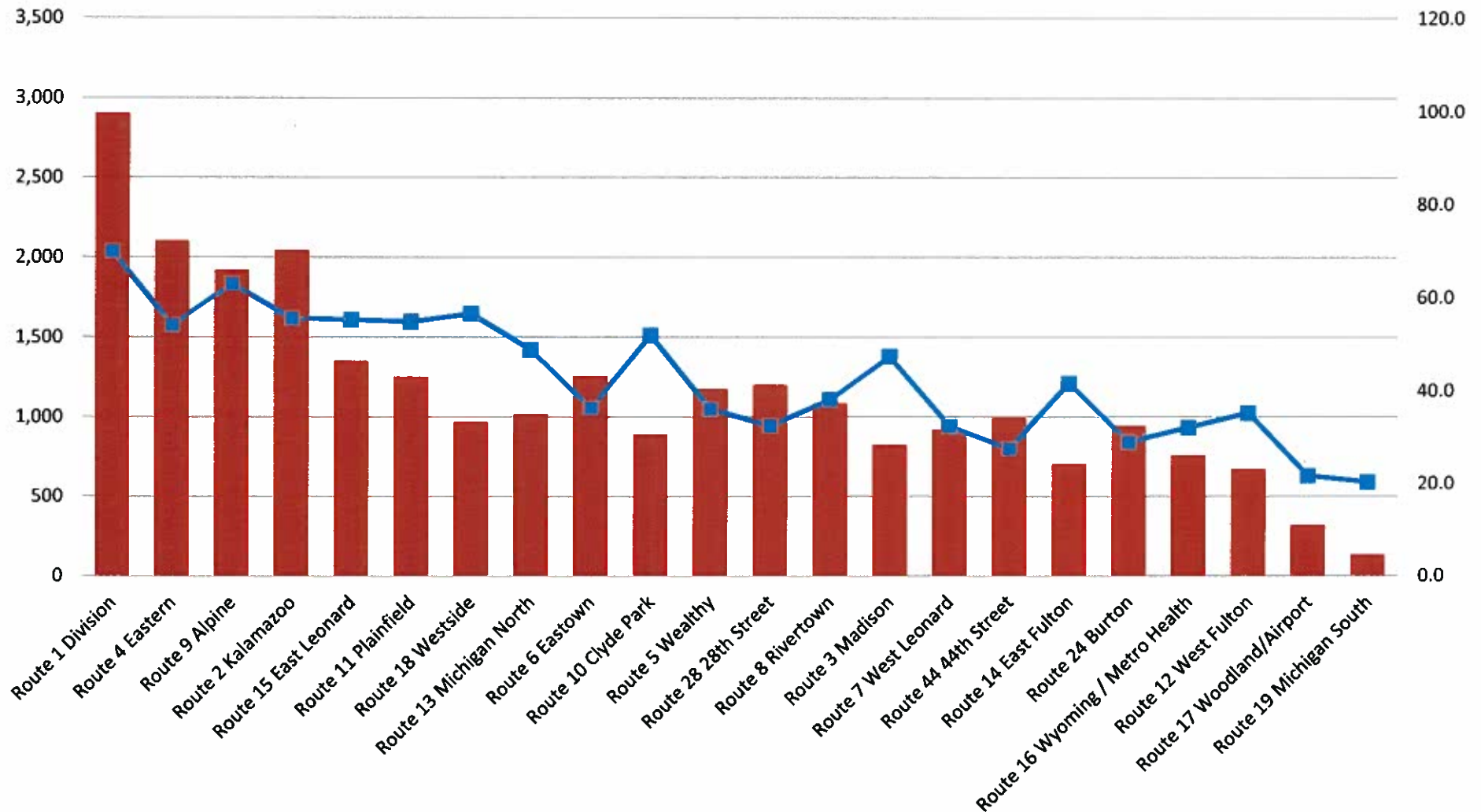
Percent Change by Route: May 2014 Compared to May 2013



Overall Fixed-Route Scoring Summary: FY 2014 Compared to FY 2013



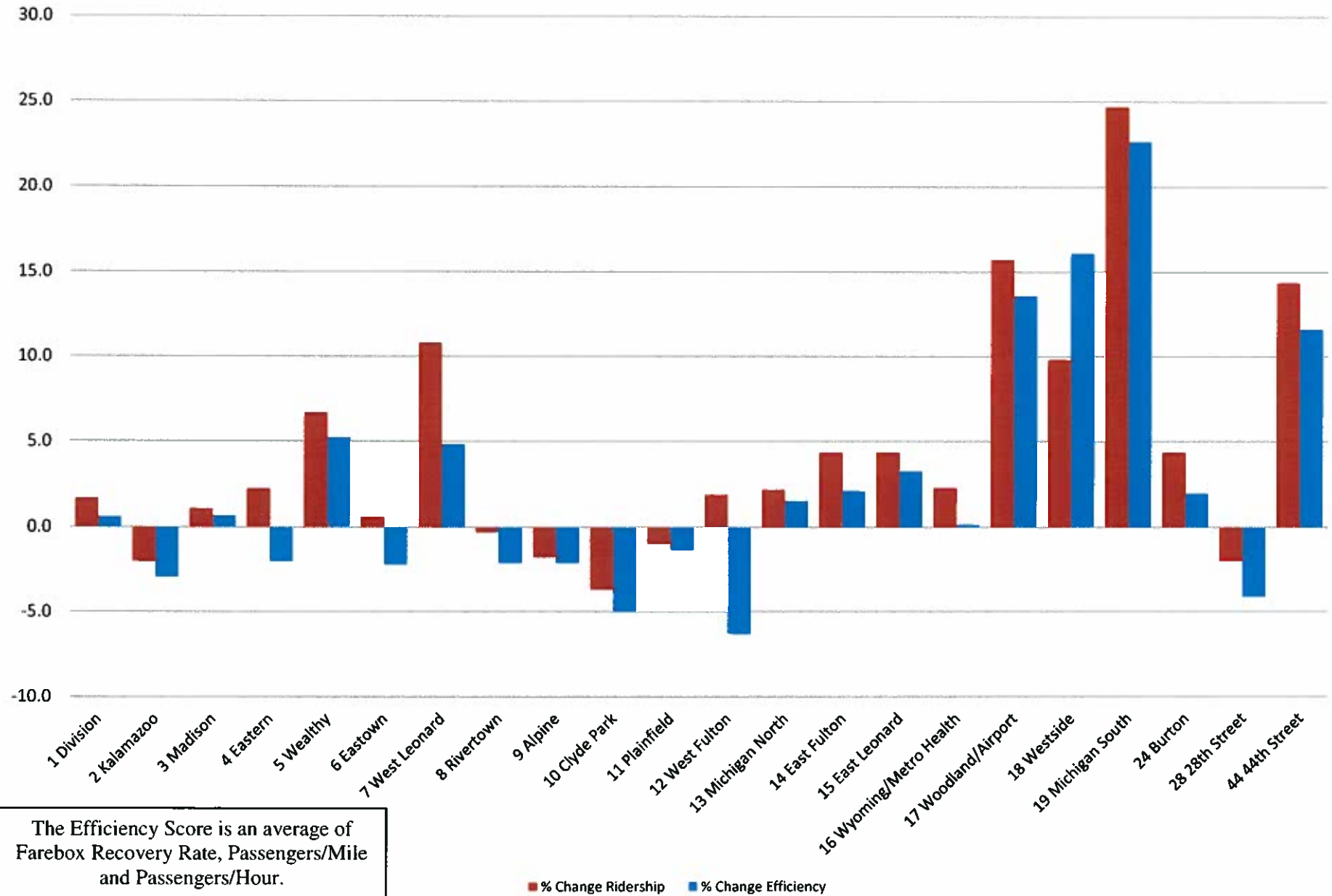
Fixed Route Efficiency Score and Ridership Levels - May 2014



The Efficiency Score is an average of Farebox Recovery Rate, Passengers/Mile and Passengers/Hour.

Average Daily Passengers Efficiency Score

Change in Ridership and Efficiency: FY 2013 to FY 2014



May 2014 Ridership Report
Ridership by Fare Category

Regular Route Summary	May 2014	May 2013	Actual Change	% Change
\$1.50 Cash Fare	124,399	119,564	4,835	4.0%
\$1.50 Adult One-Ride Ticket	10,065	11,958	-1,893	-15.8%
\$1.15 Adult Ticket	50,569	49,165	1,404	2.9%
\$0.90 Student Ticket, Aquinas, Calvin and Kendall Tickets	112,205	110,846	1,359	1.2%
\$0.75 Senior / Disabled Ticket and Cash	31,695	31,700	-5	0.0%
\$40 Regular and \$26 Reduced 31-Day Month Pass	183,329	182,564	765	0.4%
\$4.60 One-Day Pass	1,581	1,435	146	10.2%
\$11.50 Four-Day Pass	1,031	1,004	27	2.7%
Spectrum Health Employee Pass	5,847	5,354	493	9.2%
Free ADA	6,866	6,772	94	1.4%
GVSU Students on Routes 1-44	15,996	15,973	23	0.1%
Miscellaneous Fare	32,707	31,572	1,135	3.6%
Transfers	164,899	166,265	-1,366	-0.8%
Total Regular Route Ridership	741,189	734,172	7,017	1.0%

Contracted/Specialized Services Summary

DASH	20,566	22,236	-1,670	-7.5%
GRCC Shuttle	2,950	3,453	-503	-14.6%
GVSU Campus Connector	20,032	22,910	-2,878	-12.6%
GVSU CHS Express and DASH to the Hill	7,389	7,990	-601	-7.5%
GVSU Off-Campus Shuttle	0	0	0	#DIV/0!
GVSU South Campus Express	0	0	0	#DIV/0!
FSU	163	157	6	3.8%
Vanpools	4,698	4,804	-106	-2.2%
Total Contracted Ridership	55,798	61,550	-5,752	-9.3%

Demand Response Summary

GO!Bus (does not include PASS)	33,488	35,098	-1,610	-4.6%
PASS North Ridership (Including Transfers)	404	419	-15	-3.6%
PASS SE Ridership (Including Transfers)	547	526	21	4.0%
PASS SW Ridership (Including Transfers)	135	141	-6	-4.3%
Total Demand Response Ridership	34,574	36,184	-1,610	-4.4%

	2014	2013	Change	YTD Change
Total Service Weekdays	21	22	-1	-1
Total Service Saturdays	5	4	1	1
Total Service Sundays	4	4	0	0
Total Holidays	1	1	0	0
Total Service Days	30	30	0	0
Total Days	31	31	0	0

Total Weekday Fixed-Route Ridership	595,738	615,358	-19,620	-3.2%
Total Weekday Evening Fixed-Route Ridership	104,683	102,678	2,005	2.0%
Total Weekday and Weekday Evening Fixed-Route Ridership	700,421	718,036	-17,615	-2.5%
Total Saturday Fixed-Route Ridership	73,003	55,050	17,953	32.6%
Total Sunday Fixed-Route Ridership	23,563	22,636	927	4.1%
Avg Weekday Daytime Fixed-Route Ridership	28,368	27,971	398	1.4%
Avg Weekday Evening Fixed-Route Ridership	4,985	4,667	318	6.8%
Avg Weekday and Weekday Evening Fixed-Route Ridership	33,353	32,638	715	2.2%
Avg Saturday Fixed-Route Ridership	14,601	13,763	838	6.1%
Avg Sunday Fixed-Route Ridership	5,891	5,659	232	4.1%

	2014	2012	Change	% Change
Fixed-Route Ridership Month to Date	741,189	734,172	7,017	1.0%
Contracted/Specialized Service Ridership Month to Date	55,798	61,550	-5,752	-9.3%
Demand Response Ridership Month to Date	34,574	36,184	-1,610	-4.4%
Total Monthly Ridership	831,561	831,906	-345	0.0%
	2014	2012	Change	% Change
Fixed-Route Ridership Year to Date	5,776,941	5,770,809	6,132	0.1%
Contracted/Specialized Service Ridership Month to Date	2,717,060	2,781,159	-64,099	-2.3%
Demand Response Ridership Year to Date	272,065	279,462	-7,397	-2.6%
Total Ridership Year to Date	8,766,066	8,831,430	-65,364	-0.7%
Projected Annual Ridership	12,411,161	12,503,705	-92,544	-0.7%

May 2014 Productivity Report

Fixed-Route Services	Passengers per Bus Hour	Passengers per Bus Mile	Farebox Recovery %	Efficiency Score	Daily Passengers	Effectiveness Score	Total Score	Distance from Mean	Current Rank	FY 2013 Rank	Change	Total Passengers	Peak Frequency
Route 1 Division	41.2	3.40	44.3%	68.9	2,906	145.3	214.2	109.4%	1	1	0	87,186	15
Route 4 Eastern	32.0	2.69	36.8%	55.0	2,103	105.1	160.2	56.5%	2	4	2	63,085	15
Route 9 Alpine	33.9	3.48	36.8%	62.1	1,921	96.1	158.1	54.8%	3	2	-1	57,639	15
Route 2 Kalamazoo	34.9	3.00	28.5%	54.8	2,045	102.3	157.1	53.5%	4	3	-1	61,358	15
Route 15 East Leonard	31.3	2.99	31.7%	54.5	1,353	67.7	122.1	19.4%	5	6	1	40,591	15
Route 11 Plainfield	32.7	2.75	33.2%	54.1	1,254	62.7	116.8	14.1%	6	5	-1	37,608	15
Route 18 Westside	33.1	3.05	31.9%	56.0	969	48.5	104.4	2.1%	7	12	5	25,206	30
Route 13 Michigan North	29.2	2.57	27.7%	48.2	1,017	50.9	99.1	-3.2%	8	9	1	26,447	15
Route 6 Eastown	20.8	2.00	20.0%	35.7	1,259	63.0	98.7	-3.5%	9	7	-2	37,774	15
Route 10 Clyde Park	32.7	2.44	32.2%	51.2	890	44.5	95.7	-6.4%	10	11	1	26,707	30
Route 5 Wealthy	21.3	1.86	21.0%	35.4	1,177	58.9	94.3	-7.8%	11	13	2	30,608	15
Route 28 28th Street	20.3	1.43	21.7%	32.0	1,202	60.1	92.1	-9.9%	12	14	2	36,067	15
Route 8 Riverfront	23.9	1.69	25.0%	37.4	1,084	54.2	91.6	-10.5%	13	10	-3	32,512	15
Route 3 Madison	28.3	2.37	28.9%	46.8	825	41.3	88.1	-13.9%	14	8	-6	21,458	30
Route 7 West Leonard	20.5	1.33	22.7%	31.8	922	46.1	77.9	-23.8%	15	17	2	23,972	15
Route 44 44th Street	16.2	1.21	19.8%	27.3	992	49.6	76.9	-24.9%	16	19	3	25,793	30
Route 14 East Fulton	24.1	2.29	22.7%	41.0	706	35.3	76.3	-25.4%	17	15	-2	18,352	30
Route 24 Burton	16.6	1.35	19.8%	28.6	943	47.2	75.7	-26.0%	18	16	-2	24,520	30
Route 16 Wyoming / Metro Health	19.7	1.50	20.4%	31.6	760	38.0	69.6	-31.9%	19	18	-1	22,805	30
Route 12 West Fulton	21.3	1.88	19.1%	34.6	674	33.7	68.3	-33.2%	20	20	0	17,524	30
Route 17 Woodland/Airport	13.4	1.04	13.1%	21.3	320	16.0	37.3	-63.5%	21	21	0	6,719	30
Route 19 Michigan South	10.9	1.12	11.9%	20.0	133	6.6	26.6	-74.0%	22	22	n/a	2,783	30
System Summary	27.1	2.24	27.7%		1,154		102.3	n/a				726,714	

	Passengers per Bus Hour	Passengers per Bus Mile	Farebox Recovery %	Efficiency Score	Daily Passengers	Effectiveness Score	Total Score	Distance from Mean
System Average (mean)	27.1	2.24	27.7%	44.6	1,154	57.7	102.3	n/a
1 Standard deviation	8.0	0.77	8.1%	13.9	621	31.1	42.4	n/a
2 Routes above standard (equal or greater than 66.7% of mean)	45.1	3.74	46.2%	74.4	1,923	96.1	170.5	66.7%
3 Routes above one standard deviation of mean	45.0	3.73	46.1%	74.2	1,922	96.1	170.4	66.7%
4 Above average routes within one standard deviation of mean	35.0	3.01	35.8%	58.6	1,775	88.7	144.8	41.5%
5 Average routes	+/- 12.5% mean	+/- 12.5% mean	+/- 12.5% mean	+/- 12.5% mean	+/- 12.5% mean	+/- 12.5% mean	+/- 12.5% mean	+/- 12.5% mean
6 Below average routes within one standard deviation of mean	19.1	1.47	19.7%	30.7	532	26.6	59.9	-41.5%
7 Routes below one standard deviation of mean	9.1	0.76	9.3%	15.0	385	19.3	34.2	-66.7%
8 Routes below standard (equal or less than 66.7% of mean)	9.0	0.75	9.2%	14.8	384	19.2	34.1	-66.7%

Contracted/Specialized Services	Passengers per Bus Hour	Passengers per Bus Mile	Farebox Recovery %	Efficiency Score	Daily Passengers	Effectiveness Score	Total Score	Distance from Mean	Current Rank	FY 2014 Rank	Change	Total Passengers	Peak Frequency
GVSU Campus Connector	9.3	0.52	n/a	13.4	954	47.7	61.1	n/a	n/a	n/a	n/a	20,032	7
GVSU South Campus Express	0.0	0.00	n/a	0.0	0	0.0	0.0	n/a	n/a	n/a	n/a	0	10
GVSU Off-Campus	0.0	0.00	n/a	0.0	0	0.0	0.0	n/a	n/a	n/a	n/a	0	10
GVSU CHS Express	11.7	1.62	n/a	27.9	352	17.6	45.5	n/a	n/a	n/a	n/a	7,389	5
GRCC Shuttle	14.8	3.82	n/a	55.4	590	29.5	84.9	n/a	n/a	n/a	n/a	2,950	10
DASH South	13.8	1.72	n/a	30.7	211	10.5	41.2	n/a	n/a	n/a	n/a	4,424	5
DASH West	32.5	3.70	n/a	68.2	651	32.6	100.8	n/a	n/a	n/a	n/a	13,672	5
DASH North	7.6	0.84	n/a	15.7	118	5.9	21.6	n/a	n/a	n/a	n/a	2,470	20
FSU	2.0	0.05	n/a	2.2	8	0.4	2.6	n/a	n/a	n/a	n/a	163	120
	10.86	0.86	n/a									51,100	

Total System Summary	24.91	2.06	28.03%	Farebox includes GRPS services									
-----------------------------	--------------	-------------	---------------	--------------------------------	--	--	--	--	--	--	--	--	--

- 1 The range of values comprising approximately 68% of the samples above and below the mean
- 2 Routes with scores greater than 66.7% above than the mean
- 3 Routes with scores between 1 standard deviation above the mean and 66.7% above the mean
- 4 Routes with scores within 1 standard deviation above the mean
- 5 Routes with scores with +/- 12.5% of the mean
- 6 Routes with scores within 1 standard deviation below the mean
- 7 Routes with scores between 1 standard deviation below the mean and 66.7% below the mean
- 8 Routes with scores greater than 66.7% below the mean

Date: July 25, 2014
To: ITP Board
From: Kevin Wisselink / Planning Department
Subject: June 2014 RIDERSHIP AND PRODUCTIVITY REPORT

Ridership in June 2014 was aided by having one more weekday of service than in June 2013. If current trends continue, we should see a slight ridership increase for FY 2014.

RIDERSHIP SUMMARY

June 2014 compared to June 2013

Total Ridership by Category:

- Routes 1 – 44 ridership (663,950) increased **5.0%** (31,542)
- Contracted/Specialized Service ridership (57,224) increased **3.1%** (1,721)
- Demand-Response ridership (33,074) increased **1.0%** (334)
- **Total Ridership (754,248) increased 4.7% (34,597)**

Daily Averages:

- Average Weekday total ridership (30,248) increased **2.0%** (599)
- Average Weekday evening ridership (4,780) increased **3.5%** (163)
- Average Saturday ridership (14,407) increased **7.0%** (947)
- Average Sunday ridership (5,668) increased **2.6%** (143)

Fiscal Year 2014 compared to Fiscal Year 2013

Total Ridership by Category:

- Routes 1 – 44 ridership (6,440,891) increased **0.6%** (37,674)
- Contracted/Specialized Service ridership (2,774,363) decreased **2.2%** (-62,299)
- Demand-Response ridership (305,139) decreased **2.3%** (-7,063)
- **Total Ridership (9,520,393) decreased 0.3% (-31,688)**

Daily Averages:

- Average Weekday total ridership (43,953) decreased **0.6%** (-267)
- Average Weekday evening ridership (6,146) increased **3.7%** (221)
- Average Saturday ridership (15,070) increased **3.9%** (569)
- Average Sunday ridership (5,956) increased **1.8%** (104)

ROUTE PERFORMANCE SUMMARY (Routes 1-44 Only)

June 2014 fixed-route system performance increased compared to June 2013 (contracted services not included). The fixed-route summary is as follows:

- Average passengers per hour (**24.5**) increased **2.4%** (0.3 points)
- Average passengers per mile (**2.03**) increased **2.9%** (0.4 points)
- Average farebox recovery percent (**27.6%**) decreased **5.2%** (0.8 points)
- Average daily passengers (**21,940**) increased **4.6%** (2.3 points)
- **Monthly system performance (93.9 points) increased 2.5% (2.3 points)**
- **FY 2014 system performance (99.6 points) decreased 0.2 points (-0.2%) compared to FY 2013**

Monthly Fixed-Route Point Summary

	FY 14	FY 13	FY 14	FY 13		
	<u>Avg</u>	<u>Avg</u>	<u>Points</u>	<u>Points</u>	<u>Change</u>	<u>% Change</u>
Avg Passengers per Hour per Route:	24.5	24.0	12.3	12.0	0.3	2.4%
Avg Passengers per Mile per Route:	2.03	1.97	15.6	15.2	0.4	2.9%
Avg Fare-box Recovery % per Route:	27.6%	29.1%	13.8	14.5	-0.8	-5.2%
Avg Daily Fixed-Route Passengers:	21,940	20,972	52.2	49.9	2.3	4.6%
June Total:			93.9	91.6	2.3	2.5%
Year Average:			99.6	99.8	-0.2	-0.2%

- **16 of 22 (72.7%) fixed-routes performed within the average range (within one standard deviation of the system mean)**
- Route 2 – Kalamazoo, Route 4 – Eastern and Route 9 – Alpine performed one standard deviation above the system mean
- **Route 1 – Division performed above standard (greater than 66.7% above the system mean)**
- Route 17 – Woodland/Airport performed one standard deviation below the system mean
- **Route 19—Michigan South performed below standard (less than 66.7% below the system mean)**

Change in service days from June 2014 to June 2013

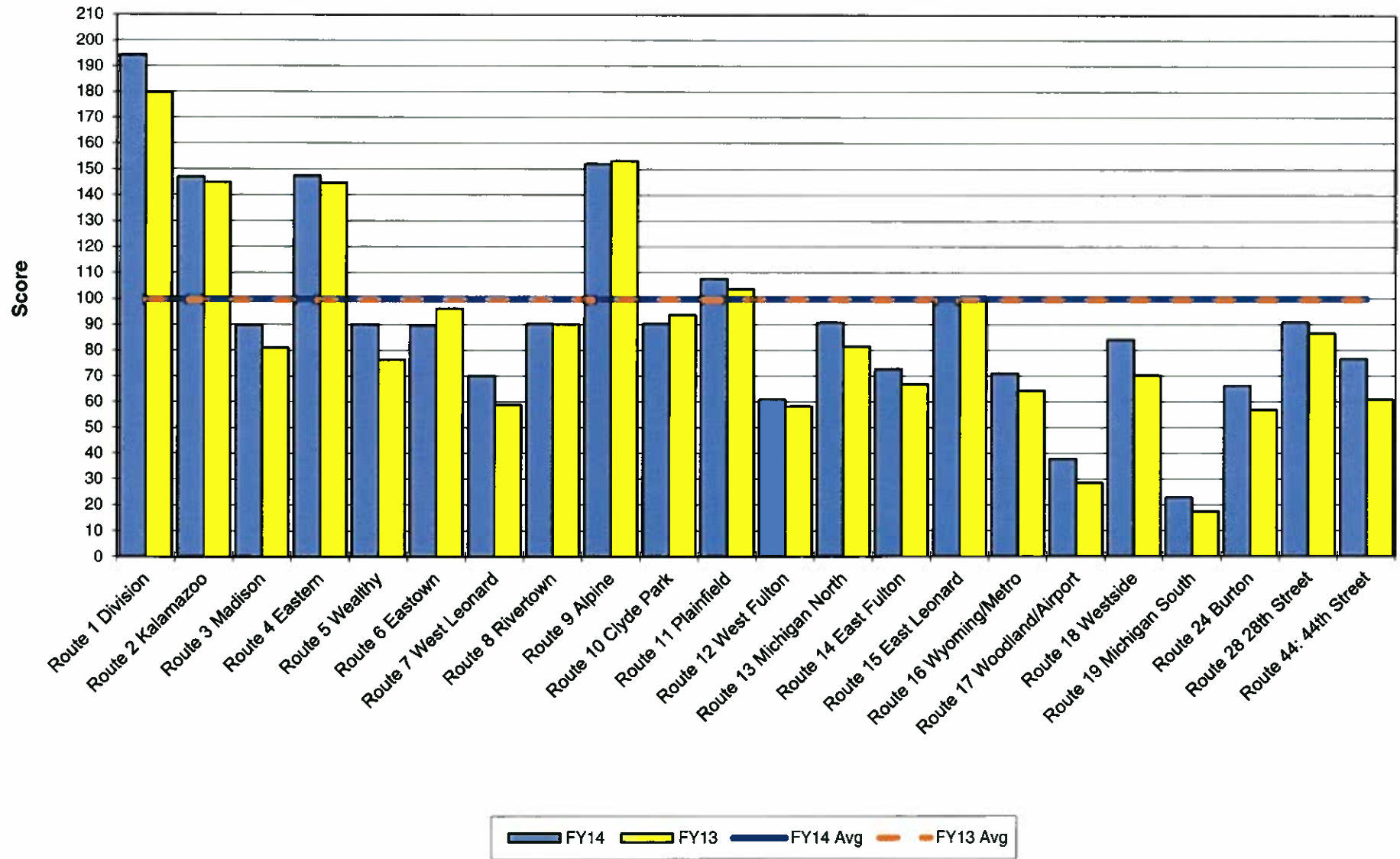
	2014	2013	Change
Total Service Weekdays	21	20	1
Total Service Saturdays	4	5	-1
Total Service Sundays	5	5	0
Total Holidays	0	0	0

