



# Interurban Transit Partnership

## Board Members

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

## **BOARD OF DIRECTORS MEETING AGENDA**

**Wednesday, January 28, 2026 – 4:00 p.m.**

**Rapid Operations Center Training Room (335 Bartlett, SW)**

### AGENDA

	<u>PRESENTER</u>	<u>ACTION</u>
<b>1. PUBLIC COMMENT</b>		
<b>2. MINUTES REVIEW – December 3, 2025</b>	Mayor Carey	Approval
<b>3. CEO’S REPORT</b>	Deb Prato	Information
<b>4. PRESENTATION: BUS STOP SHELTER PROGRAM</b>	Nick Monoyios	Information
<b>5. ACTION ITEMS</b>		
a. Contract with Tips Group, LLC for Metal Cladding	Kevin Wisselink	Approval
b. FY2026 Federal Transit Administration Grant Application	Kevin Wisselink	Approval
c. FY2027 MDOT Grant Application	Kevin Wisselink	Approval
d. FY2027 Specialized Services Grant Application	Kevin Wisselink	Approval
e. Purchase (30) Bus Stop Shelters	Kevin Wisselink	Approval
f. Annual Submission Public Transit Agency Safety Plan (PTASP)	Jason Culberson	Approval
g. FY24/25 Audit	Linda Medina	Approval
<b>6. PERFORMANCE REPORTS</b>		
a. Paratransit Route Ridership	Jason Prescott	Information
1. November/December 2025		
b. Fixed Route Ridership	Tim Roseboom	Information
1. November/December 2025		
c. Finance	Linda Medina	Information
1. Operating Statement – October/November 2025		
2. Grant Statement		
<b>7. CHAIR’S REPORT</b>	Mayor Carey	Information
<b>8. COMMITTEE MEETING MINUTES – Not approved by committee</b>		
a. Present Performance & Service Committee – January 13, 2026	Charis Austin	Information
<b>9. ADJOURNMENT</b>		

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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

### **Mayor Stephen Kepley, Vice-Chair**

Mayor Katie Favale  
Mayor David LaGrand  
Paul Troost

Steven Gilbert  
Mayor Steve Maas

## **BOARD OF DIRECTORS MEETING MINUTES**

**Wednesday, December 3, 2025 – 4:00 p.m.**

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

### **ATTENDANCE:**

#### Board Members Present:

Charis Austin, Mayor Carey, Mayor Favale, Steven Gilbert, Renee Hill, Jack Hoffman, Mayor Kepley, Tim Mroz, Paul Troost

#### Board Members Absent:

Rick Baker, Tracie Coffman, Andy Guy, Mayor LaGrand, Mayor Maas

#### Rapid Attendees:

Josh Brink, Steve Clapp, Jason Culberson, Kris Heald, Jeffrey King, Deron Kippen, Jeff Kludy, Linda Medina, James Nguyen, Deb Prato, Jason Prescott, Andy Prokopy, Tim Roseboom, Steve Schipper, Lindsay Thomasini, Melvin Turnbo (ATU), Mike Wieringa, Kevin Wisselink

#### Public Attendees:

Chris Swank (GVSU)

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Mayor Carey called the meeting to order at 4:10 p.m.

### **1. PUBLIC COMMENT – ROUTE CHANGES**

No public comments

### **2. MINUTES REVIEW – October 22, 2025**

Chairman Mayor Carey entertained a motion to approve the meeting minutes from October 22, 2025. Mayor Favale motioned to approve, and Mr. Hoffman supported it. The motion passed unanimously.

### **3. CEO'S REPORT**

Ms. Prato announced that The Rapid received a low/no grant totaling \$7.5M from federal sources and \$1.8M from the state, marking the second such grant award in three years. She also highlighted the support from Congresswomen Scholten and Congressman Peters.

Additionally, she extended holiday wishes to the Board and distributed a gift – the new Grand Rapids edition of Monopoly.

#### 4. ACTION ITEMS

**a. Contract with Innovations in Transit (INIT) for one year extension for e-Fare Maintenance and Support, Mr. Andy Prokopy**

Mr. Prokopy is requesting authorization to approve a contract with Innovations in Transportation (INIT) in the amount of \$115,142 for a one-year extension of software maintenance and support for the existing electronic fare collection system.

Mr. Hoffman clarified that the contract was for seven (7) years, plus a one (1) year maintenance, to which Mr. Prokopy replied this is the seventh year.

Mr. Mroz inquired about a multi-year contract, and Mr. Prokopy noted the only do single year.

Chairman Mayor Carey entertained a motion to approve the contract with INIT for a one-year extension for e-Fare Maintenance. Mr. Gilbert motioned to approve, and Mayor Favale supported it. The motion passed unanimously.

**b. Contract with Avail Technologies to replace Laker Line BRT real-time information signs, Mr. Andy Prokopy**

Mr. Prokopy is requesting authorization to approve a contract with Avail Technologies in the amount of \$182,990 to replace (8) existing Laker Line BRT real-time information signs with new devices to improve the support and prolong the life of the Laker Line real-time information signs.

Chairman Mayor Carey entertained a motion to approve a contract with Avail Technologies. Mr. Mroz motioned to approve, and Mr. Hoffman supported it. The motion passed unanimously.

**c. Contract with Avail Technologies to replace Bus Router, Mr. Jeff Kludy**

Mr. Prokopy introduced Mr. Jeff Kludy to the board who presented the next item.

Mr. Kludy is requesting authorization to approve a contract with Avail Technologies in the amount of \$801,531 to replace the outdated bus routers on all fixed routes, BRT, and DASH buses with new, 5G capable, multi-SIM devices for improved communication of on-bus technology.

Chairman Mayor Carey entertained a motion to approve a contract with Avail to replace Laker Line Bus Router. Mr. Gilbert motioned to approve, and Mayor Favale supported it. The motion passed unanimously.

**d. Contract with Safe Fleet for twelve (12) New Ford E-450 Cutaway Paratransit Vehicles, Mr. Mike Wieringa**

Mr. Wieringa is requesting authorization to enter into a contract with Safe Fleet to purchase and install onboard Safe Fleet six (6) camera systems on (12) twelve new Ford E-450 cutaway paratransit vehicles at a cost of \$123,652.56.

Chairman Mayor Carey entertained a motion to approve a contract with Safe Fleet for 12 Paratransit vehicles. Ms. Austin motioned to approve, and Ms. Hill supported it. The motion passed unanimously.

**e. Compensation Philosophy Revision, Ms. Lindsay Thomasini**

Ms. Thomasini is requesting approval of a revised Compensation Philosophy.

Chairman Mayor Carey entertained a motion to approve the Compensation Philosophy Revisions. Mayor Favale motioned to approve, and Mr. Hoffman supported it. The motion passed unanimously.

**f. Records Retention Revisions, Ms. Deb Prato**

Ms. Prato is requesting approval to revise the 2021 previously Board approved Record Retention Policy which established a procedure to maintain and dispose of records and documents throughout the organization.

Chairman Mayor Carey entertained a motion to approve the Records Retention Policy/Revisions. Mr. Mroz motioned to approve, and Mayor Favale supported it. The motion passed unanimously.

**g. Election of Officers – Chairman & Vice Chairman, Mayor Carey**

Chairman Mayor Carey entertained if anyone was interested in being Chairperson or Vice Chairperson. If no one is interested, he noted he will be happy to stay in the role.

Mayor Kepley noted that he has decided to step down as Vice Chairman, and he wished to nominate Mayor Favale of East Grand Rapids. Mr. Gilbert nominated Mayor Carey to continue to serve as Chairman.

Chairman Mayor Carey entertained a motion to re-elect Mayor Carey to continue as Board Chairman, and to elect Mayor Favale to serve as Board Vice Chair. Mayor Kepley motioned to approve, and Mr. Mroz supported it. The motion passed unanimously.

**5. PERFORMANCE REPORTS**

**a. Paratransit Route Ridership, Mr. Jason Prescott**

October 2025

No questions

**b. Fixed Route Ridership, Mr. Tim Roseboom**

October 2025

No questions

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

September 2025

No questions

**6. CHAIR'S REPORT**

Yield the floor

**7. COMMITTEE REPORTS**

**a. Finance Committee – November 5, 2025, not approved by committee, Vice Chair Mayor Kepley**

Mayor Kepley noted the financial situation looks good and he is pleased with the work from the finance team.

Mayor Carey shared that he recently traveled and used public transit extensively. During his experience, he observed many positive behaviors from the drivers, noting that what used to be common practices are now becoming rare. He expressed his appreciation for all the drivers and their efforts in the service industry.

Ms. Hill inquired whether the community shows good respect toward the drivers. Ms. Prato responded that it's part of the customer ambassador's role as drivers, and she feels our operators do an excellent job in that regard.

Mr. Mroz mentioned that last month he had the opportunity to give a tour of Grand Rapids to a visiting group of municipal leaders. A Rapid bus was arranged for the tour on a Saturday, and he highlighted that the two drivers who assisted were outstanding. Beyond just driving, they were engaging and conversational with the attendees, making the experience very positive. He expressed his appreciation for their efforts.

Mayor Kepley noted that in the area of finance, the goal was to fully fund the pension plans at 100%. When the initiative began, the funding level was at 43%. Through strategic decisions and concerted efforts, the goal was successfully achieved, and he expressed pride in this accomplishment.

Mr. Hoffman mentioned that he will be attending the Legislative Breakfast on Monday. He distributed a handout and asked the board members to review the talking points concerning future transportation funding.

Lastly, many wishes for a Merry Christmas.

## 8. ADJOURNMENT

The meeting was adjourned at 4:48 p.m.

The next meeting is scheduled for January 28, 2026

Respectfully submitted,



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Kris Heald, Board Secretary

# **BUS STOP SHELTER PROJECT**

HISTORY, TIMELINE, AND EXAMPLES

ITP Board - January 28, 2026

# SHELTER PROJECT HISTORY & CRITERIA

YEAR	PROJECT
2016	110 shelters (including Silver Line)
2017	Shelter Improvement Project begins with a comprehensive bus stop inventory - GR & ITP contribute \$500k each
2018	NEPA review begins for initial locations
2019	MobileGR orders 20 shelters
2020	Rapid orders 7 shelters (and added 20 Laker Line platforms)
2021	Rapid orders 5 shelters
2022	MobileGR orders 44 shelters, 20 of which have been installed (CoGR Engineering – sidewalk overhang issue)
2023	Rapid orders 30 shelters
2024	Rapid orders 25 shelters
2025	Delay at FTA with SHPO results in 15 2025 shelters to be delayed a year.

## LOCATION PRIORITIZATION CRITERIA:

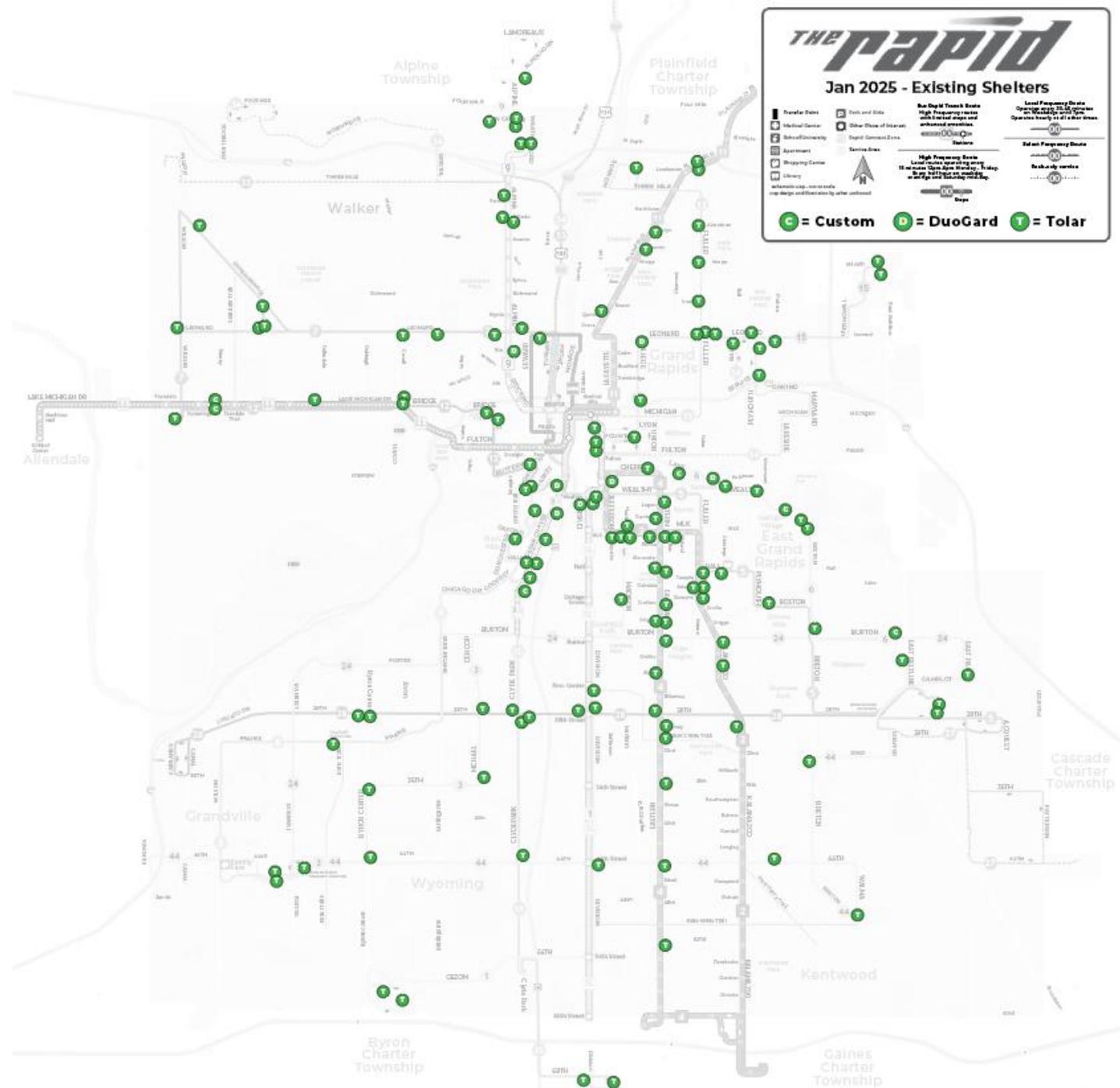
- **Highest usage** (based on previous year's ridership)
- **Available space at bus stop location**
- **Road construction & development projects**
- **Near major trip generators**



# EXISTING SHELTERS

227 Shelters in  
our system

(15% of our bus stops)

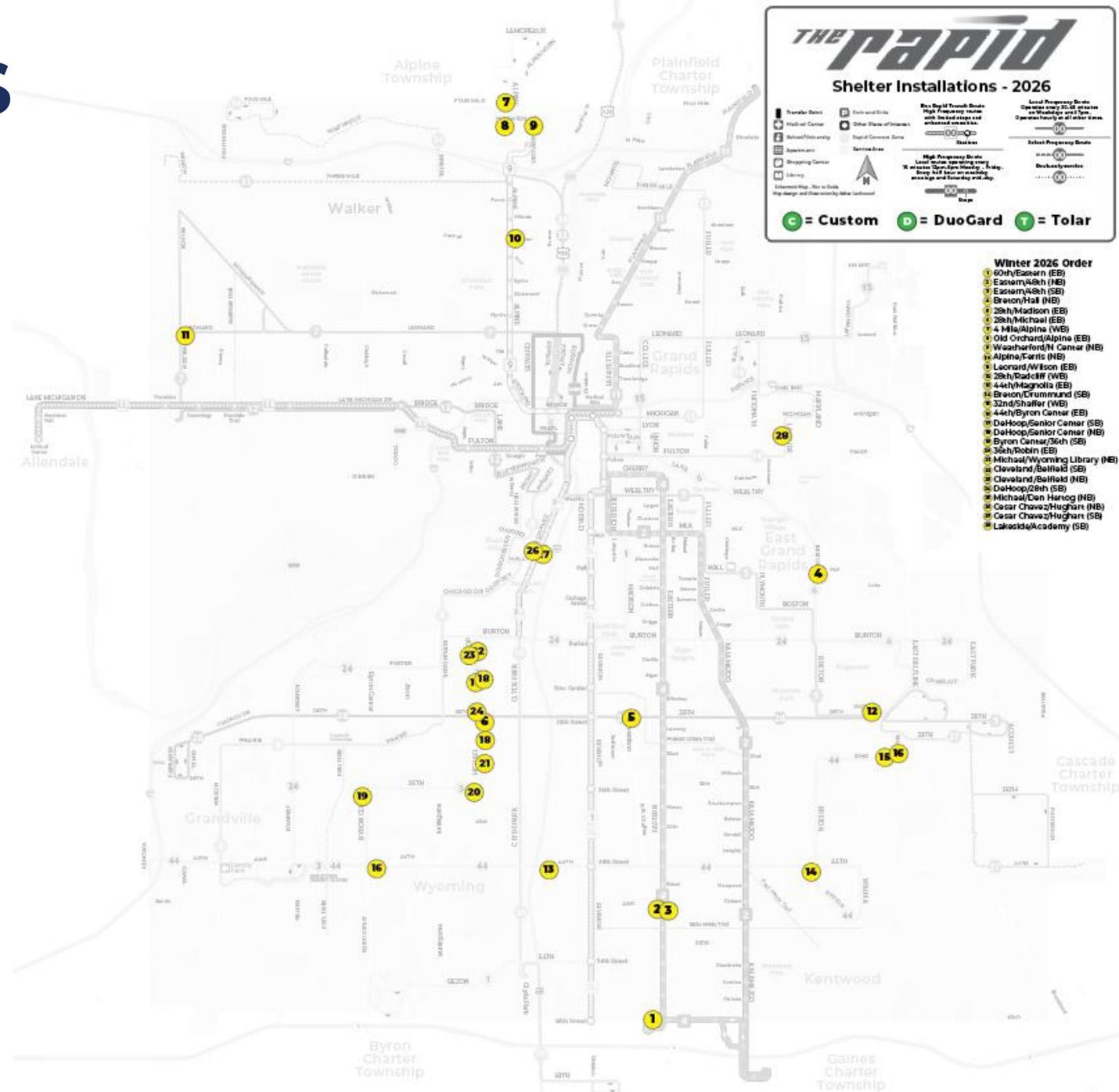


# 2026 INSTALLATIONS

## 28 shelters identified

(pending Board approval)

### Spring/Summer 2026





# SHELTER EXAMPLES - CANTILEVERED

**PLAINFIELD & GROVE – Route 11**  
(developer purchased)



**LEONARD & TAMARACK – Route 7**  
(road project)



# SHELTER EXAMPLES - NARROW

**MADISON & CROFTON – Route 1**  
(developer purchased)



**WEALTHY & DIVISION – Route 5**  
(developer purchased)



# MICHAEL & 36<sup>TH</sup> - BEFORE



# MICHAEL & 36<sup>TH</sup> - AFTER



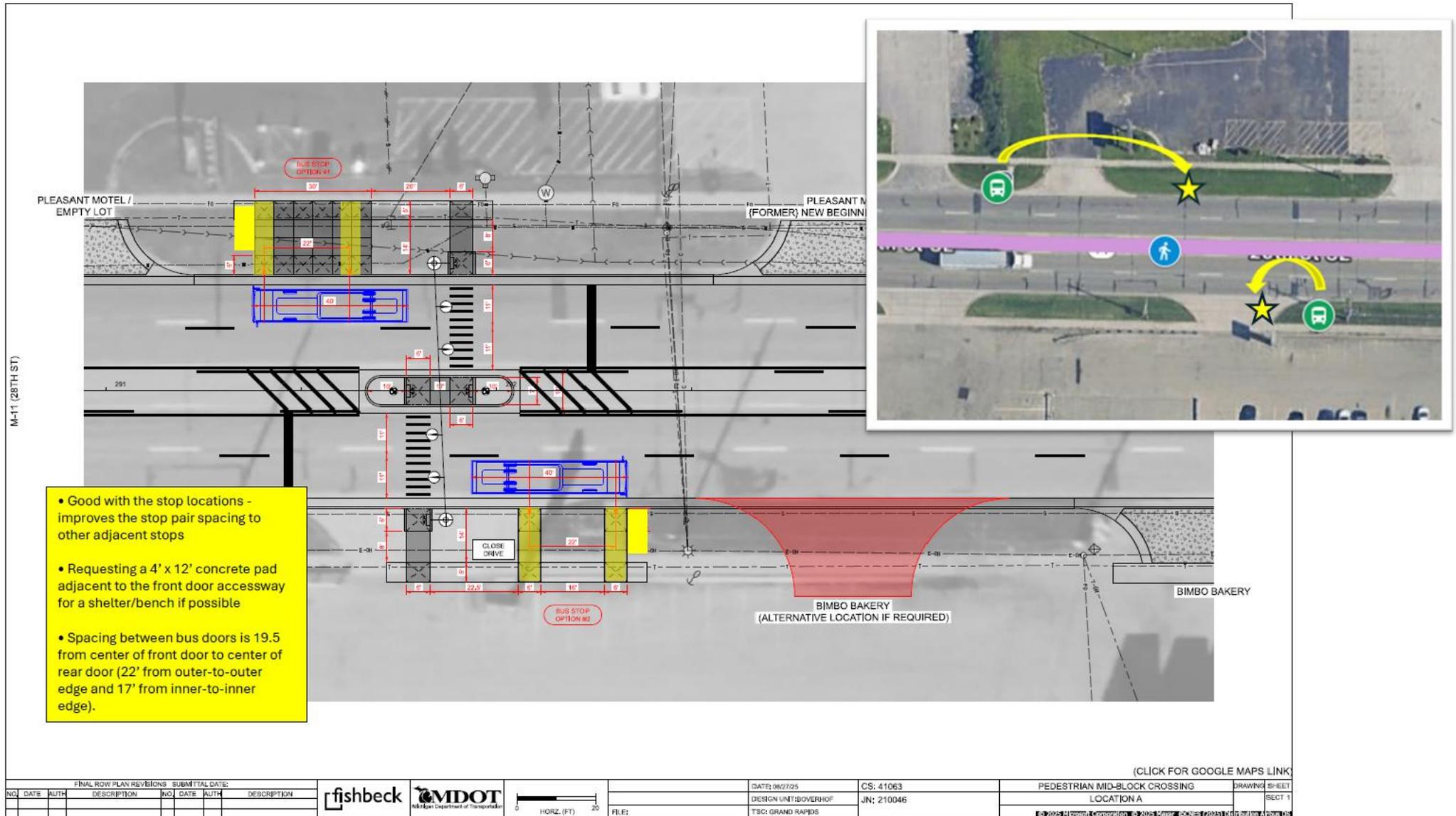
# C. CHAVEZ & BEACON - BEFORE



# C. CHAVEZ & BEACON - AFTER



# MDOT COORDINATION – 28<sup>th</sup> Street



- Good with the stop locations - improves the stop pair spacing to other adjacent stops
- Requesting a 4' x 12' concrete pad adjacent to the front door accessway for a shelter/bench if possible
- Spacing between bus doors is 19.5 from center of front door to center of rear door (22' from outer-to-outer edge and 17' from inner-to-inner edge).

FINAL ROW PLAN REVISIONS				SUBMITTAL DATE:							
NO.	DATE	AUTH.	DESCRIPTION	NO.	DATE	AUTH.	DESCRIPTION				

DATE: 06/27/25

DESIGN UNIT/BOVERHOF

TSG GRAND RAPIDS

CS: 41063

JN: 210046

(CLICK FOR GOOGLE MAPS LINK)

PEDESTRIAN MID-BLOCK CROSSING

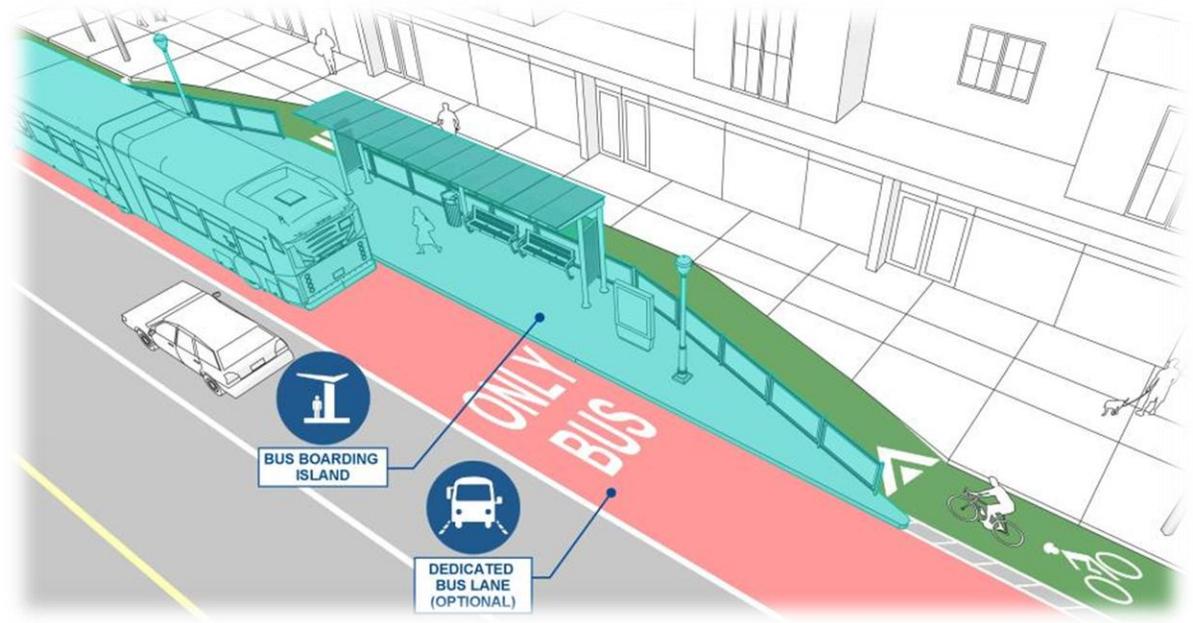
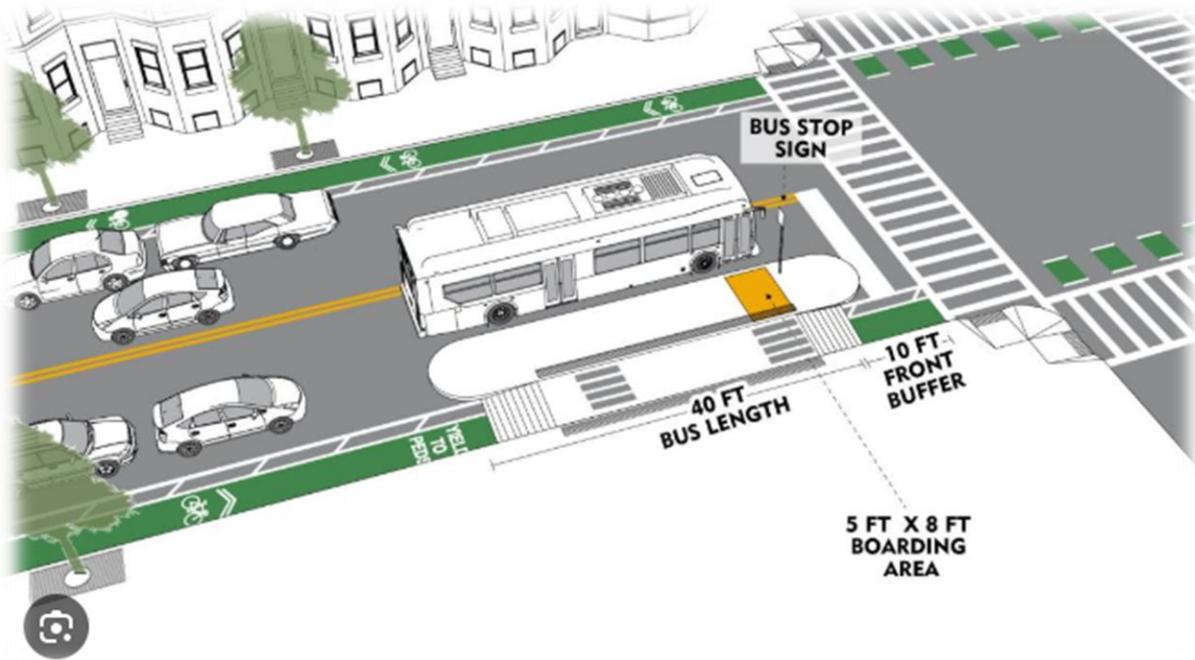
LOCATION A

DRAWING SHEET

SECTION 1

# THE FUTURE?

## ROADWAY DESIGN POSSIBILITIES?



National Association of  
City Transportation Officials (NACTO)

# THE FUTURE?

## MULTIMODAL STREET DESIGN - Austin, TX



# THE FUTURE?

## FLOATING BUS STOP (bike lane behind the bus stop - Austin, TX)



# THE FUTURE?

## FLOATING BUS STOP (bike lane behind the bus stop)



Seattle, WA

# THE FUTURE?

## FLOATING BUS STOP (bike lane behind the bus stop)



England

# THE FUTURE?

## ROBUST SHELTERS INTEGRATED INTO THE STREETSPACE



Portland, OR

**QUESTIONS?**

**Date:** January 28, 2026  
**To:** ITP Board  
**From:** Deron Kippen, Director of Facilities  
Kevin Wisselink, Director of Procurement and Capital Planning  
**Subject:** PROJECT 2026-10: METAL CLADDING FOR BUTTERWORTH BUILDINGS

**ACTION REQUESTED**

Authorization is requested by the ITP Board to enter into a contract with Tips Group, LLC in the amount of \$201,559 plus a 15% contingency of \$30,234, for a total project cost of \$231,793 for renovations of the installation of metal cladding on Butterworth buildings 5 and 6.

**BACKGROUND**

In 2023, The Rapid completed a reconstruction project for its Facilities Maintenance Building at 700 Butterworth SW. This included building a new main Facilities Maintenance Building and the construction of additional storage sheds. Two of the existing storage sheds, Buildings 5 and 6, were not touched and continue to be used as part of the facility.

These buildings are now significantly beyond their useful life and do not match the design of new buildings on this site. That being said, the old buildings are still in fair condition overall and provide valuable storage space for The Rapid’s Facilities Maintenance Department. To maintain these buildings in a state of good repair and to match the design of the rest of facility, it was decided to replace old metal siding with Nucor siding that matches the remaining buildings along with new insulation.

**PROCUREMENT**

As a result of these factors, the decision was made to create a bid to replace the metal siding for buildings 5 and 6. The Procurement was planned as an Invitation for Bids (IFB) since the specification was well defined, and two or more bidders were willing to compete. Therefore, the selection of the successful bidder can be made principally on the basis of price to the low responsive and responsible bidder.

Three (3) responsive bids were received as follows:

Company	Bid
Tips Group, LLC	\$201,559
D&K Engineered Construction	\$298,767
SmartComm, LLC	\$299,940

Tips Group was the low responsive bidder on the project. Rapid staff checked their references and met with Tips Group and determined that they had a fully responsive bid and the capability to successfully complete this project and therefore are being brought to The Rapid Board for approval.

Work is slated to begin in the spring of 2026 and be completed by summer 2026.

## **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. 012826-1**

**Fiscal Year: 2025-2026**

Moved and supported to adopt the following resolution:

Approval is requested from the ITP Board to enter into a contract with Tips Group LLC in the amount of \$201,559 plus a 15% contingency of \$30,234, for a total project cost of \$231,793 for renovations of the installation of metal cladding on Butterworth buildings 5 and 6.

BE IT RESOLVED that the ITP CEO is hereby authorized by the ITP Board to enter into a contract with Tips Group, LLC in the amount of \$201,559 plus a 15% contingency of \$30,234, for a total project cost of \$231,793 for renovations of the installation of metal cladding on Butterworth buildings 5 and 6 in accordance with the information presented to the ITP Board on January 28, 2026.

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: January 28, 2026  
To: The Rapid Board of Directors  
From: Kevin Wisselink, Director-Procurement and Capital Planning  
Subject: FY 2026 FEDERAL TRANSIT ADMINISTRATION (FTA)  
GRANT APPLICATION

ACTION REQUESTED

Staff is requesting The Rapid Board approve the FY 2026 Federal Transit Administration (FTA) grant application to allow the CEO or her designee to execute a grant contract on behalf of The Rapid Board.

BACKGROUND

Each year The Rapid presents an annual grant application for federal Section 5307 capital and planning assistance, Section 5339 formula capital funding, Section 5337 State of Good Repair and Congestion Mitigation and Air Quality (CMAQ) funds to the Rapid Board for approval. With Board approval, staff will start the submission process for these FY 2026 grants.

APPORTIONMENTS

The FY 2026 apportionments have not been released and are only an estimate. The following chart compares FY 2026 with the previous two years' apportionments:

Apportionment	FY 2024	FY 2025	FY 2026
Section 5307	\$13,369,994	\$13,074,495	\$13,097,692
Section 5339	\$1,076,342	\$1,056,486	\$1,056,486
Section 5337	\$1,581,197	\$1,585,756	\$1,585,756
CMAQ	\$324,819	\$586,808	\$334,859

The Michigan Department of Transportation (MDOT) will provide a 20% match for federal funds allocated on all capital and planning requests such as preventive maintenance, equipment, and planning projects. Attachment A provides a list of projects, identifying the funding source and the state match.

#### Section 5307 Federal Formula Funds:

Section 5307 program provides formula funding to urbanized areas with population greater than 50,000. In areas with a population greater than 200,000, funds are used to support transit capital projects only. Staff recommends a capital program totaling \$16,297,115 with an 80% federal share of \$13,037,692 and a 20% state share of \$3,259,423 in matched funds.

#### Section 5307 United Planning Work Program (UPWP):

Planning funds total \$75,000 with an 80% federal share totaling \$60,000 and a 20% state share of \$15,000. These funds are for the planning projects in the UPWP approved by the ITP Board. The FY 2026 UPWP project is as follows: Short Range Transportation Plan \$75,000 and

#### Section 5339 Bus and Bus Facility Formula Funds:

The Section 5339 is a federal formula grant program to replace, rehabilitate and purchase buses, bus related equipment and to construct bus-related facilities. Staff recommends \$1,320,607 with an 80% federal share of \$1,056,486 and a 20% state share of \$264,121 in matched funds.

#### Congestion, Mitigation, Air Quality (CMAQ) Funds:

CMAQ funds are used to assist with operating and capital costs associated with programs that reduce carbon monoxide (CO), nitrates (NOx), and particulate emissions in the region. FY 2026 CMAQ requests include a federal share of \$334,859 in capital funds and a state match of \$46,215 totaling \$381,074. Operating funds for the Rideshare program are 100% federally funded at \$150,000.

#### Section 5337 State of Good Repair Funds:

The Section 5337 is a federal grant program to provide capital assistance for maintenance, replacement, and rehabilitation projects of existing high-intensity fixed guideway and high-intensity motorbus systems to maintain a state of good repair. Staff recommends \$1,982,195 with an 80% federal share of \$1,585,756 and a 20% state share of \$396,439.

Attachment A  
The Rapid  
FY 2026 Capital Plan

Project Name	Total Federal	Federal Source	Total State	Total Cost
<b>Section 5307</b>				
A&E	40,000	5307	10,000	50,000
ADA Vehicle Equipment	28,208	5307	7,052	35,260
Busch Drive Expansion	3,179,484	5307	794,871	3,974,355
Computer Hardware	296,000	5307	74,000	370,000
Computer Software	336,000	5307	84,000	420,000
Intelligent Transportation System	1,360,000	5307	340,000	1,700,000
Office Furniture/Equipment	200,000	5307	50,000	250,000
Preventive Maintenance	4,000,000	5307	1,000,000	5,000,000
Rehab Admin/Maintenance Facility	1,960,000	5307	490,000	2,450,000
Replacement Bus CNG	643,168	5307	160,792	803,960
Revenue Tire Lease	225,632	5307	56,408	282,040
Shelters	320,000	5307	80,000	400,000
Shop Equipment	25,200	5307	6,300	31,500
Surveillance/Security Equipment	384,000	5307	96,000	480,000
Transit Enhancements	40,000	5307	10,000	50,000
<b>Total Capital</b>	<b>\$13,037,692</b>		<b>\$3,259,423</b>	<b>\$16,297,115</b>
Planning Funds	60,000	5307	15,000	75,000
<b>Total (5307)</b>	<b>\$13,097,692</b>		<b>\$3,274,423</b>	<b>\$16,372,115</b>
<b>CMAQ</b>				
Replacement Bus	144,859	CMAQ	36,215	181,074
Rideshare	150,000	CMAQ	0	150,000
Clean Air Action Days	40,000	CMAQ	10,000	50,000
<b>Total (CMAQ)</b>	<b>\$334,859</b>		<b>\$46,215</b>	<b>\$381,074</b>
<b>Section 5339 Bus/Bus Facility</b>				
Replacement Bus	1,056,486	5339	264,121	1,320,607
<b>Total (5339)</b>	<b>\$1,056,486</b>		<b>\$264,121</b>	<b>\$1,320,607</b>
<b>Section 5337 State of Good Repair</b>				
Rehab BRT Stations	1,585,756	5337	396,439	1,982,195
<b>Total (5337)</b>	<b>\$1,585,756</b>		<b>\$396,439</b>	<b>\$1,982,195</b>

# **INTERURBAN TRANSIT PARTNERSHIP BOARD**

## **RESOLUTION NO. 012826-2**

### **Fiscal Year 2026**

Moved and supported to adopt the following resolution:

Resolution authorizing the filing of an application with the Department of Transportation, United States of America, for a grant under the Federal Transit Administration “Infrastructure Investment and Jobs Act”.

