



CHAMPAIGN-URBANA MASS TRANSIT DISTRICT BOARD MEETING AGENDA

Wednesday, July 28, 2021 – 3:00 p.m.

North Banquet Rm, 4th Floor, Illinois Terminal
45 East University Avenue, Champaign

Board of Trustees:

Dick Barnes
Margaret Chaplan – Vice Chair
Tomas Delgado
Bradley Diel - Chair

Phil Fiscella
Bruce Hannon
Alan Nudo

Advisory Board:

Lowia Mwilambwe/Marty Paulins

	<u>Pages</u>
1. Call to Order	
2. Roll Call	
3. Approval of Agenda	
4. Audience Participation	
5. Approval of Minutes	
A. Board Meeting (Open Session) – June 30, 2021	1-4
6. Communications	
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A. Managing Director	
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10) Morgan Stanley Statement	35-40
B. Board Service Delivery Committee of the Whole	
1) De-Escalation and Mental Health Training	
8. Action Items	
A. Semi-Annual Review of Closed Session Minutes	41-45
B. Public Transportation Agency Safety Plan (PTASP) Update	46-93
9. Next Meeting	
A. Regular Board of Trustees Meeting– Wednesday, August 25, 2021 – 3:00 p.m. – at Illinois Terminal, 45 East University, Champaign	
10. Adjournment	



Champaign-Urbana Mass Transit District (MTD) Board of Trustees Meeting

MINUTES – SUBJECT TO REVIEW AND APPROVAL

DATE: Wednesday, June 30, 2021
TIME: 3:00 p.m.
PLACE: Illinois Terminal, 45 East University Avenue, Champaign, IL

The video of this meeting can be found at:
<https://www.youtube.com/CUMTD>

Trustees:

Present	Absent
Dick Barnes	
Margaret Chaplan (Vice-Chair)	
Tomas Delgado	
	Bradley Diel (Chair)
Phil Fiscella	
Bruce Hannon	
Alan Nudo	

Advisory Board:

Present	Absent
Marty Paulins	

MTD Staff: Amy Snyder (Chief of Staff), Michelle Wright (Finance Director), Brendan Sennett (Safety & Training Director), Jay Rank (Operations Director), Jacinda Crawmer (Human Resources Director), Fred Stavins & Nancy Rabel (Legal Counsel), Beth Brunk (Clerk)

Others Present:

MINUTES

1. Call to Order

Acting Chair Chaplan called the meeting to order at 3:00 p.m.

2. Roll Call

Present (6) –Barnes, Chaplan, Delgado, Fiscella, Hannon, Nudo

A quorum was declared present.

3. Approval of Agenda

Ms. Chaplan amended the agenda to remove the closed session as Mr. Gnadt is not in attendance today.

MOTION by Mr. Fiscella to approve the agenda as amended; seconded by Mr. Barnes. Upon vote, the **MOTION CARRIED** unanimously.

1
2 **4. Public Hearing on the Budget & Appropriation Ordinance for FY2022**

3 Ms. Chaplan asked for public input on the tentative Budget and Appropriation Ordinance for the
4 period from July 1, 2021 to June 30, 2022. Beginning on May 21, 2021, the proposed Budget was
5 available for public review on MTD's website. The Notice of this Public Hearing was posted in the
6 News Gazette on May 21, 2021. Ms. Chaplan opened the floor for public comment. As there were
7 no comments, Ms. Chaplan closed the Public Hearing.
8

9 **5. Audience Participation**

10 None

11
12 **6. Approval of Minutes**

13 **A. Board Meeting Open Session – May 26, 2021**

14
15 MOTION by Mr. Fiscella to approve the open session minutes of the May 26, 2021 MTD Board
16 meeting as distributed; seconded by Mr. Barnes. Upon vote, the MOTION CARRIED unanimously.
17

18 **B. Board Meeting Closed Session – May 26, 2021**

19
20 MOTION by Mr. Fiscella to approve the closed session minutes of the May 26, 2021 MTD Board
21 meeting as distributed; seconded by Mr. Barnes. Upon vote, the MOTION CARRIED unanimously.
22

23 **7. Communications**

24 None

25
26 **8. Reports**

27 **A. Managing Director**

28 Ms. Snyder reviewed the May statistics. Ridership is slowly recovering as it increases every
29 month. The MCORE project wrapped up on 6-18-2021, and Ms. Snyder thanked all the
30 participating community partners, the University of Illinois, the City of Urbana, and the City of
31 Champaign. Fare collection on buses will begin on July 15th – the start of the new service year.
32

33 Brendan Sennett, the new Safety and Training Director, introduced himself to the Board. Ms.
34 Snyder showed a brief clip of Representative Peter DeFazio highlighting the zero-emission
35 hydrogen project of MTD in a national address. Ms. Wright informed the Board that the Credit
36 Card and Purchasing Authority Policies approved by the Board on 6-24-2020 have not yet been
37 enacted. COVID and staffing changes caused delay in implementation of the new system;
38 however there are the existing credit card and purchasing authority policies in place. Ms. Wright
39 hoped to have the new policies operational in 2022.
40

41 **9. Action Item**

42 **A. Adoption of Ordinance No. 2021-2 – Budget and Appropriation Ordinance for FY2022**

43 In June, the Board presented a tentative budget. However, with the current Operator shortage
44 and challenging labor market, management proposed an amended budget to include an increase
45 in the starting operator wage of \$17 from \$15. This equates to a \$300,000 addition in the
46 Operations wages line item and an additional \$75,000 in the Operations Fringe Benefits line item.
47 This increase is a tool for both recruitment and retention of Operators. The shortage of Operators
48 is a national problem that other transit agencies are also confronting.
49

50 MOTION by Mr. Fiscella to adopt the revised Ordinance No. 2021-2 – Budget and Appropriation
51 Ordinance for the Champaign-Urbana Mass Transit District for fiscal year beginning July 1, 2021
52 and ending June 30, 2022; seconded by Mr. Barnes.

1
2 Roll Call:
3 Aye (6) – Barnes, Chaplan, Delgado, Fiscella, Hannon, Nudo
4 Nay (0)
5 MOTION CARRIED.
6

7 **B. Adoption of Resolution No. 2021-2 – Authorize Execution of FY2022 Downstate Operating**
8 **Assistance Program Grant Agreement**

9 This is the annual Downstate Operating Assistance Program (DOAP) grant agreement for the
10 District and its associated resolution. MTD submitted the grant to the Illinois Department of
11 Transportation (IDOT) on 6-22-2021. Once the grant is approved by IDOT, the District can
12 immediately submit the Board-approved DOAP grant resolution to facilitate the release of
13 funds.
14

15 MOTION by Mr. Fiscella to adopt Resolution No. 2021-2 authorizing the execution of the
16 FY2022 Downstate Operating Assistance Program Grant Agreement; seconded by Mr.
17 Delgado.
18

19 Roll Call:
20 Aye (6) – Barnes, Chaplan, Delgado, Fiscella, Hannon, Nudo
21 Nay (0)
22 MOTION CARRIED.
23

24 **C. INIT-MOBILE ITCS Bi-Directional Interface Contract**

25 Mr. Rank explained that this software will act as a communication bridge between the
26 scheduling and personnel systems that currently act independently. The bus will act a “time
27 clock” reporting to Control personnel changes and track variances. It will also reduce the
28 amount of manual inputting of paper waybills that report the difference between what work was
29 scheduled and what was actually performed.
30

31 MOTION by Mr. Barnes to authorize the Managing Director to execute the INIT Bi-Directional
32 Interface project in the amount of \$88,377; seconded by Mr. Fiscella. Upon vote, the MOTION
33 CARRIED unanimously.
34

35 **10. Next Meeting**

- 36 A. Regular Board of Trustees Meeting – Wednesday, July 28, 2021 – 3:00 p.m. at Illinois
37 Terminal – 45 East University Avenue, Champaign
38

39 **11. Adjournment**

40
41 MOTION by Mr. Fiscella to adjourn the meeting; seconded by Mr. Hannon. Upon vote, the
42 MOTION CARRIED unanimously.
43

44 Ms. Chaplan adjourned the meeting at 3:37 p.m.
45

46 Submitted by:
47
48
49

50 _____
51 Clerk
52
53

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2
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4
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6

Approved:

Board of Trustees Chair



Champaign-Urbana Mass Transit District

MTD MISSION Leading the way to greater mobility

MTD VISION MTD goes beyond traditional boundaries to promote excellence in transportation.

MTD MANAGING DIRECTOR OPERATING NOTES

July, 2021

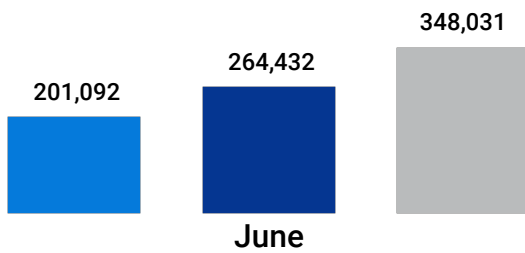
RIDERSHIP

Monthly Ridership

- FY2020
- FY2021
- 5 Year Average

↑ 31.50%

↓ -24.02%

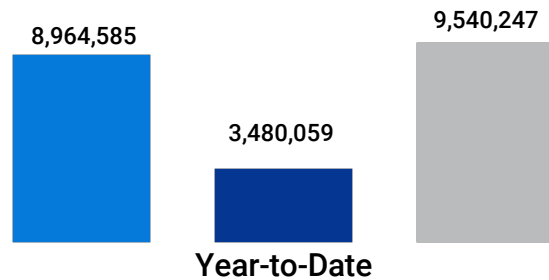


Year-to-Date Ridership

- FY2020
- FY2021
- 5 Year Average

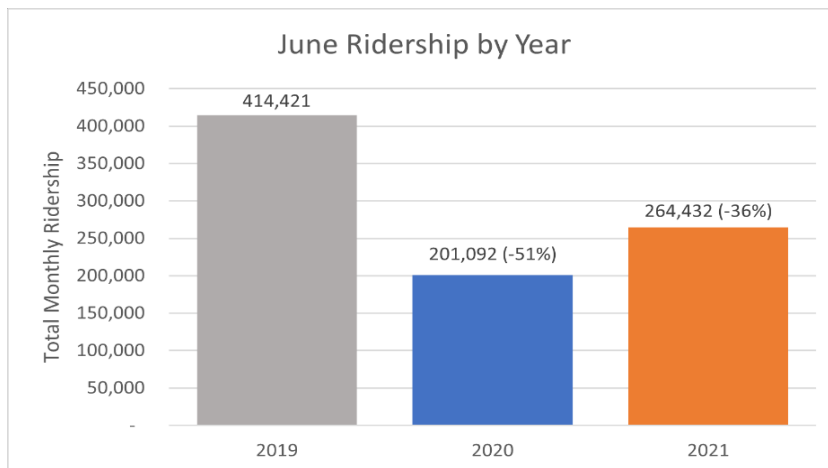
↓ -61.18%

↓ -63.52%



There were 264,432 trips in June 2021 - down about 24,500 rides (-9%) from May 2021 but up 63,000 (31%) from June 2020. June and July ridership are low because they have no UI days, and only reflect community service. Average weekday ridership increased by 300-400 from non-UI days in May to June, following the slow growth trend from previous months. Due to a Plastipak reroute, West Connect ridership increased from an average 3 daily rides in May to 19 daily rides in June. Safe Rides provided no rides because of the UI schedule.

The below chart shows total June ridership by year, and the percentage change relative to June 2019. As shown, ridership is recovering, albeit slowly. Average daily rides grew compared to 2020, but are still 36% below pre-pandemic levels.

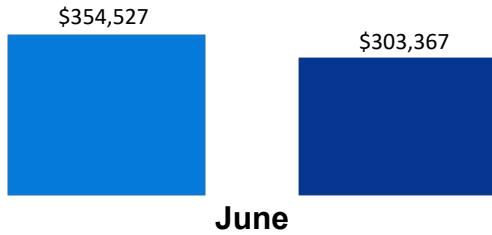


OPERATING REVENUE

Monthly Operating Revenue

↓ -14.40%

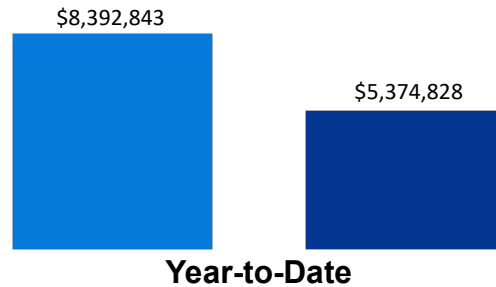
■ FY2020 ■ FY2021



Year-to-Date Operating Revenue

↓ -36.00%

■ FY2020 ■ FY2021



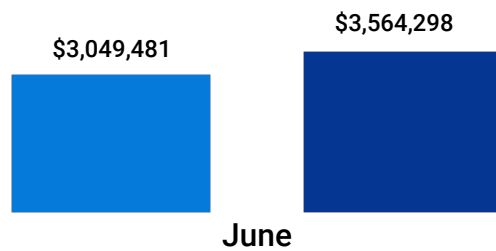
June, 2021 operating revenue was 14.40% below June, 2020, and year-to-date operating revenue was 36.00% below FY2020. For comparison, since June, 2021 is unaudited, these figures are compared against June, 2020's unaudited figures. Audited totals will be available to compare when the FY2021 audit is complete.

OPERATING EXPENSES

Monthly Operating Expenses

↓ 16.90%

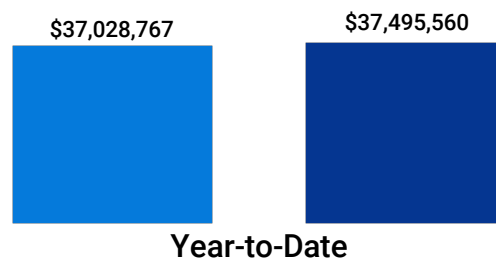
■ FY2020 ■ FY2021



Year-to-Date Operating Expenses

↓ 1.30%

■ FY2020 ■ FY2021



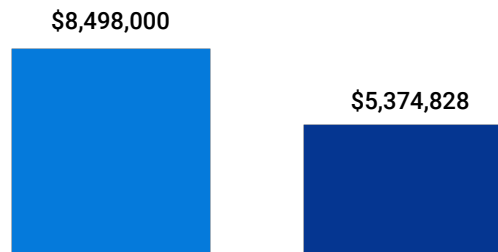
June operating expenses were 16.90% below June, 2020. Year-to-date operating expenses were 1.30% below FY2020. For comparison, since June, 2021 is unaudited, these figures are compared against June, 2020's unaudited figures. Audited totals will be available to compare when the FY2021 audit is complete.

YEAR-TO-DATE REVENUE & EXPENSES

FY 2021 Operating Revenue Budget vs Actual

↓ (\$3,123,172)

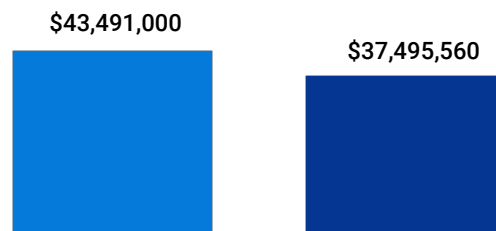
■ Budget ■ Actual



FY 2021 Operating Expenses Budget vs Actual

↓ (\$5,995,440)

■ Budget ■ Actual



Year-to-date operating revenues were \$3,123,172 below budget while operating expenses were \$5,995,440 under budget. Audited totals will be available to compare when the FY2021 audit is complete.

MANAGING DIRECTOR'S NOTES

1) The finish line is in sight for the National Environmental Policy Act (NEPA) effort related to the Illinois Terminal Expansion at The Yards project.

The full NEPA report was made available for public comment from June 1 through July 1. An online presentation summarizing the findings of the NEPA process and requesting comment was also available for review on mtd.org. A total of 113 people viewed the online presentation. MTD received a total of 10 comments from the public during the comment period. No changes to the project were necessary as a result of the public comments. The public comments were generally supportive of the project, and primarily referenced consideration for bicyclists and bicycle parking in the design of the project. Comments also related to parking impacts to downtown businesses and noise and vibration impacts. There was a comment recommending consideration of impacts related to traffic to avoid impacts on schools.

The next step is for the Federal Transit Administration (FTA) to issue a signed statement indicating that FTA finds that there are no significant impacts on the environment associated with the development and operation of the proposed project. At that point, we can proceed with the project – including executing the federal grant and hiring an architectural and engineering firm to complete final design for the project.

2) After a four-day, intensive audit for our quality and environmental management system, the MTD2071 team achieved something significant for the first time: a perfectly clean audit of the combined quality and environmental systems. The review found no Non-Conformances and only three identified minor Opportunities for Improvement. This was a great achievement, but it also has further financial benefits to MTD. Due to the systems performance and growth, when our auditor visits next year to recertify the system, they will only need to be on site for seven days instead of the ten originally planned for. This highlights the effort that is being made across the District to continual improvement of our customer's satisfaction and our environmental performance.

The auditor had nothing but glowing things to say about our team and the program. Every single time she had a question about something, our team could immediately take her to the relevant document and provide a sound answer to the question. It was really fun to watch, and it was great to listen to her lavish compliments on our great staff.