Attached is a graphical summary of the system and individual fixed-route performance

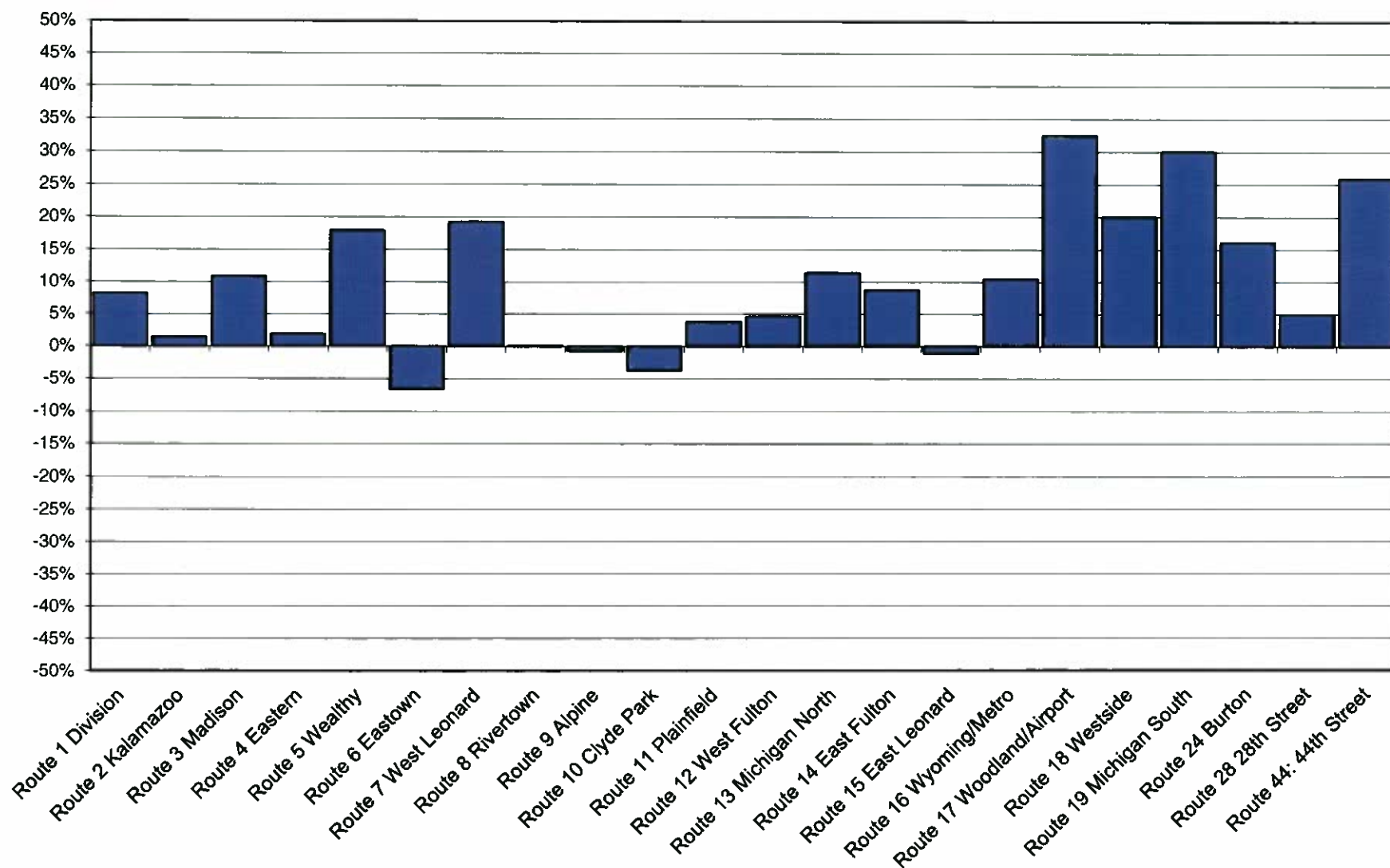
Monthly Weekday Average Ridership History



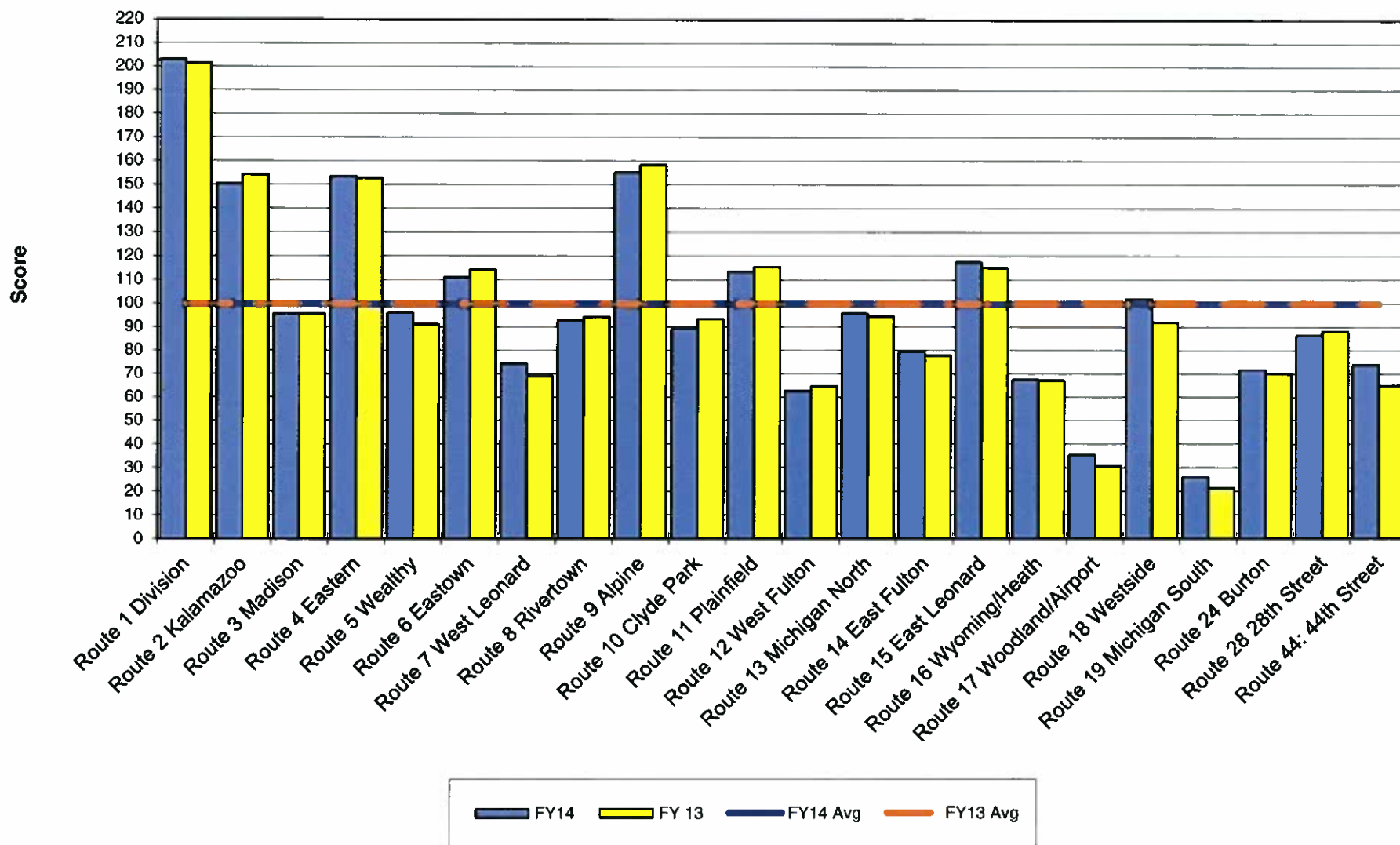
Fixed-Route Scoring Summary: June 2014 Compared to June 2013



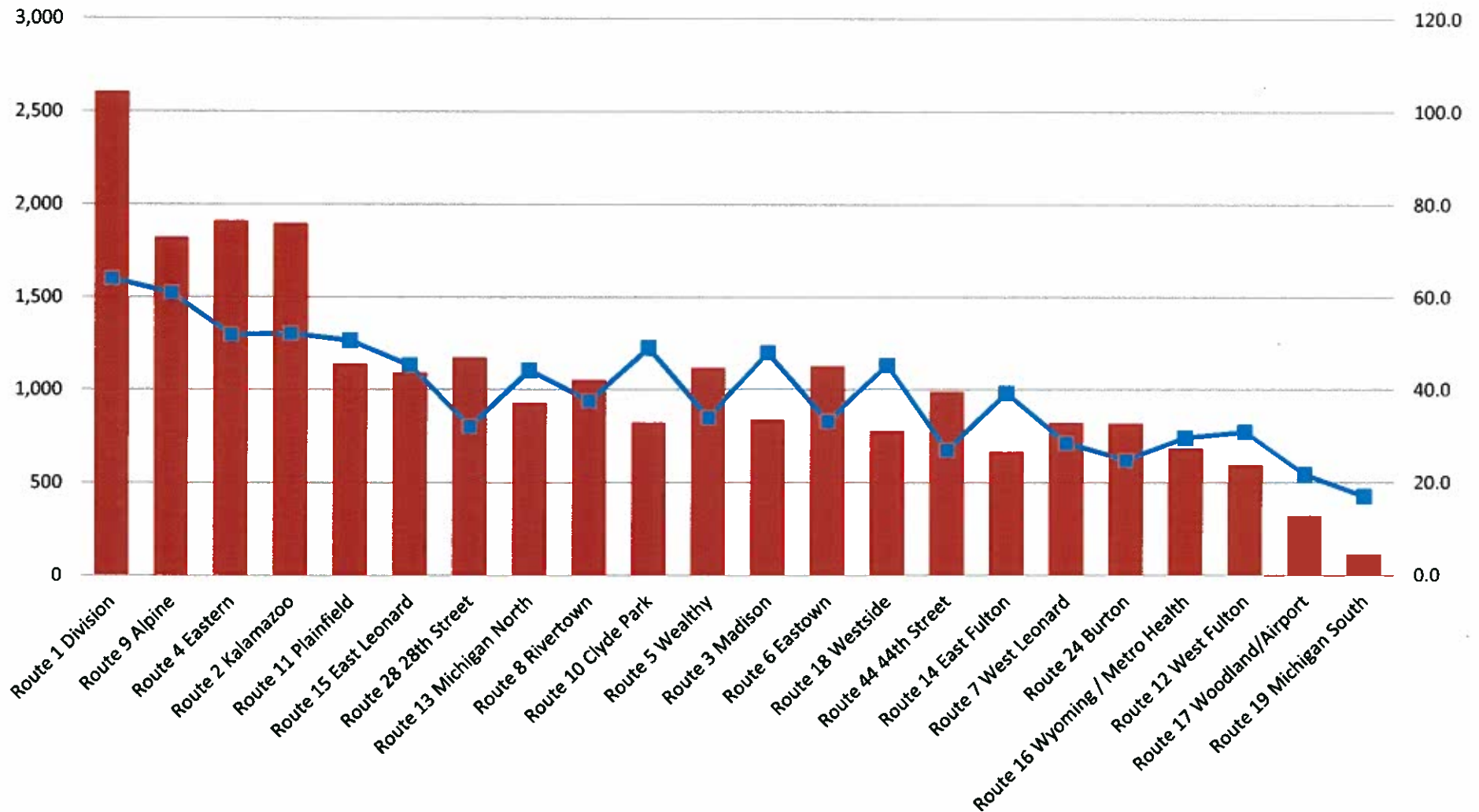
Percent Change by Route: June 2014 Compared to June 2013



Overall Fixed-Route Scoring Summary: FY 2014 Compared to FY 2013



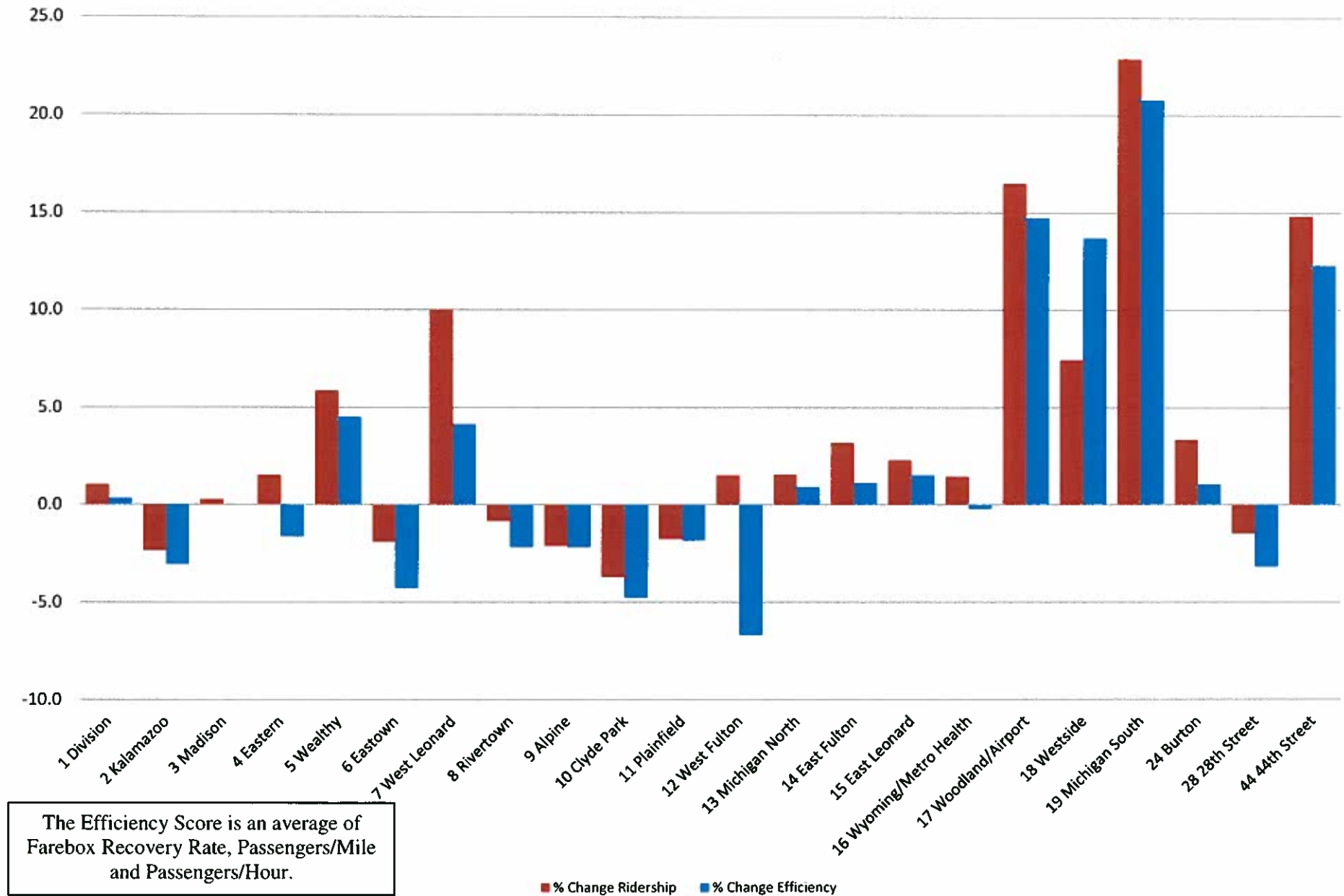
Fixed Route Efficiency Score and Ridership Levels - June 2014



The Efficiency Score is an average of Farebox Recovery Rate, Passengers/Mile and Passengers/Hour.

■ Average Daily Passengers — Efficiency Score

Change in Ridership and Efficiency: FY 2013 to FY 2014



June 2014 Ridership Report
Ridership by Fare Category

Regular Route Summary	June 2014	June 2013	Actual Change	% Change
\$1.50 Cash Fare	124,370	115,656	8,714	7.5%
\$1.50 Adult One-Ride Ticket	10,464	12,086	-1,622	-13.4%
\$1.15 Adult Ticket	50,842	46,796	4,046	8.6%
\$0.90 Student Ticket, Aquinas, Calvin and Kendall Tickets	72,598	60,884	11,714	19.2%
\$0.75 Senior / Disabled Ticket and Cash	29,225	28,595	630	2.2%
\$40 Regular and \$26 Reduced 31-Day Month Pass	168,186	171,716	-3,530	-2.1%
\$4.60 One-Day Pass	1,860	1,749	111	6.3%
\$11.50 Four-Day Pass	1,223	1,222	1	0.1%
Spectrum Health Employee Pass	6,164	5,121	1,043	20.4%
Free ADA	7,197	7,022	175	2.5%
GVSU Students on Routes 1-44	14,701	14,004	697	5.0%
Miscellaneous Fare	29,179	28,216	963	3.4%
Transfers	147,941	139,341	8,600	6.2%
Total Regular Route Ridership	663,950	632,408	31,542	5.0%

Contracted/Specialized Services Summary

DASH	21,992	19,845	2,147	10.8%
GRCC Shuttle	3,980	2,810	1,170	41.6%
GVSU Campus Connector	19,793	20,944	-1,151	-5.5%
GVSU CHS Express and DASH to the Hill	6,750	7,694	-944	-12.3%
GVSU Off-Campus Shuttle	0	0	0	#DIV/0!
GVSU South Campus Express	0	0	0	#DIV/0!
FSU	0	0	0	#DIV/0!
Vanpools	4,709	4,210	499	11.9%
Total Contracted Ridership	57,224	55,503	1,721	3.1%

Demand Response Summary

GO!Bus (does not include PASS)	32,081	31,851	230	0.7%
PASS North Ridership (Including Transfers)	392	358	34	9.5%
PASS SE Ridership (Including Transfers)	486	427	59	13.8%
PASS SW Ridership (Including Transfers)	115	104	11	10.6%
Total Demand Response Ridership	33,074	32,740	334	1.0%

	2014	2013	Change	YTD Change
Total Service Weekdays	21	20	1	0
Total Service Saturdays	4	5	-1	0
Total Service Sundays	5	5	0	0
Total Holidays	0	0	0	0
Total Service Days	30	30	0	0
Total Days	30	30	0	0

Total Weekday Fixed-Route Ridership	534,822	500,646	34,176	6.8%
Total Weekday Evening Fixed-Route Ridership	100,382	92,340	8,042	8.7%
Total Weekday and Weekday Evening Fixed-Route Ridership	635,204	592,986	42,218	7.1%
Total Saturday Fixed-Route Ridership	57,628	67,299	-9,671	-14.4%
Total Sunday Fixed-Route Ridership	28,342	27,826	716	2.6%
Avg Weekday Daytime Fixed-Route Ridership	25,468	25,032	435	1.7%
Avg Weekday Evening Fixed-Route Ridership	4,780	4,617	163	3.5%
Avg Weekday and Weekday Evening Fixed-Route Ridership	30,248	29,649	599	2.0%
Avg Saturday Fixed-Route Ridership	14,407	13,460	947	7.0%
Avg Sunday Fixed-Route Ridership	5,668	5,525	143	2.6%

	2014	2012	Change	% Change
Fixed-Route Ridership Month to Date	663,950	632,408	31,542	5.0%
Contracted/Specialized Service Ridership Month to Date	57,224	55,503	1,721	3.1%
Demand Response Ridership Month to Date	33,074	32,740	334	1.0%
Total Monthly Ridership	754,248	720,651	33,597	4.7%
	2014	2012	Change	% Change
Fixed-Route Ridership Year to Date	6,440,891	6,403,217	37,674	0.6%
Contracted/Specialized Service Ridership Year to Date	2,774,363	2,836,662	-62,299	-2.2%
Demand Response Ridership Year to Date	305,139	312,202	-7,063	-2.3%
Total Ridership Year to Date	9,520,393	9,552,081	-31,688	-0.3%
Projected Annual Ridership	12,462,225	12,503,705	-41,480	-0.3%

June 2014 Productivity Report

Fixed-Route Services	Passengers per Bus Hour	Passengers per Bus Mile	Farebox Recovery %	Efficiency Score	Daily Passengers	Effectiveness Score	Total Score	Distance from Mean	Current Rank	FY 2013 Rank	Change	Total Passengers	Peak Frequency
Route 1 Division	37.1	3.08	43.6%	64.0	2,605	130.3	194.3	106.9%	1	1	0	78,161	15
Route 9 Alpine	32.5	3.34	38.2%	61.0	1,820	91.0	152.0	61.9%	3	2	-1	54,607	15
Route 4 Eastern	29.3	2.47	36.4%	51.9	1,910	95.5	147.4	57.0%	2	4	2	57,308	15
Route 2 Kalamazoo	32.4	2.78	29.1%	52.1	1,897	94.9	147.0	56.5%	4	3	-1	56,911	15
Route 11 Plainfield	29.8	2.51	32.7%	50.6	1,140	57.0	107.6	14.6%	6	5	-1	34,211	15
Route 15 East Leonard	25.3	2.42	28.0%	45.2	1,090	54.5	99.8	6.2%	5	6	1	32,712	15
Route 28 28th Street	20.0	1.41	22.7%	32.2	1,172	58.6	90.8	-3.3%	12	14	2	35,172	15
Route 13 Michigan North	26.2	2.32	26.5%	44.2	932	46.6	90.8	-3.3%	8	9	1	23,311	15
Route 8 Rivertown	23.3	1.65	26.5%	37.6	1,053	52.6	90.2	-3.9%	13	10	-3	31,580	15
Route 10 Clyde Park	30.3	2.27	32.8%	49.0	824	41.2	90.2	-4.0%	10	11	1	24,717	30
Route 5 Wealthy	19.8	1.73	21.8%	34.1	1,119	56.0	90.0	-4.1%	11	13	2	27,984	15
Route 3 Madison	28.3	2.37	31.1%	47.9	838	41.9	89.8	-4.4%	14	8	-6	20,958	30
Route 6 Eastown	18.8	1.81	20.1%	33.3	1,128	56.4	89.7	-4.4%	9	7	-2	33,846	15
Route 18 Westside	26.1	2.41	27.3%	45.2	779	39.0	84.2	-10.3%	7	12	5	19,479	30
Route 44 44th Street	15.9	1.18	20.2%	27.1	989	49.4	76.6	-18.5%	16	19	3	24,717	30
Route 14 East Fulton	22.4	2.13	23.3%	39.3	869	33.4	72.7	-22.6%	17	15	-2	16,720	30
Route 7 West Leonard	17.9	1.16	21.5%	28.7	826	41.3	70.0	-25.5%	15	17	2	20,651	15
Route 24 Burton	14.2	1.16	18.0%	25.0	822	41.1	66.1	-29.6%	18	16	-2	20,549	30
Route 16 Wyoming / Metro Health	17.9	1.37	20.5%	29.8	888	34.4	64.1	-31.7%	19	18	-1	20,627	30
Route 12 West Fulton	18.5	1.64	18.3%	31.0	596	29.8	60.8	-35.3%	20	20	0	14,905	30
Route 17 Woodland/Airport	13.4	1.04	14.2%	21.8	320	16.0	37.8	-59.7%	21	21	0	6,711	30
Route 19 Michigan South	9.3	0.95	10.1%	17.1	113	5.7	22.7	-75.8%	22	22	n/a	2,375	30
System Summary	24.5	2.03	27.6%		1,045		93.9	n/a				658,212	

