



Board of Directors Meeting
Thursday, April 17, 2025
SEMCOG Offices, Woodward Room
1001 Woodward Avenue, Suite 1400
Detroit, MI 48226
[Zoom Virtual Public Participation](#)
1:00 PM

AGENDA

1. Call to Order
2. Roll Call
3. **Approval of Agenda**
4. Public Comment – Time Limitation for Public Comment = 3 minutes per speaker
5. Executive Directors Report
6. Presentations
 - a. Overview of Anticipated FY 2025 Federal Formula Funding Process
 - b. Provider Presentations
 - i. Ann Arbor Area Transportation Authority (AAATA)
 - ii. Detroit Department of Transportation (DDOT) & Detroit Transportation Corporation (DTC)
 - iii. Suburban Mobility Authority for Regional Transportation (SMART)
7. Consent Agenda
 - a. **Approval of March 2025 Board Meeting Summary**
 - b. Procurement Advisory Notice
8. Regular Agenda
 - a. **Approval of March 2025 Financial Report**
9. New Business
10. Adjourn

The Board may, at its discretion, revise this agenda or take up any other issues as needed, and time allows. Request for reasonable accommodation at RTA meetings requires advanced reservations. Individuals with disabilities requiring assistance should contact RTA Information Services at least 48 hours in advance of the meeting. Documents and information are available in a variety of formats. Contact the RTA at info@rtamichigan.org or call 313-402-1020 to discuss your format needs.



Proposed Meeting Summary
Board of Directors
 Thursday, March 20, 2025
 1:00 PM

1. Call to Order at 1:01 PM.

2. Roll Call:

Board of Directors members	Government Entity	Attendance Status
Jeannette Bradshaw	Oakland County	P
Freman Hendrix (Secretary)	City of Detroit	P
June Lee	Wayne County	A
Dave Massaron (Chair)	State of Michigan	P
Jon Moore	Macomb County	P
Don Morandini (Vice Chair)	Macomb County	P
Dr. Erica Robertson	Wayne County	A
Alma Wheeler Smith (Treasurer)	Washtenaw County	P
Ned Staebler	Washtenaw County	P
Helaine Zack	Oakland County	V

Absent (A); Present (P); Virtual (V) means participating online, yet unable to vote on official business.

RTA Representatives Present:

Ben Stupka, Melanie Piana, Julia Roberts, Corri Wofford, Kristin Caffray, Travis Grubb, Khalil Davis, Isaac Constans, Kameron Bloye, Rachel Schmuhl, Dasia Mack

Other Meeting Participants:

Rehmann - Michelle Hodges
 Mario Morrow Associates (MMA) - Ryan Bridges
 WSP – English Reed-Jones
 Maner Costerisan – Jordan Smith
 Bhadala – Farai Gundan

3. Approval of Agenda

Moved by Member Moore and supported by Member Bradshaw. The agenda for March 20, 2025, was approved. The motion carried on the following roll call vote:

Board of Directors members	Government Entity	Vote
Jeannette Bradshaw	Oakland County	Y
Freman Hendrix (Secretary)	City of Detroit	Y
June Lee	Wayne County	A
Dave Massaron (Chair)	State of Michigan	Y
Jon Moore	Macomb County	Y
Don Morandini (Vice Chair)	Macomb County	Y
Dr. Erica Robertson	Wayne County	A
Alma Wheeler Smith (Treasurer)	Washtenaw County	Y
Ned Staebler	Washtenaw County	Y
Helaine Zack	Oakland County	V

Absent (A); Yea (Y); Nay (N); Virtual (V) means participating online, yet unable to vote on official business.

4. Public Comment

No public comment.

5. Executive Directors Report

- Executive Director Stupka presented the following topics:
 - Detroit Air Xpress (DAX) 1-Year Anniversary
 - Administration, Communications, Core Business
 - QLINE Performance
 - Ridership, On Time, Delays, Safety
 - D2A2 & DAX Ridership
 - Initiatives: Access to Transit Program (ATP), Mobility Wallet, Corridors Framework
 - Strategy: Policy Program, Coalition Building, and a Strategic Path
 - Federal Funding Update: FY2025 Transportation Appropriations, USDOT Grant Guidance
 - Chair Massaron asked who conducted each stage of the audit.
 - Member Bradshaw asked about the capacity for the park-and-ride lot and about cost estimates.

