

Champaign County Rural Transit Advisory Group (RTAG)

DATE: Wednesday, January 21st, 2015

TIME: 4:00 PM

LOCATION: CUMTD Administrative Office

1101 E University Avenue
Urbana, IL 61802

Agenda

- I. Call to Order
- II. Roll Call
- III. Audience Participation
- IV. Approval of Agenda
- V. Approval of Minutes
 - A. Meeting of October 15th, 2014
- VI. Old Business
 - A. Changing operators from CRIS RMTD to CUMTD
 - i. Operator Transition Issues Identified by IDOT
- VII. New Business
 - A. Champaign County FY15 2nd Quarter Service Report
 - B. Champaign County FY15 2nd Quarter Fiscal Report
 - C. CUMTD's C-CARTS Operation
- VIII. Announcements
- IX. Audience Participation
- X. Adjournment

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 Champaign County
 Rural Transit Advisory Group (RTAG)
Meeting Minutes

5 **DATE:** Wednesday, October 15, 2014

6 **LOCATION:** John Dimit Room (POD 100)

7 1776 E Washington St, Urbana, IL 61802

Attendee	Representation	Organization
#Andy Kulczycki	* Persons with Low Income	Community Services Center Northern Champaign County
Chris Burns	*Medical	The Pavilion
Stan James	*County Board	Champaign County Board Liaison
Michelle Ramage	*Education	Rantoul City Schools
Mary Sleeth	*Seniors	St. Joseph Resident
Seamus Reilly	*Employment	Parkland College, Institutional Advancement
Rita Morocoima-Black	Executive Director	Champaign County Regional Planning Commission
Drew Bargmann	Transit Manager	Champaign-Urbana Mass Transit District
Tina-Marie Ansong	PCOM	Champaign County Regional Planning Commission
Debbie Peterik	Recording Secretary	Champaign County Regional Planning Commission

9 *#Chair*

**Voting*

10 I. **Call to Order** – Mr. Kulczycki called the meeting to order at 4:00 p.m.

11 II. **Roll Call** – Ms. Ansong called the roll. A quorum was established.

12 III. **Audience Participation** – None

13 IV. **Approval of Agenda** – Mr. James motioned to approve the agenda, Ms. Ramage seconded, and the motion carried unanimously.

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 16 V. **Approval of Minutes** –

17 A. **Meeting of July 16th, 2014** –

18 Ms. Ramage motioned to approve the RTAG Minutes from July 16, 2014 meeting, Mr. James
 19 seconded, and the motion carried unanimously.

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 21 VI. **Old Business** –

22 A. **Change of Operators from CRIS RMTD to CUMTD**

23 Change of Name - Beginning October 1st CUMTD began operating service in rural Champaign
 24 County under the name C-CARTS (Champaign County Area Rural Transit System).

25 Change of Logo – Ms. Ansong directed the committee to samples of the new C-CARTS logo in the
26 meeting packet.

27 New Uniforms – Mr. Bargmann passed around the new uniform shirt. The new logo is on the left
28 breast of the shirt and the C-CARTS website is on the right sleeve. Mr. Bargmann stated that there
29 has been very positive feedback about the uniform shirt. Ms. Black also commented that the
30 Champaign County seal colors, red and gold, were used for the logo.

31 Notifying the Public and Human Service Agencies – A 5x3 color newspaper ad was placed in the
32 News Gazette on Sunday, September 28th and Wednesday October 1st. Two letters of notification
33 were sent out. One letter was sent to Human Service Agencies that currently utilize CRIS to provide
34 transportation for their clients, and a second letter was sent to the 1700 registered riders in the
35 system. Mr. James suggested that the packet be sent to the County Board.

36 Ms. Burns asked if the change had affected ridership. Mr. Bargmann stated that the ridership has
37 not been affected. Ms. Ansong and Ms. Black commented that the number to call is the same; the
38 process to schedule rides is the same; the fares, schedules and the hours are the same.

39 New Vehicle Wrapping Design – Mr. Bargmann directed the committee to the drawing of the bus
40 design for feedback. The committee agreed that the design is good. Ms. Black stated now that the
41 committee is in agreement with the design; it will be presented to the County Board.