	Passengers per Bus Hour	Passengers per Bus Mile	Farebox Recovery %	Efficiency Score	Daily Passengers	Effectiveness Score	Total Score	Distance from Mean
System Average (mean)	24.5	2.03	27.6%	41.7	1,045	52.2	93.9	n/a
1 Standard deviation	7.2	0.69	8.1%	12.9	564	28.2	38.9	n/a
2 Routes above standard (equal or greater than 66.7% of mean)	40.9	3.39	46.0%	69.5	1,742	87.1	156.5	66.7%
3 Routes above one standard deviation of mean	40.8	3.38	45.9%	69.3	1,741	87.0	156.4	66.7%
4 Above average routes within one standard deviation of mean	31.7	2.72	35.6%	54.6	1,609	80.5	132.8	41.4%
5 Average routes	±12.5% mean	±12.5% mean	±12.5% mean	±12.5% mean	±12.5% mean	±12.5% mean	±12.5% mean	±12.5% mean
6 Below average routes within one standard deviation of mean	17.3	1.35	19.5%	28.8	481	24.0	55.0	-41.4%
7 Routes below one standard deviation of mean	8.3	0.69	9.3%	14.1	349	17.4	31.4	-66.7%
8 Routes below standard (equal or less than 66.7% of mean)	8.2	0.68	9.2%	13.9	348	17.4	31.3	-66.7%

Contracted/Specialized Services	Passengers per Bus Hour	Passengers per Bus Mile	Farebox Recovery %	Efficiency Score	Daily Passengers	Effectiveness Score	Total Score	Distance from Mean	Current Rank	FY 2014 Rank	Change	Total Passengers	Peak Frequency
GVSU Campus Connector	15.5	0.87	n/a	22.4	900	45.0	67.4	n/a	n/a	n/a	n/a	19,793	7
GVSU South Campus Express	#DIV/0!	#DIV/0!	n/a	#DIV/0!	0	0.0	#DIV/0!	n/a	n/a	n/a	n/a	0	10
GVSU Off-Campus	#DIV/0!	#DIV/0!	n/a	#DIV/0!	0	0.0	#DIV/0!	n/a	n/a	n/a	n/a	0	10
GVSU CHS Express	10.2	1.42	n/a	24.4	338	16.9	41.2	n/a	n/a	n/a	n/a	6,750	5
GRCC Shuttle	30.0	7.73	n/a	112.0	995	49.8	161.8	n/a	n/a	n/a	n/a	3,980	10
DASH South	17.7	2.22	n/a	39.5	271	13.6	53.1	n/a	n/a	n/a	n/a	5,701	5
DASH West	32.7	3.73	n/a	68.7	656	32.8	101.5	n/a	n/a	n/a	n/a	13,769	5
DASH North	7.8	0.86	n/a	16.0	120	6.0	22.0	n/a	n/a	n/a	n/a	2,522	20
FSU	0.0	0.00	n/a	0.0	0	0.0	0.0	n/a	n/a	n/a	n/a	0	120
	17.16	1.43	n/a									52,515	

Total System Summary	23.85	1.98	27.68%	Farebox includes GRPS services									
-----------------------------	--------------	-------------	---------------	--------------------------------	--	--	--	--	--	--	--	--	--

- 1 The range of values comprising approximately 68% of the samples above and below the mean
- 2 Routes with scores greater than 66.7% above the mean
- 3 Routes with scores between 1 standard deviation above the mean and 66.7% above the mean
- 4 Routes with scores within 1 standard deviation above the mean
- 5 Routes with scores within ±12.5% of the mean
- 6 Routes with scores within 1 standard deviation below the mean
- 7 Routes with scores between 1 standard deviation below the mean and 66.7% below the mean
- 8 Routes with scores greater than 66.7% below the mean

DATE: June 12, 2014
TO: ITP Board
FROM: Meegan Joyce
SUBJECT: MAY 2014 PARATRANSIT RIDERSHIP REPORT

Total monthly paratransit ridership for May 2014 (**34,574**) decreased **3.7% (1,317)** from May 2013 (**35,891**).

ADA ridership (21,819) increased **1.4% (310)**, NDS ridership (74) increased **12.1% (8)**, PASS ridership (1,086) remained the same and Network180 ridership (10,893) decreased **14.1% (1,792)** from May 2013.

Average weekday ridership for GO!Bus/PASS service increased **3.0% (27)**, average Saturday ridership increased **3.0% (12)**, and average Sunday ridership increased **2.5% (8)** from May 2013.

Average cost per GO!Bus/PASS trip increased **7.0% (\$1.47)** from May 2013.

On-time performance for May 2014 was 96.07%.

MAY 2014 Paratransit Ridership and Operating Statistics

ADA	2014	2013	Change	% Change
Clients	1,536	1,499	37	2.5%
Passenger Trips	21,819	21,509	310	1.4%

NDS				
Clients	24	19	5	26.3%
Passenger Trips	74	66	8	12.1%

TOWNSHIP				
Clients	0	3	(3)	-100.0%
Passenger Trips	0	51	(51)	-100.0%

PASS				
Clients	65	63	2	3.2%
Passenger Trips	1,086	1,086	0	0.0%

CONTRACTED				
Clients	15	16	(1)	-6.3%
Passenger Trips	381	272	109	40.1%

includes County Connection and Goodwill Special

RIDELINK				
Clients	188	136	52	38.2%
Passenger Trips	321	222	99	44.6%

TOTALS				
Clients	1,961	1,822	40	7.6%
Passenger Trips	23,681	23,206	475	2.0%
Average Weekday Ridership	923	896	27	3.0%
Average Saturday Ridership	412	400	12	3.0%
Average Sunday Ridership	328	320	8	2.5%
All Ambulatory Passengers	17,187	16,977	210	1.2%
All Wheelchair Passengers	6,494	6,229	265	4.3%
No - Shows	497	407	90	22.1%
Cancellations	5,421	4,700	721	15.3%
MV				
Average Cost per Trip	\$22.46	\$20.99	\$1.47	7.0%
Riders per Hour	2.1	2.1	(0.02)	-0.9%
Accidents per 100,000 Miles	0	1	(1)	-100.0%

Trip Denials	0	0	0	0.0%
NTD Travel Time (minutes)	28	28	0	0.0%

NETWORK 180				
Passenger Trips	10,893	12,685	(1,792)	-14.1%
Average Weekday Ridership	495	551	(56)	-10.2%
Average Saturday Ridership	0	5	(5)	-100.0%
Average Sunday Ridership	0	1	(1)	-100.0%

TOTAL PASSENGER TRIPS	34,574	35,891	(1,317)	-3.7%
------------------------------	---------------	---------------	----------------	--------------

Paratransit Service Quality Statistics: network 180 Excluded

	2014 Actual Number	2013 Actual Number	2014 % of Trips	% Change
Complaints				
MV Complaints	16	10	0.1%	60.0%

On-Time Performance by customer call

MV Late Trips (Less than 45 Minutes Late)	114	77	0.5%	48.1%
MV Missed Trips (Greater than 45 Minutes Late)	15	7	0.1%	114.3%
On-Time Compliance	96.07%	95.00%		

DATE: July 18, 2014
TO: ITP Board
FROM: Meegan Joyce
SUBJECT: JUNE 2014 PARATRANSIT RIDERSHIP REPORT

Total monthly paratransit ridership for June 2014 (**33,074**) increased **1.0% (263)** from June 2013 (**32,740**).

ADA ridership (20,757) increased **3.3% (659)**, NDS ridership (59) increased **1.7% (1)**, and PASS ridership (993) increased **11.7% (104)** from June 2013. Network 180 ridership (10,658) decreased **4.9% (554)**.

Average weekday ridership for GO!Bus/PASS service increased **1.4% (13)**, average Saturday ridership increased **13.0% (47)**, and average Sunday ridership decreased **7.3% (24)** from June 2013.

Average cost per GO!Bus/PASS trip increased **6.7% (\$1.42)** from June 2013.

On-time performance for June 2014 was 96.34%

JUNE 2014 Paratransit Ridership and Operating Statistics

ADA	2014	2013	Change	% Change
Clients	1,544	1,463	81	5.5%
Passenger Trips	20,757	20,098	659	3.3%

NDS				
Clients	18	21	(3)	-14.3%
Passenger Trips	59	58	1	1.7%

TOWNSHIP				
Clients	0	3	(3)	-100.0%
Passenger Trips	0	39	(39)	-100.0%

PASS				
Clients	65	68	(3)	-4.4%
Passenger Trips	993	889	104	11.7%

CONTRACTED				
Clients	13	17	(4)	-23.5%
Passenger Trips	317	225	92	40.9%

includes ACSET and Goodwill Special

RIDELINK				
Clients	157	119	38	31.9%
Passenger Trips	290	219	71	32.4%

TOTALS				
Clients	1,797	1,691	68	6.3%
Passenger Trips	22,416	21,528	817	4.1%
Average Weekday Ridership	917	904	13	1.4%
Average Saturday Ridership	409	362	47	13.0%
Average Sunday Ridership	305	329	(24)	-7.3%
All Ambulatory Passengers	15,620	15,633	(13)	-0.1%
All Wheelchair Passengers	6,796	5,895	901	15.3%
No - Shows	469	434	35	8.1%
Cancellations	5,227	4,632	595	12.8%
MV				
Average Cost per Trip	\$22.60	\$21.18	\$1.42	6.7%
Riders per Hour	2.1	2.1	0.0	0.0%
Accidents per 100,000 Miles	1	1	(0)	0.0%

Trip Denials	0	0	0	0.0%
NTD Travel Time (minutes)	29	28	1	3.6%

NETWORK 180				
Passenger Trips	10,658	11,212	(554)	-4.9%
Average Weekday Ridership	508	559	(51)	-9.1%
Average Saturday Ridership	0	5	(5)	-100.0%
Average Sunday Ridership	0	2	(2)	-100.0%

TOTAL PASSENGER TRIPS	33,074	32,740	263	1.0%
------------------------------	---------------	---------------	------------	-------------

Paratransit Service Quality Statistics: network 180 Excluded

	2014 Actual Number	2013 Actual Number	2014 % of Trips	% Change
Complaints				
MV Complaints	17	8	0.1%	112.5%


On-Time Performance by customer call


MV Late Trips (Less than 45 Minutes Late)	77	55	0.3%	40.0%
MV Missed Trips (Greater than 45 Minutes Late)	5	4	0.0%	25.0%
MV on-time performance	96.34%	94.96%	0.1%	1.5%


Date: July 24, 2014
To: The Rapid Board
From: Kevin Wisselink / Planning Department
Subject: FY 2014 THIRD QUARTER REPORT CARD


BACKGROUND



In keeping with the commitment of reporting system performance to the community, attached is the FY 2014 Third Quarter Report Card.

Productivity – Fixed route ridership in this quarter (2,574,120) increased 1.0% (24,727) compared to the same quarter of FY 2013. This meets the standard of 1.0% and therefore receives a .

Safety – There were 1.72 preventable accidents per 100,000 revenue miles in this quarter. This is 0.72 above the standard of 1.00 preventable accidents per 100,000 revenue miles and therefore receives a .

Customer Service – There were 1.71 complaints per 100,000 passengers in this quarter. This is 1.79 below the standard of 3.50 and receives a . In addition there were 0.16 commendations per 100,000 passengers. There is no standard for this category.

On-Time Performance – Routes operated on-time 84.3% of the time in this quarter. This is 1.3% above the on-time performance standard of 83.0%. As a result, this category receives a .

Cost Effectiveness – Cost per passenger was \$2.82 in this quarter. This is \$0.24 below the standard of \$3.06 and therefore receives a . In addition, there were 2.10 passengers per revenue mile in this quarter. This is 0.11 above the standard of 1.99 passengers per revenue mile and therefore receives a .

A summary of the report card and the report card standard is attached.



FY 2014 Third Quarter Report Card

	3 rd Quarter Apr-May-Jun 2014	3 rd Quarter Apr-May-Jun 2013	Change	Standard	Difference
<u>Productivity</u>					
¹ Total Fixed-Route Ridership	2,574,120	2,549,393	24,727	≥ 1.0%	1.0%
<u>Safety</u>					
² Accidents per 100,000 Revenue Miles	1.72	1.60	0.12	≤ 1.00	0.72
<u>Customer Service</u>					
³ Complaints per 100,000 Passengers	1.71	3.37	-1.66	≤ 3.50	-1.79
⁴ Commendations per 100,000 Passengers	0.16	0.20	-0.04	none	n/a
<u>On Time Performance</u>					
⁵ Percentage of On-Time Buses	84.3%	84.0%	0.3%	≥ 83.0%	1.3%
<u>Cost Effectiveness</u>					
⁶ Cost per Passenger (fixed route only)	\$2.82	\$2.82	\$0.15	≤ \$3.06	-\$0.24
⁷ Passengers per Revenue Mile	2.10	2.15	-0.05	≥ 1.99	0.11

¹ Total passengers carried on The Rapid fixed-route service.

² Total number of preventable accidents per 100,000 miles. "Preventable" is defined as any accident involving a company vehicle that results in property damage and/or personal injury in which the employee failed to exercise every reasonable precaution to prevent the accident.

³ Registered complaints logged by customer service via phone, mail, walk-in or by email regarding the fixed-route system. Late bus complaints due to the weather conditions are not included.

⁴ Registered commendations logged by customer service via phone, mail, walk-in or by email regarding the fixed-route system.

⁵ This category is based on Avail GPS data that track all fixed-route buses. "On-time" is defined as departing from zero minutes before to five minutes after scheduled departure time.




⁶ Total fixed-route operating expenses divided by total passengers carried. Capital expenses are 100% Federally and State funded and therefore are not included in operating expense calculations. The standard varies each quarter based on seasonal fluctuations in ridership.

⁷ The number of passengers carried per revenue mile. "Revenue mileage" does not include miles traveled to/from the beginning/end of a route. The standard varies each quarter based on seasonal fluctuations in ridership.

FY 2014 Quarterly Cost Effectiveness Standards

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Average
Cost per Passenger	\$2.50	\$2.44	\$3.06	\$2.76	\$2.69
Passengers per Mile	2.44	2.38	1.99	2.19	2.25

2014 Report Card Standards

Category	Measurement Standard			
<u>Productivity</u>				
Total Ridership	Trending over past years	≥ 1.0%	< 1.0% and > -1.0%	≤ -1.0%
<u>Safety</u>				
Accidents per 100,000 Miles	Trending over past years	≤ 1.00	>1.00 and < 1.30	≥ 1.30
<u>Customer Service</u>				
Complaints per 100,000 Passengers	Trending over past years	≤ 3.50	> 3.50 and < 5.00	≥ 5.00
Commendations per 100,000 Passengers	None	n/a	n/a	n/a
<u>On Time Performance</u>				
Percentage of On-Time Buses	Fixed standard	≥ 83.0 %	< 83.0% and > 78.0%	≤ 78.0%
<u>Cost Effectiveness</u>				
Cost per Passenger (fixed route only)	Projected fix-route operating expenses divided by ridership projection	≤ \$2.69	> \$2.69 and < \$2.80	≥ \$2.80
Passengers per Mile	Projected ridership/route growth	≥ 2.25	< 2.25 and > 2.00	≤ 2.00

Date: August 6, 2014
To: ITP Board
From: Meegan Joyce
Subject: FY 2014 THIRD QUARTER PARATRANSIT REPORT CARD

BACKGROUND

In keeping with the commitment of reporting system performance to the community, attached is the FY 2014 Third Quarter Paratransit Report Card.

Productivity – Paratransit ridership for the quarter (69,404) increased by 3.02% (2,034) compared to the same quarter of Fiscal Year 2013.

Safety – There were 0.52 preventable accidents per 100,000 revenue miles. This is 0.48 below the maximum acceptable average of 1.0 preventable accident per 100,000 revenue miles.

Customer Service – There were 0.52 complaints per 1,000 passengers. This is 0.98 below the maximum acceptable average of 1.5 complaints per 1,000 passengers.

Travel Time – Average trip length was 28 minutes. This is two minutes under the maximum acceptable average trip length of 30 minutes.

On-Time Performance – The paratransit vehicles were on-time for 96.5% of the trips. This is 2% better than the minimum acceptable on-time performance of 94.5%.

Cost Per Trip – Cost per paratransit trip is \$22.5 for this quarter, an increase of 7.16% (\$1.50) compared to the same quarter of 2013.

Ratio to Fixed-Route bus - For every one passenger who boarded a paratransit vehicle, 31 passengers boarded the fixed-route bus system.




A summary of the report card is attached.



FY 2014 Third Quarter Report Card

	3rd Quarter Apr-Jun 2014	3rd Quarter Apr-Jun 2013	Change From Same Quarter	Standard	Difference	
<u>Productivity</u>						
¹ Total Paratransit ridership	69,404	67.370	2,034	n/a	3.02%	n/a
Passengers per Hour	2.0	2.0	0.00	≥ 1.9	0.00%	
Ratio of Paratransit to Fixed route ridership	1:31	1:30	1.0	1:30	3.2%	
<u>Safety</u>						
² Accidents per 100,000 Miles	0.52	1.55	-1.03	≤ 1.0	-66.61%	
<u>Customer Service</u>						
³ Complaints per 1,000 Passengers	0.59	0.37	0.22	≤ 1.5	59.19%	
⁴ Travel time(minutes)	28	28	0.00	≤ 30	0.00%	
<u>On Time Performance</u>						
⁵ Percentage of On-Time Trip	96.50%	95.06%	1.44%	≥ 94.5%	1.51%	
<u>Cost Effectiveness</u>						
⁶ Cost per Passenger	\$22.50	\$21.00	\$1.50	n/a	7.16%	n/a

Report Card FY 2014 Report Card Standards

Category	Measurement Standard			
<u>Productivity</u>		-		-
¹ Total Ridership Passengers per hour	n/a fixed standard	≥ n/a 1.9	n/a <1.9 and ≥ 1.7	≤ n/a 1.7
<u>Safety</u>		-		-
² Accidents per 100,000 Miles	Fixed standard	≤ 1.0	>1.0 and < 2.0	≥ 2.0
<u>Customer Service</u>		-		-
³ Complaints per 1,000 Passengers	Fixed standard	≤ 1.5	> 1.5 < 3.0	≥ 3.00
⁴ Travel Time	Fixed standard	≤ 30	>30 and <33	> 33
<u>On Time Performance</u>				-
⁵ Percentage of On-Time Trips	Fixed standard	≥ 94.5%	< 94.5% and > 93%	≤ 93%
<u>Cost Effectiveness</u>				-
⁶ Cost per Passenger	n/a	n/a	n/a	n/a
⁷ Ratio of Paratransit to Fixed Route Ridership	Fixed Standard	≥ 30	<30 and >27	≤ 27

¹ Total ridership on Paratransit system excluding network 180, CCT and County Connection.

² Total number of preventable accidents per 100,000 miles as reported by service providers.

³ Registered complaints logged by customer service via phone, mail, walk-in or by email regarding Paratransit Services.

⁴ Average time a passenger will travel on any given trip based on number of passengers divided by revenue hours.

⁵ Percentage of on-time trips. On-time is defined as pickup between 10 minutes before to 15 minutes after the scheduled pickup time and dropping before scheduled drop off time.

⁶ Cost per passenger is defined as total amount paid to service providers plus cost of administration divided by total number of passengers.

⁷ Total number of paratransit passengers compared to total number of fixed-route passengers.

Date: July 30, 2014
To: ITP Board
From: Michael Bulthuis
Subject: FY 2014 THIRD QUARTER RIDESHARE REPORT

RapidVan Program Report

- The RapidVan Program provided 14,259 rides and saved 512,029 vehicle miles traveled in the 3rd Quarter.
- During the quarter, the RapidVan program provided 3.3% more rides than the 3rd Quarter of 2013 and saved 4% more vehicle miles traveled.

RapidVan: 3rd Quarter 2014 Statistics

	April	May	June	Total
Number of Vans	31	31	32	
Rides	4,792	4,697	4,770	14,259
Vehicle Miles Traveled (VMT)	67,307	65,382	67,998	200,687
Passenger Miles Traveled (PMT)	239,269	234,427	239,020	712,716
VMT Savings (= PMT – VMT)	171,962	169,045	171,022	512,029
Volatile Organic Compounds (g) saved	244,878	240,724	243,539	729,142
Nitrogen Oxides [NOx] (g) saved	137,572	135,238	136,820	409,630
Carbon Monoxide [CO] (pounds) saved	4,019	3,950	3,997	11,966
Particulate Matter [PM] (g) saved	1,892	1,860	1,881	5,632
Carbon Dioxide [CO ₂ e] (pounds) saved	161,881	159,135	160,996	482,011

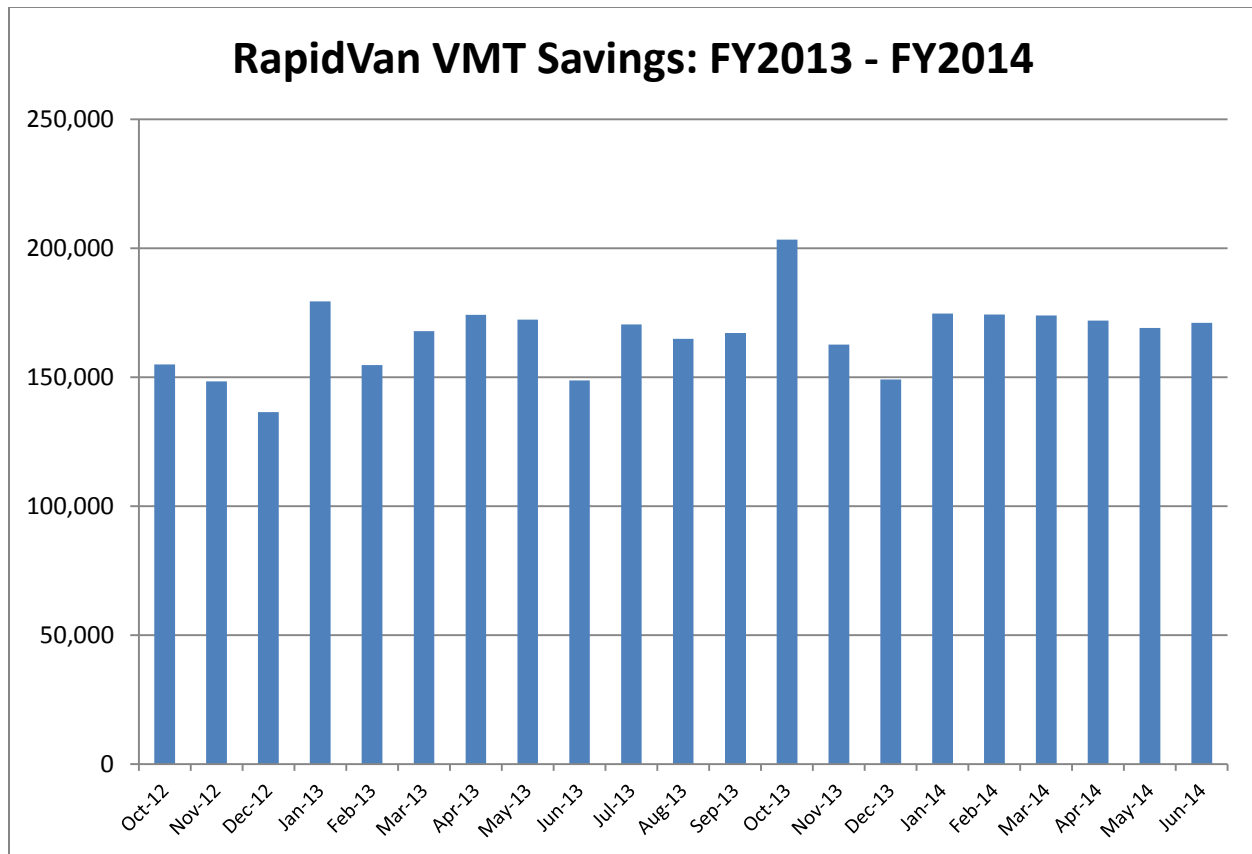
Comparison of 3rd Quarter 2014 to 3rd Quarter 2013

	Number of Vans	Number of Rides	Vehicle Miles	Passenger Miles	Vehicle Miles Saved
3 rd Quarter FY 2014	31	14,259	200,687	712,716	512,029
3 rd Quarter FY 2013	28	13,799	180,041	672,161	492,120
Change	+10.7%	+3.3%	+11.5%	+6%	+4%

RapidVan: FY2013 - FY2014 Statistics

Month	Number of Rapid Vans	Number of Trips	Vehicle Miles Traveled (VMT)	Passenger Miles Traveled	VMT Savings
Oct-12	25	4,150	54,012	208,900	154,888
Nov-12	25	3,984	48,451	196,767	148,316
Dec-12	28	3,808	51,732	188,152	136,420
Jan-13	28	4,925	61,271	240,637	179,366
Feb-13	28	4,301	53,935	208,610	154,675
Mar-13	28	4,664	57,890	225,752	167,862
Apr-13	28	4,836	62,416	236,554	174,138
May-13	28	4,804	61,111	233,368	172,257
Jun-13	28	4,210	56,451	205,232	148,781
Jul-13	30	4,826	63,431	233,856	170,425
Aug-13	30	4,728	64,269	229,158	164,889
Sep-13	30	4,782	59,866	226,845	166,979
Oct-13	32	5,614	71,652	274,951	203,299
Nov-13	32	4,614	60,144	222,716	162,572
Dec-13	32	4,310	58,189	207,268	149,079
Jan-14	32	4,909	62,859	237,548	174,689
Feb-14	30	4,712	59,301	233,634	174,333
Mar-14	30	4,839	62,525	236,374	173,849
Apr-14	31	4,792	67,307	239,269	171,962
May-14	31	4,697	65,384	234,427	169,045
Jun-14	32	4,770	67,998	239,020	171,022

At the beginning of the 3rd Quarter, the Vanpool program had 164 riders. During the quarter, 27 riders were added to the program, and 13 riders dropped out, ending the 3rd Quarter with 178 riders.

