

AGENDA

TRANSPORTATION COMMITTEE

County of Muskegon
Board of Commissioners Room
990 Terrace
January 19, 2012 - 3:30 p.m.

Rillastine R. Wilkins, Chair
Anthony T. Longmire, Vice-Chair

1. Call to Order

2. Roll Call

3. Approval of Minutes

Approve Minutes of Transportation Meeting of December 15, 2011

4. Informational Items

Airport	Operations Report through December 2011
Transit	Operations Report through December 2011

5. Public Comment (on an agenda item)

6. Items for Consideration

TR12/01-01	Airport	Approval of RFQ for Rental Car Services at the Airport
TR12/01-02	Airport	Approval of Dual-Branding Request by Avis Rent A Car System
TR12/01-03	Airport	Approval of Tri-Branding Request by Enterprise Leasing Company
TR12/01-04	Transit	Approval of FY2013 Transit Operating and Capital Assistance Application, Resolution of Intent, and Public Notice

7. Old Business

8. New Business

9. Public Comment (on a new topic)

10. Adjournment

AMERICAN DISABILITY ACT POLICY FOR ACCESS TO OPEN MEETINGS OF THE COUNTY BOARD OF COMMISSIONERS AND ANY OF ITS COMMITTEES OR SUB-COMMITTEES

The County of Muskegon will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities who want to attend the meeting, upon twenty-four hours notice to the County of Muskegon. Individuals with disabilities requiring auxiliary aids or services should contact the County of Muskegon by writing or calling the following.

Bonnie Hammersley, County Administrator
County Building, Fourth Floor
990 Terrace Street
Muskegon, MI 49442
(231) 724-6505

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Anthony T. Longmire, Vice-Chair
Lew Collins
Benjamin Cross
James Derezinski
Marvin Engle

Alan W. Jager
Kenneth Mahoney
Scott Plummer
Robert Scolnik
I. John Snider

Board of Commissioners Room
990 Terrace

DECEMBER 15, 2011

CALL TO ORDER

The Transportation Committee meeting was called to order by Chair, Rillastine R. Wilkins, at 3:31 pm.

ROLL CALL

Present: Collins, Cross, Derezinski, Engle, Jager, Longmire, Mahoney, Plummer, Scolnik, Snider, Wilkins

Excused: None

APPROVAL OF MINUTES

Moved by Engle, seconded by Collins, to approve the minutes of the November 17, 2011, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

Moved by Engle, seconded by Longmire, to accept and place on file the Informational Items. MOTION CARRIED

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR11/12-51 Approve to Begin Selection Process for Airport Engineering Consultant

Airport recommends, moved by Engle, seconded by Longmire, to approve allowing staff to begin the process of competitively selecting the Airport's Consultant for airport grant-funded projects following guidelines contained in Federal Aviation Administration (FAA)

Advisory Circular (AC) 150/5100-14D, titled *Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects*. MOTION CARRIED

TR11/12-52 Approve Publishing the Airport's FY2012 DBE Goal for Airport Improvement Program Projects

Airport recommends, moved by Plummer, seconded by Cross, to approve publishing the Airport's FY2012 DBE goal of 6.2% for the Airport Improvement Program projects planned during FY2012. MOTION CARRIED

OLD BUSINESS

Commissioner Derezinski commented on the Airport Advisory Committee regarding the goals, size, and attendance. Bob Lukens responded that these concerns will be addressed at the January committee meeting.

NEW BUSINESS

None.

PUBLIC COMMENT (on a new topic)

None.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 3:39 pm.



**Muskegon
County
Airport**

**Muskegon County Airport
Operations Report**

Calendar Year 2011

	PASSENGER ACTIVITY							AIRCRAFT OPERATIONS					CARGO	
	Avail Seats	Comm Pass	Load Factor	Enplaned	Deplaned	Total	Vs. FY2010	Air Carrier/ Charter	General Aviation	Military	Total	Vs. FY2010	Pounds	Vs. FY2010
JANUARY	5500	1598	29%	968	728	1696	-24%	153	1488	6	1647	-43%	4	-98%
FEBRUARY	4700	1588	34%	807	876	1683	-8%	161	1656	8	1825	-36%	3516	703%
MARCH	6400	2015	31%	1088	1015	2103	6%	212	3142	12	3366	-40%	36546	6942%
APRIL	5900	1821	31%	879	1005	1884	-27%	186	2326	15	2527	-38%	3207	976%
MAY	6100	1867	31%	950	1031	1981	1%	171	2794	69	3034	-33%	1036	421%
JUNE	5700	2281	40%	1093	1298	2391	20%	182	3486	218	3886	-20%	3923	1327%
JULY	5600	3205	57%	1629	1656	3285	22%	211	3537	211	3959	-3%	173	-97%
AUGUST	5700	3110	55%	1701	1519	3220	21%	217	4251	231	4699	9%	2138	-23%
SEPTEMBER	5900	2355	40%	1275	1180	2455	0%	218	2881	106	3205	-3%	5626	201%
OCTOBER	6100	2783	46%	1462	1407	2869	17%	221	3088	29	3338	-2%	329	-89%
NOVEMBER	5500	2516	46%	1337	1275	2612	22%	185	1987	16	2188	-39%	385	775%
DECEMBER	6200	3232	52%	1546	1678	3224	33%	198	1858	83	2139	12%	1016	981%
YTD TOTALS	69300	28371	41%	14735	14668	29403	7%	2315	32494	1004	35813	-21%	57899	247%

**COUNTY OF MUSKEGON
MUSKEGON AREA TRANSIT SYSTEM
OPERATIONS REPORT
DECEMBER 2011**

	MONTH TO MONTH			YEAR TO DATE		
	2011	2010	CHANGE	2011	2010	CHANGE
MATS PASSENGER ACTIVITY						
Fixed Route Services						
Base (Day) Service	50,426	51,139	-1%	627,224	599,148	5%
Evening New Service	7,607	6,991	9%	91,133	52,755	73%
Trolley Route Service	0	0	0%	4,294	3,844	12%
Fixed Route Total	58,033	58,130	0%	722,651	655,747	10%
Demand/Response Services						
GoBus Base (Day) Service	1,388	1,168	19%	15,082	11,776	28%
GoBus New Evening Service	155	39	297%	1,088	383	184%
Demand/Response Total	1,543	1,207	28%	16,170	12,159	33%
TOTALS	59,576	59,337	0%	738,821	667,906	11%
DAILY AVERAGE						
Fixed Route Services						
Base (Day) Service	1,868	1,967	-5%	2,043	1,945	5%
Evening New Service	346	304	14%	357	307	17%
Trolley Route Service	0	0	0%	51	45	12%
Demand Response Services						
GoBus Base (Day) Service	51	45	14%	49	38	28%
GoBus New Evening Service	7	2	316%	4	2	92%
PASSENGERS PER HOUR						
Fixed Route Services						
Base (Day) Service	18.3	18.6	-2%	19.8	19.0	5%
Evening New Service	11.8	10.4	14%	12.2	10.5	17%
Trolley Route Service	0.0	0.0	0%	6.2	5.6	12%
Fixed Route Average	17.1	17.0	1%	18.2	17.6	3%
Demand Response Services						
GoBus Base (Day) Service	1.8	1.7	7%	1.9	1.6	16%
GoBus New Evening Service	2.0	1.3	53%	1.5	1.3	11%
Demand/Response Average	1.9	1.7	9%	1.8	1.6	14%

