

To: ITP Board

From: Alan Hartley 

Date: July 27, 2010

Re: FY 2011 Proposed Budget – Executive Summary

Attached for your review and consideration is the Fiscal Year 2011 Proposed Budget. The budget totals \$55,102,028. The budget consists of two components, operating and grants. The operating portion totals \$32,560,192. The grants portion totals \$22,541,836. Operating expenses that are funded by grants, such as preventive maintenance and the County Connection program, have been extracted from the operating budget and placed in the grants budget. The Board can expect monthly reporting on both components in substantially the same format as is currently being presented in FY 2010.

On May 26, 2010, the ITP Board adopted budget formulation guidelines to be followed during budget preparation. A copy of those guidelines follows this letter. The guidelines anticipated budgeting State Operating Assistance at 29.25% (currently 29.74%). Staff subsequently learned that FY 2011 eligible expenses for large urban agencies are dropping by 6.97%. Since total funding for State Operating Assistance is remaining stable at \$166 million, this should, at minimum, maintain the percentage at 29.74%. Therefore the budget has been crafted using 29.74%. With that exception, I am pleased to report that compliance with all budget formulation guidelines has been achieved.

The following are the services being purchased by the Board, for the community, in FY 2011:

- In excess of 9.7 million rides on The Rapid's fixed route system. This figure includes an estimated 3 million rides provided through our contracts for service (GVSU, DASH, and GRCC). In addition, fixed route buses will be in operation an estimated 400,000 hours and travel in excess of 5 million miles.
- A projected 237,000 ADA demand response trips on The Rapid's Go! Bus system.
- A projected 164,000 demand response trips provided to clients of Kent County Community Mental Health (Network 180).
- A projected 12,000 demand response trips provided through The Rapid's Passenger Adaptive Suburban Service (PASS).

- A projected 26,000 trips through The Rapid's County Connection Program.
- Maintenance services on 165 pieces of rolling stock (122 buses, six (6) DASH buses, twenty-four (24) service vehicles, and twenty (20) miscellaneous vehicles/equipment (front-end loader, fork lift etc.). These services include as needed repairs and an estimated 850, 6,000 mile preventive maintenance checks (FTA requirement).
- Maintenance services on three (3) facilities (Rapid Central Station, Wealthy Operations Center, and the Ellsworth Administrative Headquarters) totaling nearly 200,000 square feet. In addition, maintenance services will be provided to approximately 1,700 bus stops, 47 benches, and 75 passenger shelters system wide.

### **Operating Budget**

Overall operating revenues in FY 2011 are decreasing 0.76% when compared to FY 2010 projected actual. Revenue projections are conservative and realistic. Operating revenue highlights:

- State Operating Assistance is currently 29.74% of eligible expenses. As previously mentioned, the reimbursement percentage for FY 2011 is budgeted at 29.74%.
- Fixed route and demand response fare revenues are expected to increase 2% and 3% respectively over FY 2010 projected actual. No fare increases are being proposed.
- Property tax collections are expected to decrease 1.75% (\$200,530) from current year projections. Taxable values in the six city area have decreased 6.11% since July 2008.
- Revenue related to the sale of services to GVSU, City of Grand Rapids, and Townships is declining due to an hourly cost reduction. Our contracting partners will be reaping the benefit of ITP's attention to cost effectiveness.

Operating expenses in FY 2011 are decreasing 1.32% when compared to the FY 2010 budget. Expense projections are conservative and realistic. The following are cost saving measures, totaling \$515,000, which were employed in the last year anticipating sluggish revenue projections. Most of these cost savings will be realized on an annual basis.

- Combined the Fleet and Facility Maintenance Departments resulting in a cost savings of approximately \$85,000 annually.