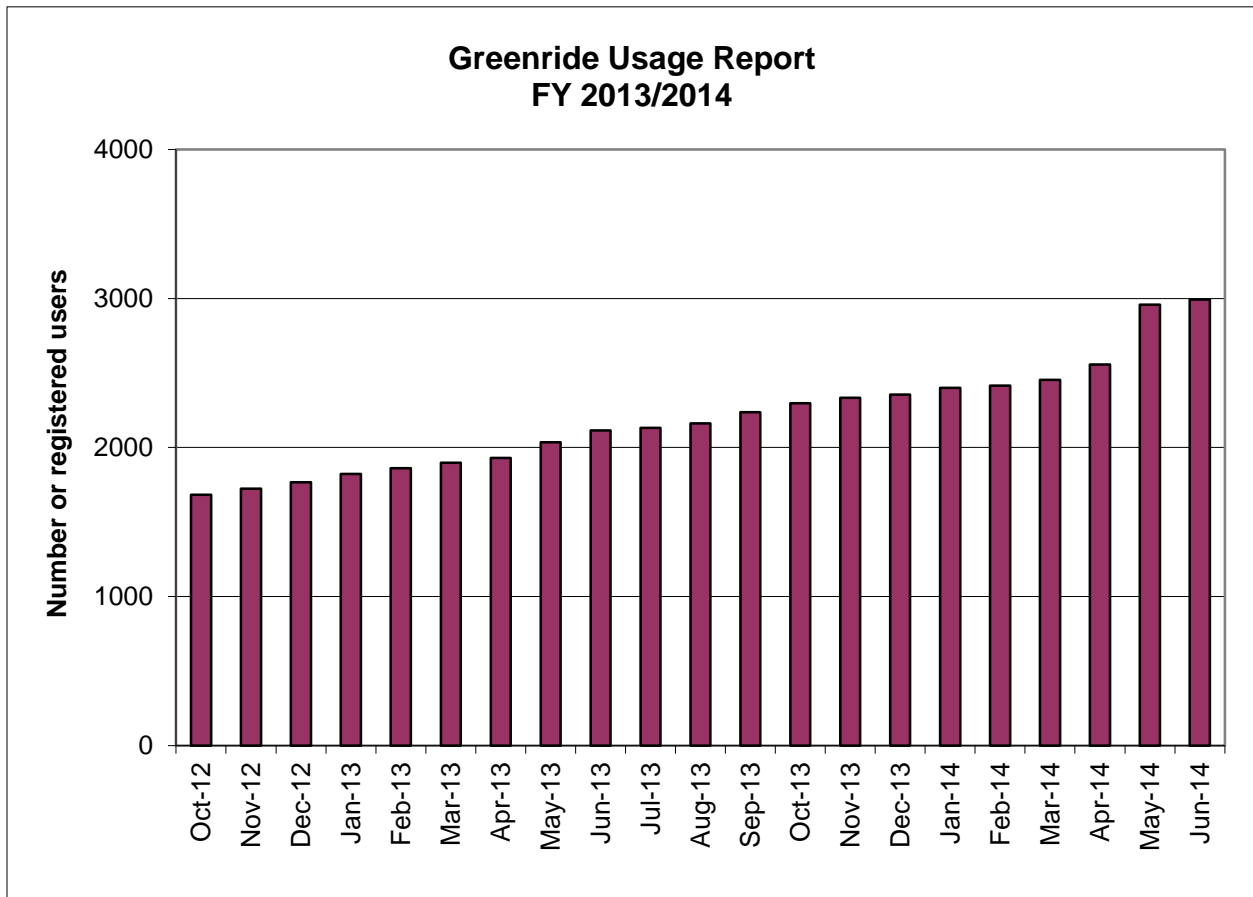


Following is a breakdown of where The Rapid's Vanpools traveled during the 3rd Quarter, along with the maximum number of riders in each route category:

- Muskegon to Grand Rapids – 10 vans, 68 riders
- Kalamazoo to Grand Rapids – 5 vans, 26 riders
- Lansing to Grand Rapids – 5 vans, 27 riders
- Grand Rapids to Muskegon – 2 vans, 14 riders
- Grand Rapids to Holland – 1 van, 6 riders
- Greenville to Grand Rapids – 1 van, 6 riders
- Big Rapids to Grand Rapids – 1 van, 4 riders
- Howard City to Grand Rapids – 1 van, 5 riders
- Allegan to Grand Rapids – 1 van, 6 riders
- Holland to Benton Harbor – 1 van, 8 riders
- Grandville to Benton Harbor – 1 van, 8 riders
- Muskegon to Holland – 1 van, 7 riders
- Gowen to Hudsonville – 1 van, 6 riders
- Rockford to Grand Rapids – 1 van, 6 riders

GreenRide Program Report

In the 3rd Quarter, 552 new users were added to GreenRide, increasing the database by 22.5% and ending the quarter with 2,993 users.



Active Commute Week 2014

Active Commute Week (ACW) is coordinated by a group of individuals from local businesses and colleges in the greater Grand Rapids region. The goal of ACW is to encourage residents to live a more active lifestyle by utilizing “active” commute modes. Traditionally, this has consisted of biking and walking. Other “green” commute modes were accepted in this year’s challenge including transit, carpooling, vanpooling, rollerblading, and longboarding.

In order to accommodate the additional forms of transportation and to streamline the data collection process, the ACW committee this year decided to utilize the West Michigan Rideshare matching website to track all commutes. There were a few factors in this decision. First, the site is very user-friendly. Creating a personal commute profile takes a few minutes, and logging trips takes only a few seconds with the drag-and-drop style interface. Second, although many ACW participants used the site exclusively to log commutes, they also had the option to search the user database to match with others. Finally, the website’s reporting functionality allows

employers to gather commute data effectively and efficiently. Data include employee names, commute mode used, trip length, fuel and cost savings and emissions reductions.

Despite the less than ideal weather during the week, participation in ACW2014 was outstanding. In all, over 250 participants logged more than 1,500 commutes during the week, totaling 15,461 miles traveled via active commutes. Almost 500 gallons of gasoline were saved, preventing over 10,000 lbs. of CO₂ and over 250 lbs. of carbon monoxide from being released into the atmosphere.

Prizes were awarded to individuals and to employers based on the number of commutes taken, the number of total miles traveled, and the percentage of employees that participated.

Date: July 30, 2014

To: ITP Board

From: Brian Pouget, Chief Operating Officer
Mark Fedorowicz, Purchasing Manager

Subject: ITS CONSULTANT

ACTION REQUESTED

Authorization to execute a contract for ITS consulting services with TranSystems Corporation for a five-year period with up to five years of extensions.

BACKGROUND

Intelligent Transportation Systems (ITS) cover a broad array of technology-based improvements designed to make public transit systems operate more efficiently and effectively, allowing customers to access more and better information, thus making public transit easier to use. Many of those technologies have already been implemented, but there are still several key elements that the ITP will pursue. Because of the specialized and technical nature of these systems, consultant assistance is a valuable resource to draw upon.

The immediate task in the continuation of the ITS program will be the implementation of Smartcard and Mobile Ticketing technology. This technology will transform the way customers purchase fares and the agency collects information. The Smartcard and Mobile Ticketing project will require the consultant to assess our specific needs, develop specifications to procure technology that will meet those needs, and assist staff in the procurement, testing and implementation of the new technology.

PROCUREMENT OF SERVICES

The ITS Consultant procurement was done using a Request for Proposal (RFP). The RFP provided staff with the ability to look at a number of qualitative issues such as staff qualifications, firm experience, experience in other similar type projects, etc., rather than just price.

In May 2014, after advertising the RFP in Transit Talent and the Grand Rapids Press, the ITP sent out seven proposal packets to interested firms. Proposals were due on June 9, 2014 and the ITP received proposals from three firms at that time. Those firms included: TranSystems, BLIC and IBI Group. The RFP was specific that the firm with the highest total score of both the oral presentation and the written proposal would be selected as the most qualified to perform this project. After an initial evaluation and

scoring by the Study Evaluation Committee (composed of staff members Pouget, Anderson, Ghearing and Fedorowicz), the committee short-listed all three submitting firms as most qualified to carry out the Strategic Plan (see Table 1).

Table 1
Round 1 Evaluation Scores

Company	1 st Round
TranSystems	372*
IBI Group	367*
BLIC	291*

*On short list for interview

The evaluation committee met with the three listed firms on July 23, 2014. Each firm gave a 30-minute presentation and responded to questions from the team for an additional 60 minutes. The evaluation team members then scored each firm independently and their scores were totaled and added to the Phase I scores. Of the three firms, one firm, BLIC, was disqualified from further consideration. The remaining two firms were very close in scoring and were asked to produce a Final Revised Proposal (BAFO) with a detailed budget for the Smartcard and Mobile Ticketing task. The scoring of the price for the Smartcard task would be added to 2nd round score and totaled for the cumulative total. The final scores incorporating the oral presentation results are shown in Table 2 below.

Table 2
Round 2 Evaluation Scores

Company	1 st Round	2 nd Round	Cumulative
TranSystems	372	116	488
IBI Group	367	95	462

The unanimous recommendation of the evaluation team was that TranSystems was the most qualified. They not only had an excellent and experienced team with a multitude of disciplines, but their pricing was significantly less than the IBI Group. The hourly rate for the key staff person at TranSystems was much lower than IBI, and the overhead rate for TranSystems was significantly lower than IBI. Overall, TranSystems was judged to be a fair and reasonable procurement, and a best value to the ITP as well.

SCHEDULE FOR DELIVERY OF SERVICES

The TranSystems Corporation team indicates that they could begin work immediately upon execution of this contract. The first task, Smartcard and Mobile Ticketing, is expected to be completed in 13 months.

INTERURBAN TRANSIT PARTNERSHIP BOARD

RESOLUTION NO. _____

Fiscal Year 2014

Moved and supported to adopt the following resolution:

Approval to award and execute a contract for ITS consulting services.

BE IT RESOLVED that the CEO is hereby authorized to award and execute a contract for ITS consulting services with TranSystems Corporation, on behalf of the ITP Board, for a five-year period with up to five years of extensions, in accordance with the information presented to the ITP Board on August 27, 2014.

CERTIFICATE

The undersigned, duly qualified and acting secretary of the Interurban Transit Partnership Board, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Interurban Transit Partnership Board.

Robin Crothers, ITP Board Secretary

Date

Date: August 6, 2014

To: ITP Board

From: Rod Ghearing, Manager of Grants and Capital Projects
Meegan Joyce, Special Services Manager
Judy DeVries, Senior Procurement Specialist, CPPO, CPPB

Subject PURCHASE OF CUTAWAY BUSES

ACTION REQUESTED

Staff is requesting Board authorization to enter into contract with Hoekstra Transportation, Inc., for the purchase of thirteen (13) paratransit cutaway buses at a total cost not to exceed \$863,137.92, as replacements for similar buses that will have exceeded their useful lifespan in accordance with FTA regulations. The total cost per vehicle is \$61,997.84 for nine (9) gasoline-powered buses and \$76,289.34 for four (4) propane-powered buses.

BACKGROUND

The primary use of these vehicles will continue to be for paratransit services, operated under contract by MV Transit. These buses are rated for 7 years or 200,000 miles and have the passenger body mounted on a commercial truck chassis giving them a larger passenger compartment and generally a longer useful life than a van.

These vehicles have four wheelchair securement areas along with six passenger seats. Two of the seats are flip seats and allow one or two fewer wheelchair securement areas and thus more seating of ambulatory passengers as needed. This allows for more efficient passenger scheduling. These vehicles continue to offer easier accessibility and passenger movement within the vehicle, provided by wider aisles and doors. They are outfitted with 33" wide lift platforms to accommodate wider wheelchairs, which are becoming more commonplace.

In the past, all of these type buses that we have purchased have been gasoline powered. Alternative fueled small buses weren't proven well enough for us to consider adding them to our fleet. In recent years, though, alternative fuel technology on small buses, and in particular propane, has matured and we are seeking to add four of them to this purchase in order for us to demonstrate their practicality in our fleet.

PROCUREMENT

The vehicles are being purchased off the state of Michigan contract for transit buses. The buses were procured through a competitive Request for Proposal (RFP) process which complied with FTA procurement mandates for acquiring rolling stock. A cost analysis determined that these vehicles are competitively priced and fall below what we could expect to pay if we chose to compete our own contract for 13 buses.

FUNDING SOURCES

Funding for the nine gasoline buses will be provided through FTA and MDOT capital assistance grants. The four propane vehicles will be funded through CMAQ (Congestion Mitigation and Air Quality) and MDOT funds.

INTERURBAN TRANSIT PARTNERSHIP BOARD

RESOLUTION NO. _____

Fiscal Year 2014

Moved and supported to adopt the following resolution:

Authorization to purchase 13 paratransit cutaway buses.

BE IT RESOLVED that the CEO is hereby authorized to award and execute an Agreement with Hoekstra Transportation, Inc., on behalf of the ITP Board, for the purchase of thirteen (13) El Dorado Aerotech paratransit cutaway buses, at a total cost not to exceed \$863,137.92, in accordance with the information presented to the ITP Board on August 27, 2014.

CERTIFICATE

The undersigned, duly qualified and acting secretary of the Interurban Transit Partnership Board, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Interurban Transit Partnership Board.

Robin Crothers, ITP Board Secretary

Date

Date: July 23, 2014

To: ITP Board

From: Alan Hartley

Subject: FY 2015 PROPOSED BUDGET – EXECUTIVE SUMMARY

Attached for your review and consideration is the Fiscal Year 2015 Proposed Budget. The budget totals \$55,338,476. The budget consists of two components, operating and grants. The operating portion totals \$42,124,878. The grants portion totals \$13,213,598. Operating expenses that are funded by grants, such as preventive maintenance, have been extracted from the operating budget and placed in the grants budget. The Board can expect monthly reporting on both components in the same format as is currently being presented in FY 2014.

On May 28, 2014, the ITP Board adopted budget formulation guidelines to be followed during budget preparation. A copy of those guidelines follows this letter. I am pleased to report that compliance with all budget formulation guidelines has been achieved.

The following are the services being purchased by the Board, for the community, in FY 2015:

- A projected 13.1 million rides on The Rapid's fixed route system (includes an estimated 600,000 trips on the Silver Line). This fiscal year's ridership is projected to eclipse 12.5 million rides. This figure includes an estimated 3.5 million rides provided through our contracts for service with Grand Valley State University, Grand Rapids Community College, Ferris State University, and City of Grand Rapids Parking Services.
- A projected 263,000 ADA demand response trips on The Rapid's GO!Bus system.
- A projected 132,000 demand response trips provided to clients of Kent County Community Mental Health (Network 180).
- A projected 11,000 demand response trips provided through The Rapid's Passenger Adaptive Suburban Service (PASS).
- In excess of 3,700 demand response, county-wide work related trips funded by ACSET.
- Maintenance services on 215 pieces of rolling stock (150 buses, 11 DASH buses, 33 service/support vehicles), and 21 miscellaneous pieces of equipment (front-end loader, fork lift etc.). These services include as needed mechanical and body repairs as well as an estimated 1,030 preventive maintenance checks at 6,000 mile intervals. (FTA requirement).

- Maintenance services at Rapid Central Station, Wealthy Operations Center, Ellsworth Administrative Headquarters, Rapid Kentwood Station, 700 Butterworth SW, and the Vernon J. Ehlers AMTRAK Station. Services will also be provided to 34 Silver Line stations. In addition, maintenance services will be provided to approximately 1,600 bus stops, 134 benches, 107 passenger shelters, and the Silver Line park and ride lot located at 60th Street and Division Avenue.

Operating Budget

Operating revenue highlights:

- Fixed route fare revenues are expected to increase primarily due to the beginning of Silver Line services. No fare increases are contemplated in the budget.
- Fares associated with Go! Bus service are projected to increase based on current ridership trends.
- Contract service revenues from Grand Valley State University and City of Grand Rapids Parking Services are lower than FY 2014 due to a reduction in the hourly rate. Hours of service in FY 2013 increased more than our costs to provide the service. As a result, the cost per hour was reduced.
- In July, 2015, 1.47 mills will be levied to support current services (including Silver Line services). Taxable values are increasing 1%. The first increase we have seen in several years.

Operating expense highlights:

- Four (4) new full-time Fare Enforcement Officers will be added to support Silver Line operations. Fare enforcement will be conducted daily at random times throughout the day. In addition, one (1) new part-time accounting assistant to support the current efforts of the Finance Department.
- Diesel fuel is budgeted at \$3.12 per gallon. Consumption is expected to be nearly 1.45 million gallons. In FY 2014, to date, the average price of diesel fuel has been \$3.05 per gallon (\$3.21 budgeted).
- Working collaboratively with the Union, the Rapid's health insurance provider will be changing from Priority Health to Blue Cross/Blue Shield. Priority Health's renewal premiums were going to increase by nearly 11%. Blue Cross/Blue Shield's premiums represent an average savings of 4% over current premiums. This change will save the organization approximately \$400,000 in FY 2015. In addition to offering a more "traditional" health plan, Rapid employees will be offered the option to choose a higher deductible Health Savings Account (HSA) plan. Rapid employees will be contributing in excess of \$360,000 for health insurance coverage.
- \$1,287,364 in Section 5307 preventive maintenance funding has been utilized to balance the budget.

Grant Budget

The FY 2015 Grant Budget includes many notable investments:

- \$3.0 million for the purchase of thirty-four (34) replacement Go! Bus vehicles.
- \$275,000 for the purchase of 11 replacement vanpool vehicles.
- \$1.7 million to further advance our Intelligent Transportation Systems (ITS) infrastructure. These improvements will convert data communications from radio to cellular and will provide the hardware and software needed to implement “smart card” technology.
- \$325,000 to replace dated accounting and purchasing software.
- \$410,000 to complete environmental work necessary to advance the Laker Line BRT.

Conclusion

Staff is dedicated to quality customer care and providing efficient and cost-effective services to the community. To that end, ITP’s Management Team will continue to critically examine every aspect of our operation in an effort to control costs, improve efficiencies, and increase revenue.

It has been a satisfying year as we will see the completion of the Silver Line BRT and the Vernon J. Ehlers AMTRAK Station. Ridership continues to be dependable and strong. Silver Line operations will most certainly provide a boost to ridership numbers. There is no reason to believe this trend will reverse as our services remain reliable, our partnerships develop and grow, and our services become even more valuable to the community.

**INTERURBAN TRANSIT PARTNERSHIP
OPERATING EXPENSE BY CATEGORY
FY 2015 BUDGET**

	FY 2012	FY 2013	FY 2014	FY 2014	FY 2015
	ACTUAL	ACTUAL	BUDGET	PROJECTED ACTUAL	PROPOSED BUDGET
LABOR:					
Administrative Salaries	\$2,961,927	\$3,039,297	\$3,189,860	\$3,207,728	\$3,460,906
Driver Wages	\$9,200,658	\$9,880,808	\$10,527,835	\$10,148,967	\$10,732,035
Mechanics Wages	<u>\$1,292,865</u>	<u>\$1,340,686</u>	<u>\$1,401,917</u>	<u>\$1,520,455</u>	<u>\$1,537,063</u>
TOTAL LABOR	\$13,455,450	\$14,260,791	\$15,119,612	\$14,877,150	\$15,730,004
FRINGE BENEFITS:					
FICA	\$1,117,635	\$1,188,633	\$1,287,126	\$1,234,223	\$1,299,375
Pension	\$1,109,428	\$1,146,306	\$1,059,518	\$1,102,968	\$1,113,818
Group Medical	\$2,941,167	\$3,174,980	\$3,410,605	\$3,306,272	\$3,494,914
Unemployment Insurance	\$211,392	\$181,416	\$125,000	\$125,000	\$107,400
Workers Compensation	\$339,328	\$393,070	\$475,000	\$542,950	\$475,000
Sick Leave	\$122,127	\$129,616	\$126,294	\$133,487	\$136,496
Holiday	\$307,007	\$333,150	\$351,159	\$361,025	\$362,484
Vacation	\$826,887	\$865,383	\$946,321	\$877,737	\$902,101
Bereavement	\$13,407	\$15,062	\$15,000	\$11,520	\$15,000
Uniform Allowance	\$85,208	\$82,783	\$103,461	\$77,228	\$113,714
Personal Days - Union	\$245,870	\$288,675	\$295,137	\$291,327	\$302,463
Fringe Benefits Distributed to Grants	<u>(\$56,805)</u>	<u>(\$48,124)</u>	<u>(\$21,863)</u>	<u>(\$74,312)</u>	<u>(\$22,300)</u>
TOTAL FRINGE BENEFITS	\$7,262,651	\$7,750,950	\$8,172,758	\$7,989,424	\$8,300,465
TOTAL LABOR & FRINGES	\$20,718,101	\$22,011,741	\$23,292,370	\$22,866,574	\$24,030,469
SERVICES:					
Audit, Legal & Consultant	\$407,606	\$230,393	\$251,636	\$180,431	\$247,500
Contract Service (Janitorial, Bus Cleaning, Fuel Lane & Shelter Snow Removal)	\$713,377	\$774,341	\$932,643	\$737,384	\$1,053,245
Other Services	<u>\$811,436</u>	<u>\$837,552</u>	<u>\$807,932</u>	<u>\$777,539</u>	<u>\$855,396</u>
TOTAL SERVICES	\$1,932,419	\$1,842,286	\$1,992,211	\$1,695,353	\$2,156,141
MATERIAL & SUPPLIES:					
Fuel & Lubricants	\$4,150,763	\$4,686,381	\$4,821,361	\$4,347,617	\$4,902,042
Tires & Tubes	\$25,039	\$21,002	\$22,799	\$20,143	\$29,461
Office Supplies	\$48,573	\$46,784	\$50,438	\$37,484	\$50,753
Printing	\$92,091	\$59,872	\$66,935	\$54,627	\$70,090
Repair Parts	\$1,153,002	\$1,160,570	\$1,309,558	\$1,317,429	\$1,463,248
Supplies - Other	<u>\$85,588</u>	<u>\$107,152</u>	<u>\$100,887</u>	<u>\$80,519</u>	<u>\$103,917</u>
TOTAL MATERIAL & SUPPLIES	\$5,555,056	\$6,081,761	\$6,371,978	\$5,857,819	\$6,619,511
UTILITIES:					
Electronic Communications	\$52,112	\$56,214	\$83,191	\$65,020	\$93,393
Gas Heat	\$230,494	\$179,876	\$246,800	\$264,355	\$255,000
Electric	\$321,437	\$312,400	\$341,000	\$262,936	\$452,950
Other	<u>\$65,779</u>	<u>\$59,054</u>	<u>\$61,500</u>	<u>\$51,808</u>	<u>\$69,800</u>
TOTAL UTILITIES	\$669,822	\$607,544	\$732,491	\$644,119	\$871,143