WHEREAS, the Secretary of Transportation is authorized to make grants for a mass transportation program of projects and budget.

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of the project costs of the program; and

WHEREAS, it is required by the Department of Transportation, in accordance with the provisions of Title VI of the Civil Rights Act of 1964, as amended, that the applicant give an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the Department of Transportation requirements thereunder; and

WHEREAS, it is the goal of the applicant that disadvantaged business enterprises be utilized to the fullest extent possible in connection with these projects, and that

disadvantaged businesses shall have the maximum construction contracts, supplies, equipment contracts, or consultant and other services.

NOW, THEREFORE, BE IT RESOLVED by the Interurban Transit Partnership Board.

1. That the CEO or her designee is authorized to execute and file an application on behalf of the Interurban Transit Partnership Board with the Department of Transportation.
2. That the CEO or her designee is authorized to execute and file assurances, or any other document required by the Department of Transportation effectuating the purpose of Title VI or the Civil Rights Act of 1964.
3. That the CEO or her designee is authorized to furnish additional information as the Department of Transportation may require in connection with the grant application.
4. That the CEO or her designee is authorized to set forth and execute a Disadvantaged Business Enterprise Program in connection with this grant application.

5. That the CEO or her designee is authorized to execute grant agreements on behalf of the Interurban Transit Partnership Board and the Michigan Department of Transportation for aid in the financing of transit assistance.

6. That the CEO or her designee is authorized to initiate any TIP, STIP, or UPWP amendments as required for execution of this grant.

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

DATE: January 28, 2026  
TO: The Rapid Board of Directors  
FROM: Kevin Wisselink, Director- Procurement and Capital Planning  
SUBJECT: FY 2027 MDOT GRANT APPLICATION

ACTION REQUESTED

Staff is requesting The Rapid Board approve the FY 2027 Michigan Department of Transportation (MDOT) grant application and authorize the CEO or her designee to execute a grant contract on behalf of The Rapid.

BACKGROUND

Each February, MDOT requires that transit agencies file a grant application for capital, operating and planning assistance for the upcoming fiscal year. The MDOT application is the first grant application in the annual cycle. This draft application is for MDOT use in estimating funding for state budgeting purposes. A final application with project descriptions will be brought to the Board in late FY 2026 when applying for the federal grant application.

OPERATING ASSISTANCE

The Rapid is requesting \$30,623,953 in State operating assistance based on projected eligible expenses of \$61,247,905. Requested operating assistance is based on 50% of eligible operating expenses, the maximum amount eligible under Act 51, however, actual state match is anticipated to be around 28.0948% or \$17,207,476 Actual expenditures for FY 2027 will be determined through service and budget decisions made by the Board prior to October 1, 2026

CAPITAL ASSISTANCE – FTA Section 5307

Total capital assistance of \$16,299,000 with a state capital share of \$3,259,800 is requested based on a 20 percent match of the \$13,039,200 estimated federal apportionment of Section 5307 funds. The 20 percent match applies to all capital projects unless otherwise specified. All individual projects and splits are between Federal Transit Administration (FTA) and MDOT as listed in Attachment A. The Board can review and modify all capital and operating programs again in late fall when the federal grant application is filed. There is no local share required for the capital portion of this application.

PLANNING ASSISTANCE – FTA Section 5307

Total planning assistance of \$75,000 with a state share of \$15,000 is requested based on a 20 percent match of the \$60,000 federal planning funds listed in Attachment A. This amount is an estimate; specific planning activities and a final budget will be developed and brought to the Board

as a part of the annual Unified Planning Work Program (UPWP) prepared in the spring of 2026, at which the application amounts can be amended.

#### CONGESTION MITIGATION, AIR QUALITY (CMAQ) PROGRAM

CMAQ funds are used to assist with operating and capital costs associated with programs that reduce carbon monoxide, nitrates, and particulate emissions in the region. The Rapid is requesting a total of \$991,680 with a federal share of \$823,344 and a state share of \$168,336 for the following projects: \$300,000 for Replacement 40' Buses, \$491,680 for Replacement 35' Dash Buses, \$50,000 for Clean Air Action days and \$150,000 (100% federal funding) for the Rideshare program. This amount is an estimate; specific CMAQ activities can be amended with a final budget when a call for projects is requested from the MPO in the spring of 2026.

#### CAPITAL ASSISTANCE – FTA Section 5339

Section 5339 is formula funds and may be used for bus and bus facility projects. A total request of \$1,320,610 with an 80% federal share of \$1,056,488 and a 20% state share of \$264,122.

#### CAPITAL ASSISTANCE – FTA Section 5337

Section 5337 is formula funds and may be used to provide capital assistance for maintenance, replacement, and rehabilitation projects of existing high-intensity fixed guideway and high-intensity motorbus systems to maintain a state of good repair. A total request of \$1,976,500 with an 80% federal share of \$1,581,200 and a 20% state share of \$395,300.

Attachment A  
The Rapid  
FY 2027 Capital Plan

Project Name	Total Federal	Federal Source	State Match	Funding Source	Total Cost
<b>Section 5307</b>					
ADA Vehicle Equipment	22,400	5307	5,600	CTF	28,000
Bus Tire Lease	236,000	5307	59,000	CTF	295,000
Computer Hardware	280,000	5307	70,000	CTF	350,000
Computer Software	336,000	5307	84,000	CTF	420,000
Facility Equipment	40,000	5307	10,000	CTF	50,000
ITS	320,000	5307	80,000	CTF	400,000
Office Furniture	80,000	5307	20,000	CTF	100,000
Preventative Maintenance	4,000,000	5307	1,000,000	CTF	5,000,000
Rehab Admin/Maintenance Facility	120,000	5307	30,000	CTF	150,000
Replacement 40' Buses	7,360,000	5307	1,840,000	CTF	9,200,000
Shelters/Stop Improvements	160,000	5307	40,000	CTF	200,000
Shop Equipment	20,800	5307	5,200	CTF	26,000
Surveillance/Security Equipment	64,000	5307	16,000	CTF	80,000
<b>Total Capital</b>	<b>\$13,039,200</b>		<b>\$3,259,800</b>		<b>\$16,299,000</b>
Planning Funds	60,000	5307	15,000	CTF	75,000
<b>Total (5307)</b>	<b>\$13,099,200</b>		<b>\$3,274,800</b>		<b>\$16,374,000</b>
<b>CMAQ</b>					
Replacement 40' Buses	240,000	CMAQ	60,000	CTF	300,000
Replacement 35' Dash Bus	393,344	CMAQ	98,336	CTF	491,680
Rideshare	150,000	CMAQ	0		150,000
Clean Air Action Days	40,000	CMAQ	10,000	CTF	50,000
<b>Total (CMAQ)</b>	<b>\$823,344</b>		<b>\$168,336</b>		<b>\$991,680</b>
<b>Section 5339 Bus/Bus Facility</b>					
Replacement 40' Buses	1,056,488	5339	264,122	CTF	1,320,610
<b>Total (5339)</b>	<b>\$1,056,488</b>		<b>\$264,122</b>		<b>\$1,320,610</b>
<b>Section 5337 State of Good Repair</b>					
Replacement 40' Buses	1,581,200	5337	395,300	CTF	1,976,500
<b>Total (5337)</b>	<b>\$1,581,200</b>		<b>\$395,300</b>		<b>\$1,976,500</b>

## **INTERURBAN TRANSIT PARTNERSHIP BOARD**

### **RESOLUTION NO. 012826-3**

**Fiscal Year 2026**

### **RESOLUTION OF INTENT**

THE APPROVED RESOLUTION OF INTENT TO APPLY FOR FINANCIAL ASSISTANCE FOR FISCAL YEAR 2027 UNDER ACT NO, 51 OF THE PUBLIC ACTS OF 1951, AS AMENDED.

WHEREAS, pursuant to Act No. 51 of the Public Act of 1951, as amended (Act 51), it is necessary for the Interurban Transit Partnership Board, established under Act 196, to provide a local transportation program for the state fiscal year 2027, therefore, apply for state financial assistance under provisions of Act 51; and

WHEREAS, it is necessary for the Interurban Transit Partnership Board to name an official for all public transportation matters, who is authorized to provide such information, as deemed necessary by the Commission of department for its administration of Act 51; and

WHEREAS, it is necessary to certify that no changes in eligibility documentation have occurred during the past state fiscal year; and

WHEREAS, it is necessary for the Interurban Transit Partnership Board to comply with the Americans with Disabilities Act in the provision of all its service; and

WHEREAS, the performance indicators have been reviewed and approved by the governing body.

WHEREAS, the Interurban Transit Partnership Board will review and approve a balanced budget for fiscal year 2027; and

WHEREAS, the Interurban Transit Partnership Board has reviewed and approved the proposed balanced estimated budget for Section 5307 of \$13,099,200 in federal funds, matched with \$3,274,800 estimated state funds. Estimated Section 5339 budget of \$1,056,488 in federal funds, matched with \$264,122 estimated state funds. Estimated Section 5337 budget of \$1,581,200 in federal funds, matched with \$395,300 estimated state funds. Estimated CMAQ budget of \$823,344 in federal funds, matched with \$168,336 estimated state funds and \$61,247,905 total estimated eligible expenses.

NOW, THEREFORE, BE IT RESOLVED, that the Interurban Transit Partnership Board does hereby make its intentions known to provide public transportation services and to apply for state financial assistance with this annual plan, in accordance with Act 51: and

HEREBY, appoints the CEO or her designee, as the Transportation Coordinator for all public transportation matters and is authorized to provide such information as deemed necessary by the commission or department for its administration of Act 51 for 2027; and

BE IT RESOLVED, that the CEO or her designee are hereby authorized to execute agreements, contract extensions and to initiate any Transportation Improvement Program (TIP), Statewide Transportation Improvement Program (STIP), or Unified Planning Work Program (UPWP) amendments with the Michigan Department of Transportation on behalf of the Interurban Transit Partnership Board for capital, operating, planning, and marketing funds.

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



Date: January 28, 2026

To: The Rapid Board of Directors

From: Kevin Wisselink, Director- Procurement and Capital Planning

Subject: FY 2027 Specialized Services Grant Application

ACTION REQUESTED

Board approval is requested authorizing submittal of the fiscal year 2027 Specialized Services operating assistance grant application to MDOT and subsequent execution of a contract with MDOT for third party operating assistance to various recipient agencies including Care Resources, Kent County Community Action of the County of Kent, Kent County CMH Authority d/b/a Network 180, Hope Network and Senior Neighbors.

BACKGROUND

Each year The Rapid applies for Specialized Services operating assistance from the Michigan Department of Transportation (MDOT) for senior/disabled transportation in Kent County, which is beyond The Rapid's service area and/or hours of operation. The annual Specialized Service program is prepared by The Rapid in cooperation with the service provider agencies. The Rapid's role in this program is to provide coordination for the various providers to prevent any duplication of services. In fiscal year 2026, The Rapid will receive a total of \$795,474, in Specialized Services operating funds as a pass-through grant. This funding level is determined by MDOT. It is anticipated that a total of \$795,474 will also be reinstated and awarded to The Rapid for the Specialized Services Operating Assistance Program for fiscal year 2027.

The Rapid has a Specialized Services Coordination Committee which meets to determine funding level distribution recommendations. The committee will meet in February 2026 to determine the distribution amounts for FY 2027. Funds will be distributed to participating agencies listed in attachment A. The committee also assists in coordination of service to prevent duplication of service and to share information. All recipient agencies are represented on the Coordination Committee.

The FY 2027 Specialized Services Operating Assistance Grant Application was approved at the January 20, 2026 Consumer Advisory Committee (CAC) meeting.

**INTERURBAN TRANSIT PARTNERSHIP BOARD**

**RESOLUTION NO. 012826-4**

**Fiscal Year 2026**

WHEREAS, The Interurban Transit Partnership Board is designated by the Michigan Department of Transportation as the applicant for the Specialized Services assistance program for fiscal year 2027; and

WHEREBY, The Interurban Transit Partnership Board does hereby make its intentions known to apply for State financial assistance for specialized transportation services during 2027; and,

HEREBY authorizes the CEO or her designee to execute grant agreements and amendments on behalf of the Interurban Transit Partnership Board with the Michigan Department of Transportation to aid in the provision of specialized transportation services for fiscal years 2027; and

HEREBY authorizes the CEO or her designee to execute third party agreements with recipient agencies for 2027 Specialized Services Operating Assistance.

**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

SPECIALIZED SERVICES OPERATING ASSISTANCE  
Fiscal Year 2027

Agency	Description of Service
Care Resources	Service is provided Monday through Friday for seniors who qualify for nursing home-level care in the All-Inclusive Care for the Elderly (PACE) program. Rides are provided in rural and suburban areas where mass transit is unavailable or current services are insufficient based on current demands.
Kent County Community Action of the County of Kent	Service is provided Monday through Friday 8:00 am until 4:00 pm for seniors and persons with disabilities in Kent County primarily in rural and suburban areas where mass transit is unavailable or current services are insufficient based on current demands.
Kent County CMH d/b/a Network 180	Service is provided Monday-Friday 8am-8pm to and from community activities from Network 180 vocational and non-vocational programs for persons with disabilities and behavioral support needs.
Hope Network	Service is provided seven days a week, 24 hours depending on the program. Programs include Kent Community Transit, Competitive Employment Ride Program and Wheels to work. Service is provided to disadvantaged, disabled and seniors throughout Kent County to employment trips, day programs, and various other trips.
Senior Neighbors	Service is provided Monday through Friday from 7:00 am until 4:00 pm for Seniors in rural areas of Kent County.

**Date:** January 28, 2026  
**To:** ITP Board  
**From:** Kevin Wisselink, Director of Procurement and Capital Planning  
Nick Monoyios, Director of Planning  
**Subject:** PURCHASE OF 30 BUS STOP SHELTERS

**ACTION REQUESTED**

Authorization is requested by the ITP Board to purchase thirty (30) bus shelters from Tolar Manufacturing in the amount of \$320,500.

**BACKGROUND**

As part of ITP’s commitment to improving the passenger experience, an additional phase of the ongoing Bus Stop Improvement Program is planned for this summer. This necessitates the purchase of additional shelters as ITP’s current shelter inventory has been fully installed throughout the system. With MobileGR committed to funding and coordinating stop improvements within the City of Grand Rapids, this year focuses on investments in the other five cities.

Of the 30 shelters, 28 are intended to be installed at high usage bus stops or replacement locations throughout the system with the remaining two (2) will be used as spares. All shelter locations have been vetted through the State Historic Preservation Office (SHPO) and are thus eligible for federal funding. Shelters will include benches and solar lighting. Delivery is anticipated mid-June with installation planned for late summer.

**LOCATIONS**

*Note: Locations are not final and subject to change*

#	LOCATION	MUNICIPALITY
1	60 <sup>th</sup> /Eastern (EB)	Kentwood
2	Eastern/48 <sup>th</sup> (SB)	Kentwood
3	Eastern/48 <sup>th</sup> (NB)	Kentwood
4	Breton/Drummond (SB)	Kentwood
5	32 <sup>nd</sup> /Shaffer (WB)	Kentwood
6	Breton/Hall (NB)	East Grand Rapids
7	28 <sup>th</sup> /Madison (EB)	Wyoming
8	44 <sup>th</sup> /Byron Center (EB)	Wyoming
9	28 <sup>th</sup> /Michael (EB)	Wyoming
10	44 <sup>th</sup> /Magnolia (EB)	Wyoming
11	DeHoop/Wyoming Senior Center (SB)	Wyoming
12	DeHoop/Wyoming Senior Center (NB)	Wyoming

13	Byron Center/36 <sup>th</sup> (SB)	Wyoming
14	36 <sup>th</sup> /Robin (EB)	Wyoming
15	Michael/Wyoming Library (NB)	Wyoming
16	Cleveland/Belfield (SB)	Wyoming
17	Cleveland/Belfield (NB)	Wyoming
18	DeHoop/28 <sup>th</sup> (SB)	Wyoming
19	Michael/Den Hertog (NB)	Wyoming
20	Cesar Chavez/Hughart (NB)*	Grand Rapids
21	Cesar Chavez/Hughart (SB)	Grand Rapids
22	Lakeside/Academy (SB)*	Grand Rapids
23	28 <sup>th</sup> /Radcliff (WB)	Grand Rapids
24	4 Mile/Alpine (WB)	Walker
25	Weatherford/North Center (NB)	Walker
26	Old Orchard/Alpine (EB)	Walker
27	Leonard/Wilson (EB)	Walker
28	Alpine/Ferris (NB)	Walker

*\*denotes shelters that replace existing ones at the end of their useful life.*

## **PROCUREMENT**

This 2026 contract with Tolar Manufacturing will cover the entirety of this purchase.

## **FUNDING**

All shelters will be funded through Federal and State capital grants.



**INTERURBAN TRANSIT PARTNERSHIP BOARD**

**RESOLUTION No. 012826-5**

**Fiscal Year 2026**

Moved and supported to adopt the following resolution:

Approval to authorize to authorize the purchase of thirty (30) transit shelters from Tolar Manufacturing.

BE IT RESOLVED that the ITP CEO is hereby authorized to purchase thirty (30) transit shelters from Tolar Manufacturing in an amount of \$320,500 in accordance with information presented to the ITP Board on January 28, 2026.

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**

**Public  
Transportation  
Agency  
Safety  
Plan**

# INTERURBAN TRANSIT PARTNERSHIP

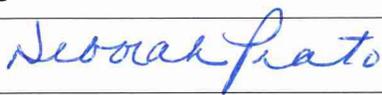
## Public Transportation Agency Safety Plan

The Interurban Transit Partnership, aka The Rapid, is required to maintain a written safety plan along with supporting documents, including those related to program implementation and results from its safety management system as required in 49 CFR Part 673, and amended in the *Bipartisan Infrastructure Law changes to 49 U.S.C. §5329(d)*. The Rapid has existing documentation describing processes, procedures, and other information that are now incorporated into the Public Transit Agency Safety Plan (PTASP). If these documents are not a physical part of the PTASP, they are referenced by specifying the document names and locations within the appropriate sections of the plan.

### 1. Transit Agency Information

<b>Transit Agency Name</b>	Interurban Transit Partnership / "The Rapid"		
<b>Transit Agency Address</b>	300 Ellsworth Ave SW, Grand Rapids, MI 49503		
<b>Name and Title of Accountable Executive</b>	Deb Prato, CEO		
<b>Name of Chief Safety Officer</b>	Jason V. Culberson, Manager of Safety and Training		
<b>Modes of service covered by this plan</b>	<b>MB DO:</b> Fixed Route Service, directly operated. <b>DR DO:</b> Demand Response, directly operated. <b>DR PT:</b> Paratransit, currently operated by Transdev. <b>RB DO:</b> Bus Rapid Transit, directly operated.	<b>FTA Funding Types</b>	5307 5337 5339
<b>Modes of service provided by the Transit Agency</b>	<b>MB DO:</b> Fixed Route Service, directly operated. <b>DR DO:</b> Demand Response, directly operated. <b>DR PT:</b> Paratransit, currently operated by Transdev. <b>RB DO:</b> Bus Rapid Transit, directly operated		
<b>Transit services provided on behalf of another entity.</b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	<b>Description of Arrangement</b> The Rapid provides bus operators and maintenance services to the City of Grand Rapids to operate DASH service.
<b>Name and Address of entity for which service is provided</b>	City of Grand Rapids 300 Monroe Ave NW Grand Rapids, MI 49503		

## 2. Plan Development, Approval, and Updates

<b>Name of person who drafted this plan</b>		Jason V. Culberson, Manager of Safety and Training (CSO)	
<b>Name of Accountable Executive</b>		Deb Prato, CEO, ITP	
<b>Signature by the Accountable Executive (updated annually)</b>		<b>Signature of Accountable Executive</b>	<b>Date of Signature</b>
			01/05/2024
<b>Approval by the Safety Committee</b>		<b>Name of Committee Chair</b>	<b>Date of Approval</b>
		Jason V. Culberson, Committee Chair	12/18/2025
		<b>Relevant Documentation (title and location)</b>	
		Minutes from Safety Committee Meeting approving PTASP, 12/18/2025, <b>ATTACHMENT A</b>	
<b>Approval by the Board of Directors or an Equivalent Authority</b>		<b>Name of Individual/Entity That Approved This Plan</b>	<b>Date of Approval</b>
		Mayor Gary Carey, Board Chairman, ITP	1/28/2026
		<b>Relevant Documentation (title and location)</b>	
		Signed Board resolution located in Accountable Executive's office	
<b>Certification of Compliance</b>		<b>Name of Individual/Entity That Certified This Plan</b>	<b>Date of Certification</b>
		Steve Schipper, COO, ITP	1/29/2026
		<b>Relevant Documentation (title and location)</b>	
		Certified in TrAMS	
<b>Revision</b>	<b>Section(s) Affected</b>	<b>Reason for Change</b>	<b>Date Issued</b>
001	All	Original Document	12/02/2020
002	All	FTA recommendations	07/08/2021
003	All	Bipartisan Infrastructure Law Changes to 49 U.S.C. § 5329(d) and Annual Review	05/01/2022
004	6	Addition of air purification and ADAS initiatives	08/01/2022
005	All	PTASP with updated changes from FTA	03/28/2024
006	All	2025 update including requirements from General Directive 24-1	01/29/2025
007	All	Annual Update	01/28/2026

## **Annual Review and Update of the PTASP**

Annual review of this PTASP will occur near the beginning of each calendar year by the Chief Safety Officer, the Safety Committee, and the Management Team. The plan will be approved by the Safety Committee, the Board of Directors, and the Accountable Executive. The updated plan will replace all previous plans and will be available to employees at the time of implementation. The Plan review and updates will occur as close to the beginning of the year as feasible.

### 3. Safety Performance Targets

#### Safety Performance Targets

The Rapid will provide safety performance targets for the upcoming year and compare them to actual safety performance during the previous 4 years in this plan, beginning in 2021 and advancing each year.

Safety performance targets are based on the measures established under the National Public Transportation Safety Plan. These measures are:

- Fatalities: Total number of fatalities reported to NTD and rate per total vehicle miles by mode.
- Injuries: Total number of injuries reported to NTD and rate per total vehicle miles by mode.
- Safety Events: Total number of safety events reported to NTD and rate per total vehicle miles by mode.
- Transit Worker Assaults: Total number of assaults on transit workers reported to NTD and rate per total vehicle miles by mode. (Note: Reporting begins in FY 2023-2024).
- System Reliability: Mean distance between major mechanical failures by mode.

Annual Mileage	MB DO		RB DO		DR DO		DR PT			
FY 2025	5,343,425		386,939		15,908		1,890,590			
Actual Reported FY 2025 (based on performance measures)										
Mode	Fatalities Reported to NTD		Injuries Reported to NTD		Safety Events Reported to NTD		Transit Worker Assault Reported to NTD		Mean Distance Between Major Failures	
	Total	Rate per 100,000 VM	Total	Rate per 100,000 VM	Total	Rate per 100,000 VM	Total	Rate per 100,000 VM	Total	Rate per 100,000 VM
MB DO	0	0.0	0	0.0	5	0.09	0	0.0	328	6.14
RB DO	0	0.0	0	0.0	1	0.26	0	0.0	32	8.27
DR DO	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
DR PT	0	0.0	0	0.0	0	0.0	0	0.0	85	4.49
Target FY 2026 (based on a 5 percent reduction of 2025 performance measures)										
Mode	Fatalities Reported to NTD		Injuries Reported to NTD		Safety Events Reported to NTD		Transit Worker Assault Reported to NTD		Mean Distance Between Major Failures	
	Rate per 100,000 VM	Rate per 100,000 VM	Rate per 100,000 VM	Rate per 100,000 VM	Rate per 100,000 VM	Rate per 100,000 VM	Rate per 100,000 VM	Rate per 100,000 VM	(assume 10 percent increase)	
MB DO	0.0	0.0	0.0	0.08	0.0	0.0	17,920			
RB DO	0.0	0.0	0.25	0.0	13,301					
DR DO	0.0	0.0	0.0	0.0	>15,908					
DR PT	0.0	0.0	0.0	0.0	24,466					

## Safety Performance Target Coordination

At the beginning of each fiscal year, The Rapid communicates its safety performance targets listed above with the State of Michigan Department of Transportation and Grand Valley Metropolitan Council, our regional MPO. The Rapid reports fatality, injury, and event data to NTD monthly and conducts a CEO certification of the data in February of the following year. Safety Performance Indicators (SPI) and Safety Performance Targets (SPT) are reported to the Management Team, CEO, and the Board of Directors on a regular basis throughout the year.

<b>Targets Transmitted to the State</b>	<b>State Entity Name and Address</b>	<b>Date Targets Transmitted</b>			
	Michigan Department of Transportation Office of Passenger Transportation State Transportation Building 425 W. Ottawa St. P.O. Box 30050 Lansing, MI 48909	1/29/2026			
<b>Targets Transmitted to the Metropolitan Planning Organization(s)</b>	<b>Metropolitan Planning Organization Name and Address</b>	<b>Date Targets Transmitted</b>			
	Grand Valley Metropolitan Council 678 Front Ave. N.W. Ste. 200 Grand Rapids, MI 49504 (616) 776-3876	1/29/2026			
<b>Statement of Compliance</b>	This PTASP addresses all applicable requirements and standards as set forth in FTA's Public Transportation Safety Program (49 CFR Part 673), the Bipartisan Infrastructure Law (49 U.S.C. 5339, IIJA 30018, and IIJA Division), and the National Public Transportation Safety Plan (49 U.S.C. 5329(b)).				
<b>4-YEAR SAFETY PERFORMANCE FOR THE RAPID</b> (based on the aggregate of all modes per 100,000 VM)					
SPT Category	2022	2023	2024	2025	4-Year Avg
Annual VM – All Modes	8,143,796	8,091,953	8,395,820	7,636,862	8,067,107
Total Fatalities	1	0	0	0	0.25
Fatality Rate	0.01	0.0	0.0	0.0	0.00
Total Injuries	17	25	27	0	17.25
Injury Rate	0.21	0.31	0.49	0.0	0.26
Total Safety Events	25	7	9	5	11.5
Safety Event Rate	0.31	0.09	0.11	0.08	0.15
Total Transit Worker Assault	N/A	2	2	0	1
Transit Worker Assault Rate	N/A	0.02	0.02	0.0	0.01
Mean Distance between Major Failures – All Modes	47,260	2,539	2,609	16,506	17,229

## 4. Safety Management Policy

### SAFETY MANAGEMENT POLICY STATEMENT

The management of safety and security are core business functions. The Rapid is committed to developing, implementing, maintaining, and improving processes that ensure the highest practical level of safety and security performance in all our transit service delivery and organizational activities.

All employees are accountable for following safe work behaviors, understanding safety and security standards, and encouraging safe performance from coworkers and patrons, starting with the CEO, and spreading throughout the agency.

#### ***THE RAPID* is committed to:**

- Supporting the management of safety and security through the provision of adequate and appropriate resources, resulting in an organizational culture that fosters safe practices.
- Including safety and security input, reviews, and certification, in the planning and design of new and remodeled buildings, systems, processes or equipment.
- Encouraging effective employee safety and security reporting and communication.
- Devoting the same high level of attention to safety and security as is demonstrated in its provision of exceptional transportation service.
- Integrating the management of safety among the primary job descriptions and responsibilities of all employees.
- Establishing and operating hazard identification, hazard analysis, and safety risk evaluation activities, including an employee safety reporting program as a fundamental source for identifying safety hazards and concerns.
- Establishing a program to track near miss events to identify and mitigate potential hazards before accidents, incidents or injuries occur.
- Ensuring that no action will be taken against employees who disclose safety or security concerns unless disclosure reveals an illegal act, gross negligence, or a deliberate or willful disregard of regulations or procedures.
- Meeting or exceeding legislative and regulatory requirements.
- Ensuring that sufficiently skilled and trained personnel are available to administer the safety and security management processes.
- Ensuring that employees are provided with sufficient safety and security information and training to safely perform assigned jobs or tasks.
- Establishing and measuring safety performance targets against realistic data-driven safety performance indicators.

- Improving safety performance through management processes ensure appropriate safety management action is taken and is effective.
- Ensuring that subcontractors, third party systems and contracted services conform, and can demonstrate continued conformance, to our safety performance standards.

**Safety Management Policy Communication:**

The Safety Management Policy is communicated directly to The Rapid’s leadership, management and to each employee at the beginning of their employment, in periodic refresher training, and as an addition to the Employee Handbook and Operations Policy and Procedures Manual. It is also posted on Vista and Blink sites as part of Safety communication. The policy statement is also shared with The Rapid’s contractors or directly with the contractors’ employees working onsite.

**Authorities, Accountabilities, and Responsibilities**

<p><b>Accountable Executive</b></p>	<p>The authorized Accountable Executive is the CEO of The Rapid. They have a responsibility to ensure that SMS and all safety activities are accomplished under their authority. The CEO has ultimate accountability and responsibility for:</p> <ul style="list-style-type: none"> <li>• Directing the implementation and maintenance of SMS at The Rapid.</li> <li>• Directing the implementation and maintenance of the <i>Transit Asset Management (TAM)</i> plan.</li> <li>• Ensuring the allocation of human and capital resources needed to develop and maintain SMS and TAM.</li> <li>• Ensuring transparency in safety management priorities for both the Board of Directors and the agency’s employees.</li> <li>• Establishing guidance on the acceptable level of safety risk for The Rapid; and</li> <li>• Ensuring that the safety management policy statement is appropriate and communicated throughout the agency.</li> <li>• Ensuring that The Rapid’s Safety Management System is effectively implemented, and action is taken to address substandard performance of the program.</li> </ul>
<p><b>Chief Safety Officer and SMS Executive</b></p>	<p>The Chief Safety Officer (CSO) is the Manager of Safety and Training. They are adequately trained in safety management, is responsible for day-to-day implementation and operation of the SMS reports directly to the Accountable Executive regarding safety.</p>

	<p>They are responsible for:</p> <ul style="list-style-type: none"> <li>• Managing the safety programs under SMS.</li> <li>• Directing hazard identification and safety risk evaluation and/or analysis.</li> <li>• Reviewing designs, plans, processes, procedures and/or equipment to ensure safety.</li> <li>• Monitoring mitigation activities.</li> <li>• Providing periodic reports on safety performance.</li> <li>• Certifying safety critical elements of new or remodeled construction.</li> <li>• Maintaining safety documentation; and</li> <li>• Organizing the content of safety management training (not technical skills training)</li> <li>• Collecting and analyzing safety data.</li> <li>• Acting as a conduit for communicating safety from and to departmental/operational managers, front-line employees, and executive management, as necessary.</li> <li>• Reviewing, revising, maintaining, and communicating The Rapid’s safety plans and programs.</li> <li>• Acting as a subject area expert and advisory resource in local, state, and federal safety regulations and standards.</li> <li>• Providing safety information and intelligence to line managers and front-line employees.</li> <li>• Monitoring safety performance.</li> <li>• Advising senior management on safety matters.</li> <li>• Conducting safety audits, inspections, and investigations; and</li> <li>• Maintaining safety documents and records.</li> </ul> <p>The CSO reports directly to the Accountable Executive or their designee for safety critical items.</p>
<p><b>Board of Directors and Agency Leadership</b></p>	<p>The Board of Directors will have access to the PTASP and will be informed of any plan changes. A copy of the annual plan review will be presented to the Board as close to the first Board meeting as feasible of each calendar year.</p>
<p><b>Key Staff</b></p>	<p><b>TAM Manager:</b> The position of TAM Manager is delegated to the Asset Management Warranty Administrator. They are responsible for:</p> <ul style="list-style-type: none"> <li>• Creating and maintaining the Transit Asset Management (TAM) plan for The Rapid.</li> </ul>

- Creating and maintaining documents and records related to asset management at The Rapid.
- Coordinating with the Maintenance Manager, Facilities Manager and SMS Manager to establish benchmarks for a state of good repair to include safety assessments and evaluations.

**Security Director:** The Security Director reports to the COO and, in times of threat or disaster, to the CEO. They are responsible for:

- Managing security threats and vulnerabilities through both human and capital resources as needed.
- Directing threat and vulnerability identification, analysis, evaluation, and mitigation.
- Collecting and analyzing security data.
- Acting as a conduit for communicating security from and to departmental/operational managers, front-line employees, and executive management, as necessary.
- Acting as liaison between The Rapid and local, state, and Federal law enforcement.
- Reviewing, revising, maintaining, and communicating The Rapid's security and emergency response plans and programs.
- Acting as a subject area expert and advisory resource in local, state and federal security regulations and standards.
- Providing security information and intelligence to line managers and front-line employees
- Security performance monitoring.
- Advising senior management on security matters.
- Stopping processes in situations that are immediately dangerous to life and health.
- Conducting security audits, inspections, and investigations; and
- Maintaining security documents and records.

**Transportation Director:** The Transportation Director has a duty to support and communicate SMS principles, policies and procedures to supervisors, front-line bus operators and staff.

The Transportation Director is responsible for:

- Communicating safety and security initiatives, processes and practices to supervisors, bus operators, department staff and ridership.
- Forwarding reports of hazards from supervisors and bus operators, both real and potential, to the appropriate department.
- Participating in and delegating authority to the investigation of accidents, incidents and occurrences using SMS principles and providing written data for later analysis.
- Participating in safety and security meetings and training.
- Directing the collection and storage of accidents and incident reports for analysis.
- Stopping processes in situations that are immediately dangerous to life and health.
- Encouraging safe and secure behaviors; and
- Monitoring, evaluating, and providing feedback concerning safety behaviors to supervisor and bus operators.

**Transportation Supervisors:** Transportation supervisors have a responsibility to support and communicate SMS principles, policies and procedures to front-line bus operators and are responsible for:

- Communicating safety and security initiatives, processes and practices to operators, dual-class staff, and ridership, as necessary.
- Reporting hazards, both real and potential, to management.
- Forwarding reports of hazards from bus operators and ridership, both real and potential, to management.
- Investigating accidents, incidents and occurrences using SMS principles and producing written data for later analysis.
- Participating in safety and security meetings and training.
- Stopping processes in situations that are immediately dangerous to life and health.
- Encouraging safe and secure behaviors; and
- Monitoring, evaluating, and providing feedback concerning safety behaviors to personnel.

**Facilities Director:** As one of the keys to SMS success, the Facilities Director works closely with the Safety Department to remove or reduce hazards in the workplace, especially when it involves facilities, grounds, or infrastructure. The Facilities Director is responsible for:

- Assisting the agency with personnel and materials in support of SMS.
- Participating in safety committees and initiatives.
- Encouraging safe and secure behaviors.
- Directing the collection and storage of accidents and incident reports for analysis.
- Maintaining facility-related TAM policies, procedures, and records.
- Monitoring, evaluating, and providing feedback concerning safety behaviors to personnel.
- Stopping processes in situations that are immediately dangerous to life and health.
- Communicating and enforcing safety initiatives, policies and/or procedures as necessary; and
- Responding to employee safety concerns and providing feedback.

**Fleet Maintenance Director, Fleet Maintenance Superintendent, Maintenance Supervisors:** The Fleet Maintenance Director and maintenance supervisors are responsible for:

- Aiding the agency with personnel and materials in support of SMS.
- Participating in safety committees and initiatives.
- Encouraging safe and secure behaviors.
- Directing the collection and storage of accidents and incident reports for analysis.
- Maintaining vehicle/equipment-related TAM policies, procedures, and records.
- Monitoring, evaluating, and providing feedback concerning safety behaviors to personnel.
- Stopping processes in situations that are immediately dangerous to life and health.
- Communicating and enforcing safety initiatives, policies and/or procedures as necessary; and
- Responding to employee safety concerns and providing feedback.

