



September 25, 2025

I am in receipt of the Federal Transit Administration (FTA)'s final report of its fiscal 2025 Triennial Review of CATA. The in-person review, which evaluated the Authority's compliance with federal regulations over a period of three years — 2023, 2024 and 2025 — resulted in zero findings. This accomplishment earned CATA an Achievement of Excellence certificate from FTA Region V for the second consecutive review period.

Although not an audit, the Triennial Review is the FTA's assessment of a recipient's compliance with federal requirements. The review examines a sample of award management and program implementation practices in 23 areas. The FTA continually refines the review process to improve its consistency and transparency, incorporating lessons learned from prior reviews and recipient feedback.

CATA's Board of Directors is pleased with the results of the review and is confident that our Chief Executive Officer will continue to guide the Authority's seasoned leadership team and employees into the next review period, currently scheduled for 2028. CATA will continue to expeditiously implement processes, procedures, training and solutions that ensure CATA's future adherence to regulatory requirements.

We look forward to transparent reporting on future FTA Triennial Reviews and appreciate your continued confidence in CATA.

Sincerely,

A handwritten signature in black ink, appearing to read 'Nathan Triplett', is written over a light blue horizontal line.

Nathan Triplett
Board Chair



September 25, 2025

In 2025, CATA hosted a small contingent of U.S. Department of Transportation and Region V Federal Transit Administration (FTA) examiners for a Triennial Review. The review, mandated by Congress, is conducted every three years to examine the operations of all transportation agencies nationwide that receive federal grant dollars, ensuring they meet FTA requirements and policies. CATA showed no deficiencies and was found in compliance with all 23 areas of inspection, including operations, finance, maintenance of buses and facilities, civil rights and Americans with Disabilities Act (ADA) compliance, grant management, service planning, procurement, security and safety, and general management and organization. Following the in-depth review process, the FTA awarded CATA an Achievement of Excellence certificate.

A key part of CATA's preparation for the review included a pre-audit process to evaluate where the agency could strengthen operations. The perfect score further demonstrates that CATA is a good steward of taxpayer dollars, with all its policies and procedures in place, enhancing its mission to meet the mobility needs of our region by providing innovative solutions in partnership with the communities we serve.

CATA takes its responsibility to operate an efficient, well-run transit system seriously. It is an honor to have the hard work and dedication of our staff recognized in this way by the FTA. In the spirit of transparency, we hereby disclose the FTA's final report of its fiscal 2025 Triennial Review of CATA.

On behalf of our current executive staff, administrative employees, bus operators, mechanics and ATU Local No. 1039, I thank you for your unwavering trust and confidence in CATA; for allowing us to deliver the exemplary transportation and mobility services we know we are capable of. We remain committed to stewarding public trust and striving to provide exceptional public transportation services.

Respectfully,

A handwritten signature in black ink that reads 'Bradley T. Funkhouser'. The signature is written in a cursive style with a long, sweeping tail on the 's'.

Bradley T. Funkhouser, AICP
Chief Executive Officer



U.S. Department
of Transportation
**Federal Transit
Administration**

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August 22, 2025

Nathan Triplett
Chair, Board of Directors
Capital Area Transportation Authority
4615 Tranter Street
Lansing, MI 48910

Re: Fiscal Year 2025 Triennial Review - Final Report and Closeout Letter

Dear Nathan Triplett:

I am pleased to provide you with a copy of the Federal Transit Administration (FTA) final report which documents the results of FTA's Fiscal Year (FY) 2025 Triennial Review of the Capital Area Transportation Authority (CATA) in Lansing, Michigan. Although not an audit, the Triennial Review, as required by 49 U.S.C. Chapter 53, is the FTA's assessment of CATA's compliance with Federal requirements, determined by examining a sample of award management and program implementation practices. As such, the Triennial Review is not intended as, nor does it constitute, a comprehensive and final review of compliance with program funding requirements.


Due to the Coronavirus 2019 (COVID-19) Public Health Emergency, the review was expanded to address CATA's compliance with the administrative relief and flexibilities FTA granted and the requirements of the COVID-19 relief funds received through the Coronavirus Aid, Relief, and Economic Security (CARES) Act, Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) of 2021, and the American Rescue Plan (ARP) Act of 2021.