**INTERURBAN TRANSIT PARTNERSHIP
OPERATING EXPENSE BY CATEGORY - CONTINUED
FY 2015 BUDGET**

	FY 2012	FY 2013	FY 2014	FY 2014 PROJECTED	FY 2015 PROPOSED
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>
CASUALTY & LIABILITY COSTS:					
PL & PD Insurance	\$829,550	\$879,215	\$958,000	\$978,158	\$1,025,800
Building & Other Insurance	<u>\$202,804</u>	<u>\$249,782</u>	<u>\$258,680</u>	<u>\$258,680</u>	<u>\$264,880</u>
TOTAL CASUALTY & LIABILITY	\$1,032,354	\$1,128,997	\$1,212,680	\$1,232,838	\$1,290,480
PURCHASED TRANSPORTATION	\$4,673,846	\$4,678,309	\$4,770,462	\$5,196,595	\$5,335,098
PURCHASED TRANSPORTATION - COMMUNITY MENTAL HEALTH	\$2,516,213	\$2,118,424	\$2,135,204	\$1,930,137	\$2,046,000
PURCHASED TRANSPORTATION - SUBURBAN PARATRANSIT	\$270,923	\$257,565	\$268,186	\$258,512	\$253,643
PURCHASED TRANSPORTATION - OTHER	\$0	\$74,755	\$85,000	\$61,788	\$85,000
OTHER EXPENSES:					
Dues & Subscriptions	\$61,774	\$60,709	\$69,970	\$69,970	\$71,837
Professional Development	\$55,119	\$58,259	\$72,260	\$51,941	\$92,305
Promotion	\$99,772	\$79,656	\$100,000	\$100,000	\$100,000
Community Outreach	\$169,431	\$95,726	\$170,000	\$170,000	\$340,000
Office Equipment	\$13,796	\$18,010	\$17,500	\$16,707	\$21,000
Shop Tools	\$31,004	\$35,099	\$35,690	\$20,007	\$41,865
Miscellaneous	<u>\$31,022</u>	<u>\$49,941</u>	<u>\$49,050</u>	<u>\$32,281</u>	<u>\$57,750</u>
TOTAL OTHER EXPENSES	\$461,918	\$397,400	\$514,470	\$460,906	\$724,757
NET SURPLUS/(DEFICIT)	\$470,182	\$947,081	\$0	\$0	\$0
OPERATING EXPENSES - CAPITALIZED	(\$1,100,000)	(\$804,000)	(\$1,269,451)	(\$68,694)	(\$1,287,364)
TOTAL EXPENDITURES	\$37,200,834	\$39,341,863	\$40,105,601	\$40,135,945	\$42,124,878

**INTERURBAN TRANSIT PARTNERSHIP
OPERATING REVENUE BY CATEGORY
FY 2015 BUDGET**

	FY 2012	FY 2013	FY 2014	FY 2014	FY 2015
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	PROJECTED <u>ACTUAL</u>	PROPOSED <u>BUDGET</u>
PASSENGER FARES:					
Passenger Fares - Linehaul	\$5,491,247	\$5,844,399	\$6,054,475	\$6,045,465	\$6,789,839
Passenger Fares - Paratransit	\$708,643	\$727,123	\$755,628	\$765,456	\$825,227
Passenger Fares - Other	<u>\$60,202</u>	<u>\$49,632</u>	<u>\$50,815</u>	<u>\$46,471</u>	<u>\$47,878</u>
TOTAL FARES	\$6,260,092	\$6,621,154	\$6,860,918	\$6,857,392	\$7,662,944
SALE OF TRANSPORTATION SERVICES					
Community Mental Health	\$1,819,270	\$1,547,929	\$1,545,008	\$1,400,028	\$1,514,750
Downtown Area Shuttle	\$791,734	\$1,026,467	\$890,106	\$1,126,487	\$1,081,372
Grand Valley State University	\$2,507,990	\$2,633,566	\$2,813,163	\$2,853,163	\$2,729,931
Employment Transportation (Vanpool Lease)	\$138,823	\$188,135	\$232,800	\$199,760	\$232,800
Township Services	\$235,092	\$229,273	\$231,848	\$231,847	\$239,735
Other	<u>\$246,312</u>	<u>\$296,069</u>	<u>\$388,804</u>	<u>\$319,091</u>	<u>\$428,441</u>
TOTAL SALES	\$5,739,221	\$5,921,439	\$6,101,729	\$6,130,375	\$6,227,029
OTHER REVENUE & SUPPORT					
State Operating Assistance	\$11,214,546	\$12,252,398	\$12,714,481	\$12,704,667	\$13,558,712
Property Taxes	\$13,629,853	\$14,220,554	\$14,134,446	\$14,134,446	\$14,282,593
Advertising	\$108,296	\$103,872	\$140,000	\$124,356	\$150,000
Interest & Miscellaneous	<u>\$248,826</u>	<u>\$222,446</u>	<u>\$154,027</u>	<u>\$184,709</u>	<u>\$243,600</u>
TOTAL OTHER	\$25,201,521	\$26,799,270	\$27,142,954	\$27,148,178	\$28,234,905
TOTAL REVENUES	\$37,200,834	\$39,341,863	\$40,105,601	\$40,135,945	\$42,124,878
NET ASSETS					
Restricted (Total @ 9/30/00 = \$440,492)	\$0	\$0	\$0	\$0	\$0
Unrestricted Additions/(Losses)	\$470,182	\$947,081	\$0	\$0	\$0
Unrestricted Cumulative (\$5,707,567 @ 9/30/00)	\$16,549,519	\$17,496,600	\$17,496,600	\$17,496,600	\$17,496,600

**INTERURBAN TRANSIT PARTNERSHIP
GRANT REVENUES & EXPENDITURES
FY 2015 BUDGET**

REVENUES

	FY 2014 BUDGET	FY 2015 PROPOSED
Federal Grant Assistance	\$34,336,031	\$10,218,271
State Grant Assistance	\$9,025,075	\$2,995,327
Local Funding	<u>\$800,000</u>	<u>\$0</u>
TOTAL GRANT REVENUES	\$44,161,106	\$13,213,598

EXPENDITURES

Description	FY 2014 BUDGET	FY 2015 PROPOSED	FY 2015 Federal	FY 2015 State	FY 2015 Local	FY 2015 Other Local
Administrative Salaries	\$39,751	\$40,546	\$40,546	\$0	\$0	\$0
Fringe Benefit Distribution	<u>\$21,863</u>	<u>\$22,300</u>	<u>\$22,300</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL LABOR	\$61,614	\$62,846	\$62,846	\$0	\$0	\$0
Tires & Tubes	\$250,000	\$250,000	\$200,000	\$50,000	\$0	\$0
Office Supplies	\$500	\$500	\$500	\$0	\$0	\$0
Printing	<u>\$5,000</u>	<u>\$5,000</u>	<u>\$5,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL MATERIAL & SUPPLIES	\$255,500	\$255,500	\$205,500	\$50,000	\$0	\$0
Purchased Transportation	\$700,000	\$740,000	\$592,000	\$148,000	\$0	\$0
Specialized Services	<u>\$463,289</u>	<u>\$463,289</u>	<u>\$0</u>	<u>\$463,289</u>	<u>\$0</u>	<u>\$0</u>
TOTAL PURCHASED TRANS.	\$1,163,289	\$1,203,289	\$592,000	\$611,289	\$0	\$0
Dues & Subscriptions	\$4,775	\$4,775	\$4,775	\$0	\$0	\$0
Professional Development	\$25,000	\$25,000	\$21,000	\$4,000	\$0	\$0
Miscellaneous	<u>\$12,000</u>	<u>\$12,000</u>	<u>\$12,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL OTHER EXPENSES	\$41,775	\$41,775	\$37,775	\$4,000	\$0	\$0
Storage Space Lease	<u>\$14,800</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL LEASES	\$14,800	\$0	\$0	\$0	\$0	\$0
Rolling Stock	\$6,830,000	\$4,308,500	\$3,446,800	\$861,700	\$0	\$0
Facilities	\$29,919,677	\$1,780,000	\$1,424,000	\$356,000	\$0	\$0
Equipment	\$255,000	\$382,800	\$306,240	\$76,560	\$0	\$0
Other	<u>\$2,840,000</u>	<u>\$3,132,612</u>	<u>\$2,506,090</u>	<u>\$626,522</u>	<u>\$0</u>	<u>\$0</u>
TOTAL CAPITAL	\$39,844,677	\$9,603,912	\$7,683,130	\$1,920,782	\$0	\$0
TOTAL PLANNING SERVICES	\$1,510,000	\$758,912	\$607,130	\$151,782	\$0	\$0
TOTAL CAPITALIZED OPERATING	\$1,269,451	\$1,287,364	\$1,029,891	\$257,473	\$0	\$0
TOTAL GRANT EXPENDITURES	\$44,161,106	\$13,213,598	\$10,218,271	\$2,995,327	\$0	\$0

INTERURBAN TRANSIT PARTNERSHIP BOARD

RESOLUTION NO. _____

Fiscal Year 2014

GENERAL APPROPRIATIONS ACT FOR FY 2015

Moved and supported to adopt the following resolution:

Whereas, the Interurban Transit Partnership, formed under Public Act 196, will levy 1.4700 mills of ad valorem property taxes for the purpose of providing public transportation services during FY 2015; and

Whereas, total expenditures do not exceed total revenues; and

Whereas, estimated revenues (by source) to be collected in the Operating Budget and Grant Budget are contained in the budget document presented to the ITP Board;

THEREFORE BE IT RESOLVED that the Interurban Transit Partnership Board hereby adopts the FY 2015 Operating and Grant Budgets as presented to the ITP Board on August 27, 2014.

BE IT FURTHER RESOLVED that the CEO, or his designee, is authorized to execute contracts to maintain employee fringe benefit programs as outlined in the Budget.

BE IT FURTHER RESOLVED that the Interurban Transit Partnership Board has reviewed and hereby approves the Costing for Contracted Services as presented.

BE IT FURTHER RESOLVED that funds in the budget (\$42,124,878 Operating and \$13,213,598 Grant) are appropriated for those purposes described in the budget, as required under Section 21 of Act 196 (Public Act of 1986, as amended).

CERTIFICATE

The undersigned, duly qualified and acting secretary of the Interurban Transit Partnership Board, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Interurban Transit Partnership Board.

Robin Crothers, ITP Board Secretary

Date

Date: August 6, 2014
To: ITP Board
From: Meegan Joyce – Special Services Manager
Subject: SENIOR MILLAGE REQUEST PROPOSAL

ACTION REQUESTED

Authorization is requested from the ITP Board for The Rapid to submit an application to the Area Agency on Aging of Western Michigan in the amount of \$220,940 to fund transportation and the RideLink Coordinator position.

BACKGROUND

The Rapid, in conjunction with the Kent County Health Department, United Way of West Michigan and the Area Agency on Aging, began, with Board approval, a pilot project designed to enhance transportation options for older adults in Kent County and to simplify the process they have to go through to be able to get a ride. As you may recall, this coordinated service pilot was first studied by the Essential Needs Task Force (ENTF.) The result of the study showed that greater efficiencies and better service for older adults would be an outcome of a single call center and coordinated trips. The program was named RideLink and this pilot began accepting calls on December 29, 2006 and the first trip took place on January 2, 2007.

For the past 7 years, the program has been successful in providing rides for older adults in Kent County. Last year, RideLink provided 48,124 trips. Included in this number are the 2,582 “will call” trips that The Rapid provided. The ITP Board agreed in October 2011 to provide return medical trips for RideLink clients thus allowing for greater capacity for a program that is popular but limited in its capacity. Even with the addition of The Rapid providing trips, demand outstrips capacity. However, the recent passage of the Kent County Senior Millage increase allows for an increase in all services including transportation.

Staff has prepared a proposal to go to the Senior Millage Review Committee asking for \$192,840 for The Rapid to provide up to 1,000 RideLink trips a month. Staff is asking for the full cost of each trip less the 30% state operating assistance. These additional trips will provide greater capacity for RideLink and will be fully funded through this contract and state operating assistance.

In addition to proposing The Rapid provide trips for RideLink, staff is asking for additional millage funding to provide for a full-time RideLink Coordinator, a change from her previous part-time status. With additional trips, come additional phone calls and scheduling which results in a need for additional hours for the current coordinator. She is currently working 30 hours a week and staff will request \$28,100 to cover the salary for this full-time position. There were 25,802 phone calls into RideLink in 2013.

Staff is requesting the Board approve the request from the Area Agency on Aging of Western Michigan certifying that the ITP Board authorizes the completion of the proposal and agrees to local, state and federal laws/regulations and agrees to cooperate with the Aging Network.

INTERURBAN TRANSIT PARTNERSHIP BOARD

RESOLUTION NO. _____

Fiscal Year 2015

Moved and supported to adopt the following resolution:

Approval to submit an application for RideLink funding.

BE IT RESOLVED that the CEO is hereby authorized to approve and submit a grant application in the amount of \$220,940 to the Area Agency on Aging of Western Michigan to provide funding for RideLink trips and the RideLink Coordinator position, on behalf of the ITP Board in accordance with the information presented to the ITP Board on August 27, 2014.

CERTIFICATE

The undersigned, duly qualified and acting secretary of the Interurban Transit Partnership Board, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Interurban Transit Partnership Board.

Robin Crothers, ITP Board Secretary

Date

MEMORANDUM

12

TO: Interurban Transit Partnership Board of Directors

FROM: Barbara Holt, Chair

RE: Report on FY 2014 Priorities and Work Plan
and CEO Evaluation

DATE: July 31, 2014

On Wednesday, July 16th, the Governance Committee met to review the FY 2014 Priorities and Work Plan and conduct the CEO's evaluation.

The Committee discussed with CEO Peter Varga the many components of the Work Plan. We focused on the various achievements and accomplishments of Mr. Varga and The Rapid over the last fiscal year. The Committee asked many questions. Finally, goals were set for Mr. Varga and the agency going forward. Overall, the report details how the organization continues to do great work on behalf of the community.

Accomplishments included but are not limited to:

- Conservative fiscal planning leading to 14 balanced budgets and adding **\$947,018 to retained earnings** in 2013.
- Continued ridership growth in hard economic times. Ridership was up from 11.9 million in 2012 to **12.5 million** in 2013.
- Completion and implementation of the first **Bus Rapid Transit** in Michigan, the Division Avenue BRT, the Silverline.
- Working closely with the Board, MDOT, the Federal Transit Administration and the cities of Wyoming, Kentwood and Grand Rapids, Michigan's first major investment project, the **Silverline**, was finished ahead of schedule and under budget.
- The Rapid CEO's recognition of national leadership in the transit industry and becoming **Chair of the American Public Transportation Association**.
- The Rapid was awarded the **Outstanding Public Transportation System** (Mid-sized) in North America in October 2013.
- Rapid staff worked on areas of fare and revenue adjustments for fixed route service, providing a template and review process that can be used to systematically develop and evaluate prospective fare changes.

- Continued efforts to push for funding increases for transit operations and as well as including transit as part of any future increase in transportation capital funding,
- Maintaining a good working relationship with the business community, including the Grand Rapids Chamber of Commerce, Wyoming-Kentwood Chamber of Commerce, The Hispanic Chamber of Commerce, Local First, the Heartside Business Association, the Division Avenue Business Association and others.

Mr. Varga and The Rapid staff are to be, once again, congratulated for these and many additional achievements. The importance of long term data collection, research, and planning cannot be overstated. Putting together a comprehensive plan and implementing it to perfection continues to be critical to the success of this agency.

The Rapid Board directs Mr. Varga and his leadership team to address the following issues moving forward in FY 2015:

- Maintenance of current services in face of uncertain state and federal funding environment.
- Continued conservative financial management of the agency allowing for reserves to address unanticipated expenses and continued planning for future capital needs.
- Provide complete and timely information to the Board to assist it with its policy and decision making responsibilities.
- Complete construction of the Vern Ehler's AMTRAK station project.
- Make ongoing recommendations and monitoring of the Division Avenue BRT.
- Continue evaluation, with federal grant funding, of the Lake Michigan Drive corridor for the Laker Line Bus Rapid Transit.
- Continue to provide the board with forecasting models and performance measurements of the new service enhancements of January and August 2012 plus the August 2014 BRT service. This would enable the board to better assess the effectiveness of new and older routes.
- Continued focus on the priority areas for the Chief Executive Officer established 16 years ago by the Board, 1) ITP Board Activities, 2) Community Issues, 3) Customer Relations, 4) Employee & Organizational Development and 5) Transportation Solutions.

The Rapid Board wishes to express complete confidence in the ability of Mr. Varga and his leadership team to address all matters, either expected or unanticipated, in a capable, proficient manner. Based on the Priorities and Work Plan, discussions with Mr. Varga and the overall performance of The Rapid, the Governance Committee recognizes Mr. Vargas's continued competent and effective leadership.

The Governance Committee recommends an increase in Mr. Varga's current annual salary at the level approved for all professional administrative staff at The Rapid for the upcoming fiscal year. Otherwise, the terms and conditions of Mr. Varga's employment will remain unchanged and the Board will enter into a two year employment agreement with him commencing October 1, 2014.

The Governance Committee of The Rapid recommends acceptance of the Report on the FY 2014 Priorities and Work Plan and approval of the compensation adjustment stated above to be effective on October 1, 2014.

INTERURBAN TRANSIT PARTNERSHIP BOARD

RESOLUTION NO. _____

Fiscal Year 2014

Moved and supported to adopt the following resolution:

Acceptance of the Report on the FY 2014 Priorities and Work Plan.

BE IT RESOLVED that the ITP Board hereby accepts the CEO's Report on the FY 2014 Priorities and Work Plan, in accordance with the information presented to the ITP Board on August 27, 2014.

CERTIFICATE

The undersigned, duly qualified and acting Secretary of the Interurban Transit Partnership Board, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Interurban Transit Partnership Board.

Robin Crothers, Board Secretary

Date

INTERURBAN TRANSIT PARTNERSHIP BOARD

RESOLUTION NO. _____

Fiscal Year 2014

Moved and supported to adopt the following resolution:

Approval of CEO evaluation and compensation.

BE IT RESOLVED that the ITP Board hereby approves the CEO's evaluation and compensation adjustment at the level approved for all professional administrative staff at The Rapid for FY 2015, in accordance with the information presented to the ITP Board on August 27, 2014.

CERTIFICATE

The undersigned, duly qualified and acting Secretary of the Interurban Transit Partnership Board, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Interurban Transit Partnership Board.

Robin Crothers, Board Secretary

Date

INTERURBAN TRANSIT PARTNERSHIP BOARD



SUMMARY OF THE BUDGET MEETING

July 31, 2014

ATTENDANCE

Board Members Present: Charis Austin, Gary Carey, Tim Cochran, Lisa Haynes, George Heartwell, Jack Hoffman, Barb Holt, Steve Kauffman, Carol Pettijohn, Terry Schweitzer, Amana Seibold, Cyndy Stek

Board Members Absent: Rosalynn Bliss, Stephen Kepley, Aaron Smith

Staff Present: Peter Varga (CEO), Robin Crothers, Rod Ghearing, Alan Hartley, Jennifer Kalczuk, Linda Medina, Nick Monoyios, Brian Pouget, Liz Schelling, Conrad Venema, Mike Wieringa

Commencing at 8:00 a.m. the annual budget meeting of the Interurban Transit Partnership Board was called to order.

Mr. Hartley thanked Linda Medina for her help with the budget.

He commented that the total budget is lower than last year. We have an increase of \$2 million in operating and a decrease of \$27 million in capital funds because we are finishing the BRT project. The total budget is \$55 million and we did meet all the budget formulation guidelines.

We will have three additional facilities in FY 2015. We are projecting a \$600,000 increase in ridership revenue from the addition of the Silver Line. Ridership remains flat, he explained that in FY 2013 we had lots of clean air action days and in FY 2014 we only had two. We also experienced extreme winter weather conditions resulting in lost rides impacting the ridership numbers. The Silver Line accounts for about a 5% increase in vehicle revenue hours and operating costs.

We are requesting one more Silver Line vehicle in FY 2015. Fuel has stabilized and was budgeted at \$3.21 in FY 2014 with the average being \$3.05. Fuel is budgeted at \$3.12 FY 2015.

Mr. Hoffman commented that higher fuel costs lead to higher demand and usage of transit. Mr. Hartley noted that ridership trends show an increase in ridership when fuel costs hit \$4 a gallon.

Demand response service continues to have consistent growth. Mr. Schweitzer asked if the senior millage passes, if the County Connection program would return. Mr. Hartley does not anticipate that County Connection service will come back, however, the Board will see an item increasing RideLink service, if the senior millage passes.

Mr. Varga noted that County Connection will not return unless the county decides they want transportation and has a millage.

Mr. Hartley noted that health care costs with our current provider increased by 11%. We decided to switch providers to Blue Cross Blue Shield, which saves about 4% and offers an HSA and a PPO option. Mr. Pouget worked collaboratively with the Union. Employees made some concessions with increased deductibles and copays.

He noted that the majority of our budget is labor costs.

He noted that the major capital investments include 34 replacement GO!Bus vehicles; four of them will be propane, 11 replacement vanpool vehicles, ITS including smartcard technology, accounting/purchasing software project and environmental work to advance the Laker Line BRT.

The Silver Line project is on time and on budget.

Ms. Haynes asked that Board members receive the talking points to help answer questions about the Silver Line. Ms. Kalczuk will send it to them. Mr. Varga noted that they will include some additional information on the project as well.

Mr. Schweitzer asked if the onboard Silver Line security would be ongoing. Mr. Hartley noted that we will have four fare enforcement officers who will perform random checks on fares. Industry standard shows that 90% of riders pay the fare.

Ms. Haynes asked if \$100,000 is sufficient for marketing/promotion since we have the Silver Line opening and will need additional promotion of this service to help with its success. Mr. Hartley explained that all Silver Line promotion is included in the project grant for the Silver Line. The CEO community outreach budget has increased which will be used for marketing as well.

Mr. Varga noted that he increased the community outreach funds to help build up work on branding and get information to the public. We will be asking for a millage in FY 2017 and need additional communication to the public on the value of public transportation.

He noted that in FY 2015 we have a 4.5% decrease in the contracted hourly rate.

Mr. Carey asked if we expect future labor costs to remain stable. Mr. Hartley responded that health care costs are always unknown but pension costs are stable. Overall he believes future costs are stable, however, we will be relying on capital operating for future projections and increased revenues would be helpful. There has been no fare increase since FY 2007 and property taxes will have a slight increase for FY 2015.

Mr. Varga noted that we have added to the reserves for eight years and have used preventive maintenance funds six years. Long term the Board will have to decide if we should continue to use preventive maintenance funds to balance the budget. Other options to consider would be a fare increase, finding additional state funds or asking for more operating funds through a millage.

Mr. Hartley noted that the Silver Line will open on August 25 with free rides the first week. The first revenue service day will be September 2, 2014.

Ms. Kalczuk mentioned the events related to the opening of the Silver Line. FTA Administrator Therese McMillan will attend the opening.

Mr. Varga talked about the progress with the Laker Line BRT and that it will be an advantage to have Therese McMillan here for the opening of the Silver Line. This will give us an opportunity to update her on the Laker Line BRT.

Ms. Pettijohn asked if Board members could meet and ride the Silver Line to Central Station for the opening ceremony. Ms. Kalczuk noted that Board members will receive details about the grand opening events.

Mr. Kauffman asked if the interest income is derived from one banking institution or several. Mr. Hartley replied that we are in several and each month it is printed on the back of the combined operating statement. Mr. Kauffman requested that we print the budget book on both sides of the paper for a cost savings.

Mr. Varga thanked Mr. Hartley and Finance Department staff for putting the budget together.

Mr. Varga noted that we had additional requests from staff that we were not able to fund. We are mindful of keeping a balanced budget and he will continue to advise Board members on the use of preventive maintenance funds. He urged Board members to contact state representatives about the need for increased state transportation funding.

Mayor Heartwell commented that Mr. Hartley has always done a good job with the budget.

Mr. Varga stated that we need to be aware of the issue with operating funds and the need for new options to acquire capital funds.

The meeting concluded at 8:55 a.m.

INTERURBAN TRANSIT PARTNERSHIP

B

MINUTES OF GOVERNANCE COMMITTEE

July 16, 2014

ATTENDANCE

Committee Members Present

Lisa Haynes
Barbara Holt, Chair
Terry Schweitzer

Staff

Robin Crothers
Peter Varga

Committee Members Absent

Jack Hoffman

Ms. Holt called the meeting to order at 4:08 p.m.

Ms. Holt reported that this meeting is being held for the purpose of reviewing the CEO's Report on the FY 2014 Priorities & Work Plan, which was provided to the Board on June 24, 2014, and to perform an evaluation on the CEO. The Report on the Work Plan is used in the evaluation process.

Ms. Holt asked Mr. Varga to provide his comments. He noted that the Report on the Work Plan was provided to the Board according to the Board's procedures. All of the direction he received in last year's evaluation has been accomplished or is in the process.

The Silver Line BRT is nearly complete and scheduled for implementation on August 25, 2014.

The Amtrak station project has been delayed due to outside factors with CSX and a subcontractor doing sewer work on the property. He stated the project should be complete in late September 2014. The grant has been extended by one month in case completion goes beyond September 30.

Ms. Holt asked Mr. Schweitzer to review the comments that he provided to her on the Report on the Work Plan.

Under the topic of performance measures, Mr. Schweitzer felt that a statement should be included that staff would provide, in advance, measurable targets (i.e. ridership, on-time performance) when service is enhanced or new service is introduced. He noted this has not been done for the Silver Line service.

Ms. Haynes suggested that perhaps forecasting is what would be more appropriate rather than targets.

Mr. Varga agreed and noted that staff could provide a forecast for ridership on the BRT, but did not feel that targets would be possible. It has already been forecast that there will be 5,000 trips on the Silver Line in the first year of operation. This is based on a combination of routes in the corridor. Typically, we wait until service improvements have been in place for one year to develop a baseline. Staff has developed a route score metric to determine each route's performance.

