



## Interurban Transit Partnership

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### Board Members

<b>Mayor Gary Carey, Chair</b>			<b>Mayor Stephen Kepley, Vice-Chair</b>	
Charis Austin	Rick Baker	Tracie Coffman	Mayor Katie Favale	Steven Gilbert
Andy Guy	Renee Hill	Jack Hoffman	Mayor David LaGrand	Mayor Steve Maas
	Tim Mroz	Terry Schweitzer	Paul Troost	

## BOARD OF DIRECTORS MEETING AGENDA

Wednesday, April 23, 2025 – 4:00 p.m.

Rapid Central Station Conference Room (250 Cesar E Chavez, SW)

### AGENDA

	<u>PRESENTER</u>	<u>ACTION</u>
1. PUBLIC COMMENT		
2. MINUTES REVIEW – March 26, 2025	Mayor Carey	Approval
3. CEO'S REPORT	Deb Prato	Information
4. ACTION ITEMS		
a. Contract with Traffic & Safety Control Systems, Inc.	Mike Wieringa	Approval
b. FY 25/26 Budget Formulation Guidelines	Linda Medina	Approval
5. PERFORMANCE REPORTS		
a. Paratransit Route Ridership	Jason Prescott	Information
1. March 2025		
b. Fixed Route Ridership	Tim Roseboom	Information
1. March 2025		
c. Finance	Linda Medina	Information
1. Operating Statement – February 2025		
2. Professional Development and Travel Report		
a. February 2025		
3. Grant Statement		
6. INFORMATIONAL ITEMS		
a. Summer 2025 Service	Nick Monoyios	Information
7. CHAIR'S REPORT	Mayor Carey	Information
8. COMMITTEE MEETING UPDATES		
a. Finance Committee (January 22, 2025)	Mayor Kepley	Information
9. ADJOURNMENT		

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**MISSION:** *To create, offer and continuously improve a flexible network of public transportation options and mobility solutions.*

**Board Members****Mayor Gary Carey, Chair**

Charis Austin  
Andy Guy

Rick Baker  
Renee Hill  
Tim Mroz

Tracie Coffman  
Jack Hoffman  
Terry Schweitzer

**Mayor Stephen Kepley, Vice-Chair**

Mayor Katie Favale  
Mayor David LaGrand  
Paul Troost

Steven Gilbert  
Mayor Steve Maas

**BOARD OF DIRECTORS MEETING MINUTES**

**Wednesday, March 26, 2025 – 4:00 p.m.**

**Rapid Central Station Conference Room (250 Cesar E Chavez, SW)**

**ATTENDANCE:****Board Members Present:**

Mayor Carey, Tracie Coffman, Andy Guy, Renee Hill, Jack Hoffman, Mayor Kepley, Tim Mroz, Terry Schweitzer, Paul Troost

**Board Members Absent:**

Charis Austin, Rick Baker, Mayor Favale, Steven Gilbert, Mayor LaGrand, Mayor Maas

**Rapid Attendees:**

Steve Clapp, Kris Heald, Derron Hughes, Deron Kippen, Linda Medina, Nick Monoyios, Mike Pranger, Deb Prato, Jason Prescott, Andy Prokopy, Steve Schipper, Melvin Turnbo (ATU), Mike Wieringa, Kevin Wisselink

**Public Attendees:**

Clover Brown, Jerry Brown (Transdev/ATU), Max Dillivan (CityGR), Chris Swank (GVSU), Scott Urbanowski (The Rapidian), James White

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Chairman Mayor Carey called the meeting to order at 4:06 p.m.

**1. PUBLIC COMMENT**

No public comment

**2. MINUTES REVIEW - January 29, 2025, and Board Retreat February 26, 2025**

Chairman Mayor Carey entertained a motion to accept the meeting minutes from January 29, 2025. Mr. Mroz motioned to approve, and Mr. Schweitzer supported it. The motion passed unanimously.

Chairman Mayor Carey entertained a motion to accept the meeting minutes from the Board Retreat February 26, 2025. Mr. Guy motioned to approve, and Mr. Schweitzer supported it. The motion passed unanimously.

**3. CEO'S REPORT**

Ms. Prato opened her remarks by expressing gratitude to the board members who participated in the Transit Worker Appreciation Day on March 18<sup>th</sup>. She highlighted the achievements of the three outstanding employees who were honored: Ms. Diane Hicks as Bus Operator of the Year, Mr. Nathan Hulst as Technician of the Year, and Ms. Nadya Taylor as Administrative Employee of the Year.

In terms of Transportation Funding, Ms. Prato thanked Mr. Jack Hoffman for delivering his testimony in Lansing last week. She also mentioned her conversation with the Senate Majority Leader, noting that while the House has passed its plan, the current break means they do not have a plan at this time. She shared that, following the Senate Majority Leader's recommendation, she is scheduled to meet with Senator Veronica Klinefelt on April 18<sup>th</sup>.

Regarding the Federal situation, Ms. Prato indicated that there is no new information. Funding remains stable, and there have been no issues identified with the FTA regional office, though many factors are still in flux.

