



## Champaign County Rural Transit Advisory Group (RTAG)

**Date:** Wednesday, August 09, 2017  
**Time:** 3:00 p.m.  
**Place:** John Dimit Conference Room  
Brookens Administrative Center  
1776 E. Washington St., Urbana  
**Members Present:** Seamus Reilly, Nathan Montgomery, Nancy Greenwalt, Mary Sleeth, Drew Bargmann  
**Members Absent:** Regina Crider, Caitlin Kost, Diane Michaels  
**Staff Present:** Rita Morocoima-Black, Zoe Keller, Debbie Peterik  
**Others Present:** None

### MEETING MINUTES

- I. Call to Order – Mr. Reilly called the meeting to order at 3:05 p.m.
- II. Roll Call – The roll was taken by Ms. Keller and a quorum was declared present.
- III. Audience Participation – None
- IV. Approval of Agenda – **Mr. Montgomery motioned to approve the agenda. Ms. Greenwalt seconded, and the motion carried unanimously.**
- V. Approval of Minutes – **Mr. Montgomery motioned to approve the RTAG minutes from the May 10, 2017 meeting. Ms. Greenwalt seconded, and the motion carried unanimously.**
- VI. New Business
  - A. C-CARTS FY17 4<sup>th</sup> Quarter (April – June) Service & Fiscal Reports  
Ms. Keller made the following comments regarding the reports:
    - Trip type on fixed-routes cannot be tracked.
    - Service has increased by 320 rides since last quarter.
    - The daily average of riders increased from 79 to 85.
    - Medical trips are still the highest trip type on demand-response service.
    - Employment rides dropped off partially due to the Rantoul fixed route service. Senior trip percentage increased due to the fixed-route service.
    - Lift Use and Senior Trips percentages has increased.
    - Trip denials are down due to the fixed route service.
    - Trip Miles and Trip Hours have decreased. This affects the trips per hour, which have increased, and trips per mile, which have remained steady.
    - Time not available was the main reason for denying service to a consumer. There were seven same-day/next-day requests denied.
    - With regard to the fiscal report, the contract revenue from Rantoul is \$9,167 per quarter. There was one ride provided for the Champaign County Nursing Home. Mr. Montgomery inquired what the contract length was for the Village of Rantoul. Ms. Keller indicated that the Village of Rantoul contract is a 2-year contract.



- For the grant funding, \$494,000 has been expended of the \$922,671 funding available. As far as what percentage of the total amount has been drawn down, C-CARTS is trending as in previous years. For fiscal year 2018, C-CARTS has budgeted to draw down a larger portion of the funding.
- C-CARTS has started drawing out of the Public Transit Account to free up the local match for drawing down state funds.

#### B. Vehicle Updates

- Three C-CARTS vehicles have been disposed of:
  1. A 2012 Minivan was donated to CTF Illinois, which is a developmental service center.
  2. A 2011 and 2012 Medium-Duty vehicle were transferred to Decatur Public Transit for their Paratransit service.
- C-CARTS is waiting on the insurance settlement check for the 2016 Medium-Duty vehicle that was totaled in December of 2016. The check will be turned over to IDOT and Champaign County will be responsible for the gap in any additional costs. The vehicle will be auctioned and the money from the auction will go into the Public Transit Account. A replacement vehicle was applied for during the June Vehicle Procurement Cycle.

#### C. Intelligent Transportation Systems (ITS) Software Procurement

- This group effort has been in the works for five years and has recently resurfaced.
- There are seven agencies that are looking to procure or to build upon the software system that they already have by working together to do a combined Request for Proposal (RFP).
- The benefit of the ITS system would be to increase efficiency and decrease the denials of the service that is provided.
- Ms. Keller and Mr. Bargmann attended presentations in Carlinville from vendors that submitted proposals. C-CARTS gave their evaluation. Macoupin County, the county that headed the program, submitted the pre-award comments to IDOT. Vendor selection will occur today.
- Mr. Bargmann provided a short explanation of each of the tiers. Each vendor has different tiers. Since C-CARTS is part of the proposal and evaluation process, C-CARTS would be able to purchase off that, but there is no capital funding to show for it. C-CARTS is looking at the possibility of using Public Transit Account Funds to put up as a local match because the ITS System is an eligible operating expense. C-CARTS would pay 35 percent of the cost. It is uncertain as to what the timeline is for purchasing the system. More details will be available at the next RTAG committee meeting.
- Mr. Reilly asked what the total cost of the ITS System is. Mr. Bargmann indicated that it depends on the company chosen and the tier selected. The basic level of all of the vendors is a computer software that allows the companies to schedule trips more efficiently.
- The second tier has hardware on the vehicle to use between driver and dispatcher that includes GPS info as well as a reporting database to run reports. The cost of this tier is approximately \$25,000.
- The third tier was for a paratransit service. Therefore, it would not be beneficial to C-CARTS.
- Mr. Bargmann commented that MTD has been using the same program for 14 years, but there have been many new products that have been created. It would be beneficial to upgrade to a new system.