Mr. Schweitzer suggested that staff re-evaluate the forecast of 5,000 trips in the first year of the Silver Line and determine if that is still realistic. Mr. Varga stated that he will amend the Report to reflect a forecast of ridership for the Silver Line service. A baseline will be set after the first year of service.

Mr. Schweitzer asked about staff liaisons to the Board committees. Mr. Varga indicated that if staff liaisons cannot attend a committee meeting, someone else is there who can answer questions. Also, he is at all committee and Board meetings, except for very recently due to APTA responsibilities, and feels it is his responsibility as CEO to be at these meetings. He stated that he prefers that Board members go through the CEO's office for information and questions, but they can ask questions of the committee liaisons as well. Mr. Varga stated he will reaffirm committee liaisons in the Report.

Mr. Schweitzer commented on the TIGER grant initiative to pursue a no emission program and its prospective bearing on the purchase of buses for 2016 and 2017. He felt it was good for staff to take this approach. Mr. Varga stated it is unlikely that The Rapid will get a TIGER grant in this instance. When earmarking was used in Congress it was easier to get money for these projects. There is a lot of competition for these special grant programs.

Ms. Holt stated that Mr. Schweitzer's comments included a suggestion to recognize the role that the ITP played working with GVMC to coordinate with MDOT, the city of Grand Rapids and the city of Kentwood on the funding of sidewalk improvements along 28th Street from Patterson Avenue to Kalamazoo Avenue in 2015. Mr. Varga felt his success in this endeavor was aided by The Rapid's good relationship with MDOT and with GVMC. He will note this in the Report.

Ms. Holt noted that Mr. Schweitzer commented on the work done by staff in the area of fare and revenue adjustment options for fixed route service. He appreciated that the staff and Board have a template and review process for systematically developing and evaluating prospective fare change scenarios. Mr. Varga stated that the Board will start looking at fares using this new process. He indicated that the Planning Department is very focused on giving the Board the right kind of tools. Once the new smart card technology is introduced, the Board will need to look at ways to evolve passengers from the use of cash to the new technology to make the boarding process more efficient. Mr. Schweitzer commented that we need to be mindful of not putting any particular demographic at a disadvantage when considering fares. Mr. Varga noted that all three Planning Department employees are very familiar with these equity issues.

Next on Mr. Schweitzer's list was the issue of state funding, noting that the Board should recognize continued staff efforts to push for a funding increase for transit operations as well as including transit as part of any future increase in capital funding.

Ms. Holt noted that most of the items on Mr. Schweitzer's list are statements of recognition and acknowledgement regarding items in the Report.

The next item in Mr. Schweitzer's list was his suggestion to add a notation recognizing the work that Rapid staff have done with the Kent County Health Department to serve the new Health and Dental Clinic at 4700 Kalamazoo Avenue in Kentwood. Mr. Varga indicated that this matter was discussed a while ago with Kent County. The Rapid informed them at that time that the fixed route system did not serve that part of Kalamazoo Avenue. Once the decision was made to go ahead with the clinic at that location, we were able to make a change to provide the service. The Rapid has a good working relationship with Kent County.

Another item, under Community Issues, states that The Rapid should be recognized for interactions with the Grand Rapids Area Chamber of Commerce, the Wyoming-Kentwood Chamber of Commerce, the Hispanic Chamber of Commerce, Local First and the Heartside Business Association. Mr. Varga noted we have a good working relationship with these organizations.

Mr. Schweitzer appreciated the update on the status of various new or revised transportation initiatives, such as Kendall, Spectrum Health, etc.

He also noted appreciation for The Rapid's commitment to diversity.

He suggested that The Rapid seek the updated status on health insurance premium costs and explore setting up an HSA program. He inquired why, according to the Report, HSA was being limited to administrative staff. Mr. Varga stated that we are evolving to go with a choice of a traditional plan or an HSA. Union and administrative employees will be able to choose. We are changing from Priority Health to Blue Cross. Mr. Schweitzer felt the Board should be made aware of this.

On the issue of travel training, Mr. Schweitzer commented that the fine service offered through the travel training program should continue to be recognized. He feels this is a very important service that The Rapid provides. Mr. Varga noted that we train seniors and persons with disabilities and our staff do a great job.

Ms. Holt noted that the city of Kentwood was concerned that the fare evasion ordinance for the Silver Line would take up a lot of time for the police departments in the three cities. Mr. Schweitzer stated that the city of Kentwood Committee of the Whole finally agreed to the ordinance, but felt that the information recently obtained from The Rapid should have been communicated earlier on in the process.

Mr. Varga reported that the issue of developing a fare ordinance that all three cities would agree to was started several months ago. Meetings were held with mayors, city managers and city attorneys and we did experience some delays due to difficulty in getting all three attorneys together. Ms. Holt commented that sometimes the city commissions aren't kept in the loop along the way. Mr. Varga stated, and Ms. Holt agreed, that keeping the city commissions informed is the responsibility of the city officials. They can ask for The Rapid's assistance at any time.

Mr. Varga noted that all three cities signed the interlocal agreement a couple years ago and it deals with responsibilities of all entities. It addresses the fact that The Rapid will be conscious of any possible added cost or burden for all parties and work together to resolve any such issues.

Mr. Schweitzer explained that the meeting held recently between Mike Wieringa, The Rapid's Security Manager, and the Kentwood Police Chief was very helpful in getting the Kentwood City Commission's agreement.

Ms. Holt will provide a copy of Mr. Schweitzer's comments to Mr. Varga. Based on those comments, Mr. Varga stated he will make the aforementioned amendments to the Report.

Ms. Holt asked Mr. Varga to review the list from Mr. Schweitzer and determine which items can be folded into the Report besides the couple of items already mentioned earlier in this meeting. Ms. Holt stated that it would be good to include positive comments about staff.

Mr. Varga reviewed the list of accomplishments that he provided to the committee.

He noted that the accomplishments are listed in no particular order. Receiving the APTA Outstanding Transit System Award in 2013 was a reflection on the entire organization. It is also the sum of work done in many areas by employees and the CEO.

He appreciated the Board's encouragement for him to be APTA Chair over this past year. It has been a busy year.

Ms. Holt stated that she now realizes the impact that APTA has on federal policy, which impacts transit systems at the local level.

Mr. Varga commented that there are lots of resources at APTA, such as information on the Title VI equity issues that our Planning Department used to develop our local policy.

He felt that one of the main accomplishments of being APTA Chair was his leadership on his formal proposal of "America's Future is Riding on Public Transportation". This document was worked on together at the national level with several APTA members.

Mr. Varga requested that staff be recognized for the different levels of work on the BRT project working with different entities over time. It has been a labor of passion for many of our employees to make sure everything got done.

Mr. Varga was excused from the meeting (5:10 p.m.) so the committee could discuss the evaluation that will go to the Board. He asked that a meeting be scheduled with the Chair to go over the evaluation prior to the next committee meeting.

In response to a question from Ms. Holt, Mr. Varga confirmed that the FY 2015 budget includes a 2% increase for all administrative staff.

The committee discussed the particular items from Mr. Varga's list of accomplishments and other issues that will be included in the evaluation document going to the Board at the August meeting.

Ms. Holt indicated that Mr. Hoffman, who was absent from this meeting, provided his input via email to her. He had no comments on the Report. He felt that an increase in compensation for Peter Varga should be commensurate with what the administrative staff will receive in the upcoming fiscal year.

The meeting was adjourned at 5:43 p.m.



Robin Crothers, Board Secretary

INTERURBAN TRANSIT PARTNERSHIP

MINUTES OF
GOVERNANCE COMMITTEE

August 6, 2014

ATTENDANCE

Committee Members Present: Lisa Haynes, Jack Hoffman, Barbara Holt (Chair), Terry Schweitzer

Committee Members Absent: None

Staff Present: Robin Crothers, Peter Varga (CEO)

Others Present: None

Ms. Holt called the meeting to order at 4:00 p.m.

PUBLIC COMMENT – No public present.

1. Minutes of May 14, 2014 and July 16, 2014 Governance Committee Meetings:

Ms. Holt asked for additions or corrections to the May 14, 2014 Governance Committee meeting minutes. None were offered. The minutes were approved as written.

Ms. Holt asked for additions or corrections to the July 16, 2014 Governance Committee meeting minutes. None were offered. The minutes were approved as written.

2. CEO Professional Development Reports for June and July 2014:

A motion was made by Haynes, supported by Hoffman, to approve the professional development reports for June and July 2014 as presented. Motion passed unanimously.

3. Report on FY 2014 Priorities and Work Plan/CEO Evaluation:

Ms. Holt asked Mr. Varga for any comments on the evaluation. He asked that the title of Executive Director in the second paragraph be changed to CEO, which was used in the rest of the document.

Ms. Holt noted that Mr. Varga does a great job as CEO. Mr. Schweitzer appreciates the Work Plan and the Report on the Work Plan that Mr. Varga prepares each year

and finds it to be a great tool. Mr. Hoffman was not able to attend the July 16, 2014 Governance Committee meeting where the CEO's evaluation was discussed, but provided his comments to Ms. Holt. She stated that Mr. Hoffman concurred with providing him the same salary increase that is budgeted for the administrative staff. Mr. Hoffman noted that Mr. Varga is outstanding as CEO for The Rapid.

A motion was made by Hoffman, supported by Haynes, to recommend acceptance of the Report on the FY 2014 Priorities & Work Plan and approval of a salary increase equal to that budgeted for administrative staff for FY 2015. Motion passed unanimously.

Bus Stops:

Mr. Schweitzer stated that there is a problem with trash at Rapid bus stops. Ms. Holt noted that we need to determine a way to deal with this problem going forward.

Mr. Varga informed the Committee that The Rapid does not have a budget for trash and/or snow removal at bus stops.

Ms. Holt indicated that perhaps the best way to deal with this is through communication and education in the communities.

Ms. Haynes suggested a clean-up day with the six mayors and make it a media event.

Mr. Varga agreed that communication and education were needed, but we need to determine the best way to get the community engaged in this effort.

Mr. Schweitzer stated that we also need to educate our patrons.

A suggestion from Ms. Holt was to develop an "adopt a bus stop" program. Mr. Schweitzer noted that the Winter Accessibility & Infrastructure Committee has been talking about this type of program related to snow removal.

Mr. Varga stated that this issue should go to the External Relations Committee.

4. August 27, 2014 Board Agenda:

Mr. Varga reviewed the August Board agenda items.

Performance Oversight Committee:

Monthly Financial Statements for June & July 2014 – We were in a good position at the end of June. We used a small amount of Preventive Maintenance. There are three pay days in August, which will have an impact. The July 2014 statements were not available.

May & June 2014 Ridership and Productivity Reports – There was a 0% decrease in May 2014 (-346) compared to May 2013. There was one less weekday in 2014. We would have seen approximately a 4% increase in ridership if there were the same number of weekdays.

There was a 4.7% ridership increase in June 2014 compared to June 2013. There was one more weekday in June 2014. Ridership for June 2014 was lower in student ridership than last June. Total ridership at year-end was projected to be flat.

Mr. Varga noted that we are unsure of projected ridership for FY 2015 due to the first year of operation for the Silver Line.

May & June 2014 Paratransit Ridership – There was one less weekday in May 2014 compared to May 2013. Total monthly ridership for May 2014 decreased 3.7%. ADA ridership was up 1.4%. Non-disabled senior ridership increased 12.1%, PASS ridership remained the same, and Network 180 ridership decreased 1.4% from May 2013.

Mr. Varga noted that ADA ridership increases as services improve. We continue to try to get people trained to ride the fixed route system. Free ADA in the month of June 2014 was 7,197. These are trips we would have paid a lot more for on the paratransit system.

Ms. Holt asked if we have records of how many clients have applied for ADA certification. Mr. Varga responded that we do have this information.

FY 2014 Third Quarter Fixed Route Report Card – There was a red light in Safety, with 1.72 preventable accidents per 100,000 revenue miles compared to the standard of 1.00. All other categories had green lights for the quarter compared to the third quarter of FY 2013.

Mr. Varga noted that there has been a red light for Safety due to accidents for the last couple quarters, however, the numbers are coming down.

FY 2014 Third Quarter Paratransit Report Card – There were green lights in all categories for the third quarter compared to the third quarter of FY 2013.

FY 2014 Third Quarter Rideshare Report – The RapidVan Program provided 14,259 rides and saved 512,029 vehicle miles traveled in the third quarter. There were 32 vans in service as of the end of June 2014.

ITS Consultant – The Rapid's five-year contract for ITS consulting with TranSystems is expiring. An RFP was sent out for a new five-year contract for an ITS consultant to seven firms. Three proposals were received. There were two stages of scoring. Based on the scoring, the evaluation team, consisting of staff members Pouget, Anderson, Ghearing and Fedorowicz, concluded that TranSystems was the most qualified. The first task under this contract will be smart card technology. Tasks under this contract will come to the Board if the cost is over \$100,000. The CEO will authorize anything under \$100,000.

Purchase of Cutaway Buses – Staff requested authorization to purchase 13 cutaway buses for paratransit service through the state contract. The vendor is Hoekstra Transportation, Inc. The cutaway buses cost \$61,997.84 each for nine (9) gasoline-powered buses and \$76,289.34 each for four (4) propane-powered buses. We are testing the propane-powered vehicles to demonstrate their practicality in our fleet.

Ms. Holt noted that she heard about community concerns in other states with CNG fuel while she was at the APTA Transit Board Members conference in Cleveland in July.

Mr. Varga stated that the difference in environmental issues between CNG and clean diesel are negligible, however, miles per gallon are better and the cost for CNG is lower. We need to explore the use of our own facility for CNG and how much it would cost to convert. There are 40 buses needing replacement over a 2-year period in the near future and we need to determine if we are switching to CNG.

Ms. Haynes asked if some of the 40 retired buses can be retained to supplement GVSU service. Mr. Varga indicated that the Laker Line will hopefully be in service in a few years and we may use buses with higher capacity (articulated or double-decker). Also, we cannot have more than a 20% spare ratio in our fleet. We will have to determine if we can keep any of these buses based on this spare ratio. He noted that because of the improved service, we are now reaching the mileage threshold before the 12-year threshold.

In response to a question from Mr. Schweitzer, Mr. Varga stated that he believes the mileage threshold is 500,000 miles. He will verify this.

Mr. Varga commented that since buses are needing to be replaced sooner, we need to amend our capital plan to accommodate these purchases.

Strategic Planning Committee:

FY 2015 Proposed Budget – Mr. Varga noted that the annual Board budget meeting was held on July 31. Mr. Hartley provided a presentation and there was good discussion.

Senior Millage Request Proposal – Staff is requesting authorization from the Board to submit an application to the Area Agency on Aging of Western Michigan in the amount of \$220,940 from the senior millage to fund transportation and the RideLink Coordinator position. We are asking for \$192,840 for The Rapid to provide up to 1,000 RideLink trips a month, and \$28,100 to cover the full-time salary of the RideLink Coordinator position. This has been a part-time position. According to The Rapid's Special Services Manager, there is more demand than what the current budget can accommodate.

The meeting was adjourned at 5:02 p.m.


Robin Crothers, Board Secretary

INTERURBAN TRANSIT PARTNERSHIP
MINUTES OF
PERFORMANCE OVERSIGHT COMMITTEE

August 13, 2014

ATTENDANCE

Committee Members Present: Tim Cochran, Barb Holt, Terry Schweitzer (Chair), Cynthia Stek

Committee Members Absent: Amna Seibold

Staff Present: Michael Bulthuis, Robin Crothers, Mark Fedorowicz, Rod Ghearing, Alan Hartley, Meegan Joyce, Jennifer Kalczuk, Linda Medina, Brian Pouget, Liz Schelling, Peter Varga (CEO), Conrad Venema, Michael Wieringa, Kevin Wisselink, Carl Woodson

Mr. Schweitzer called the meeting to order at 8:02 a.m.

PUBLIC COMMENT - No public present.

COMMITTEE ITEMS:

1. Minutes of June 18, 2014 Performance Oversight Committee Meeting:

Mr. Schweitzer asked for additions or corrections to the June 18, 2014 minutes. None were offered. The minutes stand approved as written.

2. Monthly Financial Statements for June and July 2014:

Mr. Hartley reported that we are \$950,000 ahead of budget, however, August is a three-pay month. He anticipates ending the year on budget and only using a small amount of capitalized operating. He mentioned that purchased transportation is over budget due to increased ridership.

A motion was made by Holt, supported by Stek, to recommend approval of the Monthly Financial Statements for June and July 2014. Motion passed unanimously. (Consent Agenda)

3. May & June 2014 Ridership and Productivity Reports:

Mr. Wisselink reported that total ridership decreased 0.0% (-346) compared to May 2013. Fixed route ridership increased 1.0%, contracted ridership decreased 9.3% and demand response ridership decreased 4.4% compared to May 2013.

Weekday ridership increased 2.2%, while weekday evening ridership increased 6.8%. Average Saturday ridership increased 6.1% and average Sunday ridership increased 4.1%.

He reported that total ridership increased 4.7% compared to June 2013. Fixed-route ridership increased 5.0%, contracted ridership increased 3.1% and demand response ridership increased 1.0% compared to June 2013.

Weekday ridership increased 2.0%, while weekday evening ridership increased 3.5%. Average Saturday ridership increased 7.0% and average Sunday ridership increased 2.6%.

He noted that July ridership increased and there were three Clean Air Action Days.

A motion was made by Holt, supported by Stek, to recommend approval of the May and June 2014 Ridership and Productivity Reports. Motion passed unanimously. (Consent Agenda)

4. May & June 2014 Paratransit Ridership Reports:

Ms. Joyce reported that total monthly paratransit ridership for May 2014 decreased 3.7% from May 2013. ADA ridership increased 1.4%, NDS ridership increased 12.1%, PASS ridership remained the same and Network 180 ridership decreased 14.1% from May 2013.

She noted that Network 180 ridership will continue to decrease due to the closing of Gerontology Network.

Average weekday ridership for GO!Bus/PASS service increased 3.0%, average Saturday ridership increased 3.0%, and average Sunday ridership increased 2.5% from May 2013.

On-time performance for GO!Bus/PASS during May 2014 was 96.07%. Average cost per GO!Bus/PASS trip increased 7.0% from May 2013.

Ms. Joyce reported that total monthly paratransit ridership for June 2014 increased 1.0% from June 2013. ADA ridership increased 3.3%, NDS ridership increased 1.7%, PASS ridership increased 11.7% and Network 180 ridership decreased 4.9% from June 2013.

Average weekday ridership for GO!Bus/PASS service increased 1.4%, average Saturday ridership increased 13.0%, and average Sunday ridership decreased 7.3% from June 2013.

On-time performance for GO!Bus/PASS during June 2014 was 96.34%. Average cost per GO!Bus/PASS trip increased 6.7% from June 2013.

Mr. Schweitzer asked how things are going with MV Transportation. Ms. Joyce replied that it has been a transition with the new management team but things are going well and the safety numbers have improved.

A motion was made by Cochran, supported by Holt, to recommend approval of the May and June 2014 Paratransit Ridership Reports. Motion passed unanimously. (Consent Agenda)

5. FY 2014 Third Quarter Fixed Route Report Card:

Mr. Wisselink reported that all categories except safety had green lights. Fixed route ridership increased 1.0% this quarter compared to the same quarter of FY 2013. There were 1.72 preventable accidents, 1.71 complaints and 0.16 commendations. Fixed route buses were 84.3% on-time, cost per passenger was \$2.82 and there were 2.10 passengers per revenue mile.

He explained that safety received a red light, however, the numbers have improved.

Mr. Schweitzer asked the severity of the accidents. Mr. Pouget noted that most of the accidents were minor and mainly included damage to mirrors or construction items.

Ms. Holt believes it is important to continue letting the public know that the accidents are not personal injury incidents.

Mr. Schweitzer asked what areas we believe the Silver Line will impact most. Mr. Wisselink replied that since we are adding additional service, we will most likely see ridership increase and productivity decrease.

A motion was made by Cochran, supported by Holt, to recommend approval of the FY 2014 Third Quarter Fixed Route Report Card. Motion passed unanimously. (Consent Agenda)

6. FY 2014 Third Quarter Paratransit Report Card:

Ms. Joyce reported that all categories had green lights. Paratransit ridership increased by 3.02% compared to the same quarter of FY 2013. There were 0.52 preventable accidents per 100,000 revenue miles, 0.52 complaints per 1,000 passengers, and the average trip length was 28 minutes. Paratransit vehicles were on-time for 96.5% of the trips, cost per paratransit trip was \$22.50 and for every one passenger who boarded a paratransit vehicle 31 passengers boarded the fixed-route bus system.

Mr. Hartley noted that in June there were about 7,200 free fixed route ADA trips taken which would have resulted in \$160,000 if they had all used the paratransit system.

A motion was made by Holt, supported by Cochran, to recommend approval of the FY 2014 Third Quarter Paratransit Report Card. Motion passed unanimously. (Consent Agenda)

7. FY 2014 Third Quarter Rideshare Report:

Mr. Bulthuis reported that the RapidVan Program provided 14,259 rides and saved 512,029 vehicle miles traveled in the third quarter. The RapidVan Program provided

3.3% more rides than the third quarter of 2013 and saved 4% more vehicle miles traveled. The third quarter ended with 178 riders.

In the third quarter, 552 new users were added to Greenride.

Active Commute Week (ACW) is coordinated by a group of individuals from local businesses and colleges in the greater Grand Rapids region. The goal is to encourage residents to live a more active lifestyle by utilizing active commute modes. Traditionally, this had consisted of biking and walking. Other green commute modes were accepted in this year's challenge.

In order to accommodate the additional forms of transportation and to streamline the data collection process, the ACW committee decided to utilize the West Michigan Rideshare matching website to track all commutes. Participation in ACW 2014 was outstanding logging more than 1,500 commutes during the week, totaling 15,461 miles traveled and 500 lbs. of gasoline saved.

Ms. Holt asked how we will follow up with the businesses that participated. Mr. Bulthuis noted that this is one of the goals for the Active Commute committee.

Ms. Schweitzer asked if there will be any outreach with Greenride users making them aware of the park and ride lot and the Silver Line. Mr. Bulthuis noted that we could send out a newsletter. He noted that he had one group on the vanpool waiting list that has been removed because they can utilize the park and ride lot and the Silver Line.

A motion was made by Holt, supported by Cochran, to recommend approval of the FY 2014 Third Quarter Rideshare Report. Motion passed unanimously. (Consent Agenda)

8. ITS Consultant:

Mr. Pouget reported that authorization is requested to execute a contract for ITS consulting services with TranSystems Corporation for a five-year period with up to five years of extensions.

Intelligent Transportation Systems (ITS) cover a broad array of technology-based improvements designed to make public transit systems operate more efficiently and effectively, allowing customers to access more and better information, thus making public transit easier to use. Many of those technologies have already been implemented, but there are still several key elements that the ITP will pursue.

The immediate task in the continuation of the ITS program will be the implementation of Smartcard and Mobile Ticketing technology. This technology will transform the way customers purchase fares and the agency collects information. The Smartcard and Mobile Ticketing project will require the consultant to assess our specific needs, develop specifications to procure technology that will meet those needs, and assist staff in the procurement, testing and implementation of the new technology.

The ITS Consultant procurement was done using a Request for Proposal. The ITP sent out seven proposal packets to interested firms. ITP received proposals from three

firms. After evaluation of the proposals it was determined that TranSystems was the most qualified. They not only had an excellent and experienced team with a multitude of disciplines, but their pricing was significantly lower than the other firms.

Mr. Pouget noted that smart card technology should be implemented in the fall of 2015.

A motion was made by Cochran, supported by Stek, to recommend approval of a 5-year contract with TranSystems for ITS consulting services. Motion passed unanimously. (Regular Agenda)

9. Purchase of Cutaway Buses:

Mr. Ghearing reported that authorization is requested to enter into a contract with Hoekstra Transportation for the purchase of thirteen paratransit cutaway buses at a total cost not to exceed \$863,137.92. The total cost per vehicle is \$61,997.84 for nine gasoline powered buses and \$76,289.34 for four propane powered buses.

In the past, all the cutaway buses that we have purchased have been gasoline powered. Alternative fueled small buses weren't proven well enough for us to consider adding them to our fleet. In recent years, alternative fuel technology on small buses, and in particular propane, has matured and we are seeking to add four of them to this purchase in order for us to demonstrate their practicality in our fleet.

Funding for the nine gasoline buses will be through FTA and MDOT capital assistance grants. The four propane vehicles will be funded through CMAQ and MDOT funds.

He noted that we are hoping that over time the reduced fuel and operating costs of the propane vehicles will make up for the higher capital cost.

Mr. Schweitzer asked if this will impact our capital planning for our fleet. Mr. Ghearing replied that we would like to limit the amount of capital funding used for maintenance because this directly impacts what we can spend capital funds on. We may try to get more CMAQ funding when we have large vehicle purchases.

Mr. Varga noted that with a large bus procurement, it can be spread around based upon mileage. He explained that we will need buses earlier because we are now reaching the mileage prior to the years of service, which will require more capital funding over time to keep the same level of service.