Finally, Ms. Prato updated the board on service changes, stating that the detour for Fruit Ridge Bridge Service has begun. Route 33 will cover one half of the route, while the newly introduced Route 34 will handle the other half. She concluded by mentioning that the new summer schedule will be released in the coming days.

#### **4. ACTION ITEMS**

##### **a. FY 2026 Unified Planning Work Program (UPWP), Mr. Kevin Wisselink**

Mr. Wisselink is requesting board approval for the FY 2026 Unified Planning Work Program (UPWP).

During the discussion, Mr. Hoffman raised a question about the absence of 5307 funding on the list, asking whether this indicates that 5307 transfers will not occur this year. In his response, Mr. Wisselink clarified that UPWP funds are capital funds moved into operating funds for planning projects and represent a very small portion of our overall Capital Budget. He noted, The Rapid still anticipates receiving 5307 funds this year which makes up the bulk of our Capital Funding. Distribution of these funds is determined by our Capital Plan which will be coming to the board this summer.

Chairman Mayor Carey entertained a motion to approve the FY 2026 Unified Planning Work Program (UPWP). Mr. Hoffman motioned to approve, and Ms. Coffman supported it. The motion passed unanimously.

#### **5. PERFORMANCE REPORTS**

##### **a. Paratransit Route Ridership – January/February 2025, Mr. Jason Prescott**

Mr. Prescott addressed concerns raised by Mayor Kepley regarding the notable 38% decrease in ridership among non-disabled seniors, particularly in relation to services provided by Network 180. Mr. Prescott clarified that there are no underlying issues contributing to this decline; rather, the shift appears to be related to many customers transitioning to the RideLink Program, which has expanded its reach to a county-wide level. He also noted that Community Mental Health (CMH) has reduced its service levels compared to previous years, which has also impacted overall ridership figures.

##### **b. Fixed Route Ridership, January/February 2025, Mr. Tim Roseboom**

No questions

##### **c. Financial Reports, Ms. Linda Medina**

No questions

#### **6. INFORMATIONAL ITEMS**

##### **a. Michigan Public Act 202 (PA202) Annual Report**

Ms. Medina noted that local governments with defined benefit pension plans report their funding status to the Michigan Department of Treasury. Local governments must complete an annual report, and the

report must be prepared by a qualified actuary. The actuarial accrued liability of the pension system needs to be at least 60% funded.

## **7. CHAIR'S REPORT**

Chairman Mayor Carey yielded the floor.

## **8. COMMITTEE MEETING MINUTES UPDATE**

### **a. Future Planning & Innovations Committee, Last meeting approved, November 4, 2024 (January meeting canceled)**

Mr. Schweitzer provided a summary of the past two (2) committee meetings, and the February Board Retreat meeting.

#### **HIGHLIGHTS**

##### **Meeting Summaries:**

November 4, 2024, meeting summary provided by Mr. Schweitzer, highlighting foundational discussions for advancing the Transit Master Plan (TMP).

Board Retreat: Emphasized the importance of communications related to potential millage and transit funding.

March 10, 2025: Decision made to establish a TMP stakeholder Committee for implementation.

Mr. Schweitzer noted the urgency in mobilizing efforts following the completion of the TMP, and the need to delineate short-term, mid-term, and long-term initiatives. He emphasized sustainable funding solutions discussed prominently during the November meeting.

He noted Ms. Prato's research into eighteen national ballot initiatives related to transit funding and both she and Mr. Wisselink are making efforts to refine the ballot language.

Mr. Schweitzer stressed the importance of a robust marketing strategy to address community concerns and perceptions surrounding transit services. Discussions on property tax trends and their impact on public support for future millage, particularly as the existing millage is set to expire in 2029.

Lastly, he noted a call for a dedicated TMP Stakeholder Committee to replicate the energy and momentum from the plan development phase, and encouragement from members of the business community to take a lead role in advocating for transit initiatives.

### **b. Present Performance & Service Committee, January 14, 2025**

Ms. Austin was absent from the meeting; however, Ms. Coffman reported that staffing numbers have improved, indicating that the committee is currently ahead of the staffing levels from 2023. The committee is also receiving comprehensive data regarding reasons for employee departures. This information proves to be valuable for understanding turnover and retention issues. It was noted that there is a request for this information to be presented at least twice a year for ongoing review and evaluation.

### **c. Finance Committee, November 6, 2024, and January 22, 2025, have not been approved by the committee yet.**

Mayor Kepley noted that the Finance Committee has previously presented important information, including the audit results and the performance metrics of the financial operations. He reported that the revenues have increased while expenses have decreased, resulting in a favorable financial outlook and is viewed as a win/win situation.

**For the good of the order:**

Chairman Mayor Carey introduced and welcomed Councilwomen Hill, of the City of Wyoming, to The Rapid Board of Directors.

Mr. Hoffman attended the House Transportation Committee meeting where significant legislative progress was made. The committee forwarded a program of six to seven bills to the State House of Representatives, which were subsequently passed.

He noted the approved funding totals \$3.1B, allocated as follows:

Counties: \$1.4B

Cities \$1B

State Roads: \$600M

Public Transit: Just under \$1M

Mr. Hoffman expressed concerns that the funding for public transit is insufficient, especially given the overall context of funding cuts. However, he remains hopeful that this situation presents an opportunity for change since state funding levels are also short.

