



CHAMPAIGN COUNTY  
REGIONAL PLANNING  
COMMISSION

## **Champaign County Rural Transit Advisory Group (RTAG)**

**Date:** Wednesday, November 13, 2019

**Time:** 3:00 p.m.

**Place:** John Dimit Conference Room  
Brookens Administrative Center  
1776 E. Washington St., Urbana

**Chair:** Nancy Greenwalt

**Members:** Nathan Montgomery, Aaron Esry, Mary Sleeth, Tawanna Nickens, Lori Larson, Rachel Voss

### **AGENDA**

- I. Call to Order
- II. Roll Call
- III. Audience Participation
- IV. Approval of Agenda
- V. Approval of Minutes from the RTAG meeting of August 14, 2019
- VI. New Business
  - A. Presentation and Approval of C-CARTS FY20 1<sup>st</sup> Quarter (July – September) Service & Fiscal Reports
  - B. Update on Rantoul Service & Outreach Efforts
  - C. Update on Vehicles
  - D. Presentation on C-CARTS Annual Survey Questions
  - E. Approval of 2020 Meeting Schedule
- VII. Announcements
- VIII. Adjournment

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## Champaign County Rural Transit Advisory Group (RTAG)

**Date:** Wednesday, August 14, 2019  
**Time:** 3:00 p.m.  
**Place:** Champaign-Urbana Mass Transit District  
 Maintenance Department Building  
 2<sup>nd</sup> Floor Conference Room  
 803 E. University Ave., Urbana, IL

**Members Present:** Aaron Esry, Lori Larson, Nathan Montgomery, Shirley Evans (Proxy for Mary Sleeth), Tawanna Nickens

**Members Absent:** Nancy Greenwalt, Mary Sleeth

**Staff Present:** Rita Morocoima-Black, Kristen Gisondi, Debbie Peterik

**Others Present:** Drew Bargmann

### MEETING MINUTES

Subject to Review and Approval

- I. Call to Order  
Mr. Montgomery called the meeting to order at 3:00 p.m.
- II. Roll Call  
The roll was taken by written record and a quorum was declared present.
- III. Audience Participation  
None
- IV. Approval of Agenda  
**Mr. Esry made a motion to approve the agenda. Ms. Nickens seconded, and the motion carried unanimously.**
- V. Approval of Minutes  
**Ms. Larson made a motion to approve the RTAG minutes from the May 8, 2019 meeting. Ms. Nickens seconded, and the motion carried unanimously.**
- VI. New Business
  - A. Approval of C-CARTS FY19 4<sup>th</sup> Quarter (April – June) Service & Fiscal Reports.  
Ms. Gisondi provided the following highlights of the reports:
    - There was a slight decrease in trips causing a slight decrease in the daily average.

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- Employment and Medical trips remain the top two trip types. Social trip numbers are increasing but not enough to be one of the top two trip types.
- Lift use percentage remains approximately the same.
- The senior trip percentage remains about half.
- There was a decrease in denials from last quarter to this quarter.
- Slight increase in efficiency for trips/mile and trips/hour.
- Time was not available was the reason for the 193 denied trips, trip being requested was either not during the service hours or a driver was not available.
- There are remaining funds of approximately 30 percent to complete the fiscal year. That compares to last year's 27 percent.
- C-CARTS does not have the matching funds to expend down the whole allocated grant amount. The state and federal grant require a percentage of local match for operations and administration. C-CARTS also does not have enough drivers to expend the funds. Mr. Esry inquired if not expending down the grants hurts C-CARTS' ability to receive grants in the future or increase the requested amounts. Ms. Morocoima-Black commented it does not apply to these grants.

**Mr. Esry made a motion to approve the C-CARTS FY19 4<sup>th</sup> Quarter (April - June) Service and Fiscal Reports. Ms. Larson seconded, and the motion carried unanimously.**

B. Presentation of FY19 Rural Transit Annual Report

- Grant applications were completed in March. Ms. Gisondi presented the grant amounts applied for.
- The Federal amount does not change from year-to-year.
- The Downstate Operating Assistance Program (DOAP) increases by 10 percent each year.
- There is a one percent increase for the service contract.
- Farebox revenues remain about the same.
- The County contributed local match funds that expired in the FY2019 budget. That grant fund is not available in FY2020. Public transit account funds will be used for local match in FY2020. The Public Transit Account includes any farebox revenue or service contract revenue that C-CARTS doesn't use.
- Champaign County received their state and federal grant contracts this summer. The grant agreements require full execution from the County Board. Since the contracts were received earlier than usual, the FY19 annual report was also presented and approved by



the Highway Committee. The grant contracts will be presented to the County Board for final approval.