- Executive Director Stupka explained that it is a large lot and that the goal is to get it to a \$2 fee.
- Secretary Hendrix asked about changes to D2A2 since its inception, regarding marketing, service, etc. Executive Director Stupka mentioned that things have mostly stayed the same, other than the introduction of a value passbook.
- Member Staebler mentioned that there could be/should be park-and-ride options in other areas, like Midtown Detroit or another option in Downtown Ann Arbor.

6. Presentations

- a. No presentations.

7. Consent Agenda

a. Approval of February 2025 Board Meeting Summary

b. Approval of February 2025 Financial Report

Moved by Treasurer Wheeler Smith and supported by Member Bradshaw.

The motion carried on the following roll call vote:

Board of Directors members	Government Entity	Vote
Jeannette Bradshaw	Oakland County	Y
Freman Hendrix (Secretary)	City of Detroit	Y
June Lee	Wayne County	A
Dave Massaron (Chair)	State of Michigan	Y
Jon Moore	Macomb County	Y
Don Morandini (Vice Chair)	Macomb County	Y
Dr. Erica Robertson	Wayne County	A
Alma Wheeler Smith (Treasurer)	Washtenaw County	Y
Ned Staebler	Washtenaw County	Y
Helaine Zack	Oakland County	V

Absent (A); Yea (Y); Nay (N); Virtual (V) means participating online, yet unable to vote on official business.

8. Regular Agenda

a. Approval of FY2024 Draft Financial Audit

Jordan Smith of Maner Costerisan spoke on the Draft Financial Audit.

Chair Massaron asked about how statements are provided – if the auditor is reliant solely on staff providing statements. He also asked if there were any segregation of duties issues.

Moved by Secretary Hendrix and supported by Member Staebler. The motion carried on the following roll call vote:

Board of Directors members	Government Entity	Vote
Jeannette Bradshaw	Oakland County	Y
Freman Hendrix (Secretary)	City of Detroit	Y
June Lee	Wayne County	A
Dave Massaron (Chair)	State of Michigan	Y
Jon Moore	Macomb County	Y
Don Morandini (Vice Chair)	Macomb County	Y
Dr. Erica Robertson	Wayne County	A
Alma Wheeler Smith (Treasurer)	Washtenaw County	Y
Ned Staebler	Washtenaw County	Y
Helaine Zack	Oakland County	V

Absent (A); Yea (Y); Nay (N); Virtual (V) means participating online, yet unable to vote on official business.

b. Approval of FY2026 State Funding Applications

Julia Roberts spoke on the FY2026 State Funding Applications.

Moved by Vice Chair Morandini and supported by Treasurer Wheeler Smith. The motion carried on the following roll call vote:

Board of Directors members	Government Entity	Vote
Jeannette Bradshaw	Oakland County	Y
Freman Hendrix (Secretary)	City of Detroit	Y
June Lee	Wayne County	A
Dave Massaron (Chair)	State of Michigan	Y
Jon Moore	Macomb County	Y
Don Morandini (Vice Chair)	Macomb County	Y
Dr. Erica Robertson	Wayne County	A
Alma Wheeler Smith (Treasurer)	Washtenaw County	Y
Ned Staebler	Washtenaw County	Y
Helaine Zack	Oakland County	V

Absent (A); Yea (Y); Nay (N); Virtual (V) means participating online, yet unable to vote on official business.

c. Approval of 2025 Legislative Report & Legislative Policy Priorities

Melanie Piana spoke on the 2025 Legislative Report and Legislative Policy Priorities.

Ned Staebler asked about road funding and the relationship between supporting road funding and supporting transit.

Moved by Treasurer Wheeler Smith and supported by Member Bradshaw. The motion carried on the following roll call vote:

Board of Directors members	Government Entity	Vote
Jeannette Bradshaw	Oakland County	Y
Freman Hendrix (Secretary)	City of Detroit	Y
June Lee	Wayne County	A
Dave Massaron (Chair)	State of Michigan	Y
Jon Moore	Macomb County	Y
Don Morandini (Vice Chair)	Macomb County	Y
Dr. Erica Robertson	Wayne County	A
Alma Wheeler Smith (Treasurer)	Washtenaw County	Y
Ned Staebler	Washtenaw County	Y
Helaine Zack	Oakland County	V

Absent (A); Yea (Y); Nay (N); Virtual (V) means participating online, yet unable to vote on official business.

