



**REGIONAL
TRANSIT AUTHORITY**
OF SOUTHEAST MICHIGAN

Board of Directors

Thursday, April 20, 2023

1:00 PM

AGENDA

1. Call to order
2. Approval of Agenda
3. Approval of the March Board Meeting Summary - ACTION
4. Public Comment
5. Financial Reports for March – ACTION
6. State Funding Applications – ACTION
7. Provider Presentation – Detroit Transportation Corporation (People Mover)
8. Communications Report
9. Report from Program Manager
10. New Business
11. Adjourn

The Board may, at its discretion, revise this agenda or take up any other issues as need and time allow.

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**REGIONAL
TRANSIT AUTHORITY**
OF SOUTHEAST MICHIGAN

Proposed Meeting Summary

Board of Directors

Thursday, February 16, 2023

1:00 PM

1. Call to order at 1:07 PM

Board Members Present:

Paul Hillegonds; Don Morandini; Alma Smith; Ned Staebler; Jon Moore; June Lee;
Jeannette Bradshaw (virtual); Helaine Zack (virtual)

RTA Representatives Present:

Ben Stupka; Khalil Davis; Corri Wofford; Shauna Morris

Other Meeting Participants:

Morrow and Associates – RTA Consultant

2. Approval of Agenda

There were no objections, the March 16, 2023 Agenda was approved.

3. Approval of the February 16, 2023 Board Meeting Summary

Moved by Alma Smith and supported by Ned Staebler. The February 16, 2023, Meeting Summary was unanimously approved.

4. Public Comment

Robert Pawloski provided public comment regarding the hiring and retention of DDOT drivers and the possible focus on increased wages.

5. February 2023 Financial Report - Action

Moved by Alma Smith and supported by Jon Moore. The February 2023 Financial Report was unanimously approved.

6. DDOT Update

Executive Director Mikel Olgelsby, Detroit Department of Transportation, provided a summary on the state of the system. The full presentation is [here](#).

7. FY 2022 Audit - Action

Michael Nicholas and David Esshaki, George Johnson and Company, reviewed the FY 2022 audit report. [FY 2022 Financial Statement](#) [FY 2022 Single Audit](#)

Moved by Alma Smith and supported by June Lee, the FY 2022 Audit was unanimously approved.

8. **Federal Funding Overview Presentation**

Mr. Stupka provided an overview in relation to transit planning and capital funding. Mr. Stupka described RTA's role in the capital planning process for the purpose of expanding transit throughout the region.

9. **Communications Report**

Corri Wofford provided a summary of the RTA's efforts in improving social media presence, external communications, partnerships, and outreach. In addition, Mr. Stupka advised that the RTA is in the process of finalizing the annual Legislative Report and will be presenting before the Transportation Committees of both the Michigan Senate and House, possibly in April or May 2023.

10. **Staffing Presentation**

Mr. Stupka stated that the RTA will be posting three positions: Program Director, Planning and Grants Director, and Communications Associate. Mr. Stupka asked board members to participate in the interview process, if available.

11. **Staff Report**

Mr. Stupka reviewed the staff report, as included in the meeting packet.

12. **New Business**

There was no new business.

13. **Meeting Adjourned at 3:00 PM**

Regional Transit Authority of Southeast Michigan

4

Balance Sheet As of March 31, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
101.00 Cash and Cash Items	
101.01 Cash in Bank - Huntington	54,741.80
101.012 Deposits in Transit	0.00
Total 101.01 Cash in Bank - Huntington	54,741.80
101.011 Cash in Bank - SEMCOG	0.00
101.02 Huntington Bank Money Market - RTA Leave Fund	11,113.32
101.04 Special Deposit - Other	0.00
Total 101.00 Cash and Cash Items	65,855.12
1072 Bill.com Money Out Clearing	0.00
Total Bank Accounts	\$65,855.12
Accounts Receivable	
102.00 Receivables	
102.01 Accounts Receivable	86,834.83
102.09 Reserves for uncollectible Acco	0.00
Total 102.00 Receivables	86,834.83
Total Accounts Receivable	\$86,834.83
Other Current Assets	
103.00 MATERIAL AND SUPPLIES INVENTORY	
103.01 Prepaid Postage	50.32
103.02 Prepaid Insurance	0.00
103.03 Pre-paid Fringe Benefits	0.00
Total 103.00 MATERIAL AND SUPPLIES INVENTORY	50.32
Total Other Current Assets	\$50.32
Total Current Assets	\$152,740.27
Fixed Assets	
112.00 TANGIBLE PROPERTY OTHER THAN FO	
112.011 Hardware/Software	2,230.95
112.02 Tangible Property - Accum. Dep	-2,230.94
Total 112.00 TANGIBLE PROPERTY OTHER THAN FO	0.01
Total Fixed Assets	\$0.01
TOTAL ASSETS	\$152,740.28