- Due to efficiencies achieved in Fleet Maintenance, we were able to reduce the number of mechanics from twenty-seven (27) to twenty-six (26) resulting in an annual cost savings of approximately \$65,000.
- Sick leave days for administrative employees are being reduced from twelve (12) days per year to nine (9). This results in an annual cost savings of approximately \$40,000.
- ITP's attention to loss control, workplace safety, and employee wellness has resulted in a projected decrease in Worker's Compensation Insurance premiums of \$125,000.
- ITP's transition to purchasing general and automobile liability insurance commercially has resulted in a potential cost savings in excess of \$200,000 annually.
- Diesel fuel is budgeted at an average cost of \$2.375 per gallon (same as FY 2010). Consumption is expected to be 1.123 million gallons. In FY 2010, to date, the average price of diesel fuel has been \$2.15 per gallon.
- Costs related to the provision of GO! Bus service are expected to increase 5.7%. This is in response to recent ridership trends.
- Expenses related to health and dental insurance will increase 3.8%. ITP employees will contribute in excess of \$139,000 toward the cost of the insurance.
- **\$1,175,503 in Section 5307 funding has been utilized to balance the budget.**

### Grant Budget

The FY 2011 Grant Budget includes many notable investments:

- \$995,500 for the purchase of thirteen (13) Go! Bus vehicles. No fixed route buses are scheduled to be replaced in FY 2011.
- \$13.8 million has been budgeted for the completion of Phases 2 and 3 of the Wealthy Operations Center Expansion Project. Construction is scheduled to be completed in December 2011.
- \$850,000 has been budgeted for the further implementation of Intelligent Transportation Systems (ITS) technologies. Improvements include a wireless network in the Route 50 (Lake Michigan) corridor and real time arrival signage.

- \$884,000 has been budgeted for trips on the County Connection program. Funding for this program will most likely be exhausted by the end of calendar year 2011.

### Conclusion

Staff is dedicated to quality customer care and providing efficient and cost-effective services to the community. The organization has done well to control, and in several instances, reduce expenses. The organization has done well to maintain current levels of service. It is projected, however, that expenses related to providing current levels of service will outpace revenues. Property tax collections should begin to grow, but slowly. For the moment, State Operating Assistance appears to have stabilized due to other agencies reducing levels of service or increasing their reliance on capital funds in the operating environment. Our goal will be to maintain current levels of service as we move forward. To that end, ITP's Management Team will continue to critically examine every aspect of our operation in an effort to reduce costs within our control and increase revenue.

The organization has a proven track record of fiscal responsibility over the years. As we move forward, both staff and the Board may be required to make difficult decisions to maintain current levels of service. These decisions may include increasing the use of capitalized operating or utilizing unrestricted net assets to balance future year budgets. These "tools", however, should be viewed as short-term fixes and not long-term solutions.

All Board members have received a copy of the budget. All Board members are invited to the budget work session scheduled on Wednesday, August 11<sup>th</sup> at 8:00 a.m. If you have any questions or comments regarding the budget, please feel free to contact me directly at (616) 774-1150 or at [ahartley@ridetherapid.org](mailto:ahartley@ridetherapid.org).