9. New Business

There was no new business.

10. Meeting adjourned at 1:54 PM.



BOARD OF DIRECTORS MEMORANDUM

TO: RTA Board of Directors

FROM: Travis Grubb, Procurement and Contracts Manager

SUBJECT: Procurement Advisory Notice

DATE: April 8, 2025

REQUESTED ACTION: Receive and File

Background Information: The RTA procurement policy requires that all procurement types be reported to the Board through an advisory notice at the first available meeting after an award if/when the total value exceeds \$50,000.

Since the last Board meeting, the following contract awards have been made:

<u>Method</u>	<u>Description</u>	<u>Vendor</u>	<u>Value</u>
S-RFP	DAX Marketing Campaign	Go Media LLC	\$94,050

Regional Transit Authority of Southeast Michigan

Statement of Net Position and Governmental Funds Balance Sheet

March 31, 2025

	Governmental Fund	Adjustments	Statement of Net Position	Prior Year (for comparison)
Assets				
Cash and cash equivalents	\$ 3,492,667	\$ -	\$ 3,492,667	\$ 107,096
Restricted cash and cash equivalents	65,939	-	65,939	29,593
Accounts receivable	1,000,008	-	1,000,008	275,480
Prepays and other assets	109,562	-	109,562	2,110
Capital assets, net of depreciation	-	102,421,245	102,421,245	257,524
Other Assets	-	-	-	-
Total assets	<u>\$ 4,668,176</u>	<u>\$ 102,421,245</u>	<u>\$ 107,089,421</u>	<u>\$ 671,804</u>
Liabilities				
Accounts payable and other accrued liabilities	1,283,941	-	1,283,941	295,668
Accrued payroll and related liabilities	9,300	-	9,300	28,846
Refundable advance	81,361	-	81,361	81,361
Compensated absences	-	77,125	77,125	-
Unearned Revenue	65,555	-	65,555	-
Total liabilities	<u>\$ 1,440,157</u>	<u>\$ 77,125</u>	<u>\$ 1,517,282</u>	<u>\$ 405,874</u>
Fund balance				
Fund balance	5,575,701	(5,575,701)	-	-
Current year change in fund balance	<u>(2,347,682)</u>	2,347,682	-	-
Total fund balance	<u>\$ 3,228,019</u>			
Total liabilities and fund balance	<u>\$ 4,668,176</u>			
Net position				
Investment in capital assets		102,421,245	102,421,245	257,524
Unrestricted		8,263,002	8,263,002	93,654
Current year change in net position		<u>(5,112,108)</u>	<u>(5,112,108)</u>	<u>(85,248)</u>
Total net position		<u>\$ 105,572,139</u>	<u>\$ 105,572,139</u>	<u>\$ 265,929</u>

Regional Transit Authority of Southeast Michigan
Statement of Activities and
Governmental Revenues, Expenditures and Changes in Fund Balance
For the 6 Months Ending March 31, 2025