3) Part of the acceptance process for the new Hydrogen Fuel Cell Electric buses is to run each one through a "40-hour Test." The 40-hour Test is included in our contract with New Flyer – it is intended to ensure that the drive systems function the way they should before we issue the final acceptance of the vehicles and pay for them.

On July 20, 2021 we successfully completed the test on the first bus. You may have seen the butterflies driving around town. Keep your eyes peeled for the foxes – they're next.

4) On July 15, we began front-door boarding again. That is the first step in phasing our customers and operators back into the mode of collecting fares again. Fare enforcement will begin on Sunday, August 15. This feels like a weighty moment in time as this will be the first time in almost 18 months that we've collected farebox revenue.

There will be some in the community and on Campus that are new enough that they have never had to pay and we have almost two dozen operators who have never collected fares before! Because of that, we're sure that this will be a phase in that won't happen over night.

Lot's of notification posters are installed on all the vehicles, handouts have been given to all ADA Paratransit riders, and audio announcements have been playing on the buses.

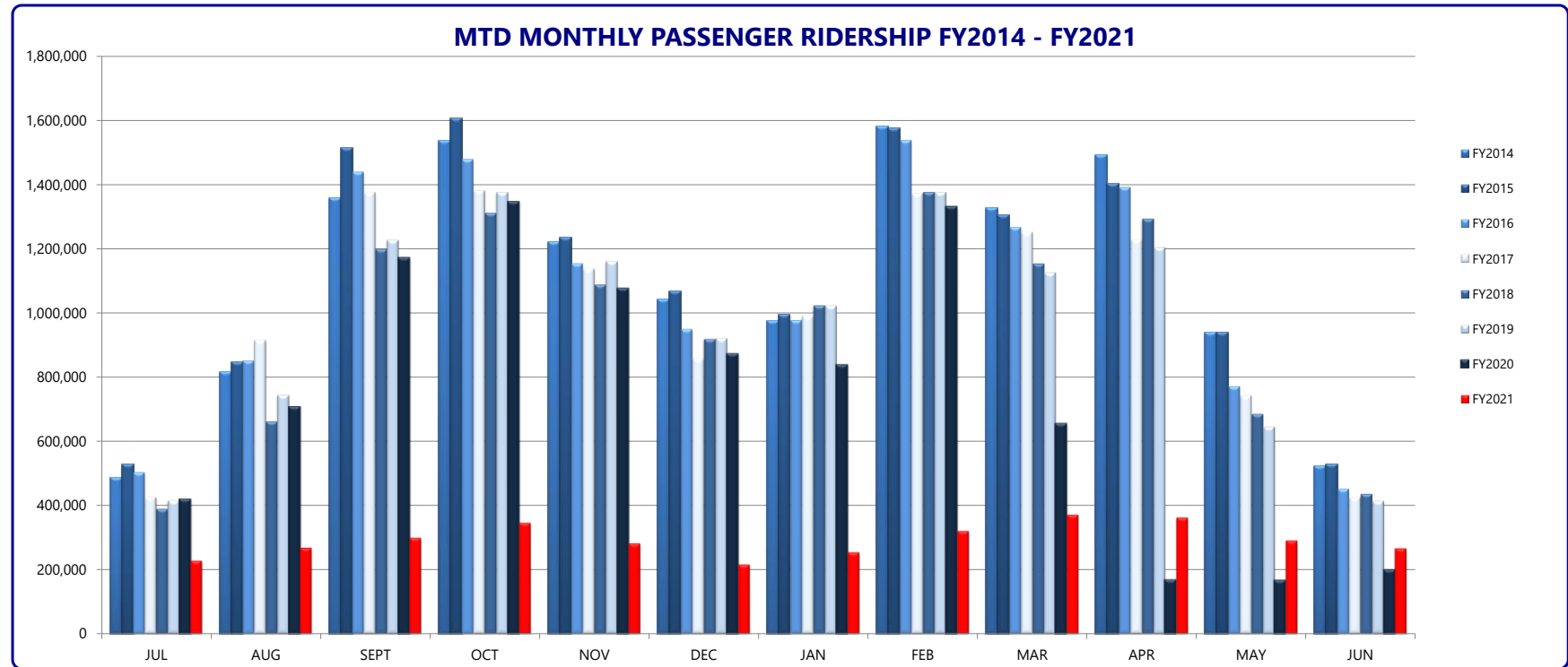
Champaign-Urbana Mass Transit District

Fiscal-Year-to-Date Ridership Comparison

	Jun-21	Jun-20	% Change	FY21 YTD	FY20 YTD	% Change
Adult Rides	12,044	21,912	-45.0%	232,820	375,502	-38.0%
School Rides	428	520	-17.7%	7,940	318,907	-97.5%
DASH/Senior - E & D Rides	4,722	9,320	-49.3%	65,673	445,468	-85.3%
U of I Faculty/Staff Rides	2,806	2,057	36.4%	37,950	282,012	-86.5%
Annual Pass	6,785	7,683	-11.7%	85,659	428,146	-80.0%
U of I Student Rides	231,968	154,559	50.1%	2,984,612	6,663,651	-55.2%
All Day Passes	77	6	1183.3%	1,132	3,510	-67.7%
Transfers	278	341	-18.5%	3,229	104,593	-96.9%
Saferides Connect	0	0	-	7,484	25,898	-71.1%
West Connect	408	88	363.6%	1,234	867	42.3%
Monthly Pass	482	2,950	-83.7%	18,060	193,750	-90.7%
Veterans Pass	46	234	-80.3%	1,464	33,545	-95.6%
Total Unlinked Passenger Rides	260,044	199,670	30.2%	3,447,256	8,875,849	-61.2%
Half-Fare Cab Subsidy Rides	174	0	-	1,940	9,890	-80.4%
ADA Rides	4,214	1,422	196.3%	30,863	78,846	-60.9%
TOTAL	264,432	201,092	31.5%	3,480,059	8,964,585	-61.2%

	Jun-21	Jun-20
Weekdays	22	22
UI Weekdays	0	0
Saturdays	4	4
UI Saturdays	0	0
Sundays	4	4
UI Sundays	0	0
Champaign Schools Days	0	0
Urbana School Days	0	0
Holidays	0	0
Average Temperature	74	74
Total Precipitation	6.56	5.11
Average Gas Price	\$3.22	\$2.27

	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
JUL	487,363	529,018	503,481	424,915	389,398	415,476	420,729	226,004
AUG	817,249	848,165	851,098	914,496	661,178	743,728	708,465	266,497
SEPT	1,358,928	1,514,019	1,439,491	1,375,803	1,197,928	1,226,527	1,172,335	297,090
OCT	1,538,309	1,606,340	1,478,275	1,380,990	1,310,380	1,375,516	1,346,402	343,765
NOV	1,223,026	1,236,071	1,153,897	1,137,573	1,087,343	1,160,184	1,076,993	279,977
DEC	1,044,064	1,068,608	949,030	857,837	917,782	920,718	873,429	214,183
JAN	975,863	996,469	977,223	989,700	1,022,713	1,022,403	838,969	252,336
FEB	1,582,330	1,576,687	1,537,540	1,371,778	1,375,553	1,375,560	1,331,716	318,071
MAR	1,327,336	1,305,425	1,266,676	1,251,352	1,153,015	1,125,644	656,224	368,540
APR	1,492,613	1,402,475	1,391,286	1,228,127	1,292,424	1,203,603	169,747	360,134
MAY	939,758	940,147	770,860	742,253	684,678	645,383	168,484	289,030
JUN	522,493	528,360	451,663	424,219	435,993	414,421	201,092	264,432
TOTAL	13,309,332	13,551,784	12,770,520	12,099,043	11,528,385	11,629,163	8,964,585	3,480,059



Champaign-Urbana Mass Transit District

July 19, 2021

Route Performance Report

June 2021

Weekdays

	Passengers	Revenue Hours	Passengers Per Revenue Hour	Revenue Hour Performance Comparison +	Revenue Miles	Passengers Per Revenue Mile	Revenue Mile Performance Comparison +
Daytime Campus Fixed Route	33,580	2,390.23	14.05		26,763.63	1.25	
1 Yellow Hopper	7,261	615.22	11.80	0.84	6,330.49	1.15	0.91
10 Gold Hopper	6,998	460.70	15.19	1.08	5,552.51	1.26	1.00
12 Teal	10,858	514.23	21.11	1.50	5,572.27	1.95	1.55
13 Silver	4,440	345.65	12.85	0.91	4,014.15	1.11	0.88
21 Raven	1,548	209.38	7.39	0.53	2,207.20	0.70	0.56
22 Illini	2,475	245.05	10.10	0.72	3,087.01	0.80	0.64
Daytime Community Fixed Route	143,337	10,977.47	13.06		153,635.79	0.93	
1 Yellow	20,920	1,216.95	17.19	1.32	16,442.64	1.27	1.36
2 Red	15,901	1,109.93	14.33	1.10	14,745.60	1.08	1.16
3 Lavender	9,979	544.32	18.33	1.40	7,321.76	1.36	1.46
4 Blue	3,526	553.87	6.37	0.49	6,879.93	0.51	0.55
5 Green	21,274	1,222.56	17.40	1.33	15,897.40	1.34	1.43
5 Green Express	1,443	193.23	7.47	0.57	2,899.22	0.50	0.53
5 Green Hopper	14,436	734.05	19.67	1.51	9,676.21	1.49	1.60
6 Orange	10,167	719.28	14.13	1.08	9,257.55	1.10	1.18
6 Orange Hopper	5,153	285.02	18.08	1.38	3,350.77	1.54	1.65
7 Grey	14,206	961.90	14.77	1.13	13,303.98	1.07	1.14
8 Bronze	1,285	307.77	4.18	0.32	4,590.59	0.28	0.30
9 Brown	9,575	1,127.64	8.49	0.65	15,767.10	0.61	0.65
10 Gold	9,848	863.07	11.41	0.87	12,189.04	0.81	0.87
11 Ruby	224	117.70	1.90	0.15	2,238.86	0.10	0.11
14 Navy	2,753	462.77	5.95	0.46	8,824.30	0.31	0.33
16 Pink	2,647	557.42	4.75	0.36	10,250.83	0.26	0.28

* The Percent of Group Ridership shows how the ridership for the route compares to the group

+ Performance Comparison shows each Route's Passengers Per Revenue Hour or Mile compared to the Route Group's average
Routes that are continually above 1.5 or below 0.5 may need to be examined as they are not performing within the Group Standards.

	Passengers	Revenue Hours	Passengers Per Revenue Hour	Revenue Hour Performance Comparison +	Revenue Miles	Passengers Per Revenue Mile	Revenue Mile Performance Comparison +
Evening Campus Fixed Route	5,443	405.33	13.43		4,796.17	1.13	
120 Teal	3,918	198.00	19.79	1.47	2,314.43	1.69	1.49
130 Silver	859	105.77	8.12	0.60	1,212.84	0.71	0.62
220 Illini	666	101.57	6.56	0.49	1,268.91	0.52	0.46
Evening Community Fixed Route	22,438	1,725.18	13.01		24,887.44	0.90	
50 Green	5,016	353.53	14.19	1.09	5,018.55	1.00	1.11
50 Green Hopper	4,266	246.68	17.29	1.33	3,314.45	1.29	1.43
70 Grey	4,859	351.77	13.81	1.06	4,989.76	0.97	1.08
100 Yellow	6,802	532.78	12.77	0.98	7,311.82	0.93	1.03
110 Ruby	750	76.70	9.78	0.75	1,279.61	0.59	0.65
180 Lime	745	163.72	4.55	0.35	2,973.26	0.25	0.28
Total	204,798	15,498.22	13.21		210,083.04	0.97	

* The Percent of Group Ridership shows how the ridership for the route compares to the group
+ Performance Comparison shows each Route's Passengers Per Revenue Hour or Mile compared to the Route Group's average
Routes that are continually above 1.5 or below 0.5 may need to be examined as they are not performing within the Group Standards.

Champaign-Urbana Mass Transit District

July 19, 2021

Route Performance Report

June 2021

Weekends

	Passengers	Revenue Hours	Passengers Per Revenue Hour	Revenue Hour Performance Comparison +	Revenue Miles	Passengers Per Revenue Mile	Revenue Mile Performance Comparison +
Saturday Daytime Campus Fixed	4,726	175.38	26.95		1,990.29	2.37	
120 Teal	2,810	94.85	29.63	1.10	1,033.33	2.72	1.15
130 Silver	896	41.00	21.85	0.81	471.41	1.90	0.80
220 Illini	1,020	39.53	25.80	0.96	485.56	2.10	0.88
Saturday Daytime Community	23,428	958.77	24.44		13,494.61	1.74	
20 Red	2,345	128.57	18.24	0.75	1,675.78	1.40	0.81
30 Lavender	2,120	86.73	24.44	1.00	1,343.28	1.58	0.91
50 Green	5,882	180.02	32.67	1.34	2,320.12	2.54	1.46
70 Grey	5,418	186.48	29.05	1.19	2,501.82	2.17	1.25
100 Yellow	5,603	217.62	25.75	1.05	2,962.82	1.89	1.09
110 Ruby	1,308	75.55	17.31	0.71	1,262.55	1.04	0.60
180 Lime	752	83.80	8.97	0.37	1,428.25	0.53	0.30
Saturday Evening Campus Fixed	1,340	75.07	17.85		852.95	1.57	
120 Teal	1,031	38.40	26.85	1.50	420.80	2.45	1.56
130 Silver	214	19.20	11.15	0.62	220.15	0.97	0.62
220 Illini	95	17.47	5.44	0.30	211.99	0.45	0.29
Saturday Evening Community	5,696	321.17	17.74		4,466.22	1.28	
50 Green	1,410	64.40	21.89	1.23	880.21	1.60	1.26
50 Green Hopper	831	40.00	20.78	1.17	516.04	1.61	1.26
70 Grey	1,242	72.55	17.12	0.97	980.64	1.27	0.99
100 Yellow	1,960	101.28	19.35	1.09	1,357.88	1.44	1.13
110 Ruby	112	12.80	8.75	0.49	213.40	0.52	0.41
180 Lime	141	30.13	4.68	0.26	518.04	0.27	0.21

* The Percent of Group Ridership shows how the ridership for the route compares to the group

+ Performance Comparison shows each Route's Passengers Per Revenue Hour or Mile compared to the Route Group's average
Routes that are continually above 1.5 or below 0.5 may need to be examined as they are not performing within the Group Standards.