**INTERURBAN TRANSIT PARTNERSHIP  
OPERATING REVENUE BY CATEGORY  
FY 2011 BUDGET**

	FY 2008	FY 2009	FY 2010	FY 2010	FY 2010	FY 2011
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ADOPTED</u>	<u>AMENDED</u>	<u>PROJECTED</u>	<u>PROPOSED</u>
			<u>BUDGET</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>
<b>PASSENGER FARES:</b>						
Passenger Fares - Linehaul	\$3,855,110	\$4,278,367	\$4,583,160	\$4,583,160	\$4,449,145	\$4,537,128
Passenger Fares - Paratransit	\$674,726	\$716,804	\$737,634	\$737,634	\$734,412	\$756,444
Passenger Fares - Other	\$59,104	\$36,628	\$46,752	\$46,752	\$34,010	\$35,769
<b>TOTAL FARES</b>	<b>\$4,588,940</b>	<b>\$5,031,799</b>	<b>\$5,367,546</b>	<b>\$5,367,546</b>	<b>\$5,217,567</b>	<b>\$5,329,341</b>
<b>SALE OF TRANSPORTATION SERVICES</b>						
Community Mental Health	\$1,518,636	\$1,713,434	\$1,782,060	\$1,782,060	\$1,745,420	\$1,665,514
Downtown Area Shuttle	\$728,485	\$789,115	\$821,482	\$821,482	\$833,575	\$797,500
Grand Valley State University	\$1,859,990	\$2,326,169	\$2,242,823	\$2,242,823	\$2,460,857	\$2,359,156
Employment Transportation (Vanpool Lease)	\$135,249	\$121,820	\$150,000	\$150,000	\$91,794	\$120,000
Township Services	\$351,035	\$373,192	\$382,412	\$382,412	\$335,490	\$316,166
Other	\$323,522	\$302,909	\$54,500	\$54,500	\$105,886	\$145,616
<b>TOTAL SALES</b>	<b>\$4,916,917</b>	<b>\$5,626,639</b>	<b>\$5,433,277</b>	<b>\$5,433,277</b>	<b>\$5,573,022</b>	<b>\$5,403,952</b>
<b>OTHER REVENUE &amp; SUPPORT</b>						
State Operating Assistance	\$9,439,541	\$10,182,205	\$9,382,879	\$9,382,879	\$9,619,650	\$9,683,401
Property Taxes	\$12,237,560	\$12,261,811	\$12,196,802	\$12,196,802	\$11,769,129	\$11,568,599
Advertising	\$89,924	\$79,617	\$78,077	\$78,077	\$87,332	\$112,246
Interest & Miscellaneous	\$408,489	\$307,715	\$463,802	\$463,802	\$471,764	\$462,653
<b>TOTAL OTHER</b>	<b>\$22,175,514</b>	<b>\$22,831,348</b>	<b>\$22,121,560</b>	<b>\$22,121,560</b>	<b>\$21,947,875</b>	<b>\$21,826,899</b>
<b>TOTAL REVENUES</b>	<b>\$31,681,371</b>	<b>\$33,489,786</b>	<b>\$32,922,383</b>	<b>\$32,922,383</b>	<b>\$32,738,464</b>	<b>\$32,560,192</b>
<b>NET ASSETS</b>						
Restricted (Total @ 9/30/00 = \$440,492)	\$440,492	\$440,492	\$0	\$0	\$0	\$0
Unrestricted Additions/(Losses)	\$1,609,027	\$1,092,570	\$0	\$0	\$392,634	\$0
Unrestricted Cumulative (\$5,707,567 @ 9/30/00)	\$12,301,415	\$13,393,985	\$13,393,985	\$13,393,985	\$13,786,619	\$13,786,619
	0	0	0	0	-0	0