**Department Directors and Managers:** All department directors and managers are responsible for:

- Helping the agency with personnel and materials in support of SMS.
- Participating in safety initiatives.

- Communicating and enforcing safety initiatives, policies and/or procedures, as necessary.
- Responding to employee safety concerns and providing feedback.
- Stopping processes in situations that are immediately dangerous to life and health.
- Determining the human and financial needs for each department to provide safe and secure work environments for employees and agency patrons; and
- Allocating human and financial resources related to SMS to department staff.

**Bus Operators, Maintenance Technicians, Facilities Technicians and Administrative Staff:**

Front-line employees are the eyes and ears of the organization and are the most likely to identify specific hazards and safety risks in the workplace. Employee activities include:

- Reporting hazards, both real and potential, to supervisors, managers, and safety personnel.
- Performing safety functions diligently.
- Participating in safe work behaviors.
- Stopping processes in situations that are immediately dangerous to life and health.

**Safety Committee Members:** Membership is an equal number of frontline employee representatives and management representatives and may include personnel from Transportation, Maintenance, Facilities, Planning/Scheduling, Administration, Security and Safety. It is employee-driven, and its activities and responsibilities include:

- Reporting accidents, incidents, near miss events, and injuries from employee groups.
- Directing employee safety reports to the appropriate committee or department for review and mitigation.
- Providing feedback to employee work groups.
- Identifying and recommending risk-based mitigations or strategies necessary to reduce the likelihood and severity of consequences identified through the agency's safety risk assessment.
- Identifying mitigations or strategies that may be ineffective, inappropriate, or were not implemented as intended.

- Identifying safety deficiencies for purposes of continuous improvement.

**Contractors and Contractors' Employees:** Contractors and their employees play an integral role in safety at The Rapid. Contractors are responsible for ensuring that the same degree of safety protection and training is supplied to their employees as is afforded by The Rapid's personnel. Copies of The Rapid's programs, including the PTASP and other appropriate safety programs, are made available to contractors. If contractors have safety programs and plans, a copy will be made available to The Rapid.

## 5. Safety Hazard Management

### Safety Hazard Identification

General information regarding hazards, incidents, and injuries for all The Rapid's employees, departments and contractors can be found through information from the FTA National Transit Database, Michigan's Department of Licensing and Regulatory Affairs (MI LARA), as well as other federal and state oversight agencies. This data is tracked, and in some cases reported to, for identifiable workplaces hazards and illnesses. Data from MI LARA are supplemental to internal hazard reporting.

Internally, hazards are identified through employee observations and reporting or by means of periodic safety inspections and audits by a Safety Officer. Current records of inspection items and results are available from the Safety/Training Office. During the hazard assessment process, the potential consequences of unresolved hazards are highlighted. The contracted paratransit service provider is expected to have its own hazard identification process as part of its safety plan or adopt The Rapid's plan as outlined in the PTASP.

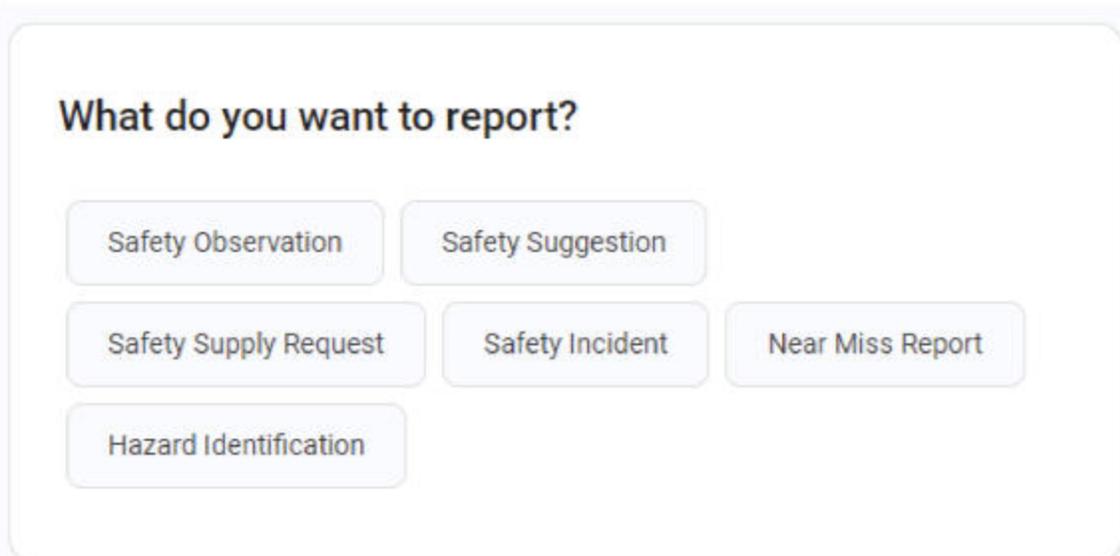
### Employee Safety Hazard Reporting System

All employees are encouraged and expected to report real or potential safety hazards, accidents, injuries, other incidents, and near misses to The Rapid using one or more of the following methods:

1. **Verbal Report:** An employee may report a safety hazard, accident, or incident directly to their supervisor, manager, Safety Committee representative, or safety officer who will then report it to the Safety and Training Department for tracking and

resolution. Verbal reports are entered into the Hazard Reporting System by the Safety and Training Department.

2. **Written Operator Report:** For accidents and incidents involving a transit vehicle, a written *Operator Report* is completed and turned into the supervisor's office before or at the end of the day on which the accident or incident occurred. The report is written by the operator involved in the incident and is included in the finished accident packet for scanning and storage.
3. **Written Supervisor Report:** A supervisor is assigned to each accident/incident and completes a written *Supervisor/Investigator Report* after compiling photos, video, operator, bus rider and witness reports. It becomes part of the finished accident packet.
4. **Blink Report:** Close calls and near misses can voluntarily be reported by following a link on Blink or by using a QR code distributed through posters and handouts. Reports are entered directly into the Safety Hazard, Near-Miss Report Survey and are managed by the Safety and Training Department. (*Figure 1*)



The image shows a digital interface titled "What do you want to report?". Below the title, there are six buttons arranged in three rows. The first row contains "Safety Observation" and "Safety Suggestion". The second row contains "Safety Supply Request", "Safety Incident", and "Near Miss Report". The third row contains "Hazard Identification". All buttons are light blue with rounded corners and dark blue text.

*Figure 1: Blink sample report*

All reports are tracked and collated to determine the types of events that may lead to accidents, property damage or injuries. The data is used to determine hazard trends and resources will be applied to reducing or mitigating the risk. If a near miss report describes a risk of greater concern, it can be added to the Hazard Log for assessment and tracking.

## **Employee Hazard Identification and Near Miss Reporting Program**

The National Safety Council describes a near miss as “an unplanned event that did not result in injury, illness or damage – but had the potential to do so.” When an employee experiences a close call, or near miss, they can report it voluntarily and anonymously, if they wish, using the Near Miss Report. Under normal circumstances, employees who report a near miss will not be subject to potential discipline related to the event unless:

- The employee’s actions were the result of a willful violation of law or policies.
- The employee’s actions contributed directly or indirectly to an injury, illness or damage.
- The employee was impaired by alcohol or illegal drugs (including marijuana) at the time of the event.
- Facts related to the event were proven to have been omitted; statements were falsified, or reports were exaggerated to put the employee in a better light.

Examples of a near miss include:

- Loss of control on an icy road resulting in no accident or injury.
- An incident contributing to a close call involving a pedestrian.
- An operator almost passes up a customer at a stop.
- Someone slipped on an icy sidewalk resulting in no fall and no injury.
- An object falling off a shelf almost hits an employee.
- A bus left in neutral with the parking brake off rolls forward and comes to rest on a curb.
- Incidents involving verbal altercations with customers.

## **Hazard Assessment**

Hazard analyses may occur within an individual department, during one of the monthly Safety Team meetings, or through other meetings with small groups or individuals. The assessment should include a description of the hazard, supporting test results, documents and/or photos and recommendations for resolution.

When a hazard has been identified and analyzed, it is resolved by determining its risk value, using the Risk Assessment Matrix, or RAM, (*Figure 2*) to compare a hazard’s severity and probable frequency, assessing the appropriate response to the hazard, and then determining the best method for remediation. Hazards with higher risk values should be addressed as soon as practical, with those posing imminent danger being given immediate attention. Work stoppages may be necessary when an activity is deemed too hazardous to continue without additional support or proper equipment.

## RISK ASSESSMENT MATRIX – The Rapid

Risk Assessment Matrix RAM		SEVERITY			
		1. Catastrophic	2. Critical	3. Marginal	4. Negligible
LIKELIHOOD	A. Frequent	High (1A)	High (2A)	Serious (3A)	Medium (4A)
	B. Probable	High (1B)	High (2B)	Serious (3B)	Medium (4B)
	C. Occasional	High (1C)	Serious (2C)	Medium (3C)	Low (4C)
	D. Remote	Serious (1D)	Medium (2D)	Medium (3D)	Low (4D)
	E. Improbable	Medium (1E)	Medium (2E)	Medium (3E)	Low (4E)
	F. Eliminated	Eliminated			

### RESOLUTION REQUIREMENTS

High	Unacceptable	Correction to ALARP required
Serious	Undesirable	Correction to ALARP may be required, decision by management
Medium	Acceptable w/ review	With review and documentation by management
Low	Acceptable	without review
Eliminated	Acceptable	no action needed

ALARP = As low as reasonably possible

LIKELIHOOD	Likelihood of event in specific item	MTBE*in Operating Hours	Occurrence in time	Occurrence Description
A Frequent	Will occur frequently	< 1,000 oh	Once per day, week, or month	Continuously Experienced
B Probable	Will occur several times	1,000 – 100,000 oh	Semi-annually or once per year	Will likely occur
C Occasional	Likely to occur sometimes	100,000 – 1,000,000 oh	Once every 1-2 years	Will occur several times
D Remote	Unlikely but possible to occur	1,000,000 - 100,000,000	Approximately once every 5 years	Unlikely, but can be expected to occur
E Improbable	So unlikely, occur may not be experienced.	> 100,000,000 oh	Historically possible not in the last 10 years.	Unlikely to occur, but possible
F Eliminate	Risk removed / eliminated	Never	N/A	Will not occur

\*Mean Time Between Events The likelihood that hazards will be experienced during the planned life expectancy of the system can be estimated in potential occurrences per unit of time, events, population, items, or activity.

SEVERITY BY SYSTEM	1. Catastrophic	2. Critical	3. Marginal	4. Negligible
Total System Disruption	> 24 hrs.	12 - 24 hrs.	4 – 12 hrs.	< 4 hrs.
Service Operations	Substantial or total loss of operation	Partial shutdown of operation	Brief disruption to operation	No disruption
People	Multiple permanent injuries or a fatality	Permanent or long-term injury of at least one person	Injury requiring medical treatment away from work	Minor injury requiring first aid at the scene

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SEVERITY BY SYSTEM cont.	1. Catastrophic	2. Critical	3. Marginal	4. Negligible
<b>Financial</b>	> \$ 1,000,000	< \$ 1,000,000	< \$ 250,000	< \$ 100,000
<b>Legal and Regulatory</b>	Significant breach of the law. Individual or company law suits.	Breach of law; report /investigation by authority. Attracts compensation/ penalties/ enforcement action	Breach of regulatory requirements; report /involvement of authority. Attracts administrative fine	Technical non-compliance. No warning received; no regulatory reporting required
<b>Environment</b>	Permanent impact; affects a whole region; highly sensitive environment	Lasting months; impact on an extended area, area with some environmental sensitivity	Lasting weeks; reduced area, no environmentally sensitive surroundings	Lasting days or less; limited to small area, low significance/ sensitivity
<b>Social</b>	Major widespread social impacts	Significant , ongoing social issues	Some impacts on local population, mostly repairable	Minor disturbance of culture/social structures
<b>Reputation</b>	Noticeable reputational damage; national /international public attention and repercussions	Suspected reputational damage; local/regional public concern and reactions	Limited, local impact; concern/complaints from certain groups/organizations	Minor impact, awareness/concern from specific individuals
<b>Injury</b>	Death (not include suicides or by natural causes)	Fracture, Severe Bleeding, Brain injury, Dismemberment	Bruising, Abrasions, Bleeding (Ambulance transport)	Bruising, Abrasions, Sprains (No Ambulance transport)
<b>Health</b>	Exposure with irreversible impacts with loss of quality of life of a numerous group/ population or multiple fatalities	Exposure with irreversible impact on health with loss of quality of life or single fatality	Exposure with reversible impact on health or permanent change with no disability or loss of quality of life	Exposure to health hazard resulting in symptoms requiring medical intervention, with full recovery
<b>Safety</b>	Severe accident with major service disruption or loss of life, Potential Federal agency involvement, damages over \$250,000	Accident with serious injuries, damages exceed \$100,000	Reportable accident with over \$25,000 in damages	Incident with minor damage
<b>Technology</b>	Technology infrastructure: Applications that are categorized as critical infrastructure and/or system(s):			
	cannot be accessed via Primary or DR infrastructure which includes data and major fiscal loss.	has an outage but can restore services at the primary or DR datacenter site in an allotted SLA timeframe. Causing Operations and fiscal loss.	has an outage, but UTA can restore services at the primary or DR datacenter site in an allotted SLA timeframe. Causing No Operations nor fiscal loss.	or not on list, has a brief outage that is not noticed by the users, nor affects any Operation, nor causes fiscal loss.
<b>Information Security</b>	A breach of patron, employee information, network infrastructure, security systems:			
	where PII/PCI data is exposed/ accessed by malware, virus or ransomware, an external or internal hacker, employee abusing trusted elevated permissions and breach is of non-encrypted data or cause the encryption of data causing data loss	where no PII/PCI data is exposed/accessed by malware, virus, or ransomware, an external or internal hacker, employee abusing trusted elevated permissions and breach is of non-encrypted data or cause the encryption of data. Data is recoverable by backup or DR.	where No PII/PCI data is exposed/accessed by malware, virus or ransomware, an external or internal hacker, employee abusing trusted elevated permissions and breach is of non-encrypted data information, but quickly fail-over to DR site.	Malware or other type of Virus is identified on a PC, Server, or another network node, but does not affect any process nor accesses data, and is quickly eliminated.
<b>Security / Police</b>	Criminal or terrorism attack of system resulting in death or serious bodily harm to customers. Violent attack/ terrorism at UTA business unit or administrative facility with grave loss of life or significant bodily harm to multiple employees.	Non-life-threatening workplace violence incident or significant targeted criminal damage to business unit facilities, vehicles, or UTA critical infrastructure.	Suspicious package resulting in minor system delays; or trespasser (suicide) on the alignment (classified as security incident).	Assault of employee or customer; minor criminal activity on system or at business unit/ administrative facility.

Figure 2: Risk Assessment Matrix (Sample)

The Rapid looks at existing hazard mitigations to determine if they are effective and sufficient before replacing them or adding other measures. This is also true for The Rapid's contractors and vendors, each of which must provide copies of their mitigation methods and must allow The Rapid to inspect equipment and review their safety programs.

The Risk Assessment Matrix (RAM) is used to determine risks to people, the environment, the agency's assets, and its reputation. The Rapid recognizes that the safety of the agency has a bearing on its employees and takes a holistic approach to determining risks.

This process is the same for The Rapid's paratransit service provider if they do not have separate, equally effective methods.

### **Safety Risk Reduction Program (SRRP)**

The Rapid maintains a formal Safety Risk Reduction Program (SRRP) as required under 49 U.S.C. §5329(d), as amended by the Bipartisan Infrastructure Law (BIL). The SRRP establishes a structured, data-driven approach to reducing the rates and numbers of:

- Reportable accidents
- Reportable injuries
- Reportable safety events
- Transit worker assaults

The SRRP integrates with our SMS processes and ensures that safety decisions are supported by objective analysis, collaborative evaluation, and measurable outcomes.

### **1. SRRP Data Inputs**

The Rapid uses multiple data sources to identify and analyze hazards contributing to safety events:

- NTD monthly safety submissions
- Accident/incident packets
- Near-miss reports (Blink system and QR submissions)
- Operator reports
- Supervisor investigations
- Maintenance data (MDBF trends)
- Onboard and facility video review
- Customer complaint tracking
- Safety Committee observations and recommendations

### **2. Causal Analysis Methodology**

For each qualifying safety event category, the Safety and Training Department conducts a causal analysis that includes:

- Event reconstruction using video, witness statements, and physical evidence
- Identification of unsafe conditions or contributing factors
- Human factors evaluation
- Review of policies, training, scheduling, and environmental factors
- Determination of root cause(s) and systemic influences
- Causal analysis results are documented in the Safety Risk Register and reviewed by the Safety Committee.

### **3. Mitigation Prioritization**

- Mitigation strategies are prioritized based on a combination of:
- Risk score using the agency's likelihood × severity matrix
- Frequency and trend data
- Impact on safety performance targets
- Operational feasibility
- Resource requirements
- Worker and labor input
- Mitigations addressing hazards with high or unacceptable risk are implemented first.

### **4. Required SRRP Focus Areas**

Consistent with BIL, The Rapid's SRRP places elevated emphasis on reducing:

- Operator assaults
- Customer or third-party injuries
- Vehicle collisions and fixed-object impacts
- Slip/trip/fall events in facilities
- Any hazard trend identified as "high-risk" by the Safety Committee

### **5. Monitoring and Evaluation**

All implemented mitigations are monitored by:

- Tracking related safety indicators
- Measuring pre- and post-implementation performance
- Reviewing effectiveness quarterly through the Safety Committee
- Making adjustments as needed
- Annual evaluation findings feed into the CEO's annual PTASP certification.

The SRRP is reviewed annually as part of the Accountable Executive's PTASP certification.

## **Transit Worker Assault Risk Reduction Program**

In compliance with the Bipartisan Infrastructure Law and FTA General Directive 24-1, The Rapid establishes and maintains a Transit Worker Assault Risk Reduction Program (TWARRP). This program evaluates assault-related hazards, identifies and implements mitigations, and ensures meaningful worker participation throughout the process. The Rapid ensures that frontline employee and labor participation in the assault mitigation process is meaningful and conducted in good faith, with worker representatives actively engaged in identifying hazards, evaluating mitigation strategies, and reviewing the effectiveness of implemented actions.

### **1. Definition of Transit Worker Assault**

For the purposes of this program, a “transit worker assault” aligns with NTD and GD 24-1:

- Any attempted or actual physical harm
- Threatening actions or statements that place a worker in reasonable fear of harm
- Spitting, thrown objects, or intentional exposure to bodily fluids
- Use or attempted use of a weapon
- Physical interference with the safe operation of a transit vehicle

### **2. Assault Hazard Identification**

The Rapid identifies hazards contributing to worker assaults through:

- Operator assault reports
- Near-miss reports involving threatening behavior
- Customer complaint data
- Onboard video review
- Law enforcement reports
- Union/labor safety feedback
- Safety Committee analysis
- Assault hazards are entered into the Risk Register and processed through the SRM workflow.

### **3. Risk Assessment and Trend Analysis**

The Safety and Training Department conducts ongoing analysis of:

- Assault frequency by route, time of day, and location
- Repeat offenders when identifiable
- Environmental contributors (lighting, stop placement, facilities)
- Vehicle design factors (cab layout, barriers)
- Service factors (crowding, missed trips, long headways)

#### **4. Required Labor Participation**

Consistent with BIL, 50% of the Safety Committee membership represents frontline employees. Labor representatives:

- Participate in selecting assault-related mitigations
- Review proposed policy or operational changes affecting operator safety
- Provide feedback on training content and design
- Participate in post-implementation reviews of mitigation effectiveness

#### **5. Mitigation Measures**

Mitigations may include, but are not limited to:

- Operator barrier improvements and upgrades
- Deployment of advanced camera systems
- De-escalation and conflict-resolution training for all operations transit workers, transit workers directly responsible for safety of the system, and maintenance transit workers (49 CFR § 673.29(a))
- Route or stop adjustments
- Increased supervisory presence on high-risk routes
- Transfer-only or no-fare zones during high-risk periods
- Law enforcement or contracted security coordination
- Targeted public awareness campaigns
- All mitigations are evaluated using the SRRM risk matrix and approved by the Safety Committee.

#### **6. Implementation and Monitoring**

Implemented mitigations are tracked in the Assault Mitigation Log, which includes:

- Description of the mitigation
- Implementation date
- Responsible department(s)
- Training or communication actions
- Post-implementation evaluation intervals
- Effectiveness assessments

#### **7. Annual Assessment**

As required by BIL and GD 24-1:

The CEO evaluates all assault-related mitigations each year

- Determinations of effectiveness are documented
- Ineffective mitigations are revised or replaced

A summary is included in the annual PTASP update

### **Accident/Incident Review**

Accidents and incidents are reviewed monthly by the Safety Department as part of NTD reporting requirements and are intended to determine causation and recommend mitigations. Accident and incident investigations contribute directly to Safety Assurance by identifying ineffective mitigations and validating SRRP and TWARRP effectiveness.

Activities include:

- Reviewing safety events and near miss reports to determine causation.
- Analyzing reports to determine human and organizational factors leading to safety events, both real and potential, and
- Recommending methods to mitigate safety risks for the agency.

### **Stop Action Authority**

All employees have the authority to stop any activity or process that puts The Rapid's employees, guests, and/or patrons at risk of immediate death or injury. If this occurs, it must be reported as soon as possible to the department Director, the CSO, the COO and the CEO.

### **Safety Hazard Log and Issue Tracker**

The Safety Hazard Log and Issue Tracker are designed to allow employees to follow identified hazards from the initial report to conclusion in a format that contains a summary of the hazard or concern, date reported, recommendations for remediation, responsible parties, actions taken, results obtained and date of completion. Other documentation, such as inspection reports, environmental tests, hazard monitoring reports, are referenced for review if needed.

### **Safety Risk Mitigation**

Many hazards can be resolved through more than one means, but the general process for determining the best method should be by considering engineering controls, administrative work practices or employee protective equipment and training, in that order. A combination of methods to mitigate hazards may be necessary and both current methods and their effectiveness are to be considered during the decision-making process. Mitigations will be reviewed periodically by the Safety Committee to determine if they are effective, ineffective, or not implemented as intended.

### **Risk Reduction Program**

The Safety Committee establishes performance targets for the risk reduction program using

a 3-year rolling average of data submitted to NTD as a means of measurement, with the understanding that data from transit worker assaults will begin in 2023 and continue forward.

### **Safety Event Reporting, Investigation and Review**

The ultimate purpose for providing in-house management and investigation of work-related safety events is to limit injury and damage, identify facts, establish causes, suggest methods for preventing recurrence, and eliminate or reduce safety risks for The Rapid's transit workers and customers.

**Human Factors Analysis and Classification System, or HFACS** (*Figure 3*), is a method for determining all factors related to an accident, incident, or event. HFACS considers both active and latent factors and attempts to discover factors beyond the employee's involvement. The Safety Department uses HFACS as a tool to determine factors leading to safety events.

The four main categories of HFACS are Physical Actions, Pre-Conditions, Supervision and Organizational Influences. Within each of these are sub-categories that are designed to consider other specific factors involved in an event.

### **Types of safety events include:**

- Motor Vehicle Collisions
- Falls on the same or to a lower level.
- Getting caught in, on or between equipment or vehicles.
- Exposure to chemicals, infectious diseases, electricity, heat, cold, or radiation.
- Bodily reaction from either voluntary or involuntary motion.
- Being struck against or by a moving, flying or falling object.
- Being rubbed or abraded by friction, pressure, or vibration.

### **Examples of incidents include:**

- Acts of violence against an employee.
- Acts of violence by an employee against a person or persons.
- Reports of unsafe acts by employees or customers.
- Bomb threats or other threats of violence.
- Evacuations for life safety reasons.

### **Employee Injury and Transit Worker Assault:**

Injuries, and physical or non-physical assaults are reported by the affected employee, or a

witness, to Dispatch or his or her immediate supervisor as soon as possible. If the affected employee needs medical attention, the appropriate response from coworkers is to:

- Assess the injury.
- Call 911 if necessary.
- Call for other assistance, if available.
- Begin emergency medical treatment, if willing and able.
- Continue treatment until emergency responders arrive.
- Contact a Safety/Training Officer and complete a written report as soon as practical.

As soon as practical, the affected employee must complete an Employee Injury Report for the Human Resources Department. In compliance with MIOSHA regulations, all reportable employee injuries will be recorded by a representative from the Human Resources Department, and a summary will be posted from February 1 to April 30 each year for employee review.

The department Director will investigate and log for review by the Safety and Training Department. Remedial recommendations may be made by the Safety and Training Department or Safety Committee and will follow normal channels of communication. Investigative resources will include the Employee Injury Report, eyewitness accounts, employee interviews, equipment testing and any other reasonable means to determine root causes. Injury reports will be kept on file for future analysis. In the case of assaults on transit workers and others, the lead investigation will be conducted by the Director of Security.

### **Vehicle Collisions**

All vehicle collisions are reported to the Transportation Department by the operator while still at the scene. Bus Operators are instructed to contact Dispatch at the time of the safety event. In most cases, the vehicle operator and a Transportation Supervisor complete separate reports. When the collision is minor and does not involve a safety hazard, the vehicle operator may be instructed to continue in service. A written report is completed at the end of the Operator's workday and may be accompanied by a Supervisor's and other reports. Reports are reviewed by the Transportation Director, who determines preventability. Reports may also be reviewed by The Rapid's insurance carrier and the Safety/Training Department.

Copies of the accident/incident reports and a summary are kept for review and reporting, as required by agency policy or governmental standards.

### **Safety Program (MIOSHA and Transit Specific) Management:**

The Rapid's safety program consists of many different plans and programs. The list below is a sampling of the separate modules.

- HVAC 608 and 609 Technician Certification
- Abrasive Wheel Program
- Accident Prevention Plan
- Aerial Work Platform Licensing
- Bloodborne Pathogen Exposure Program
- Confined Spaces Plan
- CPR/AED Training Program
- Defensive Driving Program
- Drug and Alcohol Awareness Program
- Electrical Safety Plan
- Eyewash and Emergency Shower Maintenance Program
- Fall Protection Program
- Fire Protection Plan
- Hand and Foot Safety
- Hand Tool Safety
- Hazard Communication (Right to Know)
- Hearing Conservation
- Incident Investigation
- Infectious Disease Exposure Program
- Job Safety Analysis Plan
- Lockout/Tagout Program
- OSHA 10- and 30-Hour Training
- Overhead Cranes
- Portable Ladders Requirements
- Powered Industrial Truck Licensing
- Personal Protective Equipment Program
- Respiratory Protection
- Safety Meetings and Committees
- Safety Policy
- Snow Removal Plan
- Spill Cleanup Plan
- TAPCO Operator Development Program
- Transit Worker Assault Prevention Plan
- Underground Storage Tank Maintenance
- Walking/Working Surfaces Requirements
- Weather Safety

- Welding Safety

The Rapid's safety programs and plans are regularly monitored, reviewed, and revised as needed. Program reviews include the safety department and other stakeholders involved in implementing and maintaining the program. The standard method for program reviews is as follows:

- The review for a specific program is scheduled, and the current program is shared with stakeholders who review it individually.
- The stakeholders meet to discuss changes, and a draft is produced.
- The draft is approved, and the revised program is dated and signed by the appropriate parties.
- Records are retained as prescribed by The Rapid's record retention policies.

## 6. Safety Assurance

### Safety Performance Monitoring and Measurement

Members of the Safety and Training Department are responsible for monitoring and measuring safety programs, processes, and procedures at The Rapid. The results of monitoring activities are reviewed by the Safety and Training Department along with department managers, supervisors, and individual employees to determine potential consequences.

When encountering non-compliance or insufficiencies, the Safety and Training Department will work with affected employees to determine the best methods for improvement. The same applies to contractors and vendors. The Rapid will attempt to work directly with any affected employees and will actively elicit ideas and suggestions before determining the best course of action.

Information will be documented on the Hazard Log or, if the investigation is lengthy, a separate report will be generated and stored electronically in one of the Safety and Training Department folders. If contractors have a separate program, they will supply copies of any activities related to hazard monitoring, measurement, and mitigation.

To monitor and measure the success and quality of The Rapids' hazard management efforts, the methods below are used.

**Safety Audits and Inspections:** Safety audits and inspections refer to on-site visual inspections of the physical environment. An audit refers to a broad, general inspection of a work area or vehicle, and an inspection is focused on a specific feature (i.e., the

Maintenance Shop would undergo a safety audit and the eyewash station in the shop would be inspected).

**HFACS Reviews:** HFACS reports are tracked on the HFACS Summary for analysis and review. Accident/Incident factors that may not be evident in the original reports may be highlighted through a closer look at other potential causes.

**Operator Evaluations:** Evaluations of bus operator performance can determine errors occurring with the individual and with operators in general. As common errors are discovered, methods for mitigating the hazards can be implemented. Operator evaluations can be conducted by the Transportation or Safety departments.

**Technician Evaluations:** Evaluations of technician performance can determine errors occurring with the individual and with technicians in general. As common errors are discovered, methods for mitigating the hazards can be implemented. Technician evaluations can be conducted by the Maintenance, Facilities, or Safety Departments.

**Safety Compliance Reviews:** As safety program reviews are completed, a compliance review is conducted to ensure that employees continue to perform safely. Any changes in a safety program must be communicated to all affected employees.

**Trend/Statistical Analyses:** Accident, injury, incident, or close call trends are analyzed monthly, risk levels are determined, and appropriate changes or mitigations are applied. Each affected department is notified.

**Safety Program Reviews:** Periodic reviews of The Rapid's safety programs are conducted to determine their validity and effectiveness. If a safety program undergoes revision or updating, all affected employees must be informed through training or other appropriate means. Safety compliance is also reviewed.

**MIOSHA CET Inspections:** Third party (particularly MIOSHA's CET Division) audits of The Rapid's safety program are periodically scheduled to discover any deficiencies, inefficiencies, or inappropriate applications. When reported, the Safety Department will determine the level of risk to the agency and begin mitigation.

**Reviews of Potential Practical Drift:** Not all instances of practical drift have negative results. The purpose of reviewing instances of practical drift, or employee non-compliance, is to determine if a safety rule needs to be refreshed with the affected workgroup (i.e., the

importance of wearing safety glasses) or perhaps revised to conform to a more appropriate safety rule.

### **Activities to Conduct Investigations of Safety Events to Identify Causal Factors**

#### **Organizational and Human Factors:**

The Rapid views safety events from an organizational perspective and is expressed in terms of safety defenses and causal factors. Initial investigations are based on gathering data as reported in accident/injury/incident reports conducted by supervisors or department managers. The Safety and Training department uses these initial reports and applies its own techniques and procedures in discovering factors or causes based on a review using HFACS (see figure 3). The intent of each investigation is to compare the type of failures in each area of defense to apply effective mitigations or remedies. A failure in supervision, for example, cannot be fixed by retraining an individual employee.



<b>Employee Incident HFACS</b>		<b>Name:</b> Click here to enter text.		<b>Today's Date:</b> 10/15/2014	
<b>Accident/Incident Report No.:</b> Click here to enter text.		<b>Assessment by:</b> Steve Luther		<b>Incident Date:</b> Click here to enter a date.	
<b>Incident Description:</b> Click here to enter text.					
Type of Failure	Category 1	Category 2	Category 3	Notes	
Latent	<input checked="" type="checkbox"/> Outside Influences	<input type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Other		Click here to enter text.	
Latent	<input type="checkbox"/> Organizational Influences	<input type="checkbox"/> Resource Management <input type="checkbox"/> Organizational Climate <input type="checkbox"/> Organizational Process			
Latent	<input type="checkbox"/> Supervision	<input type="checkbox"/> Inadequate Supervision <input type="checkbox"/> Planned Inappropriate Operations <input type="checkbox"/> Failed to Correct Known Problem <input type="checkbox"/> Supervisory Violations			
Active or Latent	<input type="checkbox"/> Preconditions	<input type="checkbox"/> Environmental Factors	<input type="checkbox"/> Physical Environment		
			<input type="checkbox"/> Technological Environment		
		<input type="checkbox"/> Operator Conditions	<input type="checkbox"/> Cognitive Factors		
			<input type="checkbox"/> Psycho-Behavioral Factors		
<input type="checkbox"/> Adverse Psychological States					
<input type="checkbox"/> Personnel Factors	<input type="checkbox"/> Physical/Mental Limitations				
	<input type="checkbox"/> Perceptual Factors				
Active	<input type="checkbox"/> Unsafe Acts	<input type="checkbox"/> Errors	<input type="checkbox"/> Coordination, Communication, Planning		
			<input type="checkbox"/> Self-imposed Stress		
		<input type="checkbox"/> Violations	<input type="checkbox"/> Skill-based Errors		
			<input type="checkbox"/> Judgment and Decision Errors		
	<input type="checkbox"/> Perceptual Errors				
	<input type="checkbox"/> Routine				
	<input type="checkbox"/> Exceptional				

Figure 3 – HFACS Form (Sample)

### **Data Review and Analysis:**

Data collected by the Safety and Training Department is monitored through periodic reviews and analyses. It is used to determine the success and appropriateness of safety performance indicators and targets. If an indicator or target is determined to need adjustment, all stakeholders will be involved in review and revision if necessary. Safety indicators and targets are useful to determine when change is needed, and resources need to be redirected.

Areas for data monitoring include:

- Accident/Incident reports and summaries
- Injury reports and summaries
- Near Miss data
- NTD Safety data

### **Management of Change**

Management of change is accomplished through the following:

- Retention and control of documents, blueprints, and floorplans
- Inserting safety certification in plans, designs, and documents.
- Review and recertification of changes in plans, designs, and documents.

### **Continuous Improvement**

The process of continuous improvement is designed to identify potential or real deficiencies in the PTASP and to address them in a systematic and efficient manner. It is achieved through data collection, analysis, planning, designing and execution of safety programs and mitigations. As new technology, equipment, and techniques for working environments become available, the Safety Department will assist with the review, analysis, and testing for possible inclusion at The Rapid. Safety rule testing is applied when appropriate to ensure that any risks from new hazards introduced by system improvements are reduced to the lowest level practical.

Two notable improvements include methods for air purification on buses and in facilities, and the addition of Advanced Driver Assist Systems (ADAS) on fleet vehicles to better improve the safety of our operators, customers, and the public. The Rapid will continue to study these two improvements and implement them on our system if the opportunity arises.

Activities involving continuous improvement are subject to review and approval by the Safety Committee.

## 7. Safety Promotion

### Competencies and Training

#### Safety Communication and Training

Information concerning workplace safety issues is provided to employees through company-wide or departmental meetings, Safety Team briefings, bulletin board postings, memos, and other written communications. All employees are encouraged to report hazardous conditions or safety concerns by reporting it to the Safety/Training Department, a Safety Team Member, Dispatch, or the appropriate Supervisor.

These reports form the foundation for Safety Team analyses, reviews, and recommendations. Workplace safety training is conducted under the direction or approval of the Safety/Training Department. The primary goal of safety training is to give employees the information and skills necessary to perform their assigned tasks without endangering themselves or others. The training complies with current State and federal standards and covers potential safety and health hazards as well as safe work practices and procedures to eliminate or minimize hazards.

Safety training occurs during initial training, at sufficient intervals to refresh employees on safe practices, when safety protocols change, when deficiencies in safety programs or procedures are identified, and as new hazards are identified in the workplace. An example of a new hazard might include the recent COVID-19 pandemic.

Examples of subjects eligible for safety training include:

- Safe driving best practices.
- Procedures designed to improve general safety in the workplace.
- Infectious disease prevention and exposure minimization, as guided by the Centers for Disease Control or local health departments.
- Safe practices for using tools and equipment.
- Ergonomic best practices.

Training records will be kept by the Safety/Training Officer and will include:

- Dates of training
- Employee names
- Copies of training materials
- Training subject

Employee sign-in sheets and/or course certification. The Human Resources Department will keep copies of individual training records.

All safety training is considered mandatory for affected employees. Other trainings, such as Basic First Aid and CPR, are considered voluntary and will be offered to employees as time and resources permit. All employees are encouraged to participate in community safety training and will receive credit for the classes as it applies to the work environment.