	Governmental Fund	Adjustments	Statement of Activities
Revenue			
Fares	\$ 298,570	\$ -	\$ 298,570
Federal grants	3,340,698	-	3,340,698
State grants - matching	417,517	-	417,517
State grants	2,921,568	-	2,921,568
Local grants	-	-	-
In-kind revenue	136,902	-	136,902
Project match revenue	-	-	-
RTA regional planning set-aside	-	-	-
Other	71,523	-	71,523
Total revenue	\$ 7,186,778	\$ -	\$ 7,186,778
Expenditures/expenses			
Operating:			
Personnel	2,527,996	11,561	2,539,557
Conferences/events/training	91,631	-	91,631
Board & public meeting management	7,711	-	7,711
Finance, legal, government relations	233,061	-	233,061
Insurance	438,185	-	438,185
Rent and utilities	242,363	-	242,363
Telephone and internet	9,494	-	9,494
Computer equipment and IT support	112,229	-	112,229
Services	3,105,805	-	3,105,805
Supplies	1,832,592	-	1,832,592
Total operating	8,601,067	11,561	8,612,628
Planning:			
Planning services	588,253	-	588,253
Specialized planning services	-	-	-
CHSTP	204,110	-	204,110
Community engagement	-	-	-
Total planning	792,363	-	792,363
External affairs:			
Branding	-	-	-
External communications	112,330	-	112,330
Social media management	-	-	-
Website	20,995	-	20,995
Graphics/photography	6,075	-	6,075
Promotional items	-	-	-
Miscellaneous items	1,630	-	1,630
Total external affairs	141,030	-	141,030
Other -			
Depreciation/amortization	-	2,752,865	2,752,865
Total expenditures/expenses	\$ 9,534,460	\$ 2,764,426	\$ 12,298,886
Change in fund balance/net position	\$ (2,347,682)	\$ (2,764,426)	\$ (5,112,108)

This financial report is for internal use only. It has not been audited, and no assurance is provided.

Regional Transit Authority of Southeast Michigan

Statement of Revenues, Expenditures and Changes in Fund Balance - Budget to Actual

For the 6 Months Ending March 31, 2025

	General Admin		Qline		D2A2	
	Actual	Budget	Actual	Budget	Actual	Budget
Revenue						
Fares	\$ -	\$ -	\$ -	\$ -	\$ 169,906	\$ 168,240
Federal grants	1,544,453	1,359,233	-	550,000	950,388	855,370
State grants - matching	-	-	-	137,500	222,708	55,530
State grants	367,390	572,869	2,522,117	1,474,308	10,750	252,761
Local grants	-	-	-	2,950,000	-	-
In-kind revenue	-	-	-	-	77,069	70,100
Project match revenue	-	-	-	-	-	-
RTA regional planning set-aside	-	-	-	-	-	-
Other	25,066	-	46,458	-	-	-
Total revenue	\$ 1,936,909	\$ 1,932,102	\$ 2,568,575	\$ 5,111,808	\$ 1,430,821	\$ 1,402,000
Expenditures						
Operating:						
Personnel	692,052	957,508	1,835,934	2,053,500	-	-
Conferences/events/training	51,798	56,314	39,830	-	-	-
Board & public meeting management	5,640	7,800	2,070	-	-	-
Finance, legal, government relations	217,997	162,028	15,067	234,107	-	-
Insurance	8,641	8,385	429,546	632,000	-	-
Rent and utilities	5,993	63,900	236,374	239,500	-	-
Telephone and internet	9,494	4,215	-	-	-	-
Computer equipment and IT support	65,675	53,508	45,299	-	1,257	-
Services	3,396	-	510,310	64,500	1,429,564	1,402,000
Supplies	705	1,250	1,831,886	1,992,500	-	-
Total operating	1,061,391	1,314,907	4,946,316	5,216,107	1,430,821	1,402,000
Planning:						
Planning services	431,560	281,270	68,761	-	-	-
Specialized planning services	-	62,500	-	-	-	-
CHSTP	204,110	75,000	-	-	-	-
Community engagement	-	100,000	-	-	-	-
Total planning	635,670	518,770	68,761	-	-	-
External affairs:						
Branding	-	5,000	-	-	-	-
External communications	72,000	62,500	40,330	79,000	-	-
Social media management	-	3,900	-	-	-	-
Website	17,300	17,500	3,695	-	-	-
Graphics/photography	-	5,075	6,075	-	-	-
Promotional items	-	4,450	-	-	-	-
Miscellaneous items	125	-	1,505	-	-	-
Total external affairs	89,425	98,425	51,605	79,000	-	-
Total expenditures	\$ 1,786,486	\$ 1,932,102	\$ 5,066,682	\$ 5,295,107	\$ 1,430,821	\$ 1,402,000
Change in fund balance	\$ 150,423	\$ -	\$ (2,498,107)	\$ (183,299)	\$ -	\$ -

Regional Transit Authority of Southeast Michigan

Statement of Revenues, Expenditures and Changes in Fund Balance - Budget to Actual

