



CHAMPAIGN COUNTY
REGIONAL PLANNING
COMMISSION

Champaign County Rural Transit Advisory Group (RTAG)

Date: Tuesday, June 16, 2020

Time: 3:00 p.m.

Place: Zoom Meeting

<https://ccrpc.zoom.us/j/99495808268>

Meeting ID: 994 9580 8268

Mobile Access: +13126266799,,99495808268# US (Chicago)

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 February 12, 2020
- VI. New Business
 - A. Presentation and Approval of C-CARTS FY20 3rd Quarter (January - March) Service & Fiscal Reports
 - B. Update on C-CARTS Service and Vehicles
 - C. Update on FY2021 DOAP and 5311 Grant Applications
 - D. Update on FY2021 CARES Act and FY2020 REBUILD Grant Applications
- VII. Announcements
- VIII. Adjournment

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Champaign County Regional Planning Commission

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CHAMPAIGN COUNTY
REGIONAL PLANNING
COMMISSION

Champaign County Rural Transit Advisory Group (RTAG)

Date: Wednesday, February 12, 2020
Time: 3:00 p.m.
Place: John Dimit Conference Room
 Brookens Administrative Center
 1776 E. Washington St., Urbana

Chair: Nancy Greenwalt

Members Present: Mary Sleeth, Nathan Montgomery, Rachel Voss, Tawanna Nickens

Members Absent: Aaron Esry, Lori Larson

Staff Present: Kristen Gisondi, Debbie Peterik

Others Present: Evan Alvarez, Jolene Gensler

MEETING MINUTES

Subject to Review and Approval

- I. Call to Order
Ms. Greenwalt 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
Ms. Sleeth made a motion to approve the agenda. Ms. Nickens seconded, and the motion carried unanimously.
- V. Approval of Minutes
Ms. Sleeth made a motion to approve the RTAG minutes from the November 13, 2019 meeting. Mr. Montgomery seconded, and the motion carried unanimously.
- VI. New Business
 - A. Presentation and Approval of C-CARTS FY20 2nd Quarter (October - December) Service & Fiscal Reports.
Ms. Gisondi provided the following highlights of the reports:

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- There was a decrease in trips, but this is a seasonal trend that occurs from October to December.
- There was a decrease in the daily average as a result of the seasonal trend.
- Employment remains the top trip type with Social type being the second top trip type.
- A decrease is shown in the lift use which could also be attributed to the time of year. Mr. Alvarez confirmed that when the weather is bad, many of the passengers with different mobility challenges are more likely to cancel their trip.
- Senior trips increased by two percent.
- There was a 200-denial request drop from last quarter to this quarter.
- Since there are fewer trips, there are fewer miles and hours. Trips per mile remained the same but trips per hour increased.
- The month of October had the highest increase in ridership overall so far.
- There were 404 denied trips (14 percent of requested trips.) All the denied trips were due to the time not being available.
- For the FY20 Fiscal Report, there was \$185,932 of eligible expenses. The revenue remained about the same from the previous quarter. The remaining funds of 60 percent is consistent with previous quarters.

Mr. Montgomery made a motion to approve the C-CARTS FY20 2nd Quarter (October - December) Service and Fiscal Reports. Ms. Sleeth seconded, and the motion carried unanimously.

B. Update on Rantoul Service & Outreach Efforts

- October had the highest ridership on the Eagle Express service of 1,490 with November being at 1,107 and December at 1,038. The ridership for December 2018 was 859.
- Ms. Greenwalt inquired what “potential for new service contracts” meant. Mr. Alvarez commented that he and Ms. Gisondi had been discussing the possibility of reaching out to some smaller villages, such as Sidney, Pesotum or Sadorus more directly and doing a series of micro-contracts. There are things that C-CARTS can do with the additional revenue, whether it be a budget for additional drivers, or for the minimum wage that will be increasing.
- Ms. Greenwalt inquired about the state funds being adjusted for the minimum wage adjustment. Ms. Gensler (MTD) commented that with the DOPE contract, those budget values can usually be increased by at least 10 percent every year. If they go over 10



percent, they would have to have a special authorization. The way C-CARTS runs, the full budget is never used. There would only be an issue if there were not enough local funds to meet their match. For any service contracts, if we don't need it to make their 35 percent match, we can put it in a savings account that IDOT lets them keep. If C-CARTS does not have enough local funds, they can use funds in the savings account, or for capital expenditures.