### **Safety Communication**

The following processes and activities are used to communicate safety and safety performance information throughout The Rapid:

- **Safety Training:** Safety training includes initial employee training, classroom style training for new employees, online courses for new and current employees, maintenance safety training, supervisor and dispatch safety responsibility training, security and de-escalation training, TWARRP components (assault prevention, reporting, response), emergency management training, and recurring training as needed with individuals.
- **Safety Memos:** Memos are issued by the Safety Department and include information regarding new or updated safety rules, policies or procedures, warnings about recognized hazards, or critical safety notices.
- **Digital Communication Displays:** The digital communication displays are used for transmitting the same information as issued in safety memos and include periodic safety reminders.
- **Blink:** The communication platform allows safety communication with occasional postings, surveys, access to elements of the safety program, electronic forms, employee chats, and critical safety notices.
- **Vista:** The software, primarily used by the Human Resources Department, houses the chemical inventory and additional safety program material.
- **Agency Website:** The agency website is used for communicating safety information to The Rapid's customers and the community at large.
- **Toolbox Talks:** Toolbox talks deliver brief, focused safety reminders that reinforce critical procedures, highlight emerging risks, and keep safety top-of-mind during daily operations.
- **Agency Social Media:** The agency social media is used for communicating safety information to The Rapid's customers and the community at large in a similar way to the agency website.
- **Public Media:** Personnel from the Communications Department are responsible for interacting with public media and can issue prepared statements, participate in interviews, and share information as approved by management.
- **After Action Summaries and Lessons Learned:** After-action summaries and lessons learned provide employees with clear, timely insights into what occurred,

why it happened, and what corrective actions or best practices will prevent similar events in the future.

### **Safety Culture Reinforcement**

The Rapid is committed to promoting a positive and proactive safety culture where every employee – regardless of role – has ownership in maintaining a safe and secure transit system. Safety culture reinforcement ensures that the principles of Safety Management Systems (SMS) are consistently demonstrated, communicated, and embedded into daily operations.

To reinforce a strong safety culture, The Rapid engages in the following activities:

- **Leadership Modeling Safety Behaviors:** Managers, supervisors, and trainers consistently demonstrate safe work practices, support hazard reporting, and reinforce expectations without blame or retaliation.
- **Recognition of Safe Performance:** The Rapid highlights safe behavior through recognition programs, commendations, safety milestones, and public acknowledgment of employees who contribute to safety improvements.
- **Encouraging Open and Transparent Reporting:** Employees are encouraged to report hazards, near misses, and safety concerns without fear of retaliation, consistent with the agency's Just Culture principles.
- **Feedback Loops and Follow-Up:** Employees receive timely feedback on reported concerns, investigations, and corrective actions so they understand how their input drives safety improvements.
- **Inclusive Engagement:** Frontline personnel participate in discussions, assessments, and reviews that influence decision-making related to hazards, mitigations, and service changes.
- **Reinforcement Through Daily Operations:** Safety messages, briefings, pre-trip reminders, and shift-start discussions integrate safety expectations into routine activities.
- **Consistency Across Departments:** Safety culture reinforcement is coordinated across Operations, Maintenance, Facilities, Security, Customer Service, and Administration to ensure shared understanding and consistent application of safety principles.

Through these ongoing activities, The Rapid strives to maintain a workplace where safety is valued, supported, and practiced consistently at every level of the organization.

## **Safety Committee**

The Rapid's Safety Committee operates in compliance with the Bipartisan Infrastructure Law (49 U.S.C. §5329(d)(1)(H)). The Committee is composed of:

- **50% frontline worker representatives**, selected by the labor organization
- **50% management representatives**

The Safety Committee is comprised of 8 voting members and is chaired by the Manager of Safety and Training, as appointed by the Accountable Executive. Agendas are developed by the chair with the understanding that any member or employee of The Rapid can contribute by completing an agenda request form. Meeting notes are recorded in writing and maintained in electronic format. Paper copies or pdf copies are available to members on request.

Safety training is made available through online offerings from FTA, OSHA, MIOSHA, NIOSH, FMCSA, APTA, ATU, NSC, and any other state or national safety organization with training resources.

The committee will utilize subject matter experts as needed to aid in determining recommendations.

The Safety Committee will consider, discuss, and vote on agenda items it deems worthy of forwarding to the Accountable Executive for consideration and further action.

Communication with the Board of Directors will be done through the Accountable Executive in the form of a report.

If the Safety Committee were to become deadlocked on an issue, the matter will be turned over to the Chief Operating Officer, who will be given the deadlocked issue or issues at hand, a brief or interview with a spokesperson representing each side of the deadlock and will be allowed a reasonable time to render a decision.

### **Safety Committee Responsibilities**

At a minimum, the Safety Committee will:

1. Reviewing and recommending improvements to the PTASP
2. Participating in the Safety Risk Management (SRM) process, including:
  - Identifying hazards
  - Participating in risk assessments
  - Prioritizing mitigations

3. Participating in Safety Assurance (SA) through the review of:
  - Safety performance monitoring data
  - Effectiveness of mitigations
  - Corrective action plans
4. Approving the SRRP and TWARRP components of the PTASP
5. Elevating high-risk safety concerns to the Accountable Executive
6. Documenting all recommendations and monitoring their progress

## Additional Information

### Supporting Documentation

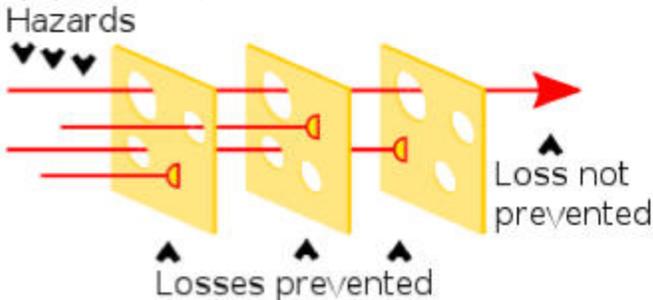
- Military Standard 882E
- The Rapid Emergency Response Plan (ERP)
- The Rapid Security Plan
- Individual safety plans and programs
- Transit Asset Management Plan (TAM)

### Definitions of Special Terms Used in the PTASP

Term	Definition
<b>Accountable Executive</b>	A single, identifiable person who has ultimate responsibility for carrying out the Public Transportation Agency Safety Plan of a transit agency; responsibility for carrying out the transit agency's Transit Asset Management Plan; and control or direction over the human and capital resources needed to develop and maintain both the transit agency's PTASP, in accordance with 49 U.S.C. 5329(d) and the transit agency's TAM Plan in accordance with 49 U.S.C. 5326
<b>Assault on a Transit Worker</b>	As defined under 49 U.S.C. 5302, a circumstance in which an individual knowingly, without lawful authority or permission, and with intent to endanger the safety of any individual, or with a reckless disregard for the safety of human life, interferes with, disables, or incapacitates a transit worker while the transit worker is performing the duties of the transit worker.
<b>CDC</b>	Centers for Disease Control and Prevention of the United States Department of Health and Human Services.
<b>Chief Safety Officer</b>	An adequately trained individual who has responsibility for safety and reports directly to a transit agency's chief executive officer, general manager, president, or equivalent officer. A Chief Safety Officer may not serve in other operational or maintenance capacities, unless the Chief Safety Officer is employed by a transit agency that is a small public transportation provider as defined in this part, or a public transportation provider that does not operate a rail fixed guideway public transportation system.
<b>Direct Recipient</b>	An entity that receives Federal financial assistance directly from the Federal Transit Administration.

<b>Emergency</b>	As defined under 49 U.S.C. 5324, a natural disaster affecting a wide area (such as a flood, hurricane, tidal wave, earthquake, sever storm, or landslide) or a catastrophic failure from any external cause, as a result of which the Governor of a State has declared an emergency and the Secretary has concurred; or the President has declared a major disaster under section 401 of the Robert T. Stafford Disaster Relief and emergency Assistance Act (42 U.S.C. 5170).
<b>Equivalent Entity</b>	An entity that carries out duties like that of a Board of Directors, for a recipient or subrecipient of FTA funds under 49 U.S.C. chapter 53, including sufficient authority to review and approve a recipient or subrecipient's PTASP.
<b>FTA</b>	The Federal Transit Administration, an operating administration within the United States Department of Transportation.
<b>Hazard</b>	Any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment, public perception, or reputation of a public transit system.
<b>Human Factors Analysis and Classification System (HFACS)</b>	A standardized process for determining active and latent causes of human error. The 4 levels of potential failure are unsafe acts, preconditions for unsafe acts, unsafe supervision, and organizational influences.
<b>Injury</b>	Harm to persons because of a safety event that requires immediate medical attention away from the scene.
<b>Investigation</b>	The process of determining the causal and contributing factors of a safety event, or hazard, for the purpose of preventing recurrence and mitigating safety risk.
<b>Joint Labor-Management Process</b>	A formal approach to discuss topics affecting transit workers and the public transportation system.
<b>Large Urbanized Area Provider</b>	A recipient or subrecipient of financial assistance under 49 U.S.C. 5307 that serves an urbanized area with a population of 200,000 or more as determined by Census data.
<b>Military Standard 882E</b>	The basis for Safety Management Systems in public transportation. This system safety standard practice identifies the Department of Defense (DoD) Systems Engineering (SE) approach to eliminating hazards, where possible, and minimizing risks where those hazards cannot be eliminated. This Standard covers hazards as they apply to systems / products / equipment / infrastructure (including both hardware and software) throughout design, development, test, production, use, and disposal. <a href="http://everyspec.com/MIL-STD/MIL-STD-0800-0899/MIL-STD-882E_41682/">http://everyspec.com/MIL-STD/MIL-STD-0800-0899/MIL-STD-882E_41682/</a>
<b>National Public Transportation Safety Plan</b>	The plan to improve the safety of all public transportation systems that receive Federal financial assistance under 49 U.S.C. chapter 53
<b>Near-miss (also known as a Close Call)</b>	A narrowly avoided safety event.
<b>Operator of a Public Transportation System</b>	A provider of public transportation. The Rapid is such an operator organized under Michigan Act 197.

<b>Performance Measure</b>	An expression based on a quantifiable indicator of performance or condition that is used to establish targets and to assess progress toward meeting the established targets.
<b>Performance Target</b>	A quantifiable level of performance or condition, expressed as a value for the measure, to be achieved within a set period required by FTA.
<b>Potential Consequence</b>	The possible effect of a hazard.
<b>Practical Drift</b>	The slow uncoupling of practice from written procedure. It usually occurs to fit the needs of the individual but may indicate an undocumented improvement in procedures.
<b>Public Transportation</b>	As defined under 49 U.S.C. 5302, regular, continuing shared-ride surface transportation services that are open to the public or open to a segment of the public defined by age, disability, or low income; and does not include: <ul style="list-style-type: none"> <li>• Intercity passenger rail transportation provided by the entity described in 49 U.S.C. chapter 243 (or a successor to such entity).</li> <li>• Intercity bus service.</li> <li>• Charter bus service.</li> <li>• School bus service.</li> <li>• Sightseeing service.</li> <li>• Courtesy shuttle service for patrons of one or more specific establishments.</li> <li>• Intra-terminal or intra-facility shuttle services.</li> </ul>
<b>Public Transportation Agency Safety Plan (PTASP)</b>	A documented comprehensive agency safety plan for a transit agency that is required by 49 U.S.C. 5329.
<b>Recipient</b>	A State or local governmental authority, or any other operator of a public transportation system, that receives financial assistance under 49 U.S.C. chapter 53.
<b>Root Cause</b>	The basic condition that leads to an accident or incident. The root cause does not always produce accidents and injuries but does produce an environment where accidents and injuries become more likely to occur.
<b>Safety</b>	Freedom from conditions that can cause death, injury, occupational illness, damage to or loss of equipment or property, or damage to the environment. Safety is freedom from unintentional harm.
<b>Safety Assurance</b>	Processes within a transit agency's Safety Management System that functions to ensure the implementation and effectiveness of safety risk mitigation, and to ensure that the transit agency meets or exceeds its safety objectives through the collection, analysis, and assessment of information.
<b>Safety Committee</b>	The formal joint labor-management committee on issues related to safety that is required by 49 U.S.C. 5329.
<b>Safety Event</b>	An unexpected and undesirable outcome resulting in injury or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; damage to the environment; or harm to an agency's reputation.

<b>Safety Management Policy</b>	A transit agency's documented commitment to safety, which defines the transit agency's safety objectives and the accountabilities and responsibilities for the management of safety.
<b>Safety Management System (SMS)</b>	The formal, organization-wide approach to managing safety risk and assuring the effectiveness of a transit agency's safety risk mitigation. SMS include systematic procedures, practices, and policies for managing hazards and safety risks.
<b>SMS Executive</b>	A Chief Safety Officer or an equivalent.
<b>Safety Performance Target</b>	A quantifiable level of performance or condition expressed as a value for the measure, related to safety management activities, to be achieved within a specified period.
<b>Safety Promotion</b>	A combination of training and communication of safety information to support SMS as applied to the transit agency's public transportation system.
<b>Safety Risk</b>	The composite of predicted severity and likelihood of a potential consequence of a hazard.
<b>Safety Risk Assessment</b>	The formal activity whereby a transit agency determines safety risk management priorities by establishing the significance or value of its safety risk.
<b>Safety Risk Management</b>	A process within a transit agency's PTASP for identifying hazards and analyzing, assessing, and mitigating the safety risk of their potential consequences.
<b>Safety Risk Mitigation</b>	A method or methods to eliminate or reduce the severity and/or likelihood of a potential consequence of a hazard.
<b>Safety Set-aside</b>	The allocation of not less than 0.75 percent of assistance received by a large, urbanized area provider under 49 U.S.C. 5307 to safety-related projects eligible under 49 U.S.C. 5307.
<b>Security</b>	Freedom from conditions that can cause death, injury, occupational illness, damage to or loss of equipment or property, or damage to the environment caused intentionally by others. Acts of vandalism, violence or terrorism are considered security events. Security is freedom from intentional harm.
<b>State of Good Repair</b>	The condition in which a capital asset can operate at a full level of performance.
<b>Subrecipient</b>	An entity that receives Federal transit grant funds indirectly through a State or a direct recipient.
<b>Swiss Cheese Model of Accident Causation</b>	<p>As described by James Reason, organizations build defenses to reduce or eliminate safety risks. Each defense contains weaknesses or "holes" through which a hazard can move forward. If the holes in defenses line up, an accident, injury or catastrophic event can occur.</p> 

<b>Transit Agency</b>	An operator of a public transportation system that is a recipient or subrecipient of Federal financial assistance under 49 U.S.C. 5307 or a rail transit agency.
<b>Transit Asset Management Plan (TAM)</b>	The strategic and systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, and replacing transit capital assets to manage their performance, risks, and costs of their life cycles, for the purpose of providing safe, cost-effective, and reliable public transportation, as required by 49 U.S.C. 5326 and 49 CFR part 625.
<b>Transit Worker</b>	Any employee, contractor, or volunteer working on behalf of the transit agency.
<b>Urbanized Area</b>	As defined under 49 U.S.C. 5302, an area encompassing a population of 50,000 or more that has been defined and designated in the most recent decennial census as an “urbanized area” by the Secretary of Commerce.
<b>Work Injury</b>	Any injury, occupational disease or disability that arises out of, or during any work-related activity and requires first aid or medical treatment. Worker’s Compensation and MIOSHA related injuries are considered work injuries for the purposes of this policy.

### List of Acronyms Used in the PTASP

<b>Acronym</b>	<b>Word or Phrase</b>
<b>ADA</b>	Americans with Disabilities Act
<b>AED</b>	Automated Electronic Defibrillator
<b>APTA</b>	American Public Transportation Association
<b>CAP</b>	Corrective Action Plan
<b>CBA</b>	Collective Bargaining Agreement
<b>CCTV</b>	Closed Circuit Television
<b>CDL</b>	Commercial Driver’s License
<b>CEO</b>	Chief Executive Officer
<b>CFO</b>	Chief Financial Officer
<b>CFR</b>	Code of Federal Regulations
<b>CM</b>	Change Management (aka Configuration Management)
<b>CNG</b>	Compressed Natural Gas
<b>COO</b>	Chief Operations Officer
<b>COOP</b>	Continuity of Operations Plan
<b>CPTED</b>	Crime Prevention Through Environmental Design
<b>CPR</b>	Cardiopulmonary Resuscitation
<b>CSO</b>	Chief Safety Officer
<b>DOJ</b>	Department of Justice
<b>DOT</b>	Department of Transportation
<b>EEO</b>	Equal Employment Opportunity
<b>EEOC</b>	Equal Employment Opportunity Commission
<b>EOC</b>	Emergency Operations Center
<b>EPA</b>	Environmental Protection Agency
<b>ERP</b>	Emergency Response Plan
<b>FMCSA</b>	Federal Motor Carrier Safety Administration
<b>FMLA</b>	Family Medical Leave Act

<b>FOIA</b>	Freedom of Information Act
<b>FTA</b>	Federal Transit Administration
<b>HFACS</b>	Human Factors Analysis and Classification System
<b>HIPAA</b>	Health Insurance Portability and Accountability Act
<b>HR</b>	Human Resources
<b>IT</b>	Information Technology
<b>MDT</b>	Mobile Data Terminal
<b>MIOSHA</b>	Michigan Occupational Safety and Health Administration
<b>MOA/MOU</b>	Memorandum of Agreement/Memorandum of Understanding
<b>MPO</b>	Metropolitan Planning Organization
<b>NFPA</b>	National Fire Protection Association
<b>NIMS</b>	National Incident Management System
<b>NIOSH</b>	National Institute for Occupational Safety and Health
<b>NTD</b>	National Transit Database
<b>NTSB</b>	National Transportation Safety Board
<b>OEM</b>	Original Equipment Manufacturer/Manufacturing
<b>OHA</b>	Operational Hazard Analysis
<b>OSHA</b>	Occupational Safety and Health Administration
<b>PA</b>	Public Address
<b>PHA</b>	Preliminary Hazard Analysis
<b>PIO</b>	Public Information Officer
<b>PMP</b>	Project Management Plan
<b>PPE</b>	Personal Protective Equipment
<b>PTASP</b>	Public Transit Agency Safety Plan
<b>SMS</b>	Safety Management System
<b>SRRP</b>	Safety Risk Reduction Program
<b>SSI</b>	Sensitive Security Information
<b>SSMP</b>	Safety and Security Management Plan
<b>SSP</b>	System Security Program
<b>SSPP</b>	System Safety Program Plan
<b>TRB</b>	Transportation Research Board
<b>TSI</b>	Transportation Safety Institute
<b>TSSP</b>	Transit Safety and Security Program (certificate)
<b>TVA</b>	Threat and Vulnerability Assessment
<b>TWARRP</b>	Transit Worker Assault Risk Deduction Program
<b>VIPR</b>	Visible Intermodal Protection and Response Team
<b>WMD</b>	Weapons of Mass Destruction



## ATTACHMENT "A"

### Committee Members

Jason Culberson, Chair

James Nguyen

Dianna Watson

Mike Prenger

Steve Clapp

Deron Kippen

Matt Kraus

Robert Kerr

## ITP JOINT LABOR – MANAGEMENT SAFETY COMMITTEE MEETING MINUTES

Thursday, December 18<sup>th</sup>, 2025 – 10:30 AM

Wealthy Training Room, Room #104 (333 Wealthy St. SW, Grand Rapids)

### ATTENDANCE:

#### Committee Members Present:

Jason Culberson, James Nguyen, Steve Clapp, Deron Kippen, Melvin Turnbo (Proxy for Dianna Watson), Mike Prenger, Matt Kraus, Robert Kerr

#### Committee Members Absent:

N/A

#### Rapid Attendees:

Mike Wieringa

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Chair Jason Culberson called the meeting to order at 10:34 AM.

### 1. ROLL CALL AND ATTENDANCE

Roll was taken with 0 absences, quorum was met.

### 2. MINUTES REVIEW

Chair Jason Culberson entertained a motion to approve the meeting minutes from November 20, 2025. Steve Clapp motioned to approve, and Matt Kraus supported it. The motion passed unanimously.

### 3. REVIEW OF OUTSTANDING ACTION ITEMS

#### a. Maintenance: Red "STOP" box lamp

Steve Clapp noted that the cost was approximately \$726 per box light, James Nguyen suggested looking at why people are hitting the rear of buses. Possibility of having lights flash first before they go solid before stop? Something to look at for future builds, look at options for red vs. green. A working group was formed consisting of Mike Prenger, Chair Jason Culberson, and James Nguyen to look at reasons why people are hitting rear of buses.

#### b. Safety: Number of Rear End Collisions

Chair Jason Culberson noted that for the previous fiscal year that there were 19 collisions where the bus was rear ended. Data was obtained from Dina Vilic.

**c. Facilities: Garage Lighting**

Mike Wieringa noted that the exterior lighting on the approach to the exterior entrance to the garage appeared to either not be working or was not bright enough. Deron Kippen stated that he would look into the lighting.

**4. NEW BUSINESS**

**a. PTASP: Approval of PTASP**

Chair Jason Culberson entertained a motion to approve the PTASP Revision 7. Melvin Turnbo motioned to approve, and Matt Kraus supported it. The motion passed unanimously.

**b. Other new business/open discussion**

Melvin Turnbo suggested that a working group be formed to review The Rapid's Transit Worker Assault policy. Chair Jason Culberson and Mike Prenger will be on that working group.

Mike Prenger noted that the cleanliness of the buses was affecting safe operation and passenger safety. Windshields and partitions were not being cleaned or appear to have been cleaned with dirty rags. Seats were cleaned with mop head, as you could see mop marks on seats and it left behind standing water on and between seats. Steve Clapp is checking into this.

Laker Line Buses are reported to have a number of tires that are bad, with a number of bald tires. Steve Clapp will be checking into this immediately after this meeting adjourns.

Mike Prenger noted the number of text messages that come across the Avail radio system, asking if there was a way to get rid of them or at least scale them back, as they are a distraction.

Matt Kraus reported a few safety maintenance area issues. There is a major roof leak which has been reported to facilities. In bays 4 & 7, areas of floor are sinking around drains. In the flooring in the maintenance area, the epoxy coating is coming up in numerous areas, causing dips, which is creating an issue when moving equipment and toolboxes around the shop area. Requesting to check into a sign that would display a "X days since our last accident" to be in the maintenance area.

**5. ADJOURNMENT**

The meeting was adjourned at 11:07 AM.

The next meeting is scheduled for January 22, 2026, at 10:30 AM.

Respectfully submitted,



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Jason Culberson Committee Chair



**Interurban Transit Partnership**

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**Date:** January 28, 2026  
**To:** ITP Board  
**From:** Jason V. Culberson, Manager of Safety and Training  
**Subject:** Approval of the Public Transit Agency Safety Plan

**ACTION REQUESTED**

Staff requests the Board to approve The Rapid's annual submission of its Public Transit Agency Safety Plan (PTASP) as required by the Federal Transit Administration.

**BACKGROUND**

On July 19, 2018, FTA published its final rule for a Public Transportation Agency Safety Plan (PTASP), which requires public transportation providers receiving federal funds under FTA's Urbanized Area Formula Grants to develop safety plans that adopt a Safety Management Systems (SMS) approach. Annual renewal of the PTASP is required by FTA.

This approval allows the Accountable Executive, in this case the CEO, to certify that The Rapid has completed the PTASP according to the requirements under 49 CFR Part 673.



**INTERURBAN TRANSIT PARTNERSHIP BOARD OF DIRECTORS**

**RESOLUTION No. 012826-6**

**Fiscal Year: 2025-2026**

Moved and supported to adopt the following resolution:

Approval to accept the Public Transit Agency Safety Plan for the current fiscal year.

BE IT RESOLVED that the Board of Directors approves the Public Transit Agency Safety Plan for The Rapid as amended to include changes recommended in the Bipartisan Infrastructure Law (amending Chapter 53 of Title 49 of the U.S. Code.)

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:** January 28, 2026  
**To:** ITP Board of Directors  
**From:** Linda Medina, Director of Finance  
**Subject:** Financial Statements and Single Audit Reports Years Ended September 30, 2025, and 2024

### **OVERVIEW**

Attached for your approval are the Financial Statements and Single Audit Reports for the fiscal years ended September 30, 2025, and September 30, 2024, along with the audit wrap-up report. The Finance Committee has reviewed these items and recommended advancement to the Board for approval.

### **BACKGROUND**

The FY 24/25 audit was completed by BDO USA in accordance with standards contained in Government Auditing Standards. The necessary financial statements along with any required supplemental information per State and Federal regulations are presented in the Financial Statements and Single Audit Reports.

The financial statements are prepared in conformity with general accepted accounting procedures (GAAP) using the accrual basis of accounting. Revenues are recognized in the period in which earned, and expenses are recognized in the period incurred.

Once again, BDO USA issued an unmodified opinion on the audit report with no material weaknesses or significant deficiencies identified. This opinion confirms that the financial statements are fairly and appropriately presented and in compliance with GAAP.

### **HIGHLIGHTS**

- Net position decreased by \$5.3 million dollars primarily due to the reduction in capital expenditures
- Total operating revenues were \$51.1 million and total operating expenses were \$48.9 million, improving our net position by \$2.1 million.
- Did not utilize any of the budget plan for \$6 million from reserves.
- Did not utilize \$4 million in the budget plan for allowable preventative maintenance; utilized \$2.9 million allowing \$1.1M to be reallocated to other capital budget lines.
- Defined benefit pension plans experienced favorable investment returns resulting in the Union's funded ratio being 108.9% and Administration's funded ratio being 116.2%.

## **OPERATING**

- Actual operating revenue increased \$1.1 million (2%) compared to FY 23/24.
  - Property taxes increased \$1.5 million (7%) due to the increase in property values.
  - State Operating Assistance (SOA) decreased \$700 thousand (4%) as the SOA rate decreased from 33.8553 in FY 23/24 to 29.1515% in FY 24.25.
- Actual expenses increased \$4.4 million (8%) compared to FY 23/24.
  - Labor and Fringes increased by \$2.1 million (7%) due to our continued investment in our largest asset - our workforce.
  - Utilities increased by \$136 thousand (11%) due to unfavorable weather conditions, including operation of snow melt systems at the Silver Line and Laker Line stations
  - Purchase Transportation increased by \$1.1 million (12%) due mainly to an increase in the cost per revenue hour of our contract with Transdev.
  - Miscellaneous increased \$439 thousand (100%) with the implementation of a Customer Relationship Management system (CRM) and redesign of the website, which were pushed to this fiscal year from the previous and not encumbered based on project and RFP process.

## **CAPITAL**

- The Rapid continues to invest in revenue service vehicles, facilities, support equipment, information systems technology, etc. to maintain and enhance community and regional outcomes.
- This year's purchases included revenue service linehaul vehicles, Demand Response (paratransit) revenue service vehicles, service vehicles, and completion of the Dispatch rehabilitation project.
- FY 24 capital grant includes \$4 million for allowable operating preventative maintenance expenses. In FY 24/25 actual allowable expenditures totaled \$2.9 million.

## **PENSION PLANS**

In FY 24/25, contributions were made based on Watkins Ross recommendations. A high-range contribution was made to the Union Plan and due to favorable return, a contribution was not necessary for the Administrative Plan.

## **CONCLUSION**

Overall, FY 24/25 reflects another strong year, demonstrating continued fiscal discipline, effective cost management, and investment into our workforce and capital assets. In FY 25/26 the goals remain committed to identifying revenue strategies for potential additional funding and revenue sources, continue to participate in legislative briefings, begin the ballot initiative process to develop a strategic plan ahead of the current millage expiration to ensure financial sustainability.

Please feel free to contact me directly at (616) 774-1149 or [Imedina@ridetherapid.org](mailto:Imedina@ridetherapid.org) with any additional questions regarding the audit report.

# Interurban Transit Partnership

## Financial Statements

Years Ended September 30, 2025 and 2024

Required Supplementary Information,  
Supplementary Information, and Schedule  
of Expenditures of Federal Awards

and Reports Required by

*Government Auditing Standards*

and Uniform Guidance

Year Ended September 30, 2025

# Interurban Transit Partnership

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## Financial Statements

Years Ended September 30, 2025 and 2024

Required Supplementary Information, Supplementary Information,  
and Schedule of Expenditures of Federal Awards and Reports  
Required by *Government Auditing Standards* and Uniform Guidance  
Year Ended September 30, 2025

# Interurban Transit Partnership

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## **Independent Auditor's Report**

The Members of the Board  
Interurban Transit Partnership  
Grand Rapids, Michigan

### **Report on the Audit of the Financial Statements**

#### ***Opinions***

We have audited the financial statements of Interurban Transit Partnership (ITP), as of and for the years ended September 30, 2025 and 2024 (as of and for the years ended June 30, 2025 and 2024 for the Fiduciary Funds), and the related notes to the financial statements, which collectively comprise ITP's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of Interurban Transit Partnership as of September 30, 2025 and 2024 (June 30, 2025 and 2024 for the Fiduciary Funds), and the respective changes in financial position and, where applicable, cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Opinions***

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

#### ***Responsibilities of Management for the Financial Statements***

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

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



### ***Auditor's Responsibilities for the Audits of the Financial Statements***

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

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

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

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

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the schedules of changes in the net pension (asset) liability and related ratios, and the schedules of contributions be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with GAAS,



which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audits of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Supplementary Information***

Our audits was conducted for the purpose of forming opinions on the financial statements that collectively comprise ITP's basic financial statements. The accompanying combining statements, and various schedules as listed in the table of contents, and schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audits Requirements for Federal Awards* are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audits of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with GAAS. In our opinion, the combining statements, and various schedules as listed in the table of contents, and the schedule of expenditures of federal awards, are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated January 22, 2026 on our consideration of ITP's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of ITP's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering ITP's internal control over financial reporting and compliance.

*BDO USA, P.C.*

January 22, 2026

# Interurban Transit Partnership

## Management's Discussion and Analysis

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*This section of Interurban Transit Partnership's (ITP) annual financial report presents our discussion and analysis of ITP's financial performance during the fiscal years ended September 30, 2025 and 2024.*

### Financial Highlights

- The state operating assistance reimbursement rate (for eligible operating expenses) for the fiscal year (FY) ended 2025 decreased to 29.1515% from 33.8553% in FY 2024. The rate was 29.2015% in FY 2023.
- ITP levied 1.3817 mills in 2025, 1.395 mills in 2024, and 1.41 mills in 2023, respectively, as approved by the taxpayers, adjusted by MCL211.34d (Headlee adjustment).
- GASB 68, *Accounting and Financial Reporting for Pensions*, requires that ITP's net pension (asset) liability, as well as deferred outflows and inflows of resources related to pensions, be recorded in its financial statements. ITP recognized a net pension (asset) of \$(1,436,757) and \$(618,866) as of September 30, 2025 and 2024, respectively. ITP recognized a net pension liability of \$1,146,920 as of September 30, 2023.

### Overview of the Financial Statements

The financial section of this annual report consists of four parts: management's discussion and analysis (this section), the basic financial statements and notes to the financial statements, required supplementary information, and other supplementary information.

The financial statements provide both long-term and short-term information about ITP's overall financial status. The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of other supplementary information that further explains and supports the information in the financial statements.

The financial statements are prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to public transit authorities on an accrual basis. Under this basis, revenues are recognized in the period in which they are earned, expenses are recognized in the period in which they are incurred, and depreciation of assets is recognized in the statements of revenues, expenses, and changes in net position. All assets, deferred outflows of resources, liabilities, and deferred inflows of resources associated with the operation of ITP are included in the statements of net position.

The statements of net position report the net position and how it has changed. Net position, the difference between assets, deferred outflows of resources, liabilities, and deferred inflows of resources is one way to measure the financial health or position of ITP.

### Financial Analysis of ITP

#### *Net Position*

ITP's net position decreased by \$5.3 million for the year ended September 30, 2025, a decrease of 3% from September 30, 2024 (see Table A-1). See page 8 for discussion on the decrease in net position. ITP continues to invest in capital assets (buildings, vehicles, technology, and

# Interurban Transit Partnership

## Management's Discussion and Analysis

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infrastructure) to achieve community and regional outcomes. This fiscal year's significant capital purchases include the purchase of revenue vehicles, investment in onboard security cameras, and the completion of the renovation of the Rapid Operations Center Dispatch center. See Table A-3 for discussion on the decrease in capital assets, net.

The net pension asset increased as the asset return was favorable for the defined benefit plans. The unrestricted net position increased by \$892,459.

ITP's net position increased by \$10.2 million for the year ended September 30, 2024, an increase of 5% from September 30, 2023 (see Table A-1). The increase in current assets was influenced by additional revenue that ITP continues to invest in capital assets (buildings, vehicles, technology, and infrastructure) to achieve community and regional outcomes. This fiscal year's significant capital purchases include the purchase of revenue vehicles, completion of the Ellsworth and Rapid Central Station Info Booth renovations, and the Silver Line station wheel guides program. The net pension (asset) liability decreased as the asset return was favorable for the defined benefit plans.

Table A-1  
Net Position  
(in thousands of dollars)

<i>September 30,</i>	<b>2025</b>		<b>2024</b>		<b>2023</b>	
Current assets	\$	96,797	\$	96,846	\$	88,042
Capital assets, net		142,784		151,406		148,395
Net pension asset		1,437		619		-
<b>Total Assets</b>	<b>\$</b>	<b>241,018</b>	<b>\$</b>	<b>248,871</b>	<b>\$</b>	<b>236,437</b>
<b>Deferred Outflows of Resources</b>	<b>\$</b>	<b>421</b>	<b>\$</b>	<b>548</b>	<b>\$</b>	<b>953</b>
<b>Current Liabilities</b>		<b>7,611</b>		<b>10,621</b>		<b>8,806</b>
<b>Long-Term Liabilities</b>		<b>137</b>		<b>341</b>		<b>1,724</b>
<b>Deferred Inflows of Resources</b>		<b>24,076</b>		<b>23,500</b>		<b>22,108</b>
<b>Net Position</b>						
Net investment in capital assets	\$	142,784	\$	150,766	\$	148,395
Unrestricted		66,831		64,191		56,357
<b>Total Net Position</b>	<b>\$</b>	<b>209,615</b>	<b>\$</b>	<b>214,957</b>	<b>\$</b>	<b>204,752</b>

### *Changes in Net Position*

Net position decreased by \$5.3 million, or 1.5%, from September 30, 2024 to September 30, 2025 (see Table A-2). Operating revenue increased slightly compared to last year. Operating expenses increased by \$4.5 million, or 6.6%. See discussion and analysis on page 10. Capital contributions decreased due to fewer purchases of linehaul, specialized service revenue vehicles, and electric buses, as well as the completion of the Ellsworth renovation project. This year's capital purchases focused on acquiring additional linehaul and specialized services vehicles, completing the Rapid Operations Center dispatch area remodel, and installing cameras in revenue service, as well as specialized service vehicles.

# Interurban Transit Partnership

## Management's Discussion and Analysis

---

Net position increased by \$10.2 million from September 30, 2023 to September 30, 2024 (see Table A-2). Operating revenue increased slightly as ridership saw a slight increase. The change in non-operating revenues is a result of higher property values increasing property tax revenues and the inclusion of the Alternative Fuel Credit and RIN Credits. Capital contributions increased this fiscal year with the purchase of linehaul, specialized service revenue vehicles, and electric buses; the renovation of the Rapid Central Station Info Booth; the completion of the Ellsworth renovation; the VOIP bus radio upgrade; and the Silver Line station wheel guides program.