For the 6 Months Ending March 31, 2025

	DAX		One Click/One Call		Mobility Wallet	
	Actual	Budget	Actual	Budget	Actual	Budget
Revenue						
Fares	\$ 128,664	\$ 136,000	\$ -	\$ -	\$ -	\$ -
Federal grants	703,516	454,078	75,720	200,000	-	-
State grants - matching	175,880	80,000	18,931	50,000	-	-
State grants	-	89,923	-	-	4,655	300,000
Local grants	-	-	-	-	-	-
In-kind revenue	59,831	40,000	-	-	-	-
Project match revenue	-	-	-	-	-	-
RTA regional planning set-aside	-	-	-	-	-	-
Other	-	-	-	-	-	-
Total revenue	\$ 1,067,891	\$ 800,000	\$ 94,651	\$ 250,000	\$ 4,655	\$ 300,000
Expenditures						
Operating:						
Personnel	-	-	-	-	-	-
Conferences/events/training	-	-	-	-	-	-
Board & public meeting management	-	-	-	-	-	-
Finance, legal, government relations	-	-	-	-	-	-
Insurance	-	-	-	-	-	-
Rent and utilities	-	-	-	-	-	-
Telephone and internet	-	-	-	-	-	-
Computer equipment and IT support	-	-	-	-	-	-
Services	1,067,891	800,000	94,651	250,000	-	300,000
Supplies	-	-	-	-	-	-
Total operating	1,067,891	800,000	94,651	250,000	-	300,000
Planning:						
Planning services	-	-	-	-	4,655	-
Specialized planning services	-	-	-	-	-	-
CHSTP	-	-	-	-	-	-
Community engagement	-	-	-	-	-	-
Total planning	-	-	-	-	4,655	-
External affairs:						
Branding	-	-	-	-	-	-
External communications	-	-	-	-	-	-
Social media management	-	-	-	-	-	-
Website	-	-	-	-	-	-
Graphics/photography	-	-	-	-	-	-
Promotional items	-	-	-	-	-	-
Miscellaneous items	-	-	-	-	-	-
Total external affairs	-	-	-	-	-	-
Total expenditures	\$ 1,067,891	\$ 800,000	\$ 94,651	\$ 250,000	\$ 4,655	\$ 300,000
Change in fund balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

continued...

Regional Transit Authority of Southeast Michigan

Statement of Revenues, Expenditures and Changes in Fund Balance - Budget to Actual

For the 6 Months Ending March 31, 2025

	<u>Access to Transit</u>		<u>Total Year to Date</u>		<u>Annual</u>
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Revenue					
Fares	\$ -	\$ 800,000	\$ 298,570	\$ 1,104,240	\$ 608,480
Federal grants	66,622		3,340,699	3,418,680	8,437,361
State grants - matching	-	200,000	417,519	523,030	1,046,060
State grants	16,656	681,698	2,921,568	3,371,558	6,743,114
Local grants	-		-	2,950,000	5,900,000
In-kind revenue	-		136,900	110,100	220,200
Project match revenue	-		-	-	-
RTA regional planning set-aside	-		-	-	-
Other	-		71,524	-	-
Total revenue	\$ 83,278	\$ 1,681,698	\$ 7,186,781	\$ 11,477,608	\$ 22,955,215
Expenditures					
Operating:					
Personnel	-	-	2,527,986	3,011,008	6,022,016
Conferences/events/training	-	-	91,628	56,314	112,628
Board & public meeting management	-	-	7,710	7,800	15,600
Finance, legal, government relations	-	-	233,064	396,135	792,269
Insurance	-	-	438,187	640,385	1,280,770
Rent and utilities	-	-	242,367	303,400	606,800
Telephone and internet	-	-	9,494	4,215	8,430
Computer equipment and IT support	-	-	112,231	53,508	107,015
Services	-	1,681,698	3,105,812	4,498,198	8,996,395
Supplies	-	-	1,832,591	1,993,750	3,987,500
Total operating	-	1,681,698	8,601,070	10,964,712	21,929,423
Planning:					
Planning services	83,278	-	588,254	281,270	562,540
Specialized planning services	-	-	-	62,500	125,000
CHSTP	-	-	204,110	75,000	150,000
Community engagement	-	-	-	100,000	200,000
Total planning	83,278	-	792,364	518,770	1,037,540
External affairs:					
Branding	-	-	-	5,000	10,000
External communications	-	-	112,330	141,500	283,000
Social media management	-	-	-	3,900	7,800
Website	-	-	20,995	17,500	35,000
Graphics/photography	-	-	6,075	5,075	10,150
Promotional items	-	-	-	4,450	3,400
Miscellaneous items	-	-	1,630	-	5,500
Total external affairs	-	-	141,030	177,425	354,850
Total expenditures	\$ 83,278	\$ 1,681,698	\$ 9,534,464	\$ 11,660,907	\$ 23,321,813
Change in fund balance	\$ -	\$ -	\$ (2,347,683)	\$ (183,299)	\$ (366,598)