NUMBER OF DAYS USED TO CALCULATE DATA

	MONTHLY		ANNUAL	
	2011	2010	2011	2010
Fixed Route Base (Day) Service	27	28	307	308
Fixed Route New Service	22	23	255	172
GoBus Base (Day) Service	27	28	307	308
GoBus New Evening Service	22	23	255	172
Trolley Route	0	0	85	85

NUMBER OF REVENUE HOURS USED TO CALCULATE DATA

	MONTHLY		ANNUAL	
	2011	2010	2011	2010
Fixed Route Base (Day) Service	2756	2753	31660	31607
Fixed Route New Service	644	674	7465	5037
GoBus Base (Day) Service	753	680	8066	7279
GoBus New Evening Service	78	30	728	284
Trolley Route	0	0	689	690

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE TRANSPORTATION	BUDGETED NON-BUDGETED PARTIALLY BUDGETED <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
REQUESTING DEPARTMENT AIRPORT	COMMITTEE DATE 01/19/12	REQUESTOR SIGNATURE ROBERT LUKENS	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES) This item seeks approval for Airport and Purchasing staff to seek qualified candidates to provide Rental Car services at the Airport. Leases of the current rental car concessionaires (Avis, Budget, and National/Alamo) have expired and are being maintained on a month-to-month basis. The process of seeking rental car concessionaires will include publishing a Request for Qualifications (RFQ) seeking Statements of Qualifications from rental car agencies, establishing a Selection Board, scheduling a mandatory pre-bid meeting, and contract negotiations. Negotiated contracts will be brought back to the Transportation Committee for consideration.			
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES) Move to approve allowing Airport and Purchasing staff to begin the process of competitively selecting Rental Car Concessionaires interested in providing car rental services at the Airport.			
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)			
<u>HUMAN RESOURCES ANALYSIS:</u>	<u>FINANCE & MANAGEMENT ANALYSIS:</u> <i>Recommended Approval</i>		
<u>CORPORATE COUNSEL ANALYSIS:</u>	<u>ADMINISTRATOR RECOMMENDATION:</u> <i>Approval BSA</i>		
AGENDA DATE. 01/19/12	AGENDA NO.: TR12/01-01	BOARD DATE: 01/24/12	PAGE NO.

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE TRANSPORTATION	BUDGETED NON-BUDGETED PARTIALLY BUDGETED <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
REQUESTING DEPARTMENT AIRPORT	COMMITTEE DATE 01/19/12	REQUESTOR SIGNATURE ROBERT LUKENS	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES) This item requests the approval of a dual-branding request by Avis Rent A Car System, LLC (Avis). Attached is a letter from Avis requesting the addition of the Budget brand to their existing concession lease. Currently, only Avis is allowed to operate at the Airport under the current concession lease. The practice of dual-branding is quite common at airports across the country. As a matter of fact, National/Alamo has been dual-branded at Muskegon County Airport since 2002. Dual-branding will allow the rental car company to serve a broader range of customers, potentially attracting more rental customers, thereby enhancing airport revenue as more commissions are paid to the County.			
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES) Move to approve a dual-branding request by Avis Rent A Car System, LLC (Avis), allowing Avis to add the Budget brand to its existing concession lease at the Airport.			
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)			
HUMAN RESOURCES ANALYSIS:	FINANCE & MANAGEMENT ANALYSIS: <i>Recommended Approval</i>		
CORPORATE COUNSEL ANALYSIS	ADMINISTRATOR RECOMMENDATION: <i>Approval</i>		
AGENDA DATE: 01/19/12	AGENDA NO.: TR12/01-02	BOARD DATE: 01/24/12	PAGE NO.

avis budget group

Joshua Blum
Regional Director - Properties

972 453 4063 T
972 453 5106 F
joshua.blum@avisbudget.com

November 28, 2011

VIA UPS NEXT DAY AIR
TRACKING #: 1ZA0804E1393607090

NOV 29 2011

Marty Piette
Airport Manager
Muskegon County Airport
99 Sinclair Drive
Muskegon, Michigan 49441

Re: Avis Rent A Car System, LLC – request to amend Vehicle Rental Concession Agreement

Dear Mr. Piette,

This letter serves as a formal request for you to consider permitting Avis to amend its current Vehicle Rental Concession Agreement to add its sister brand, Budget. As you are aware, we have made similar, informal requests over the past year.

Both our corporate partners as well as the traveling public have expressed a desire for us to maintain a Budget presence at Muskegon County Airport and we believe it will be a financial benefit to both us and the Airport to do so. It is our expectation that all revenue generated by Budget would be subject to the same provisions as the revenue currently generated by Avis.

If you think it is appropriate for me to address this issue in person with the Board of Commissioners, please let me know and I will make myself available.

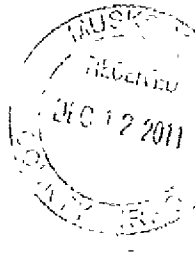
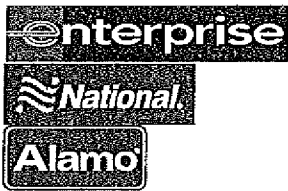
Should you have any questions, please do not hesitate to contact me

Best regards,


Joshua Blum

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE TRANSPORTATION	BUDGETED NON-BUDGETED PARTIALLY BUDGETED <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
REQUESTING DEPARTMENT AIRPORT	COMMITTEE DATE 01/19/12	REQUESTOR SIGNATURE ROBERT LUKENS	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)			
<p>This item requests approval of a tri-branding request by Enterprise Leasing Company Of Detroit, LLC (Enterprise Leasing Company), d/b/a National Car Rental and Alamo Rent A Car. Attached is a letter from Enterprise Leasing Company requesting the addition of the Enterprise brand to their existing concession lease. Currently, only National and Alamo are allowed to operate at the Airport under the current concession lease. Dual-branding has been common for decades, with Tri-branding becoming more popular in recent years, particularly at smaller airports. Tri-branding will allow the rental car company to serve a broader range of customers, potentially attracting more rental customers, thereby enhancing airport revenue as more commissions are paid to the County.</p>			
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)			
<p>Move to approve a tri-branding request by Enterprise Leasing Company Of Detroit, LLC, d/b/a National Car Rental and Alamo Rent A Car, allowing Enterprise Leasing Company Of Detroit, LLC to add the Enterprise brand to its existing concession lease at the Airport.</p>			
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)			
<u>HUMAN RESOURCES ANALYSIS:</u>	<u>FINANCE & MANAGEMENT ANALYSIS:</u> <i>Recommend Approval</i>		
<u>CORPORATE COUNSEL ANALYSIS:</u>	<u>ADMINISTRATOR RECOMMENDATION:</u> <i>Approval</i>		
AGENDA DATE: AGENDA NO.: BOARD DATE: PAGE NO.			
01/19/12	TR12/01-03	01/24/12	8



December 9, 2011

Marty Piette
Airport Manager
99 Sinclair Drive
Muskegon, MI 49441

Re: Adding Enterprise to National/Alamo Concession

Dear Mr. ^{Marty}Piette:

As discussed, we would like to add our Enterprise brand to our current month-to-month Vehicle Rental Concession Agreement. We would add them using our Drive Alliance branding method which establishes one brand as the primary brand, but also services the other two brands. Therefore, we would have one set of employees servicing customers of all three brands in our current counter.