Table A-2  
Change in Net Position  
(in thousands of dollars)

<i>Year ended September 30,</i>	<b>2025</b>	<b>2024</b>	<b>2023</b>
<b>Operating Revenues</b>			
Passenger fares	\$ 4,844	\$ 4,783	\$ 4,535
Advertising	393	377	385
<b>Total Operating Revenues</b>	<b>5,237</b>	<b>5,160</b>	<b>4,920</b>
<b>Operating Expenses</b>			
Salaries and fringe benefits	29,830	27,722	27,649
Supplies and other operating expenses	24,539	22,645	23,780
Depreciation and loss on disposal of assets	17,339	16,884	16,676
<b>Total Operating Expenses</b>	<b>71,708</b>	<b>67,251</b>	<b>68,105</b>
<b>Operating Loss</b>	<b>(66,471)</b>	<b>(62,091)</b>	<b>(63,185)</b>
<b>Non-Operating Revenues</b>			
State and federal	20,322	22,077	29,968
Property taxes	21,832	20,316	18,868
Other local	9,979	9,762	7,364
<b>Total Non-Operating Revenues</b>	<b>52,133</b>	<b>52,155</b>	<b>56,200</b>
<b>Loss, before capital contributions</b>	<b>(14,338)</b>	<b>(9,936)</b>	<b>(6,985)</b>
<b>Capital Contributions</b>	<b>8,996</b>	<b>20,141</b>	<b>12,753</b>
<b>Change in Net Position</b>	<b>(5,342)</b>	<b>10,205</b>	<b>5,768</b>
<b>Net Position, beginning of year</b>	<b>214,957</b>	<b>204,752</b>	<b>198,984</b>
<b>Net Position, end of year</b>	<b>\$ 209,615</b>	<b>\$ 214,957</b>	<b>\$ 204,752</b>

Table A-3  
Operating Expenses Before Depreciation  
(in thousands of dollars)

The table below compares the fiscal year ended September 30, 2025 to September 30, 2024 for operating expenses before depreciation. Labor and fringe benefits year-to-year changes are primarily due to the lower operator staffing levels, which resulted in a higher overtime and increased wage and fringe cost. Purchase transportation costs increased both because of higher cost

## Interurban Transit Partnership

### Management's Discussion and Analysis

---

per revenue hour and a decrease in efficiency. In FY 2026, the decision was made to bring the management of purchased transportation in-house. Miscellaneous expenses increased with the addition of costs associated with relocating the training program to another building during the Rapid Operations Center Dispatch renovation project.

<i>Year ended September 30,</i>	<b>2025</b>	<b>2024</b>	<b>Change (%)</b>
Labor	\$ 20,882	\$ 19,269	8.0
Fringe benefits	8,948	8,453	6.0
Services	3,883	3,923	(1)
Materials and supplies consumed	4,482	4,714	(5.0)
Utilities	1,376	1,240	11.0
Casualty and liability costs	2,785	2,592	7.0
Purchased transportation	10,823	9,666	12.0
Miscellaneous	850	411	107.0

The table below compares the fiscal year ended September 30, 2024 to September 30, 2023 for operating expenses before depreciation. The main changes from year-to-year are attributed to the transition of the security function to in-house instead of outsourcing the service, favorable weather conditions that lead to a decrease in expected utility costs, and marketing expenses declined as the promotional campaign for the Transit application and Open Payment System was completed in the previous fiscal year.

<i>Year ended September 30,</i>	<b>2024</b>	<b>2023</b>	<b>Change (%)</b>
Labor	\$ 19,269	\$ 18,989	1.0
Fringe benefits	8,453	8,660	(2.0)
Services	3,923	4,361	(10.0)
Materials and supplies consumed	4,714	4,794	(2.0)
Utilities	1,240	1,404	(12.0)
Casualty and liability costs	2,592	2,468	5.0
Purchased transportation	9,666	9,642	-
Miscellaneous	411	517	(20.0)

### Capital Assets

As of September 30, 2025, ITP had invested approximately \$295,755,000 in capital assets, including land, land improvements, buildings, revenue equipment, and machinery and operating equipment. Net of accumulated depreciation, capital assets on September 30, 2025 totaled approximately \$142,784,000 (see Table A-4). This amount represents a net decrease (including additions and disposals, net of depreciation) of approximately \$8.6 million, or 6%, from September 30, 2024.

As of September 30, 2024, ITP had invested approximately \$295,115,000 in capital assets, including land, land improvements, buildings, revenue equipment, and machinery and operating equipment. Net of accumulated depreciation, capital assets on September 30, 2024 totaled approximately \$151,406,000 (see Table A-4). This amount represents a net increase (including additions and disposals, net of depreciation) of approximately \$3.0 million, or 2.0%, from September 30, 2023.

# Interurban Transit Partnership

## Management's Discussion and Analysis

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Table A-4  
Capital Assets, Net of Depreciation  
(in thousands of dollars)

<i>September 30,</i>	2025		2024		Change (%)
Land	\$	12,139	\$	12,139	-
Artwork		368		368	-
Easements		55		55	-
Land improvements		2,451		2,758	(11.1)
Facilities		74,286		78,738	(5.7)
Revenue vehicles		43,343		44,720	(3.1)
Support equipment		6,064		6,720	(9.8)
Information systems and technology		3,625		5,032	(28.0)
Software and software development		153		381	(59.8)
Subscription-Based Information Technology Arrangements (SBITA)		300		495	(39.4)
<b>Total Net Capital Assets</b>	<b>\$</b>	<b>142,784</b>	<b>\$</b>	<b>151,406</b>	<b>(5.7)</b>

<i>September 30,</i>	2024		2023		Change (%)
Land	\$	12,139	\$	12,139	-
Artwork		368		368	-
Easements		55		55	1.0
Construction in progress		-		1,958	(100.0)
Land improvements		2,758		3,032	(9.0)
Facilities		78,738		79,099	-
Revenue vehicles		44,720		39,112	13.0
Support equipment		6,720		5,749	24.0
Information systems and technology		5,032		5,639	(11.0)
Software and software development		381		403	(5.5)
Subscription Based Information Technology Arrangements (SBITA)		495		841	(41.1)
<b>Total Net Capital Assets</b>	<b>\$</b>	<b>151,406</b>	<b>\$</b>	<b>148,395</b>	<b>2.0</b>

### Economic Factors and Next Year's Budget

ITP's focus in FY 2024/2025 was to continue to get back to the basics of delivering excellent bus service to the six cities. Transit is no longer a conversation limited to how many riders are on ITP's system. The conversation has turned to the value of the transit network as infrastructure, bringing support promoting the vitality of the community it serves. ITP is a strategic partner in growth and economic development, playing its part means providing access to employment, health care, and education and by offering and continuously improving and reimagining a flexible network of public transportation and mobility solutions.

For FY 2025/2026, the Board of Directors adopted a \$60 million operating budget, exclusive of depreciation, and a \$35.5 million capital budget. Ridership, passenger fares contract service revenue remains consistent. Property tax revenue is anticipated to be stable, and state operating assistance, initially budgeted at 26%, increased to 29.4342% with the adoption of the state budget. Unrestricted net reserves will be used to offset the deficit between revenue and expenses. The

# Interurban Transit Partnership

## Management's Discussion and Analysis

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goals are to remain committed to identifying revenue strategies for potential additional funding and revenue sources, continue to participate in legislative briefings and testimonies to support the newly formed Legislative Transit Caucus, and begin the ballot initiative process to develop a strategic plan ahead of current millage expiration. Staff continue to explore strategies to ensure long-term financial sustainability.

## **Basic Financial Statements**

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# Interurban Transit Partnership

## Statements of Net Position Enterprise Fund

<i>September 30,</i>	<b>2025</b>	<b>2024</b>
<b>Assets</b>		
<b>Current Assets</b>		
Cash and investments (Note 2)	\$ 86,363,647	\$ 77,844,369
Property taxes receivable, net	868,003	867,676
Due from federal government	5,225,826	9,694,898
Due from state of Michigan	1,519,279	958,839
Billed receivables	1,382,662	5,460,562
Materials and supplies inventories	904,234	736,621
Prepaid expenses and deposits	533,328	1,283,055
<b>Total Current Assets</b>	<b>96,796,979</b>	<b>96,846,020</b>
<b>Capital Assets (Note 3)</b>		
Facilities	126,306,603	125,709,426
Revenue vehicles	93,540,497	92,338,639
Support equipment	23,426,343	23,165,066
Land and improvements	18,609,238	18,605,827
Information systems, technology, and software	32,360,292	33,794,510
Other non-depreciable assets	423,813	423,813
Subscription-Based Information Technology Arrangements (SBITA)	1,087,716	1,077,359
	<b>295,754,502</b>	<b>295,114,640</b>
Less: accumulated depreciation and amortization	<b>(152,970,216)</b>	<b>(143,708,284)</b>
<b>Net Capital Assets</b>	<b>142,784,286</b>	<b>151,406,356</b>
<b>Net Pension Asset</b>	<b>1,436,757</b>	<b>618,866</b>
<b>Total Assets</b>	<b>\$ 241,018,022</b>	<b>\$ 248,871,242</b>
<b>Deferred Outflows of Resources</b>		
Related to pensions (Note 4)	\$ 421,064	\$ 547,940

# Interurban Transit Partnership

## Statements of Net Position Enterprise Fund

<i>September 30,</i>	<b>2025</b>	<b>2024</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts payable	\$ 1,967,141	\$ 2,649,451
Accrued payroll	2,393,134	2,276,155
Unredeemed fares	926,733	880,921
Unearned revenues	80,151	240,444
Due to state of Michigan	1,902,633	4,274,491
Current portion of subscription liabilities (Note 7)	341,795	300,342
<b>Total Current Liabilities</b>	<b>7,611,587</b>	<b>10,621,804</b>
<b>Subscription Liabilities, net of current portion (Note 7)</b>	<b>136,641</b>	<b>340,399</b>
<b>Total Liabilities</b>	<b>\$ 7,748,228</b>	<b>\$ 10,962,203</b>
<b>Deferred Inflows of Resources</b>		
Property taxes received or receivable before the levy date	\$ 22,595,541	\$ 21,594,103
Related to pensions (Note 4)	1,480,100	1,906,141
<b>Total Deferred Inflows of Resources</b>	<b>\$ 24,075,641</b>	<b>\$ 23,500,244</b>
<b>Net Position</b>		
Net investment in capital assets	\$ 142,305,850	\$ 150,765,615
Unrestricted	67,309,367	64,191,120
<b>Total Net Position</b>	<b>\$ 209,615,217</b>	<b>\$ 214,956,735</b>

*See accompanying notes to financial statements.*

## Interurban Transit Partnership

### Statements of Revenues, Expenses, and Changes in Net Position Enterprise Fund

<i>Year ended September 30,</i>	<b>2025</b>	<b>2024</b>
<b>Operating Revenues</b>		
Passenger fares	\$ 4,843,730	\$ 4,783,317
Advertising	393,437	376,547
<b>Total Operating Revenues</b>	<b>5,237,167</b>	<b>5,159,864</b>
<b>Operating Expenses</b>		
Salaries and fringe benefits	29,830,459	27,722,014
Supplies and other operating expenses	24,539,383	22,644,824
Depreciation	17,338,683	16,884,156
<b>Total Operating Expenses</b>	<b>71,708,525</b>	<b>67,250,994</b>
<b>Operating Loss</b>	<b>(66,471,358)</b>	<b>(62,091,130)</b>
<b>Non-Operating Revenues</b>		
State	16,020,913	17,219,454
Federal	4,301,209	4,857,030
Property taxes	21,832,305	20,315,753
Other local	9,979,379	9,762,208
<b>Total Non-Operating Revenues</b>	<b>52,133,806</b>	<b>52,154,445</b>
<b>Loss, before capital contributions</b>	<b>(14,337,552)</b>	<b>(9,936,685)</b>
<b>Capital Contributions</b>	<b>8,996,034</b>	<b>20,141,358</b>
<b>Change in Net Position</b>	<b>(5,341,518)</b>	<b>10,204,673</b>
<b>Net Position, beginning of year</b>	<b>214,956,735</b>	<b>204,752,062</b>
<b>Net Position, end of year</b>	<b>\$ 209,615,217</b>	<b>\$ 214,956,735</b>

*See accompanying notes to financial statements.*

# Interurban Transit Partnership

## Statements of Cash Flows Enterprise Fund

<i>Year ended September 30,</i>	<b>2025</b>	<b>2024</b>
<b>Cash from Operating Activities</b>		
Receipts from customers	\$ 9,360,878	\$ 1,552,337
Payments to suppliers	(24,639,576)	(23,499,895)
Payments to employees and fringe benefits	(30,830,538)	(28,965,582)
<b>Net Cash Used in Operating Activities</b>	<b>(46,109,236)</b>	<b>(50,913,140)</b>
<b>Cash from Noncapital Financing Activities</b>		
Federal grants received	4,301,209	4,857,030
State grants received	17,783,947	20,860,491
Local government assistance received	7,552,609	6,580,524
Property taxes	22,833,416	23,285,808
Other income	576,131	1,046,476
<b>Net Cash Provided by Noncapital Financing Activities</b>	<b>53,047,312</b>	<b>56,630,329</b>
<b>Cash from Capital and Related Financing Activities</b>		
Federal contributed capital	6,842,849	10,219,274
State contributed capital	1,705,044	3,703,652
Purchase of capital assets	(8,716,613)	(19,895,886)
Proceeds from sale of capital assets	31,908	87,821
<b>Net Cash Used in Capital and Related Financing Activities</b>	<b>(136,812)</b>	<b>(5,885,139)</b>
<b>Cash from Investing Activity</b>		
Interest received on investments	1,718,014	2,087,690
<b>Net Increase in Cash and Investments</b>	<b>8,519,278</b>	<b>1,919,740</b>
<b>Cash and Investments, beginning of year</b>	<b>77,844,369</b>	<b>75,924,629</b>
<b>Cash and Investments, end of year</b>	<b>\$ 86,363,647</b>	<b>\$ 77,844,369</b>
<b>Reconciliation of Operating Loss to Net Cash Used in Operating Activities</b>		
Operating loss	\$ (66,471,358)	\$ (62,091,130)
Adjustments to reconcile operating loss to net cash used in operating activities:		
Depreciation	17,338,683	16,884,156
Changes in assets and liabilities:		
Decrease (increase) in billed receivables	4,077,900	(3,697,523)
(Increase) decrease in inventories	(167,613)	10,434
Decrease in prepaid expenses and deposits	749,727	71,651
Decrease in accounts payable	(682,310)	(937,154)
Increase in accrued payroll	116,979	246,949
Increase in unredeemed fares	45,812	89,994
Change in pension-related items	(1,117,056)	(1,490,517)
<b>Net Cash Used in Operating Activities</b>	<b>\$ (46,109,236)</b>	<b>\$ (50,913,140)</b>

*See accompanying notes to financial statements.*

**Interurban Transit Partnership**  
**Statements of Fiduciary Net Position**  
**Fiduciary Funds**

*June 30,*

	Pension Trust Funds	
	2025	2024
<b>Assets</b>		
Cash and short-term investments (Note 2)	\$ 271,901	\$ 658,276
Receivables:		
Interest and dividends receivable	961	2,848
Investments, at fair value (Note 2):		
Bond mutual funds	3,917,310	3,667,845
Equity mutual funds	11,988,945	10,957,689
<b>Total Investments, at fair value</b>	<b>15,906,255</b>	<b>14,625,534</b>
<b>Total Assets</b>	<b>16,179,117</b>	<b>15,286,658</b>
<b>Net Position Held in Trust for Pension Benefits</b>	<b>\$ 16,179,117</b>	<b>\$ 15,286,658</b>

*See accompanying notes to financial statements.*

**Interurban Transit Partnership**  
**Statements of Changes in Fiduciary Net Position**  
**Fiduciary Funds**

*Year ended June 30,*

	Pension Trust Funds	
	2025	2024
<b>Additions</b>		
Employer and employee contributions	\$ 85,271	\$ 413,245
Investment income (expense):		
Net appreciation	1,311,688	1,561,717
Interest	19,389	32,272
Dividends	464,470	366,665
Investment expense	(14,873)	(12,643)
<b>Total Investment Income</b>	<b>1,780,674</b>	<b>1,948,011</b>
<b>Total Additions</b>	<b>1,865,945</b>	<b>2,361,256</b>
<b>Deductions</b>		
Benefits	929,056	1,090,984
Administrative expense	44,430	39,585
<b>Total Deductions</b>	<b>973,486</b>	<b>1,130,569</b>
<b>Change in Net Position</b>	<b>892,459</b>	<b>1,230,687</b>
<b>Net Position Held in Trust for Pension Benefits,</b> beginning of year	<b>15,286,658</b>	<b>14,055,971</b>
<b>Net Position Held in Trust for Pension Benefits,</b> end of year	<b>\$ 16,179,117</b>	<b>\$ 15,286,658</b>

*See accompanying notes to financial statements.*

# Interurban Transit Partnership

## Notes to Financial Statements

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### 1. Summary of Significant Accounting Policies

#### *Reporting Entity*

Interurban Transit Partnership (ITP) was created in 2000 pursuant to the provisions of the Public Transit Authority Act of 1986, as amended. The six-member municipalities of East Grand Rapids, Grand Rapids, Grandville, Kentwood, Walker, and Wyoming each levy taxes to fund operations.

ITP provides public passenger transportation to the general public in the greater Grand Rapids area. These financial statements include the Enterprise Fund and the Pension Trust Funds of ITP.

#### *Measurement Focus and Basis of Accounting*

The Enterprise Fund's and Pension Trust Funds' financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recognized when earned; expenses are recognized when incurred. Grants are recognized as revenue as soon as all eligibility requirements have been met.

Enterprise funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services in connection with the fund's principal ongoing operations. The principal operating revenues are passenger fares. Operating expenses include salaries and benefits, supplies and operating expense, and depreciation. All revenues not meeting this definition are reported as non-operating revenues.

#### *Cash*

ITP considers cash on hand, demand deposits, and short-term investments in Kent County's investment pool, and governmental money market funds with local financial institutions with maturities of three months or less when purchased to be cash for the statements of cash flows.

#### *Materials and Supplies Inventories*

Materials and supplies inventories are stated at the lower of average cost or market.

#### *Investments*

Investments in bond mutual funds and equities are recorded at fair value based on quoted market prices.

#### *Capital Assets*

Property, buildings, and equipment are recorded at cost. Depreciation is computed on the straight-line method based on the estimated useful lives of the related assets. Assets having a useful life in excess of three years and whose costs exceed \$1,000 are capitalized. Expenditures for maintenance and repairs are charged to expense as incurred. Contributions of funds from federal, state, or local sources for the purpose of purchasing property, plant, and equipment are recorded as contributions when received.

# Interurban Transit Partnership

## Notes to Financial Statements

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Estimated useful lives of the related assets by asset category are as follows:

Asset category	Useful Life (Years)
Facilities	20-40
Revenue vehicles	3-12
Support equipment	3-10
Land improvements	10-30
Information systems, technology, and software	3-10

### ***Unearned Revenues***

Unearned revenues arise when resources are received by ITP before it has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when revenue recognition criteria are met or when ITP has a legal claim to the resources, the liability for unearned revenue is removed from the statements of net position and revenue is recognized.

### ***Deferred Outflows of Resources***

In addition to assets, the statements of net position report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expenses) until then. ITP has pension-related items that qualify to be reported in this category. These amounts are expensed in the plan years in which they apply.

### ***Deferred Inflows of Resources***

In addition to liabilities, the statements of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. ITP has two items that qualify for reporting in this category. First, ITP reports a deferred inflow of resources for property taxes received or receivable prior to the period for which they were levied. Second are the future resources yet to be recognized in relation to the pension actuarial calculation. These future resources arise from differences in the estimates used by the actuary to calculate the pension liability and the actual results. The amounts are amortized over a period determined by the actuary.

### ***Pensions***

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

# Interurban Transit Partnership

## Notes to Financial Statements

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### ***Net Position***

Net position represents the difference between assets, deferred outflows of resources, liabilities, and deferred inflows of resources. Net position invested in capital assets is net of accumulated depreciation and subscription liabilities. Net position is reported as restricted when there are limitations imposed on its use either through legislation or external restrictions imposed by creditors, grantors, laws, or regulations of other governments.

### ***Compensated Absences***

Bus operators, maintenance, and facility employees are credited 56 hours of personal paid leave each year on their seniority date. An employee who has worked less than 1,680 hours in the prior 12 months shall be credited with a proportionate share of paid personal leave. Paid personal leave may be accrued with no maximum limit. Upon termination, employees are paid for unused personal leave at their current rates.

ITP adopted GASB Statement 101, *Compensated Absences*, during 2025. As a result, no material changes were made to the financial statements.

### ***Property Taxes***

Property taxes are levied as an enforceable lien on property as of December 1. ITP's taxes are billed on July 1 and are due without penalty on July 31 for the city of Grand Rapids and September 14 for all other local governments. Real property taxes not collected as of March 1 are turned over to Kent County for collection. The county then advances ITP 100% of the delinquent real property taxes. Collection of the delinquent personal property taxes remains the responsibility of the local communities.

Property taxes are recognized as revenue in the period for which they are levied, with proper allowances made for estimated uncollectible amounts. ITP levied 1.3817 mills and 1.395 mills for the fiscal years 2025 and 2024, respectively, for operations as approved by the voters and adjusted by MCL211.34d (Headlee adjustment) in a prior year.

### ***Advertising***

ITP advertising is outsourced. The contracting agency is responsible for any related expenses. ITP records no advertising expenses, and none are included in total eligible operating expenses.

### ***Subscription-Based Information Technology Arrangements***

ITP is party to two subscription-based information technology arrangements (SBITAs). ITP recognizes a subscription liability and an intangible right-to-use subscription asset (subscription asset) in the financial statements. ITP recognizes subscription liabilities with an initial term greater than 12 months. Remaining subscription terms range from three to four years with fixed payments due annually. For SBITAs with a maximum possible term of 12 months or less at commencement, ITP recognizes expenses based on the provisions of the arrangement.

At the commencement of an SBITA, ITP initially measures the subscription liability at the present value of expected subscription payments to be made over the SBITA term. Subsequently, the subscription liability is reduced by the principal portion of subscription payments made. The

# Interurban Transit Partnership

## Notes to Financial Statements

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subscription asset is initially measured as the initial measurement of the subscription liability, adjusted for payments associated with the SBITA contract made to the vendor at the commencement of the subscription term, plus any capitalizable initial implementation costs, less any vendor incentives received at the commencement of the subscription term. Subsequently, the subscription asset is amortized on a straight-line basis over the shorter of the useful life of the IT asset or subscription term.

Key estimates and judgments related to SBITAs include how ITP determines (1) the discount rate it uses to discount the expected subscription payments to present value, (2) the subscription term, and (3) subscription payments.

ITP uses the interest rate charged by the vendor as the discount rate. When the interest rate charged by the vendor is not provided, ITP generally uses its estimated incremental borrowing rate as the discount rate. The subscription term includes the noncancellable period during which ITP has a noncancellable right to use the underlying IT assets. The subscription term also includes periods covered by an option to extend if reasonably certain ITP or the vendor will exercise that option or to terminate if it is reasonably certain that ITP or the vendor will not exercise that option. Subscription payments included in the measurement of the subscription liability are composed of fixed payments.

ITP monitors changes in circumstances that would require a remeasurement of an SBITA and will remeasure the subscription asset and subscription liability if certain changes occur that are expected to significantly affect the amount of the subscription liability.

Subscription assets are reported with other capital assets and subscription liabilities are reported with long-term obligations on the statements of net position.

ITP capitalizes qualifying initial implementation costs of \$1,000 or more as part of the subscription asset. Preliminary project stage outlays are expensed as incurred. Operation and additional implementation stage activities are expensed as incurred unless they meet specific capitalization criteria.

### ***Estimates***

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

### ***Subsequent Events***

Management has evaluated subsequent events through January 22, 2026, the date the financial statements were available to be issued. Based on that evaluation, there were no matters identified that had a significant impact on the financial statements as presented.

# Interurban Transit Partnership

## Notes to Financial Statements

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### 2. Cash and Investments

#### *Deposits*

State statutes require that certificates of deposit, savings accounts, deposit accounts, and depository receipts are made with banks doing and having a place of business in the state of Michigan that are also members of a federal or national insurance corporation.

#### *Custodial Credit Risk Related to Deposits*

Custodial credit risk is the risk that, in the event of a bank failure, ITP's deposits might not be recovered. ITP minimizes custodial credit risk by pre-qualifying financial institutions. At September 30, 2025, the bank balances were \$90,877,707, of which \$88,828,594. was uninsured and uncollateralized. At September 30, 2024, the bank balances were \$78,178,791, of which \$76,118,085 was uninsured and uncollateralized.

Accounts held by government depositors are insured as follows:

*In-State Accounts* - All time, savings, and demand deposits owned by a public unit in an insured depository institution are added together and insured up to \$250,000.

#### *Investments*

State statutes authorize ITP to invest in obligations and certain repurchase agreements of the U.S. Treasury and related governmental agencies, commercial paper rated prime at the time of purchase and maturing not more than 270 days from the date of purchase, bankers acceptances and certificates of deposit issued or created by any state or national bank insured with the applicable federal agency, investment pools authorized by the Surplus Funds Investment Pool Act, and mutual funds composed entirely of the above investments.

ITP's Enterprise Fund had the following investment, which is measured at amortized cost:

<i>September 30,</i>		<b>2025</b>	<b>2024</b>
<b>Investment</b>	<b>Maturity</b>	<b>Amortized Cost</b>	<b>Amortized Cost</b>
Kent County Investment Pool	Less than 1 year	\$ 6,808,096	\$ 6,546,424

#### *Interest Rate Risk*

ITP minimizes interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates, by structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities in the open market and investing operating funds primarily in shorter-term investments.

#### *Custodial Credit Risk Related to Investments*

Custodial credit risk is the risk that, in the event of the failure of the counterparty, ITP will not be able to recover the value of its investments that are in the possession of an outside party. ITP minimizes custodial credit risk by limiting investments and pre-qualifying financial institutions. ITP had no investments subject to custodial credit risk at September 30, 2025 and 2024.

# Interurban Transit Partnership

## Notes to Financial Statements

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### ***Credit Risk***

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. ITP's policy to mitigate such risk is by limiting investment choices to that of the highest ratings and direct obligations of the United States or those that are guaranteed by the United States.

At September 30, 2025, ITP's investments had the following credit ratings and exposure:

Investment Type	Rating	Credit Exposure as a Percentage of Total Investments (%)
<b>Enterprise Fund</b>		
Kent County Investment Pool	Not rated	100
<b>Pension Trust Funds</b>		
Money market funds	Moody's A-mf	1.68
Bond mutual funds and equities	Not rated	98.32

### ***Fair Value Measurement***

ITP is required to disclose amounts within a framework established for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy are as follows:

*Level 1* - This level consists of quoted prices in active markets for identical securities.

*Level 2* - This level consists of prices determined using other significant observable inputs. Observable inputs are inputs that other market participants may use in pricing a security. These may include prices for similar securities, interest rates, prepayment speeds, credit risk, and others.

*Level 3* - This level consists of prices determined using significant unobservable inputs. In situations where quoted prices are observable, or inputs are unavailable or deemed less relevant, unobservable inputs may be used. Unobservable inputs reflect on ITP's own assumptions about the factors market participants would use in pricing an investment and would be based on the best information available.

The following tables set forth by level, within the fair value hierarchy, the investment assets at fair value as of June 30, 2025 and 2024. As required by the fair value measurement standard, assets are classified in their entirety based on the lowest level of input that is significant to the fair value measurement.

# Interurban Transit Partnership

## Notes to Financial Statements

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The balances of assets measured at fair value on a recurring basis are as follows:

### *June 30, 2025*

	Level 1	Level 2	Level 3	Total
<b>Pension Trust Fund</b>				
Cash and short-term investments	\$ 271,901	\$ -	\$ -	\$ 271,901
Bond mutual funds	3,917,310	-	-	3,917,310
Equity mutual funds	11,988,945	-	-	11,988,945
<b>Investments, at fair value</b>	<b>\$16,178,156</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$16,178,156</b>

### *June 30, 2024*

	Level 1	Level 2	Level 3	Total
<b>Pension Trust Fund</b>				
Cash and short-term investments	\$ 658,276	\$ -	\$ -	\$ 658,276
Bond mutual funds	3,667,845	-	-	3,667,845
Equity mutual funds	10,957,689	-	-	10,957,689
<b>Investments, at fair value</b>	<b>\$15,283,810</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$15,283,810</b>

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# Interurban Transit Partnership

## Notes to Financial Statements

### 3. Capital Assets

Capital asset activity is as follows:

	Balance, October 1, 2024	Additions	Deletions	Balance, September 30, 2025
<b>Capital Assets</b>				
Capital assets not being depreciated:				
Land	\$ 12,138,892	\$ -	\$ -	\$ 12,138,892
Artwork	368,470	-	-	368,470
Easements - intangible	55,343	-	-	55,343
Capital assets being depreciated:				
Facilities	125,709,426	605,506	(8,329)	126,306,603
Revenue vehicles	92,338,639	6,513,102	(5,311,244)	93,540,497
Support equipment	23,165,066	934,178	(672,901)	23,426,343
Land improvements	6,466,935	3,411	-	6,470,346
Information systems and technology	29,538,913	590,694	(536,324)	29,593,283
Software - intangible	4,255,597	59,365	(1,547,953)	2,767,009
SBITA	1,077,359	10,357	-	1,087,716
<b>Total Capital Assets</b>	<b>295,114,640</b>	<b>8,716,613</b>	<b>(8,076,751)</b>	<b>295,754,502</b>
<b>Accumulated Depreciation</b>				
Facilities	46,971,523	5,057,578	(8,329)	52,020,772
Revenue vehicles	47,953,676	7,863,741	(5,311,244)	50,506,173
Support equipment	16,109,995	1,618,071	(672,901)	17,055,165
Land improvements	3,709,752	309,221	-	4,018,973
Information systems and technology	24,506,732	1,997,525	(536,324)	25,967,933
Software - intangible	3,961,241	200,493	(1,547,953)	2,613,781
SBITA	495,365	292,054	-	787,419
<b>Total Accumulated Depreciation</b>	<b>143,708,284</b>	<b>17,338,683</b>	<b>(8,076,751)</b>	<b>152,970,216</b>
<b>Net Capital Assets</b>	<b>\$ 151,406,356</b>	<b>\$ (8,622,070)</b>	<b>\$ -</b>	<b>\$ 142,784,286</b>

# Interurban Transit Partnership

## Notes to Financial Statements

	Balance, October 1, 2023	Additions	Deletions/ Reclassifications	Balance, September 30, 2024
<b>Capital Assets</b>				
Capital assets not being depreciated:				
Construction in progress	\$ 1,958,118	\$ -	\$ (1,958,118)	\$ -
Land	12,138,892	-	-	12,138,892
Artwork	368,470	-	-	368,470
Easements - intangible	55,343	-	-	55,343
Capital assets being depreciated:				
Facilities	121,383,660	4,325,766	-	125,709,426
Revenue vehicles	86,039,523	12,603,466	(6,304,350)	92,338,639
Support equipment	20,329,630	2,956,232	(120,796)	23,165,066
Land improvements	6,402,611	64,324	-	6,466,935
Information systems and technology	27,936,487	1,753,681	(151,255)	29,538,913
Software - intangible	4,105,062	150,535	-	4,255,597
SBITA	1,077,359	-	-	1,077,359
<b>Total Capital Assets</b>	<b>281,795,155</b>	<b>21,854,004</b>	<b>(8,534,519)</b>	<b>295,114,640</b>
<b>Accumulated Depreciation</b>				
Facilities	42,285,437	4,686,086	-	46,971,523
Revenue vehicles	46,928,090	7,329,936	(6,304,350)	47,953,676
Support equipment	14,580,516	1,650,275	(120,796)	16,109,995
Land improvements	3,371,303	338,449	-	3,709,752
Information systems and technology	22,297,448	2,360,540	(151,256)	24,506,732
Software - intangible	3,701,681	259,560	-	3,961,241
SBITA	236,055	259,310	-	495,365
<b>Total Accumulated Depreciation</b>	<b>133,400,530</b>	<b>16,884,156</b>	<b>(6,576,402)</b>	<b>143,708,284</b>
<b>Net Capital Assets</b>	<b>\$ 148,394,625</b>	<b>\$ 4,969,848</b>	<b>\$ (1,958,117)</b>	<b>\$ 151,406,356</b>

#### 4. Pension and Retirement Plans

ITP has two single-employer defined benefit pension plans that provide retirement benefits to plan members and beneficiaries consisting of the Interurban Transit Partnership Pension Plan (Administrative Plan) and the Interurban Transit Partnership and Amalgamated Transit Union Pension Plan (Non-Administrative Plan).

##### *Plan Description - Administrative Plan*

ITP administers the Administrative Plan, a single-employer defined benefit pension plan that provides pensions for participants as defined by the plan document. The plan is currently closed to new participants. Administrative employees were eligible to participate when they attained 21 years of age and completed one full year of service. One full year of service is defined as at least 1,000 hours of service in the 12-consecutive-month period beginning on the employee's hire date. The plan provided for vesting based on years of credited service, ranging from 20% at three years to 100% at five or more years. The pension benefit, payable monthly for life to the retired employee, equals 50% of the employee's average monthly compensation, adjusted for the employee's years of credited service. Full benefits are received if the employee retires at age 65 and is fully vested.

# Interurban Transit Partnership

## Notes to Financial Statements

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The financial statements of the plan are included in these financial statements as a Pension Trust Fund (a fiduciary fund).

The plan's membership consists of the following:

<i>June 30,</i>	<b>2025</b>	<b>2024</b>
Retirees and beneficiaries currently receiving benefits	<b>12</b>	12
Terminated employees entitled to benefits but not yet receiving them	<b>10</b>	10
Active plan members	<b>1</b>	1
<b>Total</b>	<b>23</b>	23

### ***Plan Description - Non-Administrative Plan***

ITP administers the Amalgamated Transit Union Pension Plan, a single-employer defined benefit pension plan that provides pensions for participants as defined by the plan document. The plan is a non-contributory defined benefit pension plan for ITP's non-administrative employees (drivers and mechanics). The plan is currently closed to new participants. Non-administrative employees were eligible to participate upon completion of 60 days of continuous service. Accumulated benefits attributable to ITP contributions are fully vested after five years of service. Termination of employment prior to completion of five years of service results in the forfeiture of the accumulated benefits attributable to ITP contributions. The pension benefit, payable monthly for life to the retired employee, equals a minimum of \$230.45, increased by a function of the employee's years of credited service or \$34 per year of service, whichever is greater.

The financial statements of the plan are included in these financial statements as a Pension Trust Fund (a fiduciary fund).

The plan's membership consists of the following:

<i>June 30,</i>	<b>2025</b>	<b>2024</b>
Retirees and beneficiaries currently receiving benefits	<b>160</b>	150
Terminated employees entitled to benefits but not yet receiving them	<b>180</b>	178
Active plan members	<b>99</b>	117
<b>Total</b>	<b>439</b>	445

### ***Basis of Accounting***

The financial statements of both plans have been prepared on the accrual basis. The employer contributions are recognized when due and a formal commitment to provide the contribution has been made. Benefits are recognized when due and payable, according to the terms of the plans. Investments are reported at fair value.

# Interurban Transit Partnership

## Notes to Financial Statements

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### ***Funding Policy***

The Administrative Plan was established and is being funded under the authority of ITP. Article 9, Section 24 of the Regulations of the State of Michigan constitution requires the financial benefits arising on account of service rendered each year be funded during that year. ITP retains an actuary to determine the estimated amount necessary to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability. ITP is required to contribute the actuarially determined amount.

The Non-Administrative Plan was established and is being funded under the authority of ITP and under agreements with the union representing employees covered by the plan. The plan's funding policy is that the employer will contribute to the plan based on the current negotiated rate; for July 1, 2017 to December 10, 2017, this rate is \$1.00 for each hour of service completed. ITP is required by the terms of the plan to contribute based on the negotiated rate. This fund is now closed.

### ***Actuarial Assumptions***

The total pension liability for both plans was determined by an actuarial valuation as of July 1, 2025, and the following actuarial assumptions, applied to all periods included in the measurement:

	Administrative Plan (%)	Non- Administrative Plan (%)
Inflation	2.50	2.50
Salary increases	-	-
Investment rate of return	6.00	6.50

### ***Discount Rate***

The discount rate used to measure the total pension (asset) liability for the Administrative Plan was 6.00% and was 6.50% for the Non-Administrative Plan. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that contributions will be made at rates equal to the most recent recommended contribution expressed as a percentage of covered payroll. Based on those assumptions, both plans' fiduciary net position was projected to be sufficient to make all future benefit payments of current plan members. For projected benefits that are covered by projected assets, the long-term expected rate was used to discount the projected benefits. From the year that benefit payments were not projected to be covered by the projected assets (the depletion date), projected benefits were discounted at a discount rate reflecting a 20-year AA/Aa tax-exempt municipal bond yield. A single equivalent discount rate is used to determine the total pension (asset) liability.