The Triennial Review focused on CATA's compliance in 23 areas. No deficiencies were found with the FTA requirements in any of these areas.

Thank you for your cooperation and assistance during this Triennial Review. Please consider your Triennial Review to be closed.

If you need any technical assistance or have any questions, please do not hesitate to contact Lisa Joiner, Lead Transportation Program Specialist, at 312-353-2791 or by email at lisa.joiner@dot.gov.

Sincerely,


Kelley Brookins
Regional Administrator

cc: Bradley T. Funkhouser, CATA
Dustin Hagfors, CATA
Lisa Joiner, FTA
Benjamin Sumpter, Team TFC
Philippa Drew, Team TFC
Michael Lacey, Team TFC

Enclosure

Achievement of Excellence

presented to

Capital Area Transportation Authority

Lansing, MI



Federal Transit Administration
Region V

**Certificate for exemplary completion of a U.S. DOT FTA
Triennial Review during Fiscal Year 2025 presented to
federal-funded public transportation providers and agencies who had
no open final report findings in the areas examined.**

A handwritten signature in blue ink that reads "Kelley Brookins". The signature is written in a cursive style and is positioned above a horizontal line.

Kelley Brookins, Regional Administrator

FINAL REPORT

**FISCAL YEAR 2025
TRIENNIAL REVIEW**

Of

**Capital Area Transportation Authority
(CATA)
Lansing, MI
Recipient ID: 1218**

Performed for:

**U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL TRANSIT ADMINISTRATION
REGION 5**

Prepared By:

Team TFC

Desk Review/ Scoping Meeting Date: March 10-31, 2025

Site Visit Entrance Conference Date: June 12, 2025

Site Visit Exit Conference Date: June 18, 2025

Draft Report Date: July 22, 2025

Final Report Date: August 22, 2025

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I. Executive Summary

This report documents the Federal Transit Administration’s (FTA) Triennial Review of the Capital Area Transportation Authority (CATA) of Lansing, Michigan. The FTA wants to ensure that awards are administered in accordance with the requirements of Federal public transportation law 49 U.S.C. Chapter 53. The review was performed by CSI Compliance under subcontract to TFC Consulting, Inc. During the site visit, the reviewers discussed the administrative and statutory requirements and reviewed recipient documents.

Due to the Coronavirus 2019 (COVID-19) Public Health Emergency, the FTA expanded the review to address CATA’s compliance with the administrative relief and flexibilities that the FTA granted, and the requirements of the COVID-19 Relief funds received through the Coronavirus Aid, Relief, and Economic Security (CARES) Act, Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) of 2021, and the American Rescue Plan (ARP) Act of 2021. The FTA also requested CATA share if and/or how it suspended, deviated from, or significantly updated or altered its transit program due to the public health emergency.

1. Metric

The metrics used to evaluate whether a recipient is meeting the requirements for each of the areas reviewed are:

- Not Deficient (ND): An area is considered not deficient if, during the review, nothing came to light that would indicate the requirements within the area reviewed were not met.
- Deficient (D): An area is considered deficient if any of the requirements within the area reviewed were not met.
- Not Applicable (NA): An area can be deemed not applicable if, after an initial assessment, the recipient does not conduct activities for which the requirements of the respective area would be applicable.

2. Summary of Findings

The Fiscal Year (FY) 2025 Triennial Review focused on CATA’s compliance in 23 areas.

No deficiencies were found with any of FTA requirements in any of these areas.

Review Area	Finding	Deficiency Code(s)		Corrective Action(s)	Response Due Date(s)	Date Closed
		Code	Description			
1. Legal	ND					

Review Area	Finding	Deficiency Code(s)		Corrective Action(s)	Response Due Date(s)	Date Closed
		Code	Description			
2. Financial Management and Capacity	ND					
3. Technical Capacity – Award Management	ND					
4. Technical Capacity – Program Management and Subrecipient Oversight	ND					
5. Technical Capacity – Project Management	ND					
6. Transit Asset Management	ND					
7. Satisfactory Continuing Control	ND					
8. Maintenance	ND					
9. Procurement	ND					
10. Disadvantaged Business Enterprise	ND					
11. Title VI	ND					
12. Americans with Disabilities Act (ADA) – General	ND					
13. ADA – Complementary Paratransit	ND					
14. Equal Employment Opportunity	ND					
15. School Bus	ND					
16. Charter Bus	ND					
17. Drug-Free Workplace	ND					
18. Drug and Alcohol Program	ND					