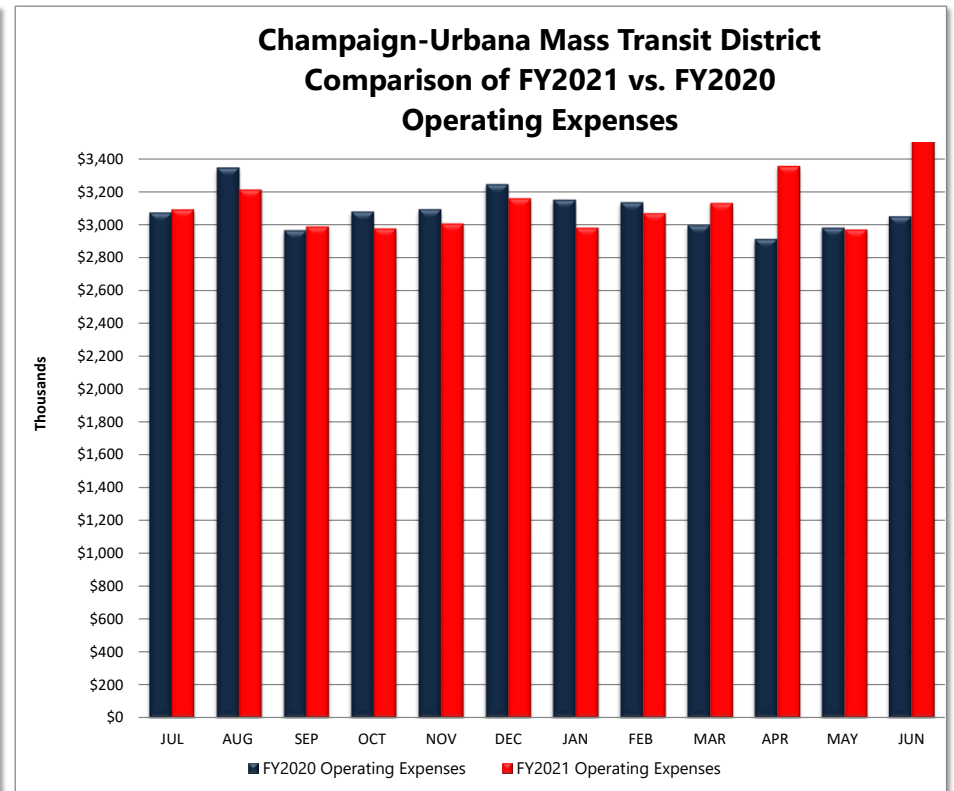
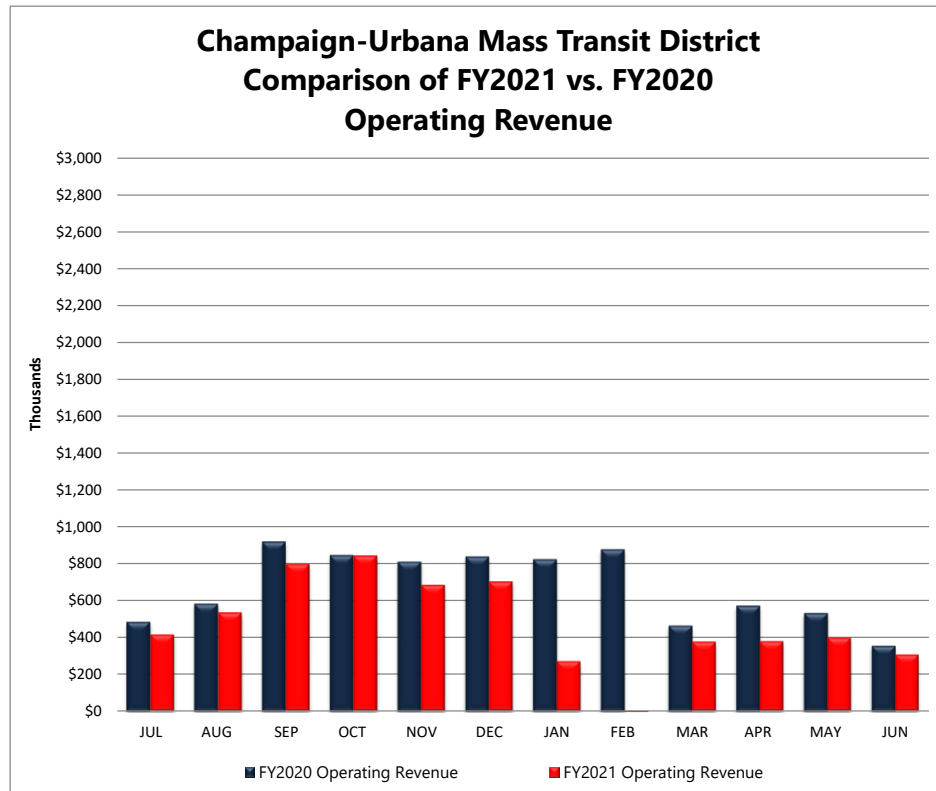
	Passengers	Revenue Hours	Passengers Per Revenue Hour	Revenue Hour Performance Comparison +	Revenue Miles	Passengers Per Revenue Mile	Revenue Mile Performance Comparison +
Sunday Daytime Campus Fixed Route	3,267	130.92	24.95		1,488.82	2.19	
120 Teal	1,952	69.07	28.26	1.13	753.02	2.59	1.18
130 Silver	570	30.37	18.77	0.75	349.56	1.63	0.74
220 Illini	745	31.48	23.66	0.95	386.24	1.93	0.88
Sunday Daytime Community Fixed Route	9,637	441.22	21.84		6,396.20	1.51	
30 Lavender	1,561	71.47	21.84	1.00	1,104.92	1.41	0.94
70 Grey	3,429	138.67	24.73	1.13	1,869.32	1.83	1.22
100 Yellow	4,290	170.45	25.17	1.15	2,319.86	1.85	1.23
180 Lime	357	60.63	5.89	0.27	1,102.11	0.32	0.21
Total	48,094	2,102.52	22.87		28,689.09	1.68	

* The Percent of Group Ridership shows how the ridership for the route compares to the group
+ Performance Comparison shows each Route's Passengers Per Revenue Hour or Mile compared to the Route Group's average
Routes that are continually above 1.5 or below 0.5 may need to be examined as they are not performing within the Group Standards.

Champaign-Urbana Mass Transit District
 Comparison of FY2021 vs FY2020 Revenue and Expenses

July 21, 2021

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
FY2020 Operating Revenue	\$483,085	\$581,203	\$916,591	\$842,874	\$807,845	\$836,133	\$821,039	\$874,336	\$463,300	\$571,230	\$531,007	\$354,527
FY2021 Operating Revenue	\$411,499	\$530,836	\$792,337	\$837,709	\$679,706	\$698,396	\$267,985	-\$292,381	\$374,248	\$376,023	\$395,103	\$303,367
FY2020 Operating Expenses	\$3,072,753	\$3,346,577	\$2,965,460	\$3,079,133	\$3,092,906	\$3,245,870	\$3,151,004	\$3,135,289	\$2,996,411	\$2,912,283	\$2,981,602	\$3,049,481
FY2021 Operating Expenses	\$3,091,230	\$3,211,366	\$2,986,825	\$2,974,652	\$3,005,643	\$3,158,189	\$2,979,934	\$3,068,295	\$3,130,086	\$3,355,876	\$2,969,167	\$3,564,298
FY2020 Operating Ratio	15.72%	17.37%	30.91%	27.37%	26.12%	25.76%	26.06%	27.89%	15.46%	19.61%	17.81%	11.63%
FY2021 Operating Ratio	13.31%	16.53%	26.53%	28.16%	22.61%	22.11%	8.99%	-9.53%	11.96%	11.20%	13.31%	8.51%



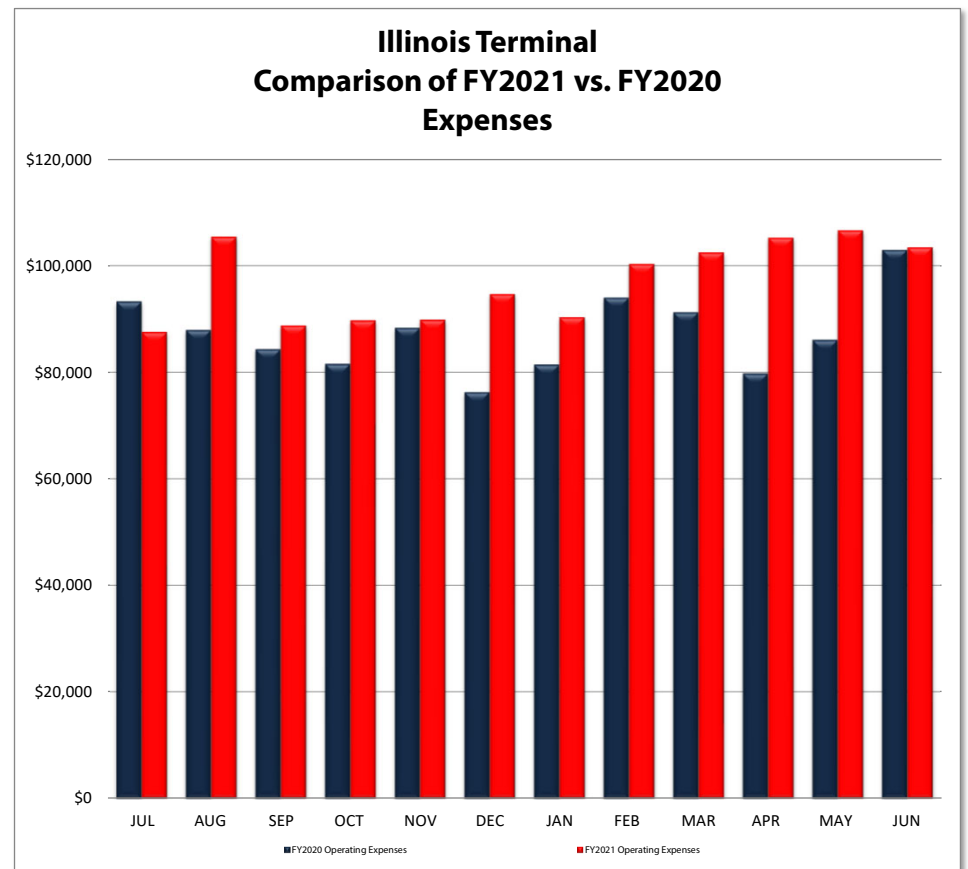
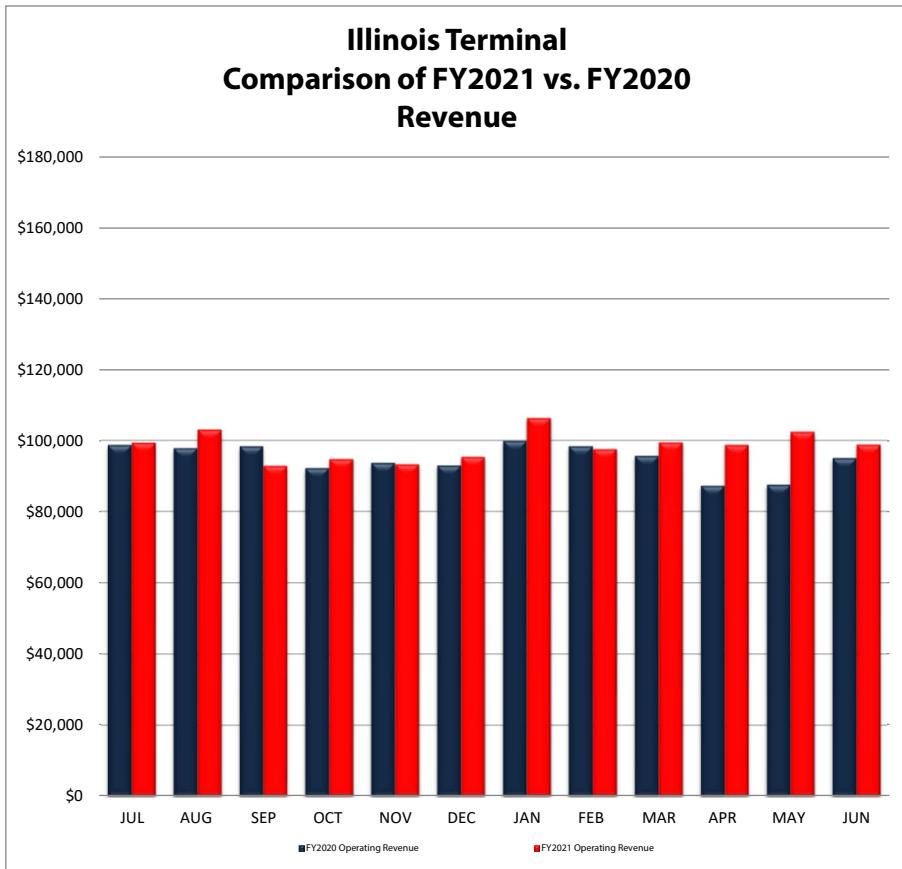
Champaign-Urbana Mass Transit District

July 21, 2021

Illinois Terminal

Comparison of FY2021 vs FY2020 Revenue and Expenses

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Last 12 Months
FY2020 Operating Revenue	\$98,643	\$97,691	\$98,255	\$92,150	\$93,576	\$92,884	\$99,758	\$98,215	\$95,559	\$87,198	\$87,430	\$94,933	Revenue
FY2021 Operating Revenue	\$99,240	\$102,981	\$92,748	\$94,686	\$93,211	\$95,267	\$106,177	\$97,470	\$99,331	\$98,575	\$102,292	\$98,681	\$1,180,659
FY2020 Operating Expenses	\$93,298	\$87,910	\$84,314	\$81,550	\$88,381	\$76,275	\$81,457	\$94,030	\$91,245	\$79,763	\$86,085	\$102,976	Expenses
FY2021 Operating Expenses	\$87,571	\$105,427	\$88,769	\$89,728	\$89,841	\$94,686	\$90,344	\$100,347	\$102,468	\$105,247	\$106,662	\$103,482	\$1,164,572
FY2020 Operating Ratio	105.7%	111.1%	116.5%	113.0%	105.9%	121.8%	122.5%	104.5%	104.7%	109.3%	101.6%	92.2%	Ratio
FY2021 Operating Ratio	113.3%	97.7%	104.5%	105.5%	103.8%	100.6%	117.5%	97.1%	96.9%	93.7%	95.9%	95.4%	101.4%



HOURS	Jun 2020	Jun 2021	% Change	FY2020 to Date	FY2021 to Date	% Change
Passenger Revenue	18,481.70	18,921.70	2.4%	265,078.56	239,641.03	-9.6%
Vacation/Holiday/Earned Time	8,290.26	7,720.52	-6.9%	88,730.82	76,412.56	-13.9%
Non-Revenue	7,547.18	5,486.59	-27.3%	84,826.61	74,124.11	-12.6%
TOTAL	34,319.14	32,128.81	-6.38%	438,635.99	390,177.70	-11.05%

REVENUE/EXPENSES	Jun 2020	Jun 2021	% Change	FY2020 to Date	FY2021 to Date	% Change
Operating Revenue	\$354,527.25	\$303,367.42	-14.4%	\$8,392,842.61	\$5,374,827.69	-36.0%
Operating Expenses	\$3,049,480.66	\$3,564,297.64	16.9%	\$37,028,766.89	\$37,495,559.81	1.3%
Operating Ratio	11.63%	8.51%	-26.8%	22.67%	14.33%	-36.8%
Passenger Revenue/Revenue Vehicle Hour	\$15.30	\$12.16	-20.6%	\$25.83	\$18.77	-27.4%

RIDERSHIP	Jun 2020	Jun 2021	% Change	FY20120 to Date	FY2021 to Date	% Change
Revenue Passenger	199,329	259,766	30.3%	8,771,256	3,443,953	-60.7%
Transfers	341	278	-18.5%	104,593	3,303	-96.8%
Total Unlinked	199,670	260,044	30.2%	8,875,849	3,447,256	-61.2%
ADA Riders	1,422	4,214	196.3%	78,846	30,863	-60.9%
Half Fare Cab	0	174	-	9,890	1,940	-80.4%
TOTAL	201,092	264,432	31.50%	8,964,585	3,480,059	-61.18%

PASSENGERS/REVENUE HOUR	Jun 2020	Jun 2021	% Change	FY2020 to Date	FY2021 to Date	% Change
Hour	10.80	13.74	27.2%	33.48	14.39	-57.0%

Champaign Urbana Mass Transit District Budget Analysis Report

From Fiscal Year: 2021 From Period 12
Thru Fiscal Year: 2021 Thru Period 12

Division: 00 Champaign Urbana Mass Transit District

As of: 6/30/2021

Jun-2021	Budget This Period	Jun-2020	Act/Bgt Var %		Actual Ytd	Jul-2020 thru Jun-2021 Budget Ytd	Last Ytd	Act/Bgt Var %
4000000000 * * * * R E V E N U E * * * *								
4000000099 ** TRANSPORTATION REVENUE								
4010000000 * PASSENGER FARES								
-70.51	54,166.63	32.00	-100.13%	4010100000 FULL ADULT FARES	-361.51	650,000.00	447,606.66	-100.06%
-30.00	1,422.90	-63.00	-102.11%	4010300000 STUDENT FARES	219.00	17,000.00	9,743.13	-98.71%
0.00	0.00	0.00	0.00%	4010700000 FARE REFUNDS	0.00	0.00	0.00	0.00%
0.00	16,666.63	10,503.42	-100.00%	4010800000 ANNUAL PASS REVENUE	36,831.74	200,000.00	163,195.36	-81.58%
1,150.50	7,114.50	0.00	-83.83%	4011000000 HALF FARE CAB	11,846.50	85,000.00	52,674.14	-86.06%
0.00	4,166.63	0.00	-100.00%	4011100000 ADA TICKETS & FARES	28.00	50,000.00	33,328.00	-99.94%
1,049.99	83,537.29	10,472.42	-98.74%	4019900099 * TOTAL PASSENGER FARES	48,563.73	1,002,000.00	706,547.29	-95.15%
4020000000 * SPECIAL TRANSIT & SCHOOL FARE								
203,723.59	340,453.80	245,821.73	-40.16%	4020300000 U OF I CAMPUS SERVICE	3,399,513.17	5,646,000.00	5,152,957.03	-39.79%
26,625.48	27,202.50	26,527.90	-2.12%	4020500000 ADA - U I & DSC CONTRACTS	319,505.76	325,000.00	318,334.80	-1.69%
0.00	0.00	0.00	0.00%	4030100000 SCHOOL SERVICE FARES	741,670.02	560,000.00	722,575.02	32.44%
230,349.07	367,656.30	272,349.63	-37.35%	4039999999 * TOTAL SPECIAL TRANSIT & SCHOO	4,460,688.95	6,531,000.00	6,193,866.85	-31.70%
4060000000 *AUXILIARY TRANSPORTATION REVE								
1,096.75	1,666.63	1,063.80	-34.19%	4060100000 I.T. COMMISSIONS	18,921.60	20,000.00	21,761.23	-5.39%
21,877.07	20,925.00	4,610.00	4.55%	4060300000 ADVERTISING REVENUE	226,912.56	250,000.00	361,332.15	-9.23%
22,973.82	22,591.63	5,673.80	1.69%	4069900098 *TOTAL AUXILIARY TRANSPORTATIO	245,834.16	270,000.00	383,093.38	-8.95%
254,372.88	473,785.22	288,495.85	-46.31%	4069900099 ** TOTAL TRANSPORTATION REVENU	4,755,086.84	7,803,000.00	7,283,507.52	-39.06%
4070000000 ** NON-TRANSPORTATION REVENUE								
1,182.29	1,674.00	926.60	-29.37%	4070100000 SALE OF MAINTENANCE SERVICES	10,838.00	20,000.00	14,392.06	-45.81%
0.00	0.00	0.00	0.00%	4070200000 RENTAL OF REVENUE VEHICLES	0.00	0.00	0.00	0.00%
33,307.27	33,480.00	33,873.47	-0.52%	4070300000 BUILDING RENTAL - IL TERMINAL	440,517.21	400,000.00	467,454.71	10.13%
4,002.10	2,092.50	2,001.05	91.26%	4070300002 BUILDING RENTAL - 801 & 1101	24,012.60	25,000.00	24,012.60	-3.95%
14,231.12	20,925.00	30,497.06	-31.99%	4070400000 INVESTMENT INCOME	175,282.70	250,000.00	492,613.91	-29.89%
-5,725.44	0.00	-5,962.01	-100.00%	4070400002 +/- FAIR VALUE OF INVESTMENT	-69,470.12	0.00	80,728.47	-100.00%
-215.56	0.00	0.00	-100.00%	4070800000 OVER OR SHORT	-373.41	0.00	67.00	-100.00%
0.00	0.00	3,175.00	0.00%	4079800000 GAIN ON FIXED ASSET DISPOSAL	3,045.00	0.00	14,112.00	100.00%