He emphasized the need to separate local issues from state issues to advocate for increased funding. He proposed generating more revenue for the state through regulatory fees on trucks. He also aims to convince both the House and the Senate to allow local funds to be utilized for public transit initiatives, which could significantly enhance transit services if successful.

Mayor Kepley reported on his attendance at the recent CAPCOM meeting, where he participated as a trustee of the Michigan Municipal League (MML). The meeting featured comprehensive discussions regarding various topics relevant to municipal concerns. He noted that during the House committee session, John Lamacchia, one of the head lobbyists, had to leave the meeting briefly to provide testimony.

Mayor Kepley took the opportunity to commend Mr. Hoffman for his proactive involvement and advocacy during the meeting.

## 9. **ADJOURNMENT**

The meeting was adjourned at 4:32 p.m.

The next meeting is scheduled for April 23, 2025

Respectfully submitted,



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Kris Heald, Board Secretary

**Date:** April 23, 2025  
**To:** ITP Board  
**From:** Mike Wieringa, Director of Security  
Steve Schipper, Chief Operating Officer  
**Subject:** PROJECT 2025-05: PARKING LOTS ACCESS GATES

### **ACTION REQUESTED**

Authorization is requested by the ITP Board to enter into a contract with Traffic & Safety Control Systems, Inc. in the amount of \$336,930 plus a 10% contingency of \$33,693 for a total of \$370,623 for the installation of parking access gates at Rapid Central Station, the Amtrak Station parking lot and Kentwood Station.

### **BACKGROUND**

The Rapid Central Station Passenger Platform drive and Kentwood Station drive are both buses-only zones but there is no direct access control for either location. This is especially problematic at Rapid Central Station where unauthorized vehicles frequently enter this drive, disrupting bus traffic and potentially creating an unsafe environment. Additionally, the Amtrak Station parking lot is not access controlled either, meaning that many there are many unauthorized vehicles parking in that lot on a daily basis.

The solution to these issues is to install access gates at these locations. This includes installing gates at Cherry Street and Goodrich entrances to Rapid Central Station, the north and south entrances to Kentwood Station and the traffic entrance to the Amtrak Station. This will prevent unauthorized traffic at all entrances and enable The Rapid to control parking at the Amtrak Station parking lot and potentially gain a revenue source by charging fees for its use. The Rapid does provide free parking to Amtrak customers but will work with Amtrak to ensure that Amtrak patrons continue to receive this amenity.

### **PROCUREMENT**

As a result of these factors, it was decided to out for bid for parking gates as a Request for Proposal, we The Rapid wanted to evaluate the proposals for quality as well as for price to ensure the proposed solution was of high quality and met The Rapid's needs.

The Rapid received 3 bids for this project, two of which were deemed responsive. These were from Skidata and Traffic & Safety. The bids were initially evaluated on the basis of responsiveness to the project specifications, quality of the equipment, demonstrated ability of the proposing firm, quality of the warranty and price.

	Score	5 Year Cost
Skidata	81	\$280,772
Traffic & Safety	83	\$336,930

Because both firms scored so closely, both were brought in for interviews. Both firms demonstrated the capability to successfully implement the project, but Traffic & Safety was the clear winning firm in the interviews and were unanimously selected by the review team.

Firm	Rank
Skidata	2
<b>Traffic &amp; Safety</b>	<b>1</b>

There were several reasons for this selection.

First, Traffic & Safety already has a very strong Grand Rapids presence, with staff based in Grand Rapids and a client list that includes many large clients including Corewell Health and Grand Valley State University as well as the Capital Area Transit Authority in Lansing, while Skidata's staff are based in the Detroit area. This strong local base and local staff will result in better local support for the gates.

Second, the Rapid team preferred the quality of their proposed Magnetic Control gates for operating and longevity. The high quality and limited moving parts that are part of this system will lead to a longer life span and less mechanical breakdowns.

Third, their team provided a number of additional options and services such as engineering team assistance with the placement and layout of the parking gates and payment options for Amtrak customers in the Amtrak Station lot.

## **FUNDING**

The project is being funded using federal and state funds. There are no local funds involved in this project.



**INTERURBAN TRANSIT PARTNERSHIP BOARD OF DIRECTORS**

**RESOLUTION No. 042325-1**

**Fiscal Year: 2024-2025**

Moved and supported to adopt the following resolution:

Approval to enter a contract with Traffic & Safety Control System Inc. in the amount of \$336,930 plus a 10% contingency of \$33,693 for a total of \$370,623 for the installation of parking access gates at Rapid Central Station, the Amtrak Station parking lot and Kentwood Station.

BE IT RESOLVED THAT the ITP CEO is hereby authorized to enter a contract with Traffic & Safety Control System Inc. in the amount of \$370,623 for the installation of parking access gates at Rapid Central Station, the Amtrak Station parking lot and Kentwood Station.

