



Champaign County Rural Transit Advisory Group (RTAG)

Date: Wednesday, November 28, 2018
Time: 3:00 p.m.
Place: John Dimit Conference Room
Brookens Administrative Center
1776 E. Washington St., Urbana
Members Present: Nancy Greenwalt, Mary Sleeth, Aaron Esry, Tawanna Nickens
Members Absent: Nathan Montgomery, Kyle Shartzter
Staff Present: Kristen Gisoni, Debbie Peterik
Others Present: Drew Bargmann

MEETING MINUTES

Subject to Approval

- I. Call to Order – Ms. Greenwalt called the meeting to order at 3:05 p.m.
- II. Roll Call – the roll was taken by Ms. Peterik and a quorum was declared present.
- III. Audience Participation
None
- IV. Approval of Agenda
Mr. Esry made a motion to approve the agenda. Ms. Sleeth seconded, and the motion carried unanimously.
- V. Approval of Minutes
Ms. Sleeth made a motion to approve the RTAG Minutes from the August 8, 2018 meeting. Ms. Nickens seconded, and the motion carried unanimously.
- VI. New Business
 - A. Approval of C-CARTS FY19 1st Quarter (July – October) Service & Fiscal Reports
Ms. Gisoni provided the following highlights of the reports:
 - Employment was the main trip type this quarter.
 - Senior trips now represent 50 percent of the demand-response service.
 - The higher denial number was the result of one or two people.
 - There was a decrease in miles and hours which demonstrates a higher efficiency for trips per mile and trips per hour.
 - 305 denied trips were reported which is nine percent of the requested trips. Most of the denials were due to the time not being available, requested ride not in the service area and weekend requests.
 - There are new funding amounts because C-CARTS is in fiscal year 2019. Both federal and state grant agreements were just received. Ms. Gisoni presented the funding revenues which included a total revenue of \$37,823. Ms. Greenwalt asked where the revenue came from. Ms. Gisoni confirmed that the revenue came from the riders and the service in Rantoul.
Ms. Sleeth made a motion to approve the C-CARTS FY19 1st Quarter Service & Fiscal Reports. Ms. Nickens seconded, and the motion carried unanimously.
 - B. Approval of C-CARTS FY18 Annual Report
Ms. Gisoni provided the following highlights of the report:



- The annual report shows a large increase in total trips.
- There is an increase in the average and trips per mile and hours.
- There was a 20 percent increase in ridership in FY18 as compared to FY17.
- The main trip type was Medical with Employment a close second.
- 11 percent of trips used lifts.
- 44 percent of demand-response trips are adults 60 and over.
- Demand-response trips make up 46 percent of all trips.
- There were 586 denials in FY18 versus 1,055 in FY17.
- Total registered riders in FY18 were 2,782 versus 2,558 in FY17.
- Ms. Gisondi presented the expended funds from State and Federal. The Federal grant is usually expended in two quarters, but the State grant (DOAP) funds are used throughout the whole year.
- There are currently 12 vehicles. Two medium-duty vans are expected to be delivered in the spring or summer of 2019. Due to high mileage and repair costs, one minivan will be disposed of.

Mr. Esry made a motion to approve the C-CARTS FY18 Annual Report. Ms. Sleeth seconded, and the motion carried unanimously.

C. Approval of Updated Rantoul Agreement

The agreement was updated because the old one had expired. The contract increase was one percent beginning in November. CCRPC, MTD and the Village of Rantoul have approved the contract, and it is required that the RTAG committee approved the updated agreement.

Ms. Sleeth made a motion to approve the Updated Rantoul Agreement. Ms. Nickens seconded, and the motion carried unanimously.

D. Update on State Capital Grant Procurement (Grant No. CAP-14-1060-ILL, Contract No. 4490)

Ms. Gisondi provided the following comments:

- Reimbursement was received on October 1.
- C-CARTS will be working on the fourth round of procurement getting quotes for lockers, workspaces, computers and monitors. The approximate requisition total will be under \$5,000.
- The remaining amount of capital funds is \$53,763.17. 63 percent of the capital funds have been expended.
- Mr. Bargmann commented on the ITS System that has been implemented with C-CARTS. The ITS System is a computer aided scheduling software program with a component for the dispatchers and schedulers, as well as the vehicles. There is a tablet on board the vehicles that the driver uses that shows the manifest for the day, provides turn-by-turn directions, records mileage, timestamps and transactions. Two benefits of the system is that it has a map that shows where the drivers are and the schedulers don't have to use the excel spreadsheets.

E. Update on Rantoul Service and Outreach Efforts

- Ridership continues to increase.
- The new routes began on November 19th. The service changed from a circular route to three different routes. Ridership for November has already surpassed the numbers from last year.
- Ms. Greenwalt asked how commuters are educated. Mr. Bargmann stated that letters and brochures were put on the vehicles to explain the new route service. In addition, the village promoted the new routes on their Facebook page.



F. Presentation on Google Transit

Mr. Bargmann discussed the concept of Google Transit for the fixed-route service in Rantoul. The program is similar to Google Maps where the consumer types in where they would like to begin travel and where their travel is ending. The consumer will have the option to choose the time they would like to leave and/or when they would like to arrive. The program also shows what transit systems are available in their area.

G. Approval of 2019 RTAG Meeting Schedule

Ms. Gisondi presented the 2019 RTAG Meeting Schedule.

Ms. Nickens made a motion to approve the 2019 RTAG Meeting Schedule. Ms. Sleeth seconded, and the motion carried unanimously.

VII. Announcements

None

VIII. Adjournment

Ms. Greenwalt adjourned the meeting at 3:29 p.m.