Ms. Gisondi presented the service report for FY19 sharing the following highlights:

- The deviated-fixed route ridership has increased, surpassing the demand-response route ridership and leading to efficiency in service, and reducing miles and hours.
- Overall, the demand-response route contributed to 45 percent of all trips. The demand-response route average per day remained the same for FY18 to FY19, but the deviated-fixed route increased by 22 trips a service day from last year. Mr. Montgomery inquired if they would see the revenue breakdown of the two services – demand-response and deviated fixed-route. Mr. Bargmann commented that he would provide a breakdown.
- Overall ridership was presented for FY16 – FY19 showing an increase with each year.
- There was a slight increase in farebox revenue.
- There was a slight decrease in service hours due to the ITS system installation.
- There was a significant increase in trip denials compared to last year. The increase is contributed to the FTA having new requirements with their medical card, which inhibited MTD's ability to hire new operators and keep existing drivers.

C. Update on Rantoul Service & Outreach Efforts

- Eagle Express ridership has remained stable. When you compare June of 2018 to June of 2019, the ridership increased by about 400.
- C-CARTS switched two ITS modules. The ITS system was acquired in September of last year. At that time, certain modules were chosen to use. The passenger counter module was the replacement of a module that had not been used. There were no extra capital funds expended. The passenger counter will allow C-CARTS to do passenger counts by trip, time and what routes people are using most frequently.
- Yard signs and brochures were distributed around the community at locations such as post office, churches and libraries.
- Champaign County set a goal of attending three community events annually. So far this year, C-CARTS staff has attended two. Mr. Bargmann attended the Disability Expo. Ms. Gisondi attended the Farmer's market.
- Buses are usually obtained through the Consolidated Vehicle Procurement (CVP) Program through IDOT. To date, the application has not yet been released, and it is not anticipated to be released. C-CARTS decided to apply for competitive funding 5339b through the FTA



for bus and bus facilities. The application was submitted in June for three vehicle replacements and one bus expansion with the thought in mind that C-CARTS might expand to Mahomet. The grant application required 20 percent local match. C-CARTS was able to cover the 20 percent local match with part of an insurance settlement from an accident that occurred in 2016, and the remaining funds to be covered from the Public Transit Account. Eight letters of support were received for the application. The reason this application was due before the FTA date is that C-CARTS rolled this application into IDOT's. IDOT put together all the rural applications in hopes that it will make C-CARTS application stronger. Although this funding is nationwide, ten percent of what Congress allocates must go to rural funding. MTD also applied for 5339b funding, but C-CARTS won't be in competition for buses.

D. Presentation and Approval of the Champaign County Public Service Plan

Ms. Gisondi discussed the following:

- The last plan was approved in 2014.
- The PTSP is completed on an as-needed basis as a requirement for C-CARTS federal grant.
- The plan measures the transportation service quality by looking at all the trip destinations such as medical, grocery or employment, to help IDOT and C-CARTS better understand the current social, economic and environmental conditions in their service area.
- The plan shows a list of all the transportation options for Champaign County, which include human service agencies, taxi, public transit and inter-city (i.e. Greyhound), as well as complete public transit information.
- Strategies and initiatives to increase mobility and accessibility are defined as follows:
  - Short-term – little or no planning to implement in one to three years
  - Medium-term – may require a planning study or grant fund to implement
  - Long-term – would require a planning study and a larger amount of funds
  - Overall strategy – to increase the number of deviated fixed-routes along high frequency corridors in the service area which would include Mahomet or Bondville
- Short-term goals:
  - Expand service hours to 5 a.m. to 7 p.m. Monday – Sunday
  - Implement two driver shifts per day for each vehicle
  - Increase marketing and outreach
- Medium-term goals:



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- Decrease advance ride request to 24 hours (currently 48 hours)
- Extend the discount fare to low income persons (for routes going between town)
- Long-term goals:
  - Expand employment transportation service for the rural population
  - Accommodate shift workers
  - Involve collaboration with major employers
  - Increase number of service contracts

**Mr. Esry made a motion to approve the Champaign County Public Transportation Plan. Ms. Nickens seconded, and the motion carried unanimously.**

VII. Announcements

Ms. Gisondi commented the next RTAG meeting will be held on November 13, 2019.

VIII. Adjournment

**Mr. Montgomery adjourned the meeting at 3:34 p.m.**

DRAFT

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# Champaign County Rural Transit Advisory Group (RTAG) First Quarter FY20 Service Report



**Grantee:** Champaign County

**Subcommittee & Oversight:** Rural Transit Advisory Group (RTAG) & CCRPC

**Operator:** Champaign County Area Rural Transit System (C-CARTS) is operated by MTD

This table reflects rural public transit service provided within Champaign County for FY20 first quarter:

**Trip Type** indicates the purpose of each trip. Note: Trips to return home are classified by the trip's purpose preceding it. For example, if a rider goes to a doctor, then to a grocery store before returning home, the first trip would be medical and the return trip would be shopping.

**Trips** are one-way rides, counted each time an individual rider enters and exits a vehicle.

**Days** are the number of business days (normally M-F, except on Federal holidays and closures due to inclement weather) operated during the month.