# Interurban Transit Partnership

## Notes to Financial Statements

### *Sensitivity of the Net Pension (Asset) Liability to Changes in the Discount Rate*

The following table presents the pension plans' net pension (asset) liability, calculated using the current discount rate, as well as what the net pension (asset) liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	1% Decrease (5.00)	Current Rate (6.00)	1% Increase (7.00)
Administrative Plan			
<b>Net Pension (Asset) Liability</b>	\$ (131,150)	\$ (263,982)	\$ (379,943)
Non-Administrative Plan			
<b>Net Pension (Asset) Liability</b>	\$ 162,542	\$ (1,172,775)	\$ (2,302,323)

### *Long-Term Expected Rates of Return and Asset Allocation*

The long-term expected rates of return on retirement plan investments were determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of retirement plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rates of return by weighting the expected future real rates of return by target asset allocation percentage and by adding expected inflation. Best estimates are arithmetic real rates of return for each major asset class included in the retirement plan's investment policy.

Asset Class	Administrative Plan		Non-Administrative Plan	
	Target Allocation (%)	Long-Term Expected Rate of Return (%)	Target Allocation (%)	Long-Term Expected Rate of Return (%)
Domestic equity	50.0	7.50	50.0	7.50
International equity	10.0	8.50	15.0	8.50
Domestic bonds	32.5	2.50	20.0	2.50
International bonds	7.5	3.50	5.0	3.50
Real estate	-	-	10.0	4.50

# Interurban Transit Partnership

## Notes to Financial Statements

### *Changes in the Net Pension (Asset) Liability*

The following table summarizes changes in the net pension (asset) liability related to the Administrative Plan:

	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension (Asset) Liability (a) - (b)
<b>Balance, July 1, 2024</b>	\$ 1,645,062	\$ 1,826,382	\$ (181,320)
<b>Changes in Pension (Asset) Liability</b>			
Interest	95,157	-	95,157
Experience gains	21,086	-	21,086
Assumption change	(13,599)	-	(13,599)
Net investment income	-	199,431	(199,431)
Benefit payments	(118,226)	(118,226)	-
Administrative expenses	-	(14,125)	14,125
<b>Net Changes in Pension (Asset) Liability</b>	<b>(15,582)</b>	<b>67,080</b>	<b>(82,662)</b>
<b>Balance, June 30, 2025</b>	<b>\$ 1,629,480</b>	<b>\$ 1,893,462</b>	<b>\$ (263,982)</b>

The following table summarizes changes in the net pension (asset) liability related to the Non-Administrative Plan:

	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension (Asset) Liability (a) - (b)
<b>Balance, July 1, 2024</b>	\$ 13,022,730	\$ 13,460,276	\$ (437,546)
<b>Changes in Pension (Asset) Liability</b>			
Interest	820,125	-	820,125
Experience gains	80,855	-	80,855
Contributions - employer	-	85,271	(85,271)
Net investment income	-	1,581,243	(1,581,243)
Benefit payments	(810,830)	(810,830)	-
Administrative expenses	-	(30,305)	30,305
<b>Net Changes in Pension (Asset) Liability</b>	<b>90,150</b>	<b>825,379</b>	<b>(735,229)</b>
<b>Balance, June 30, 2025</b>	<b>\$ 13,112,880</b>	<b>\$ 14,285,655</b>	<b>\$ (1,172,775)</b>

# Interurban Transit Partnership

## Notes to Financial Statements

### *Deferred Inflows and Outflows of Resources Related to the Pension Plan*

At September 30, 2025, ITP reported deferred outflows of resources and deferred inflows of resources to pensions from the following sources:

	Administrative Plan		Non-Administrative Plan	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ -	\$ -	\$ 140,647	\$ 40,861
Changes of assumptions	-	-	280,417	463,787
Investment earnings losses	-	94,270	-	881,182
<b>Total</b>	<b>\$ -</b>	<b>\$ 94,270</b>	<b>\$ 421,064</b>	<b>\$ 1,385,830</b>

At September 30, 2024, ITP reported deferred outflows of resources and deferred inflows of resources to pensions from the following sources:

	Administrative Plan		Non-Administrative Plan	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ -	\$ -	\$ 156,537	\$ 193,424
Changes of assumptions	-	-	391,403	1,124,562
Investment earnings losses	-	43,993	-	544,162
<b>Total</b>	<b>\$ -</b>	<b>\$ 43,993</b>	<b>\$ 547,940</b>	<b>\$ 1,862,148</b>

Deferred outflows of resources and deferred inflows of resources that are the result of differences in expected and actual experience with regard to economic and demographic factors, or from changes in assumptions regarding those factors, are amortized over a closed period equal to the average of the expected remaining period of service for all plan participants. Those time periods are five years for both plans. The differences between projected and actual investment earnings are amortized over five years.

# Interurban Transit Partnership

## Notes to Financial Statements

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

*Year ending September 30,*

	Administrative Plan	Non- Administrative Plan	Total
2026	\$ 23,891	\$ (196,336)	\$ (172,445)
2027	(56,915)	(400,973)	(457,888)
2028	(42,483)	(244,635)	(287,118)
2029	(18,763)	(122,822)	(141,585)

### *Components of Pension Expense*

For the years ended September 30, 2025 and 2024, ITP recognized pension expense of \$(32,385) and \$(59,184) for the Administrative Plan and \$(985,129) and \$(1,018,087) for the Non-Administrative Plan, respectively.

Below are the components of the total pension expense:

*Year ended September 30, 2025*

	Administrative Plan	Non- Administrative Plan
Interest	\$ 95,157	\$ 820,125
Experience gains	21,086	(55,817)
Assumption change	(13,599)	(535,518)
Projected earnings on pension plan investments	(105,612)	(850,352)
Investment earnings	(43,542)	(393,872)
Administrative expenses	14,125	30,305
<b>Total Pension Expense</b>	<b>\$ (32,385)</b>	<b>\$ (985,129)</b>

*Year ended September 30, 2024*

	Administrative Plan	Non- Administrative Plan
Interest	\$ 105,816	\$ 838,096
Experience gains	(50,109)	(322,652)
Assumption change	(12,559)	(557,948)
Projected earnings on pension plan investments	(101,731)	(780,116)
Investment earnings	(15,501)	(220,152)
Administrative expenses	14,900	24,685
<b>Total Pension Expense</b>	<b>\$ (59,184)</b>	<b>\$ (1,018,087)</b>

# Interurban Transit Partnership

## Notes to Financial Statements

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For the year ended September 30, 2025, actual cash payments made were \$0 and \$85,271 for the Administrative Plan and the Non-Administrative Plan, respectively.

For the year ended September 30, 2024, actual cash payments made were \$159,359 and \$253,886 for the Administrative Plan and the Non-Administrative Plan, respectively.

### ***Defined Contribution - Administrative Plan***

ITP has a non-contributory defined contribution benefit plan for its administrative employees. The plan was established on July 1, 2000. Administrative employees are eligible to participate on the first day of the month following completion of six months of service, provided that the employee has at least 500 hours of service. The plan provides 100% vesting after five years of service. The contribution is made monthly at 10% of compensation paid during the month. ITP made contributions totaling \$498,699 and \$518,742 for the years ended September 30, 2025 and 2024, respectively.

### ***Defined Contribution - Non-Administrative Plan***

ITP has a contributory defined contribution benefit plan for its non-administrative employees. The plan had an initial effective date of August 1, 2018, with ITP contributions retroactive to the December 11, 2017 effective date of a new bargaining agreement. Non-administrative employees are eligible to participate after completion of a probationary period of 90 or 150 days. The plan provides 100% vesting after five years of service, with intermediate vesting levels for fewer years of service. Contributions are made bi-weekly and consist of 6% of eligible compensation, plus a match of participants' additional elective contributions up to 1% of eligible compensation. ITP made contributions totaling \$1,056,867 and \$970,751 for the years ended September 30, 2025 and 2024, respectively.

## **5. Risk Management**

ITP is exposed to various risks of loss related to torts, theft of, and damage to assets; errors and omissions; injuries to employees; and natural disasters. ITP carries commercial insurance for most risks of loss, including employee life, health, and accident insurance. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years. ITP participated in a public entity risk pool for property and liability coverage through November 30, 2009. ITP paid an annual premium to the entity risk pool, which is adjusted retroactively to reflect the actual cost. Each member is responsible for all losses falling within their selected retention level, plus their share of pool losses and administrative expenses, less their share of investment income. The agreement for formation of the Michigan Transit Pool (the Pool) provides that the Pool will be self-sustaining through member premiums and will provide property and liability coverage to its members for the first \$2,000,000 per occurrence. The Pool has purchased excess insurance for an additional \$3,000,000 per occurrence. In addition, ITP carried excess insurance for an additional \$5,000,000 per occurrence. The Pool publishes its own financial report, which can be obtained from the Pool. ITP's participation in the Pool ended as of December 1, 2009, except with regard to known and unknown covered events occurring prior to December 1, 2009. ITP currently purchases commercial insurance for property and liability with coverage of \$5,000,000 per occurrence with a \$50,000 deductible and has excess coverage for an additional \$5,000,000. ITP carries catastrophic insurance to cover direct damage to property.

# Interurban Transit Partnership

## Notes to Financial Statements

### 6. Description of Grant Funding

The following is a description of ITP’s major grant funding:

#### *Operations*

ITP’s general operations are funded as follows:

The Michigan Department of Transportation (MDOT) authorized funding for the fiscal years 2025 and 2024 of up to 50% of eligible expenses, based on actual costs and the appropriated funds available. Maximum operating assistance from MDOT totaled \$24,171,344 and \$21,556,721 in 2025 and 2024, respectively. Actual operating assistance accrued based on MDOT’s stated funding rate of 29.1515% and 33.8553%, respectively, totaled \$14,003,621 and \$14,596,185 in 2025 and 2024, respectively.

#### *Capital Acquisitions*

Funds used to purchase property, buildings, and equipment were advanced to ITP pursuant to grants provided by agencies of the state and federal governments. Funding is generally provided by the Federal Transit Authority (FTA) (80%) and by MDOT (20%). Pursuant to the terms of those grants and applicable state and federal law, ITP is required to remit to the state and federal governments substantially all of the amounts it may receive as a result of the sale or other disposal of the property that has been purchased with monies provided by state and federal grants.

#### *Contingencies*

Amounts received or receivable from grantor agencies are subject to audit and potential adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability. The amount, if any, of expenditures that may be disallowed by the grantor cannot be determined at this time, although ITP expects such amounts, if any, to be immaterial.

### 7. Subscription Liabilities

Changes in subscription liabilities for the years ended September 30, 2025 and 2024 are as follows:

	Balance October 1, 2024	Additions	Re- measurements	Deductions	Balance September 30, 2025	Amounts due within one year
Subscription liabilities	\$ 640,741	\$ -	\$ -	\$ (162,305)	\$ 478,436	\$ 341,795

	Balance October 1, 2023	Additions	Re- measurements	Deductions	Balance September 30, 2024	Amounts due within one year
Subscription liabilities	\$ 835,830	\$ -	\$ -	\$ (195,089)	\$ 640,741	\$ 300,342

# Interurban Transit Partnership

## Notes to Financial Statements

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### *SBITA Payments Maturity Schedule*

The future principal and interest SBITA payments as of September 30, 2025 are as follows:

*September 30,*

	Principal		Interest		Total
2026	\$	341,795	\$	19,828	\$ 361,623
2027		109,283		3,190	112,473
2028		27,358		1,642	29,000
<b>Total</b>	\$	478,436	\$	24,660	\$ 503,096

## Required Supplementary Information

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## Interurban Transit Partnership

### Schedule of Changes in the Net Pension (Asset) Liability and Related Ratios - Administrative Plan

<i>Year ended June 30,</i>	2025	2024	2023	2022	2021	2020	2019	2018
<b>Total Pension Liability</b>								
Service cost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	95,157	105,816	121,643	132,650	147,516	166,683	222,849	298,964
Changes in benefit terms	-	-	-	-	-	-	-	-
Difference between expected and actual experience	21,086	(50,109)	(55,815)	(28,168)	208,572	70,045	652,124	(17,596)
Change of assumptions	(13,599)	(12,559)	2,531	(13,943)	(8,535)	139,623	(2,976)	92,870
Benefit payments	(118,226)	(323,394)	(340,891)	(207,063)	(983,585)	(185,757)	(3,355,575)	(177,586)
<b>Net Change in Total Pension Liability</b>	<b>(15,582)</b>	<b>(280,246)</b>	<b>(272,532)</b>	<b>(116,524)</b>	<b>(636,032)</b>	<b>190,594</b>	<b>(2,483,578)</b>	<b>196,652</b>
<b>Total Pension Liability - beginning</b>	<b>1,645,062</b>	<b>1,925,308</b>	<b>2,197,840</b>	<b>2,314,364</b>	<b>2,950,396</b>	<b>2,759,802</b>	<b>5,243,380</b>	<b>5,046,728</b>
<b>Total Pension Liability - ending (a)</b>	<b>1,629,480</b>	<b>1,645,062</b>	<b>1,925,308</b>	<b>2,197,840</b>	<b>2,314,364</b>	<b>2,950,396</b>	<b>2,759,802</b>	<b>5,243,380</b>
<b>Plan Fiduciary Net Position</b>								
Contributions - employer	-	159,359	250,000	152,611	408,451	419,186	400,000	207,924
Net investment income (loss)	199,431	220,326	172,097	(281,958)	451,877	79,677	126,980	250,474
Benefit payments	(118,226)	(323,394)	(340,891)	(207,063)	(983,585)	(185,757)	(3,355,575)	(177,586)
Administrative expenses	(14,125)	(14,900)	(14,425)	(14,315)	(14,385)	(13,905)	(14,445)	(12,580)
<b>Net Change in Fiduciary Net Position</b>	<b>67,080</b>	<b>41,391</b>	<b>66,781</b>	<b>(350,725)</b>	<b>(137,642)</b>	<b>299,201</b>	<b>(2,843,040)</b>	<b>268,232</b>
<b>Plan Fiduciary Net Position - beginning</b>	<b>1,826,382</b>	<b>1,784,991</b>	<b>1,718,210</b>	<b>2,068,935</b>	<b>2,206,577</b>	<b>1,907,376</b>	<b>4,750,416</b>	<b>4,482,184</b>
<b>Plan Fiduciary Net Position - ending (b)</b>	<b>1,893,462</b>	<b>1,826,382</b>	<b>1,784,991</b>	<b>1,718,210</b>	<b>2,068,935</b>	<b>2,206,577</b>	<b>1,907,376</b>	<b>4,750,416</b>
<b>Net Pension (Asset) Liability - ending (a)-(b)</b>	<b>\$ (263,982)</b>	<b>\$ (181,320)</b>	<b>\$ 140,317</b>	<b>\$ 479,630</b>	<b>\$ 245,429</b>	<b>\$ 743,819</b>	<b>\$ 852,426</b>	<b>\$ 492,964</b>
<b>Plan Fiduciary Net Position as a Percentage of Total Pension (Asset) Liability</b>	<b>116.2%</b>	<b>111.0%</b>	<b>92.7%</b>	<b>78.2%</b>	<b>89.4%</b>	<b>74.8%</b>	<b>69.1%</b>	<b>90.6%</b>
Covered-employee payroll	\$ 55,917	\$ 46,226	\$ 51,122	\$ 48,532	\$ 48,337	\$ 205,047	\$ 210,141	\$ 707,023
<b>Net Pension (Asset) Liability as a Percentage of Covered-Employee Payroll</b>	<b>(472.10%)</b>	<b>(344.74%)</b>	<b>489.03%</b>	<b>314.45%</b>	<b>845.01%</b>	<b>204.43%</b>	<b>190.35%</b>	<b>41.9%</b>

Note: This schedule is presented to illustrate the requirement to show information for ten years. However, until a full ten-year trend is compiled, ITP presents information for those years for which information is available.

## Interurban Transit Partnership

### Schedule of Changes in the Net Pension (Asset) Liability and Related Ratios - Non-Administrative Plan

<i>Year ended June 30,</i>	2025	2024	2023	2022	2021	2020	2019	2018
<b>Total Pension Liability</b>								
Service cost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 424,425
Interest	820,125	838,096	849,817	861,713	848,945	800,046	782,627	823,542
Changes in benefit terms	-	-	-	-	-	-	-	(1,612,940)
Difference between expected and actual experience	80,855	(205,853)	(298,166)	(228,921)	111,431	43,263	194,529	25,377
Change of assumptions	-	(119,506)	27,301	(56,342)	-	637,632	(56,593)	373,105
Benefit payments	(810,830)	(767,590)	(750,933)	(768,030)	(759,830)	(697,478)	(607,696)	(597,778)
<b>Net Change in Total Pension Liability</b>	<b>90,150</b>	<b>(254,853)</b>	<b>(171,981)</b>	<b>(191,580)</b>	<b>200,546</b>	<b>783,463</b>	<b>312,867</b>	<b>(564,269)</b>
<b>Total Pension Liability - beginning</b>	<b>13,022,730</b>	<b>13,277,583</b>	<b>13,449,564</b>	<b>13,641,144</b>	<b>13,440,598</b>	<b>12,657,135</b>	<b>12,344,268</b>	<b>12,908,537</b>
<b>Total Pension Liability - ending (a)</b>	<b>13,112,880</b>	<b>13,022,730</b>	<b>13,277,583</b>	<b>13,449,564</b>	<b>13,641,144</b>	<b>13,440,598</b>	<b>12,657,135</b>	<b>12,344,268</b>
<b>Plan Fiduciary Net Position</b>								
Contributions - employer	85,271	253,886	650,000	536,160	766,843	387,328	250,000	529,010
Net investment income (loss)	1,581,243	1,727,685	1,398,294	(1,888,853)	2,998,961	501,605	715,695	648,430
Benefit payments	(810,830)	(767,590)	(750,933)	(768,030)	(759,830)	(697,478)	(607,696)	(597,778)
Administrative expenses	(30,305)	(24,685)	(28,367)	(24,815)	(27,722)	(25,729)	(28,606)	(32,948)
<b>Net Change in Fiduciary Net Position</b>	<b>825,379</b>	<b>1,189,296</b>	<b>1,268,994</b>	<b>(2,145,538)</b>	<b>2,978,252</b>	<b>165,726</b>	<b>329,393</b>	<b>546,714</b>
<b>Plan Fiduciary Net Position - beginning</b>	<b>13,460,276</b>	<b>12,270,980</b>	<b>11,001,986</b>	<b>13,147,524</b>	<b>10,169,272</b>	<b>10,003,546</b>	<b>9,674,153</b>	<b>9,127,439</b>
<b>Plan Fiduciary Net Position - ending (b)</b>	<b>14,285,655</b>	<b>13,460,276</b>	<b>12,270,980</b>	<b>11,001,986</b>	<b>13,147,524</b>	<b>10,169,272</b>	<b>10,003,546</b>	<b>9,674,153</b>
<b>Net Pension (Asset) Liability - ending (a)-(b)</b>	<b>\$(1,172,775)</b>	<b>\$ (437,546)</b>	<b>\$ 1,006,603</b>	<b>\$ 2,447,578</b>	<b>\$ 493,620</b>	<b>\$ 3,271,326</b>	<b>\$ 2,653,589</b>	<b>\$ 2,670,115</b>
<b>Plan Fiduciary Net Position as a Percentage of Total Pension (Asset) Liability</b>	<b>108.09%</b>	<b>103.4%</b>	<b>92.4%</b>	<b>81.8%</b>	<b>96.4%</b>	<b>75.7%</b>	<b>79.0%</b>	<b>78.4%</b>
Covered-employee payroll	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Net Pension (Asset) Liability as a Percentage of Covered-Employee Payroll</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>

Note: This schedule is presented to illustrate the requirement to show information for ten years. However, until a full ten-year trend is compiled, ITP presents information for those years for which information is available.

**Interurban Transit Partnership**  
**Schedule of Contributions - Administrative Plan**

<i>Year ended June 30,</i>	<b>2025</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
Actuarially determined contribution	\$ -	\$ 159,359	\$ 508,748	\$ 144,807	\$ 408,541	\$ 419,186	\$ 192,821	\$ 52,414	\$ 74,018
Actual contribution	-	159,359	250,000	152,611	408,451	419,186	400,000	207,924	250,000
<b>Contribution (Excess)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 258,748</b>	<b>\$ (7,804)</b>	<b>\$ 90</b>	<b>\$ -</b>	<b>\$ (207,179)</b>	<b>\$ (155,510)</b>	<b>\$ (175,982)</b>
Covered payroll	\$ 55,917	\$ 46,226	\$ 51,122	\$ 48,532	\$ 48,337	\$ 205,047	\$ 210,141	\$ 707,023	\$ 625,402
Actual contribution as % of covered payroll	<b>0.00%</b>	<b>344.74%</b>	<b>489.0%</b>	<b>314.5%</b>	<b>845.0%</b>	<b>204.4%</b>	<b>190.3%</b>	<b>29.4%</b>	<b>40.0%</b>

# Interurban Transit Partnership

## Schedule of Contributions - Administrative Plan

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Methods and assumptions used to determine contribution rates:

Valuation date	July 1, 2024
Actuarial cost method	Unit Credit
Asset valuation method	Market value
Retirement age	Age 65
Interest rate	6.00% per year
Mortality tables:	
Pre-retirement	None
Post-retirement	Pub-2010 Public Retirement Plans Mortality Tables for General Employees; annuitant and non-annuitant, sex-distinct with IRS 2024 adjusted scale MP-2021
Turnover rates	None
Salary scale	None
Ancillary benefits values	None
Administrative experience	Prior year, rounded to nearest \$100
Date and form of data	All personnel and asset data was prepared by the plan sponsor or a representative and was generally relied upon as being correct and complete without audit by Watkins Ross
Changes since prior valuation	None
Cost of living adjustments after retirement	None

Note: This schedule is presented to illustrate the requirement to show information for ten years. However, until a full ten-year trend is compiled, ITP presents information for those years for which information is available.

## Interurban Transit Partnership

### Schedule of Contributions - Non-Administrative Plan

<i>Year ended June 30,</i>	2025	2024	2023	2022	2021	2020	2019	2018	2017
Actuarially determined contribution	\$ 61,055	\$ 158,527	\$ 262,597	\$ 321,702	\$ 455,490	\$ 387,328	\$ 376,920	\$ 735,101	\$ 775,392
Actual contribution	85,271	253,886	650,000	536,160	766,843	387,328	250,000	529,010	987,300
<b>Contribution (Excess)</b>	<b>\$ (24,216)</b>	<b>\$ (95,359)</b>	<b>\$ (387,403)</b>	<b>\$ (214,458)</b>	<b>\$ (311,353)</b>	<b>\$ -</b>	<b>\$ 126,920</b>	<b>\$ 206,091</b>	<b>\$ (211,908)</b>
Covered payroll	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Actual contribution as % of covered payroll	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

# Interurban Transit Partnership

## Schedule of Contributions - Non-Administrative Plan

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Methods and assumptions used to determine contribution rates:

Valuation date	July 1, 2024
Actuarial cost method	Entry Age Normal (level dollar amount)
Asset valuation method	75% of expected assets plus 25% of market value of assets, including contributions accrued for hours worked through the valuation date, but not less than 80%, nor more than 120% of market value
Retirement age	10% of active employees are assumed to retire at age 62 (if eligible for early retirement) and all remaining at age 65 (or current age if older); terminated vested participants are assumed to retire at age 65
Interest rate	6.50%
Mortality table	SOA RP-2014 adjusted to 2006 Mortality Table for Blue-Collar Employees with IRS 2024 adjusted scale MP-2021
Post-disablement mortality rates	Disabled retirees receiving benefits who have not attained age 65 are valued with applicable mortality rates from IRS Rev. Rul. 96-7 and 1964 OASDI rates of mortality
Turnover rates	Crocker-Sarason-Straight T-5
Ancillary benefits values	Vesting and pre-retirement death
Normal cost expenses (non-investment related)	Estimated expense is calculated as the average of prior two years' non-investment-related expenses paid from the trust, rounded to the nearest \$1,000
Date and form of data	All personnel and asset data was prepared by the plan sponsor or a representative and was generally relied upon as being correct and complete without audit by Watkins Ross
Changes since prior valuation	None
Cost of living adjustments after retirement	None

Note: This schedule is presented to illustrate the requirement to show information for ten years. However, until a full ten-year trend is compiled, ITP presents information for those years for which information is available.

## Supplementary Information

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**Interurban Transit Partnership**  
**Combining Statement of Fiduciary Net Position**  
**Pension Trust Funds**

*June 30, 2025*

	Administrative Plan	Non- Administrative Plan	Total
<b>Assets</b>			
Cash and short-term investments	\$ 12,915	\$ 258,986	\$ 271,901
Receivables:			
Interest and dividends receivable	46	915	961
Investments, at fair value:			
Bond mutual funds	569,886	3,347,424	3,917,310
Equity mutual funds	1,310,615	10,678,330	11,988,945
<b>Total Investments, at fair value</b>	<b>1,880,501</b>	<b>14,025,754</b>	<b>15,906,255</b>
<b>Total Assets</b>	<b>1,893,462</b>	<b>14,285,655</b>	<b>16,179,117</b>
<b>Net Position Held in Trust for Pension Benefits</b>	<b>\$ 1,893,462</b>	<b>\$ 14,285,655</b>	<b>\$ 16,179,117</b>

**Interurban Transit Partnership**  
**Combining Statement of Changes in Fiduciary Net Position**  
**Pension Trust Funds**

*Year ended June 30, 2025*

	Administrative Plan	Non- Administrative Plan	Total
<b>Additions</b>			
Employer and employee contributions	\$ -	\$ 85,271	\$ 85,271
Investment income (expense):			
Net appreciation	142,881	1,168,807	1,311,688
Interest	4,184	15,205	19,389
Dividends	54,267	410,203	464,470
Investment expense	(1,901)	(12,972)	(14,873)
<b>Total Investment Income</b>	<b>199,431</b>	<b>1,581,243</b>	<b>1,780,674</b>
<b>Total Additions</b>	<b>199,431</b>	<b>1,666,514</b>	<b>1,865,945</b>
<b>Deductions</b>			
Benefits	118,226	810,830	929,056
Administrative expense	14,125	30,305	44,430
<b>Total Deductions</b>	<b>132,351</b>	<b>841,135</b>	<b>973,486</b>
<b>Change in Net Position</b>	<b>67,080</b>	<b>825,379</b>	<b>892,459</b>
<b>Net Position Held in Trust for Pension</b>			
Benefits, beginning of year	1,826,382	13,460,276	15,286,658
<b>Net Position Held in Trust for Pension</b>			
Benefits, end of year	\$ 1,893,462	\$ 14,285,655	\$ 16,179,117

**Interurban Transit Partnership**  
**Schedule of Non-Operating Revenues - Local**

---

*Year ended September 30, 2025*

---

<b>Local Revenue</b>	
Property taxes	\$ 21,832,305
Grand Valley State University	3,843,146
Network180	381,572
DASH - city of Grand Rapids	2,599,716
Ferris State University	114,562
Grand Rapids Community College	272,042
Amtrak	117,603
Alpine Township	108,852
Special Olympics of Michigan	64,611
Gaines Township	50,505
<b>Total Local Revenue</b>	<b>29,384,914</b>
<b>Other Income</b>	
Gain on sale of capital assets	31,908
Retail lease	24,978
CNG fuel sales	70,592
RIN Credits	235,012
Alternative Fuel Credit	196,979
Interest income	1,818,731
Miscellaneous	14,848
Vending machine	4,470
Fare evasion fines	732
Billboard lease	28,520
<b>Total Other Income</b>	<b>2,426,770</b>
<b>Total Non-Operating Revenues - Local</b>	<b>\$ 31,811,684</b>

# Interurban Transit Partnership

## Schedule of Non-Operating Revenues - State and Federal

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*Year ended September 30, 2025*

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**State of Michigan Grants**

General operating assistance	\$ 14,003,621
Capital assistance	382,269
Preventive maintenance (operating)	586,660
Planning and miscellaneous project assistance	43,680
Specialized services	1,004,683

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**Total State of Michigan Grants** 16,020,913

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**Federal Government Grants**

Capital assistance	1,779,854
Preventive maintenance (operating)	2,346,638
Planning and miscellaneous project assistance	174,717

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**Total Federal Government Grants** 4,301,209

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**Total Non-Operating Revenues - State and Federal** \$ 20,322,122

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## Interurban Transit Partnership

### Schedule of Expenses by Grant

Year ended September 30, 2025

		560	570	580	590	600	410	773		772	799	420	
	001	MI-2019-023	MI-2020-047	MI-2021-022	MI-2022-029	MI-2023-020	MI-2024-008	MI-2022-042	870/871	MI-2019-024	22-0073-P10	MI-2025-019	
	General	17-0070-P13	17-0070-P16	17-0070-P18	22-0073-P3	22-0073-P7	22-0073-P12	22-0073-P6	MI-2017-015	17-0070-P12	FY24	2022-073-P15	
	Total	FY19	FY20	FY20	FY22	FY 19-21	FY 24	F Y22-23	FY17	FY 19-21	Specialized	FY 25	
		Section 5307	Section 5307	Section 5307	Section 5307	Section 5307	Section 5307	Section 5307	Section 5339	Section 5307	Services	Section 5307	
<b>Expenses</b>													
Labor	\$ 20,882,309	\$ 20,865,798	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,212	\$ -	\$ 10,299	\$ -	\$ -	
Fringe benefits	8,948,150	8,943,221	-	-	-	-	-	3,330	-	1,599	-	-	
Services	3,883,456	3,487,675	27,110	24,057	13,400	247,567	-	10,605	9,006	(2,200)	66,236	-	
Materials and supplies consumed	4,482,769	3,942,050	11,344	237,070	236,297	-	1,187	-	-	-	4,065	50,756	
Utilities	1,376,349	1,376,349	-	-	-	-	-	-	-	-	-	-	
Casualty and liability costs	2,785,270	2,785,270	-	-	-	-	-	-	-	-	-	-	
Purchased transportation	10,869,647	8,618,334	-	-	-	-	-	1,188,819	1,321	-	56,489	1,004,684	
Miscellaneous	849,839	673,989	30,821	996	2,904	-	-	-	24,181	-	116,948	-	
Depreciation	17,338,683	17,338,683	-	-	-	-	-	-	-	-	-	-	
Subscription-Based Information													
Technology Assets (SBITA)	292,053	292,053	-	-	-	-	-	-	-	-	-	-	
Preventive maintenance	-	(2,933,298)	-	-	-	-	-	2,933,298	-	-	-	-	
<b>Total Expenses</b>	<b>\$71,708,525</b>	<b>\$ 65,390,124</b>	<b>\$ 69,275</b>	<b>\$ 262,123</b>	<b>\$ 252,601</b>	<b>\$ 247,567</b>	<b>\$ 1,187</b>	<b>\$ 4,132,722</b>	<b>\$ 44,050</b>	<b>\$ (2,200)</b>	<b>\$ 255,636</b>	<b>\$ 1,004,684</b>	<b>\$ 50,756</b>

ITP charges only direct costs to its grant projects. Therefore, ITP has no Bureau of Passenger Transportation approved cost allocation plan. As there are no indirect costs allocated to programs, such as specialized services, there was no review of the methodology for capturing nonfinancial information for such programs.

# Interurban Transit Partnership

## Schedule of Regular Service Expenses by Function - Urban

Year ended September 30, 2025

	Operations	Maintenance	Administration	Total
<b>Labor</b>				
Operators' salaries and wages	\$ 13,042,166	\$ -	\$ -	\$ 13,042,166
Other salaries and wages	2,152,075	3,435,906	1,995,413	7,583,394
Dispatchers' salaries and wages	256,749	-	-	256,749
<b>Total Labor</b>	<b>15,450,990</b>	<b>3,435,906</b>	<b>1,995,413</b>	<b>20,882,309</b>
<b>Fringe Benefits</b>				
Pension - defined benefit	69,536	15,735	-	85,271
Pension - defined benefit (GASB)	(898,938)	(205,725)	(12,393)	(1,117,056)
Pension - defined contributions	1,083,983	280,745	190,838	1,555,566
Other fringe benefits	5,850,540	1,540,197	1,033,632	8,424,369
<b>Total Fringe Benefits</b>	<b>6,105,121</b>	<b>1,630,952</b>	<b>1,212,077</b>	<b>8,948,150</b>
<b>Services</b>				
Audit fees	-	-	68,391	68,391
Other services	304,714	2,453,151	1,057,200	3,815,065
<b>Total Services</b>	<b>304,714</b>	<b>2,453,151</b>	<b>1,125,591</b>	<b>3,883,456</b>
<b>Materials and Supplies Consumed</b>				
Fuel and lubricants	2,004,304	-	-	2,004,304
Tires and tubes	-	328,170	-	328,170
Other materials and supplies	22,145	1,771,695	356,455	2,150,295
<b>Total Materials and Supplies Consumed</b>	<b>2,026,449</b>	<b>2,099,865</b>	<b>356,455</b>	<b>4,482,769</b>
<b>Utilities</b>				
Other	-	-	1,376,349	1,376,349
<b>Total Utilities</b>	<b>-</b>	<b>-</b>	<b>1,376,349</b>	<b>1,376,349</b>
<b>Casualty and Liability Costs</b>				
Premiums for public liability and property damage insurance	2,449,613	-	-	2,449,613
Other insurance	-	-	335,657	335,657
<b>Total Casualty and Liability Costs</b>	<b>2,449,613</b>	<b>-</b>	<b>335,657</b>	<b>2,785,270</b>
<b>Purchased Transportation</b>	<b>10,869,647</b>	<b>-</b>	<b>-</b>	<b>10,869,647</b>
<b>Miscellaneous</b>				
Travel and training	16,527	6,203	34,705	57,435
Meetings	756	511	2,859	4,126
Advertising/promotion media	-	-	465,041	465,041
Dues	4,455	-	131,753	136,208
Leases	-	-	117,624	117,624
Other miscellaneous	1,998	41,938	25,469	69,405
<b>Total Miscellaneous</b>	<b>23,736</b>	<b>48,652</b>	<b>777,451</b>	<b>849,839</b>
<b>Preventative Maintenance</b>	<b>-</b>	<b>(2,933,298)</b>	<b>2,933,298</b>	<b>-</b>
<b>Subscription-Based Information Technology</b>				
Asset	-	-	292,053	292,053
<b>Depreciation</b>	<b>-</b>	<b>-</b>	<b>17,338,683</b>	<b>17,338,683</b>
<b>Total Expenses</b>	<b>\$ 37,230,270</b>	<b>\$ 6,735,228</b>	<b>\$ 27,743,027</b>	<b>\$ 71,708,525</b>

**Interurban Transit Partnership**  
**Schedule of Regular Service Revenues - Urban**

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*Year ended September 30, 2025*

<b>Operating Revenues</b>	
Passenger fares	\$ 4,843,730
Advertising	393,437
<b>Total Operating Revenues</b>	<b>5,237,167</b>
<b>Non-Operating Revenues</b>	
State and federal assistance	20,322,122
<b>Local Revenue</b>	
Property taxes	21,832,305
Grand Valley State University	3,843,146
Network180	381,572
DASH - city of Grand Rapids	2,599,716
Ferris State University	114,562
Grand Rapids Community College	272,042
Amtrak	117,603
Alpine Township	108,852
Special Olympics of Michigan	64,611
Gaines Township	50,505
<b>Total Local Revenue</b>	<b>29,384,914</b>
<b>Other Income</b>	
Gain on sale of property	31,908
Retail lease	24,978
CNG fuel sales	70,592
RIN Credits	235,012
Alternative Fuel Credit	196,979
Interest income	1,818,731
Miscellaneous	14,848
Vending machine	4,470
Fare evasion fees	732
Billboard lease	28,520
<b>Total Other Income</b>	<b>2,426,770</b>
<b>Total Revenues</b>	<b>\$ 57,370,973</b>

# Interurban Transit Partnership

## Schedule of Hours and Miles - Urban

*Year ended September 30, 2025*

	Weekday	Saturday	Sunday	Total
Total vehicle hours - linehaul	1,285	658	326	376,974
Revenue hours - linehaul	1,243	641	316	364,544
Total vehicle hours - bus rapid transit	100	49	38	29,976
Revenue hours - bus rapid transit	98	48	37	29,234
Total vehicle hours - demand response	497	228	202	149,075
Revenue hours - demand response	380	180	160	114,681
Total vehicle miles - linehaul	18,058	9,331	4,699	5,334,314
Revenue miles - linehaul	17,309	8,949	4,536	5,114,640
Total vehicle miles - bus rapid transit	1,225	646	504	372,046
Revenue miles - bus rapid transit	1,188	613	469	359,291
Total vehicle miles - demand response	7,519	2,839	2,770	2,209,133
Revenue miles - demand response	5,485	2,212	2,198	1,628,065

The methodology used for compiling nonfinancial data on Operating Assistance Report (OAR) schedules is an adequate and reliable methodology.