42 New Website – The URL address is C-CARTS.com, but the website is still under construction. Some
43 of the content on the website will include a history of the service, a performance tab showing
44 quarterly reports, current statistics, news, and job opportunities. There will also be an opportunity
45 to advertise on the buses to generate more revenue, and set up service contracts with C-CARTS. In
46 the future, the Customer Service Manager of MTD will be coordinating C-CARTS on Facebook and
47 other social media.

48 Mr. James asked if the flyer on CRIS would be updated to reflect the change to C-CARTS. Ms.
49 Black confirmed that it would be updated as well as an email address on the website in case
50 customers had questions, complaints or comments.

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53 VII. New Business

54 A. **Champaign County FY15 1st Quarter Service Report** – Ms. Ansong referred the group to the
55 Champaign County FY15 1st Quarter Service Report attached in their packet. Ms. Ansong
56 compared the FY15 Q1 statistics with FY14Q4 statistics and presented the following findings to
57 the group:

58 • Employment trips for the first quarter FY15 surpassed medical trips. Medical was the most
59 frequent trip type. Employment and education trips are the fastest growing trip types.

60 • July had the most number of trips, but there was one additional day of service.

61 • August had the lowest number of trips.

62 • Accessibility – the lift usage range was 702-735.

63 • The typical number of denied requests is usually between 25 and 30 per month. July and
64 August had a-typical numbers with the reasoning from CRIS being summer months.

- 65
- Total miles for the quarter were just short of 88,000 divided by eight vehicles.
- 66
- September has highest mileage and hours.
- 67
- There were 78 new registered riders, with 51 being in Rantoul.
- 68
- 1531 total registered riders since the service started.

69 Mr. James made a motion to accept and place on file, Ms. Ramage seconded, and the motion
70 carried unanimously.

71 **B. Champaign County FY15 1st Quarter Fiscal Report** – CRIS committee member was not present to
72 report.

73 **VIII. Announcements** – Ms. Black stated that Stan James, Michelle Ramage, Andy Kulczycki and Elaine
74 Palencia will be resigning. Ms. Black asked the committee members to let her know if they were
75 aware of anyone that could serve on the RTAG committee.

76 **IX. Audience Participation** – None.

77 **X. Adjournment** – The meeting adjourn at 4:40 p.m.

Champaign County Rural Transit Advisory Group (RTAG) Second Quarter FY15 Service Report



Grantee: Champaign County

Subcommittee & Oversight: Rural Transit Advisory Group Appointees & CCRPC

Operator: Champaign County Area Rural Transit System (C-CARTS) Operated by CUMTD

This table reflects rural public transit service provided within Champaign County for FY15 second quarter:

- **Trip Type Broken-Out** is the total number of trips grouped by the purpose of each trip. These categories include – **Medical, Personal, Shopping, Social, Employment, Educational, & Miscellaneous**. {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; then these trips would be classified as 1 medical and 2 shopping.}
- **Trips** are transportation service units that are counted each time an individual rider enters and exits a vehicle.
- **Days** are the number of business days (M - F) that CRIS operated within a month, except on federal holidays and inclement weather service.
- **Daily Average** is the total trips divided by total number of operating days.
- **Accessible** services include the number of trips requiring ADA *Lift* equipment to be used, and trips provided to older adults **60+** years of age.
- **Requests Denied** includes the total number of individuals who called to request transportation that could not be accommodated.

Transportation Services

Month	Trip Type Breakouts							Trips	Days	Daily Average	Accessibility		Denials
	Medical	Personal	Shopping	Social	Employment	Education	Misc.				Lift	60+	Trips
Oct	644	223	102	316	669	99	0	2,053	23	89	175	905	93
Nov	547	241	45	233	659	83	0	1,792	18	100	190	684	75
Dec	521	180	75	230	645	48	0	1,712	21	82	153	710	59
Total	1,712	644	222	779	1,973	230	0	5,557	62	90	518	2,299	227

*Total of trips denied is approximate, as riders often call in requesting more than one round trip at a time.