**Daily Average** is the total trips divided by total number of operating days.

**Denials** are counted when a rider requests a trip that cannot be accommodated.

\*These numbers do not include ridership of the fixed-route service, as trip type is not accounted for on that route.

## Demand-Response Ridership

Month	Medical	Personal	Shopping	Social	Employment	Education	Misc.	Total Trips	Days	Daily Avg.	Lift	60+	Denials
July	266	82	128	295	370	0	0	1,141	22	61	218	633	116
August	259	65	130	329	354	4	0	1,141	22	59	229	622	229
September	218	59	118	298	316	2	0	1,011	20	56	216	554	256
<b>Total</b>	<b>743</b>	<b>206</b>	<b>376</b>	<b>922</b>	<b>1,040</b>	<b>6</b>	<b>0</b>	<b>3,293</b>	<b>64</b>	<b>51</b>	<b>663</b>	<b>1,809</b>	<b>601</b>
<b>Deviated Fixed-Route Ridership (Trip Type Not Tracked)</b>								<b>5,295</b>	<b>64</b>	<b>83</b>	<b>Not Tracked</b>		

## System Operations

Month	Vehicles Used		Operation	
	6-Passenger	14-Passenger	Miles	Hours
July	1	11	29,739	1,215
August	1	11	26,326	1,516
September	1	11	24,340	1,126
<b>Total</b>	<b>12</b>		<b>80,405</b>	<b>3,947</b>

\*\*Note service numbers contained within the report can be reconciled as needed, which is common in rural transit systems.

The table reflects new registered riders in this quarter:

**Rural Demand Response Zone (DRZs):** Eligible transit service areas of Champaign County divided into quadrants.

**FY20 1<sup>st</sup> Quarter Champaign County Registered Riders**

DRZs	2010 Census	Community	New Riders			Number Served 2011-FY20Q1	% Population Served (2010 Census)
			July***	August	September		
DRZ1	22,171	Dewey				14	9.3%
		Fisher			1	27	
		Foosland*				2	
		Gifford				23	
		Ludlow			2	30	
		Penfield				14	
		Rantoul		15	21	1,923	
		Thomasboro				37	
DRZ2	17,317	Allerton*				2	0.65%
		Broadlands				1	
		Homer				21	
		Longview*				5	
		Ogden				4	
		Philo				9	
		Royal*				0	
		Saint Joseph				59	
Sidney				16			
DRZ3	12,317	Ivesdale				1	0.59%
		Pesotum				9	
		Sadorus*			1	4	
		Tolono		1		59	
DRZ4	20,327	Mahomet				122	0.61%
		Seymour				6	
		Bondville				1	
CUMTD District	128,949*	Champaign		1	5	277	0.51%
		Savoy				9	
		Urbana		2	1	368	
Outside County Registered Riders		Outside County				44	N/A
<b>New Riders = 50</b>						<b>Total = 3,087</b>	

\*Rural population is calculated by summing population figures for block groups outside of the CUMTD district. The CUMTD district is defined as any area within ¼ of a mile of any CUMTD route.

\*\*General note: Riders on the fixed-route service are not necessarily registered with C-CARTS, therefore actual number of individual riders is not limited to those counted above.

\*\*\* July new rider information not available

**\*\*Note service numbers contained within the report can be reconciled as needed, which is common in rural transit systems.**



## First Quarter FY20 Fiscal Report

### FY20 1<sup>st</sup> Quarter Project Revenue

Month	Project Income / Fares	Service Contract Revenue	Total Revenue
July	\$6,176.78	\$9,258.34	\$15,435.12
August	\$5,785.59	\$9,258.34	\$15,043.93
September	\$5,120.36	\$9,258.34	\$14,378.70
<b>Total</b>	<b>\$17,082.73</b>	<b>\$27,775.02</b>	<b>\$44,857.75</b>

**Fare Structure:** 5311 trips that begin or end in the rural general public service area are \$5 each way. Riders age 60+ are eligible for a \$2 one-way fare. Personal Care Assistants ride for free, and children age 12 and under ride for \$1 each way. Trips that begin and end in Rantoul are \$2 each way, regardless of passenger's age.

### Grant Funding

**Total FY 2020 Federal Award: \$153,871**

**Total FY 2020 State Award: \$655,955**

**Combined Federal and State Grant Awards: \$809,826**

Fiscal Year 2019	Total Eligible Expenses	Project Income	Service Contract Revenue	Total Revenue	Expended Federal	Remaining Federal	Expended State	Remaining State	Total Expended Grant Funds	Total Remaining Grant Funds
Quarter 1	\$165,851.45	\$17,082.73	\$27,775	\$44,857.75	\$79,737.74	\$74,133.26	\$69,030.98	\$586,924.02	\$148,768.72	\$661,057.28
Quarter 2										
Quarter 3										
Quarter 4										

\*Note: Numbers in this table are rounded to the nearest dollar.

\*\*Note service numbers contained within the report can be reconciled as needed, which is common in rural transit systems.