Our intent is to add Enterprise after approval by your Board. We request that this matter be placed on the agenda for your January Board meeting. We would be happy to have a representative at the Board meeting if you believe that is advisable. Please let us know the date, time and location of the Board meeting.

We understand you are considering issuing an RFP for new Concessions, and would request the ability to have our three brands operate together in the new Concession also. We trust that, if you issue an RFP, multiple branding is allowed under the terms of the RFP.

Please feel free to call if you have any questions regarding this matter. We look forward to a favorable decision by the Board in January.

Very truly yours,


Barbara J. Mathey
Director, Airport Properties and Relations

Cc: Mr. Chris Buck, Regional Vice President
Ms. Shawn Brumbaugh, Vice President Airports

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE TRANSPORTATION	BUDGETED <input type="checkbox"/>	NON-BUDGETED <input type="checkbox"/>	PARTIALLY BUDGETED <input type="checkbox"/>
REQUESTING DEPARTMENT TRANSIT	COMMITTEE DATE 01/19/12	REQUESTOR SIGNATURE ROBERT LUKENS	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)			
<p>Applications for FY2013 transit operating and capital assistance from the State of Michigan are due to the Department of Transportation and have been prepared through the State's electronic application program. Summary materials related to the application are attached. Board approval of the application, the attached resolution of intent, and the public notice is sought.</p>			
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)			
<p>Move to approve the Muskegon Area Transit System's FY2013 application for \$1,213,935 in state operating and capital assistance, to authorize the Resolution of Intent to apply for financial assistance, to name the County Administrator as the Transportation Coordinator, and to publish the public notice.</p>			
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)			
<u>HUMAN RESOURCES ANALYSIS:</u>	<u>FINANCE & MANAGEMENT ANALYSIS:</u> <i>Recommend Approval</i>		
<u>CORPORATE COUNSEL ANALYSIS:</u>	<u>ADMINISTRATOR RECOMMENDATION:</u> <i>approval Both</i>		
AGENDA DATE: 01/19/12	AGENDA NO.: TR12/01-04	BOARD DATE: 01/24/12	PAGE NO

FISCAL YEAR 2013 STATE TRANSIT APPLICATION SUMMARY AND HIGHLIGHTS

The Fiscal Year 2013 application for state transit operating and capital assistance has been developed and is comprised of several areas, as outlined below. As required, the application will be filed electronically. The application, which is intended to provide the Department of Transportation with an estimation of expenses to be reimbursed, is based on reasonable expectations for transit services to be provided in the community in fiscal year 2013.

Local Bus Operating Assistance Program

The operating assistance application requests state assistance to offset the costs of providing existing and modestly increased transit services in Muskegon County. The request to this program is based on an assumption of transit operating revenues and expenses in the year 2013. Estimated total eligible operating expenses are \$2,556,073, with state participation estimated at \$783,436, or 30.65%.

Local Bus Capital Assistance Program

The capital assistance program requests state assistance in the purchase of capital items for fiscal year 2013. State assistance highlights for fiscal year 2013 include requested state match funding for preventive maintenance and marketing costs and additional paratransit vehicles. Some of these items have already been requested through other funding sources, and this application will request state assistance to match those federal grants. Estimated state capital assistance in this application is \$165,000.

Specialized Services Operating Assistance Program

The State of Michigan provides operating assistance to non-profit human services agencies to assist in transportation for the elderly and persons with disabilities. The program utilizes local public transit agencies in a coordination and pass-through role. As in recent years, state funds are being sought to assist three agencies - Muskegon/Oceana Chapter American Red Cross, Pioneer Resources, Inc., and Goodwill Industries - in their services. It is anticipated that the agencies will share a total of \$65,499 in state funding for fiscal year 2013.

Section 5317 (New Freedom) Program

The Section 5317 program is a competitive category of federal and state funding to assist in services to persons with disabilities. Funding from this program is being sought to continue support of a Mobility Management program, whereby MATS is seeking to implement service improvements, outreach activities, and training programs to assist customers. Funding is requested for staff activities (\$100,000) and for bus stop amenities and upgrades (\$100,000). If awarded, MATS will conduct these activities in FY2013 to support the needs of eligible individuals.

Muskegon Area Transit System

**2624 Sixth Street
Muskegon Heights, MI 49444**

(231) 724-6420

Urban Medium

Regular Service

Annual Budgeted

2013

Operating Revenue: \$640,000

Total Eligible Expenses: \$2,556,073

Local Share: \$880,500

Comments:

**Muskegon Area Transit System
Urban Medium
Regular Service
Annual Budgeted
2013**

Revenue Schedule Report

Code	Description	LH	DR	Total
401 :	Farebox Revenue			
40100	Passenger Fares	\$580,000	\$80,000	\$660,000
406 :	Auxiliary Trans Revenues			
40610	Concessions	\$3,500		\$3,500
40615	Advertising	\$25,000		\$25,000
40620	Intercity Ticket Sales	\$54,800		\$54,800
409 :	Local Revenue			
40910	Local Operating Assistance	\$132,167		\$132,167
40999	Other Local Contracts & Reimbursements (Explain in comment field) (Fund reserves)	\$23,033		\$23,033
411 :	State Formula and Contracts			
41101	State Operating Assistance	\$692,326	\$91,110	\$783,436
41111	Preventive Maintenance (20% State Share)	\$75,000		\$75,000
41199	Other MDOT/BTP Contracts and Reimbursements (Explain in comment field) (New Freedom Mobility Mgt. (fed & state))	\$100,000		\$100,000
413 :	Federal Contracts			
41302	Federal Section 5307 Operating (operating funds only)	\$958,037		\$958,037
41311	Preventive Maintenance (80% Fed. Share)	\$300,000		\$300,000
41399	Other Federal Transit Contracts & Reimbursements (Explain in comment field) (Prior Year CMAQ Operating Grant)	\$260,000		\$260,000
414 :	Other Revenue			
41400	Interest Income	\$2,000		\$2,000
Total Revenues: \$3,356,973				