**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.

\_\_\_\_\_  
Kris Heald, Board Secretary

\_\_\_\_\_  
Date





## **Interurban Transit Partnership**

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**Date:** April 23, 2025  
**To:** ITP Board of Directors  
**From:** Linda Medina, Director of Finance  
**Subject:** FY 25/26 BUDGET FORMULATION GUIDELINES

### **ACTION REQUESTED**

The Board to adopt the FY 25/26 Budget Formulation Guidelines as presented.

### **BACKGROUND**

In February 2001, the ITP Board initiated a comprehensive review and approval process for guidelines governing the formulation of the annual operating budget. The guidelines were approved by the Finance Committee on April 16th.

The following are the Fiscal Year 25/26 budget formulation guidelines for the Board's approval:

- Funding consistent with guiding principles of enhancing frequency and a span of hours to create convenient mobility for the residents of the six cities.
- Contribution to the union defined benefit pension plan shall be based upon actuarial recommendations and will meet or exceed the mid-range contribution as the budget allows.
- Contribution to the administrative defined benefit pension plan shall be based upon actuarial recommendations and will meet or exceed the high range contribution as the budget allows.
- Utilize Section 5307 funds for preventive maintenance as permitted by federal regulations.
- Contracted service billing rates will encompass all operational expenses and be prorated by revenue miles, hours, or contracted trips.
- Locally derived Interurban Transit Partnership funds shall not be used to subsidize contract services, unless specifically approved by the Board.

- State Operating Assistance is assumed to be 26.%. This rate will be updated as additional information is received from Michigan Department of Transportation (MDOT).
- If Farebox Recovery is less than 25% and/or State Operating Assistance (SOA) percentage is under 29% an analysis of locally generated funding will be brought back to the Board for discussion.
- Unrestricted net reserves will be used to balance the budget.
- The budgeted millage rate is assumed to be flat or include a minimal Headlee reduction. The new millage rate will not be available until May 2025 from Kent County.
- Implement adjustments to the administrative salary structure based on labor market data, as outlined in the Compensation Philosophy approved by the Board in 2017, to ensure competitiveness in attracting and retaining top talent.

The goal is to remain flexible and adaptable to changing circumstances and continue to review and adjust budget priorities as needed to align with strategic objectives.

Please feel free to reach out to me directly at 774-1149 or [Imedina@ridetherapid.org](mailto:Imedina@ridetherapid.org) with any questions.



**INTERURBAN TRANSIT PARTNERSHIP BOARD OF DIRECTORS**

**RESOLUTION No. 042325-2**

**Fiscal Year: 2024-2025**

Moved and supported to adopt the following resolution:

Approval and adoption of the FY 25/26 budget formulation guidelines.

BE IT RESOLVED THAT the Interurban Transit Partnership (ITP) Board has reviewed and hereby adopts the FY 24/25 budget formulation guidelines in accordance with the information presented to the ITP Board on April 23, 2025.

**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.

\_\_\_\_\_  
Kris Heald, Board Secretary

\_\_\_\_\_  
Date



## Interurban Transit Partnership

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DATE: April 23, 2025  
TO: ITP Board  
FROM: Jason Prescott  
SUBJECT: MARCH 2025 PARATRANSIT RIDERSHIP REPORT

### Paratransit ridership information for March 2025, as compared to March 2024

	2025	2024	% Change
Total Paratransit Ridership	19,711	19,387	1.7%
ADA Ridership	16,912	16,232	4.2%
Non-Disabled Senior (NDS) Ridership	122	149	-18.1%
PASS Ridership	167	234	-28.6%
Network 180	2,031	2,118	-4.1%

### Ridership averages, as compared to 2024

	2025	2024	% Change
Weekday Ridership	699	712	-1.8%
Saturday Ridership	253	269	-5.9%
Sunday Ridership	251	218	15.1%

### Other Performance Measures

	2025	2024	% Change
On-Time Performance	89.00%	91.00%	-2.2%
On-Time Drop-Off	95.00%	96.00%	-1.0%
Average Cost Per Trip	\$44.32	\$45.88	-3.4%