Regional Transit Authority of Southeast Michigan

5

Balance Sheet As of March 31, 2023

	TOTAL
LIABILITIES AND FUND BALANCE	
Liabilities	
Current Liabilities	
Accounts Payable	
201.01 Accounts Payable	37,675.71
Total Accounts Payable	\$37,675.71
Other Current Liabilities	
202.00 ACCURED PAYROLL LIABILITIES	0.00
203.00 ACCRUED TAX LIABILITIES	0.00
205.00 OTHER CURRENT LIABILITIES	
205.05 Miscellaneous Other Current Lia	1,998.24
Total 205.00 OTHER CURRENT LIABILITIES	1,998.24
211.00 Refundable Advance	101,853.86
212.00 Payroll Liabilities	0.00
212.01 Federal Withholding	0.00
212.02 FICA Withholding	-0.04
212.03 State Withholding	0.00
212.04 Local Withholding	0.00
212.05 Deferred Compensation 457	0.00
212.051 Deferred Comp. credit due from provider	0.00
Total 212.05 Deferred Compensation 457	0.00
212.06 Accident Insurance	0.00
212.061 Accident Insurance Premium due from Payroll	0.00
Total 212.06 Accident Insurance	0.00
212.07 Critical Illness Insurance	0.00
212.071 Critical Illness Premium due from Payroll	0.00
Total 212.07 Critical Illness Insurance	0.00
212.08 Pre-paid Legal	-0.01
212.081 Pre-Paid Legal Premiums due from Payroll	0.00
Total 212.08 Pre-paid Legal	-0.01
212.09 Voluntary Life Insurance	0.00
212.091 Voluntary Life Premiums Due from Payroll	0.00
Total 212.09 Voluntary Life Insurance	0.00
212.10 Flexible Spending	
212.101 Flexible Spending - Medical	0.00
212.102 Flexible Spending - Child Care	0.00
212.103 Flexible Spending Due from Payroll Provider	0.00

Regional Transit Authority of Southeast Michigan

6

Balance Sheet As of March 31, 2023

	TOTAL
Total 212.10 Flexible Spending	0.00
212.11 Accrued Leave Payable	9,023.12
212.12 Health Savings Account	0.00
212.13 Accrued Salaries	0.00
212.96 Retirement Account Loan Payments	0.00
212.97 Family Support	0.00
212.98 Miscellaneous Payroll Deductions	0.00
212.99 Check due to staff	0.00
Total 212.00 Payroll Liabilities	9,023.07
213.00 Deferred Revenue	
213.02 Deferred Revenue - State Grants	0.00
213.09 Deferred Revenue - Other Grants	0.00
Total 213.00 Deferred Revenue	0.00
Total Other Current Liabilities	\$112,875.17
Total Current Liabilities	\$150,550.88
Total Liabilities	\$150,550.88
Fund Balance	
Fund Balance	1,413.38
Net Revenue	776.02
Total Fund Balance	\$2,189.40
TOTAL LIABILITIES AND FUND BALANCE	\$152,740.28

Regional Transit Authority of Southeast Michigan
Income Statement
October 2022 - March 2023

	Mar 2023	Total			
	Actual	Actual	Budget	over Budget	% of Budget
Income					
410.00 Grant Revenue		0.00	0.00	0.00	
410.01 Federal Grant Revenue	98,156.20	2,576,423.82	14,269,486.98	-11,693,063.16	18.06%
410.02 State Grant Revenue	7,434.42	198,727.51	475,999.98	-277,272.47	41.75%
410.03 State Matching Revenue	10.80	132,049.19	244,045.50	-111,996.31	54.11%
Total 410.00 Grant Revenue	\$ 105,601.42	\$ 2,907,200.52	\$ 14,989,532.46	-\$ 12,082,331.94	19.39%
440.00 Interest Income	60.36	536.16	0.00	536.16	
Total Income	\$ 105,661.78	\$ 2,907,736.68	\$ 14,989,532.46	-\$ 12,081,795.78	19.40%
Gross Profit	\$ 105,661.78	\$ 2,907,736.68	\$ 14,989,532.46	-\$ 12,081,795.78	19.40%
Expenses					
Total 501.00 LABOR	33382.65	181813.82	278301.48	-96487.66	65.33%
Total 502.00 FRINGE BENEFITS	14436.16	98399.34	139150.98	-40751.64	70.71%
Total Cost of LABOR	\$ 47,818.81	\$ 280,213.16	\$ 417,452.46	-\$ 137,239.30	67.12%
503.00 SERVICES		0.00	0.00	0.00	
503.01 Legal	1,441.50	4,985.00	37,500.00	-32,515.00	13.29%
503.02 Audit	0.00	14,100.00	7,750.02	6,349.98	181.94%
503.03 Accounting	17,586.40	80,884.07	77,500.02	3,384.05	104.37%
503.04 Communications	0.00	33,750.00	40,500.00	-6,750.00	83.33%
503.06 Technical Contracts	32,707.04	220,006.05	511,000.02	-290,993.97	43.05%
503.08 Legislative Services	3,000.00	18,000.00	0.00	18,000.00	
503.09 Transportation Services	0.00	0.00	0.00	0.00	
503.29 Transportation Services - Operations	0.00	2,030,382.04	13,720,228.50	-11,689,846.46	14.80%
503.39 Transportation Services - Marketing	0.00	107,438.52	0.00	107,438.52	
Total 503.09 Transportation Services	\$ 0.00	\$ 2,137,820.56	\$ 13,720,228.50	-\$ 11,582,407.94	15.58%
503.99 Other Services		0.00	0.00	0.00	
503.990 Public Education Initiatives	0.00	0.00	49,999.98	-49,999.98	0.00%
503.992 User Satisfaction Survey	0.00	0.00	25,000.02	-25,000.02	0.00%
503.999 Other Contract	0.00	86,500.00	37,500.00	49,000.00	230.67%
Total 503.99 Other Services	\$ 0.00	\$ 86,500.00	\$ 112,500.00	-\$ 26,000.00	76.89%
Total 503.00 SERVICES	\$ 54,734.94	\$ 2,596,045.68	\$ 14,506,978.56	-\$ 11,910,932.88	17.90%
504.00 MATERIAL AND SUPPLIES		0.00	0.00	0.00	
504.02 PC & Computers	0.00	0.00	3,750.00	-3,750.00	0.00%
504.03 Printing	0.00	390.00	12,499.98	-12,109.98	3.12%
504.04 Office Supplies	0.00	279.36	1,249.98	-970.62	22.35%
504.05 Furniture	0.00	0.00	4,999.98	-4,999.98	0.00%
504.99 Other Supplies	0.00	18.49	0.00	18.49	
Total 504.00 MATERIAL AND SUPPLIES	\$ 0.00	\$ 687.85	\$ 22,499.94	-\$ 21,812.09	3.06%
505.00 UTILITIES		0.00	0.00	0.00	
505.01 Telephone	536.94	3,219.73	4,999.98	-1,780.25	64.39%
505.02 Online Services	536.98	3,598.55	2,500.02	1,098.53	143.94%
Total 505.00 UTILITIES	\$ 1,073.92	\$ 6,818.28	\$ 7,500.00	-\$ 681.72	90.91%
506.00 INSURANCE		0.00	0.00	0.00	
506.01 D&O Liability Insurance	0.00	12,777.00	7,000.02	5,776.98	182.53%
506.03 Other Insurance	0.00	-4.00	351.48	-355.48	-1.14%
Total 506.00 INSURANCE	\$ 0.00	\$ 12,773.00	\$ 7,351.50	\$ 5,421.50	173.75%
507.00 TRAVEL		0.00	2,500.02	-2,500.02	0.00%
507.01 Travel Expenses	0.00	2,420.24	0.00	2,420.24	
507.02 Mileage	0.00	261.88	0.00	261.88	
507.03 Conferences	0.00	2,006.00	0.00	2,006.00	
Total 507.00 TRAVEL	\$ 0.00	\$ 4,688.12	\$ 2,500.02	\$ 2,188.10	187.52%
509.00 MISCELLANEOUS EXPENSES		0.00	0.00	0.00	
509.01 Subscriptions/Memberships	900.00	1,824.00	2,500.02	-676.02	72.96%