Champaign Urbana Mass Transit District Budget Analysis Report

From Fiscal Year: 2021 From Period 12
Thru Fiscal Year: 2021 Thru Period 12

Division: 00 Champaign Urbana Mass Transit District

As of: 6/30/2021

Jun-2021	Budget This Period	Jun-2020	Act/Bgt Var %		Actual Ytd	Jul-2020 thru Jun-2021 Budget Ytd	Last Ytd	Act/Bgt Var %
2,212.76	0.00	1,520.23	100.00%	4079900001 OTHER NON-TRANSPORTATION REV	35,888.87	0.00	15,954.34	100.00%
48,994.54	58,171.50	66,031.40	-15.78%	4079900099 ** TOTAL NON-TRANSPORTATION RE	619,740.85	695,000.00	1,109,335.09	-10.83%
303,367.42	531,956.72	354,527.25	-42.97%	4079999999 *** TOTAL TRANS & NON-TRANS REV	5,374,827.69	8,498,000.00	8,392,842.61	-36.75%
4080000000 ** TAX REVENUE								
784,600.00	758,333.37	906,068.79	3.46%	4080100000 PROPERTY TAX REVENUE	9,396,000.00	9,100,000.00	9,399,571.44	3.25%
0.00	0.00	0.00	0.00%	4080100001 PROPERTY TAX - UNCOLLECTIBLE R	-36,878.40	0.00	0.00	-100.00%
0.00	0.00	32,442.55	0.00%	4080600000 REPLACEMENT TAX REVENUE	257,702.90	175,000.00	227,525.95	47.26%
0.00	0.00	0.00	0.00%	4089900001 MISCELLANEOUS PROPERTY TAXES	1,439.43	0.00	6,025.00	100.00%
784,600.00	758,333.37	938,511.34	3.46%	4089999999 ** TOTAL TAX REVENUE	9,618,263.93	9,275,000.00	9,633,122.39	3.70%
4110000000 ** STATE GRANTS & REIMBURSEME								
2,298,000.00	1,910,358.37	1,928,530.81	20.29%	4110100000 OPERATING ASSISTANCE - STATE	24,167,562.58	22,924,300.00	23,789,342.28	5.42%
2,704,915.21	16,675,700.00	5,143,476.04	-83.78%	4110100001 OPERATING ASSIST - DEBT SERVICE	5,712,094.70	16,675,700.00	8,523,062.18	-65.75%
54,440.00	0.00	8,354.87	100.00%	4111000000 STATE GRANT REVENUE	56,295.59	0.00	37,699.91	100.00%
0.00	0.00	0.00	0.00%	4111000001 STATE GRANT REVENUE - PASS TH	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	4119900000 STATE REIMBURSEMENTS	6,903.70	0.00	17,371.55	100.00%
0.00	0.00	0.00	0.00%	4119900001 STATE REIMB - PASS THRU \$	-6,000.00	0.00	-17,371.55	-100.00%
5,057,355.21	18,586,058.37	7,080,361.72	-72.79%	4119999999 ** TOTAL STATE GRANTS & REIMB	29,936,856.57	39,600,000.00	32,350,104.37	-24.40%
4130000000 ** FEDERAL GRANTS & REIMBURSE								
0.00	0.00	0.00	0.00%	4130100000 OPERATING ASSISTANCE - FEDERAL	0.00	0.00	0.00	0.00%
729,463.12	5,829,845.00	3,519,960.19	-87.49%	4130500000 FEDERAL GRANT REVENUE	9,407,462.11	5,829,845.00	5,115,314.37	61.37%
0.00	0.00	0.00	0.00%	4130600000 FEDERAL GRANT PASS THRU \$	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	4139900000 FEDERAL REIMBURSEMENTS	0.00	0.00	0.00	0.00%
729,463.12	5,829,845.00	3,519,960.19	-87.49%	4139999999 ** TOTAL FEDERAL GRANTS & REIMB	9,407,462.11	5,829,845.00	5,115,314.37	61.37%
4150000000 **OTHER AGENCY REVENUES								
0.00	0.00	0.00	0.00%	4150130000 CONTRIBUTED CAPITAL - GOV'T	0.00	0.00	10,441.30	0.00%
0.00	0.00	0.00	0.00%	4150130010 CONTRIBUTED CAPITAL - NON-GOV'T	0.00	0.00	14,845.00	0.00%
0.00	0.00	0.00	0.00%	4159999999 ***TOTAL OTHER AGENCY REVENUE	0.00	0.00	25,286.30	0.00%
6,874,785.75	25,706,193.46	11,893,360.50	-73.26%	4999900099 **** TOTAL REVENUE ****	54,337,410.30	63,202,845.00	55,516,670.04	-14.03%

Champaign Urbana Mass Transit District Budget Analysis Report

From Fiscal Year: 2021 From Period 12
Thru Fiscal Year: 2021 Thru Period 12

Division: 00 Champaign Urbana Mass Transit District

As of: 6/30/2021

Jun-2021	Budget This Period	Jun-2020	Act/Bgt Var %		Actual Ytd	Jul-2020 thru Jun-2021 Budget Ytd	Last Ytd	Act/Bgt Var %
5000000000 **** EXPENSES ****								
5010000000 ** LABOR								
687,931.28	686,000.00	675,969.35	0.28%	5010101000 OPERATORS WAGES	8,811,322.95	9,800,000.00	9,174,044.41	-10.09%
116,566.46	122,651.00	100,450.79	-4.96%	5010204000 MECHANICS WAGES - MAINT	1,346,483.02	1,450,000.00	1,187,540.73	-7.14%
54,972.64	64,560.00	61,358.25	-14.85%	5010304000 MAINTENANCE WAGES - MAINT	706,896.49	800,000.00	760,726.73	-11.64%
109,084.20	145,740.75	121,779.69	-25.15%	5010401000 SUPERVISORS SALARIES - OPS	1,283,360.68	1,532,500.00	1,280,361.93	-16.26%
21,105.44	18,690.40	15,302.66	12.92%	5010404000 SUPERVISORS SALARIES - MAINT	288,904.18	244,000.00	199,570.24	18.40%
96,481.69	65,160.75	66,705.91	48.07%	5010501000 OVERHEAD SALARIES - OPS	886,782.87	767,500.00	787,072.27	15.54%
35,527.09	32,480.00	34,525.46	9.38%	5010504000 OVERHEAD SALARIES - MAINT	502,864.66	406,000.00	435,393.29	23.86%
111,726.99	125,280.00	112,607.12	-10.82%	5010516000 OVERHEAD SALARIES - G&A	1,462,417.45	1,600,000.00	1,440,766.74	-8.60%
15,400.22	12,555.00	5,700.86	22.66%	5010516200 OVERHEAD SALARIES - IT	174,838.45	150,000.00	67,892.06	16.56%
15,219.76	25,800.00	23,015.77	-41.01%	5010601000 CLERICAL WAGES - OPS	166,586.24	300,000.00	267,402.69	-44.47%
0.00	4,851.00	4,191.07	-100.00%	5010604000 CLERICAL WAGES - MAINT	-24.65	50,000.00	43,202.24	-100.05%
30,863.53	32,720.00	28,131.04	-5.67%	5010616000 CLERICAL WAGES - G&A	361,515.00	400,000.00	343,886.97	-9.62%
8,736.46	7,856.50	9,766.70	11.20%	5010616200 CLERICAL WAGES - IT	87,428.73	95,000.00	117,995.24	-7.97%
9,494.12	15,432.00	13,563.91	-38.48%	5010716200 SECURITY WAGES - IT	128,330.46	195,000.00	171,395.13	-34.19%
-901.25	0.00	-1,419.31	-100.00%	5010801000 LABOR CREDIT - OPS	-25,336.12	0.00	-38,211.10	-100.00%
-4,325.52	0.00	-4,916.19	-100.00%	5010804000 LABOR CREDIT - MAINT	-60,905.87	0.00	-48,359.45	-100.00%
-727.69	0.00	-1,363.99	-100.00%	5010806000 LABOR CREDIT - G&A	-16,322.35	0.00	-12,452.20	-100.00%
10,778.00	9,438.00	8,423.68	14.20%	5010816200 MAINTENANCE WAGES - IT	111,527.91	110,000.00	97,989.85	1.39%
0.00	0.00	8,443.04	0.00%	5010901000 REDUCED/REASSIGNMNT PAY - OPS	21,005.03	0.00	54,649.24	100.00%
0.00	0.00	0.00	0.00%	5010904000 REDUCED/REASSIGNMNT PAY - MAI	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5010916000 REDUCED/REASSIGNMNT PAY - G&A	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5010916200 REDUCED/REASSIGNMNT PAY - IT	0.00	0.00	0.00	0.00%
0.00	0.00	4,811.32	0.00%	5011001000 MEAL DELIVERY WAGES - OPS (NON-	5,012.81	0.00	4,811.32	100.00%
0.00	0.00	0.00	0.00%	5012001000 U OF I COVID ROUTE WAGES	49,274.20	0.00	0.00	100.00%
1,317,933.42	1,369,215.40	1,287,047.13	-3.75%	5019999000 ** TOTAL LABOR	16,291,962.14	17,900,000.00	16,335,678.33	-8.98%
5020000000 ** FRINGE BENEFITS								
86,932.26	81,290.00	76,982.05	6.94%	5020101000 FICA - OPS	1,004,470.21	1,100,000.00	1,042,546.14	-8.68%
20,449.28	19,128.00	18,638.40	6.91%	5020104000 FICA - MAINT	250,662.85	240,000.00	233,721.06	4.44%
9,419.75	10,425.00	9,251.06	-9.64%	5020116000 FICA - G&A	116,626.20	125,000.00	110,935.02	-6.70%
3,913.44	3,865.00	2,729.61	1.25%	5020116200 FICA - IT	40,560.73	50,000.00	35,299.93	-18.88%
136,820.59	167,900.00	127,706.47	-18.51%	5020201000 IMRF - OPS	1,735,673.08	2,300,000.00	1,753,661.91	-24.54%
71,308.12	41,666.63	28,770.13	71.14%	5020204000 IMRF - MAINT	565,068.10	500,000.00	365,970.72	13.01%
15,029.25	16,852.50	14,698.13	-10.82%	5020216000 IMRF - G&A	213,559.19	225,000.00	195,771.16	-5.08%
5,939.84	6,060.00	4,483.60	-1.98%	5020216200 IMRF - IT	66,812.81	75,000.00	55,486.05	-10.92%

Champaign Urbana Mass Transit District Budget Analysis Report

From Fiscal Year: 2021 From Period 12
Thru Fiscal Year: 2021 Thru Period 12

Division: 00 Champaign Urbana Mass Transit District

As of: 6/30/2021

Jun-2021	Budget This Period	Jun-2020	Act/Bgt Var %		Jul-2020 thru Jun-2021		Last Ytd	Act/Bgt Var %
					Actual Ytd	Budget Ytd		
285,703.24	292,950.00	256,265.61	-2.47%	5020301000 MEDICAL INSURANCE - OPS	3,597,001.36	3,500,000.00	2,948,315.10	2.77%
68,971.42	62,775.00	60,369.03	9.87%	5020304000 MEDICAL INSURANCE - MAINT	799,617.46	750,000.00	677,966.98	6.62%
35,108.70	29,295.00	35,617.38	19.85%	5020316000 MEDICAL INSURANCE - G&A	419,570.10	350,000.00	361,036.86	19.88%
16,628.00	15,903.00	13,057.80	4.56%	5020316200 MEDICAL INSURANCE - IT	198,555.00	190,000.00	151,859.90	4.50%
0.00	0.00	0.00	0.00%	5020401000 DENTAL INSURANCE - OPS	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5020404000 DENTAL INSURANCE - MAINT	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5020416000 DENTAL INSURANCE - G&A	0.00	0.00	0.00	0.00%
1,524.39	2,500.00	6,469.53	-39.02%	5020501000 LIFE INSURANCE - OPS	17,716.90	30,000.00	20,215.27	-40.94%
496.37	4,185.00	1,897.28	-88.14%	5020504000 LIFE INSURANCE - MAINT	6,047.99	50,000.00	5,710.33	-87.90%
172.97	4,185.00	770.28	-95.87%	5020516000 LIFE INSURANCE - G&A	4,937.34	50,000.00	2,066.93	-90.13%
137.20	1,255.50	352.80	-89.07%	5020516200 LIFE INSURANCE - IT	1,267.44	15,000.00	1,104.70	-91.55%
0.00	0.00	0.00	0.00%	5020601000 OPEB EXPENSE - OPS	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5020604000 OPEB EXPENSE - MAINT	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5020616000 OPEB EXPENSE - G&A	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5020616200 OPEB EXPENSE - IT	0.00	0.00	0.00	0.00%
7,800.00	7,096.00	5,536.35	9.92%	5020701000 UNEMPLOYMENT INSURANCE - OPS	43,819.21	50,000.00	39,012.37	-12.36%
1,500.00	1,172.00	966.30	27.99%	5020704000 UNEMPLOYMENT INSURANCE - MAIN	9,954.30	10,000.00	8,242.55	-0.46%
700.00	216.00	253.07	224.07%	5020716000 UNEMPLOYMENT INSURANCE - G&A	4,718.90	3,000.00	3,520.82	57.30%
300.00	1,111.00	850.36	-73.00%	5020716200 UNEMPLOYMENT INSURANCE - IT	2,224.10	3,000.00	2,297.08	-25.86%
15,900.67	12,500.00	15,177.75	27.21%	5020801000 WORKERS COMP INSURANCE - OPS	240,675.97	150,000.00	216,690.58	60.45%
2,107.25	12,555.00	951.77	-83.22%	5020804000 WORKERS COMP INSURANCE - MAIN	31,710.96	150,000.00	22,524.89	-78.86%
774.27	837.00	-7,451.25	-7.49%	5020816000 WORKERS COMP INSURANCE - G&A	8,725.24	10,000.00	21,346.72	-12.75%
152.85	2,092.50	152.85	-92.70%	5020816200 WORKERS COMP INSURANCE - IT	2,212.20	25,000.00	2,533.75	-91.15%
0.00	0.00	0.00	0.00%	5021001000 HOLIDAYS - OPS	156,061.52	189,519.00	181,924.96	-17.65%
0.00	0.00	0.00	0.00%	5021004000 HOLIDAYS - MAINT	48,273.28	40,000.00	54,531.04	20.68%
0.00	0.00	0.00	0.00%	5021016000 HOLIDAYS - G&A	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5021016200 HOLIDAYS - IT	5,023.44	4,000.00	5,559.44	25.59%
126,270.68	80,126.42	82,243.36	57.59%	5021101000 VACATIONS - OPS	647,661.40	552,596.00	567,346.79	17.20%
18,880.64	7,262.00	13,182.72	159.99%	5021104000 VACATIONS - MAINT	153,379.66	85,500.00	155,216.21	79.39%
0.00	0.00	0.00	0.00%	5021116000 VACATION - G&A	0.00	0.00	0.00	0.00%
3,501.60	0.00	0.00	100.00%	5021116200 VACATIONS - IT	10,334.88	7,000.00	4,734.40	47.64%
4,791.44	3,082.41	5,643.37	55.44%	5021201000 OTHER PAID ABSENCES - OPS	61,765.67	36,827.00	52,062.33	67.72%
209.76	1,000.00	1,326.00	-79.02%	5021204000 OTHER PAID ABSENCES - MAINT	5,642.48	12,000.00	9,577.31	-52.98%
0.00	0.00	0.00	0.00%	5021216000 OTHER PAID ABSENCES - G&A	0.00	0.00	0.00	0.00%
405.60	250.00	0.00	62.24%	5021216200 OTHER PAID ABSENCES - IT	523.52	3,000.00	474.13	-82.55%
22,686.33	4,185.00	-333.62	442.09%	5021301000 UNIFORM ALLOWANCES - OPS	60,655.41	50,000.00	37,374.20	21.31%
1,718.29	2,083.37	1,235.16	-17.52%	5021304000 UNIFORM ALLOWANCES - MAINT	22,152.42	25,000.00	17,747.91	-11.39%
182.19	416.63	56.90	-56.27%	5021316200 UNIFORM ALLOWANCES - IT	2,533.91	5,000.00	2,082.90	-49.32%