Ms. Stek asked if there is a maximum mileage when the bus is required to be put out of service. Mr. Varga replied that it is based on years of service or miles. If you reach the mileage before the years of service you can replace the vehicle earlier. When you have reached the mileage, performance of the vehicle can be an issue and your operational costs increase.

Ms. Holt asked what other agencies that use propane vehicles have found. These agencies have reported that there is less maintenance and that they run cleaner than gasoline vehicles. Ms. Joyce noted that Flint's entire paratransit fleet is propane and they have had a positive result.

Ms. Holt asked about fueling centers. Ms. Joyce noted that they are meeting with MV Transportation to discuss the possibility of a propane contract and fueling station on the property. She noted that there are no infrastructure changes required for propane vehicles unlike CNG vehicles that require costly changes. MV Transportation does not own the building so propane is a good alternative fuel option to try.

Mr. Varga mentioned that we no longer receive earmarks. We receive formula and CMAQ funding, however, we do not anticipate receiving extra CMAQ funds as they are competitive. Unless we receive special grants, future funding options will be a challenge.

Mr. Hartley noted that we will have to replace half the paratransit fleet in about two years, so depending on how the propane vehicles test, this could be a good option for the replacement vehicles.

Ms. Stek asked about fluctuating propane rates. Ms. Joyce noted that MV purchases the propane and believes rates will remain consistent if they enter into a contract.

A motion was made by Holt, supported by Cochran, to recommend approval to purchase 9 gasoline and 4 propane cutaway buses from Hoekstra Transportation at a cost not to exceed \$863,137.92. Motion passed unanimously. (Regular Agenda)

INFORMATION ITEMS:

10. FY 2015 Proposed Budget:

Mr. Hartley commented that the budget meeting was well attended and we will have a public hearing on the FY 2015 proposed budget prior to the Board meeting on August 27.

11. Senior Millage Request Proposal:

Ms. Joyce reported that authorization is requested to submit an application to the Area Agency on Aging in the amount of \$220,940 to fund transportation and the RideLink Coordinator position.

She noted that the RideLink program began 7 years ago to help provide greater efficiencies and better transit service for older adults. For the past seven years, the program has been successful in providing rides for older adults in Kent County. Last year, RideLink provided 48,124 trips. Included in this number are the 2,582 "will call" trips that The Rapid provided. The ITP Board agreed in October 2011 to provide return medical trips for RideLink clients thus allowing for greater capacity for a program that is popular but limited in its capacity. Even with the addition of The Rapid providing trips, demand outstrips capacity. However, the recent passage of the Kent County Senior Millage allows for an increase in all services including transportation

Staff has prepared a proposal to go to the Senior Millage Review Committee asking for \$192,940 for The Rapid to provide up to 1,000 RideLink trips a month and for \$28,100 to provide a full-time RideLink Coordinator, a change from the previous part-time status.

12. Report on FY 2014 Priorities & Work Plan/CEO Evaluation:

Mr. Varga noted that he sent out the revised report.

Ms. Holt commented that this is an exciting time and acknowledged Mr. Varga for his accomplishments and leadership. She mentioned that the Report on the FY 2014 Priorities & Work Plan and the CEO Evaluation will be approved separately.

13. Report on New Purchase Contracts for June & July 2014:

There was one new purchase contract in June 2014 executed with Modern Fire and Security in the amount of \$98,200 to renovate the public restrooms in Rapid Central Station. There were no new purchase contracts executed in July 2014.

Ms. Holt asked what work will be done to the restrooms. Mr. Fedorowicz commented that we are installing more stainless steel, which is easier to maintain, and replacing the composite panels between the stalls. She asked if any measures are being taken to discourage vandalism. Mr. Pouget replied that security will walk the area more frequently.

The meeting was adjourned at 9:01 a.m.


Robin Crothers, ITP Board Secretary

INTERURBAN TRANSIT PARTNERSHIP
MINUTES OF
STRATEGIC PLANNING COMMITTEE

August 13, 2014

ATTENDANCE

Committee Members Present: Charis Austin, George Heartwell, Jack Hoffman (Chair), Aaron Smith

Committee Members Absent: Rosalynn Bliss

Staff Present: Michael Bulthuis, Robin Crothers, Rod Ghearing, Alan Hartley, Meegan Joyce, Jennifer Kalczuk, Brian Pouget, Liz Schelling, Kevin Wisselink, Peter Varga (CEO)

Mr. Hoffman called the meeting to order at 4:11 p.m.

PUBLIC COMMENT - No public present.

Mr. Hoffman started with the information items due to lack of a quorum.

INFORMATION ITEMS:

4. Monthly Financial Statements for June & July 2014:

Mr. Hartley reported that we are \$950,000 ahead of budget however August is a 3 pay month. He anticipates ending the year on budget and only using a small amount of capital operating.

Mr. Hoffman asked how much capital operating is eligible. Mr. Hartley replied that \$4.2 million is eligible.

A quorum was present at this point.

ACTION ITEMS:

1. Minutes of June 18, 2014 Strategic Planning Committee Meeting:

Mr. Hoffman asked for additions or corrections to the June 18, 2014 Strategic Planning Committee minutes. None were offered. The minutes stand approved as written.

2. FY 2015 Proposed Budget:

Mr. Hartley commented that the budget meeting was well attended and a public hearing on the FY 2015 proposed budget will be held at the beginning of the August 27 Board meeting.

A motion was made by Austin, supported by Heartwell, to recommend approval of the FY 2015 Proposed Budget. Motion passed unanimously. (Regular Agenda)

3. Senior Millage Request Proposal:

Ms. Joyce reported that authorization is requested to submit an application to the Area Agency on Aging in the amount of \$220,940 to fund transportation and the RideLink Coordinator position.

She noted that the RideLink program began 7 years ago to help provide greater efficiencies and better transit service for older adults. For the past seven years, the program has been successful in providing rides for older adults in Kent County. Last year, RideLink provided 48,124 trips. Included in this number are the 2,582 "will call" trips that The Rapid provided. The ITP Board agreed in October 2011 to provide return medical trips for RideLink clients thus allowing for greater capacity for a program that is popular but limited in its capacity. Even with the addition of The Rapid providing trips, demand outstrips capacity. However, the recent passage of the Kent County Senior Millage allows for an increase in all services including transportation

Staff has prepared a proposal to go to the Senior Millage Review Committee asking for \$192,940 for The Rapid to provide up to 1,000 RideLink trips a month. In addition, staff is asking for additional millage funding in the amount of \$28,100 to provide a full-time RideLink Coordinator, a change from the previous part-time status.

Ms. Joyce noted that we may not receive the full funding request.

A motion was made by Heartwell, supported by Austin, to recommend approval to submit an application for \$220,940 in senior millage funds for RideLink trips and the RideLink Coordinator position. Motion passed unanimously. (Regular Agenda)

INFORMATION ITEMS:

5. May & June 2014 Ridership and Productivity Report:

Mr. Wisselink reported that total ridership decreased 0.0% (-346) compared to May 2013. Fixed-route ridership increased 1.0%, contracted ridership decreased 9.3% and demand response ridership decreased 4.4% compared to May 2013.

Weekday ridership increased 2.2%, while weekday evening ridership increased 6.8%. Average Saturday ridership increased 6.1% and average Sunday ridership increased 4.1%.

He reported that total ridership increased 4.7% compared to June 2013. Fixed-route ridership increased 5.0%, contracted ridership increased 3.1% and demand response ridership increased 1.0% compared to June 2013.

Weekday ridership increased 2.0%, while weekday evening ridership increased 3.5%. Average Saturday ridership increased 7.0% and average Sunday ridership increased 2.6%.

He noted that July ridership is up and there were three Clean Air Action Days.

Mr. Hoffman asked how daily averages increased by 2-7% but total fixed route ridership increased by only 1%. Mr. Wisselink explained that there was one less weekday in May 2014 than May 2013 resulting in fewer rides.

6. May & June Paratransit Ridership Report:

Ms. Joyce reported that total monthly paratransit ridership for May 2014 decreased 3.7% from May 2013. ADA ridership increased 1.4%, NDS ridership increased 12.1%, PASS ridership remained the same and Network 180 ridership decreased 14.1% from May 2013.

She noted that Network 180 ridership will continue to decrease due to the closing of Gerontology Network.

Average weekday ridership for GO!Bus/PASS service increased 3.0%, average Saturday ridership increased 3.0%, and average Sunday ridership increased 2.5% from May 2013.

On-time performance for GO!Bus/PASS during May 2014 was 96.07%. Average cost per GO!Bus/PASS trip increased 7.0% from May 2013.

Ms. Joyce reported that total monthly paratransit ridership for June 2014 increased 1.0% from June 2013. ADA ridership increased 3.3%, NDS ridership increased 1.7%, PASS ridership increased 11.7% and Network 180 ridership decreased 4.9% from June 2013. Average weekday ridership for GO!Bus/PASS service increased 1.4%, average Saturday ridership increased 13.0%, and average Sunday ridership decreased 7.3% from June 2013.

On-time performance for GO!Bus/PASS during June 2014 was 96.34%. Average cost per GO!Bus/PASS trip increased 6.7% from June 2013.

7. FY 2014 Third Quarter Fixed Route Report Card:

Mr. Wisselink reported that all categories except safety had green lights. Fixed route ridership increased 1.0% this quarter, there were 1.72 preventable accidents, 1.71 complaints and 0.16 commendations. Fixed route buses were 84.3% on-time, cost per passenger was \$2.82 and there were 2.10 passengers per revenue mile.

He explained that safety received a red light, however, the numbers have improved.

Mr. Pouget noted that most of the accidents were minor and included little or no damage to the vehicles.

Mr. Smith asked what measures we have taken to reduce the accidents. Mr. Pouget replied that drivers are having refresher training and we are sending the message that safety is the most important priority.

8. FY 2014 Third Quarter Paratransit Report Card:

Ms. Joyce reported that paratransit ridership increased by 3.02% compared to the same quarter of FY 2013. There were 0.52 preventable accidents per 100,000 revenue miles, 0.52 complaints per 1,000 passengers, and the average trip length was 28 minutes. Paratransit vehicles were on-time for 96.5% of the trips, cost per paratransit trip was \$22.50

and for every one passenger who boarded a paratransit vehicle 31 passengers boarded the fixed-route bus system.

9. FY 2014 Third Quarter Rideshare Report:

Mr. Bulthuis reported that the RapidVan Program provided 14,259 rides and saved 512,029 vehicle miles traveled in the third quarter. The RapidVan Program provided 3.3% more rides than the third quarter of FY 2013 and saved 4% more vehicle miles traveled. The third quarter ended with 178 riders.

In the third quarter, 552 new users were added to Greenride.

Active Commute Week (ACW) is coordinated by a group of individuals from local businesses and colleges in the greater Grand Rapids region. The goal is to encourage residents to live a more active lifestyle by utilizing active commute modes. Traditionally, this had consisted of biking and walking. Other green commute modes were accepted in this year's challenge.

In order to accommodate the additional forms of transportation and to streamline the data collection process, the ACW committee decided to utilize the West Michigan Rideshare matching website to track all commutes. Participation in ACW 2014 was outstanding logging more than 1,500 commutes during the week, totaling 15,461 miles traveled and 500 lbs. of gasoline saved.

10. ITS Consultant:

Mr. Pouget reported that authorization is requested to execute a contract for ITS consulting services with TranSystems Corporation for a five-year period with up to five years of extensions.

The immediate task in the continuation of the ITS program will be the implementation of Smartcard and Mobile Ticketing technology. This technology will transform the way customers purchase fares and the agency collects information. The Smartcard and Mobile Ticketing project will require the consultant to assess our specific needs, develop specifications to procure technology that will meet those needs, and assist staff in the procurement, testing and implementation of the new technology.

The ITS Consultant procurement was done using a Request for Proposal. The ITP sent out seven proposal packets to interested firms. Three proposals were received. After evaluation of the proposals it was determined that TranSystems was the most qualified. They not only had an excellent and experienced team with a multitude of disciplines, but their pricing was significantly lower than the other firms.

Mayor Heartwell asked if parking services will be integrated. Mr. Pouget noted that integration with parking services will be included in our needs assessment.

Mr. Pouget noted that we anticipate smart card implementation in the fall of 2015.

Ms. Austin asked what other projects we anticipate we will need. Mr. Pouget noted that the next project would be vehicle monitoring, allowing the vehicle to alert maintenance of any issues. He also mentioned that we have had the ITS system for seven years and anticipate the need to replace various components.

Mayor Heartwell asked if we set aside reserves for this type of a purchase. Mr. Pouget noted that it is included in our capital program.

11. Purchase of Cutaway Buses:

Mr. Ghearing reported that authorization is requested to enter a contract with Hoekstra Transportation for the purchase of thirteen paratransit cutaway buses at a total cost not to exceed \$863,137.92. The total cost per vehicle is \$61,997.84 for nine gasoline powered buses and \$76,289.34 for four propane powered buses.

In the past, all the cutaway buses that we have purchased have been gasoline powered. Alternative fueled small buses weren't proven well enough for us to consider adding them to our fleet. In recent years, alternative fuel technology on small buses, and in particular propane, has matured and we are seeking to add four of them to this purchase in order for us to demonstrate their practicality in our fleet.

Funding for the nine gasoline buses will be through FTA and MDOT capital assistance grants. The four propane vehicles will be funded through CMAQ and MDOT funds.

He noted that we are hoping that over time the reduced fuel and operating costs of the propane vehicles will make up for the higher capital cost.

Mayor Heartwell asked what issues there are with availability of propane. Mr. Ghearing noted that once you have a contract with a supplier for propane there should be no issue with availability or cost.

Ms. Joyce noted that there are no infrastructure changes required for propane vehicles unlike CNG vehicles that require costly changes. MV Transportation does not own the building so propane is a good alternative fuel option to try.

Mr. Hartley noted that we will have to replace half the paratransit fleet in about two years, so depending on how the propane vehicles test, this could be a good option for the replacement vehicles.

Mr. Smith asked what metrics we use to test the vehicles. Mr. Ghearing explained that we will be looking at cost per mile, contract costs and maintenance costs to determine cost savings.

12. Report on FY 2014 Priorities & Work Plan/CEO Evaluation:

Mr. Varga noted that he sent out the revised report.

Mr. Hoffman commented that Mr. Varga is an outstanding CEO and he is looking forward to his continued leadership.

The meeting was adjourned at 4:45 p.m.


Robin Crothers, ITP Board Secretary

INTERURBAN TRANSIT PARTNERSHIP

MINUTES OF

EXTERNAL RELATIONS COMMITTEE

August 14, 2014

ATTENDANCE

Committee Members Present: Gary Carey, Lisa Haynes (Chair), Steve Kauffman, Stephen Kepley

Committee Members Absent: Carole Pettijohn

Staff Present: Michael Bulthuis, Robin Crothers, Mark Fedorowicz, Rod Ghearing, Alan Hartley, Meegan Joyce, Jennifer Kalczuk, Brian Pouget, Peter Varga (CEO), Mike Wieringa, Kevin Wisselink

Others Present: None

Ms. Haynes called the meeting to order at 8:01 a.m.

PUBLIC COMMENT – no public present

COMMITTEE ITEMS:1. Minutes of June 19, 2014 External Relations Committee Meeting:

Ms. Haynes asked for additions or corrections to the minutes. None were offered. The minutes stand approved as written.

2. Legislative Update:

Ms. Kalczuk reported that the state legislature is on summer recess. They were not able to come to an agreement on transportation infrastructure funding while they were in session. A working group was formed to look at transportation funding over the summer.

Mayor Kepley stated that he heard from Rep. Yonker at a recent meeting he attended that this working group is meeting on Monday, August 25, 2014, to talk about the gas tax.

Silver Line Grand Opening:

Ms. Haynes asked for information on the grand opening for the Silver Line. Ms. Kalczuk informed the Committee that the grand opening is on August 25.

Invitations were sent out to Board members and many others. A small group, including Board members and government officials, will be taking a first ride on the Silver Line at 9:00 a.m. from the Kroc Center station just north of 28th Street to Central Station. Speeches are planned from Acting FTA Administrator Therese McMillan, MDOT Director Kirk Steudle, Dave McLaughlin from American Seating, and a representative from ArtPrize. Media coverage has been good. One other event on August 25 is happy hour at the Grand Rapids Brewing Company, which will introduce the special bottling run of their Silver Foam beer as the Silver Line. The Silver Line beer will run temporarily for a period of time after August 25.

INFORMATION ITEMS:

3. Monthly Financial Statements for June and July 2014:

Mr. Hartley stated that as of July 31, we are \$950,000 ahead of budget. There are three pay days in August, which will cause a temporary negative impact on this number. He projected the use of approximately \$100,000-\$200,000 in capitalized operating at year end, which is far below the maximum authorized. He noted that staff did a good job in controlling costs over the year. Fuel prices stayed relatively calm and wages are coming in good compared to budget. Purchased Transportation costs are up due to increased ridership on the paratransit service, but we cannot control the number of trips on paratransit other than to continue travel training and promote free fares for ADA clients on the fixed route system.

4. May and June 2014 Ridership and Productivity Reports:

Mr. Wisselink reported on May and June ridership and productivity. Total ridership in May 2014 decreased 0.0% (-346) over May 2013. There was one less weekday in May 2014, which means there were approximately 35,000 fewer trips. Total ridership in June 2014 increased 4.7% over June 2013. There was one additional weekday in June 2014 which adds approximately 35,000 trips.

July 2014 ridership was good. Mr. Wisselink projected a ridership increase at year end between 0-1%.

Mr. Kauffman asked for information on how of the Route 44 ridership is in the city of Grandville. Mr. Wisselink will provide this information.

5. May and June 2014 Paratransit Ridership Reports:

Ms. Joyce stated that May 2014 ridership decreased 3.7% from May 2013. June 2014 ridership increased 1.0% compared to last June. ADA ridership was up in both months by 1.4% and 3.3%, respectively. Network 180 ridership is down, which is due primarily to the closing of Gerontology Network. On-time performance was over 96% in both months.

6. FY 2014 Third Quarter Fixed Route Report Card:

Mr. Wisselink reviewed the fixed route report card. There is a green light for productivity at a 1.0% increase in ridership compared to the standard of 1.0%. Safety has a red light due to 1.72 preventable accidents per 100,000 revenue miles

compared to the standard of 1.0. This category has had a red light for the past couple quarters, but the number are improving and refresher training is continuing. Under customer service, there were 1.71 complaints per 100,000 passengers compared to the standard of 3.50 and receives a green light. There is a green light for on-time performance, with 84.3% compared to the standard of 83.0%. Cost effectiveness had green lights for cost per passenger and passengers per revenue mile.

7. FY 2014 Third Quarter Paratransit Report Card:

Ms. Joyce reported that all categories had green lights for the third quarter of FY 2014 compared to the third quarter of FY 2013. Productivity (ridership) was up 3.02% over the third quarter of FY 2013. There is no standard for this category. Passengers per hour were 2.0 and a standard of 1.9. The ratio of paratransit to fixed route was 1.31 compared to the standard of 1.30. Safety had .52 accidents per 100,000 miles compared to the standard of 1.0. Under customer service, there were .59 complaints per 1,000 passengers and a standard of 1.5. Travel time was 28 minutes which is below the standard of 30 minutes. On-time performance was 96.50% compared to the standard of 94.5%. Cost per passenger was \$22.50 and there is no standard for this category.

8. FY 2014 Third Quarter Rideshare Report:

Mr. Bulthuis reviewed the rideshare report. The RapidVan program provided 14,259 rides and saved 512,029 vehicle miles traveled compared to the third quarter of FY 2013. There were 3.3% more rides and 4% more vehicle miles traveled savings.

The Greenride program gained 552 new users during the third quarter for a total of 2,993 users at the end of the quarter. The major reason for this growth was our interaction with the Active Commute Week (ACW) during the week of May 12-18, 2014. This is coordinated by a group of individuals from local businesses and colleges in the great Grand Rapids area. The goal of Active Commute Week is to encourage residents to live a more active lifestyle by utilizing "active" commute modes. In order to accommodate the additional forms of transportation included this year and to streamline the data collection process, the ACW committee decided to utilize the West Michigan Rideshare matching website to track all commutes, which worked very well for this event. There were 250 participants logging more than 1,500 commutes during the week totaling 15,461 miles traveled via active commutes.

9. ITS Consultant:

Mr. Pouget stated that authorization is requested to execute a five-year contract with TranSystems for ITS consulting services, with up to five years of extensions. The Performance Oversight Committee recommended approval by the Board on the regular agenda.

Mr. Pouget provided background on our ITS program to-date. The backbone of our system is the CAD/AVL, which was installed several years ago. A new feature for The Rapid is our Rapid Connect program on our website, which is a GPS rider tool with a variety of options for utilizing real-time transit data to plan trips, track buses, find routes & stops, etc.

The first task under this contract will be smart card and mobile ticketing.

An RFP was sent out and three proposals were received. All three vendors were interviewed, with one being eliminated from further consideration. The remaining two were equally qualified and TranSystems was recommended based on their better pricing.

In response to a question from Ms. Haynes, Mr. Pouget stated that TranSystems is based in Boston. There are representatives working out of other locations, including one in Lansing.

Mr. Varga recommended that the Board take a look at Rapid Connect on our website and to try Google Transit. Both programs are easy to use and very effective.

10. Purchase of Cutaway Buses:

Mr. Ghearing reported on purchase of cutaway buses. It is recommended that we purchase 13 buses from Hoekstra Transportation, Inc. through the state of Michigan contract. Competitive procurement is done by the state. We are requesting to purchase nine gasoline-powered buses and four propane-powered buses at a total cost not to exceed \$863,137.92. The four propane-powered buses are being tested for economies in operating costs and maintenance costs. There are 34 buses needing replacement in the paratransit fleet in two years. This test of propane will give us the opportunity to determine if we will want to switch to propane with the replacement buses.

Mayor Kepley asked what is done with the replaced buses. Mr. Fedorowicz responded that they are taken to Grand Rapids Auto Auction. They typically get about \$4,000 per bus.

He also asked about the mileage on these vehicles. Ms. Joyce stated that federal regulations say that we can replace these smaller vehicles at 200,000 miles or seven years, whichever comes first. Recently we have been reaching the miles before the seven year mark.

In response to a question about fueling these vehicles from Mayor Kepley, Mr. Ghearing explained that a meeting is being held today with MV Transportation about fueling propane buses. There are no building modifications required for fueling with propane like there are with CNG.

Ms. Haynes inquired about how the performance of these buses will be measured. Mr. Ghearing indicated that MV will keep track of fuel usage, miles per gallon equivalent, etc.

11. FY 2015 Proposed Budget:

Mr. Hartley noted that the Strategic Planning Committee recommended approval of the FY 2015 proposed budget to the full Board on the regular agenda. There will be a public hearing on the budget at 4:00 p.m. just prior to the Board meeting on August 27, 2014. There have been no changes made since the budget meeting on

July 31, 2014. Mr. Hartley stated he appreciated the good attendance at the Board budget meeting and that there was good discussion.

12. Senior Millage Request Proposal:

Ms. Joyce reported that she requested authorization to submit an application to the Area Agency on Aging of Western Michigan for \$220,940 in senior millage funds for transportation and The Rapid's RideLink Coordinator position.

Ms. Joyce provided background on the RideLink program, which began as a pilot project designed to enhance transportation options for older adults in Kent County and to simplify the process they have to go through to get a ride. The pilot was very successful and for the past seven years The Rapid has been the call center for RideLink trips. The demand for this program has outstripped the capacity over the past few years. It is hoped through the recent senior millage increase that more trips can be provided through RideLink.

We are asking for \$192,840 for The Rapid to provide up to 1,000 RideLink trips per month and \$28,100 to make the current part-time RideLink Coordinator a full-time position.

The Kent County Senior Millage Committee will evaluate the applications and we should have an answer on our application in November.

In response to a question from Mr. Kauffman, Ms. Joyce noted that there is a \$2.00 donation requested for a RideLink trip. This money is put back into the program.

13. Report on FY 2014 Priorities and Work Plan and CEO Evaluation:

Mr. Varga stated that he sent out the Report on the FY 2014 Priorities and Work Plan with a few minor revisions. The Governance Committee recommended approval of the Report to the full Board.

The CEO evaluation included accomplishments and areas for the CEO to focus on in the upcoming year. It also included a compensation increase equal to that of administrative staff for FY 2015. The CEO evaluation is also recommended by the Committee for approval by the full Board.

Committee Member Comments:

Mr. Kauffman mentioned a news piece on television the evening of August 13 talking about the dedicated lanes for the Silver Line.

Mr. Kauffman provided information on a new low income housing complex in Grandville that was recently built in its location in large part due to the availability of transit. This complex is at 44th Street and Wilson Avenue. He asked that staff watch ridership from this location.

Amtrak Station Project:

Ms. Haynes asked for an update on the Amtrak station project. Mr. Varga stated that CSX still has some work to do that will not start until October 6. We are currently negotiating the station lease with Amtrak. The station should be operational sometime in October 2014.