Regional Transit Authority of Southeast Michigan
Income Statement
October 2022 - March 2023

	Mar 2023	Total			
	Actual	Actual	Budget	over Budget	% of Budget
509.02 Meeting /Retreats	0.00	230.00	4,999.98	-4,769.98	4.60%
509.03 Board Reimbursement	0.00	0.00	1,500.00	-1,500.00	0.00%
509.09 Bank Fees	73.00	438.00	0.00	438.00	
509.99 Other Miscellaneous Expenses	1,000.00	3,242.57	1,249.98	1,992.59	259.41%
Total 509.00 MISCELLANEOUS EXPENSES	\$ 1,973.00	\$ 5,734.57	\$ 10,249.98	-\$ 4,515.41	55.95%
512.00 LEASE AND RENTALS		0.00	0.00	0.00	
512.01 Rent	0.00	0.00	15,000.00	-15,000.00	0.00%
Total 512.00 LEASE AND RENTALS	\$ 0.00	\$ 0.00	\$ 15,000.00	-\$ 15,000.00	0.00%
Total Expenses	\$ 105,600.67	\$ 2,906,960.66	\$ 14,989,532.46	-\$ 12,082,571.80	19.39%
Net Operating Income	\$ 61.11	\$ 776.02	\$ 0.00	\$ 776.02	
Net Income	\$ 61.11	\$ 776.02	\$ 0.00	\$ 776.02	

Regional Transit Authority of Southeast Michigan
Income Statement Comparison
October 2022 - March 2023

	Total		
	Oct 2022 - Mar 2023	Oct 2021 - Mar 2022 (PY)	% Change
Revenue			
410.00 Grant Revenue			
410.01 Federal Grant Revenue	2,576,423.82	485,884.50	430.25%
410.02 State Grant Revenue	198,727.51	638,099.26	-68.86%
410.03 State Matching Revenue	132,049.19	114,007.61	15.82%
410.09 Other Grant Revenue	0.00	25,406.45	-100.00%
410.93 Project match revenue	0.00	-5,145.86	100.00%
Total 410.00 Grant Revenue	\$ 2,907,200.52	\$ 1,258,251.96	131.05%
440.00 Interest Income	536.16	3.15	16920.95%
Total Revenue	\$ 2,907,736.68	\$ 1,258,255.11	131.09%
Gross Profit	\$ 2,907,736.68	\$ 1,258,255.11	131.09%
Expenditures			
Total 501.00 LABOR	\$ 181,813.82	\$ 63,752.38	185.19%
Total 502.00 FRINGE BENEFITS	\$ 98,399.34	\$ 44,664.11	120.31%
Total Cost of LABOR	\$ 280,213.16	\$ 108,416.49	158.46%
503.00 SERVICES			
503.01 Legal	4,985.00	10,105.70	-50.67%
503.02 Audit	14,100.00	6,900.00	104.35%
503.03 Accounting	80,884.07	0.00	
503.04 Communications	33,750.00	40,500.00	-16.67%
503.06 Technical Contracts	220,006.05	382,060.65	-42.42%
503.08 Legislative Services	18,000.00	18,000.00	0.00%
503.09 Transportation Services			
503.29 Transportation Services - Operations	2,030,382.04	495,487.20	309.77%
503.39 Transportation Services - Marketing	107,438.52	80,000.00	34.30%
Total 503.09 Transportation Services	\$ 2,137,820.56	\$ 575,487.20	271.48%
503.11 Project match		-5,145.86	100.00%
503.99 Other Services		-6,616.67	100.00%
503.990 Public Education Initiatives	0.00	30,704.17	-100.00%
503.999 Other Contract	86,500.00	78,176.67	10.65%
Total 503.99 Other Services	\$ 86,500.00	\$ 102,264.17	-15.42%
Total 503.00 SERVICES	\$ 2,596,045.68	\$ 1,130,171.86	129.70%
504.00 MATERIAL AND SUPPLIES			
504.03 Printing	390.00	0.00	
504.04 Office Supplies	279.36	214.13	30.46%
504.99 Other Supplies	18.49	0.00	
Total 504.00 MATERIAL AND SUPPLIES	\$ 687.85	\$ 214.13	221.23%
505.00 UTILITIES			
505.01 Telephone	3,219.73	2,316.82	38.97%
505.02 Online Services	3,598.55	3,253.49	10.61%
Total 505.00 UTILITIES	\$ 6,818.28	\$ 5,570.31	22.40%
506.00 INSURANCE			
506.01 D&O Liability Insurance	12,777.00	12,774.00	0.02%
506.03 Other Insurance	-4.00		
Total 506.00 INSURANCE	\$ 12,773.00	\$ 12,774.00	-0.01%
507.00 TRAVEL			
507.01 Travel Expenses	2,420.24		
507.02 Mileage	261.88		
507.03 Conferences	2,006.00		
Total 507.00 TRAVEL	\$ 4,688.12	\$ 0.00	
509.00 MISCELLANEOUS EXPENSES			
509.01 Subscriptions/Memberships	1,824.00		