**Interurban Transit Partnership**  
**Schedule of Operating Assistance Calculation**

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*Year ended September 30, 2025*

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	<b>State Operating Assistance Urban</b>
<b>General Operating Expenses</b>	<b>\$ 71,708,525</b>
<b>Add: Eligible Expenses</b>	
Reverse GASB entry to pension to reflect actual paid pension expenses	1,117,056
<b>Less: Ineligible Expenses</b>	
Depreciation expense and loss on disposal of assets	17,406,631
Specialized Services pass through	896,708
Capital funds used for operating expenses	2,380,519
Amtrak	113,401
Non-transportation revenue:	
Lease and billboard	53,498
CNG fuel sales	70,592
Alternative Fuel Credit	196,979
Fare evasion	732
Refunds and credits	235,012
Auxiliary transportation revenue	4,470
APTA and MPTA dues	8,579
Employee engagement	37,715
Preventive maintenance	2,933,298
Subscription-Based Information Technology Arrangements (SBITA)	292,053
Lobbying	158,000
<b>Eligible Operating Expenses</b>	<b>\$ 48,037,394</b>
<b>Maximum State Operating Assistance (50%)</b>	<b>\$ 24,018,697</b>
<b>State Operating Assistance Accrual (29.1515%)</b>	<b>\$ 14,003,621</b>

# Interurban Transit Partnership

## Notes to Schedule of Operating Assistance Calculation

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### Notes to the Schedule of Operating Assistance Calculation

ITP has deducted all known ineligible expenses in completing this calculation of state operating assistance. Any refunds or rebates are deducted from the appropriate expense item when received. Any expenses related to miscellaneous revenue were netted against said revenue. ITP had no other post-employment benefits. No such expense was accrued or paid during the fiscal year 2025 and, therefore, there are no applicable issues regarding calculation of eligible operating expenses or the related assistance from the state of Michigan. ITP did not apply for non-urban assistance for the fiscal year 2025; therefore, schedules for urban and non-urban expenses are not included.

The following are statements of assurances for the state:

*Cost Allocation Plan* - ITP charges only direct costs to its grant programs; therefore, no Office of Passenger Transportation (OPT) approved cost allocation plans are required, and none were used in the preparation of financial statements.

*Nonfinancial Methodology Plan* - The method used for compiling miles for linehaul and demand response service has been reviewed, and the recording method has been found to be adequate and reliable.

*Capital Funds Used to Pay for Operating* - Operating expenses of \$2,380,519 were paid for with capital funds and \$2,933,298 of operating funds were identified as preventative maintenance eligible. These amounts were subtracted out as an ineligible expense. No other operating expenses were paid for with capital funds. Ineligible expenses are identified according to the definition in the revenue and expense manual.

*Depreciation* - The depreciation expense is identified as an ineligible expense and subtracted from expenses. Therefore, the depreciation assurance regarding approval of useful life is not required. This number also includes the SBITA amortization expense for subscriptions.

*Expenses Associated with Auxiliary Transportation Revenue* - There are no costs associated with this revenue in eligible operating expenses, because advertising and concessions are outsourced and the contracting agency is responsible for any related expenses.

*Retirement Benefits* - ITP offers two types of pension compensation plans: defined benefit and defined contribution for administrative and non-administrative staff. The defined contribution expenses paid this year for the administrative staff are \$498,699 and non-administrative staff are \$1,056,867. The entire sum of \$1,555,566 was expensed on the books and paid with out-of-pocket funds.

The defined benefit plan expenses paid this year for the administrative plan are \$0 and the non-administrative plan are \$85,271. The entire sum of \$85,271 was expensed on the books and paid with out-of-pocket funds. The defined benefit plan is calculated pursuant to the GASB 68, *Implementation Guide*. The GASB adjustment is a decrease of \$1,117,056 to the pension expense, which is a reduction of \$32,285 to the administration plan and a reduction of \$1,084,771 to the union plan. Therefore, the \$1,117,056 is an eligible expense and was added to the total operating expense for the calculation of state operating assistance.

## Interurban Transit Partnership

### Schedule of Expenditures of State Awards

Year ended September 30, 2025

Title	Assistance Listing Number	Federal Grant Number	State Authorization Number	Total State Award Amount	Current Year's Expenditures				Prior-Year's State Expenditures	State Amount Remaining	Expensed as Operating
					Federal	State	Local	Total			
FY 2021 \$5307 - Local Formula	20.507	MI-2021-022	2017-0070-P18	\$ 2,513,395	\$ 413,296	\$ 103,324	\$ -	\$ 516,620	\$ 2,312,373	\$ 97,698	\$ 3,261
FY 2021 \$5339 - Local Bus and Bus Facilities	20.526	MI-2021-022	2017-0070-P18	263,400	-	-	-	-	263,400	-	-
FY 2020 \$5307 - Local Formula	20.507	MI-2020-047	2017-0070 P16	2,501,061	860,349	215,087	-	1,075,436	2,212,284	73,690	25,436
FY 2020 \$5339 - Local Bus and Bus Facilities	20.526	MI-2020-047	2017-0070 P16	284,093	-	-	-	-	284,093	-	-
FY 2019 \$20005(b) Map-21 Transit-Oriented Development	20.500	MI-2019-010	2017-0070 P14	174,000	-	-	-	-	174,000	-	-
FY 2019 \$5307 - Local Formula	20.507	MI-2019-023	2017-0070 P13	2,537,958	60,944	15,236	-	76,180	2,508,579	14,143	8,771
FY 2019 \$5339 - Local Bus and Bus Facilities	20.526	MI-2019-023	2017-0070 P13	275,050	-	-	-	-	275,050	-	-
FY 2019 - FY 2021 \$5307 - Local Formula and CMAQ	20.507	MI-2019-024	2017-0070 P12	622,500	244,338	11,298	-	255,636	611,203	-	11,298
FY 2019 Michigan Mobility Challenge		N/A	2017-0070 P10	373,782	-	373,782	-	373,782	-	-	-
FY 2016 & FY 2017 \$5309 Capital Investment	20.500	MI-2017-015	2012-0104 P20	14,047,417	2,661	(1,450)	-	1,211	13,054,723	994,144	-
FY 2022 \$5307 - Local Formula	20.507	MI-2022-0029	2022-0073 P3	3,065,663	652,643	163,161	-	815,804	1,820,962	1,081,540	15,075
FY 2022 5339 - Local Bus and Bus Facilities	20.507	MI-2022-0029	2022-0073 P3	252,438	-	-	-	-	29,839	222,599	-
FY 2022 5337 - State of Good Repair	20.525	MI-2022-029	2022-0073-P3	296,716	-	-	-	-	143,178	153,538	-
FY 2020 & 2021 Specialized Services		N/A	2017-0070 P11		-	-	-	-	-	-	-
FY 2022 5337 - State of Good Repair	20.525	MI-2022-0029	2022-0073 P3		-	-	-	-	-	-	-
FY 2023 5307 - Local Formula	20.507	MI-2023-0020	2022-0073 P7	3,283,630	233,127	58,282	-	291,409	1,858,563	1,366,785	58,282
FY 2023 5337 - State of Good Repair	20.525	MI-2023-0020	2022-0073-P7	297,475	-	-	-	-	-	297,475	-
FY 2023 5339 - Local Bus and Bus Facilities	20,526	MI-2023-0020	2022-0073-P7	259,574	-	-	-	-	259,574	-	-
FY 2022 and FY 2023 5307 - Local Formula & CMAQ	20.507	MI-2022-0042	2002-0073 P4	871,847	1,258,132	303,826	-	1,561,958	300,165	267,856	303,826
FY 2024 5307 - Local Formula	20.507	MI-2024-008	2022-0073-P12	3,342,498	3,987,475	996,869	-	4,984,344	-	2,345,629	586,660
FY 2024 5339 - Local Bus and Bus Facilities	20.526	MI-2024-008	2022-0073-P12	269,086	-	-	-	-	-	269,086	-
FY 2024 5337 -Local State of Good Repair	20.525	MI-2024-008	2022-0073-P12	395,299	-	-	-	-	-	395,299	-
FY 2025 5307 - Local Formula	20.507	MI-2025-019	2022-0073-P15	3,268,624	40,605	10,151	-	50,756	-	3,258,473	-
FY 2025 5339 _ Local Bus and Bus Facilities	20.626	MI-2025-019	2022-073-P15	264,122	-	-	-	-	-	264,122	-
FY 2025 5337 - Local State of Good Repair	20.525	MI-2025-019	2022-0073-P15	396,439	-	-	-	-	-	396,439	-
FY 2025 Specialized Services	N/A	N/A	NEED	1,004,684	-	1,004,684	-	1,004,684	-	-	1,004,684
FY 2023 Buses and Bus Facilities		MI-2023-028	2022-0073-P8	1,549,295	3,367,476	841,869	-	4,209,345	93,787	613,639	-
<b>Total</b>				\$ 42,410,046	\$ 11,121,046	\$ 4,096,119	\$ -	\$ 15,217,165	\$ 26,201,773	\$ 12,112,155	\$ 2,017,293

# Interurban Transit Partnership

## Schedule of Expenditures of Federal Awards

*Year ended September 30, 2025*

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal Assistance Listing Number	Passed Through	Pass-Through Federal Grantor Number	Passed Through to Subrecipients	Total Federal Expenditures
<b>Federal Transit Cluster:</b>					
Federal Transit Formula Grants	20.507	Direct	MI-2019-023	\$ -	\$ 60,944
Federal Transit Formula Grants	20.507	Direct	MI-2020-047	-	860,349
Federal Transit Formula Grants	20.507	Direct	MI-2021-022	-	413,296
Federal Transit Formula Grants	20.507	Direct	MI-2019-024	-	244,338
Federal Transit Formula Grants	20.507	Direct	MI-2022-029	-	652,643
Federal Transit Formula Grants	20.507	Direct	MI-2023-020	-	233,127
Federal Transit Formula Grants	20.507	Direct	MI-2022-042	-	1,258,132
Federal Transit Formula Grants	20.507	Direct	MI-2024-008	-	3,987,475
Federal Transit Formula Grants	20.507	Direct	MI-2025-019	-	40,605
Federal Transit Capital Investment Grants	20.500	Direct	MI-2017-015	-	2,661
Buses and Bus Facilities Formula, Competitive, and Low or No Emissions Programs	20.526	Direct	MI-2023-028	-	3,367,476
<b>Total Federal Transit Cluster</b>				-	<b>11,121,046</b>
Community Project Funding Congressionally Directed Spending	20.534	Direct	MI-2023-005	-	23,012
<b>Total Federal Awards</b>				<b>\$ -</b>	<b>\$ 11,144,058</b>

# Interurban Transit Partnership

## Notes to Schedule of Expenditures of Federal Awards

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### 1. Basis of Presentation

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal grant activity of ITP under programs of the federal government for the year ended September 30, 2025. The information in the Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of ITP, it is not intended to and does not present the financial position, changes in net assets, or cash flows of ITP.

### 2. Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

### 3. Indirect Cost Rate

ITP has elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.

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

The Members of the Board  
Interurban Transit Partnership  
Grand Rapids, Michigan

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Interurban Transit Partnership (ITP), as of and for the years ended September 30, 2025 and 2024 (as of and for the years ended June 30, 2025 and 2024 for the Fiduciary Funds), and the related notes to the financial statements, which collectively comprise ITP’s basic financial statements, and have issued our report thereon dated January 22, 2026.

### **Report on Internal Control Over Financial Reporting**

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

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.



## Report on Compliance and Other Matters

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

## Purpose of This Report

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

*BDO USA, P.C.*

January 22, 2026

## **Independent Auditor's Report on Compliance for Each Major Federal Program and Report on Internal Control Over Compliance Required by the Uniform Guidance**

The Members of the Board  
Interurban Transit Partnership  
Grand Rapids, Michigan

### **Report on Compliance for Each Major Federal Program**

#### ***Opinion on Each Major Federal Program***

We have audited Interurban Transit Partnership's (ITP) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of ITP's major federal programs for the year ended September 30, 2025. ITP's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, ITP complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2025.

#### ***Basis for Opinion on Each Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

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

#### ***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to ITP's federal programs.



### ***Auditor's Responsibilities for the Audit of Compliance***

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

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

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

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

### **Report on Internal Control Over Compliance**

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in



internal control over compliance, yet important enough to merit attention by those charged with governance.

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

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

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

*BDO USA, P.C.*

January 22, 2026

# Interurban Transit Partnership

## Schedule of Findings and Questioned Costs Year Ended September 30, 2025

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### Section I - Summary of Auditor's Results

#### *Financial Statements*

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP.

Unmodified

Internal control over financial reporting:

- Material weakness(es) identified?  yes  no
- Significant deficiency(ies) identified?  yes  none reported

Noncompliance material to financial statements noted?

yes  no

#### *Federal Awards*

Internal control over major federal programs:

- Material weakness(es) identified?  yes  no
- Significant deficiency(ies) identified?  yes  none reported

Type of auditor's report issued on compliance for major federal programs:

Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?

yes  no

Identification of major federal programs:

Assistance Listing Number(s)

Name of Federal Program or Cluster

20.500, 20.507, and 20.526

Federal Transit Cluster

Dollar threshold used to distinguish between type A and type B programs:

\$1,000,000

Auditee qualified as low-risk auditee?

yes  no

### Section II. Financial Statement Findings

There were no findings related to the financial statements that are required to be reported, in accordance with generally accepted government auditing standards.

### Section III. Federal Award Findings and Questioned Costs

There were no findings and questioned costs for federal awards (as defined in 2 CFR 200.516(a)) that are required to be reported.

A photograph of three business professionals in a modern office setting. A woman with curly hair is on the left, a man with grey hair is in the center, and a man with dark hair is on the right. They are seated on a white sofa with two large, red, modern chairs in front of them. A black briefcase sits on the floor next to the man on the right. Large windows in the background show green trees outside. A white diagonal graphic element cuts across the image from the top left to the bottom right.

REPORT TO MEMBERS OF THE BOARD OF DIRECTORS

# INTERURBAN TRANSIT PARTNERSHIP

2025 AUDIT RESULTS

YEAR END SEPTEMBER 30, 2025

**BDO**<sup>®</sup>

# Welcome

January 22, 2026

Members of the Board of Directors  
Interurban Transit Partnership

We look forward to discussing with you the current year audit results for Interurban Transit Partnership. On September 30, 2025, we presented an overview of our plan for the audit of the financial statements including the Schedule of Expenditures of Federal Awards, of Interurban Transit Partnership (ITP) as of and for the year ended September 30, 2025.

This communication is intended to elaborate on the significant findings from our audit, including our views on the qualitative aspects of ITP's accounting practices and policies, management's judgments and estimates, financial statement disclosures, and other required matters to assist you in fulfilling your obligation to oversee the financial reporting and disclosure process for which management of ITP is responsible.

We are pleased to be of service to ITP and look forward to meeting with you to discuss our audit findings, as well as other matters that may be of interest to you, and to answer any questions you might have.

Respectfully,

*BDO USA, P.C.*

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The following communication was prepared as part of our audit, has consequential limitations, and is intended solely for the information and use of those charged with governance (e.g., Board of Directors) and, if appropriate, management of ITP, and is not intended and should not be used by anyone other than these specified parties.

# Audit Results



# Overview & Status of Our Audit

We have completed our audit of the financial statements as of and for the year ended September 30, 2025. Our audit was conducted in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*.

- ▶ The objective of our audit was to obtain reasonable - not absolute - assurance about whether the financial statements are free from material misstatements.
- ▶ The scope of the work performed was substantially the same as that described to you in our earlier Audit Plan communications.
- ▶ We issued an unmodified opinion on the financial statements and released our report on January 22, 2026.
- ▶ We issued an unmodified opinion on ITP's Single Audit report, including the Schedule of Expenditures of Federal Awards (SEFA).
- ▶ In planning and performing our audit of the SEFA, we considered ITP's internal control over compliance with requirements that could have a direct and material effect on its major federal program(s) to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with GAS and Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance.
- ▶ Our responsibility for other information in documents containing ITP's audited financial statements does not extend beyond the financial information identified in the audit report, and we are not required to perform procedures to corroborate such other information. However, in accordance with professional standards, we have read the information included by ITP and considered whether such information, or the manner of its presentation, was materially inconsistent with its presentation in the financial statements. Our responsibility also includes calling to management's attention any information that we believe is a material misstatement of fact. We have not identified any material inconsistencies or concluded there are any material misstatements of facts in the other information that management has chosen not to correct.
- ▶ All records and information requested by BDO were freely available for our inspection.



# Quality of ITP's Financial Reporting

A discussion was held regarding the quality of ITP's financial reporting, which included the following:

- ▶ Qualitative aspects of significant accounting policies and practices
- ▶ Our assessment of critical accounting estimates, accounting policies and practices
- ▶ Significant unusual transactions
- ▶ Financial statement presentation
- ▶ New accounting pronouncements
- ▶ Alternative accounting treatments



# Areas of Significant Risk

Our areas of significant risk, which are risks with both a higher likelihood of occurrence and a higher magnitude of effect that require special audit considerations, are as follows. Our audit procedures for these risks are detailed starting on page 12.



Revenue Recognition



Management Override of Controls

# Corrected and Uncorrected Misstatements

- ▶ There were no corrected misstatements, other than those that were clearly trivial, related to accounts and/or disclosures that we brought to the attention of management.
- ▶ There were no uncorrected misstatements, other than those that were clearly trivial, related to accounts and/or disclosures that we presented to management.

# Internal Control Over Financial Reporting



# Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered ITP’s internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of ITP’s internal control. Accordingly, we do not express an opinion on the effectiveness of ITP’s internal control.

Our consideration of internal control was for the limited purpose described above and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses.

We are required to communicate, in writing, to those charged with governance all material weaknesses and significant deficiencies that have been identified in ITP’s internal control over financial reporting. The definitions of control deficiency, significant deficiency and material weakness follow:

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

In conjunction with our audit of the financial statements, we noted no material weaknesses.

# Internal Control Over Compliance Findings

In performing our compliance audit in accordance with Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements of Federal Awards* (Uniform Guidance), we obtained an understanding of ITP's internal control over compliance to design audit procedures and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of ITP's internal control over compliance. Accordingly, we did not express an opinion on the effectiveness of ITPs internal control over compliance.

Our consideration of internal control was for the limited purpose described above and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses.

We are required to communicate, in writing and in a timely manner, to those charged with governance all material weaknesses and significant deficiencies that have been identified in ITP's internal control over compliance. The definitions of a material weakness, significant deficiency, and control deficiency in internal control over compliance are as follows:

Category	Definition
<b>Material Weakness</b>	A deficiency or a combination of deficiencies in internal control over compliance, such that there is a reasonable possibility that a material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis.
<b>Significant Deficiency</b>	A deficiency or a combination of deficiencies in internal control over compliance that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.
<b>Control Deficiency</b>	A deficiency in internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct noncompliance with a type of compliance requirement of a federal program on a timely basis.
<b>Instances of Noncompliance with Laws and Regulations</b>	In accordance with GAS, matters that involve instances of noncompliance with laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements.

In conjunction with compliance audit, we noted no material weaknesses.

# Detail of Significant Risks & Additional Audit Considerations



# Revenue Recognition

## SUMMARY OF AREA OF SIGNIFICANT RISK

Fraud risk due to improper revenue recognition of State Operating Assistance.

## SUMMARY OF AUDIT PROCEDURES PERFORMED

Audit procedures were performed in order to address the significant risk of improper revenue recognition of State Operating Assistance.

In order to address this significant risk, we performed the following procedures:

- BDO discussed with the Director of Finance the process and controls over the state operating assistance calculation.
- BDO tested a sample of expenses used in the state operating assistance calculation.
- BDO recalculated the state operating assistance calculation and tied the state operating assistance percentage to the Michigan Department of Transportation website.

# Management Override of Controls

## SUMMARY OF AREA OF SIGNIFICANT RISK

Management override of controls is presumed to be a significant fraud risk for all entities. There is a risk that management could materially alter the consolidated financial statements by overriding the controls present regarding financial reporting and other aspects of the entity.

## SUMMARY OF AUDIT PROCEDURES PERFORMED

Audit procedures were performed in order to address the significant risk of management override of controls.

In order to address this significant risk, we performed the following procedures:

- We exercised professional skepticism throughout the audit.
- We performed testing over the general ledger detail to ensure it was completed and accurate.
- We selected a sample of journal entries and traced to supporting documentation to ensure they were proper.
- We reviewed the general ledger for any undisclosed related party transactions.

# Detail of Significant Accounting Practices, Policies, Estimates and Disclosures



# Significant Accounting Practices (including Policies, Estimates and Disclosures)

## ACCOUNTING PRACTICES, POLICIES, ESTIMATES, AND DISCLOSURES

The following summarizes the more significant required communications related to our audit concerning ITP's accounting practices, policies, and estimates:

ITP's significant accounting practices and policies are those included in Note 1 to the financial statements. These accounting practices and policies are appropriate, comply with the applicable financial reporting framework and industry practice, were consistently applied, and are adequately described within Note 1 to the financial statements.

▶ There were no changes in significant accounting policies and practices during 2025.

Critical accounting estimates are those that require management's most difficult, subjective, or complex judgments, often as a result of the need to make estimates about the effects of matters that are inherently uncertain. ITP's critical accounting estimates, including a description of management's processes and significant assumptions used in development of the estimates, are disclosed in Note 1 of the financial statements.

▶ Management did not make any significant changes to the processes or significant assumptions used to develop the critical accounting estimates in 2025.

# Additional Required Communications



# Other Required Communications

Following is a summary of other required items, along with specific discussion points as they pertain to ITP:

Requirement	Discussion Point
Significant changes to planned audit strategy or significant risks initially identified	There were no significant changes to the planned audit strategy or significant risks initially identified and previously communicated to those charged with governance as part of our Audit Plan communications.
Obtain information from those charged with governance relevant to the audit	There were no matters noted relevant to the audit, including, but not limited to: violations or possible violations of laws or regulations; risk of material misstatements, including fraud risks; or tips or complaints regarding ITP's financial reporting that we were made aware of as a result of our inquiry of those charged with governance.
Alternative accounting treatment	No alternative accounting treatments permissible under the applicable financial reporting framework for policies and practices related to material items were identified and discussed with management.
Significant unusual transactions	During the year ended September 30, 2025, we were not aware of any significant unusual transactions.
Consultations with other accountants	We are not aware of any consultations about accounting or auditing matters between management and other independent public accountants. Nor are we aware of opinions obtained by management from other independent public accountants on the application of requirements of an applicable financial reporting framework.
Significant findings and issues arising during the audit in connection with ITP's related parties	We have evaluated whether the identified related party relationships and transactions have been appropriately identified, accounted for, and disclosed and whether the effects of the related party relationships and transactions, based on the audit evidence obtained, prevent the financial statements from achieving fair presentation.
Significant findings or issues arising during the audit that were discussed, or were the subject of correspondence, with management	There were no significant findings or issues arising during the audit that were discussed, or were the subject of correspondence, with management.
Other matters significant to the oversight of ITP's financial reporting process, including complaints or concerns regarding accounting or auditing matters	There are no other matters that we consider significant to the oversight of ITP's financial reporting process that have not been previously communicated.

# Other Required Communications (cont.)

Following is a summary of other required items, along with specific discussion points as they pertain to ITP:

Requirement	Discussion Point
Representations requested from management	Please refer to the management representation letter.
Disagreements with management	There were no disagreements with management about matters, whether or not satisfactorily resolved, that individually or in aggregate could be significant to ITP's financial statements or to our auditor's report.
Significant difficulties encountered during the audit	There were no significant difficulties encountered during the audit.
Matters that are difficult or contentious for which the auditor consulted outside the engagement team	There were no difficult or contentious matters that we consulted with others outside the engagement team that we reasonably determined to be relevant to those charged with governance regarding their oversight of the financial reporting process.

# Independence

Our engagement letter to you dated August 4, 2025 describes our responsibilities in accordance with professional standards and certain regulatory authorities and *Government Auditing Standards* regarding independence and the performance of our services. This letter also stipulates the responsibilities of ITP with respect to independence as agreed to by ITP. Please refer to that letter for further information.



# Other Topics



# BDO's System of Quality Management

An audit firm's effective system of quality management ("SoQM") is crucial for supporting the consistent performance of high-quality audits and reviews of financial statements, or other assurance or related services engagements under professional standards, and applicable legal and regulatory requirements.

Accordingly, BDO has implemented a SoQM designed to provide reasonable assurance that its professionals fulfill their responsibilities and conduct engagements in accordance with those standards and requirements. The firm's SoQM supports the consistent performance of quality audits through many ongoing activities including, at least annually, certification by leaders with responsibility for key controls and related processes. Our Assurance Quality Management team performs regular reviews and testing of key controls and processes throughout the SoQM and identifies and communicates areas for improvement. In addition, our Audit Quality Advisory Council supports our SoQM by providing guidance and input on audit quality initiatives.

As required by International Standard on Quality Management 1 (ISQM 1) under the International Auditing and Assurance Standards Board (IAASB), BDO has conducted an evaluation of the effectiveness of its system of quality management and concluded, as of July 31, 2024, that, except for certain deficiencies related to the execution of its issuer audits, that system provides the reasonable assurance that our professionals will perform audits and reviews of financial statements or related assurance services engagements in accordance with professional standards, and applicable legal and regulatory requirements. BDO has either implemented or is designing remedial actions to address those deficiencies prior to our next evaluation.



We will continue to provide you with updates on our progress. Currently, you may find discussion of BDO's system of quality management within our annual [Audit Quality Reports](#), the most recent of which is accessible [here](#).

[CLICK HERE TO ACCESS IAASB ISQM-1 IN ITS ENTIRETY >](#)

## About BDO USA

Our purpose is helping people thrive, every day. Together, we are focused on delivering exceptional and sustainable outcomes and value for our people, our clients, and our communities. BDO is proud to be an ESOP company, reflecting a culture that puts people first. BDO professionals provide assurance, tax, and advisory services for a diverse range of clients across the U.S. and in over 160 countries through our global organization.

BDO is the brand name for the BDO network and for each of the BDO Member Firms. BDO USA, P.C., a Virginia professional corporation, is the U.S. member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms. For more information, please visit: [www.bdo.com](http://www.bdo.com).

Material discussed is meant to provide general information and should not be acted on without professional advice tailored to your needs.

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**INTERURBAN TRANSIT PARTNERSHIP BOARD OF DIRECTORS**

**RESOLUTION No. 012826-7**

**Fiscal Year: 2025-2026**

Moved and supported to adopt the following resolution:

Approval of the Financial Statements and Single Audit Reports for the fiscal year ended September 30, 2025, and 2026.

BE IT RESOLVED that the ITP Board of Directors approves the Financial Statements and Single Audit Reports for the fiscal year ending September 30, 2025, and 2024 as written, per the presentation on January 28<sup>th</sup>, 2026.

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: January 28, 2026, 2025  
TO: ITP Board  
FROM: Jason Prescott  
SUBJECT: NOVEMBER 2025 PARATRANSIT RIDERSHIP REPORT

**Paratransit ridership information for November 2025, as compared to November 2024**

	2025	2024	% Change
Total Paratransit Ridership	18,439	17,502	5.4%
ADA Ridership	15,397	15,706	-2.0%
Non-Disabled Senior (NDS) Ridership	106	103	2.9%
PASS Ridership	138	170	-18.8%
Network 180	105	105	0

**Ridership averages, as compared to 2024**

	2025	2024	% Change
Weekday Ridership	723	685	5.5%
Saturday Ridership	275	243	13.2%
Sunday Ridership	281	250	12.4%

**Other Performance Measures**

	2025	2024	% Change
On-Time Performance	91.00%	89.5%	1.7%
On-Time Drop-Off	96.5%	95.00%	1.6%
Average Cost Per Trip	\$38.01	\$45.35	-16.2%

## November 2025 Paratransit Ridership and Operating Statistics

	2025	2024	Change	% Change
<b>ADA</b>				
Clients	1,301	1,278	23	1.8%
Passenger Trips	15,397	15,706	(309)	-2.0%
<b>NDS</b>				
Clients	19	11	8	72.7%
Passenger Trips	106	103	3	2.9%
<b>PASS</b>				
Clients	6	10	(4)	-40.0%
Passenger Trips	138	170	(32)	-18.8%
<b>RIDELINK</b>				
Clients	269	169	100	59.2%
Passenger Trips (Performed by The Rapid)	477	176	301	171.0%
<b>TOTALS</b>				
Clients	1,595	1,320	275	20.8%
Passenger Trips	16,539	15,503	(37)	6.7%
Average Weekday Ridership	723	685	38	5.5%
Average Saturday Ridership	275	243	32	13.2%
Average Sunday Ridership	281	250	31	12.4%
All Ambulatory Passengers	11,975		11,975	#DIV/0!
All Wheelchair Passengers	4,564	2,905	1,659	57.1%
No - Shows	393	354	39	11.0%
Cancellations	381	369	12	3.3%
<b>Transdev</b>				
Average Cost per Trip	\$38.01	\$45.35	(\$7.34)	-16.2%
Riders per Hour	1.8	1.8	0.0	0.0%
Accidents per Month	8.0	4.0	4	100.0%
<b>Trip Denials</b>				
NTD Travel Time (minutes)	0	0	0	#DIV/0!
	32	32	0	0.0%
<b>NETWORK 180</b>				
Passenger Trips	1,900	1,999	(99)	-5.0%
Average Weekday Ridership	105	105	0	0.0%
<b>TOTAL PASSENGER TRIPS</b>	<b>18,439</b>	<b>17,502</b>	<b>(136)</b>	<b>5.4%</b>
<b>Paratransit Service Quality Statistics: network 180 Excluded</b>				
<b>Complaints</b>				
	<b>2025</b>	<b>2024</b>	<b>% of Trips</b>	<b>% Change</b>
Transdev Complaints	17	9	0.1%	88.9%
<b>On-Time Performance</b>				
On-Time Compliance - Pick-up	91.00%	89.50%	1.5%	1.7%
On-Time Compliance - Drop-off	96.50%	95.00%	1.5%	1.6%



**Interurban Transit Partnership**

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DATE: January 28, 2026  
TO: ITP Board  
FROM: Jason Prescott  
SUBJECT: DECEMBER 2025 PARATRANSIT RIDERSHIP REPORT

**Paratransit ridership information for December 2025, as compared to December 2024**

	2025	2024	% Change
Total Paratransit Ridership	18,327	17,079	7.3%
ADA Ridership	16,109	14,913	8.0%
Non-Disabled Senior (NDS) Ridership	135	76	77.6%
PASS Ridership	176	183	-3.8%
Network 180	92	83	10.8%

**Ridership averages, as compared to 2024**

	2025	2024	% Change
Weekday Ridership	683	612	11.6%
Saturday Ridership	272	265	2.6%
Sunday Ridership	306	234	30.8%

**Other Performance Measures**

	2025	2024	% Change
On-Time Performance	85.4%	86.9%	-1.2%
On-Time Drop-Off	91.84%	92.6%	-0.8%
Average Cost Per Trip	\$37.60	\$47.27	-20.5%

## December 2024 Paratransit Ridership and Operating Statistics

	2025	2024	Change	% Change
<b>ADA</b>				
Clients	1,342	1,285	57	4.4%
Passenger Trips	16,109	14,913	1,196	8.0%
<b>NDS</b>				
Clients	21	13	8	61.5%
Passenger Trips	135	76	59	77.6%
<b>PASS</b>				
Clients	8	11	(3)	-27.3%
Passenger Trips	176	183	(7)	-3.8%
<b>RIDELINK</b>				
Clients	174	174	0	0.0%
Passenger Trips (Performed by The Rapid)	255	255	0	0.0%
<b>TOTALS</b>				
Clients	1,545	1,487	58	3.9%
Passenger Trips	16,675	15,002	1,248	11.2%
Average Weekday Ridership	683	612	71	11.6%
Average Saturday Ridership	272	265	7	2.6%
Average Sunday Ridership	306	234	72	30.8%
All Ambulatory Passengers	11,490	12,218	(728)	-6.0%
All Wheelchair Passengers	4,930	2,954	1,976	66.9%
No - Shows	441	410	31	7.6%
Cancellations	630	589	41	7.0%
<b>Transdev</b>				
Average Cost per Trip	\$37.60	\$47.27	(\$9.67)	-20.5%
Riders per Hour	1.8	1.8	0.0	0.0%
Accidents per Month	4.0	5.0	(1)	-20.0%
<b>Trip Denials</b>	0	0	0	#DIV/0!
<b>NTD Travel Time (minutes)</b>	33	34	-1	-4.1%
<b>NETWORK 180</b>				
Passenger Trips	1,843	1,652	191	11.6%
Average Weekday Ridership	92	83	9	10.8%
<b>TOTAL PASSENGER TRIPS</b>	<b>18,327</b>	<b>17,079</b>	<b>1,439</b>	<b>7.3%</b>
<b>Paratransit Service Quality Statistics: network 180 Excluded</b>				
	2025	2024	% of Trips	% Change
<b>Complaints</b>				
Transdev Complaints	13	25	0.1%	-48.0%
<b>On-Time Performance</b>				
On-Time Compliance - Pick-up	85.84%	86.90%	-1.1%	-1.2%
On-Time Compliance - Drop-off	91.84%	92.60%	-0.8%	-0.8%



**Date:** January 28, 2026  
**To:** ITP Present Performance & Service Committee  
**From:** Tim Roseboom – Senior Planner  
**Subject:** FIXED ROUTE RIDERSHIP AND PRODUCTIVITY REPORT – NOVEMBER 2025

**OVERVIEW:** In November 2025, there was a 3.5% decrease in total monthly route ridership as compared to November 2024. Contract services decreased 0.2%, and regular fixed route services decreased 5.5%. Pre-pandemic ridership recovery is 62.2% compared to November 2019 and 62.4% FY 2026 to date. November 2025 had one less weekday and one more Sunday than November 2024. The Rapid did not operate service on Thanksgiving Day and operated a limited schedule on Black Friday.