Mr. Varga mentioned that a couple weeks ago he hosted former Congressman Vern Ehlers, along with several family members and former staff, for a private tour of the Vernon J. Ehlers Amtrak station. This was followed by a group lunch at a local restaurant. This was a real highlight of the project.

The meeting adjourned at 8:43 a.m.


Robin Crothers, Board Secretary

COMMUNICATIONS

With all eyes on Division Avenue Business Association, assist is needed for CID

“It’s a new day for Division Avenue, a new dawn for one of the city’s longest-serving and most important corridors of transportation.”

Grand Rapids Business Journal this week provides an extensive focus on small businesses and the entrepreneurial resources assisting continued growth and new business opportunities.

The strength of small businesses in this region is the strength of whole communities, and it is in that regard that the Business Journal encourages the Division Avenue Business Association to step up to new opportunities.

It is one of the most ethnically diverse groups of business owners in the city, adding to its importance.

Within the next two months, The Rapid will begin service of its Silver Line bus rapid transit from 60th Street through the downtown and up the Medical Mile. The greatest number of stops and the longest portion of the line are along Division Avenue. That creates a new situation for the Division Avenue business owners — and a floodlight on the business association.

It’s a new day for Division Avenue, a new dawn for one of the city’s longest-serving and most important corridors of transportation.

Prior to construction of U.S. 131, it was Division Avenue that carried that traffic into town. Construction of the new freeway in the 1960s left Division largely ignored and increasingly vacant.

Business association members should be encouraged to begin forming a Corridor Improvement Authority. Guidance for Corridor Improvement District formation will be necessary for the many

small retail business owners putting all their hours each day into their individual businesses.

It is laudable that the business owners have shared responsibilities for general maintenance of the neighborhood and assistance in storefront appearances. That’s a good start, but with the eyes of an entire community soon to be upon them, any flaws will be more pronounced. Believing that “business as usual” will continue to serve the purpose is old think. The sustainability of the area into the future and rebranding Division Avenue as the jewel it once was — and could again become — is of significant and consequential importance.

Indeed, its current stereotype is acknowledged by DABA President Tommy Brann, who has most importantly established one of the region’s top small business brands.

Brann told the Business Journal that old stereotypes continue to haunt the district and he has hope that Silver Line passengers will become aware of the strengths of the Division Avenue corridor.

Establishing a CID would certainly be a key to additional district improvements and new investment.

The business association spans 28th to 44th streets in Wyoming and Kentwood. Both communities have partnered in the past for economic development, and the Silver line brings new opportunity to do so.

Plainfield and Grand Rapids townships in 2006 partnered to create a CIA between Four Mile Road and Lamberton Lake Drive. It is one of several examples where the districts have improved opportunities for existing and new small

business owners.

The Division Avenue Business Association should be given the assist needed to prosper in a new era.

Division merchants waiting on Silver Line

Business district is in flux, but new bus line may help.

Paul R. Kopenkoskey
Special to the Business Journal

Members of the Division Avenue Business Association say a new bus rapid transit line scheduled to start in August could draw new customers who may not be aware of the eclectic array of businesses that line the retail district.

DABA also hopes the bus rapid transit, known as the Silver Line, will help more people to realize some negative perceptions about South Division Avenue are unfounded, said Tommy Brann, president of the 39-member business association and owner/operator of Tommy Brann's Steakhouse & Grille.

The approximately 200 businesses that line Division Avenue between 28th and 44th streets that are within Wyoming and Kentwood are not in the midst of an area that is a hotbed for prostitution and crime, despite lingering stereotypes, said Brann.

In reality, Division Avenue business owners are a multi-ethnic group of people who diligently work to maintain appealing exteriors and properties, working together twice yearly to clean the business district of weeds and debris, said Brann. Businesses within the retail district include Godwin Hardware, Advance America, McDonald's, Bubble Magic Laundry, Scott's Barber and Beauty Shop, the seasonal Dairy Den ice cream shop and a tattoo parlor.

Because owners are used to working together, Brann said, the DABA will not pursue a Corridor Improvement Authority, which allows municipalities to "capture" increased assessed value of properties that can be used to enliven a retail district's appearance, such as new sidewalks, road and façade improvements, streetscapes and decorative lighting.

Plainfield and Grand Rapids townships in 2006 approved an intergovernmental CIA to improve Plainfield Avenue NE between Four Mile Road and Lamberton Lake Drive.

"I did look into that but didn't pursue it," said Brann. "We do our own physical stuff. It's not that we

don't need the money, especially if we could get some storefronts to look better. We looked into it but didn't aggressively pursue it."

Brann said the Silver Line's new bus depots will add an upscale touch to the thoroughfare, which also has its share of pedestrians and bicyclists.

Division Avenue carries a daily average of 12,300 to 15,000 vehicles, according to the Michigan Department of Transportation.

Division Avenue once carried U.S. 131 traffic until construction of the freeway through Grand Rapids in the 1960s.

"The (bus) depots are modern," said Brann. "There's a (shuttered) Burger King that might become a strip mall, as well."

Steve Karrip, owner-manager of Metro Motors, said he is taking a cautionary wait-and-see attitude with the Silver Line.

"I have to see how it goes," Karrip said. "People who ride the Silver Line may become more curious about the businesses here. If they do want to buy a car, they'll see what's available. They'll see there are a lot of ethnic businesses along Division Avenue."

Construction on the \$39 million

BRT line began in April 2013 after a decade of planning. It will run from 60th Street in Gaines Township to Bostwick Avenue NE in downtown Grand Rapids and back, largely moving along Division Avenue. It will include 34 stations and use 10 buses to serve the route. Training will begin in July for bus drivers and other personnel before the Silver Line becomes operational Aug. 25.

The Division Avenue route was chosen in part because of its "high farebox recovery ratio," meaning the percentage of operating expenses met by passenger fares. For the Division route, it is about 40 percent.

Currently, there are a handful of empty storefronts and a neighborhood grocery store — Gordy's Market, 4241 S. Division Ave. — that shuttered in May. Gordy's had been in business for about four decades.

"It's not positive," said Brann, of Gordy's closing. "Its closing affects the homeowners. A lot of people loved that place. Some (retailers) are not doing too much business. I think part of what's good about Division Avenue is a lot of start-up businesses start up here."

EDITORIAL

Additional rail service should not bypass GR



Investments include condominium/residential towers, hotels, shopping plazas and commercial office developments along the developing rail lines.



Even while the legislature refuses to acknowledge (or ignores) the urgent necessity to invest in road and bridge improvements, Gov. Rick Snyder and state taxpayers are investing in a sharply increased level of interest and funding in public transportation — especially rail.

The federal government is returning some of Michigan's tax dollars with grants and subsidies for such projects. There is no doubt of the growing rail passenger traffic or of its projected double-digit increases in the next five years. The governor is championing rail lines from Detroit through Lansing and Grand Rapids to Holland (see page 1.) Another rail plan links Detroit/Flint through Jackson to Chicago.

What is missing from that plan is the fact that Grand Rapids has a long affiliation with the Chicago market, and the latter proposed line cuts off Grand Rapids while linking Detroit to Chicago along the old Prohibition Highway. It will have negative economic impacts in West Michigan, a problem that must draw attention and action. This includes the Traverse City and Benton Harbor-St. Joseph area where Whirlpool recently invested in a pro golf course and an upscale residential community.

The business community here has strong ties to the Windy City, and Chicago — not Detroit — is the preferred destination for overnight recreational travel. The ports of the Chicago area have long-served

to fuel exports and transportation needs for the West Michigan region along Lake Michigan.

Amtrak statistics for the Pere Marquette line linking the two "second cities" show year-after-year increases in passenger traffic. Its new facility at The Rapid Central Station anticipates that growth. While Amtrak is investing in facility upgrades, it is uncertain whether the federally subsidized rail service will increase the number of GR-Chicago service times, currently limited to one well-packed daily run.

Grand Valley State University's 2009 study found that rail in the city alone had a community benefit of \$62 million. Amtrak's estimates are that its line contributed \$31 million in goods and services to Michigan companies. In 2012, Amtrak showed 12 straight months of increasing ridership across the country and set a record as the highest annual ridership since service began in 1971. Ridership has increased 49 percent since 2000. Pere Marquette passenger levels contributed to those gains, with another 2.5 percent increase in 2012, according to Amtrak's annual report.

The obvious increases across the country include the Miami-Palm Beach areas where new rail line developments are attracting a wide array of investments. According to a report by the Miami Herald last week, investments include condominium/residential towers,

hotels, shopping plazas and commercial office developments along the developing rail lines.

Studies indicate ridership increases will continue to be the norm, especially for college-age students. (See the story on Page 1.) That also is the case along the Pere Marquette line for students at-

tending Chicago-area colleges and universities and Notre Dame.

The return of rail-loving riders in unprecedented numbers since the 1970s and business investments along rail lines is evidence of the necessity for Grand Rapids' leaders to stoke an economic plan of capture.

Amtrak station readies for arrivals

Improvements make
way for two trains, if
needed.

Charlsie Dewey
Grand Rapids Business Journal

Grand Rapids' new Amtrak station should be up and running come fall, according to The Rapid CEO Peter Varga.

The Vernon J. Ehlers Amtrak Station, named after the former Michigan congressman, is located at 250 Grandville Ave. SW next to The Rapid's Central Station.

Work on a sewer line project at the site is finishing up, and Varga said he expects to see the station open in September. An exact date has not been set.

The project experienced a two-year delay following the official groundbreaking in 2011, before finally moving forward again last summer.

The new station replaces Amtrak's previous station at the corner of Wealthy and Market streets.

"That station is partially on city of Grand Rapids railroad proper-

CONTINUED ON PAGE 4 ►

Amtrak site nearly ready

◀ CONTINUED FROM PAGE 1

ty," Varga said. "It doesn't function that easily for Amtrak or for the city because it ends up blocking both Wealthy and Market at the same time when the train is loading."

The new station is owned by The Rapid and will be leased to Amtrak.

"It's good for us because it's an asset," Varga said. "It connects the train station to Central Station — to our transit services, and it makes it truly an intermodal center."

**"This is a permanent
station, so you really
have to anticipate 50
years from now."**

PETER VARGA

He said Greyhound Lines and Indian Trails intercity bus companies also both operate out of Central Station.

"It just means all the transportation network is tied together," he said. "That was our original vision, which is why we bought the property to be able to go ahead and do that."

Varga said one advantage of the new arrangement is Amtrak will be able to store its trains near Central Station. He said the company currently stores its trains in Walker.

"They have a secure safe place to actually store the train," he said. "It doesn't have to come to the station like it currently does."

Funding for the approximately \$5.1 million station involved a five-organization partnership between the Federal Railroad Administration, Federal Transit Administration, city of Grand Rapids, Downtown Development Authority and Michigan Department of Transportation.

The station was built with the future in mind, Varga said.

"This is a permanent station, so you really have to anticipate 50 years from now," he said.

"You might have a different kind of system and you may need two trains to leave the station at the same time or similar times. The platform is designed for two trains."

He said if the need for two trains comes to fruition at some future date, a second set of tracks will be built into the platform.

Varga said he thinks a more likely upgrade to take place in the nearer future would be increased service.

"My feeling is that if Amtrak develops anything, it will be frequency improvements," he said.

Wege went green before it was cool

We all scream. BUSINESS JOURNAL STAFF

It's quite possible that even before anyone knew the South American rainforests were in trouble, **Peter Wege** already was lending a helping hand.

There are countless stories about Wege — including his insistence as early as the 1970s that the rainforests needed help — but the fact is that without his firm direction and uncommon beneficence to sustainable environmental issues, Grand Rapids likely would not be so green.

It was his mission for Steelcase, co-founded by his father, to become an early leader in sustainable business. And by extension, the rest of West Michigan followed suit. Heck, he was instrumental in founding the West Michigan Environmental Action Council when few people even knew what purpose such an organization would serve.

But Wege did more than talk the talk. It was said by some that he could be seen personally changing light bulbs at Steelcase.

These stories are what will have to suffice when it comes to his physical legacy, however. He steadfastly eschewed the spotlight and few West Michigan buildings bear his name. In fact, when the board at Grand Rapids Art Museum, after accepting millions from him for the new downtown location, sought to affix his name to the structure in some fashion, he politely declined. The fact that the building was

awarded LEED Gold certification was enough for him.

John Zwarensteyn, publisher of Gemini Publications, called Wege “an icon of Grand Rapids philanthropy,” saying he was steadfast in his mission to support sustainable areas of the economy and green energy.

“He’s one of the last members of his generation who gained wealth and was able to contribute to the community for community good,” Zwarensteyn said. “He was a true friend to Gemini Publications and our mission in the community. He was always supportive of the Grand Rapids Business Journal, Grand Rapids Magazine and Grand Rapids Family Magazine.”

Zwarensteyn said Wege’s legacy is that of a rock-solid supporter of sustainability, especially his commitment to energy efficiency through his support of LEED-certified building projects.

“It’ll be hard to replace a guy like Peter Wege,” he said.

Wall flowers

Here’s a project that surely would have received the Peter Wege Seal of Sustainability.

People waiting to catch a ride at Rapid Central Station will now enjoy one of the area’s largest outdoor living walls.

The 500-square-foot wall was completed last week, a joint effort of LiveWall LLC and Summit Landscape Management of Grand

Rapids. The green wall took approximately four days to install and plant with a selection of colorful, cold-hardy perennials.

The Rapid is a nationally recognized leader for its sustainability initiatives, including using hybrid buses and having two LEED-certified buildings, both of which feature green roofs.

The living wall also helps to cool the building and restore lost habitat, but unlike a green roof, it is visible to The Rapid’s riders. “We’ve transformed a steel and concrete surface into a public garden, providing a more pleasant and relaxing experience for our customers,” said **Jennifer Kalczuk**, spokesperson for The Rapid.

“We worked with a local contractor and a local supplier who uses western Michigan sources of plants, soil, plastics and aluminum, ensuring that this investment benefits the local economy,” said **Steve Schipper**, The Rapid’s manager of fleet and facilities.

LiveWall president **Dave MacKenzie**, who also owns LiveRoof LLC, the company that supplied the living roofs atop The Rapid’s buildings, is confident the additional green space will have a positive impact.

“When it comes to the social and environmental benefits of keeping people connected to nature, the evidence is piling up. From lasting positive impacts on mental health, to reduced vandalism and

crime rates, to cooler and cleaner air, reintroducing plants lost to development is a very good move for the community. And, with a living wall, beautiful and functional gardens can thrive where no workable land is available.”

No drama for Daryl

Kent County Administrator and Controller **Daryl Delabbio** has been elected a regional vice president of the International City/County Management Association, a worldwide organization with more than 9,000 members.

The ICMA has six regions around the world; five are in the U.S., with Michigan being in the Midwest region.

“Daryl is dedicated to doing what is best for Kent County residents and businesses,” said County Board of Commissioners Chair **Dan Koorndyk**, adding, “His leadership is admired by many.”

Board Vice-Chair **Jim Saalfeld** said it is “quite an honor for Daryl and a tribute to his leadership among his peers.” He said it “demonstrates something we already knew — that the county is in good hands and well managed.”

Steve Heacock, former Kent County commissioner and former board chair, said it is “remarkable that he and his staff accomplish so much with so little drama.”

Delabbio has worked in local government for 37 years.

Pure ... winter?

The gorgeous Michigan summer has helped millions of us forget the awful winter, but now Pure Michigan is capitalizing on that memory.

A new contest at Hudsonville Ice Cream, being promoted by the state government’s marketing arm, will have people start voting today on three potential ice cream recipes: Cabin Fever, Lake Superior Thaw and Winter Campfire.

Last year, fans of Hudsonville Ice Cream voted for Pure Michigan

Double Berry Pie and Pure Michigan Caramel Apple as the best new flavors of the summer.

“While we are all enjoying these warm summer months, this contest highlights Michigan’s appeal as a four-season destination,” said **Leslie Horning**, senior vice president of marketing and public relations at Pure Michigan. “Partnering with a terrific Pure Michigan company like Hudsonville Ice Cream brings together all the components that demonstrate that Michigan is not only an amazing place to visit, but an ideal location to grow your business.”

Or make ice cream, and raise fruits and berries.

The Pure Michigan ice cream contest runs through July 20; information is available at michigan.org. To vote go to hudsonvilleicecream.com/puremichigan.

Cabin Fever is blueberry-coated granola clusters and chopped Michigan cherries in Hudsonville’s original vanilla ice cream.

Lake Superior Thaw is “hot chocolate ice cream” with a cool mint chocolate candy.

Winter Campfire is the original vanilla ice cream with a marshmallow swirl, graham cracker pieces and milk chocolate flakes.

The winning flavor will be available in local grocery stores this coming winter. Voters will be entered for a chance to win one of 10 Michigan-inspired prizes ranging from throwing out the first pitch at a Tigers game to tickets for a Pictured Rocks boat cruise.

“Creating a Pure Michigan flavor each year has become a tradition,” said **Caryn Beatty** of Hudsonville Ice Cream.

The Hudsonville Creamery, a co-op started by local dairy farmers in Hudsonville in 1895, started making ice cream in 1926 in six flavors, including Tootie Fruitie. (And you thought **Little Richard** made that up.)

Today it’s based in Holland.



July 2, 2014

Mr. Peter Varga
Chief Executive Officer
Interurban Transit Partnership (The Rapid)
Grand Rapids, MI

Dear Peter:

Thank you for your participation in the International Practicum on Innovative Transit Funding and Financing. The event benefited greatly from your experience and expertise. Participants have praised the high quality of content brought by each of the speakers and discussants. We thank you for contributing your time and energy to a successful event.

Shortly, we will be sending out a link to all the speakers and participants with the powerpoint presentations as well as the video recordings of the case study presentations and luncheon speakers. We will also be sending out a paper summarizing the main conclusions of the practicum. Please do let us know if there is any other information or material we can provide you based on the practicum.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael P. Melaniphy'.

Michael P. Melaniphy
President & CEO

A handwritten signature in black ink, appearing to read 'Michael W. Roschlau'.

Michael W. Roschlau
President and Chief Executive Officer

MPM/MWR/cbo



Grand Rapids' bus service, The Rapid, will offer Silver Line routes beginning in August. (Emily Rose Bennett/MLive.com)

GRAND RAPIDS

Silver Line buses: See city's newest high-tech fleet

By Andrew Krietz
akrietz@mlive.com

Come August, city streets will sport buses noticeably different than those on The Rapid's core routes.

Green and silver buses will go into operation Aug. 25 when The Rapid establishes its new Silver Line route. The fleet clearly is distinct from the bus system's standard vehicles as it serves a separate — yet complementary — purpose: moving people across the metropolitan area, officials said.

The Silver Line fleet is an operation of 10 hybrid electric buses designed for the route it serves in addition to 34 stations, said Peter Varga, CEO of The Rapid. Branding initiatives — including colors, logos and station design — launched from the beginning to qualify as a bus rapid transit system needing grant funding from federal sources.

What transpired was these special buses designed to cut 40 percent off the typical commute time along a 9.6-mile route from downtown Grand Rapids south to Wyoming and Kentwood, Varga said.

NEW FEATURES

Upon stepping onto the bus, riders are greeted not just by the driver but overhead security cameras. Each Silver Line bus, in addition to

The Rapid's standard fleet, has five cameras onboard for security.

What passengers won't notice, though, is a fare machine. Fares are paid before boarding, which helps to save time when many passengers are boarding at once, Varga said. Instead, fare kiosks at each station will give riders the option of purchasing a single fare at \$1.50 or more, up to 30 days of rides.

Officials contend they aren't worried about freeloaders. In fact, they say they're well-prepared to educate riders on the route's new system.

However, Grand Rapids, Wyoming and Kentwood leaders now are working to approve "fare evasion" ordinances that give clearance to Silver Line security to ticket riders. Varga said four employees will ride buses at random to check for validated tickets and enforce the fares when necessary.

The entire fleet also will be Wi-Fi enabled, allowing passengers to connect any device to the Internet during transit, Varga said. Another piece of technology gives Silver Line buses signal preference — a traffic light that normally would change from green to yellow would hold green until the bus passes, resulting in another time savings, Varga said.

Rapid bus driver Terron Smith hopes he'll be picked to drive along the new route, especially for that

feature alone.

"I'm looking forward to making the light," he said.

The \$40 million project is both under budget and ahead of schedule, Varga said, though officials aren't wavering from the Aug. 25 launch. Final costs have yet to be determined, though Varga said it's about 10 percent less than expected.



The new Silver Line buses are equipped with a four-point system to help secure wheelchairs.

Silver Line Bus Rapid Transit brings ease of big city commuting to Grand Rapids

A typical morning on the Chicago 'L' or the New York subway is coming to Grand Rapids. August marks the start of the Silver Line, Michigan's first bus rapid transit line. Part of The Rapid, the region's public transportation system, the Silver Line is a new alternative for those traveling along the 131 corridor.

The Silver Line is great for those looking for commuting options, opens up new access to employment, and creates the potential for development and growth in the corridor.

"Lots of jobs have been created in the downtown area," said Peter Varga, CEO of The Rapid. "The Silver Line gives access to these jobs in a convenient, cost-effective way."

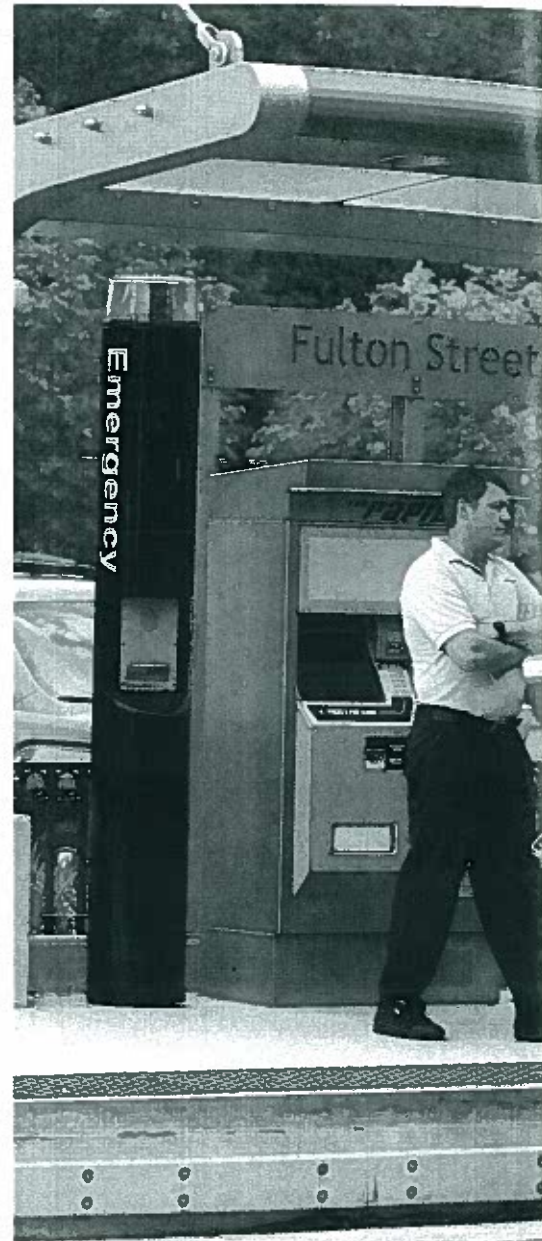
The Silver Line connects the core downtown with residential areas south of the city. Economic development is expected near the stations. Not only will riders want amenities close at hand, such as coffee shops and dry cleaners, but in many other regions, transit-adjacent housing is among the most desirable locations, with property values to match.

But the system is not just for commuters. It is also for those taking advantage of all downtown has to offer—restaurants, entertainment venues, cultural institutions, and events. The station at 60th Street has a park-and-ride lot, making access convenient for those not directly on the line.

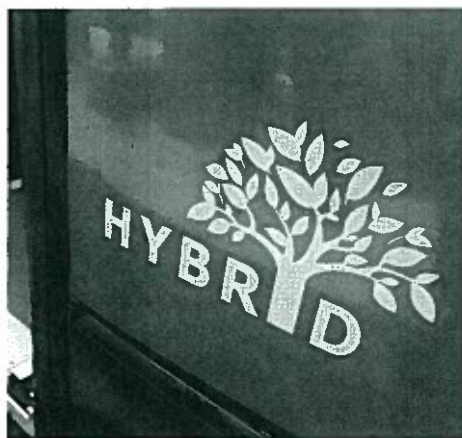
Boarding is level with the station platform and all tickets are pre-purchased. Each bus and station will have bike racks for those who choose to mix their modes of transportation. Silver Line buses will have Wi-Fi access for those wishing to add some productive time—or some time to escape—to their day. Fares will be seamless with the rest of The Rapid's system, making it easy to transfer between the Silver Line and other routes in the system.

Bus stations are about every mile apart south of 28th Street and every half mile from there through downtown. Stations are equipped with real time arrival signage, cameras, and a security phone.

Instructions to use the system and more information is available at <http://www.ridetherapid.org/silver-line>



Peter Varga, CEO, The Rapid



www.ridetherapid.org
616-776-1100

THE RAPID