Regional Transit Authority of Southeast Michigan
Income Statement Comparison
October 2022 - March 2023

	Total		
	Oct 2022 - Mar 2023	Oct 2021 - Mar 2022 (PY)	% Change
509.02 Meeting /Retreats	230.00	252.16	-8.79%
509.09 Bank Fees	438.00	378.00	15.87%
509.99 Other Miscellaneous Expenses	3,242.57	475.00	582.65%
Total 509.00 MISCELLANEOUS EXPENSES	\$ 5,734.57	\$ 1,105.16	418.89%
Total Expenditures	\$ 2,906,960.66	\$ 1,258,251.95	131.03%
Net Revenue over Expenditures	\$ 776.02	\$ 3.16	24457.59%
Net Income	\$ 776.02	\$ 3.16	24457.59%



BOARD OF DIRECTORS MEMORANDUM

TO: Planning and Service Coordination Committee

FROM: Ben Stupka, Program Manager

SUBJECT: State of Michigan Funding Application

DATE: April 20, 2023

REQUESTED ACTION: Board of Directors Approval

The purpose of this memo is to present the Fiscal Year 2023 state funding applications to the RTA Board for approval. The attachments show the amount of state funding for operating assistance and capital match requested by each provider.

In accordance with Public Act 387 of 2012, the RTA is responsible for distribution of funds awarded by MDOT to support transit provider operations and match to federal capital grants. MDOT conducts an annual call for projects for these funds with applications due February 15 of the preceding fiscal year (e.g., February 15, 2023 applications are for Fiscal Year 2024 funds). The purpose of early applications is for MDOT to project the amount of funding needed for transit operations and capital match to inform its budget proposal for the next fiscal year.

Application amounts and projects are subject to slight changes depending on the approved state budget. MDOT generally reviews the applications in March/April of each year and responds to the providers with any questions and comments so that applications can be finalized by May/June for budget development. This RTA

State Operating Assistance

MDOT provides state operating assistance to transit providers throughout the state on an annual basis under the Local Bus Operating (LBO) program. LBO is housed within MDOT's Comprehensive Transportation Fund (CTF) and the amount of funding that is apportioned to LBO within the CTF is subject to annual budget appropriations. In Fiscal Year 2023, the state assigned \$201 million to LBO statewide. The Governor's Budget includes \$216 million for LBO, which is a ~\$15 million increase statewide and approximately a \$3.5 million increase regionally.

LBO funds are distributed based on a reimbursement formula that looks at the amount of eligible expenses submitted by each provider. Generally, the providers in the RTA region receive a 29 - 30% reimbursement. **Table 1.0** shows the relationship between the amount of submitted expenses and the 29.2% reimbursement in Fiscal Year 2023.

Table 1.0: Eligible Expenses and LBO Reimbursement by Provider (Fiscal Year 2023) (millions \$)

Provider	Expenses	LBO
AAATA	\$51.4	\$15.0
DDOT	\$123.6	\$36.1
DTC	\$12.1	\$3.5
SMART	\$133.3	\$38.9
	\$320.4	\$93.5

The RTA transit providers are requesting approximately \$95.7 million from LBO in Fiscal Year 2024, which is slightly higher than what was received in Fiscal Year 2023 (\$93.5 million). **Table 2.0** shows the relationship between the amount of submitted expenses and an assumed 29.2% reimbursement in Fiscal Year 2024.

Table 2.0: Eligible Expenses and LBO Reimbursement by Provider (Fiscal Year 2024) (millions \$)

Provider	Expenses	LBO
AAATA	\$57.0	\$16.7
DDOT	\$122.4	\$35.8
DTC	\$15.1	\$4.4
SMART	\$133.3	\$38.9
	\$327.8	\$95.7

The bulk of the funding in the LBO program is for Urban Operating Assistance. State operating requests do include small amounts of funding for other small providers through Specialized Services and other programs. These amounts are a continuation of existing pass-through agreements with small providers and non-profits in each providers' service area.

State Capital Match

MDOT provides matching funds to support capital projects funded by the standard federal formula programs (e.g. 5307, 5310, 5339, and 5337). The attachments show the amounts requested by provider and the projects that they anticipate funding. The applications included herein are in anticipation of federal Fiscal Year 2022 funding. The FTA does not generally release the actual amounts available in the formula programs until February/March of the given fiscal year (e.g. February/March 2024 for Fiscal Year 2024), and federal applications for those funds are not generally due to the FTA until June of that fiscal year (e.g. June 2024 for Fiscal Year 2024).