**Muskegon Area Transit System
Urban Medlum
Regular Service
Annual Budgeted
2013**

Expense Schedule Report

Code	Description	LH	DR	Amount
501 :	Labor			
50101	Operators Salaries & Wages	\$1,133,333	\$164,609	\$1,297,942
50102	Other Salaries & Wages	\$250,000		\$250,000
502 :	Fringe Benefits			
50200	Other Fringo Benefits	\$748,383	\$94,979	\$843,362
50201	Pensions	\$108,547	\$13,013	\$119,560
503 :	Services			
50305	Audit Costs	\$2,500		\$2,500
50399	Other Services (Explain in comment field) (Legal Fees)	\$11,000		\$11,000
504 :	Materials and Supplies			
50401	Fuel & Lubricants	\$289,000	\$24,000	\$313,000
50402	Tires & Tubes	\$26,000		\$26,000
50499	Other Materials & Supplies	\$239,000	\$400	\$239,400
505 :	Utilities			
50500	Utilities	\$102,000	\$259	\$102,259
506 :	Insurance			
50603	Liability Insurance	\$130,000		\$130,000
50699	Other Insurance	\$10,000		\$10,000
509 :	Misc Expenses			
50902	Travel, Meetings & Training	\$950		\$950
50903	Association Dues & Subscriptions	\$9,000		\$9,000
50999	Other Misc Expenses (Explain in comment field)	\$2,000		\$2,000
513 :	Depreciation			
51300	Depreciation	\$687,317		\$687,317
550 :	Ineligible Expenses			
55007	Ineligible Depreciation	\$687,317		\$687,317
55009	Ineligible Percent of Association Dues	\$900		\$900

Muskegon Area Transit System
Urban Medium
Regular Service
Annual Budgeted
2013

Expense Schedule Report

Code	Description	LH	DR	Amount
55011	Ineligible Preventive Maintenance	\$375,000		\$375,000
576 :	Ineligible Expenses			
67004	Other Ineligible Oper Expense Paid by Capital Contract (Prior Year CMAQ Grant and NF Mobility Mgt.)	\$425,000		\$425,000

Total Expenses: \$4,044,290

Total Ineligible Expenses: \$1,488,217

Total Eligible Expenses: \$2,556,073

**Muskegon Area Transit System
Urban Medium
Regular Service
Annual Budgeted
2013**

Non Financial Schedule Report

Public Service

Code	Description	Weekday LH	Weekday DR	Saturday LH	Saturday DR	Sunday LH	Sunday DR	Total
610	Vehicle Hours	40,000	9,000	3,500	800			53,300
611	Vehicle Miles	500,000	150,000	48,000	10,000			708,000
615	Unlinked Passenger Trips - Regular	475,000		35,000				610,000
616	Unlinked Passenger Trips - Elderly	60,000	6,000	6,000	600			71,600
617	Unlinked Passenger Trips - Persons w/Disabilities	140,000	9,500	12,000	600			162,100
621	Total Line-Haul Unlinked Passenger Trips	675,000		53,000				728,000
622	Total Demand-Response Unlinked Passenger Trips		14,500		1,100			15,600
625	Days Operated	258	258	50	50			612

Total Passengers: 743,600

Vehicle Information

Code	Description	Quantity
653	Total Line-Haul Vehicles	18
654	Line Haul Vehicle w/ Lifts	18
655	Total Demand-Response Vehicles	17
656	Demand-Response Vehicle w/ Lifts	17
658	Total Transit Vehicles	35

Total Vehicles: 35

Miscellaneous Information

Code	Description	Quantity LH	Quantity DR
601	Number of Routes (Line Haul Only)	12	
602	Total Route Miles (Line Haul Only)	290	
659	LPG (propane) or CNG (compressed natural gas) Gallons Equivalent Consumed	20,000	20,000
660	Diesel/Gasoline Gallons Consumed	100,000	2,500
661	Total Transit Agency Employees (Full-Time Equivalents)	32	6
662	Total Revenue Vehicle Operators (Full-Time Equivalents)	23	4

**Muskegon Area Transit System
Capital Requests For FY 2013**

Req. Yr	Program	Item Description	Federal Amount	State Amount	Local Amount	Total Amount	Action	Status
2013 SEC 5307								
Requested:0	Planning	Preventive Maintenance of transit equipment and facilities.	\$300,000	\$75,000	\$0	\$375,000		PRE-REQUESTED
Sub Total By Program Type			\$300,000	\$75,000	\$0	\$375,000		
2013 CMAQ								
Eligible/Pending:5 Requested:5	Vehicle	(Paratransit vehicle)	\$240,000	\$60,000	\$0	\$300,000	EXPAND	PRE-REQUESTED
Requested:0	Marketing	Transit outreach and marketing	\$120,000	\$30,000	\$0	\$150,000		PRE-REQUESTED
Sub Total By Program Type			\$360,000	\$90,000	\$0	\$450,000		
2013 SEC 5317-NF								
Requested:0	Facility	Bus stop improvements and amenities	\$80,000	\$20,000	\$0	\$100,000	EXPAND	PRE-REQUESTED
Requested:0	Mobility Mgt	Mobility management activities, travel training, service design, and outreach.	\$80,000	\$20,000	\$0	\$100,000		PRE-REQUESTED
Sub Total By Program Type			\$160,000	\$40,000	\$0	\$200,000		
Sub Total By Request Year			\$820,000	\$205,000	\$0	\$1,025,000		

Muskegon Area Transit System
Capital Requests For FY 2013

Req. Yr	Program	Item Description	Federal Amount	State Amount	Local Amount	Total Amount	Action	Status
Grand Total			\$820,000	\$205,000	\$0	\$1,025,000		

FY 2013 PROJECT SUMMARY - NEW FREEDOM (SECTION 5317)

INSTRUCTIONS: Complete a separate project summary for each capital and operating project

NAME OF APPLICANT (legal organization name)

Muskegon County Board of Commissioners

PROJECT NAME

MATS Mobility Management Activities

CATEGORY OF PROJECT (e.g., New Freedom operating; New Freedom capital such as bus, equipment, marketing, planning, and/or mobility management). You must also submit capital and/or operating requests in PTMS.

New Freedom Mobility Management

<input checked="" type="checkbox"/> CONTINUATION	TOTAL DOLLAR AMOUNT REQUESTED FOR PROJECT	LOCAL MATCH (if other than capital)
<input type="checkbox"/> NEW/EXPANSION	\$100,000.00	

SOURCE OF LOCAL MATCH FUNDS FOR OPERATING (be specific - identify each source and \$ amount)

WAS THIS SERVICE OFFERED/AVAILABLE PRIOR TO AUGUST 10, 2005? Yes No

FOR APPLICANTS WITH PARATRANSIT SERVICE, EXPLAIN HOW THIS PROPOSED PROJECT/SERVICE GOES BEYOND WHAT IS REQUIRED BY ADA?