Review Area	Finding	Deficiency Code(s)		Corrective Action(s)	Response Due Date(s)	Date Closed
		Code	Description			
19. Section 5307 Program Requirements	ND					
20. Section 5310 Program Requirements	ND					
21. Section 5311 Program Requirements	NA					
22. Public Transportation Agency Safety Plan	ND					
23. Cybersecurity	NA					

The metrics used to evaluate whether a recipient is meeting the requirements for each of the areas reviewed are: Deficient (D)/Not Deficient (ND)/Not Applicable (NA)

II. Review Background and Process

1. Review Background

The United States Code, Chapter 53 of Title 49 (49 U.S.C. 5307(f)(2)) requires that “At least once every 3 years, the Secretary shall review and evaluate completely the performance of a recipient in carrying out the recipient’s program, specifically referring to compliance with statutory and administrative requirements...” The FTA performs this Triennial Review in accordance with its procedures (published in FTA Order 9010.1B, April 5, 1993).

The Triennial Review includes a review of the recipient’s compliance in 23 areas. The basic requirements for each of these areas are summarized in Section IV. The FTA contracts with experienced reviewers to lead and conduct the Triennial Reviews, in partnership with the staff of the regional office.

This report presents the findings from the Triennial Review of the recipient. The review concentrated on procedures and practices employed since the recipient’s previous Triennial Review in 2022; however, coverage was extended to earlier periods as appropriate to assess the policies in place and the management of award funds. The specific documents reviewed and referenced in this report are available at the FTA regional office or at the recipient’s location.

2. Process

The Triennial Review includes a pre-review assessment, a desk review and scoping meeting with the FTA regional office, and a site visit to the recipient’s location. The FTA expanded this review to address the recipient’s compliance with the administrative relief and flexibilities that the FTA granted, and the requirements of the COVID-19 relief funds received through the CARES, CRRSAA, and ARP. The FTA also requested that the recipient share if and/or how it suspended, deviated from, or significantly updated or altered its transit program due to the public health emergency.

The FY 2025 process began with the regional office transmitting a notification of the review and a Recipient Information Request (RIR). While the recipient prepared its response to the RIR, the regional office and review team conducted a desk review and scoping meeting, respectively. Regional office staff provided electronic files as necessary to the reviewers who also accessed recipient information in the FTA electronic award management systems: Transit Award Management System (TrAMS) and Oversight Tracking System (OTrak). Following the desk review and scoping meeting, the reviewers and the recipient corresponded and exchanged information and documentation in preparation for the site visit. Prior to the site visit, the reviewer sent to the recipient an agenda package indicating the issues that would be discussed, records to be reviewed, and interviews to be conducted.

The site visit began with an entrance conference, at which the reviewers and regional staff discussed the purpose of the Triennial Review and the review process. The reviewers conducted additional interviews and reviewed documentation to evidence the recipient’s compliance with

FTA requirements.

Upon completion of the site visit, the reviewers and the FTA regional office staff discussed preliminary findings with the recipient, subsequently presented and provided the findings formally at the exit conference, conducted virtually. The table below summarizes key review dates. Section V of this report lists the individuals participating in the site visit.

Process Date	Process
January 15, 2025	FTA transmittal of the Recipient Information Request (RIR)
February 28, 2025	Recipient Transmittal of RIR to Reviewers
March 10-31, 2025	FTA and Reviewers Scoping Meeting/Desk Review
May 29, 2025	Reviewer Transmittal of the Agenda Package
June 12, 2025	Site Visit: Entrance Conference
June 18, 2025	Site Visit: Exit Conference (virtual)
July 22, 2025	FTA Transmittal of the Draft Report
August 22, 2025	Final Report to be sent to the Recipient within 45 business days from the Site Visit: Exit Conference date

III. Recipient Description

1. Organization

CATA has served the capital city region of Lansing, Michigan since 1972, and was formed under Act 55 (Public Act of Michigan 1963). The Authority's governmental membership comprises the cities of Lansing and East Lansing, and the townships of Delhi, Lansing, and Meridian. CATA serves the aforementioned cities and townships, and the population of the service area is 318,300.