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0.00	7,114.50	0.00	-100.00%	5021401000 OTHER FRINGE BENEFITS - OPS	2,207.07	85,000.00	6,492.24	-97.40%
624.50	1,666.63	-385.00	-62.53%	5021404000 OTHER FRINGE BENEFITS - MAINT	1,401.49	20,000.00	3,594.61	-92.99%
1,253.00	1,757.70	1,427.50	-28.71%	5021416000 OTHER FRINGE BENEFITS - G&A	30,531.87	21,000.00	33,635.26	45.39%
0.00	1,925.10	0.00	-100.00%	5021416200 OTHER FRINGE BENEFITS - IT	146.51	23,000.00	1,095.83	-99.36%
105,948.78	107,959.20	99,760.74	-1.86%	5021501000 EARNED TIME - OPS	1,146,150.51	1,684,231.00	1,557,586.77	-31.95%
25,052.24	18,335.55	12,164.47	36.63%	5021504000 EARNED TIME - MAINT	243,483.43	376,500.00	249,444.72	-35.33%
4,144.58	453.00	1,375.64	814.92%	5021516200 EARNED TIME - IT	27,130.18	5,000.00	15,235.59	442.60%
0.00	0.00	0.00	0.00%	5021604000 TOOL ALLOWANCE - MAINT	11,194.79	15,000.00	11,289.18	-25.37%
134.22	3,082.41	-331.20	-95.65%	5021701000 DISABILITY - OPS	44,131.43	36,827.00	32,226.82	19.83%
0.00	585.90	0.00	-100.00%	5021704000 DISABILITY - MAINT	681.24	7,000.00	5,252.24	-90.27%
0.00	0.00	0.00	0.00%	5021716200 DISABILITY - IT	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5021801000 WORKERS COMP - PAYROLL - OPS	1,487.89	0.00	-66.20	100.00%
0.00	0.00	0.00	0.00%	5021804000 WORKERS COMP - PAYROLL - MAINT	0.00	0.00	302.72	0.00%
0.00	0.00	0.00	0.00%	5021816200 WORKERS COMP - PAYROLL - IT	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5021901000 ROTATION BOARD PAY - OPS	0.00	0.00	30,321.32	0.00%
0.00	0.00	0.00	0.00%	5021904000 ROTATION BOARD PAY - MAINT	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5021916000 ROTATION BOARD PAY - G&A	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5021916200 ROTATION BOARD PAY - IT	0.00	0.00	0.00	0.00%
0.00	16,740.00	8,496.00	-100.00%	5022001000 EARLY RETIREMENT PLAN - OPS	166,912.00	200,000.00	60,861.00	-16.54%
0.00	8,370.00	0.00	-100.00%	5022004000 EARLY RETIREMENT PLAN - MAINT	0.00	100,000.00	0.00	-100.00%
0.00	833.37	0.00	-100.00%	5022016000 EARLY RETIREMENT PLAN - G&A	0.00	10,000.00	0.00	-100.00%
0.00	0.00	0.00	0.00%	5022016200 EARLY RETIREMENT PLAN - IT	0.00	0.00	0.00	0.00%
9,042.69	0.00	57,416.17	100.00%	5023001000 "SICK BANK" EXPENSES - OPS	206,790.89	0.00	319,000.29	100.00%
756.86	0.00	5,341.58	100.00%	5023004000 "SICK BANK" EXPENSES - MAINT	25,943.15	0.00	23,060.98	100.00%
0.00	0.00	92.99	0.00%	5023016000 "SICK BANK" EXPENSES - G&A	0.00	0.00	534.27	0.00%
0.00	0.00	0.00	0.00%	5023016200 "SICK BANK" EXPENSES - IT	10,897.03	0.00	2,432.78	100.00%
1,113,393.26	1,065,044.32	963,209.14	4.54%	5029999900 ** TOTAL FRINGE BENEFITS	12,475,284.71	13,545,000.00	11,718,768.86	-7.90%
				5030000000 ** SERVICES				
72,171.76	83,700.00	74,447.61	-13.77%	5030316000 PROFESSIONAL SERVICES - G&A	474,393.73	1,000,000.00	400,004.56	-52.56%
0.00	250.00	0.00	-100.00%	5030316200 PROFESSIONAL SERVICES - IT	779.00	3,000.00	0.00	-74.03%
0.00	0.00	0.00	0.00%	5030316300 PROFESSIONAL SERVICES - IT - NON	0.00	0.00	0.00	0.00%
6,500.00	17,911.80	25,779.67	-63.71%	5030316400 PROFESSIONAL SERVICES - G&A - N	104,107.96	214,000.00	275,879.88	-51.35%
0.00	0.00	0.00	0.00%	5030404000 TEMPORARY HELP - MAINT	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5030416000 TEMPORARY HELP - G&A	0.00	0.00	0.00	0.00%
0.00	5,000.00	3,300.00	-100.00%	5030501000 CONTRACT MAINTENANCE - OPS	0.00	60,000.00	77,297.53	-100.00%
16,334.16	9,583.37	5,586.41	70.44%	5030504000 CONTRACT MAINTENANCE - MAINT	118,733.07	115,000.00	99,451.63	3.25%
66,937.06	50,220.00	40,413.93	33.29%	5030516000 CONTRACT MAINTENANCE - G&A	592,511.79	600,000.00	503,372.98	-1.25%

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5,385.28	2,929.50	2,315.89	83.83%	5030516200 CONTRACT MAINTENANCE - IT	32,329.70	35,000.00	26,487.96	-7.63%
0.00	0.00	0.00	0.00%	5030516300 CONTRACT MAINTENANCE - IT - NON	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5030604000 CUSTODIAL SERVICES - MAINT	0.00	0.00	0.00	0.00%
0.00	3,766.50	0.00	-100.00%	5030801000 PRINTING SERVICES - OPS	28,933.26	45,000.00	42,406.38	-35.70%
0.00	0.00	0.00	0.00%	5030804000 PRINTING SERVICES - MAINT	0.00	0.00	0.00	0.00%
0.00	334.80	0.00	-100.00%	5030816000 PRINTING SERVICES - G&A	1,362.55	4,000.00	4,406.55	-65.94%
0.00	0.00	0.00	0.00%	5030816200 PRINTING SERVICES - IT	1,200.00	0.00	285.00	100.00%
0.00	0.00	0.00	0.00%	5030816300 PRINTING SERVICES - IT - NON-REIM	0.00	0.00	0.00	0.00%
2,301.00	0.00	0.00	100.00%	5031216000 CABS	23,693.00	0.00	0.00	100.00%
2,401.67	3,348.00	232.47	-28.27%	5039901000 OTHER SERVICES - OPS	9,645.35	40,000.00	19,995.49	-75.89%
0.00	500.00	89.66	-100.00%	5039904000 OTHER SERVICES - MAINT	976.96	6,000.00	1,253.04	-83.72%
10.10	8,370.00	7,101.02	-99.88%	5039916000 OTHER SERVICES - G&A	12,592.67	100,000.00	90,234.78	-87.41%
654.99	416.63	0.00	57.21%	5039916200 OTHER SERVICES - IT	15,007.14	5,000.00	3,930.68	200.14%
0.00	0.00	0.00	0.00%	5039916300 OTHER SERVICES - IT - NON-REIMB	245.00	0.00	0.00	100.00%
0.00	0.00	0.00	0.00%	5039916400 OTHER SERVICES - G&A - NON-REIM	0.00	0.00	0.00	0.00%
172,696.02	186,330.60	159,266.66	-7.32%	5039999900 ** TOTAL SERVICES	1,416,511.18	2,227,000.00	1,545,006.46	-36.39%
5040000000 ** MATERIALS & SUPPLIES CONSUM								
158,593.48	117,900.00	62,005.74	34.52%	5040101000 FUEL & LUBRICANTS - OPS	1,052,684.29	2,250,000.00	1,184,886.83	-53.21%
11,535.37	6,152.50	6,150.25	87.49%	5040104000 FUEL & LUBRICANTS - MAINT	104,236.36	115,000.00	114,727.40	-9.36%
575.12	5,588.00	2,084.22	-89.71%	5040201000 TIRES & TUBES - OPS - MB DO	147,190.15	139,000.00	134,818.72	5.89%
0.00	916.63	458.31	-100.00%	5040204000 TIRES & TUBES - MAINT - DR DO	6,286.64	11,000.00	11,399.83	-42.85%
0.00	0.00	0.00	0.00%	5040206000 TIRES & TUBES - NON-REVENUE VEH	0.00	0.00	0.00	0.00%
587.74	4,166.63	76.56	-85.89%	5040304000 GARAGE EQUIPMENT REPAIRS - MAI	19,917.09	50,000.00	36,550.84	-60.17%
8,571.66	11,718.00	35,329.72	-26.85%	5040404000 BLDG & GROUND REPAIRS - MAINT -	153,426.66	140,000.00	214,227.58	9.59%
-829.12	4,185.00	3,287.55	-119.81%	5040404001 BLDG & GROUND REPAIRS - MAINT -	15,153.48	50,000.00	20,696.82	-69.69%
40.00	0.00	0.00	100.00%	5040404002 BLDG & GROUND REPAIRS - MAINT -	466.00	0.00	415.00	100.00%
1,936.87	10,881.00	17,409.30	-82.20%	5040416200 BLDG & GROUND REPAIRS - IT	40,855.67	130,000.00	94,314.38	-68.57%
235.60	0.00	6,289.11	100.00%	5040416300 BLDG & GROUND REPAIRS - IT - NON	12,364.37	0.00	15,323.64	100.00%
0.00	0.00	0.00	0.00%	5040416400 BLDG & GROUND REPAIRS - G&A - N	943.97	0.00	0.00	100.00%
0.00	0.00	0.00	0.00%	5040500001 REVENUE VEHICLE REPAIRS - CORE	0.00	0.00	0.00	0.00%
399,411.54	200,000.00	154,733.72	99.71%	5040504000 REVENUE VEHICLE REPAIRS	1,808,059.00	2,400,000.00	1,684,481.44	-24.66%
10,475.91	1,666.63	1,275.17	528.57%	5040604000 NON-REVENUE VEHICLE REPAIRS	27,570.60	20,000.00	13,075.87	37.85%
3,390.35	5,000.00	18,086.64	-32.19%	5040704000 SERVICE SUPPLIES - MAINT	85,831.34	60,000.00	92,685.92	43.05%
1,257.16	2,333.37	3,297.45	-46.12%	5040716200 SERVICE SUPPLIES - IT	20,038.03	28,000.00	27,083.05	-28.44%
2,061.63	4,268.70	0.00	-51.70%	5040801000 OFFICE SUPPLIES - OPS	11,788.89	51,000.00	17,842.31	-76.88%
0.00	3,750.00	94.40	-100.00%	5040804000 OFFICE SUPPLIES - MAINT	9,429.98	45,000.00	4,492.60	-79.04%
265.53	1,255.50	1,770.31	-78.85%	5040816000 OFFICE SUPPLIES - G&A	4,509.14	15,000.00	10,761.61	-69.94%

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545.62	500.00	71.87	9.12%	5040816200 OFFICE SUPPLIES - IT	1,441.34	6,000.00	1,605.51	-75.98%
0.00	0.00	6,380.00	0.00%	5040901000 COMPUTER & SERVER - MISC EXP'S -	5,403.50	0.00	22,161.59	100.00%
0.00	0.00	329.95	0.00%	5040904000 COMPUTER & SERVER - MISC EXP'S -	1,775.24	0.00	4,842.90	100.00%
24,723.94	0.00	13,778.49	100.00%	5040916000 COMPUTER & SERVER - MISC EXP'S -	158,102.62	0.00	116,794.06	100.00%
0.00	0.00	0.00	0.00%	5040916200 COMPUTER & SERVER - MISC EXP'S -	641.03	0.00	3,401.70	100.00%
87.60	0.00	272.27	100.00%	5041001000 SAFETY & TRAINING - OPS	8,241.04	0.00	6,157.33	100.00%
0.00	0.00	0.00	0.00%	5041004000 SAFETY & TRAINING - MAINT	-226.56	0.00	521.01	-100.00%
14,264.89	6,250.00	8,350.38	128.24%	5041104000 PASSENGER SHELTER REPAIRS	68,115.15	75,000.00	96,383.11	-9.18%
10,181.47	418.50	191.39	> 999.99%	5041201000 SMALL TOOLS & EQUIP - OPS	56,422.49	5,000.00	137.39	> 999.99%
2,422.13	5,440.50	19,167.49	-55.48%	5041204000 SMALL TOOLS & EQUIP - MAINT	18,832.64	65,000.00	51,995.21	-71.03%
5,568.78	7,951.50	0.00	-29.97%	5041216000 SMALL TOOLS & EQUIP - G&A	9,134.62	95,000.00	1,425.93	-90.38%
33.98	1,255.50	0.00	-97.29%	5041216200 SMALL TOOLS & EQUIP - IT	14,463.34	15,000.00	3,184.79	-3.58%
0.00	0.00	0.00	0.00%	5041216300 SMALL TOOLS & EQUIP - IT - NON-REI	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5041216400 SMALL TOOLS & EQUIP - G&A - NON-	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5041304000 FAREBOX REPAIRS	0.00	0.00	353.00	0.00%
9,680.71	0.00	7,642.71	100.00%	5041404000 CAD/AVL,CAMERA,RADIO REPAIRS -	83,662.86	0.00	73,640.56	100.00%
993.19	0.00	9,287.68	100.00%	5041504000 ADA VEHICLE REPAIRS - MAINT	12,695.98	0.00	30,722.30	100.00%
666,611.15	401,597.96	377,820.68	65.99%	5049999900 ** TOTAL MATERIAL & SUPPLIES	3,959,456.95	5,765,000.00	4,091,110.23	-31.32%
5050000000 **UTILITIES								
35,141.40	41,624.50	41,730.93	-15.58%	5050216000 ** UTILITIES - G&A	551,347.95	415,000.00	416,052.61	32.85%
9,288.05	6,314.00	7,907.83	47.10%	5050216200 ** UTILITIES - IT	102,777.14	70,000.00	87,585.33	46.82%
4,359.98	3,612.00	4,386.14	20.71%	5050216300 ** UTILITIES - IT - NON-REIMB	41,785.86	30,000.00	36,457.57	39.29%
193.35	0.00	179.54	100.00%	5050216400 ** UTILITIES - G&A - NON-REIMB	2,570.39	0.00	3,238.57	100.00%
48,982.78	51,550.50	54,204.44	-4.98%	5059999900 **TOTAL UTILITIES	698,481.34	515,000.00	543,334.08	35.63%
5060000000 ** CASUALTY & LIABILITY COSTS								
1,932.64	5,859.00	2,318.89	-67.01%	5060104000 PHYSICAL DAMAGE PREMIUMS - MAI	26,942.68	70,000.00	28,730.08	-61.51%
0.00	0.00	0.00	0.00%	5060116200 PHYSICAL DAMAGE PREMIUMS - IT	0.00	0.00	0.00	0.00%
-2,733.17	-2,083.37	-4,755.07	31.19%	5060204000 PHYSICAL DAMAGE RECOVERIES - M	-80,041.13	-25,000.00	-28,796.54	220.16%
43,313.12	48,127.50	43,488.69	-10.00%	5060316000 PL & PD INSURANCE PREMIUMS - G&	524,883.69	575,000.00	527,854.36	-8.72%
0.00	0.00	0.00	0.00%	5060316200 PL & PD INSURANCE PREMIUMS - IT	0.00	0.00	0.00	0.00%
35,275.89	48,127.50	36,602.99	-26.70%	5060416000 UNINSURED PL & PD PAYOUTS - G&A	439,215.22	575,000.00	435,641.68	-23.61%
2,537.64	3,348.00	2,560.89	-24.20%	5060816000 PREMIUMS-OTHER COPORATE INS.	30,481.68	40,000.00	30,730.68	-23.80%
80,326.12	103,378.63	80,216.39	-22.30%	5069999900 ** TOTAL CASUALTY & LIABILITY	941,482.14	1,235,000.00	994,160.26	-23.77%