Mobility Management services seek to coordinate and/or enhance existing services for improved mobility of persons with disabilities, to train the community on the use of available services, and to explore or implement new services.

GENERAL AREA SERVED: An urbanized area with population between 50,000 and 199,999
 A non-urbanized area with population below 50,000

SPECIFIC AREA TO BE SERVED: CITY(IES) COUNTY(IES) REGION OTHER

TOTAL POPULATION OF AREA TO BE SERVED
172,188

ESTIMATED NUMBER OF INDIVIDUALS WITH DISABILITIES TO BE SERVED BY THIS PROJECT
34,257

ESTIMATED NUMBER OF RIDES (one way trips) TO BE PROVIDED FOR INDIVIDUALS WITH DISABILITIES AS A RESULT OF THE NEW FREEDOM PROJECT
10,000

PROJECT DESCRIPTION

This project will implement various Mobility Management activities in support of transportation for persons with disabilities, including travel training, development of community demand/response services, trip referrals and coordination, and marketing of transit services.

PROJECT NEEDS/GOALS AND OBJECTIVES

Transportation remains a barrier for persons with disabilities. Through this program, individuals will be connected with services, or where lacking, information will be gained on what demand response services could be designed to meet community needs. The transit system will develop demand response services with a better knowledge of these needs.

PROGRAM OUTREACH (include letter of support for new projects)

Mobility Management activities and transportation services will be promoted to local disability advocacy agencies and social service agencies that assist persons with disabilities.

IF THIS IS A CONTINUATION PROJECT, PLEASE DESCRIBE THE SUCCESS OF THE PROJECT/SERVICE

This is a continuation of FY2011 and FY2012 services. Implementation of the FY2011 program provided travel training to many groups and individuals with disabilities. Information and referrals were provided to assist customers in meeting their transportation needs. The program also resulted in improved understanding of community needs for these individuals and moved MATS closer to providing additional demand response services and fixed route amenities to assist these individuals.

RELATIONSHIP OF PROJECT TO COORDINATED PUBLIC TRANSIT-HUMAN SERVICES TRANSPORTATION PLAN

TITLE OF COORDINATED PLAN FROM WHICH PROJECT IS DERIVED	SPECIFIC STRATEGY PROJECT RELATES TO; PAGE NUMBER AND SECTION WHERE THE SPECIFIC STRATEGY IS STATED
Muskegon County Coordinated Human Services/Public Transportation Plan	Continue funding existing programs, support and enhance (Pg. 4 Transportation Solutions)

HOW DOES PROJECT ADDRESS THE IDENTIFIED STRATEGY

This project will support the enhancement of Muskegon Area Transit System transportation programs. Working with agencies that support persons with disabilities, clients will be identified and trained on the use of public transportation services. Additional demand response services will be explored and/or developed through other funding sources to assist these persons where trips can be coordinated with similar or other trips to generate a sustainable fare stream and service.

ARE THERE MULTIPLE PROVIDERS FOR THIS PROJECT/SERVICE?

NO

YES. If yes, please describe how the project/service provides for the coordination among the various providers

IDENTIFY HOW THE PROJECT WILL BE COORDINATED WITH PUBLIC AND/OR PRIVATE TRANSPORTATION AND SOCIAL SERVICE AGENCIES AND IDENTIFY THOSE AGENCIES

The project will be coordinated with a number of agencies that serve the targeted population, including the local Disability Connections agency, Community Mental Health, Brookhaven Medical Care Facility, City of Muskegon, City of Montague, City of Whitehall, Muskegon County Courts, Muskegon County Employment and Training, and others.

MDOT 3029 (10/2011)

PROJECT IMPLEMENTATION PLAN AND TIMELINE

The project will be implemented in FY2013.

IDENTIFY PERFORMANCE MEASURES TO BE USED IN TRACKING EFFECTIVENESS OF THE PROJECT AND YOUR PLAN FOR MONITORING AND EVALUATING THIS PROJECT

Performance will be measured by the number of travel training opportunities provided to individuals or groups and the development of new services or amenities within the transit system to assist the target population.

ADDITIONAL INFORMATION

NAME OF APPLICANT (legal organization name)
Muskegon County Board of Commissioners

PROJECT NAME
Bus Stop Improvements

New Freedom Capital

<input type="checkbox"/> CONTINUATION	TOTAL DOLLAR AMOUNT REQUESTED FOR PROJECT	LOCAL MATCH (If other than capital)
<input checked="" type="checkbox"/> NEW/EXPANSION	\$100,000.00	

SOURCE OF LOCAL MATCH FUNDS FOR OPERATING

WAS THIS SERVICE OFFERED/AVAILABLE PRIOR TO AUGUST 10, 2005? Yes No

FOR APPLICANTS WITH PARATRANSIT SERVICE, EXPLAIN HOW THIS PROPOSED PROJECT/SERVICE GOES BEYOND WHAT IS REQUIRED BY ADA?

This project will improve amenities and access at bus stops throughout the MATS system.

GENERAL AREA SERVED: An urbanized area with population between 50,000 and 199,999
 A non-urbanized area with population below 50,000

SPECIFIC AREA TO BE SERVED: CITY(IES) COUNTY(IES) REGION OTHER

TOTAL POPULATION OF AREA TO BE SERVED
172,188

ESTIMATED NUMBER OF INDIVIDUALS WITH DISABILITIES TO BE SERVED BY THIS PROJECT
34,257

ESTIMATED NUMBER OF RIDES (one way trips) TO BE PROVIDED FOR INDIVIDUALS WITH DISABILITIES AS A RESULT OF THE NEW FREEDOM PROJECT
10,000

PROJECT DESCRIPTION

Construct and/or implement improvements at MATS bus stops to improve access for persons with disabilities.

PROJECT NEEDS/GOALS AND OBJECTIVES

MATS implemented a program of bus stops throughout the community at the beginning of FY2012. This project will provide for continued improvements at bus stop locations, improving accessibility to the MATS fixed route bus service for persons with disabilities. Improvements may include walkways, benches, shelters, signage, or other upgrades.

PROGRAM OUTREACH (include letter of support for new projects)

Improvements will be communicated to the MATS ridership through local partner agencies serving persons with disabilities.

IF THIS IS A CONTINUATION PROJECT, PLEASE DESCRIBE THE SUCCESS OF THE PROJECT/SERVICE
This is continuation of a FY2012 project, which is in the implementation phase.

**RELATIONSHIP OF PROJECT TO COORDINATED PUBLIC TRANSIT-HUMAN SERVICES
TRANSPORTATION PLAN**

TITLE OF COORDINATED PLAN FROM WHICH PROJECT IS DERIVED	SPECIFIC STRATEGY PROJECT RELATES TO; PAGE NUMBER AND SECTION WHERE THE SPECIFIC STRATEGY IS STATED
Muskegon County Coordinated Human Services/Public Transportation Plan	Continue funding existing programs, support and enhance (Pg. 4 Transportation Solutions)

HOW DOES PROJECT ADDRESS THE IDENTIFIED STRATEGY

This program will enhance the Muskegon Area Transit System fixed route program, making it more accessible to the community.