The recipient operates a network of 33 fixed routes. Service is provided weekdays from 5:30 a.m. to 2:30 a.m. Saturday service is operated from 6:30 a.m. to 2:30 a.m. Sunday service operates from 8:00 a.m. to 2:30 a.m. The recipient's Spec-Tran ADA complementary paratransit service operates during the same days and hours as the fixed-route service.

The basic adult fare for bus service is \$1.25. During all service hours, a reduced fare of 60¢ is offered to passengers 62 years of age and over, persons with disabilities, passengers with a Medicare card or a CATA Club Fare Card, and students with a valid college or CATA Student ID. The fare for Spec-Tran ADA complementary paratransit service is \$2.50 per trip.

CATA operates a fleet of 105 buses for fixed-route service. The current peak requirement is 89 vehicles, which results in a spare ratio of 19.5 percent. CATA also has a fleet of 109 paratransit vehicles (35 directly operated and 74 under contract with Transdev) for the Spec-Tran paratransit service.

CATA operates from a single operations, maintenance, and administration facility located at 4615 Tranter Street in Lansing. Its service is oriented around three transit centers: The Capital Area Multimodal Gateway, the CATA Transportation Center (CTC), and the MSU-CATA Transportation Center (MSU-CTC).

CATA executed a new agreement with a Section 5310 subrecipient, Disability Network Capital Area, during the review period.

2. Award and Project Activity

Below is a list of CATA's open awards at the time of the review.

Award Number	Award Amount	Year Executed	Award Name
MI-2016-034	\$8,018,360	2016	FY 2016 CATA Super Grant
MI-2017-014	\$7,337,698	2017	FY 2017 CATA Super Grant
MI-2019-003	\$7,442,924	2018	FY 2018 CATA Super Grant
MI-2019-030	\$10,917,598	2019	FY 2019 CATA Super Grant
MI-2020-064	\$7,812,056	2020	FY 2020 CATA Super Grant

Award Number	Award Amount	Year Executed	Award Name
MI-2021-026	\$74,875	2021	Section 5312 Innovations in Transit Public Safety
MI-2021-034	\$1,971,211	2021	Section 5339c Low-No Emission Grant Program for Buses and Infrastructure
MI-2021-035	\$1,824,416	2021	Section 5339b Bus and Bus Facilities Grant Program for CTC Rehabilitation
MI-2021-045	\$7,830,922	2021	FY 2021 CATA Super Grant
MI-2022-014	\$16,181,801	2022	Capital Area Transportation Authority Section 5307 CRRSA Operating Assistance
MI-2022-043	\$28,860,641	2022	FY 2022 CATA Super Grant
MI-2023-012	\$49,916	2023	CRRSAA Section 5310 CATA Operating Assistance
MI-2023-015	\$49,917	2023	ARPA Section 5310 CATA Operating Assistance

CATA received Supplemental Funds for operating assistance in award numbers MI-2022-014, MI-2023-012, and MI-2023-015. This is not the first Triennial Review where CATA has received operating assistance from the FTA.

Projects Completed

In the past few years, CATA completed the following noteworthy projects:

- **System-Wide Radio Replacement:** Radio network upgrades to join the Michigan Public Safety Communication System. The project included replacing all CATA-operated revenue, support, transport, and contractor vehicle radios, as well as updating CATA and contractor dispatch centers to improve emergency responsiveness as CATA joins state-wide radio communication and shared communication with other first responders.
- **Anti-Human Trafficking Efforts:** Recipient of 5312 funds for a project to increase safety measures towards identifying and preventing cases of human trafficking in public transportation.
- **Bus Shelters:** Improved amenities by adding lighting, updating signage, adding waste bins, and installing new updated shelters at various locations.
- **Safety & Security:** Upgrade security infrastructure at CATA’s facilities including pedestrian and vehicle building access points, and security camera system upgrades. In addition, a Security System Risk Assessment was performed which included site

assessments, security equipment assessments, and development of recommended solutions.