Champaign Urbana Mass Transit District Budget Analysis Report

From Fiscal Year: 2021 From Period 12
Thru Fiscal Year: 2021 Thru Period 12

Division: 00 Champaign Urbana Mass Transit District

As of: 6/30/2021

Jun-2021	Budget This Period	Jun-2020	Act/Bgt Var %		Actual Ytd	Jul-2020 thru Jun-2021 Budget Ytd	Last Ytd	Act/Bgt Var %
507000000 ** TAXES								
1,500.00	0.00	1,500.00	100.00%	5070316000 PROPERTY TAXES	19,417.23	0.00	19,028.65	100.00%
312.50	0.00	312.50	100.00%	5070316400 PROPERTY TAXES - NON-REIMB	3,750.00	0.00	3,682.20	100.00%
316.00	0.00	519.00	100.00%	5070401000 VEHICLE LICENSING FEES - OPS	1,891.00	0.00	1,689.00	100.00%
0.00	0.00	0.00	0.00%	5070416000 VEHICLE LICENSING FEES - G&A	0.00	0.00	0.00	0.00%
2,634.84	3,333.37	2,634.64	-20.96%	5070501000 FUEL TAX	29,695.77	40,000.00	33,439.33	-25.76%
4,763.34	3,333.37	4,966.14	42.90%	5079999900 ** TOTAL TAXES	54,754.00	40,000.00	57,839.18	36.89%
5080100000 ** PURCHASED TRANSPORTATION								
0.00	13,392.00	0.00	-100.00%	5080116000 CABS (Closed - See GL 5031216000)	0.00	160,000.00	105,348.28	-100.00%
76,072.76	75,330.00	75,793.94	0.99%	5080216000 ADA CONTRACTS	912,864.14	900,000.00	909,527.49	1.43%
76,072.76	88,722.00	75,793.94	-14.26%	5089999900 **TOTAL PURCHASED TRANSPORTA	912,864.14	1,060,000.00	1,014,875.77	-13.88%
5090000000 ** MISCELLANEOUS EXPENSES								
3,333.37	7,533.00	8,452.89	-55.75%	5090116000 DUES & SUBSCRIPTIONS - G&A	80,075.88	90,000.00	96,042.60	-11.03%
6,301.26	8,370.00	3,601.48	-24.72%	5090216000 TRAVEL & MEETINGS - G&A	51,770.36	100,000.00	109,773.38	-48.23%
0.00	0.00	0.00	0.00%	5090716000 BAD DEBT EXPENSE	0.00	0.00	0.00	0.00%
6,351.50	16,666.63	3,568.32	-61.89%	5090816000 ADVERTISING EXPENSES - G&A	69,631.78	200,000.00	99,081.45	-65.18%
0.00	0.00	0.00	0.00%	5090816200 ADVERTISING EXPENSES - IT	0.00	0.00	0.00	0.00%
0.00	666.63	1,900.00	-100.00%	5090916000 TRUSTEE COMPENSATION	4,100.00	8,000.00	8,469.25	-48.75%
160.31	500.00	146.31	-67.94%	5091016000 POSTAGE	4,403.79	6,000.00	5,713.87	-26.60%
0.00	0.00	0.00	0.00%	5091516000 LOSS/DISPOSAL FIXED ASSETS	0.00	0.00	0.00	0.00%
826.00	0.00	0.00	100.00%	5091616000 ADVERTISING SERVICES EXPENSE	33,045.61	0.00	0.00	100.00%
0.00	0.00	0.00	0.00%	5091716000 SUBSTANCE ABUSE PROGRAM	0.00	0.00	100.00	0.00%
960.00	1,666.63	13.66	-42.40%	5099901000 OTHER MISC EXPENSES - OPS	4,379.98	20,000.00	21,584.91	-78.10%
74.75	1,666.63	221.96	-95.51%	5099904000 OTHER MISC EXPENSES - MAINT	2,689.55	20,000.00	8,007.12	-86.55%
1,161.48	9,625.50	2,658.74	-87.93%	5099916000 OTHER MISC EXPENSES - G&A	55,626.40	115,000.00	78,405.57	-51.63%
0.00	2,929.50	0.00	-100.00%	5099916200 OTHER MISC EXPENSES - IT	1,890.75	35,000.00	3,134.78	-94.60%
0.00	3,766.50	0.00	-100.00%	5099916300 OTHER MISC EXPENSES - IT - NON-R	608.00	45,000.00	0.00	-98.65%
8,084.30	0.00	0.00	100.00%	5099916400 OTHER MISC EXPENSES - G&A - NON	27,181.49	0.00	9,758.22	100.00%
-71.51	0.00	0.01	-100.00%	5099926000 UNALLOCATED EXPENSES	2,610.18	0.00	240.31	100.00%
27,181.46	53,391.02	20,563.37	-49.09%	5099999900 ** TOTAL MISCELLANEOUS EXPENS	338,013.77	639,000.00	440,311.46	-47.10%
5110000000 ** INTEREST EXPENSES								
0.00	0.00	0.00	0.00%	5110116000 INTEREST - LONG-TERM DEBTS	0.00	0.00	0.00	0.00%
3,508.63	0.00	3,804.26	100.00%	5110216000 INTEREST - SHORT-TERM DEBTS	56,689.38	0.00	2,478.70	100.00%

Champaign Urbana Mass Transit District Budget Analysis Report

From Fiscal Year: 2021 From Period 12
Thru Fiscal Year: 2021 Thru Period 12

Division: 00 Champaign Urbana Mass Transit District

As of: 6/30/2021

Jun-2021	Budget This Period	Jun-2020	Act/Bgt Var %		Actual Ytd	Jul-2020 thru Jun-2021 Budget Ytd	Last Ytd	Act/Bgt Var %
3,508.63	0.00	3,804.26	100.00%	5119999900 ** TOTAL INTEREST	56,689.38	0.00	2,478.70	100.00%
				5120000000 ** LEASE & RENTALS				
3,222.55	18,832.50	0.00	-82.89%	5120401000 PASSENGER REVENUE VEHICLES -	6,847.03	225,000.00	0.00	-96.96%
706.04	2,000.00	0.00	-64.70%	5120516000 SERVICE VEHICLE LEASES	8,472.48	24,000.00	0.00	-64.70%
805.99	25,110.00	2,007.21	-96.79%	5120704000 GARAGE EQUIPMENT LEASES - MAIN	27,692.46	300,000.00	24,086.52	-90.77%
0.00	0.00	0.00	0.00%	5120901000 RADIO EQUIPMENT LEASES - OPS	0.00	0.00	0.00	0.00%
15,552.32	0.00	8,432.64	100.00%	5121216000 G&A FACILITIES LEASES	147,630.23	0.00	49,533.71	100.00%
31,139.40	0.00	10,397.27	100.00%	5121301000 MISC LEASES - OPS	154,844.82	0.00	146,655.48	100.00%
3,333.33	0.00	2,170.99	100.00%	5121304000 MISC LEASES - MAINT	27,282.94	0.00	25,379.47	100.00%
1,419.24	1,339.20	2,601.17	5.98%	5121316000 MISC LEASES - G&A	25,218.35	16,000.00	33,007.44	57.61%
70.96	0.00	783.49	100.00%	5121316200 MISC LEASES - IT	7,798.63	0.00	9,019.64	100.00%
0.00	0.00	0.00	0.00%	5121316300 MISC LEASES - IT - NON-REIMB	0.00	0.00	0.00	0.00%
87.50	0.00	0.00	100.00%	5121316400 MISC LEASES - G&A - NON-REIMB	962.50	0.00	0.00	100.00%
56,337.33	47,281.70	26,392.77	19.15%	5129999900 ** TOTAL LEASE & RENTALS	406,749.44	565,000.00	287,682.26	-28.01%
				5130000000 ** DEPRECIATION				
63,480.96	0.00	32,172.51	100.00%	5130201000 PASSENGER SHELTER DEPRECIATIO	259,485.69	0.00	160,597.95	100.00%
1,620,307.69	0.00	1,124,142.38	100.00%	5130401000 REVENUE VEHICLE DEPRECIATION	5,165,944.23	0.00	4,496,569.17	100.00%
21,117.03	0.00	22,367.06	100.00%	5130516000 SERVICE VEHICLE DEPRECIATION	88,218.22	0.00	91,304.43	100.00%
17,712.18	0.00	5,062.10	100.00%	5130704000 GARAGE EQUIP DEPRECIATION	70,848.69	0.00	20,248.41	100.00%
12,364.59	0.00	12,784.58	100.00%	5130901000 REVENUE VEHICLE RADIO EQUIP DE	49,458.33	0.00	53,658.41	100.00%
21,619.38	0.00	7,929.30	100.00%	5131016000 COMPUTER EQUIP DEPRECIATION	87,395.58	0.00	30,581.65	100.00%
0.00	0.00	0.00	0.00%	5131116000 REVENUE COLLECTION EQUIP DEPR	0.00	0.00	4,765.90	0.00%
395,977.12	0.00	412,101.59	100.00%	5131216000 G&A FACILITIES DEPRECIATION	1,600,122.57	0.00	1,681,132.92	100.00%
8,460.10	0.00	8,460.10	100.00%	5131316000 G&A SYSTEM DEVELOPMENT DEPR	33,840.40	0.00	34,609.52	100.00%
760.71	0.00	760.71	100.00%	5131416000 MISCELLANEOUS EQUIP DEPR	3,042.84	0.00	1,973.93	100.00%
0.00	0.00	0.00	0.00%	5131516000 OFFICE EQUIP DEPRECIATION	0.00	0.00	0.00	0.00%
2,161,799.76	0.00	1,625,780.33	100.00%	5139999900 ** TOTAL DEPRECIATION	7,358,356.55	0.00	6,575,442.29	100.00%
0.00	0.00	0.00	0.00%	5170116000 DEBT SERVICE ON EQUIPMENT & FA	0.00	0.00	0.00	0.00%
5,729,606.03	3,369,845.50	4,679,065.25	70.03%	5999990000 **** TOTAL EXPENSES ****	44,910,605.74	43,491,000.00	43,606,687.88	3.26%
1,145,179.72	22,336,347.96	7,214,295.25	-94.87%	5999999800 NET SURPLUS (DEFICIT)	9,426,804.56	19,711,845.00	11,909,982.16	-52.18%

Champaign-Urbana Mass Transit District
Accounts Payable Check Disbursement List
BUSEY BANK OPERATING ACCOUNT

From Date: 6/01/2021

Thru Date: 6/30/2021

CheckNo	ReferenceDate	Reference	Payee	CheckAmount	C-CARTS Portion	MTD Portion	Voided
153536	03-Jun-21	A1934	ADVANCE AUTO PARTS	\$10.80	\$0.00	\$10.80	
153537	03-Jun-21	A2488	** AFLAC GROUP INSURANCE	\$362.24	\$0.00	\$362.24	
153538	03-Jun-21	A8006	AT & T MOBILITY LLC	\$46.89	\$0.00	\$46.89	
153539	03-Jun-21	A8007	AT & T	\$871.81	\$0.00	\$871.81	
153540	03-Jun-21	A8011	AT&T MOBILITY-CC	\$380.81	\$0.00	\$380.81	
153541	03-Jun-21	A85755	AUTOMOTIVE COLOR & SUPPLY CORP	\$689.84	\$0.00	\$689.84	
153542	03-Jun-21	A8720	AVAIL TECHNOLOGIES, INC.	\$29,761.82	\$0.00	\$29,761.82	
153543	03-Jun-21	B0430	BARBER & DEATLEY, INC.	\$45,692.00	\$0.00	\$45,692.00	
153544	03-Jun-21	B3555	BIRKEY'S FARM STORE, INC.	\$737.00	\$0.00	\$737.00	
153545	03-Jun-21	C0364	CARLE PHYSICIAN GROUP	\$2,936.00	\$0.00	\$2,936.00	
153546	03-Jun-21	C2156	CENTER FOR TRANSPORTATION & THE ENVIRONM	\$11,203.20	\$0.00	\$11,203.20	
153547	03-Jun-21	C2165	CENTRAL ILLINOIS TRUCKS	\$0.00	\$0.00	\$0.00	X
153548	03-Jun-21	C2165	CENTRAL ILLINOIS TRUCKS	\$6,852.65	\$0.00	\$6,852.65	
153549	03-Jun-21	C3042	CHAMPAIGN CHRYSLER DODGE JEEP RAM	\$141.12	\$0.00	\$141.12	
153550	03-Jun-21	C3100	CHELSEA FINANCIAL GROUP, LTD.	\$1,259.29	\$0.00	\$1,259.29	
153551	03-Jun-21	C3105	CHEMICAL MAINTENANCE INC.	\$244.59	\$0.00	\$244.59	
153552	03-Jun-21	C4588	CLEAN THE UNIFORM COMPANY HIGHLAND	\$537.78	\$0.00	\$537.78	
153553	03-Jun-21	C6263	COMCAST CABLE	\$182.71	\$0.00	\$182.71	
153554	03-Jun-21	D0271	** DANVILLE MASS TRANSIT	\$1,115.00	\$0.00	\$1,115.00	
153555	03-Jun-21	D2012	DEAN'S GRAPHICS	\$634.00	\$0.00	\$634.00	
153556	03-Jun-21	D3225	DH PACE COMPANY, INC.	\$565.35	\$0.00	\$565.35	
153557	03-Jun-21	D3575	DIRECT ENERGY BUSINESS	\$10,298.17	\$0.00	\$10,298.17	
153558	03-Jun-21	D3630	DIXON GRAPHICS	\$150.00	\$0.00	\$150.00	
153559	03-Jun-21	D8587	DUST & SON OF CHAMPAIGN COUNTY, INC	\$324.78	\$0.00	\$324.78	
153560	03-Jun-21	F6367	FORD CITY	\$2,432.76	\$0.00	\$2,432.76	
153561	03-Jun-21	I5904	INTERSTATE BATTERIES	\$721.62	\$0.00	\$721.62	
153562	03-Jun-21	I7667	ISAKSEN GLERUM WACHTER, LLC	\$12,552.29	\$0.00	\$12,552.29	
153563	03-Jun-21	I7670	IGX GROUP, INC.	\$3,773.35	\$0.00	\$3,773.35	
153564	03-Jun-21	J0320	JANITOR & MAINTENANCE SUPPLIES, INC.	\$215.84	\$0.00	\$215.84	
153565	03-Jun-21	J6152	LYNN E. JOHNSON	\$2,423.00	\$0.00	\$2,423.00	
153566	03-Jun-21	L0440	LAWSON PRODUCTS, INC.	\$307.73	\$0.00	\$307.73	
153567	03-Jun-21	L2005	DONALD DAVID OWEN	\$5,025.00	\$0.00	\$5,025.00	
153568	03-Jun-21	M1246	MCMASTER-CARR SUPPLY CO.	\$58.59	\$0.00	\$58.59	
153569	03-Jun-21	M2179	MENARD'S	\$262.45	\$0.00	\$262.45	
153570	03-Jun-21	M6162	MOHAWK MFG. & SUPPLY CO.	\$526.32	\$0.00	\$526.32	
153571	03-Jun-21	M7375	MSA PROFESSIONAL SERVICES, INC.	\$0.00	\$0.00	\$0.00	X
153572	03-Jun-21	N0320	NAPA AUTO PARTS	\$22.86	\$0.00	\$22.86	
153573	03-Jun-21	N2193	ANDREY NESBITT	\$207.50	\$0.00	\$207.50	
153574	03-Jun-21	N3397	DOUGLAS NIEHAUS	\$69.48	\$0.00	\$69.48	
153575	03-Jun-21	P4521	CYNTHIA HOYLE	\$4,160.00	\$0.00	\$4,160.00	
153576	03-Jun-21	P8690	PYROLYX TIRE RECYCLING, LLC	\$504.00	\$0.00	\$504.00	
153577	03-Jun-21	Q8455	QUILL	\$262.93	\$0.00	\$262.93	
153578	03-Jun-21	R6120	ROGARDS OFFICE PRODUCTS	\$1,002.70	\$0.00	\$1,002.70	
153579	03-Jun-21	S3086	SHERWIN-WILLIAMS	\$101.43	\$0.00	\$101.43	
153580	03-Jun-21	S8511	SUNBELT RENTALS	\$1,808.85	\$0.00	\$1,808.85	
153581	03-Jun-21	T0475	GRANT TAYLOR	\$100.87	\$0.00	\$100.87	
153582	03-Jun-21	T7585	TRUGREEN CHEMLAWN	\$46.55	\$0.00	\$46.55	
153583	03-Jun-21	T7590	TRUCK CENTERS, INC.	\$273.00	\$0.00	\$273.00	
153584	03-Jun-21	U5180	UNITED PARCEL SERVICE	\$17.83	\$0.00	\$17.83	
153585	03-Jun-21	U7385	URBANA TRUE TIRES	\$912.80	\$0.00	\$912.80	
153586	03-Jun-21	Z2333	ZF SERVICES NORTH AMERICA, LLC	\$600.00	\$0.00	\$600.00	
153587	03-Jun-21	D3575	DIRECT ENERGY BUSINESS	\$14,018.09	\$0.00	\$14,018.09	
153588	03-Jun-21	S2040	SECRETARY OF STATE	\$316.00	\$0.00	\$316.00	
153589-153599	10-Jun-21		SPOILED	\$0.00	\$0.00	\$0.00	X
153600	10-Jun-21	A0865	ABSOPURE WATER COMPANY	\$9.00	\$0.00	\$9.00	
153601	10-Jun-21	A1934	ADVANCE AUTO PARTS	\$53.06	\$0.00	\$53.06	
153602	10-Jun-21	A5569	JENNIFER ANDEREGG	\$32.69	\$0.00	\$32.69	
153603	10-Jun-21	A7325	ARCHITECTURAL EXPRESSIONS LLP	\$12,365.00	\$0.00	\$12,365.00	
153604	10-Jun-21	A8155	ATLAS CAB	\$2,062.00	\$0.00	\$2,062.00	
153605	10-Jun-21	B0427	** BARBECK COMMUNICATION	\$305.10	\$305.10	\$0.00	
153606	10-Jun-21	B3555	BIRKEY'S FARM STORE, INC.	\$1,377.17	\$0.00	\$1,377.17	
153607	10-Jun-21	B8580	BUS & TRUCK OF CHICAGO, INC.	\$13,616.00	\$0.00	\$13,616.00	
153608	10-Jun-21	C0275	CCMSI	\$3,618.27	\$0.00	\$3,618.27	
153609	10-Jun-21	C0340	CARDINAL INFRASTRUCTURE, LLC	\$6,500.00	\$0.00	\$6,500.00	
153610	10-Jun-21	C0365	CARLE PHYSICIAN GROUP	\$413.00	\$154.00	\$259.00	
153611	10-Jun-21	C2159	CENTRAL STATES BUS SALES, INC.	\$613.12	\$0.00	\$613.12	
153612	10-Jun-21	C2165	CENTRAL ILLINOIS TRUCKS	\$11,731.24	\$0.00	\$11,731.24	
153613	10-Jun-21	C2231	CERTIFIED LABORATORIES	\$2,077.28	\$0.00	\$2,077.28	