**BACKGROUND INFORMATION**

**Monthly Ridership**

	<b>November 2025</b>	<b>November 2024</b>	<b>% Change</b>
Regular Fixed Route Service ( <i>Routes 1–44</i> )	341,253	361,218	-5.5%
Contracted Service ( <i>GVSU, DASH, GRCC, and Ferris</i> )	216,583	217,101	-0.2%
<b>Total Monthly Fixed Route Ridership</b>	<b>557,836</b>	<b>578,319</b>	<b>-3.5%</b>

**Daily Average Ridership**

	<b>November 2025</b>	<b>November 2024</b>	<b>% Change</b>
Weekday Total	25,324	25,378	-0.2%
Weekday Evening	3,539	3,393	4.3%
Saturday	10,034	9,870	1.7%
Sunday	5,300	5,351	-0.9%

**Productivity Summary**

	<b>November 2025</b>	<b>November 2024</b>	<b>% Change</b>
Average passengers per hour per route	14.2	15.1	-5.8%
Average passengers per mile per route	1.02	1.12	-8.8%
Average farebox recovery percent per route	9.7%	11.4%	-15.0%

**Fiscal Year Ridership**

	<b>FY 2026</b>	<b>FY 2025</b>	<b>% Change</b>
Regular Fixed Route Service ( <i>Routes 1–44</i> )	768,666	785,589	-2.2%
Contracted Service ( <i>GVSU, DASH, GRCC, and Ferris</i> )	471,884	487,803	-3.3%
<b>Total Fixed Route Ridership YTD</b>	<b>1,240,550</b>	<b>1,273,392</b>	<b>-2.6%</b>

## COMPARISON OF NOVEMBER 2025 TO NOVEMBER 2019

### Monthly Ridership

	<b>November 2025</b>	<b>November 2019</b>	<b>% Change</b>
Regular Fixed Route Service ( <i>Routes 1–44</i> )	341,253	592,888	-42.4%
Contracted Service ( <i>GVSU, DASH, GRCC, and Ferris</i> )	216,583	304,071	-28.8%
<b>Total Monthly Fixed Route Ridership</b>	<b>557,836</b>	<b>896,959</b>	<b>-37.8%</b>

### Daily Average Ridership

	<b>November 2025</b>	<b>November 2019</b>	<b>% Change</b>
Weekday Total	25,324	40,112	-36.9%
Weekday Evening	3,539	5,264	-32.8%
Saturday	10,034	13,343	-24.8%
Sunday	5,300	6,999	-24.3%

### Productivity Summary

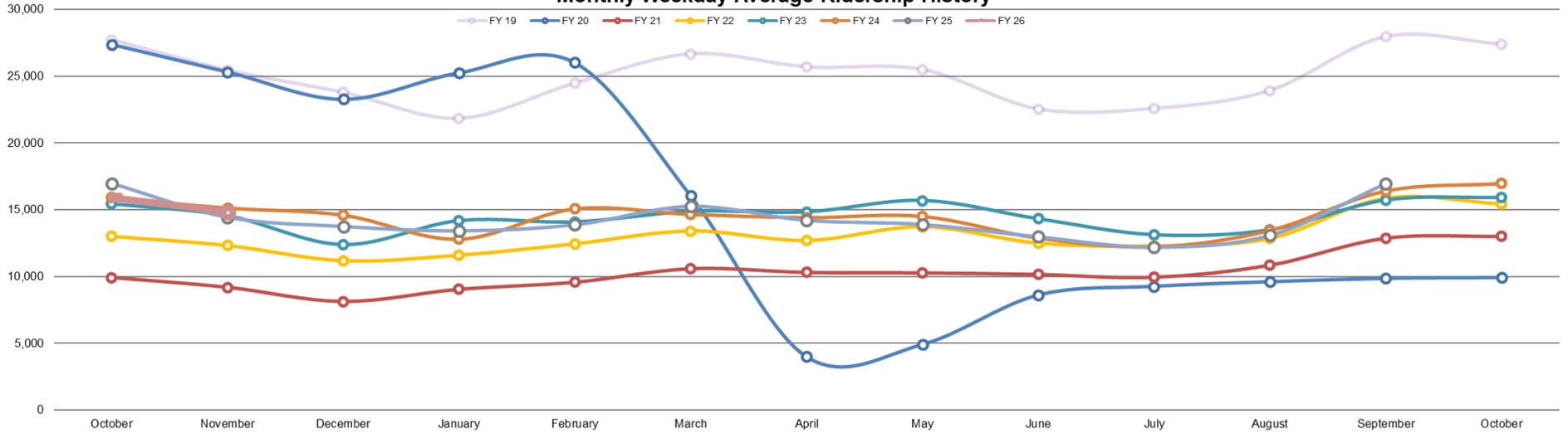
	<b>November 2025</b>	<b>November 2019</b>	<b>% Change</b>
Average passengers per hour per route	14.2	18.1	-21.3%
Average passengers per mile per route	1.02	1.35	-24.2%
Average farebox recovery percent per route	9.7%	22.7%	-57.2%

### Fiscal Year Ridership

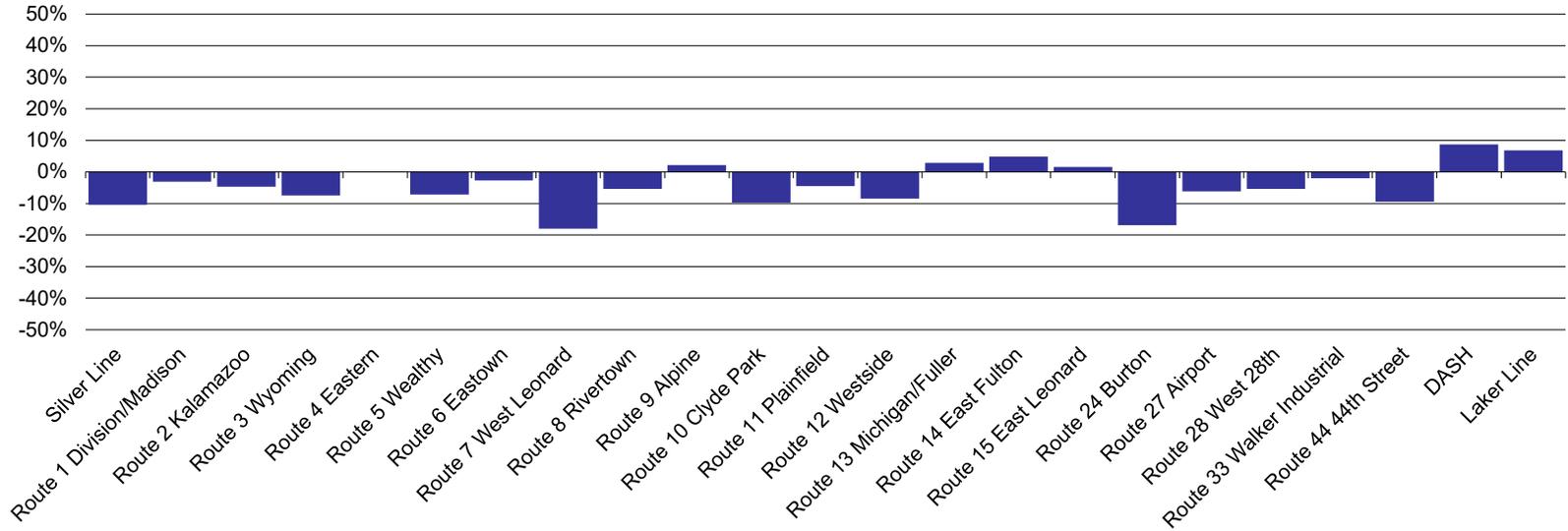
	<b>FY 2026</b>	<b>FY 2019</b>	<b>% Change</b>
Regular Fixed Route Service ( <i>Routes 1–44</i> )	768,666	1,305,447	-41.1%
Contracted Service ( <i>GVSU, DASH, GRCC, and Ferris</i> )	471,884	683,222	-30.9%
<b>Total Fixed Route Ridership YTD</b>	<b>1,240,550</b>	<b>1,988,669</b>	<b>-37.6%</b>

	<b>Monthly Farebox Recovery</b>	<b>Weekday Farebox Recovery</b>	<b>Saturday Farebox Recovery</b>	<b>Sunday Farebox Recovery</b>
Silver Line	10.03%	9.94%	10.89%	9.82%
Route 1 Division/Madison	9.44%	9.91%	7.80%	7.24%
Route 2 Kalamazoo	9.70%	9.81%	10.46%	7.83%
Route 3 Wyoming/Rivertown	10.62%	11.76%	8.83%	6.20%
Route 4 Eastern	11.91%	12.23%	9.50%	12.04%
Route 5 Wealthy	9.07%	9.18%	8.22%	n/a
Route 6 Eastown	8.48%	8.48%	7.35%	10.82%
Route 7 West Leonard	6.77%	6.78%	6.76%	6.53%
Route 8 Prairie/Rivertown	8.95%	9.32%	8.92%	6.30%
Route 9 Alpine	13.13%	12.65%	14.03%	18.73%
Route 10 Clyde Park	9.89%	9.68%	10.54%	11.55%
Route 11 Plainfield	10.18%	10.18%	9.09%	12.53%
Route 12 Westside	8.63%	9.21%	6.65%	3.73%
Route 13 Michigan/Fuller	8.84%	9.12%	6.93%	n/a
Route 14 East Fulton	8.65%	9.42%	5.34%	n/a
Route 15 East Leonard	13.11%	13.78%	8.76%	13.51%
Route 24 Burton	8.12%	8.50%	6.08%	n/a
Route 27 Airport Industrial	8.16%	8.16%	n/a	n/a
Route 28 West 28th	9.52%	9.67%	9.17%	8.54%
Route 33 Walker Industrial	2.37%	2.37%	n/a	n/a
Route 34 Northridge	2.34%	2.34%	n/a	n/a
Route 44 44th Street	9.15%	9.29%	9.18%	7.67%
Route 1000 Millenium Park	n/a	n/a	n/a	n/a
Route 71 Central 4A	10.93%	10.93%	n/a	n/a
Route 72 Central 10A	20.93%	20.93%	n/a	n/a
Route 73 Union 3A	53.02%	53.02%	n/a	n/a
Route 74 Union 7A	46.82%	46.82%	n/a	n/a
Route 75 Union 10B	42.11%	42.11%	n/a	n/a
Route 76 Union 12A	39.83%	39.83%	n/a	n/a

**Monthly Weekday Average Ridership History**



**Percent Change by Route: November 2025 compared to November 2024**





**Date:** January 28, 2026  
**To:** ITP Present Performance & Service Committee  
**From:** Tim Roseboom – Senior Planner  
**Subject:** FIXED ROUTE RIDERSHIP AND PRODUCTIVITY REPORT – DECEMBER 2025

**OVERVIEW:** In December 2025, there was a 3.0% increase in total monthly route ridership as compared to December 2024. Contract services increased 12.9%, but regular fixed route services decreased 0.5%. Pre-pandemic ridership recovery is 62.6% compared to December 2019 and remains 62.4% FY 2026 to date. December 2025 had one more weekday and one less Sunday than December 2024. The Rapid did not operate service on Christmas Day and last trips on Christmas Eve were during the 7:00 PM hour.

**BACKGROUND INFORMATION**

**Monthly Ridership**

	<b>December 2025</b>	<b>December 2024</b>	<b>% Change</b>
Regular Fixed Route Service ( <i>Routes 1–44</i> )	326,446	328,117	-0.5%
Contracted Service ( <i>GVSU, DASH, GRCC, and Ferris</i> )	134,023	118,737	12.9%
<b>Total Monthly Fixed Route Ridership</b>	<b>460,469</b>	<b>446,854</b>	<b>3.0%</b>

**Daily Average Ridership**

	<b>December 2025</b>	<b>December 2024</b>	<b>% Change</b>
Weekday Total	18,587	18,499	0.5%
Weekday Evening	2,689	2,520	6.7%
Saturday	8,554	8,879	-3.7%
Sunday	4,337	4,573	-5.2%

**Productivity Summary**

	<b>December 2025</b>	<b>December 2024</b>	<b>% Change</b>
Average passengers per hour per route	12.5	13.4	-6.8%
Average passengers per mile per route	0.90	0.99	-9.3%
Average farebox recovery percent per route	9.1%	10.5%	-13.3%

**Fiscal Year Ridership**

	<b>FY 2026</b>	<b>FY 2025</b>	<b>% Change</b>
Regular Fixed Route Service ( <i>Routes 1–44</i> )	1,095,112	1,109,832	-1.3%
Contracted Service ( <i>GVSU, DASH, GRCC, and Ferris</i> )	605,907	606,539	-0.1%
<b>Total Fixed Route Ridership YTD</b>	<b>1,701,019</b>	<b>1,716,371</b>	<b>-0.9%</b>

## COMPARISON OF DECEMBER 2025 TO DECEMBER 2019

### Monthly Ridership

	<b>December 2025</b>	<b>December 2019</b>	<b>% Change</b>
Regular Fixed Route Service ( <i>Routes 1–44</i> )	326,446	567,012	-42.4%
Contracted Service ( <i>GVSU, DASH, GRCC, and Ferris</i> )	134,023	168,521	-20.5%
<b>Total Monthly Fixed Route Ridership</b>	<b>460,469</b>	<b>735,533</b>	<b>-37.4%</b>

### Daily Average Ridership

	<b>December 2025</b>	<b>December 2019</b>	<b>% Change</b>
Weekday Total	18,587	31,191	-40.4%
Weekday Evening	2,689	4,211	-36.1%
Saturday	8,554	12,594	-32.1%
Sunday	4,337	6,027	-28.0%

### Productivity Summary

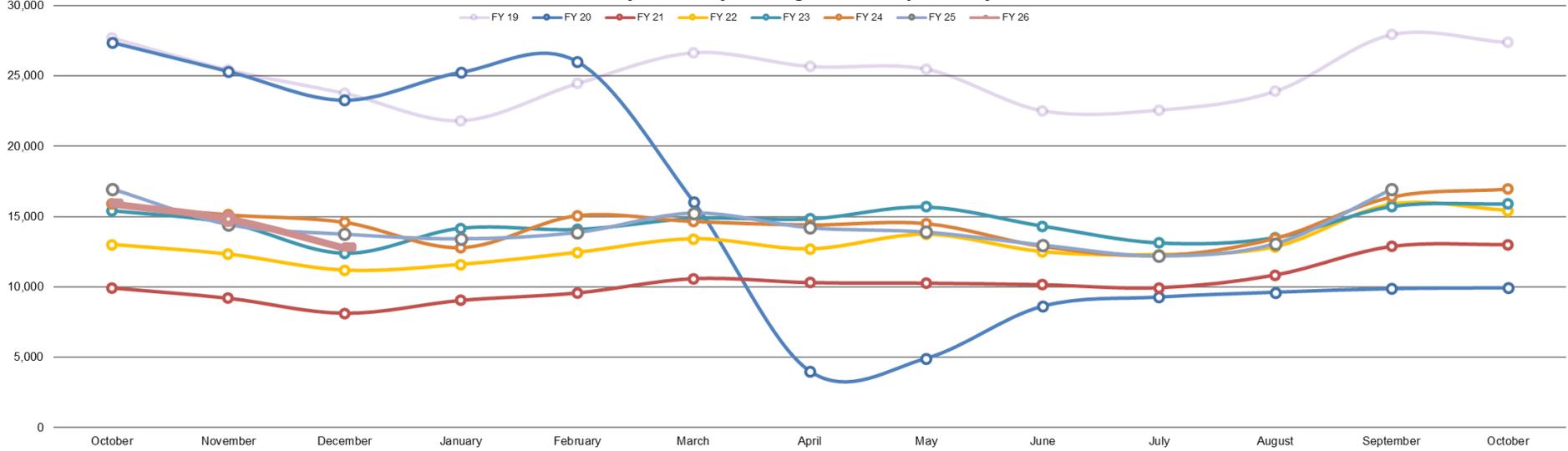
	<b>December 2025</b>	<b>December 2019</b>	<b>% Change</b>
Average passengers per hour per route	12.5	18.7	-33.1%
Average passengers per mile per route	0.90	1.43	-37.2%
Average farebox recovery percent per route	8.5%	19.6%	-56.5%

### Fiscal Year Ridership

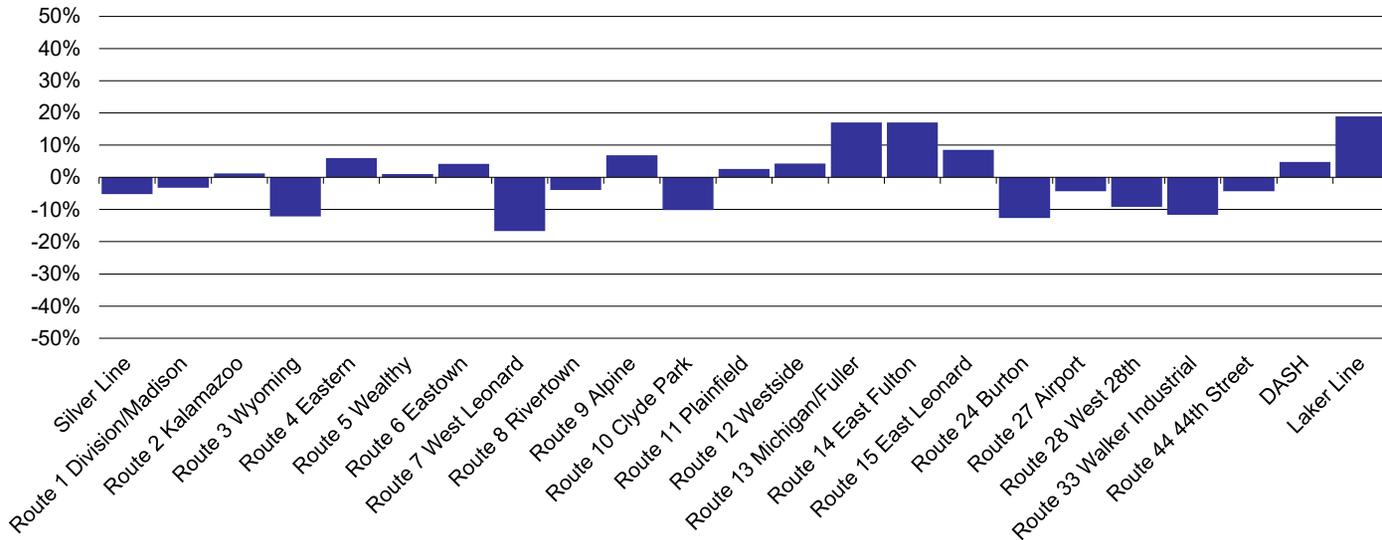
	<b>FY 2026</b>	<b>FY 2019</b>	<b>% Change</b>
Regular Fixed Route Service ( <i>Routes 1–44</i> )	1,095,112	1,872,459	-41.5%
Contracted Service ( <i>GVSU, DASH, GRCC, and Ferris</i> )	605,907	851,743	-28.9%
<b>Total Fixed Route Ridership YTD</b>	<b>1,701,019</b>	<b>2,724,202</b>	<b>-37.6%</b>

	<b>Monthly Farebox Recovery</b>	<b>Weekday Farebox Recovery</b>	<b>Saturday Farebox Recovery</b>	<b>Sunday Farebox Recovery</b>
Silver Line	9.56%	9.39%	11.26%	9.69%
Route 1 Division/Madison	8.77%	9.01%	8.16%	6.30%
Route 2 Kalamazoo	9.25%	9.31%	10.26%	7.33%
Route 3 Wyoming/Rivertown	9.00%	9.58%	7.83%	5.63%
Route 4 Eastern	11.03%	11.19%	9.20%	11.29%
Route 5 Wealthy	8.55%	8.44%	9.72%	n/a
Route 6 Eastown	7.96%	7.98%	6.70%	10.39%
Route 7 West Leonard	6.23%	6.17%	7.16%	6.07%
Route 8 Prairie/Rivertown	8.29%	8.43%	8.95%	6.01%
Route 9 Alpine	12.51%	11.96%	15.29%	18.62%
Route 10 Clyde Park	8.88%	8.72%	9.69%	10.48%
Route 11 Plainfield	9.41%	9.23%	9.70%	12.85%
Route 12 Westside	8.42%	8.57%	8.10%	5.83%
Route 13 Michigan/Fuller	8.97%	9.10%	7.59%	n/a
Route 14 East Fulton	8.91%	9.48%	5.42%	n/a
Route 15 East Leonard	12.34%	12.63%	8.81%	14.00%
Route 24 Burton	7.16%	7.28%	6.21%	n/a
Route 27 Airport Industrial	7.09%	7.09%	n/a	n/a
Route 28 West 28th	8.91%	8.97%	8.47%	8.70%
Route 33 Walker Industrial	1.83%	1.83%	n/a	n/a
Route 34 Northridge	2.24%	2.24%	n/a	n/a
Route 44 44th Street	8.48%	8.43%	9.56%	7.70%
Route 1000 Millenium Park	n/a	n/a	n/a	n/a
Route 71 Central 4A	6.17%	6.17%	n/a	n/a
Route 72 Central 10A	9.64%	9.64%	n/a	n/a
Route 73 Union 3A	24.15%	24.15%	n/a	n/a
Route 74 Union 7A	19.26%	19.26%	n/a	n/a
Route 75 Union 10B	21.99%	21.99%	n/a	n/a
Route 76 Union 12A	21.86%	21.86%	n/a	n/a

**Monthly Weekday Average Ridership History**



**Percent Change by Route: December 2025 compared to December 2024**





## Interurban Transit Partnership

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**Date:** January 28, 2026  
**To:** ITP Board of Directors  
**From:** Linda Medina, Director of Finance  
**Subject:** November 2025 Financial Statements

I have attached the November 30, 2025, statements for both general operations and grants for your review. The statements include transactions for both October and November. There was no Professional Development and Travel activity during October and November.

### FY 25/26 YTD Operating Statement Analysis

Total revenues and expenses are trending favorably through November 2025. Revenues are 3.2% over budget while expenses are 10.4% under budget. We are only two months into the new fiscal year and currently there are no notable new patterns or trends. Labor and fringes continue to trend under budget due to operating staffing levels. We will continue to closely monitor fuel costs relative to the budget.

Please feel free to reach out to me directly at (616) 774-1149 or [lmolina@ridetherapid.org](mailto:lmolina@ridetherapid.org) with any additional questions regarding the attached financial reports.

The Rapid  
Operating Statement  
Year to Date as of November 30, 2025

	YTD as of November 30, 2025		Variance		Last Year	Current Year
	Budget	Actual	\$	%	FY 24/25 YTD Actual	FY 25/26 Annual Budget
Revenues and Operating Assistance						
Passenger Fares	\$ 785,058	\$ 697,129	\$ (87,929)	-11.2%	\$ 779,844	\$ 4,813,645
Sale of Transportation Services						
CMH Contribution	83,384	74,648	(8,736)	-10.5%	58,580	461,985
Dash Contract	420,574	425,622	5,048	1.2%	439,586	2,501,834
Grand Valley State University	941,714	797,010	(144,704)	-15.4%	771,190	4,583,236
Van Pool Transportation	-	-	-	0.0%	-	-
Township Services	34,223	36,854	2,631	7.7%	37,891	185,918
Other	51,410	42,931	(8,479)	-16.5%	46,271	360,063
Subtotal Sale of Transportation Services	1,531,305	1,377,065	(154,240)	-10.1%	1,353,518	8,093,036
State Operating	2,491,003	2,697,985	206,982	8.3%	2,900,149	15,339,950
Property Taxes	3,676,958	3,844,872	167,914	4.6%	3,599,050	22,061,749
Advertising & Miscellaneous	405,793	561,176	155,383	38.3%	412,985	1,660,675
Subtotal Revenues and Operating Assistance	8,890,117	9,178,227	288,110	3.2%	9,045,546	51,969,055
Grant Operating Revenue	-	-	-	0.0%	-	-
Unrestricted Net Reserves	-	-	-	0.0%	-	8,030,753
<b>Total Revenues and Operating Assistance</b>	<b>\$ 8,890,117</b>	<b>\$ 9,178,227</b>	<b>\$ 288,110</b>	<b>3.2%</b>	<b>\$ 9,045,546</b>	<b>\$ 59,999,808</b>
Expenses						
Salaries and Wages						
Administrative	\$ 1,248,262	\$ 1,016,033	\$ (232,229)	-18.6%	\$ 935,538	\$ 8,113,721
Operators	2,595,532	2,356,059	(239,473)	-9.2%	2,283,815	16,870,956
Maintenance	596,822	539,849	(56,973)	-9.5%	415,200	3,879,337
Subtotal Salaries and Wages	4,440,616	3,911,941	(528,675)	-11.9%	3,634,553	28,864,014
Benefits	1,753,836	1,427,460	(326,376)	-18.6%	1,833,347	10,431,981
Contractual Services	872,702	824,971	(47,731)	-5.5%	674,309	5,538,372
Materials and Supplies				0.0%		-
Fuel and Lubricants	204,418	154,504	(49,914)	-24.4%	289,031	2,273,730
Other	425,403	418,596	(6,807)	-1.6%	275,991	2,672,063
Subtotal Materials and Supplies	629,821	573,100	(56,721)	-9.0%	565,022	4,945,793
Utilities, Insurance, and Miscellaneous	1,334,620	1,271,429	(63,191)	-4.7%	1,417,042	5,967,010
Purchased Transportation	1,382,518	1,323,923	(58,595)	-4.2%	1,990,932	9,252,638
Expenses Before Capitalized Operating	10,414,113	9,332,824	(1,081,289)	-10.4%	10,115,207	64,999,808
Capitalized Operating Expenses	(833,334)	-	833,334	-100.0%	-	(5,000,000)
<b>Total Operating Expenses</b>	<b>\$ 9,580,779</b>	<b>\$ 9,332,824</b>	<b>\$ (247,955)</b>	<b>-2.6%</b>	<b>\$ 10,115,207</b>	<b>\$ 59,999,808</b>
Net Surplus/(Deficit) without Net Reserves		\$ (154,597)			\$ (1,069,661)	
Net Surplus/(Deficit) with Net Reserves						

Interurban Transit Partnership  
Grant Revenues & Expenditures  
Month Ended 11/30/25

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target 17%
<u>Grant Revenue</u>						
1. Federal Grant Assistance	19,310,779	19,310,779	447,849	5,790,047	13,520,732	30%
2. State Grant Assistance	4,827,695	4,827,695	111,962	1,447,512	3,380,183	30%
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	559,811	7,237,559	16,900,915	30%
<u>Labor</u>						
7. Administrative Salaries	40,000	38,900	1,693	2,483	36,417	6%
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	227	617	19,383	3%
11. Total Labor	60,000	58,900	1,920	3,100	55,800	5%
<u>Material &amp; Supplies</u>						
12. Tires & Tubes	900,000	900,000	25,680	30,860	869,140	3%
13. Office Supplies	1,000	1,000	0	0	1,000	0%
14. Printing	1,000	4,100	0	0	4,100	0%
15. Total Material & Supplies	902,000	905,100	25,680	30,860	874,240	3%
<u>Purchased Transportation</u>						
16. Purchased Transportation	1,200,000	1,200,000	0	0	1,200,000	0%
17. Specialized Services	795,474	795,474	0	0	795,474	0%
18. Total Purchased Transportation	1,995,474	1,995,474	0	0	1,995,474	0%
<u>Other Expenses</u>						
19. Dues & Subscriptions	30,000	30,000	0	22,596	7,404	75%
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	22,596	35,404	39%
<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	3,367,476	7,095,935	32%
28. Facilities	1,208,000	4,408,000	350,572	3,568,760	839,240	81%
29. Equipment	938,843	938,843	2,270	2,270	936,573	0%
30. Other	4,053,116	853,110	145,598	190,982	662,128	22%
31. Total Capital	16,663,370	16,663,364	498,440	7,129,488	9,533,876	43%
32. Planning Services	457,630	457,630	33,771	51,515	406,115	11%
33. Capitalized Operating	4,000,000	4,000,000	0	0	4,000,000	0%
34. Total Expenditures	24,138,474	24,138,468	559,811	7,237,559	16,900,909	30%



## Interurban Transit Partnership

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### Present Performance & Service Committee Members

Tracie Coffman                      Charis Austin (Chair)  
   Renee Hill                      Mayor David LaGrand                      Tim Mroz  
   Clarkston Morgan                      David Moore

## PRESENT PERFORMANCE AND SERVICE COMMITTEE MEETING MINUTES

Not approved by committee

Tuesday, January 13, 2026 – 4:00 p.m.

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

#### **ATTENDANCE:**

##### Committee Members Present:

Charis Austin, Tracie Coffman, Renee Hill, David Moore, Clarkston Morgan, Tim Mroz

##### Committee Members Absent:

Mayor LaGrand

##### Rapid Attendees:

Joshua Brink, Steve Clapp, Jason Culberson, Kris Heald, Deron Kippen, Linda Medina, Nick Monoyios, James Nguyen, Deb Prato, Jason Prescott, Andy Prokopy, Tim Roseboom, Steve Schipper, Lindsay Thomasini, Mike Wieringa, Kevin Wisselink

##### Public Attendees:

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Ms. Austin called the meeting to order at 4:01 p.m.

#### **1. PUBLIC COMMENT**

No public comment

#### **2. MINUTES – September 16, 2025**

Ms. Austin asked for any changes or corrections to the meeting minutes from September 16, 2025, there was none. The meeting minutes passed.

#### **3. DISCUSSION**

##### **a. Paratransit, November/December 2025, Mr. Jason Prescott**

Mr. Prescott gave a brief overall report on the monthly ridership for November and December 2025.

November 2025, ADA ridership increased by 5.4% compared to the previous year. December 2025, ADA ridership increased by 7.3% compared to the previous year.

On-Time Performance:

2024: 89.5%

2025: 91%

Goal: 95%

In recent months, there was a slight decline, with December 2025 at approximately 85.84%, below the November performance. The noted cause, a dip coincided with taking over dispatch operations in October 2025.

Transition Details:

October 1, 2025, at the beginning of the fiscal year; The Rapid took over dispatch from the contractor. The scope was in-house management of dispatch, excluding safety, window dispatch, and drivers. The rationale was better control over route assembly, monitoring clear times, and improving efficiency.

Mr. Prescott has been overseeing operations at the DROC location for approximately four months. He noted some former dispatchers moved to The Rapid; two new staff hired, with one vacancy expected to be filled soon.

Mr. Prescott noted improvements such as better distribution of work, reducing driver's idle time, more effective fleet utilization, enhanced vehicle maintenance due to proactive oversight by The Rapid., and twelve (12) new vehicles arriving soon to replace the aging fleet.

On-Time Performance Challenges are primarily due to staffing shortages (dispatchers), though other factors like trip volume and driver availability also influence performance. Driver call-offs and rerouted trips can cause delays and impact on OTP.

Mr. Mroz suggested tracking regular riders for ADA and Paratransit services. Mr. Prescott confirmed the use of subscription trips-recurrent trips taken by the same riders, grouped for efficiency-while respecting privacy concerns.

**b. Fixed Route Ridership, November/December 2025, Mr. Tim Roseboom**

Mr. Roseboom reported that in November 2025, fixed route ridership decreased by 3.5% to just under 558,000 riders, with reduced weekday operations and no service on Thanksgiving. Black Friday had a shortened schedule. In December, ridership increased slightly by 3% year-over-year to over 460,000 riders, despite a slight decline in fixed routes. Contract service ridership grew by nearly 13%, influenced by the last day of Grand Valley operations and school schedule changes. Overall, December showed just under a 1% decrease year-to-date.

**c. On-Time Performance, November/December 2025, Mr. Joshua Brink**

Mr. Brink reported on the on-time performance for November.

November 2025:

Performance: 86.83% On-Time, just below the 90% target.

Comparison: Improved from 82.9% in October (growth of 3.93%).

Notes: No service on Thanksgiving; typical November except for numerous detours.

Main Issue: Detours significantly impacted on-time performance.

December 2025:

Performance: 84.3% slightly lower than November.

Contributing Factors: Shopping congestion at malls (Woodland and River Town) affected routes, but fewer detours than in November.

Mr. Morgan asked if on-time performance relates to ridership and profitability.

Mr. Brink clarified that farebox recovery (fares vs. operating costs) is a key metric. Tying on-time performance directly to profitability is complex, as customer behavior and service reliability influence revenue over time.

Mr. Morgan requested data on ridership and service impact for the Division Corridor (36<sup>th</sup> to 44<sup>th</sup> Street), especially between businesses and residents focusing on understanding the necessity of this service for profitability and community impact.

Mr. Brink discussed Automatic Passenger Counters (APCs) on buses, providing detailed ridership data. Ridership at certain stops, like the corner in question, is among the highest system wide. Economic benefits are broad – supporting employment and local spending – beyond just ridership numbers. He noted the data analysis is complex but essential for strategic planning.

## **Presentation**

How we Develop the Ridership and Performance Reports, Mr. Nick Monoyios and Team

The service planning team presented how we prepare the reports for ridership and performance.

### Data Collection and Systems:

Mr. Roseboom explained how they produce the reports from the data. Primary Data Sources.

Transaction Data: When passengers board the bus, data is recorded via multiple systems. The Wave Card System is contactless fare payment (cards, credit/debit, Apple Pay, etc.). The system recognizes fare categories and records transactions. Cash Payments. Driver records cash fare via farebox interface. Free Riders: Drivers record free riders (e.g., students, employees, children).

The Automatic Passenger Counter (APC). Laser beams record boardings and alighting, geolocated for accuracy.

Avail System: Tracks boardings and alighting with data such as route, driver, timestamp, and geocode.

GFI System: Cash system tracking route, time, and fare data, especially useful for student and circulator ridership (notably Grand Valley).

### Data Integration:

Data from these systems are consolidated in INIT Software, enabling detailed transaction analysis (route, time, fare category, etc.).

The scheduling software attaches hours and miles to generate productivity metrics. Historical data (over 20 years) from the Ridership Productivity Report informs current reports and comparisons.

### Reporting and Metrics. Monthly and Yearly Reports:

Includes ridership, route-specific data, fare categories, and comparison (Year-over year, quarterly, year to date). Data is reported to the National Transit Database (NTD), mandated by federal law for systems receiving substantial federal funding.

### System Performance Measures:

Efficiency and effectiveness metrics such as passengers per mile/hour, farebox recovery, and route rankings. An annual system summary ranks performance across measures for strategic review.

### Importance of NTD:

Mandated by Congress, it ensures accurate reporting of hours, miles, ridership, and passenger miles. Data is audited for accuracy, supporting transparency and federal funding eligibility.

### On-Time Performance (OTP) Reporting & Methodology, Mr. Joshua Brink

Data Inputs: Raw operational data is processed to generate productivity and performance reports. OTP Target: 90% monthly, reflecting service reliability and customer satisfaction. The purpose is to monitor schedule adherence, inform schedule adjustments, and evaluate operator performance.

Operational Discussions. Road Projects and Detours:

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

Mr. Nguyen discussed Policy and Notification. There is currently no formal policy; notifications are sent as quickly as possible upon road closures or detours. Sometimes unplanned events (accidents, water main breaks) cause sudden detours. He noted detours often follow city recommendations, but buses may need to adapt to street constraints, considering passenger safety and convenience. Customer stops during detours. Every right-hand corner is treated as a potential stop. Drivers are trained to identify and pick up waiting passengers at all safe and accessible points, including making courtesy stops if roads are hazardous.

#### Fare Collection and Profitability

Data on Revenue: Route-level revenue data is tracked via Wave Card transactions and farebox collections. Route productivity is analyzed through passenger counts, fare revenue, and passenger miles/hour.

Transfer Policy. Cash paying riders cannot transfer; wave card holders can transfer within a specified window. Ridership patterns show approximately 34% of riders use two-seat rides, indicating transfer activity.

Ms. Prato noted in 2021 a Comprehensive Operational Analysis led to route adjustments focused on productivity, improving efficiency post-pandemic. She emphasized the value of transit over cost, considering federal subsidies and operator costs as core factors.

Mr. Monoyios presented a live demonstration from the Business Intelligent Suite from Avail, which is our CAD AVL system used for enterprise transit management. During the presentation, he highlighted all the input data that Mr. Brink and Mr. Roseboom receive for their reports, emphasizing the system's capabilities and the data flow involved.

#### **Annual Audit Update FY24/25, Ms. Linda Medina**

Ms. Medina provided a brief overview of the Fiscal Year 2025 Annual Audit. She informed the committee that a draft of the audit will be presented to the Finance Committee on January 21, 2026, for review and recommendation to the Board of Directors for approval.

The audit, conducted annually by an independent auditor, assesses internal controls, policies, procedures, procurement, expenses, and revenue within both the operating and grant environments. This ensures compliance with federal, state, and local regulations, which are crucial for the funding sources.

Currently, BDO has been our auditor for 25 years, and the audits have consistently been unqualified ("clean"). The FY25 audit process was smooth, with no major weaknesses, deficiencies, or changes observed from start to finish.

Overall, it was a successful year. The agency was under budget for expenses and revenue, with revenue exceeding expenses, allowing for an anticipated deposit of \$2.1M into reserves.

#### **Fleet and Facilities**

Status Busch Drive Build, Mr. Steve Schipper

Mr. Schipper reported that in 2021, a facility master plan was developed, which identified the locations of all campuses and highlighted existing gaps. It has been known for some time that Paratransit operations are managed by a contractor, who rents a facility for vehicle storage and maintenance. This arrangement was identified as a gap since the agency did not own the property.

To address this, the agency began searching for property and identified a site in Grandville. Mr. Schipper noted that the FTAs requirements for real estate purchases are highly complex. The agency partnered with Yellow Rose Trucking, which was operating on the site. The site is located on a 100-year flood plain, posing certain challenges.

A diagram was shared showing that The Rapid will construct a new building on this site. Although remodeling the existing site was considered, the costs associated with remodeling versus building a new led to the decision to construct a new facility. The plan is to occupy and build the new location simultaneously, then deconstruct the old building once the new facility is operational.

Final plans from Progressive AE are expected soon for internal review, after which the project will be put out to bid with construction anticipated to begin this fall.

**Status of Early Childcare Center, Mr. Deron Kippen**

Mr. Kippen provided an update on the Early Childcare Center project. Approximately a year ago, the YMCA partnered with Grand Rapids Public Schools and Head Start to develop a childcare facility at Rapid Central Station. The facility is designed with customer access in mind, featuring a stairwell and ramp leading to the first level, which includes the intake area and toddler zone. The lower level is dedicated to gross motor skills activities, while the second floor is for Pre-K.

The project is approximately 80-90% complete. It includes outdoor playgrounds on the ground floor and the roof. Due to the rooftop playground, the building required fireproofing to meet a 1-hour and 2-hour fire rating, which is about 80% finished.

The overall project is expected to be completed by the end of April 2026, with classes scheduled to begin in August 2026.

**4. ADJOURNMENT**

This meeting was adjourned at 5:22 p.m.

The next meeting is scheduled for March 17, 2026

Respectfully submitted,



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Kris Heald, Board Secretary