- Ms. Greenwalt inquired if the price had reduced over the years. Ms. Morocoima-Black commented that when she began talks with IDOT five years, to put the system on all of the seven buses, the cost was \$100,000, which included the software, and the installation of whatever was needed on all of the vehicles. Mr. Bargmann commented that companies are now using tablets, as it is more cost effective.

#### D. Rantoul Service & Outreach Efforts

Ms. Keller provided the following updates on the new services in the Village of Rantoul:

- Ridership on the Eagle Express was 329 for the month of July. Ridership on the Rantoul Connector was 304 for the month of July for a total of 633 riders. The July 4 holiday was a factor, which would account for the numbers being lower in July than in June.
- Although service has shown a steady growth, the growth is slow. Because there has never been a public transit service in the community, this is not unusual.
- The agreement within the contract stated that after six months C-CARTS would re-evaluate and determine what changes would increase efficiency and ridership. Changes were made on the routes as well as some marketing.

Ms. Morocoima-Black offered the following comments about the concerns members of the Village of Rantoul administration had:

- Ms. Morocoima-Black discussed the conversation with Mr. Fiegenschuh (Village Administrator) and Ms. Motley (Economic Development) of the Village of Rantoul and what their concerns were for the ridership and what they have been paying for the service. They would like to see full buses all the time. C-CARTS' comment was they never set a target for ridership expectations. C-CARTS has no concerns as long as there is ridership.
- Mr. Fiegenschuh and Ms. Motley had further concerns in terms of how the community will react on spending money and not having full buses. They suggested the possibility that the contract would not be renewed and would use the money in the community for something else.
- Ms. Morocoima-Black commented that the village does not understand the concept that the Village of Rantoul is a community that has never had public transportation. In addition, it would be beneficial for C-CARTS and the village to work together to reach out to the community. MTD has been reaching out to the community, but the village also needs to talk to the companies in the Village of Rantoul area that would have employees use the service. Since C-CARTS does not have direct access to reach out to the companies and promote the service, C-CARTS is not getting the ridership they were expecting from the companies. As an example, beginning July 1, there was a large influx of migrants to the community that may have benefited by using the service. Ms. Morocoima-Black indicated she was willing to reach out to the companies, but she needs permission.
- C-CARTS is also interested in having a conversation with Carle to see if there is a possibility to compliment the service that is being provided right now at no cost to the village. The bus is operating at the time that the routes are operating in Rantoul: 5 a.m.- 8 a.m. and 3:00 p.m.- 6:00 p.m. If C-CARTS were able to obtain more contracts that would use the service operating from 5:00 a.m. - 6:00 a.m. continuously, then people will feel more confident on the service, and they will begin to use the transit service.



- Mr. Bargmann commented that the village has committed for two years, but one of the scenarios they were discussing was to reduce one of the vehicles for the remainder of the two years.
- Ms. Morocoima-Black indicated that there would be a public meeting at the end of August.
- Mr. Reilly inquired if records were being kept on where riders are being picked up and dropped off. Mr. Bargmann confirmed that data is being collected, showing hot spots in town, where the riders are getting on and off the bus. Mr. Reilly suggested connecting with Charles Larenas who runs a program at Parkland College that would help migrants understand the bus system. In addition, another conversation might be with Nick Elder, in charge of the transportation program at Parkland College about how many Rantoul high school students come to Parkland College.

VII. Announcements

None

VIII. Adjournment – **Ms. Sleeth** motioned to adjourn the meeting at 3:56 p.m.