Ongoing Projects

CATA is currently implementing the following noteworthy projects:

- **FY2025 Section 5310 Call for Projects:** In October 2024, CATA published a Call for Projects to solicit eligible community projects to support the transportation needs of individuals with disabilities and older adults. CATA is currently working to finalize contract documents with the successful applicant as well as continuing conversations with local nonprofits to expand the project in the future.
- **Touchless Fare Payment Solution:** CATA launched “CATA Mobile Pay”, a new app with mobile ticketing integration in the Transit app. This feature offers a simple, cashless way to pay for bus fares from a smartphone, improving convenience and efficiency for public transit riders. In addition, the Transit App ticketing service has been launched.
- **Renovation of CATA Transportation Center (CTC):** CATA is renovating the CTC located in downtown Lansing using Section 5339b funding. The project includes rehabilitation of both interior and exterior building components including the roof, doors, concrete, site drainage, restrooms, electrical and lighting, and customer amenities in the building’s concourse.
- **Electric Large Buses:** CATA is using Section 5339c funds to acquire two expansion battery electric large buses, related charging infrastructure equipment, and installation of related equipment.
- **Pilot Security Cameras Project on Revenue Vehicles:** Pilot surveillance project to install mobile surveillance/security cameras on four fixed-route buses, two paratransit buses, and three non-revenue transport vehicles in CATA’s directly operated transportation fleet. The results of the pilot could lead to a fleet-wide implementation of security cameras on board all revenue vehicles.

Future Projects

CATA plans to pursue the following noteworthy projects in the next three to five years:

- **Comprehensive Operational Analysis:** An upcoming analysis of CATA’s transit offerings and fixed-route system is planned. The goal is to streamline services, increase efficiency, and find ways to maximize the effectiveness of grant expenditures.
- **CATA.org Website Overhaul:** This will incorporate advanced technological features, an updated design, and enhanced functionality to significantly improve user experience and accessibility of CATA’s website. This website project will include WCAG 2.0 AAA accessibility and usability website features in consideration of the transportation needs of individuals with disabilities and older adults.

- Shopping Bus: Using Section 5310 funds, CATA will purchase a new shopping bus to expand the existing service providing regularly scheduled transportation from senior housing complexes to grocery stores and shopping centers around the region.

IV. Results of the Review

1. Legal

Basic Requirement: The recipient must promptly notify the FTA of legal matters and additionally notify the USDOT Office of Inspector General (OIG) of any instances relating to false claims under the False Claims Act or fraud. Recipients must comply with restrictions on lobbying requirements.

Finding: No deficiency.

2. Financial Management and Capacity

Basic Requirement: The recipient must have financial policies and procedures; an organizational structure that defines, assigns, and delegates fiduciary authority; and financial management systems in place to manage, match, and charge only allowable costs to the award. The recipient must conduct the required Single Audits, as required by 2 CFR part 200, and provide financial oversight of subrecipients.

Finding: No deficiency.

3. Technical Capacity – Award Management

Basic Requirement: The recipient must report the progress of projects in awards to the FTA and close awards timely.

Finding: No deficiency.

4. Technical Capacity – Program Management & Subrecipient Oversight

Basic Requirement: States must document and follow a public involvement process for the development of the long-range statewide transportation plan and State Transportation Improvement Program (STIP). Designated recipients of Sections 5310, 5311, and 5339 funds must develop and submit a State Management/Program Management Plan to the FTA for approval. Recipients must enter into an agreement with each subrecipient, obtain required certifications from subrecipients, report in the Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS) on subawards, and ensure subrecipients comply with the terms of the award.

Finding: No deficiency.

5. Technical Capacity – Project Management

Basic Requirement: The recipient must implement the FTA-funded projects in accordance with the award application, the FTA Master Agreement, and applicable laws and regulations using sound management practices.

Finding: No deficiency.

6. Transit Asset Management

Basic Requirement: Recipients must comply with 49 CFR part 625 to ensure public transportation providers develop and implement transit asset management (TAM) plans.