ARE THERE MULTIPLE PROVIDERS FOR THIS PROJECT/SERVICE?

NO

YES. If yes, please describe how the project/service provides for the coordination among the various providers

IDENTIFY HOW THE PROJECT WILL BE COORDINATED WITH PUBLIC AND/OR PRIVATE TRANSPORTATION AND SOCIAL SERVICE AGENCIES AND IDENTIFY THOSE AGENCIES

This project will improve services for users of the Muskegon Area Transit System and, depending on the location of selected improvements, may improve services for clients of various agencies in the community.

MDOT 3029 (10/2011)

PROJECT IMPLEMENTATION PLAN AND TIMELINE

This project will be implemented in FY2013.

IDENTIFY PERFORMANCE MEASURES TO BE USED IN TRACKING EFFECTIVENESS OF THE PROJECT AND YOUR PLAN FOR MONITORING AND EVALUATING THIS PROJECT

Project effectiveness will be measured through identification of improvements made.

ADDITIONAL INFORMATION

FY 2013 SPECIALIZED SERVICES BUDGET DATA FORM

NAME OF APPLICANT (legal organization name)

Muskegon County Board of Commissioners - See separate operations budgets for subrecipients

EXPENSE SCHEDULE

FY 2013

Labor and Fringe Benefits	\$	
Services, Materials and Supplies (gas, oil, work performed by another agency)		
Casualty and Liability Insurance		
Purchased Transportation Service Within Service Area		
Leases and Rentals		
Depreciation and Amortization		
All Other		65,499.00
Total Operation Expenses	\$	65,499.00

REVENUE SCHEDULE

Passenger Fares (paid by rider)	\$	
Special Fares (paid by another organization)		
Local (list) _____		
State (list) SSOA _____		65,499.00
Federal (list) _____		
Other (list) _____		
Total Revenues	\$	65,499.00

**FY 2013 SPECIALIZED SERVICES
BUDGET DATA FORM**

NAME OF APPLICANT (legal organization name)
Pioneer Resources

EXPENSE SCHEDULE


	FY 2013
Labor and Fringe Benefits	\$ 1,472,304.00
Services, Materials and Supplies (gas, oil, work performed by another agency)	13,950.00
Casualty and Liability Insurance	34,203.00
Purchased Transportation Service Within Service Area	105,112.00
Leases and Rentals	34,555.00
Depreciation and Amortization	
All Other	49,076.00
Total Operation Expenses	\$ 1,709,200.00

REVENUE SCHEDULE

Passenger Fares (paid by rider)	\$ 32,168.00
Special Fares (paid by another organization)	66,672.00
Local (list) _____	953,000.00
_____	418,302.00
State (list) <u>Specialized Serv. Ottawa/Musk</u>	139,058.00

Federal (list) <u>New Freedom</u>	50,000.00
<u>JARC</u>	50,000.00
Other (list) _____	

Total Revenues	\$ 1,709,200.00

2/4/2012


**FY 2013 SPECIALIZED SERVICES
BUDGET DATA FORM**

NAME OF APPLICANT (legal organization name)

AMERICAN RED CROSS

EXPENSE SCHEDULE

FY 2013

Labor and Fringe Benefits	\$	<u>85,151.00</u>
Services, Materials and Supplies (gas, oil, work performed by another agency)		<u>34,080.00</u>
Casualty and Liability Insurance		<u>15,697.00</u>
Purchased Transportation Service Within Service Area		<u>0.00</u>
Leases and Rentals		<u>0.00</u>
Depreciation and Amortization		<u>0.00</u>
All Other		<u>550.00</u>
Total Operation Expenses	\$	<u>135,378.00</u>

REVENUE SCHEDULE

Passenger Fares (paid by rider)	\$	<u>10,000.00</u>
Special Fares (paid by another organization)		<u>0.00</u>
Local (list) <u>UW, Julia E Hackley, Alcoa</u>		<u>58,276.00</u>
<u>Muskegon Twp, Mercy Hospital</u>		
State (list) <u>MDOT and Medicaid</u>		<u>34,102.00</u>
<u></u>		
Federal (list) <u>Block Grants, Medicaid</u>		<u>33,000.00</u>
<u>Council on Aging</u>		
Other (list) <u></u>		
<u></u>		
Total Revenues	\$	<u>135,378.00</u>

FY 2013 SPECIALIZED SERVICES BUDGET DATA FORM

NAME OF APPLICANT (legal organization name)

Muskegon County Board of Commissioners / Goodwill Industries of West Michigan (Sub-applicant)

EXPENSE SCHEDULE

FY 2013

Labor and Fringe Benefits	\$	49,202.00
Services, Materials and Supplies (gas, oil, work performed by another agency)		6,966.00
Casualty and Liability Insurance		104.00
Purchased Transportation Service Within Service Area		100.00
Leases and Rentals		
Depreciation and Amortization		
All Other		
Total Operation Expenses	\$	56,372.00

REVENUE SCHEDULE

Passenger Fares (paid by rider)	\$	
Special Fares (paid by another organization)		
Local (list) _____		
State (list) MDOT		6,295.00
Federal (list) CMH-Medicaid		50,077.00
Other (list) _____		
Total Revenues	\$	56,372.00

FY 2013 COORDINATION PLAN FOR SPECIALIZED SERVICES

INSTRUCTIONS: Submit only one coordination plan update per county or multi-county region

NAME OF APPLICANT (legal organization name)

Muskegon County Board of Commissioners

- A. DOES YOUR COORDINATION COMMITTEE MEET AT LEAST QUARTERLY? YES NO
If no, describe reasons for not meeting and efforts to establish quarterly meetings

B. PLEASE IDENTIFY BASIC RESPONSIBILITIES OF THE COORDINATION COMMITTEE, LOOK AT THE FOLLOWING EXAMPLES OF ACTIVITIES, AND PROVIDE A BRIEF NARRATIVE OF THOSE ACTIVITIES OR MAJOR ACCOMPLISHMENTS YOU ACHIEVED DURING THE PREVIOUS FISCAL YEAR. Example of Activities: communication events; obtaining customer input; designated leadership roles; coordination of client rides; develop specific goals and objectives; clearinghouse; central dispatch; joint driver training programs; shared maintenance; review performance; and review and adjust budgets.

Committee members shared information regarding their services and the transportation needs of the community. Referrals were made between agencies to help in meeting needs.

C: DESCRIBE PLANNED ACTIVITIES FOR THE NEXT FISCAL YEAR

The Committee will continue to share information about services and needs. Opportunities for cooperation and coordination will be discussed.