March 2025 Paratransit Ridership and Operating Statistics				
ADA	2025	2024	Change	% Change
Clients	1,327	1,273	54	4.2%
Passenger Trips	16,912	16,232	680	4.2%
<b>NDS</b>				
Clients	18	14	4	28.6%
Passenger Trips	122	149	(27)	-18.1%
<b>PASS</b>				
Clients	9	11	(2)	-18.2%
Passenger Trips	167	234	(67)	-28.6%
<b>RIDELINK</b>				
Clients	243	242	1	0.4%
Passenger Trips (Performed by The Rapid)	479	654	(175)	-26.8%
<b>TOTALS</b>				
Clients	1,597	1,540	57	3.7%
Passenger Trips	17,680	17,269	411	2.4%
Average Weekday Ridership	699	712	(13)	-1.8%
Average Saturday Ridership	253	269	(16)	-5.9%
Average Sunday Ridership	251	218	33	15.1%
All Ambulatory Passengers	14,262	14,056	206	1.5%
All Wheelchair Passengers	3,418	3,213	205	6.4%
No - Shows	427	409	18	4.4%
Cancellations	411	472	(61)	-12.9%
<b>Transdev</b>				
Average Cost per Trip	\$44.32	\$45.88	(\$1.56)	-3.4%
Riders per Hour	2.0	2.0	0.0	0.0%
Accidents per Month	10.0	2.0	8	400.0%
<b>Trip Denials</b>	0	0	0	#DIV/0!
<b>NTD Travel Time (minutes)</b>	31	29	2	6.9%
<b>NETWORK 180</b>				
Passenger Trips	2,031	2,118	(87)	-4.1%
Average Weekday Ridership	97	101	(4)	-4.0%
<b>TOTAL PASSENGER TRIPS</b>	<b>19,711</b>	<b>19,387</b>	<b>324</b>	<b>1.7%</b>
Paratransit Service Quality Statistics: network 180 Excluded				
<b>Complaints</b>	<b>2025</b>	<b>2024</b>	<b>% of Trips</b>	<b>% Change</b>
Transdev Complaints	17	13	0.1%	30.8%
<b>On-Time Performance</b>				
On-Time Compliance - Pick-up	89.00%	91.00%	-2.0%	-2.2%
On-Time Compliance - Drop-off	95.00%	96.00%	-1.0%	-1.0%

PARATRANSIT FY2025 REPORT CARD STANDARDS															
		FY2025					FY2024								
	Standard	1st	2nd	3rd	4th	Annual	1st	2nd	3rd	4th	Annual				
Productivity															
Total Paratransit Ridership	N/A	56,048	56,307				54,428	56,803	56,615	55,520	223,366	N/A	N/A	N/A	
Passengers Per Hour	≥2.0	1.8	1.9				2	2	1.8	1.8	1.9	≥ 2.0	< 2.0 and > 1.7	≤ 1.7	
Preventable Accidents															
Preventable Accidents(Revised Statistic)	≤ 1	11	22				4	8	14	14	10	≤ 1	> 1 and < 1.5	≥ 1.5	
		Actual value - not percentage change													
Customer Service															
Complaints (per 1k passengers)	≤ 0.9	0.048	0.06				0.054	0.056	0.01	0.07	0.05	≤ 0.9	> 0.9 and < 1.5	≥1.5	
Travel Time (minutes)	≤ 30	33	31.3				31	30	33	34	32	≤ 30	> 30 and < 33	≥33	
		Actual value - not percentage change													
On-Time Performance															
Percentage of On-Time Trip	≥ 95%	89.33%	87.64%				87.41%	92.63%	92.62%	92.80%	91.37%	≥95%	< 95% and > 93%	≤ 93%	
Percentage of On-Time Drop-Offs	≥ 95%	94.55%	92.92%				92.97%	95.20%	96.67%	97.30%	95.54%	≥95%	< 95% and > 93%	≤ 93%	
		Actual value - not percentage change													
Cost Effectiveness															
Cost Per Passenger	N/A	\$46.55	\$43.93				\$47.25	\$46.08	\$47.58	\$50.19	\$47.78	N/A	N/A	N/A	
Ratio of Paratransit to Fixed Route Ridership	1:30	1:20	1:30				1:20	1:19	1:19	1:26	1:21	≥30	< 30 and > 27	≤ 27	
		Actual value - not percentage change													



**Date:** April 23, 2025  
**To:** ITP Board of Directors  
**From:** Tim Roseboom – Senior Planner  
**Subject:** FIXED ROUTE RIDERSHIP AND PRODUCTIVITY REPORT – March 2025

**OVERVIEW:** In March 2025, there was a 7.3% increase in total monthly route ridership as compared to March 2024. Contract services increased 10.4%, and regular fixed routes services increased 5.8%. Pre-pandemic ridership recovery is 63.8% compared to March 2019 and 62.7% year-to-date. Year-to-date ridership remains on pace to increase 4.9% for FY2025.

### **BACKGROUND INFORMATION**

#### **Monthly Ridership**

	<b>March 2025</b>	<b>March 2024</b>	<b>% Change</b>
Regular Fixed Route Service ( <i>Routes 1–44</i> )	388,727	367,469	5.8%
Contracted Service ( <i>GVSU, DASH, GRCC, and Ferris</i> )	198,033	179,349	10.4%
<b>Total Monthly Fixed Route Ridership</b>	<b>586,760</b>	<b>546,818</b>	<b>7.3%</b>

#### **Daily Average Ridership**

	<b>March 2025</b>	<b>March 2024</b>	<b>% Change</b>
Weekday Total	24,477	22,757	7.6%
Weekday Evening	3,455	3,508	-1.5%
Saturday	9,799	9,231	6.2%
Sunday	4,748	4,552	4.3%

#### **Productivity Summary**

	<b>March 2025</b>	<b>March 2024</b>	<b>% Change</b>
Average passengers per hour per route	14.8	14.6	1.6%
Average passengers per mile per route	1.04	1.08	-3.1%
Average farebox recovery percent per route	10.5%	10.2%	2.5%