Given the aforementioned timeline, it is important to emphasize that these projects are funding placeholders for MDOT's budgeting purposes. Actual projects will be included in the federal applications, which will be subject to RTA Board review and approval in May/June 2024.

Attachments

Provider state applications.

Summary by Funding Source	Federal	State	Total
Local Bus Operating - Urban	\$ -	\$16,654,108	\$16,654,108
Local Bus Operating - Non-Urban	\$ -	\$ 1,065,451	\$ 1,065,451
Specialized Services	\$ -	\$ 112,795	\$ 112,795
TOTAL (Operations)	\$ -	\$17,832,354	\$17,832,354
Section 5307	\$15,513,000	\$ 1,824,732	\$17,337,732
Section 5307 (FY 2023 Carryover)	\$ 9,693,416	\$ 2,423,354	\$12,116,770
Section 5307 (CMAQ)	\$ 1,428,536	\$ 357,134	\$ 1,785,670
Section 5307 (STBG)	\$ 222,111	\$ 55,528	\$ 277,639
Section 5311	\$ 1,115,223	\$ -	\$ 1,115,223
Section 5339	\$ 1,314,053	\$ 262,811	\$ 1,576,864
TOTAL (Capital)	\$29,286,339	\$ 4,923,559	\$34,209,898

Projects by Funding Source	Federal	State	Total
Section 5307			
<i>Large Bus Replacement</i>	\$ 2,713,218	\$ 678,305	\$ 3,391,523
<i>Small Bus Replacement</i>	\$ 373,437	\$ 93,359	\$ 466,796
<i>Support Vehicle Replacement</i>	\$ 107,120	\$ 26,780	\$ 133,900
<i>Facilities Improvements & Rehabilitation</i>	\$13,094,357	\$ 2,252,068	\$15,346,425
<i>Architecture & Engineering</i>	\$ 1,606,800	\$ 401,700	\$ 2,008,500
<i>Furniture Replacement</i>	\$ 32,000	\$ 8,000	\$ 40,000
<i>IT Hardware and Software Replacements</i>	\$ 2,316,720	\$ 579,180	\$ 2,895,900
<i>Maintenance Equipment</i>	\$ 186,780	\$ 46,695	\$ 233,475
<i>Capital Cost of Contracting</i>	\$ 608,000	\$ 152,000	\$ 760,000
<i>Preventive Maintenance</i>	\$ 40,000	\$ 10,000	\$ 50,000
<i>Operating Assistance</i>	\$ 4,127,984	N/A	\$ 4,127,984
Section 5307 (CMAQ)			
<i>Large Bus Replacement</i>	\$ 1,428,536	\$ 357,134	\$ 1,785,670
Section 5307 (STBG)			
<i>Bus Stop Improvements</i>	\$ 222,111	\$ 55,528	\$ 277,639
Section 5311			
<i>Non-Urban Operating Assistance-People's Express</i>	\$ 501,850	N/A	\$ 501,850
<i>Non-Urban Operating Assistance-WAVE</i>	\$ 613,373	N/A	\$ 613,373
Section 5339			
<i>Facilities Rehabilitation</i>	\$ 1,314,053	\$ 262,811	\$ 1,576,864
TOTAL	\$29,286,339	\$ 4,923,559	\$34,209,898

Summary by Funding Source

	Federal	State	Total
Local Bus Operating - Urban	n/a	\$ 35,749,953	\$ 35,749,953
Local Bus Operating - Non-Urban	n/a	n/a	n/a
Specialized Services	n/a	\$ -	\$ -
TOTAL (Operations)	\$ -	\$ 35,749,953	\$ 35,749,953
Section 5307	\$ 31,412,871	\$ 7,853,218	\$ 39,266,089
Section 5307 (CMAQ)	\$ 13,848,800	\$ 3,462,200	\$ 17,311,000
Section 5310		\$ -	\$ -
Section 5337		n/a	n/a
Section 5339	\$ 3,542,331	\$ 885,583	\$ 4,427,914
TOTAL (Capital)	\$ 48,804,002	\$ 12,201,001	\$ 61,005,003

Capital Projects by Funding Source

	Federal	State	Total
Section 5307			
<i>Bus Expansion</i>	\$ 1,163,452	\$ 290,863	\$ 1,454,315
<i>Bus Overhaul</i>	\$ 2,500,000	\$ 625,000	\$ 3,125,000
<i>Bus Signage</i>	\$ 300,000	\$ 75,000	\$ 375,000
<i>Bus Stop Seating</i>	\$ 243,750	\$ 60,938	\$ 304,688
<i>Bus Stop Shelters</i>	\$ 3,000,000	\$ 750,000	\$ 3,750,000
<i>Coolidge: Replacement Project</i>	\$ 15,600,000	\$ 3,900,000	\$ 19,500,000
<i>Equipment/ Furniture</i>	\$ 162,911	\$ 40,728	\$ 203,639
<i>New Non-Revenue Support Vehicles</i>	\$ 637,500	\$ 159,375	\$ 796,875
<i>Operator Training Center / Simulator Projects</i>	\$ 300,000	\$ 75,000	\$ 375,000
<i>Preventative Maintenance</i>	\$ 6,346,999	\$ 1,586,750	\$ 7,933,749
<i>Rosa Parks Facility Improvements</i>	\$ 1,061,400	\$ 265,350	\$ 1,326,750
<i>Shoemaker Facility Improvements</i>	\$ 324,750	\$ 81,188	\$ 405,938
<i>Software / Backend IT Infrastructure Upgrades</i>	\$ 375,000	\$ 93,750	\$ 468,750
Section 5307 (CMAQ)			
<i>Fixed Route Vehicle Replacement</i>	\$ 12,500,800	\$ 3,125,200	\$ 15,626,000
<i>First-Last Mile Connections</i>	\$ 1,148,000	\$ 287,000	\$ 1,435,000
<i>Reverse Vanpooling Program</i>	\$ 200,000	\$ 50,000	\$ 250,000
Section 5310			
<i>n/a</i>		\$ -	\$ -
Section 5337			
<i>n/a</i>		\$ -	\$ -
Section 5339			
<i>Fixed Route Vehicle Replacement</i>	\$ 3,542,331	\$ 1,284,019	\$ 6,420,095
TOTAL	\$ 49,406,893	\$ 12,750,160	\$ 63,750,798