Finding: No deficiency.

7. Satisfactory Continuing Control

Basic Requirement: The recipient must ensure that FTA-funded property will remain available and used for its originally authorized purpose throughout its useful life until disposition.

Finding: No deficiency.

8. Maintenance

Basic Requirement: Recipients must keep federally funded vehicles, equipment, and facilities in good operating condition. Recipients must keep Americans with Disabilities Act (ADA) accessibility features on all vehicles, equipment, and facilities in good operating order.

Finding: No deficiency.

9. Procurement

Basic Requirement: The non-federal entity must use its own documented procurement procedures which reflect applicable State, local, and tribal laws and regulations, and conform to applicable Federal law and the standards identified in 2 CFR Part 200. With regard to the procurement standards in 2 CFR Part 200, state recipients can use the state's overall policies and procedures, except that the state must comply with 2 CFR 200.321 (contracting with small and minority businesses (superseded by DOT's DBE regulation)), 200.322 (domestic preferences), 200.323 (procurement of recovered materials), and 200.327 (contract provisions). States also must comply with any requirement applicable to FTA recipients by reason other than a 2 CFR Part 200 procurement standard; for example, 49 U.S.C. 5325(a) requires recipients to conduct all procurement transactions in a manner that provides full and open competition, regardless of Part 200's allowance for states to use state procedures.

The reviewers examined documentation in the following sampled procurements:

Contract/ Product	Award Date	Amount	Method	Deficiencies
Hoekstra Roofing Company	9/30/2024	\$1,822,800	Invitation for Bid	None
Progressive AE	9/25/2024	\$238,280	Request for Proposals (RFP)	None
Hoekstra Transportation	9/25/2024	\$764,952	RFP	None
Via Transportation Inc. d/b/a River North Transit	9/23/2024	1,414,062	RFP	None
New Flyer of America	8/16/2024	1,270,630	RFP-State of WA	None

Finding: No deficiency.

10. Disadvantaged Business Enterprise (DBE)

Basic Requirement: Recipients must comply with 49 CFR Part 26 to ensure nondiscrimination in the award and administration of USDOT-assisted contracts. Recipients also must create a level playing field on which DBEs can compete fairly for USDOT-assisted contracts.

Finding: No deficiency.

11. Title VI

Basic Requirement: The recipient must ensure that no person shall, on the grounds of race, color, or national origin, be excluded from participating in, or be denied the benefits of, or be subject to discrimination under any program or activity receiving Federal financial assistance without regard to whether specific projects or services are federally funded. The recipient must ensure that all transit services and related benefits are distributed in an equitable manner.

Finding: No deficiency.

12. Americans with Disabilities Act (ADA) – General

Basic Requirement: Titles II and III of the Americans with Disabilities Act of 1990 provide that no entity shall discriminate against an individual with a disability in connection with the provision of transportation service. The law sets forth specific requirements for vehicle and facility accessibility and the provision of service, including complementary paratransit service.

Finding: No deficiency.

13. ADA – Complementary Paratransit

Basic Requirement: Under 49 CFR 37.121(a), each public entity operating a fixed-route system shall provide paratransit or other special service to individuals with disabilities that is comparable to the level of service provided to individuals without disabilities who use the fixed-route system. “Comparability” is determined by 49 CFR 37.123-37.133. Requirements for complementary paratransit do not apply to commuter bus, commuter rail, or intercity rail systems.

Finding: No deficiency.

14. Equal Employment Opportunity (EEO)

Basic Requirement: The recipient must ensure that no person in the United States shall on the grounds of race, color, religion, national origin, sex, age or disability be excluded from participating in, or denied the benefits of, or be subject to discrimination in employment under any project, program or activity receiving Federal financial assistance under the Federal transit laws.

Finding: No deficiency.

15. School Bus

Basic Requirement: Recipients are prohibited from providing school bus service in competition with private school bus operators unless the service qualifies and is approved by the FTA Administrator under an allowable exemption. Federally-funded equipment or facilities cannot be used to provide exclusive school bus service.

Finding: No deficiency.

16. Charter Bus

Basic Requirement: Recipients are prohibited from using the FTA-funded equipment and facilities to provide charter service that unfairly competes with private charter operators. Recipients may operate charter only when the service meets a specified exception defined in rule.