#### **Fiscal Year Ridership**

	<b>FY 2025</b>	<b>FY 2024</b>	<b>% Change</b>
Regular Fixed Route Service ( <i>Routes 1–44</i> )	2,193,280	2,181,880	0.5%
Contracted Service ( <i>GVSU, DASH, GRCC, and Ferris</i> )	1,235,843	1,085,787	13.8%
<b>Total Fixed Route Ridership YTD</b>	<b>3,429,123</b>	<b>3,267,667</b>	<b>4.9%</b>

## **COMPARISON OF MARCH 2025 TO MARCH 2019**

### **Monthly Ridership**

	<b>March 2025</b>	<b>March 2019</b>	<b>% Change</b>
Regular Fixed Route Service ( <i>Routes 1–44</i> )	388,727	654,736	-40.6%
Contracted Service ( <i>GVSU, DASH, GRCC, and Ferris</i> )	198,033	265,482	-25.4%
<b>Total Monthly Fixed Route Ridership</b>	<b>586,760</b>	<b>920,218</b>	<b>-36.2%</b>

### **Daily Average Ridership**

	<b>March 2025</b>	<b>March 2019</b>	<b>% Change</b>
Weekday Total	24,477	39,037	-37.3%
Weekday Evening	3,455	5,418	-36.2%
Saturday	9,799	13,775	-28.9%
Sunday	4,748	6,313	-24.8%

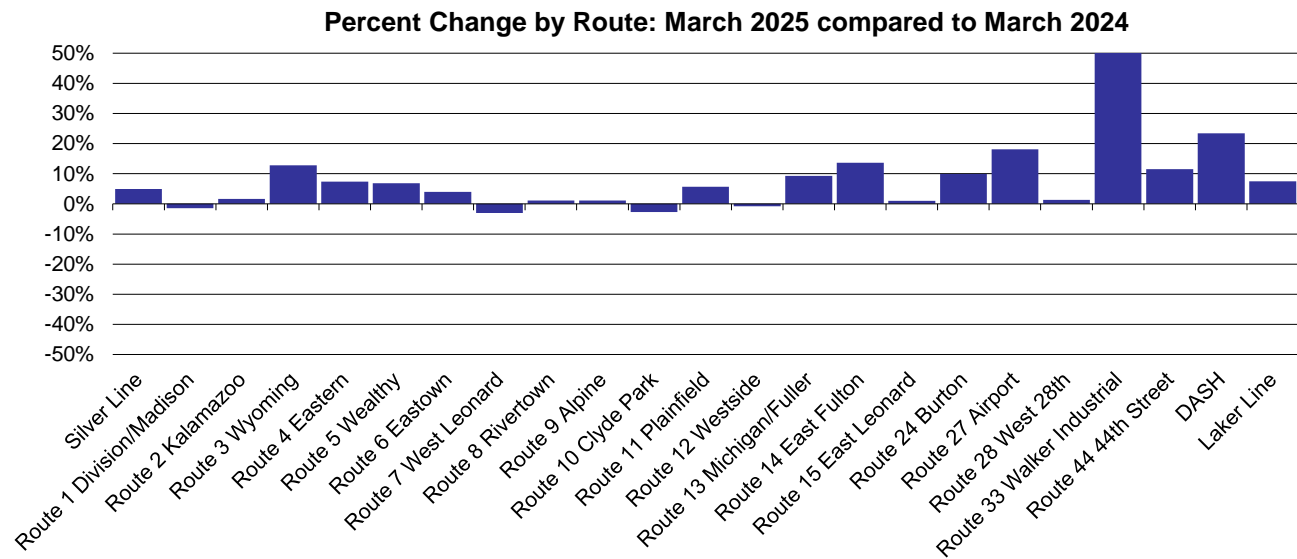
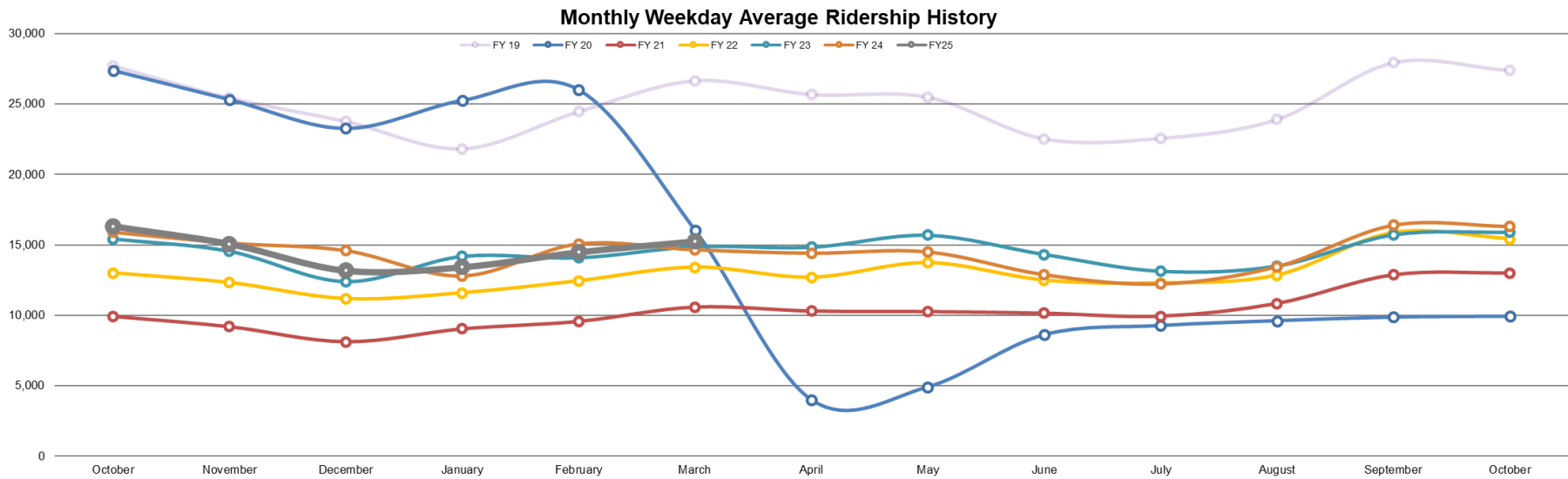
### **Productivity Summary**