Summary by Funding Source	Federal	State	Total
Local Bus Operating - Urban	\$ -	\$ 4,400,421	\$ 4,400,421
TOTAL (Operations)	\$ -	\$ 4,400,421	\$ 4,400,421
Section 5307	\$ 628,973.00	\$ 157,243.00	\$ 786,216.00
Section 5337	\$ 1,400,000.00	\$ 350,000.00	\$ 1,750,000.00
SDNT	\$ 80,000.00	\$ 270,000.00	\$ 350,000.00
TOTAL (Capital)	\$ 2,028,973.00	\$ 507,243.00	\$ 2,536,216.00

Capital Projects by Funding Source	Federal	State	Total
Section 5307			
<i>Renovate/Rehab People Mover</i>	\$ 628,973	\$ 157,243	\$ 786,216
Section 5337			
<i>Renovate/Rehab People Mover</i>	\$ 1,983,881	\$ 495,970	\$ 2,479,851
SDNT			
<i>Data Collection / NTD</i>	\$ -	\$ 250,000	\$ 250,000
<i>Strategic Plan</i>	\$ 80,000	\$ 20,000	\$ 100,000
TOTAL	\$ 2,692,854	\$ 923,213	\$ 3,616,067

Summary by Funding Source	Federal	State	Total
Local Bus Operating - Urban	\$ -	\$ -	\$ -
TOTAL (Operations)	\$ -	\$ -	\$ -
Section 5307	\$ 719,824	\$ 179,956	\$ 899,780
Section 5310	\$ 689,432	\$ 100,000	\$ 789,432
TOTAL (Capital)	\$ 1,409,256	\$ 279,956	\$ 1,689,212

Projects with Capital Funding	Federal	State	Total
Section 5307			
<i>Regional Planning</i>	\$ 719,824	\$ 179,956	\$ 899,780
Section 5310			
<i>Regional Mobility Management</i>	\$ 400,000	\$ 100,000	\$ 500,000
<i>5310 Administration</i>	\$ 289,432	\$ -	\$ 289,432
TOTAL	\$ 1,409,256	\$ 279,956	\$ 1,689,212

Summary by Funding Source	Federal	State	Total
Local Bus Operating - Urban*	N/A	\$ 38,928,806	\$ 38,928,806
Local Bus Operating - Non-Urban	N/A	\$ 341,960	\$ 341,960
Specialized Services	N/A	\$ 922,294	\$ 922,294
TOTAL (Operations)	\$ -	\$ 40,193,060	\$ 40,193,060

Section 5311^	\$ 762,156	\$ 762,156	\$ 1,524,312
Section 5307 Governor's Apportionment^	\$ 1,801,516	\$ 329,316	\$ 2,130,832
Section 5307 TARTA (MI Portion of Toledo UZA)	\$ 493,144	\$ 123,287	\$ 616,431
Section 5307	\$ 32,377,603	\$ 8,094,401	\$ 40,472,004
Section 5307 (CMAQ)	\$ 1,749,404	\$ 437,350	\$ 2,186,754
Section 5310	\$ 2,823,069	\$ 561,347	\$ 3,384,416
Section 5310 Non-Urban^	\$ 187,606	N/A	\$ 187,606
Section 5339 Governor's Apportionment^	\$ 163,503	\$ 40,876	\$ 204,379
Section 5339 TARTA (MI Portion of Toledo UZA)	\$ 54,937	\$ 13,734	\$ 68,671
Section 5339	\$ 3,578,099	\$ 894,525	\$ 4,472,624
TOTAL (Capital)	\$ 43,991,037	\$ 11,256,992	\$ 55,248,029

Capital Projects by Funding Source	Federal	State	Total
Section 5307			
<i>Preventive Maintenance</i>	\$ 8,000,000	\$ 2,000,000	\$ 10,000,000
<i>Bus Stop Enhancements</i>	\$ 320,000	\$ 80,000	\$ 400,000
<i>Bus Replacement-23ft</i>	\$ 1,145,909	\$ 286,477	\$ 1,432,386
<i>Computer Hardware & Software</i>	\$ 4,480,000	\$ 1,120,000	\$ 5,600,000
<i>Facility Renovation</i>	\$ 18,431,694	\$ 4,607,924	\$ 23,039,618
Section 5307 Governor's Apportionment^			
<i>Facility Renovation</i>	\$ 803,421	\$ 200,855	\$ 1,004,276
<i>AVL System Replacement</i>	\$ 480,000	\$ 120,000	\$ 600,000
<i>Computer Replacement</i>	\$ 33,845	\$ 8,461	\$ 42,306
<i>Operating Assistance</i>	\$ 484,250	N/A	\$ 1,550,849

Section 5307 TARTA (MI Portion of Toledo UZA)