**INTERURBAN TRANSIT PARTNERSHIP  
OPERATING EXPENSE BY CATEGORY  
FY 2011 BUDGET**

	FY 2008	FY 2009	FY 2010	FY 2010	FY 2010	FY 2011
	ACTUAL	ACTUAL	ADOPTED	AMENDED	PROJECTED	PROPOSED
	BUDGET	BUDGET	BUDGET	BUDGET	ACTUAL	BUDGET
<b>LABOR:</b>						
Administrative Salaries	\$2,660,997	\$2,755,877	\$2,858,333	\$2,858,333	\$2,845,442	\$2,835,584
Driver Wages	\$7,112,779	\$8,095,214	\$8,300,347	\$8,300,347	\$8,147,981	\$8,357,002
Mechanics Wages	<u>\$1,151,159</u>	<u>\$1,235,903</u>	<u>\$1,315,562</u>	<u>\$1,315,562</u>	<u>\$1,223,751</u>	<u>\$1,308,975</u>
<b>TOTAL LABOR</b>	<b>\$10,924,935</b>	<b>\$12,086,994</b>	<b>\$12,474,242</b>	<b>\$12,474,242</b>	<b>\$12,217,174</b>	<b>\$12,501,561</b>
<b>FRINGE BENEFITS:</b>						
FICA	\$923,781	\$1,025,821	\$1,063,235	\$1,063,235	\$1,055,870	\$1,052,702
Pension	\$838,676	\$898,010	\$915,389	\$915,389	\$915,389	\$938,846
Group Medical	\$2,347,312	\$2,781,301	\$2,772,538	\$2,768,136	\$2,590,528	\$2,872,760
Unemployment Insurance	\$132,131	\$156,998	\$154,539	\$154,539	\$154,539	\$154,035
Workers Compensation	\$508,477	\$478,336	\$470,000	\$476,267	\$450,267	\$325,000
Sick Leave	\$132,681	\$171,600	\$151,994	\$151,994	\$158,412	\$116,083
Holiday	\$282,939	\$302,571	\$294,225	\$294,225	\$294,225	\$301,789
Vacation	\$670,855	\$759,470	\$813,716	\$813,716	\$814,116	\$823,837
Bereavement	\$13,026	\$12,008	\$12,000	\$12,000	\$12,000	\$12,000
Uniform Allowance	\$73,945	\$72,829	\$96,276	\$96,276	\$76,741	\$78,190
Personal Days - Union	\$161,347	\$221,334	\$239,687	\$239,687	\$218,485	\$248,029
Fringe Benefits Distributed to Grants	<u>(\$52,084)</u>	<u>(\$52,511)</u>	<u>(\$60,427)</u>	<u>(\$60,427)</u>	<u>(\$60,427)</u>	<u>(\$61,537)</u>
<b>TOTAL FRINGE BENEFITS</b>	<b>\$6,033,086</b>	<b>\$6,827,767</b>	<b>\$6,923,172</b>	<b>\$6,925,037</b>	<b>\$6,680,145</b>	<b>\$6,861,734</b>
<b>TOTAL LABOR &amp; FRINGES</b>	<b>\$16,958,021</b>	<b>\$18,914,761</b>	<b>\$19,397,414</b>	<b>\$19,399,279</b>	<b>\$18,897,319</b>	<b>\$19,363,295</b>
<b>SERVICES:</b>						
Audit, Legal & Consultant	\$169,742	\$186,884	\$203,500	\$198,967	\$181,935	\$230,000
Contract Service (Janitorial, Bus Cleaning, Fuel Lane & Shelter Snow Removal)	\$768,007	\$787,018	\$807,777	\$807,858	\$706,655	\$773,399
Other Services	<u>\$564,006</u>	<u>\$655,370</u>	<u>\$783,891</u>	<u>\$758,873</u>	<u>\$670,803</u>	<u>\$817,747</u>
<b>TOTAL SERVICES</b>	<b>\$1,501,755</b>	<b>\$1,629,272</b>	<b>\$1,795,168</b>	<b>\$1,765,698</b>	<b>\$1,559,393</b>	<b>\$1,821,146</b>
<b>MATERIAL &amp; SUPPLIES:</b>						
Fuel & Lubricants	\$3,565,989	\$2,189,671	\$2,929,953	\$2,930,253	\$2,475,042	\$2,880,582
Tires & Tubes	\$11,889	\$7,456	\$16,984	\$13,938	\$13,290	\$13,896
Office Supplies	\$54,417	\$39,974	\$46,825	\$47,005	\$37,506	\$35,050
Printing	\$80,097	\$58,042	\$81,790	\$75,456	\$61,770	\$64,040
Repair Parts	\$866,988	\$1,015,903	\$979,648	\$970,794	\$821,455	\$1,000,178
Supplies - Other	<u>\$73,479</u>	<u>\$101,494</u>	<u>\$86,199</u>	<u>\$94,699</u>	<u>\$78,094</u>	<u>\$87,290</u>
<b>TOTAL MATERIAL &amp; SUPPLIES</b>	<b>\$4,652,859</b>	<b>\$3,412,540</b>	<b>\$4,141,399</b>	<b>\$4,132,145</b>	<b>\$3,487,157</b>	<b>\$4,081,036</b>
<b>UTILITIES:</b>						
Electronic Communications	\$54,518	\$41,763	\$43,892	\$72,292	\$57,037	\$59,030
Gas Heat	\$239,845	\$196,206	\$240,000	\$240,000	\$227,495	\$238,000
Electric	\$206,657	\$211,456	\$220,000	\$220,000	\$201,574	\$212,000
Other	<u>\$77,708</u>	<u>\$60,759</u>	<u>\$65,600</u>	<u>\$65,600</u>	<u>\$62,105</u>	<u>\$66,200</u>
<b>TOTAL UTILITIES</b>	<b>\$578,728</b>	<b>\$510,184</b>	<b>\$569,492</b>	<b>\$597,892</b>	<b>\$548,211</b>	<b>\$575,230</b>