	<b>March 2025</b>	<b>March 2019</b>	<b>% Change</b>
Average passengers per hour per route	14.8	19.1	-22.4%
Average passengers per mile per route	1.04	1.51	-31.1%
Average farebox recovery percent per route	10.5%	25.2%	-58.3%

### **Fiscal Year Ridership**

	<b>FY 2025</b>	<b>FY 2019</b>	<b>% Change</b>
Regular Fixed Route Service ( <i>Routes 1–44</i> )	2,193,280	3,668,637	-40.2%
Contracted Service ( <i>GVSU, DASH, GRCC, and Ferris</i> )	1,235,843	1,798,492	-31.3%
<b>Total Fixed Route Ridership YTD</b>	<b>3,429,123</b>	<b>5,467,129</b>	<b>-37.3%</b>







## Interurban Transit Partnership

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**Date:** April 23, 2025  
**To:** ITP Board of Directors  
**From:** Linda Medina, Director of Finance  
**Subject:** February 2025 Operating Statements and Professional Development and Travel Report

Attached are the financial reports through February 28, 2025, for both general operations and grants. Also included is the Professional Development and Travel report reflecting activity for the month of February.

### FY 24/25 YTD Operating Statement Analysis

Total revenues are trending slightly under budget. Revenues are 3.4% below budget expectations as Community Mental Health ridership continues to be lower than anticipated. Additionally State Operating Assistance is reduced, corresponding with decreased overall expenses.

Total expenses are 15.6% below budget. This variance is largely driven by lower fuel expenses (diesel, CNG, and propane) which are averaging below the forecasted cost per gallon. To date \$759,266 in eligible capital operating expenses has identified.

For any further inquiries regarding the attached financial reports, please don't hesitate to contact me directly at (616) 774-1149 or [lmedina@ridetherapid.org](mailto:lmedina@ridetherapid.org).

The Rapid  
General Operating Statement  
Year to Date as of February 28, 2025

	YTD as of February 28, 2025		Variance		Last Year FY 23/24	% Variance to FY 23/24	Current Year FY 24/25
	Budget	Actual	\$	%	YTD Actual	YTD Actual	Annual Budget
Revenues and Operating Assistance							
Passenger Fares	\$ 1,907,294	\$ 1,859,665	\$ (47,629)	-2.5%	\$ 1,986,372	-6%	\$ 4,857,788
Sale of Transportation Services							
CMH Contribution	179,766	151,001	(28,765)	-16.0%	146,701	3%	452,010
Dash Contract	1,030,488	1,080,165	49,677	4.8%	777,810	39%	2,522,264
Grand Valley State University	1,734,708	1,775,733	41,025	2.4%	1,696,789	5%	3,743,876
Van Pool Transportation	-	-	-	0.0%	-	0%	-
Township Services	96,069	92,830	(3,239)	-3.4%	108,015	-14%	204,912
Other	130,990	152,036	21,046	16.1%	93,673	62%	282,557
Subtotal Sale of Transportation Services	3,172,021	3,251,765	79,744	2.5%	2,822,988	15%	7,205,619
State Operating	7,526,885	6,105,213	(1,421,672)	-18.9%	7,592,594	-20%	16,946,705
Property Taxes	8,854,515	8,996,077	141,562	1.6%	8,598,322	5%	21,250,831
Advertising & Miscellaneous	590,480	1,087,407	496,927	84.2%	1,086,560	0%	1,921,685
Subtotal Revenues and Operating Assistance	22,051,195	21,300,127	(751,068)	-3.4%	22,086,835	-4%	52,182,628
Grant Operating Revenue	-	-	-	0.0%	-		
Unrestricted Net Reserves	-	-	-	0.0%			6,061,050
Total Revenues and Operating Assistance	<u>\$ 22,051,195</u>	<u>\$ 21,300,127</u>	<u>\$ (751,068)</u>	<u>-3.4%</u>	<u>\$ 22,086,835</u>	<u>-4%</u>	<u>\$ 58,243,678</u>
Expenses							
Salaries and Wages							
Administrative	\$ 3,310,218	\$ 2,592,248	\$ (717,970)	-21.7%	\$ 2,309,591	12%	\$ 7,826,769
Operators	7,265,791	6,069,865	(1,195,926)	-16.5%	4,972,277	22%	17,173,678
Maintenance	1,248,067	1,123,982	(124,085)	-9.9%	953,338	18%	2,949,964
Subtotal Salaries and Wages	11,824,076	9,786,095	(2,037,982)	-17.2%	8,235,206	19%	27,950,411
Benefits	4,796,666	3,371,374	(1,425,292)	-29.7%	3,600,960	-6%	10,629,553
Contractual Services	1,444,295	1,358,036	(86,259)	-6.0%	1,416,029	-4%	4,129,900
Materials and Supplies				0.0%			-
Fuel and Lubricants	1,137,590	710,937	(426,653)	-37.5%	880,984	-19%	3,029,048
Other	790,139	768,520	(21,619)	-2.7%	712,148	8%	2,145,030
Subtotal Materials and Supplies	1,927,729	1,479,457	(448,272)	-23.3%	1,593,132	-7%	5,174,078
Utilities, Insurance, and Miscellaneous	2,600,880	2,587,818	(13,062)	-0.5%	2,224,925	16%	5,609,698
Purchased Transportation	3,609,839	3,536,199	(73,640)	-2.0%	3,632,981	-3%	8,750,038
Expenses Before Capitalized Operating	26,203,485	22,118,978	(4,084,506)	-15.6%	20,703,233	7%	62,243,678
Capitalized Operating Expenses	(778,684)	(759,266)	19,418	-2.5%	(406,426)	87%	(4,000,000)
Total Operating Expenses	<u>\$ 25,424,801</u>	<u>\$ 21,359,713</u>	<u>\$ (4,065,088)</u>	<u>-16.0%</u>	<u>\$ 20,296,807</u>	<u>5%</u>	<u>\$ 58,243,678</u>
Net Surplus/(Deficit) without Net Reserves		\$ (59,586)			\$ 1,790,029		
Net Surplus/(Deficit) with Net Reserves		\$ (59,586)			\$ 1,790,029		