concluded.

Project Budget Tracker

Title **Detroit to Ann Arbor Express Bus (D2A2)**
Description Express bus connecting downtown Detroit to downtown Ann Arbor.
Schedule October 2021 - September 2025

Budget Tracker			
	Total	ITD	Balance
Cost	\$ 8,895,065	\$ 9,291,730	(\$396,665)
Grants			
MI-2021-036-01	\$4,311,592	\$4,311,592	(\$0)
2017-0119/P7/R2	\$1,635,893	\$1,635,893	\$0
Fares/Contrib	\$955,214	\$1,351,879	(\$396,665)
MI-2021-036-02	\$1,373,593	\$1,373,593	(\$0)
ARPA MI-2022-005-02	\$618,773	\$618,773	(\$0)
	\$8,895,065	\$9,291,730	(\$396,665)

Title **Regional Mobility Management (MyRide2)**
Description Call center/website with information for seniors and persons with disabilities.
Schedule October 2017 - September 2026

Budget Tracker			
	Total	ITD	Balance
Cost	\$1,850,920	\$1,690,505	\$160,415
Grants			
MI-2017-031-02	\$1,069,444	\$1,069,444	\$0
2017-0119/P2/R4	\$267,361	\$267,361	\$0
MI-2024-009-01	\$411,292	\$282,960	\$128,332
2022-0126/P7	\$102,823	\$70,740	\$32,083
	\$1,850,920	\$1,690,506	\$160,415

*NOTE: billing for FY2025 Q2 has not been received

Title **Universal Basic Mobility Pilot**
Description Mobility wallet fare technology pilot focused on Detroit jobseekers.
Schedule June 2023 - July 2026

Budget Tracker			
	Cost	ITD	Balance
Cost	\$1,025,000	\$441,318	\$583,682
Grants			
2022-0126-P3	\$1,025,000	\$441,318	\$583,682
	\$1,025,000	\$441,318	\$583,682

Title **Downtown to Airport Express**
Description Express bus connecting downtown Metro Airport to Downtown Detroit.
Schedule March 2024 - March 2025

Budget Tracker			
	Cost	ITD	Balance
Cost	\$3,019,087	\$2,336,786	\$682,301
Grants			
MI-2024-002	\$2,000,000	\$1,539,912	\$460,088
2022-0126-P4 R1	\$500,000	\$384,978	\$115,022
Fares/Contrib	\$519,087	\$411,897	\$107,190
	\$3,019,087	\$2,336,786	\$682,301

Title **Regional Technology Strategic Plan**
Description Inventory and assessment of providers technology and identification of goals.
Schedule October 2024 - June 2025

Budget Tracker			
	Cost	ITD	Balance
Cost	\$125,000	\$42,176	\$82,824
Grants			
2017-0119/P10	\$125,000	\$42,176	\$82,824

Title **Access to Transit Program**
Description Grant program for safety and access improvements at bus stops.
Schedule October 2024 - December 2026

Budget Tracker			
	Cost	ITD	Balance
Cost	\$3,363,395	\$83,278	\$3,280,117
Grants			
2022-0126-P6	\$1,363,395	\$83,278	\$1,280,117
FY2024 CMAQ*	\$1,600,000	\$0	\$1,600,000
State Grant*	\$400,000	\$0	\$400,000
	\$3,363,395	\$83,278	\$3,280,117

*Funding is secured. Will be amended into the grant at a future date.