Champaign-Urbana Mass Transit District
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From Date: 6/01/2021

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CheckNo	ReferenceDate	Reference	Payee	CheckAmount	C-CARTS Portion	MTD Portion	Voided
153614	10-Jun-21	C3105	CHEMICAL MAINTENANCE INC.	\$1,155.94	\$0.00	\$1,155.94	
153615	10-Jun-21	C3512	CINTAS FIRST AID & SAFETY	\$66.25	\$0.00	\$66.25	
153616	10-Jun-21	C6257	** MARSHA L. COMBS-SKINNER	\$1,450.62	\$0.00	\$1,450.62	
153617	10-Jun-21	C6263	COMCAST CABLE	\$460.40	\$0.00	\$460.40	
153618	10-Jun-21	C8450	CU HARDWARE COMPANY	\$21.58	\$0.00	\$21.58	
153619	10-Jun-21	D2012	DEAN'S GRAPHICS	\$420.00	\$0.00	\$420.00	
153620	10-Jun-21	D2210	DEPKE GASES & WELDING SUPPLIES	\$15.73	\$0.00	\$15.73	
153621	10-Jun-21	D2850	DEVELOPMENTAL SERVICES	\$43,339.93	\$0.00	\$43,339.93	
153622	10-Jun-21	D3576	DIRECT ENERGY BUSINESS	\$4,514.15	\$0.00	\$4,514.15	
153623	10-Jun-21	D3590	DISH PASSIONATE CUISINE	\$934.00	\$0.00	\$934.00	
153624	10-Jun-21	E3390	EIGHT 22, LLC	\$6,517.00	\$0.00	\$6,517.00	
153625	10-Jun-21	F4645	MARCUS FLINN	\$300.00	\$0.00	\$300.00	
153626	10-Jun-21	F6367	FORD CITY	\$812.00	\$0.00	\$812.00	
153627	10-Jun-21	G4293	GLOBAL TECHNICAL SYSTEMS, INC.	\$2,722.78	\$0.00	\$2,722.78	
153628	10-Jun-21	G7308	GRAINGER	\$3,095.57	\$0.00	\$3,095.57	
153629	10-Jun-21	G8488	GULLIFORD SEPTIC & SEWER	\$504.96	\$0.00	\$504.96	
153630	10-Jun-21	H3564	HIRERIGHT GIS INTERMEDIATE CORP, INC.	\$1,538.79	\$0.00	\$1,538.79	
153631	10-Jun-21	I4747	ILLINI FS, INC.	\$16,448.41	\$0.00	\$16,448.41	
153632	10-Jun-21	I4790	ILLINOIS-AMERICAN WATER	\$378.90	\$0.00	\$378.90	
153633	10-Jun-21	I4879	IL PUBLIC TRANSIT RISK MANAGEMENT ASOC	\$873,924.76	\$0.00	\$873,924.76	
153634	10-Jun-21	I5562	INDIANA STANDARDS LABORATORY	\$212.00	\$0.00	\$212.00	
153635	10-Jun-21	I5758	INIT INC.	\$375.00	\$0.00	\$375.00	
153636	10-Jun-21	I5904	INTERSTATE BATTERIES	\$207.26	\$0.00	\$207.26	
153637	10-Jun-21	I8235	I3 BROADBAND - CU	\$654.99	\$0.00	\$654.99	
153638	10-Jun-21	K2166	KEMPER INDUSTRIAL EQUIP.	\$416.00	\$0.00	\$416.00	
153639	10-Jun-21	K2190	KEN'S OIL SERVICE, INC.	\$16,593.05	\$0.00	\$16,593.05	
153640	10-Jun-21	L0440	LAWSON PRODUCTS, INC.	\$1,569.36	\$0.00	\$1,569.36	
153641	10-Jun-21	L6446	LOWE'S	\$230.68	\$0.00	\$230.68	
153642	10-Jun-21	M0175	QUADIENT FINANCE USA, INC.	\$700.00	\$0.00	\$700.00	
153643	10-Jun-21	M0452	MATTEX SERVICE CO., INC.	\$4,532.35	\$0.00	\$4,532.35	
153644	10-Jun-21	M0455	PHIL MATTOX	\$55.37	\$0.00	\$55.37	
153645	10-Jun-21	M1269	MCS OFFICE TECHNOLOGIES	\$20,613.00	\$0.00	\$20,613.00	
153646	10-Jun-21	M2179	MENARD'S	\$323.20	\$0.00	\$323.20	
153647	10-Jun-21	M34035	MIDWEST FIBER RECYCLING	\$105.00	\$0.00	\$105.00	
153648	10-Jun-21	M6301	DAVID MICHAEL MOORE	\$2,150.00	\$0.00	\$2,150.00	
153649	10-Jun-21	N2295	THE NEWS GAZETTE	\$823.32	\$0.00	\$823.32	
153650	10-Jun-21	N9686	** NYS CHILD SUPPORT PROCESSING CENTER	\$60.00	\$0.00	\$60.00	
153651	10-Jun-21	O5750	ONTARIO INVESTMENTS, INC.	\$1,734.70	\$0.00	\$1,734.70	
153652	10-Jun-21	O7450	ORKIN EXTERMINATING CO.	\$193.00	\$0.00	\$193.00	
153653	10-Jun-21	P4525	NORMA MCFARLAND	\$445.98	\$0.00	\$445.98	
153654	10-Jun-21	R0002	R & B POWDER COAT	\$1,875.00	\$0.00	\$1,875.00	
153655	10-Jun-21	R0004	R & R'S LAUNDRY AND DRY CLEANING, INC.	\$53.75	\$0.00	\$53.75	
153656	10-Jun-21	R3488	RILCO OF PEORIA, INC.	\$5,119.57	\$0.00	\$5,119.57	
153657	10-Jun-21	R6120	ROGARDS OFFICE PRODUCTS	\$156.03	\$0.00	\$156.03	
153658	10-Jun-21	S0060	SAFEWORKS ILLINOIS	\$2,194.00	\$100.00	\$2,094.00	
153659	10-Jun-21	S0078	SAFETY-KLEEN CORP.	\$51.82	\$0.00	\$51.82	
153660	10-Jun-21	S0270	DAN SAPHIERE	\$88.28	\$0.00	\$88.28	
153661	10-Jun-21	S2046	SECURITAS ELECTRONIC SECURITY INC.	\$3,192.00	\$0.00	\$3,192.00	
153662	10-Jun-21	S2201	SEON DESIGN (USA) CORP.	\$4,517.50	\$0.00	\$4,517.50	
153663	10-Jun-21	S3003	RUSSELL E SHAFFER III	\$792.00	\$0.00	\$792.00	
153664	10-Jun-21	S3487	SILVER MACHINE SHOP	\$80.00	\$0.00	\$80.00	
153665	10-Jun-21	S3500	SIMPLIFIED COMPUTERS	\$445.00	\$0.00	\$445.00	
153666	10-Jun-21	S6050	** SOCIAL SECURITY ADMINISTRATION	\$137.16	\$0.00	\$137.16	
153667	10-Jun-21	S8560	SURFACE 51	\$12,906.25	\$0.00	\$12,906.25	
153668	10-Jun-21	T2205	TEPPER ELECTRIC SUPPLY CO	\$72.00	\$0.00	\$72.00	
153669	10-Jun-21	T7590	TRUCK CENTERS, INC.	\$312.00	\$0.00	\$312.00	
153670	10-Jun-21	T9069	TWILIO INC	\$11,421.08	\$0.00	\$11,421.08	
153671	10-Jun-21	U60295	ULINE	\$193.43	\$0.00	\$193.43	
153672	10-Jun-21	U7357	CITY OF URBANA	\$1,882.44	\$0.00	\$1,882.44	
153673	10-Jun-21	U7385	URBANA TRUE TIRES	\$157.18	\$0.00	\$157.18	
153674	10-Jun-21	U7653	US BANK VENDOR SERVICES	\$3,120.81	\$198.63	\$2,922.18	
153675	10-Jun-21	V2233	VERIZON WIRELESS	\$526.12	\$0.00	\$526.12	
153676	17-Jun-21	A1934	ADVANCE AUTO PARTS	\$10.11	\$0.00	\$10.11	
153677	17-Jun-21	A5085	AMERENIP	\$0.00	\$0.00	\$0.00	
153678	17-Jun-21	A5085	AMERENIP	\$5,197.88	\$0.00	\$5,197.88	
153679	17-Jun-21	A7324	PDC/AREA COMPANIES	\$1,214.99	\$0.00	\$1,214.99	
153680	17-Jun-21	A7545	ARROW GLASS COMPANY	\$197.04	\$0.00	\$197.04	
153681	17-Jun-21	A8007	AT & T	\$100.38	\$0.00	\$100.38	

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153682	17-Jun-21	A8012	AT&T	\$256.05	\$0.00	\$256.05	
153683	17-Jun-21	A85755	AUTOMOTIVE COLOR & SUPPLY CORP	\$649.53	\$0.00	\$649.53	
153684	17-Jun-21	B4788	BLOSSOM BASKET FLORIST	\$97.00	\$0.00	\$97.00	
153685	17-Jun-21	C0365	CARLE PHYSICIAN GROUP	\$1,080.00	\$0.00	\$1,080.00	
153686	17-Jun-21	C2172	CMS/LGHP	\$444,394.00	\$3,459.00	\$440,935.00	
153687	17-Jun-21	C3045	CITY OF CHAMPAIGN	\$179.47	\$0.00	\$179.47	
153688	17-Jun-21	C4511	CLARKE POWER SERVICES, INC.	\$1,315.52	\$0.00	\$1,315.52	
153689	17-Jun-21	C4588	CLEAN THE UNIFORM COMPANY HIGHLAND	\$1,123.04	\$0.00	\$1,123.04	
153690	17-Jun-21	C6258	COLUMBIA STREET ROASTERY	\$138.70	\$0.00	\$138.70	
153691	17-Jun-21	C6261	COMCAST HOLDINGS CORPORATION	\$476.25	\$0.00	\$476.25	
153692	17-Jun-21	C6408	COUNTRY ARBORS NURSERY, INC.	\$151.95	\$0.00	\$151.95	
153693	17-Jun-21	D2110	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$1,878.89	\$0.00	\$1,878.89	
153694	17-Jun-21	D2126	DELL MARKETING LP	\$212.41	\$0.00	\$212.41	
153695	17-Jun-21	D3575	DIRECT ENERGY BUSINESS	\$8,553.48	\$0.00	\$8,553.48	
153696	17-Jun-21	D3590	DISH PASSIONATE CUISINE	\$300.00	\$0.00	\$300.00	
153697	17-Jun-21	E3394	MICHAEL EILBRACHT	\$174.98	\$0.00	\$174.98	
153698	17-Jun-21	I5562	INDIANA STANDARDS LABORATORY	\$63.00	\$0.00	\$63.00	
153699	17-Jun-21	J0320	JANITOR & MAINTENANCE SUPPLIES, INC.	\$683.78	\$0.00	\$683.78	
153700	17-Jun-21	J8850	JX ENTERPRISES, INC.	\$3,495.14	\$0.00	\$3,495.14	
153701	17-Jun-21	L9642	LYNN A. UMBARGER	\$1,600.00	\$0.00	\$1,600.00	
153702	17-Jun-21	M0376	LINDA MARTIN	\$121.70	\$0.00	\$121.70	
153703	17-Jun-21	M0452	MATTEX SERVICE CO., INC.	\$1,225.25	\$0.00	\$1,225.25	
153704	17-Jun-21	M1246	MCMASTER-CARR SUPPLY CO.	\$87.40	\$0.00	\$87.40	
153705	17-Jun-21	M1269	MCS OFFICE TECHNOLOGIES	\$61,225.00	\$0.00	\$61,225.00	
153706	17-Jun-21	M2179	MENARD'S	\$405.93	\$0.00	\$405.93	
153707	17-Jun-21	M3015	MH EQUIPMENT COMPANY	\$91.67	\$0.00	\$91.67	
153708	17-Jun-21	M7377	MSA SAFETY INCORPORATED	\$2,983.07	\$0.00	\$2,983.07	
153709	17-Jun-21	N0320	NAPA AUTO PARTS	\$24.49	\$0.00	\$24.49	
153710	17-Jun-21	N2292	THE AFTERMARKET PARTS COMPANY, LLC.	\$0.00	\$0.00	\$0.00	X
153711	17-Jun-21	N2292	THE AFTERMARKET PARTS COMPANY, LLC.	\$0.00	\$0.00	\$0.00	X
153712	17-Jun-21	N2292	THE AFTERMARKET PARTS COMPANY, LLC.	\$0.00	\$0.00	\$0.00	X
153713	17-Jun-21	N2292	THE AFTERMARKET PARTS COMPANY, LLC.	\$34,619.88	\$0.00	\$34,619.88	
153714	17-Jun-21	N2296	CORPORATE VIDEO LLC	\$1,000.00	\$0.00	\$1,000.00	
153715	17-Jun-21	O7450	ORKIN EXTERMINATING CO.	\$8,762.80	\$0.00	\$8,762.80	
153716	17-Jun-21	P2257	PETTY CASH (MAINTENANCE)	\$161.49	\$0.00	\$161.49	
153717	17-Jun-21	R0004	R & R'S LAUNDRY AND DRY CLEANING, INC.	\$62.50	\$0.00	\$62.50	
153718	17-Jun-21	R3488	RILCO OF PEORIA, INC.	\$5,143.81	\$0.00	\$5,143.81	
153719	17-Jun-21	R6120	ROGARDS OFFICE PRODUCTS	\$407.14	\$0.00	\$407.14	
153720	17-Jun-21	S0078	SAFETY-KLEEN CORP.	\$1,032.34	\$0.00	\$1,032.34	
153721	17-Jun-21	S2201	SEON DESIGN (USA) CORP.	\$182.00	\$0.00	\$182.00	
153722	17-Jun-21	S3115	DANIEL J. HARTMAN	\$33.00	\$0.00	\$33.00	
153723	17-Jun-21	S5176	ANDREW SMITH	\$17.96	\$0.00	\$17.96	
153724	17-Jun-21	S5192	S.J. SMITH WELDING SUPPLY	\$78.12	\$0.00	\$78.12	
153725	17-Jun-21	S6850	ANDREW SPRAGUE	\$56.16	\$0.00	\$56.16	
153726	17-Jun-21	S8027	STATE FIRE MARSHALL	\$75.00	\$0.00	\$75.00	
153727	17-Jun-21	T2225	TERMINAL SUPPLY COMPANY	\$247.45	\$0.00	\$247.45	
153728	17-Jun-21	T7510	TROPHYTIME	\$19.30	\$0.00	\$19.30	
153729	17-Jun-21	T7590	TRUCK CENTERS, INC.	\$2,000.60	\$0.00	\$2,000.60	
153730	17-Jun-21	T7594	TRUCK TRENDS, INC.	\$2,235.00	\$0.00	\$2,235.00	
153731	17-Jun-21	U5180	UNITED PARCEL SERVICE	\$131.69	\$0.00	\$131.69	
153732	17-Jun-21	U5996	UNIVERSITY OF ILLINOIS	\$433.00	\$0.00	\$433.00	
153733	17-Jun-21	U7355	U-C SANITARY DISTRICT	\$3,408.19	\$0.00	\$3,408.19	
153734	17-Jun-21	U7385	URBANA TRUE TIRES	\$1,319.25	\$0.00	\$1,319.25	
153735	17-Jun-21	Z2333	ZF SERVICES NORTH AMERICA, LLC	\$98.81	\$0.00	\$98.81	
153736	24-Jun-21	A1934	ADVANCE AUTO PARTS	\$31.09	\$0.00	\$31.09	
153737	24-Jun-21	A5002	AMAZON	\$1,533.39	\$0.00	\$1,533.39	
153738	24-Jun-21	A5115	AMERICAN PUBLIC TRANSPORTATION ASSOC.	\$35,500.00	\$0.00	\$35,500.00	
153739	24-Jun-21	A7545	ARROW GLASS COMPANY	\$197.04	\$0.00	\$197.04	
153740	24-Jun-21	A8007	AT & T	\$190.87	\$0.00	\$190.87	
153741	24-Jun-21	A85755	AUTOMOTIVE COLOR & SUPPLY CORP	\$1,122.77	\$0.00	\$1,122.77	
153742	24-Jun-21	B3555	BIRKEY'S FARM STORE, INC.	\$660.24	\$0.00	\$660.24	
153743	24-Jun-21	B4517	BLAKE SALES TLP LLC	\$7,047.09	\$0.00	\$7,047.09	
153744	24-Jun-21	B6448	HOWARD BOVAN	\$57.22	\$0.00	\$57.22	
153745	24-Jun-21	B8580	BUS & TRUCK OF CHICAGO, INC.	\$1,395.00	\$0.00	\$1,395.00	
153746	24-Jun-21	C0350	CARDMEMBER SERVICE	\$7,500.96	\$0.00	\$7,500.96	
153747	24-Jun-21	C2165	CENTRAL ILLINOIS TRUCKS	\$0.00	\$0.00	\$0.00	X
153748	24-Jun-21	C2165	CENTRAL ILLINOIS TRUCKS	\$0.00	\$0.00	\$0.00	X
153749	24-Jun-21	C2165	CENTRAL ILLINOIS TRUCKS	\$11,170.03	\$0.00	\$11,170.03	