**Interurban Transit Partnership  
Grant Revenues & Expenditures  
Month Ended 02/28/25**

GL0376

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	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target 42%
<u>Grant Revenue</u>						
1. Federal Grant Assistance	19,310,779	19,310,779	353,550	1,935,121	17,375,658	10%
2. State Grant Assistance	4,827,695	4,827,695	88,388	483,780	4,343,915	10%
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	0	0	0	0	0	100%
6. Total Grant Revenue	24,138,474	24,138,474	441,938	2,418,901	21,719,573	10%
<u>Labor</u>						
7. Administrative Salaries	40,000	40,000	986	3,434	36,566	9%
8. Driver Wages	0	0	0	0	0	100%
9. Temporary Wages	0	0	0	0	0	100%
10. Fringe Benefit Distribution	20,000	20,000	124	1,113	18,887	6%
11. Total Labor	60,000	60,000	1,110	4,547	55,453	8%
<u>Material &amp; Supplies</u>						
12. Tires & Tubes	900,000	900,000	28,948	99,977	800,023	11%
13. Office Supplies	1,000	1,000	0	0	1,000	0%
14. Printing	1,000	3,000	0	2,898	102	97%
15. Total Material & Supplies	902,000	904,000	28,948	102,875	801,125	11%
<u>Purchased Transportation</u>						
16. Purchased Transportation	1,200,000	1,200,000	100,000	400,000	800,000	33%
17. Specialized Services	795,474	795,474	297,749-	198,868	596,606	25%
18. Total Purchased Transportation	1,995,474	1,995,474	197,749-	598,868	1,396,606	30%
<u>Other Expenses</u>						
19. Dues & Subscriptions	30,000	30,000	0	0	30,000	0%
20. Professional Development	30,000	28,000	0	0	28,000	0%
21. Miscellaneous	0	0	0	0	0	100%
22. Total Other Expenses	60,000	58,000	0	0	58,000	0%
<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	0	0	0	0	0	100%
26. Total Leases	0	0	0	0	0	100%
<u>Capital</u>						
27. Rolling Stock	10,463,411	10,463,411	0	50,400	10,413,011	0%
28. Facilities	1,208,000	1,208,000	174,304	280,255	927,745	23%
29. Equipment	938,843	938,843	42,626	65,038	873,805	7%
30. Other	4,053,116	4,053,116	78,784	550,154	3,502,962	14%
31. Total Capital	16,663,370	16,663,370	295,714	945,847	15,717,523	6%
32. Planning Services	457,630	457,630	0	7,498	450,132	2%
33. Capitalized Operating	4,000,000	4,000,000	313,915	759,266	3,240,734	19%
34. Total Expenditures	24,138,474	24,138,474	441,938	2,418,901	21,719,573	10%

PROFESSIONAL DEVELOPMENT & TRAVEL REPORT  
ALL EMPLOYEES  
FEBRUARY 2025

AMOUNT	PURPOSE	EMPLOYEE (s)	LOCATION
\$ 2,264.76	PDS Conference Registration	M. Morrin	Myrtle Beach, SC

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