INTERURBAN TRANSIT PARTNERSHIP  
 OPERATING EXPENSE BY CATEGORY - CONTINUED  
 FY 2011 BUDGET

	FY 2008	FY 2009	FY 2010	FY 2010	FY 2010	FY 2011
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ADOPTED</u>	<u>AMENDED</u>	<u>PROJECTED</u>	<u>PROPOSED</u>
CASUALTY & LIABILITY COSTS:						
PL & PD Insurance	\$633,486	\$772,629	\$756,449	\$756,449	\$552,680	\$522,680
Building & Other Insurance	<u>\$95,790</u>	<u>\$151,725</u>	<u>\$162,090</u>	<u>\$167,185</u>	<u>\$167,185</u>	<u>\$173,239</u>
TOTAL CASUALTY & LIABILITY	\$729,276	\$924,354	\$918,539	\$923,634	\$719,865	\$695,919
PURCHASED TRANSPORTATION	\$3,597,958	\$3,921,744	\$4,103,928	\$4,103,928	\$4,015,666	\$4,244,521
PURCHASED TRANSPORTATION - COMMUNITY MENTAL HEALTH	\$2,117,934	\$2,336,826	\$2,421,683	\$2,421,683	\$2,372,667	\$2,259,519
PURCHASED TRANSPORTATION - OTHER PROGRAMS	\$367	\$0	\$7,500	\$7,500	\$0	\$0
PURCHASED TRANSPORTATION - SUBURBAN PARATRANSIT	\$342,469	\$253,935	\$330,370	\$330,370	\$256,465	\$234,764
PURCHASED TRANSPORTATION - AIRPORT SHUTTLE	\$150,527	\$0	\$0	\$0	\$0	\$0
OTHER EXPENSES:						
Dues & Subscriptions	\$57,184	\$59,938	\$63,555	\$64,329	\$64,190	\$61,863
Professional Development	\$115,956	\$95,235	\$85,130	\$83,897	\$72,615	\$76,450
Promotion	\$126,777	\$117,185	\$120,000	\$127,500	\$127,500	\$100,000
Community Outreach	\$119,750	\$110,309	\$120,000	\$120,000	\$120,000	\$120,000
Office Equipment	\$14,598	\$16,081	\$17,000	\$17,000	\$11,502	\$17,040
Shop Tools	\$27,604	\$33,403	\$33,905	\$36,905	\$36,905	\$31,225
Miscellaneous	<u>\$71,641</u>	<u>\$61,449</u>	<u>\$97,300</u>	<u>\$90,623</u>	<u>\$56,375</u>	<u>\$53,687</u>
TOTAL OTHER EXPENSES	\$533,510	\$493,600	\$536,890	\$540,254	\$489,087	\$460,265
NET SURPLUS/(DEFICIT)	\$1,609,027	\$1,092,570	\$0	\$0	\$392,634	\$0
TRANSFER OUT - GRANT BUDGET	\$0	\$0	\$0	\$0	\$0	\$0
OPERATING EXPENSES - CAPITALIZED	\$0	\$0	(\$1,300,000)	(\$1,300,000)	\$0	(\$1,175,503)
TOTAL EXPENDITURES	\$31,681,371	\$33,489,786	\$32,922,383	\$32,922,383	\$32,738,464	\$32,560,192

**INTERURBAN TRANSIT PARTNERSHIP  
GRANT REVENUES & EXPENDITURES  
FY 2011 BUDGET**

**REVENUES**

	FY 2010 <u>AMENDED</u>	FY 2011 <u>PROPOSED</u>
Federal Grant Assistance	\$15,843,452	\$18,639,321
State Grant Assistance	\$3,261,809	\$3,902,515
Use of Restricted Net Assets	\$0	\$0
Other Local	\$0	\$0
Transfer In - Operating Budget	\$0	\$0
<b>TOTAL GRANT REVENUES</b>	<b>\$19,105,261</b>	<b>\$22,541,836</b>