<i>Support Vehicle Replacement</i>	\$ 85,414	\$ 21,353	\$ 106,767
<i>Preventive Maintenance</i>	\$ 193,802	\$ 48,451	\$ 242,253
<i>Facility Renovations</i>	\$ 185,082	\$ 46,271	\$ 231,353
<i>Bus Spare Parts</i>	\$ 10,246	\$ 2,562	\$ 12,808
<i>Shop Equipment</i>	\$ 16,000	\$ 4,000	\$ 20,000
<i>Transit Security Upgrades</i>	\$ 2,600	\$ 650	\$ 3,250

Section 5307 (CMAQ)

<i>Operating Assistance-SMART</i>	\$ 3,600,000	\$ 900,000	\$ 4,500,000
<i>Facility Renovation-LETC</i>	\$ 520,000	\$ 130,000	\$ 650,000

Section 5310

<i>Replacement Paratransit Vehicles</i>	\$ 1,807,285	\$ 451,821	\$ 2,259,106
<i>Mobility Management</i>	\$ 43,802	\$ 109,526	\$ 153,328
<i>Operating Assistance</i>	\$ 971,982	N/A	\$ 971,982

Section 5310 Non-Urban^

<i>Operating Assistance</i>	\$ 187,606	N/A	\$ 375,212
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Section 5311^

<i>Operating Assistance-NOTA</i>	\$ 311,649	\$ 311,649	\$ 623,298
<i>Operating Assistance-WOTA</i>	\$ 188,262	\$ 188,262	\$ 376,524
<i>Operating Assistance-LETC</i>	\$ 262,245	\$ 262,245	\$ 524,490

Section 5339 Governor's Apportionment^

<i>Facility Renovation</i>	\$ 163,503	\$ 40,876	\$ 204,379
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Section 5339 TARTA (MI Portion of Toledo UZA)

<i>Facility Renovation</i>	\$ 54,937	\$ 13,734	\$ 68,671
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Section 5339

<i>Facility Renovation</i>	\$ 3,578,099	\$ 894,525	\$ 4,472,624
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TOTAL	\$ 46,361,633	\$ 11,849,642	\$ 59,465,480
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*LBO Urban numbers are an estimated total for SMART Urban Metro, Monroe Urban Small, and Bedford

^State pass-through of federal funds for NOTA, WOTA, LETC, and Bedford



Staff Report

April 2023

Overview: The purpose of this report is to provide the Board information and updates on advancement of the RTA's work program.

Staff

- **RTA Staffing** – RTA staff and Board members conducted interviews for the Program Director and Planning and Grants Director positions last week. Based on those interviews, we have extended offers to candidates for both positions. We are still working through some details with candidates, but our hope is to have them start with us during the month of May. Staff also received over 50 applications for the Communications Associate position. We are in the process of culling those down to an interview pool of approximately five candidates. We will begin the interviews over the next few weeks.

Funding and Grants

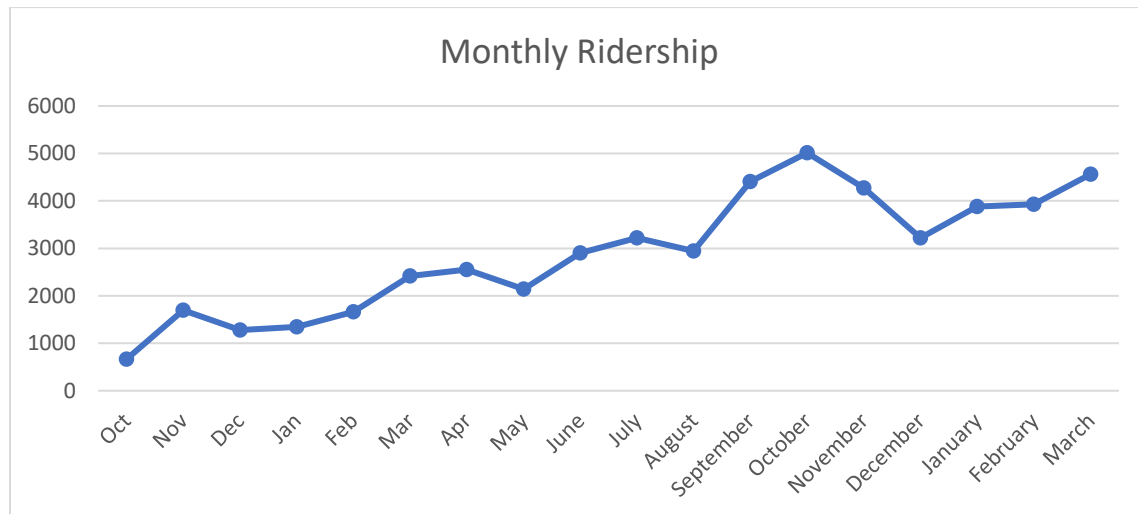
- **Fund Programming**
 - Section 5310 Call for Projects – RTA staff launched a Call for Projects for approximately \$13 million in Enhanced Mobility of Seniors and People with Disability funding (Section 5310). On April 7, we received 33 applications totaling over \$19 million. The applications cover multiple project categories that include vehicle replacement, vehicle expansion, continuing operations, expanded operations, mobility management, and capital projects (e.g., scheduling software upgrades). RTA has kicked off the review and scoring process with a committee that includes representatives from the RTA CAC, AAATA, DDOT, DTC, SEMCOG, SMART, and WATS. Our target is to have a recommended program of projects for the Board to consider in May/June 2023.
 - Fiscal Year 2024 State Funds – In February through April 2023, RTA staff will work with eligible recipients of state transit funding (i.e., AAATA, DDOT, DTC, RTA, and SMART) to develop the annual application for state operating assistance and capital match. This includes the annual appropriation of Local Bus Operating funds, which makes up ~30% of the operating funding for eligible recipients.
 - Fiscal Year 2023 Federal Funds – In May 2023, RTA staff will work with eligible recipients of federal transit funding (i.e., AAATA, DDOT, DTC, RTA, and SMART) to develop the annual capital program for federal formula funding. This includes the largest federal formula program, Urbanized Area Grant program, with over \$70 million in funding available for capital projects like vehicle replacements, facility rehabilitations, communications equipment upgrades, and preventive maintenance.
 - American Rescue Plan Call for Projects – In summer 2023, RTA staff will begin accepting applications from the eligible transit providers (i.e., AAATA, DDOT, DTC, RTA, and SMART) for regional projects funded by the remaining 15% of American Rescue Plan (ARP) funds. These projects must advance the principles approved by the Board in November 2022.
 - Access to Transit Call for Projects – In fall 2023, RTA staff will launch the inaugural Access to Transit Grant program. RTA secured \$2 million in funding to support communities