D. Organizations must ensure that the level and quality of service will be provided without regard to race, color, or national origin and that there is not a disparate impact on groups protected by Title VI of the Civil Rights Act of 1964 and related statutes and regulations. This is especially important if the same service has been provided for several years and demographic changes may have occurred in your community or if service changes have been made. PLEASE DESCRIBE YOUR EFFORTS TO COMPLY WITH THIS REQUIREMENT.

Discussion of community needs and the provision and coordination of services seeks to be inclusive of all segments of the community.

E. Act 51 requires proposals for coordinated Specialized Services assistance funding be developed jointly between existing eligible authorities or eligible governmental agencies that provide public transportation services and the area agencies on aging or any other organization representing specialized services interests.

COORDINATION COMMITTEE PARTICIPATION (List the people who have participated and the agency they represent)

NAME Amy Florea	AGENCY Senior Resources
NAME Amy Haack	AGENCY WMSRDC
NAME Brenda Wakefield	AGENCY Port City Cab/Yellow Cab
NAME Brian Mulnix	AGENCY WMSRDC
NAME Dana Darrow	AGENCY Dayspring Services
NAME Deborah McMurray	AGENCY Muskegon Area Transit Syst
NAME Diane Douglas	AGENCY Michigan Rehabilitation Services
NAME Greg Scott	AGENCY Pioneer Resources
NAME Jason Tubergen	AGENCY Muskegon Area Transit Syst
NAME Jim Koens	AGENCY Muskegon Area Transit Syst
NAME Judy Clark-Ochs	AGENCY Muskegon County Cooperating Churches
NAME Judy Kell	AGENCY Muskegon County
NAME Karen Wynne	AGENCY Disability Connection
NAME Lisa Ballard	AGENCY Current Transportation Solutions
NAME Lois Brinks	AGENCY American Red Cross
NAME Patty Sciba	AGENCY DaVita
NAME Stacey Hachmann-Gomez	AGENCY CALL 211
NAME Tamara Wilson	AGENCY Community Mental Health
NAME Tiffany Bowman	AGENCY Pioneer Resources
NAME Velma Allen-Farmer	AGENCY MRS
NAME	AGENCY
NAME	AGENCY
NAME	AGENCY
NAME	AGENCY
NAME	AGENCY
NAME	AGENCY

**FY 2013 SPECIALIZED SERVICES
SERVICE DESCRIPTION**

Michigan Department
of Transportation
3080 (10/2011)

Page 1 of 4

INSTRUCTIONS: Save this form in PTMS, sign and return it to Michigan Department of Transportation
If you have multiple sub-applicants, please provide information for each sub-applicant.

NAME OF APPLICANT (legal organization name)/SUB-APPLICANT

Muskegon County Board of Commissioners, for Pioneer Resources, American Red Cross, and Goodwill Industries

A. PROVIDE THE FOLLOWING INFORMATION FOR YOUR PROPOSED FY 2013 SERVICE

REGULAR SERVICE/PAID DRIVER

DESCRIPTION OF SERVICE AND PROVIDE INFORMATION FOR APPLICANT AND/OR EACH SUB-APPLICANT AS APPLICABLE (service area, schedule, type of service)

Pioneer Resources serves Muskegon County, 6:00 a.m. until 6:00 p.m. Monday through Friday. PR also provides limited night and weekend service by special request for social service agencies and other non-profits. Pioneer transports adults with disabilities to work, educational services, volunteer sites, senior services, and other needed destinations.

American Red Cross provides service to low-income senior citizens for health-related appointments in the Muskegon County area. Weekday service, with limited service for dialysis patients on holidays.

Goodwill Industries serves Muskegon and Ottawa Counties with transportation for persons with disabilities to work sites and provides transportation to career exploration and volunteer activities.

NOTE: Available funding for the area will be the same as the current fiscal year. Funds may be redistributed among subrecipients by agreement of the Coordination Committee.

MDOT CONTINUATION FUNDS REQUESTED BY APPLICANT AND METHOD OF REIMBURSEMENT (PER MILE OR PER PASSENGER). PROVIDE INFORMATION FOR APPLICANT AND/OR EACH SUB-APPLICANT AS APPLICABLE (do not list Volunteer Driver)

APPLICANT:

Dollar Amount Requested \$65,499.00 [X] by Mile Estimated Miles _____
Dollar Amount Requested _____ [] by Passenger Estimated Passengers _____

If your sub-applicant does not submit a budgeted Specialized Services Operating Assistance Report in PTMS, both estimated miles and estimated passengers are required.

SUB-APPLICANT(S):

Name of Sub-Applicant Pioneer Resources
Dollar Amount Requested \$29,602.00 [X] by Mile Estimated Miles 250,000
[] by Passenger Estimated Passengers 100,000

Name of Sub-Applicant American Red Cross
Dollar Amount Requested \$29,602.00 [X] by Mile Estimated Miles 175,000
[] by Passenger Estimated Passengers 17,500

Name of Sub-Applicant Goodwill Industries of West Michigan
Dollar Amount Requested \$6,295.00 [X] by Mile Estimated Miles 35,000
[] by Passenger Estimated Passengers 5,000

Name of Sub-Applicant _____
Dollar Amount Requested _____ [] by Mile Estimated Miles _____
[] by Passenger Estimated Passengers _____

Name of Sub-Applicant _____
Dollar Amount Requested _____ [] by Mile Estimated Miles _____
[] by Passenger Estimated Passengers _____

Name of Sub-Applicant _____
Dollar Amount Requested _____ [] by Mile Estimated Miles _____
[] by Passenger Estimated Passengers _____

Name of Sub-Applicant _____
Dollar Amount Requested _____ [] by Mile Estimated Miles _____
[] by Passenger Estimated Passengers _____

Name of Sub-Applicant _____
Dollar Amount Requested _____ [] by Mile Estimated Miles _____
[] by Passenger Estimated Passengers _____

Name of Sub-Applicant _____
Dollar Amount Requested _____ [] by Mile Estimated Miles _____
[] by Passenger Estimated Passengers _____

Name of Sub-Applicant _____
Dollar Amount Requested _____ [] by Mile Estimated Miles _____
[] by Passenger Estimated Passengers _____

VOLUNTEER DRIVER SERVICE

DESCRIPTION OF SERVICE AND PROVIDE INFORMATION FOR APPLICANT AND/OR EACH SUB-APPLICANT AS APPLICABLE (service area, schedule, type of service)

n/a

MDOT CONTINUATION FUNDS REQUESTED BY APPLICANT AND METHOD OF REIMBURSEMENT (PER MILE ONLY). PROVIDE INFORMATION FOR APPLICANT AND/OR EACH SUB-APPLICANT AS APPLICABLE

APPLICANT:

Dollar Amount Requested \$65,499.00 by Mile Estimated Miles _____
Estimated Passengers _____

SUB-APPLICANT(S):