Finding: No deficiency.

17. Drug Free Workplace Act

Basic Requirement: Recipients are required to maintain a drug free workplace for all award-related employees; report any convictions occurring in the workplace timely; and have an ongoing drug free awareness program.

Finding: No deficiency.

18. Drug and Alcohol Program

Basic Requirement: Recipients receiving Section 5307, 5309, 5311, or 5339 funds that have safety-sensitive employees must have a drug and alcohol testing program in place for such employees.

Finding: No deficiency.

19. Section 5307 Program Requirements

Basic Requirement: The recipient must participate in the transportation planning process in accordance with Federal Transit Administration (FTA) requirements and the metropolitan and statewide planning regulations.

Recipients shall develop, publish, and afford an opportunity for a public hearing on, and submit for approval, a program of projects (POP).

Recipients are expected to have a written, locally developed process for soliciting and considering public comment before raising fares or carrying out a major transportation service reduction.

For fixed-route service supported with Section 5307 assistance, fares charged to seniors, persons with disabilities or an individual presenting a Medicare card during off-peak hours will not be more than one half the peak hour fares.

Finding: No deficiency.

20. Section 5310 Program Requirements

Basic Requirement: Recipients must expend Section 5310 funds on eligible projects that meet the specific needs of seniors and individuals with disabilities. Projects selected for funding must be included in a locally developed, coordinated public transit-human services transportation plan. Recipients must approve all subrecipient leases of Section 5310-funded vehicles. Leases of Section 5310-funded vehicles must include required terms and conditions. Either the recipient or subrecipient must hold the title to the leased vehicles.

Finding: No deficiencies.

21. Section 5311 Program Requirements

Basic Requirement: States must expend Section 5311 funds on eligible projects to support rural public transportation services and intercity bus transportation.

Finding: This section only applies to recipients that receive Section 5311 funds directly from FTA; therefore, the related requirements are not applicable.

22. Public Transportation Agency Safety Plan (PTASP)

Basic Requirement: Recipients must comply with the Public Transportation Agency Safety Plan (PTASP) regulation (49 CFR Part 673) to ensure public transportation providers develop and implement an Agency Safety Plan (ASP). The PTASP Final Rule published in the Federal Register April 11, 2024 became effective May 13, 2024. FTA expects transit agencies to address the regulatory changes in the new PTASP Final Rule in their next Agency Safety Plan (ASP) annual update.

FTA requires applicable recipients to certify that they have established an ASP that meets the requirements of the PTASP regulation and 49 U.S.C. 5329(d) as part of the annual Certifications and Assurances for FTA grants and cooperative agreements. FTA notes that per 49 U.S.C. 5307(c)(1)(L), this certification is a required condition of receiving section 5307 funding (though noncompliance can impact access to Section 5307 funding as well as other grant funds where 5307 requirements apply). FTA monitors these certifications in its Transit Award Management System (TrAMS).

Finding: No deficiency.

23. Cybersecurity

Basic Requirement: Recipients that operate rail fixed guideway public transportation systems must certify compliance with the requirements for establishing a cybersecurity process under 49 U.S.C. § 5323(v), a new subsection added by the National Defense Authorization Act for Fiscal Year 2020, Pub. L. 116-92, § 7613 (Dec. 20, 2019).

Finding: This section only applies to recipients that operate rail fixed guideway public transportation systems; therefore, the related requirements are not applicable.

V. Attendees

Name	Title	Phone Number	E-mail Address
CATA			
Bradley Funkhouser	CEO/Executive Director	517-394-1100	BFunkhouser@cata.org
Andrew Brieschke	Deputy CEO	517-999-2530	ABrieschke@cata.org
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Craig Frazier	Operations Manager - Paratransit	517-394-1100	CFrazier@cata.org
Dan Goodemoot	Director of Information Technology Services	517-394-1100	DGoodemoot@cata.org
Dan Hodges	Director of Maintenance	517-394-1100	DHodges@cata.org
Deverett Jasper	Human Resources Manager	517-394-1100	DJasper@cata.org
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VI. Appendices

None