improving infrastructure around their transit stations and stops, making connections for pedestrians, bicyclists, and transit riders safer, more accessible, and more attractive. This will be the first time a grant program like this has been run in the State of Michigan.

- **Grants Management** – RTA Staff completed the following grants management activities:
 - Began development and submission of necessary documentation to secure the Mobility Wallet grant, the Downtown to Airport Pilot service grant, and an amendment to the state funding that supports the MyRide2 service.
- **New Grants/Funding** – RTA Staff completed the following activities to access new funding, or to support providers and partners in accessing new funding:
 - n/a

Projects

- **Regional Master Transit Plan Update** – The Regional Master Transit Plan update was approved by the Board in February 2023. It can be read here: <https://rtamichigan.org/rmtp-update/>
- **D2A2 Service Pilot** – D2A2 has been operating since October 2021. Here are the performance metrics through March 2023:
 - Monthly ridership (March) = 4,562
 - Daily average (March) = 147
 - Monthly ridership (12-month average) = 3,497



- **MyRide2** – The MyRide2 program continues to provide mobility management services to seniors and people with disabilities throughout the RTA region.
- **Mobility Wallet Pilot** - MDOT and MEDC informed RTA staff that it will receive a \$1,150,00 grant from the Mobility Wallet Challenge program of a Universal Basic Mobility pilot. The project is anticipated to start in late April 2023 and will be completed in late 2024. The pilot seeks to:
 - Expand knowledge of and access to shared mobility options through an integrated mobility fare and payment platform (the mobility wallet).
 - Enable direct transportation subsidy payments to the region’s jobseekers, other public service beneficiaries, and employees at participating partners.

- Facilitate future fare capping to improve affordability for all travelers and operational cost savings for transit providers.

The pilot program will deliver an account-based mobility wallet that meets the five key functions established by ITS America for a group of at least 50 participants in Detroit Employment Services Corporation and United Way Southeast Michigan workforce development programs. The mobility wallet will have the capability to access multiple transportation services, including DDOT, SMART, QLine, People Mover, MoGo, and at least one scooter company (Lime, Bird, Spin, Boaz Bikes, or Link). In addition, the mobility wallet pilot will seek to test methods for deploying fare-capping across multiple providers and subsidy programs with a focus on equity through Universal Basic Mobility. The partners have decided to take a phased human-centered design approach to this challenge due to the diversity of mobility options that are being integrated, the existing fare technology involved, and the scale of the mobility equity issues for potential wallet users. Additionally, this approach is the best chance for sustainability because issuing a federally compliant RFP will open federal funds for program expansion, and all of the partners are the agencies that would have to accept, integrate, and ultimately fund any wallet deployed through this challenge.

- **Airport Service Pilot** – The RTA was notified that it received funding for a pilot transit service to create an express connection between Detroit Metropolitan Airport and Downtown Detroit. Staff is starting to lay out a schedule for developing a pilot service proposal for Board approval. The tentative schedule is as follows:
 - Spring 2023 – program federal funding and state match
 - Spring/Summer 2023 – develop preliminary service proposals with stakeholders
 - Fall 2023 – develop and release and RFP for service provider (if necessary)
 - Winter 2023 – public hearings on service proposal
 - Early 2024 – launch service

Other Activities

- RTA's Annual Legislative Report was submitted to the Michigan House and Senate Transportation Committees and Transportation Appropriations Subcommittees on March 31st. RTA will be presenting to the Senate Committee on April 25 at 3:30 and the House Committee on May 9 at 10:00.
- RTA participated in panel discussions at the Michigan Healthy Climate Conference and the Detroit Moves Conference.
- Established and conducted multiple staff and stakeholder meetings, including meetings with the following groups:
 - MDOT and Michigan Infrastructure Office on regional corridors, I-375 project, New Center Intermodal Facility project, and Statewide MaaS working group
 - OFME Michigan Cities working group
- Coordinated with Communications, Legal, and Legislative contractors.



2023 Board Schedule Look Ahead

Month	Funding	Administration	Projects
April	Annual State Funding	Provider Presentations	
May	Annual Federal Funding 5310 Call for Projects - Action	Provider Presentations	Mobility Wallet Project - Launch
June	ARP Call for Projects - Launch	Provider Presentations	
July		Budget Overview	Airport Service Update
August	ARP Call for Projects - Action	Draft Budget	Airport Service RFP (if needed)
September	Access to Transit Call for Projects - Launch	Final Budget	
October			2023 RMTP Update - Launch
November	Access to Transit Call for Projects - Action		Airport Service Public Hearings
December	5310 Program Report		Final Airport Service Proposal