C. Presentation on RLS Audit Findings

Ms. Gisondi made the following comments:

- C-CARTS had a review with a federal RLS & Associates auditor that is separate from IDOT. C-CARTS and other transportation providers have a three-year cycle of audits. The first year, a desk review is completed. Ms. Gisondi submits financial and service information. In addition, other documents such as Title VI are reviewed. The next year an IDOT employee will come on-site and complete a review. The last on-site review was completed in March of 2019. This year a more in-depth audit was completed by Federal.
- Ms. Gisondi discussed the following findings of the audit:
Overall, there were no serious findings. Most of the findings were advisory. There are best practices C-CARTS can follow but not something that absolutely has to be changed. Following are advisory changes that were discussed during the audit:

➤ Website changes

- Specify the deviation. Since the Rantoul route is a deviated fixed route, it was suggested that C-CARTS make a specification on how far the driver would go, which is usually three quarters of a mile on the website, brochures and other documentation.
- Specify the Rantoul Connector as a commuter route, meaning it does not deviate, it only goes to certain point areas in Champaign-Urbana and does not change.
- Have a greater outline on the website and brochures of the eligibility process for age and disability.
- Have a reasonable modification form online. Right now, the modification form is available on the buses and at Illinois Terminal. A reasonable modification is a small change that deviates from what C-CARTS would normally do but does not compromise the integrity of the service. Ms. Gisondi commented that the FTA

Champaign County Rural Transit Advisory Group (RTAG)

Third 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 third 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
January	200	52	94	266	418	0	0	1,030	22	47	235	559	147
February	250	88	106	200	378	0	0	1,022	20	51	247	548	85
March	243	49	79	116	242	0	0	971	22	46	178	365	13
Total	693	189	279	582	1,038	0	0	2,781	64	48	660	1,472	245
Deviated Fixed-Route Ridership (Trip Type Not Tracked)								5,098	64	80	Not Tracked		

System Operations

Month	Vehicles Used		Operation	
	6-Passenger	14-Passenger	Miles	Hours
January	1	11	24,635	1,324
February	1	11	23,946	1,244
March	1	11	22,877	1,105
Total	12		71,458	3,673

**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 3rd Quarter Champaign County Registered Riders

DRZs	2010 Census	Community	New Riders			Number Served 2011-FY20Q3	% Population Served (2010 Census)
			January	February	March		
DRZ1	22,171	Dewey				14	9.8%
		Fisher				28	
		Foosland*				2	
		Gifford				23	
		Ludlow		1	1	32	
		Penfield				14	
		Rantoul	17	29	13	2,020	
		Thomasboro			1	38	
DRZ2	17,317	Allerton*				2	0.65%
		Broadlands				1	
		Homer			2	23	
		Longview*				5	
		Ogden				4	
		Philo				9	
		Royal*				0	
		Saint Joseph			1	60	
Sidney		1		17			
DRZ3	12,317	Ivesdale				1	0.59%
		Pesotum				9	
		Sadorus*				4	
		Tolono				59	
DRZ4	20,327	Mahomet		2		124	0.61%
		Seymour				6	
		Bondville				1	
CUMTD District	128,949*	Champaign			1	280	0.51%
		Savoy				9	
		Urbana	5	2	1	381	
Outside County Registered Riders		Outside County		1		45	N/A
New Riders = 81						Total = 3,234	

*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.

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

Third Quarter FY20 Fiscal Report

FY20 3rd Quarter Project Revenue

Month	Project Income / Fares	Service Contract Revenue	Total Revenue
January	\$5,622.20	\$9,350	\$14,972.20
February	\$4,889.94	\$9,350	\$14,239.94
March	\$2,458.11	\$9,350	\$11,808.11
Total	\$13,010.25	\$28,050	\$41,060.25

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

Combined Federal and State Grant Awards (including anticipated CARES Act funding): \$1,389,666

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	\$17,083	\$27,775	\$44,858	\$79,738	\$74,133	\$69,031	\$586,924	\$148,769	\$661,057
Quarter 2	\$185,932	\$13,846	\$27,958	\$42,537	\$74,133	\$0	\$97,220	\$489,704	\$320,122	\$335,833
Quarter 3	\$43,073	\$13,101	\$28,050	\$41,060	\$0	\$0	\$29,948	\$459,756	\$350,070	\$305,885
Quarter 4										

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

**Champaign County will submit a separate requisition for eligible expenses (January 20 through present) once the CARES Act grant contract has been sent by IDOT and approved by Champaign County Board.

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