System Operations

Month	Vehicle Capacity			Operation	
	6-Passenger	12-Passenger	14-Passenger	Miles	Hours
Oct	2	0	6*	20,669	829.75
Nov	2	0	6*	19,759	832.5
Dec	2	0	6*	17,774	721
Total	Average of 8 Vehicles Available			58,202	2,383.25

This table reflects the rural operations within the quarter:

- **Number of Vehicles** used for transportation services within Champaign County (excluding service contract vehicles);
- **6, 12, & 14 passenger** references number of rider seats per vehicle in service (all vehicle have an ADA lift); and
- **Total Miles** driven by vehicles within a month.
- **Total Hours** driven by vehicles to provide rural public transportation.

**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. Several notes regarding ridership & fares are below.

- Fares: 5311 riders that trips begin or end in the rural general public service area. 5311D or 60+ riders are eligible for a \$2 one-way fare. Passenger Assistants ride for free, and children ride for \$1 each way. There is a service contract with riders from the Champaign County nursing home can scheduled to be picked up a contracted rate of \$26.
- **Rural Demand Response Zone (DRZs):** Eligible transit service areas of Champaign County divided into quadrants.

FY15 2nd Quarter Champaign County Registered Riders

DRZs	2010 Census	Community	New Riders			Number Served 2011-FY15Q2	% Population Served (2010 Census)
			Oct	Nov	Dec		
DRZ1	22,171	Dewey				9	4.93%
		Fisher				15	
		Foosland*				1	
		Gifford				14	
		Ludlow				21	
		Penfield				6	
		Rantoul	15	14	21	1,006	
		Thomasboro		2		21	
DRZ2	17,317	Allerton*				2	0.38%
		Broadlands				0	
		Homer	1		1	15	
		Longview*				1	
		Ogden				1	
		Philo				3	
		Royal*				0	
		Saint Joseph		3		40	
Sidney				4			
DRZ3	12,317	Ivesdale				1	0.25%
		Pesotum	2			5	
		Sadorus*		1		2	
		Tolono			1	23	
DRZ4	20,327	Mahomet		2	1	51	0.27%
		Seymour				3	
		Bondville				0	
CUMTD District	128,949*	Champaign	1	10	4	115	0.29%
		Savoy		1		5	
		Urbana	6	7	2	257	
Outside County Registered Riders		Outside County	1		2	26	N/A
New Riders = 98						Total = 1,629	

*Rural population is calculated by summing population figures for block groups outside of the CUMTD district. The CUMTD district is defined as an any area within 3/4 of a mile of any CUMTD route.

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

Second Quarter FY15 Fiscal Report

FY15 2nd Quarter Project Revenue

<i>Month</i>	<i>Project Income / Fares</i>	<i>Service Contract Revenue</i>	<i>Total Revenue</i>
<i>Oct</i>	\$5,285.77	\$3,159.56	\$8,445.33
<i>Nov</i>	\$3,218.18	\$2,626.50	\$5,844.68
<i>Dec</i>	\$3,976.00	\$1,760.26	\$5,736.26
<i>Total</i>	\$12,479.95	\$7,546.32	\$20,026.27

Grant Funding

Total FY 15 Federal Award: \$153,871

Total FY 15 State Award: \$587,246

Combined Federal and State Grant Awards: \$741,117

<i>Quarter</i>	<i>Total Eligible Expenses</i>	<i>Project Income</i>	<i>Service Contract Revenue</i>	<i>Total Revenue</i>	<i>Expended Federal</i>	<i>Remaining Federal</i>	<i>Expended State</i>	<i>Remaining State</i>	<i>Total Expended Grant Funds</i>	<i>Total Remaining Grant Funds</i>
<i>FY15 Q1</i>	\$156,836	\$15,371	\$2,873.84	\$18,244.84	\$86,447	\$67,424	\$55,018	\$532,228	\$141,465	\$599,652
<i>FY15 Q2</i>										
<i>FY15 Q3</i>										
<i>FY15 Q4</i>										

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