Name of Sub-Applicant _____
Dollar Amount Requested _____ by Mile Estimated Miles _____
Estimated Passengers _____

Name of Sub-Applicant _____
Dollar Amount Requested _____ by Mile Estimated Miles _____
Estimated Passengers _____

Name of Sub-Applicant _____
Dollar Amount Requested _____ by Mile Estimated Miles _____
Estimated Passengers _____

Name of Sub-Applicant _____
Dollar Amount Requested _____ by Mile Estimated Miles _____
Estimated Passengers _____

Name of Sub-Applicant _____
Dollar Amount Requested _____ by Mile Estimated Miles _____
Estimated Passengers _____

Name of Sub-Applicant _____
Dollar Amount Requested _____ by Mile Estimated Miles _____
Estimated Passengers _____

Name of Sub-Applicant _____
Dollar Amount Requested _____ by Mile Estimated Miles _____
Estimated Passengers _____

Name of Sub-Applicant _____
Dollar Amount Requested _____ by Mile Estimated Miles _____
Estimated Passengers _____

Name of Sub-Applicant _____
Dollar Amount Requested _____ by Mile Estimated Miles _____
Estimated Passengers _____

Name of Sub-Applicant _____
Dollar Amount Requested _____ by Mile Estimated Miles _____
Estimated Passengers _____

B. DESCRIBE TRAINING EFFORTS. PROVIDE INFORMATION FOR APPLICANT AND/OR EACH EACH SUB-APPLICANT AS APPLICABLE

BOARDING EQUIPMENT/ASSISTANCE

Pioneer Resources drivers are required to get their CDL-B with passenger, air brake, and school bus endorsements. They are also required to complete Beginner and Advanced School Bus Safety, first Aid/CPR, recipient rights, defensive driving, wheelchair securement, emergency preparedness, and other training as needed. PR provides boarding assistance on an individual basis to all of our passengers. Boarding assistance may vary according to the needs of the passenger. Any special needs are always considered when riding the Pioneer Resources' vehicles. Pioneer also follows the requirements of the ADA to provide reasonable accommodations as requested, with the safety of passengers always of greatest concern.

American Red Cross Senior Transportation Service volunteers receive most all of the training during their orientation, including patient assistance. The Senior Transportation Service Safety Committee, a volunteer run committee, provides the training. All volunteers who drive the vehicle which has a ramp also receive wheelchair tie down training.

Goodwill Industries teaches consumers how to navigate the community, with an emphasis on safety skills.

SENSITIVITY

Pioneer Resources drivers are trained yearly on Recipient Rights and how to treat passengers with dignity and respect. We also provide a supportive and inclusive work environment and frequent training on our policies regarding treating fellow employees and the individuals we serve with respect and dignity.

American Red Cross Volunteer orientation includes sensitivity training.

Goodwill Industries' community integration program increases sensitivity by increasing community awareness of individuals with disabilities through outings in the community.

OTHER

American Red Cross Volunteer drivers are asked to take the National Safety Council Defensive Driving Course and a Red Cross provided CPR and First Aid Class.

THE SIGNATURE BELOW CERTIFIES THAT THE COORDINATION COMMITTEE HAS REVIEWED AND AGREED ON THE ABOVE FUNDING ALLOCATION

NAME AND TITLE	SIGNATURE	DATE

RESOLUTION OF INTENT

THE APPROVED RESOLUTION OF INTENT TO APPLY FOR FINANCIAL ASSISTANCE FOR FISCAL YEAR 2013 UNDER ACT 51 OF THE PUBLIC ACTS OF 1951, AS AMENDED

WHEREAS, pursuant to Act 51 of the Public Acts of 1951, as amended (Act 51), it is necessary for the Muskegon County Board of Commissioners (Muskegon Area Transit System), (hereby known as THE APPLICANT), established under Act 94, to provide a local transportation program for the state fiscal year of 2013 and, therefore, apply for state financial assistance under provisions of Act 51; and

WHEREAS, it is necessary for THE APPLICANT, to name an official representative for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or 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, the performance indicators for this agency have been reviewed and approved by THE APPLICANT; and

WHEREAS, THE APPLICANT, has reviewed and approved the proposed balanced budget, and funding sources of estimated federal funds \$2,038,037, estimated state funds \$988,434, estimated local funds \$155,200, estimated farebox \$640,000, estimated other funds \$85,300, with total estimated expenses of \$3,906,971.

NOW THEREFORE, be it resolved that THE APPLICANT hereby makes 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 Ms. Bonnie B. Hammersley as the Transportation Coordinator, for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51 for 2013.

PUBLIC NOTICE
MUSKEGON AREA TRANSIT SYSTEM
PROPOSED APPLICATION FOR STATE AND
FEDERAL OPERATING AND CAPITAL ASSISTANCE

All citizens are advised that the Muskegon County Board of Commissioners (Muskegon Area Transit System (MATS)) has prepared an application for State of Michigan financial assistance for fiscal year 2013, as required under Act 51 of the Public Acts of 1951, as amended, and for federal assistance as required under the Federal Transit Act, as amended.

MATS is requesting a total of \$1,213,935 from the State of Michigan for the following program of projects:

FUNDING SOURCE	AMOUNT	PROJECT DESCRIPTION
State Formula Operating Assistance	\$ 783,436	General Operating Assistance
Section 5307 Capital Match Funds (CTF)	\$ 75,000	Preventive Maintenance
Section 5307/CMAQ Capital Match Funds	\$ 60,000	Five Paratransit Vehicles
Section 5307/CMAQ Capital Match Funds	\$ 30,000	Outreach and Marketing
Section 5317 Federal Capital Funds	\$ 80,000	Mobility Management Activities
Section 5317 State Match Funds	\$ 20,000	Mobility Management Activities
Section 5317 Federal Capital Funds	\$ 80,000	Bus Stop Improvements
Section 5317 State Match Funds	\$ 20,000	Bus Stop Improvements
Specialized Services Operating Assistance	\$ 65,499	Specialized Services Operating

The Muskegon Area Transit System ensures that the level and quality of transportation service is provided without regard to race, color, or national origin in accordance with Title VI of the Civil Rights Act of 1964. More information regarding Title VI obligations may be obtained by contacting MATS at the address below.

Application materials are available for review during a 30-day period (January 31, 2012 to March 2, 2012), between the hours of 8am and 5pm at the offices of the Muskegon Area Transit System, 2624 Sixth Street, Muskegon Heights, Michigan. Upon advance notice, materials concerning the applications can be made available in alternative formats.

Written comments regarding the applications and/or written requests for a public hearing to review an application must be received by March 2, 2012. If a hearing is requested, notice of the scheduled date, time, and location will be provided at least 10 days in advance. If no comments are received, or if a hearing is not requested, the proposed program of projects will become final.

Written comments, inquiries, or a request for public hearing should be mailed to:
Muskegon Area Transit System
2624 Sixth Street
Muskegon Heights, MI 49444

Publish: January 31, 2012