**EXPENDITURES**

Description	FY 2010 <u>AMENDED</u>	FY 2011 <u>PROPOSED</u>	FY 2011 <u>Federal</u>	FY 2011 <u>State</u>	FY 2011 <u>Local</u>	FY 2011 <u>Other</u>
Administrative Salaries	\$105,830	\$107,256	\$107,256	\$0	\$0	\$0
Fringe Benefit Distribution	<u>\$60,427</u>	<u>\$61,537</u>	<u>\$61,537</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL LABOR</b>	<b>\$166,257</b>	<b>\$168,793</b>	<b>\$168,793</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Tires & Tubes	\$100,800	\$156,000	\$156,000	\$0	\$0	\$0
Office Supplies	\$500	\$500	\$500	\$0	\$0	\$0
Printing	<u>\$4,000</u>	<u>\$4,000</u>	<u>\$4,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL MATERIAL &amp; SUPPLIES</b>	<b>\$105,300</b>	<b>\$160,500</b>	<b>\$160,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Purchased Transportation	\$1,782,832	\$1,284,234	\$862,117	\$422,117	\$0	\$0
Specialized Services	<u>\$463,289</u>	<u>\$463,289</u>	<u>\$0</u>	<u>\$463,289</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL PURCHASED TRANS.</b>	<b>\$2,246,121</b>	<b>\$1,747,523</b>	<b>\$862,117</b>	<b>\$885,406</b>	<b>\$0</b>	<b>\$0</b>
Dues & Subscriptions	\$4,775	\$4,775	\$4,775	\$0	\$0	\$0
Professional Development	\$4,000	\$4,000	\$4,000	\$0	\$0	\$0
Miscellaneous	<u>\$10,125</u>	<u>\$10,125</u>	<u>\$10,125</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL OTHER EXPENSES</b>	<b>\$18,900</b>	<b>\$18,900</b>	<b>\$18,900</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Storage Space Lease	<u>\$44,496</u>	<u>\$45,732</u>	<u>\$45,732</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL LEASES</b>	<b>\$44,496</b>	<b>\$45,732</b>	<b>\$45,732</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Rolling Stock	\$2,167,149	\$1,145,501	\$916,401	\$229,100	\$0	\$0
Facilities	\$9,934,773	\$13,940,044	\$11,152,035	\$2,788,009	\$0	\$0
Equipment	\$385,060	\$506,000	\$506,000	\$0	\$0	\$0
Other	<u>\$1,330,955</u>	<u>\$2,090,368</u>	<u>\$2,090,368</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL CAPITAL</b>	<b>\$13,817,937</b>	<b>\$17,681,913</b>	<b>\$14,664,804</b>	<b>\$3,017,109</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL PLANNING SERVICES</b>	<b>\$1,406,250</b>	<b>\$1,542,972</b>	<b>\$1,542,972</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL CAPITALIZED OPERATING</b>	<b>\$1,300,000</b>	<b>\$1,175,503</b>	<b>\$1,175,503</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL GRANT EXPENDITURES</b>	<b>\$19,105,261</b>	<b>\$22,541,836</b>	<b>\$18,639,321</b>	<b>\$3,902,515</b>	<b>\$0</b>	<b>\$0</b>

**INTERURBAN TRANSIT PARTNERSHIP BOARD**

**RESOLUTION NO. \_\_\_\_\_**

**Fiscal Year 2010**

**GENERAL APPROPRIATIONS ACT FOR FY 2011**

Moved and supported to adopt the following resolution:

Whereas, the Interurban Transit Partnership, formed under Public Act 196, will levy 1.1200 mills of ad valorem property taxes for the purpose of providing public transportation services during FY 2011; and

Whereas, total expenditures do not exceed total revenues; and

Whereas, estimated revenues (by source) to be collected in the Operating Budget and Grant Budget are contained in the budget document presented to the ITP Board;

THEREFORE BE IT RESOLVED that the Interurban Transit Partnership Board hereby adopts the FY 2011 Operating and Grant Budgets as presented to the ITP Board on August 25, 2009.

BE IT FURTHER RESOLVED that the Interurban Transit Partnership Board has reviewed and hereby approves the FY 2011 Marketing and Communications Plan and authorizes the CEO to implement the provisions of the Plan.

BE IT FURTHER RESOLVED that the CEO, or his designee, is authorized to execute contracts to maintain employee fringe benefit programs as outlined in the Budget.

BE IT FURTHER RESOLVED that the Interurban Transit Partnership Board has reviewed and hereby approves the Costing for Contracted Services as presented.

BE IT FURTHER RESOLVED that funds in the budget (\$32,560,192 Operating and \$22,541,836 Grant) are appropriated for those purposes described in the budget, as required under Section 21 of Act 196 (Public Act of 1986, as amended).

CERTIFICATE

The undersigned, duly qualified and acting secretary of the Interurban Transit Partnership Board, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Interurban Transit Partnership Board.

\_\_\_\_\_  
Robin Crothers, ITP Board Secretary

\_\_\_\_\_  
Date