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153750	24-Jun-21	C3042	CHAMPAIGN CHRYSLER DODGE JEEP RAM	\$739.34	\$0.00	\$739.34	
153751	24-Jun-21	C3069	CHAMPAIGN CO. GIS CONSORTIUM	\$5,788.00	\$0.00	\$5,788.00	
153752	24-Jun-21	C3105	CHEMICAL MAINTENANCE INC.	\$830.00	\$0.00	\$830.00	
153753	24-Jun-21	C4588	CLEAN THE UNIFORM COMPANY HIGHLAND	\$537.78	\$0.00	\$537.78	
153754	24-Jun-21	C6257	** MARSHA L. COMBS-SKINNER	\$1,450.62	\$0.00	\$1,450.62	
153755	24-Jun-21	C6259	COMMERCE BANK CREDIT CARD	\$7,732.10	\$0.00	\$7,732.10	
153756	24-Jun-21	C6262	** COMBINED CHARITABLE CAMPAIGN	\$4,667.59	\$0.00	\$4,667.59	
153757	24-Jun-21	C6263	COMCAST CABLE	\$223.40	\$0.00	\$223.40	
153758	24-Jun-21	D2210	DEPKE GASES & WELDING SUPPLIES	\$5.00	\$0.00	\$5.00	
153759	24-Jun-21	D2900	DEWBERRY ENGINEERS INC.	\$5,866.00	\$0.00	\$5,866.00	
153760	24-Jun-21	D8587	DUST & SON OF CHAMPAIGN COUNTY, INC	\$518.40	\$0.00	\$518.40	
153761	24-Jun-21	E5110	EMERGENCY VEHICLE LIGHTING, LLC	\$930.00	\$0.00	\$930.00	
153762	24-Jun-21	F0367	FASTENERS ETC., INC.	\$359.60	\$0.00	\$359.60	
153763	24-Jun-21	F2055	FEDERAL EXPRESS CORP.	\$50.04	\$0.00	\$50.04	
153764	24-Jun-21	F6367	FORD CITY	\$766.42	\$0.00	\$766.42	
153765	24-Jun-21	G6300	GOODYEAR TIRE & RUBBER CO	\$432.08	\$0.00	\$432.08	
153766	24-Jun-21	G7308	GRAINGER	\$455.80	\$0.00	\$455.80	
153767	24-Jun-21	H1000	HDR ENGINEERING, INC.	\$24,483.33	\$0.00	\$24,483.33	
153768	24-Jun-21	H6387	HOTSY EQUIPMENT COMPANY	\$129.00	\$0.00	\$129.00	
153769	24-Jun-21	I4745	ILLINI CONTRACTORS SUPPLY	\$398.00	\$0.00	\$398.00	
153770	24-Jun-21	I4747	ILLINI FS, INC.	\$140.00	\$0.00	\$140.00	
153771	24-Jun-21	I4790	ILLINOIS-AMERICAN WATER	\$2,416.76	\$0.00	\$2,416.76	
153772	24-Jun-21	I5562	INDIANA STANDARDS LABORATORY	\$487.00	\$0.00	\$487.00	
153773	24-Jun-21	I7667	ISAKSEN GLERUM WACHTER, LLC	\$8,873.03	\$0.00	\$8,873.03	
153774	24-Jun-21	J0320	JANITOR & MAINTENANCE SUPPLIES, INC.	\$262.87	\$0.00	\$262.87	
153775	24-Jun-21	J6147	MICHAEL JOHNSON	\$49.05	\$0.00	\$49.05	
153776	24-Jun-21	K2166	KEMPER INDUSTRIAL EQUIP.	\$144.00	\$0.00	\$144.00	
153777	24-Jun-21	K2190	KEN'S OIL SERVICE, INC.	\$50,344.96	\$0.00	\$50,344.96	
153778	24-Jun-21	L2100	** LENDNATION	\$74.49	\$0.00	\$74.49	
153779	24-Jun-21	M0452	MATTEX SERVICE CO., INC.	\$1,259.60	\$0.00	\$1,259.60	
153780	24-Jun-21	M1246	MCMASTER-CARR SUPPLY CO.	\$620.14	\$0.00	\$620.14	
153781	24-Jun-21	M1269	MCS OFFICE TECHNOLOGIES	\$18,000.00	\$0.00	\$18,000.00	
153782	24-Jun-21	M2179	MENARD'S	\$37.88	\$0.00	\$37.88	
153783	24-Jun-21	M6162	MOHAWK MFG. & SUPPLY CO.	\$289.50	\$0.00	\$289.50	
153784	24-Jun-21	N0320	NAPA AUTO PARTS	\$404.34	\$0.00	\$404.34	
153785	24-Jun-21	N2292	THE AFTERMARKET PARTS COMPANY, LLC.	\$0.00	\$0.00	\$0.00	X
153786	24-Jun-21	N2292	THE AFTERMARKET PARTS COMPANY, LLC.	\$0.00	\$0.00	\$0.00	X
153787	24-Jun-21	N2292	THE AFTERMARKET PARTS COMPANY, LLC.	\$31,779.64	\$0.00	\$31,779.64	
153788	24-Jun-21	N9686	** NYS CHILD SUPPORT PROCESSING CENTER	\$60.00	\$0.00	\$60.00	
153789	24-Jun-21	P2180	PENNELL FORKLIFT SERVICE, INC.	\$99.21	\$0.00	\$99.21	
153790	24-Jun-21	P3565	PICTURE PERFECT TECHNOLOGIES	\$762.00	\$0.00	\$762.00	
153791	24-Jun-21	R6000	ROBBINS, SCHWARTZ, NICHOLAS, LIFTON & TA	\$765.00	\$0.00	\$765.00	
153792	24-Jun-21	R6120	ROGARDS OFFICE PRODUCTS	\$1,248.64	\$0.00	\$1,248.64	
153793	24-Jun-21	S0060	SAFEWORKS ILLINOIS	\$1,395.00	\$50.00	\$1,345.00	
153794	24-Jun-21	S1156	SCHOONOVER SEWER SERVICE	\$230.00	\$0.00	\$230.00	
153795	24-Jun-21	S2201	SEON DESIGN (USA) CORP.	\$945.00	\$0.00	\$945.00	
153796	24-Jun-21	S3115	DANIEL J. HARTMAN	\$21,248.50	\$0.00	\$21,248.50	
153797	24-Jun-21	S5192	S.J. SMITH WELDING SUPPLY	\$122.50	\$0.00	\$122.50	
153798	24-Jun-21	S6050	** SOCIAL SECURITY ADMINISTRATION	\$382.32	\$0.00	\$382.32	
153799	24-Jun-21	S6814	SPORTWORKS NW, INC.	\$1,561.50	\$0.00	\$1,561.50	
153800	24-Jun-21	T0474	TAYLOR & BLACKBURN	\$1,668.42	\$0.00	\$1,668.42	
153801	24-Jun-21	T7585	TRUGREEN CHEMLAWN	\$153.63	\$0.00	\$153.63	
153802	24-Jun-21	T7590	TRUCK CENTERS, INC.	\$3,623.10	\$0.00	\$3,623.10	
153803	24-Jun-21	U7385	URBANA TRUE TIRES	\$1,446.02	\$0.00	\$1,446.02	
153804	24-Jun-21	W3500	WIMACTEL INC.	\$15.00	\$0.00	\$15.00	
6012021	01-Jun-21	S8020	STANDARD INSURANCE COMPANY	\$8,066.31	\$19.60	\$8,046.71	
60221	02-Jun-21	C3560	CIRCLE K FLEET	\$16,968.14	\$7,535.31	\$9,432.83	
6042021	15-Jun-21	I0025	** VANTAGEPOINT TRANSFER AGENTS - 301281	\$9,213.26	\$0.00	\$9,213.26	
6052021	10-Jun-21	U7359	** URBANA MUNICIPAL EMPL. CREDIT UNION	\$40,354.89	\$0.00	\$40,354.89	
6062021	05-Jun-21	I0025	** VANTAGEPOINT TRANSFER AGENTS - 301281	\$6,617.21	\$0.00	\$6,617.21	
6072021	07-Jun-21	A2487	** AFLAC	\$4,392.72	\$0.00	\$4,392.72	
6092021	11-Jun-21	I0025	** VANTAGEPOINT TRANSFER AGENTS - 301281	\$18,826.65	\$0.00	\$18,826.65	
6102021	10-Jun-21	I4830	I.M.R.F.	\$242,806.65	\$0.00	\$242,806.65	
6102110	10-Jun-21	I4830	I.M.R.F.	\$3,575.31	\$2,607.85	\$967.46	
6112021	11-Jun-21	I5862	INTERNAL REVENUE SERVICE	\$187,207.51	\$0.00	\$187,207.51	
6112110	11-Jun-21	I5862	** INTERNAL REVENUE SERVICE	\$2,159.74	\$2,159.74	\$0.00	
6122021	11-Jun-21	I4826	** ILLINOIS DEPT OF REVENUE	\$32,495.91	\$0.00	\$32,495.91	
6122110	11-Jun-21	I4826	** ILLINOIS DEPT OF REVENUE	\$477.98	\$477.98	\$0.00	

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6172021	25-Jun-21	I0025	**	VANTAGEPOINT TRANSFER AGENTS - 301281	\$18,826.65	\$0.00	\$18,826.65	
6182021	25-Jun-21	I0025	**	VANTAGEPOINT TRANSFER AGENTS - 301281	\$9,108.47	\$0.00	\$9,108.47	
6192021	09-Jun-21	S8030	**	STATES DISBURSEMENT UNIT	\$1,673.29	\$0.00	\$1,673.29	
61921	25-Jun-21	I0025	**	VANTAGEPOINT TRANSFER AGENTS - 301281	\$6,617.21	\$0.00	\$6,617.21	
6222021	24-Jun-21	U7359	**	URBANA MUNICIPAL EMPL. CREDIT UNION	\$41,457.94	\$0.00	\$41,457.94	
6232021	23-Jun-21	S8030	**	STATES DISBURSEMENT UNIT	\$1,673.29	\$0.00	\$1,673.29	
6252021	25-Jun-21	I5862	**	INTERNAL REVENUE SERVICE	\$176,754.89	\$0.00	\$176,754.89	
6252110	25-Jun-21	I5862	**	INTERNAL REVENUE SERVICE	\$2,214.88	\$2,214.88	\$0.00	
6262021	25-Jun-21	I4826	**	ILLINOIS DEPT OF REVENUE	\$31,500.86	\$0.00	\$31,500.86	
6262110	25-Jun-21	I4826	**	ILLINOIS DEPT OF REVENUE	\$483.58	\$483.58	\$0.00	
					\$3,020,788.30	\$19,765.67	\$3,001,022.63	

Champaign Urbana Mass Transit District

Accounts Payable Check Disbursement List

Checking Account #: 011-8189-0

FLEX CHECKING-BUSEY BANK

From Date: 6/1/2021

Thru Date: 6/30/2021

Check #	Check Date	Ref #	Name	Amount	Voided
5533	6/16/2021	F4640	FLEX-EMPLOYEE REIMB.	\$509.61	
5534	6/30/2021	F4640	FLEX-EMPLOYEE REIMB.	\$126.87	
6012021	6/1/2021	F4640	FLEX-EMPLOYEE REIMB.	\$8,302.67	
6022021	6/2/2021	F4640	FLEX-EMPLOYEE REIMB.	\$46.00	
6032021	6/2/2021	F4640	FLEX-EMPLOYEE REIMB.	\$197.31	
6042021	6/2/2021	F4640	FLEX-EMPLOYEE REIMB.	\$192.31	
6092021	6/9/2021	F4640	FLEX-EMPLOYEE REIMB.	\$96.37	
6162021	6/16/2021	F4640	FLEX-EMPLOYEE REIMB.	\$119.99	
6232021	6/23/2021	F4640	FLEX-EMPLOYEE REIMB.	\$205.00	
6242021	6/23/2021	F4640	FLEX-EMPLOYEE REIMB.	\$192.31	
6302021	6/30/2021	F4640	FLEX-EMPLOYEE REIMB.	\$192.31	
63021	6/30/2021	F4640	FLEX-EMPLOYEE REIMB.	\$10,161.59	
Total:				\$20,342.34	

Champaign Urbana Mass Transit District

Accounts Payable Check Disbursement List

Checking Account #: 5730300

PROSPECT BANK - MUNIWISE FUNDS

From Date: 6/1/2021

Thru Date: 6/30/2021

Check #	Check Date	Ref #	Name	Amount	Voided
2777	6/3/2021	N2290	## NEW FLYER INDUSTRIES	\$1,442,298.96	
61121	6/11/2021	P7513	PROSPECT BANK	\$64,609.55	
61721	6/17/2021	P7513	PROSPECT BANK	\$4,379,049.48	
			Total:	\$5,885,957.99	

Hydrogen Bus #2102

Payments to Prospect Bank are loan payments.

Champaign Urbana Mass Transit District
Accounts Payable Check Disbursement List

Checking Account #: 273-201-7

IMMA-OPERATING-BUSEY BANK

From Date: 6/21/2021

Thru Date: 6/21/2021

Check #	Check Date	Ref #	Name	Amount	Voided
1005	6/21/2021	P7513	PROSPECT BANK	\$5,000,000.00	
				Total:	\$5,000,000.00



Financial Information	Fiscal Year 2021				
	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Fiscal Year to Date
	Actual	Actual	Actual	Actual	Actual
Total Expenses (-)	\$208,604.68	\$181,408.53	\$160,015.25	\$164,561.32	\$714,589.78
Passenger Revenue (+)	\$28,050.00	\$28,050.00	\$28,050.00	\$28,050.00	\$112,200.00
IDOT Reimbursement (+) (DOAP, 5311 & CARES Funding)	\$180,554.68	\$153,358.53	\$131,965.25	\$136,511.32	\$602,389.78
Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Other Information	Fiscal Year 2021				
	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Fiscal Year to Date
CUMTD G&A Hours	403	305	200	90	998
CUMTD G&A Cost	\$19,299.01	\$14,360.73	\$9,513.95	\$4,024.50	\$47,198.19
Ridership	9,758	7,964	7,982	8,542	34,246
Revenue Miles	65,679	63,462	69,222	62,319	260,682
Revenue Hours	3,625	3,215	3,352	3,217	13,409

Account Summary

Basic Securities Account

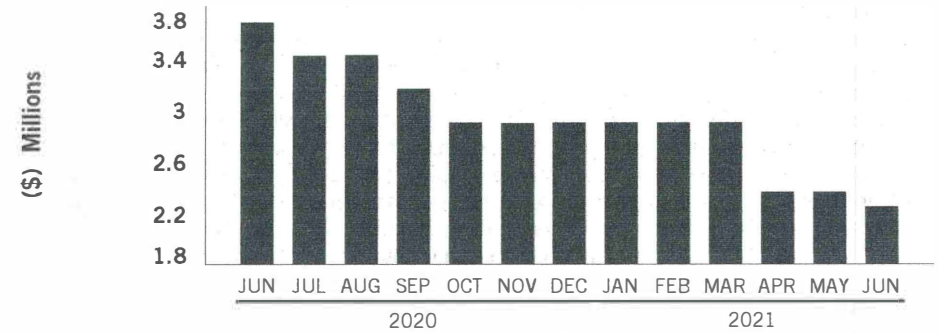
CHAMPAIGN URBANA MASS TRANSIT DIST
C/O KARL GNADT & BRENDA E EILBRACHT

CHANGE IN VALUE OF YOUR ACCOUNTS (includes accrued interest)

	This Period (6/1/21-6/30/21)	This Year (1/1/21-6/30/21)
TOTAL BEGINNING VALUE	\$2,356,339.75	\$2,893,015.54
Credits	—	—
Debits	(113,910.71)	(651,216.46)
Security Transfers	—	—
Net Credits/Debits/Transfers	\$(113,910.71)	\$(651,216.46)
Change in Value	(136.53)	493.43
TOTAL ENDING VALUE	\$2,242,292.51	\$2,242,292.51

MARKET VALUE OVER TIME

The below chart displays the most recent thirteen months of Market Value.

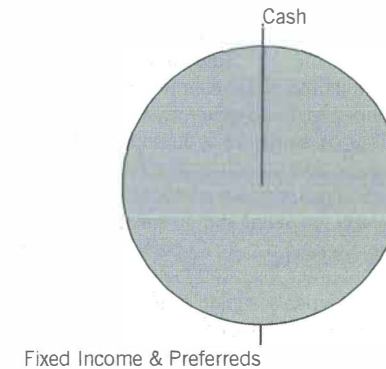


This chart does not reflect corrections to Market Value made subsequent to the dates depicted. It may exclude transactions in Annuities or positions where we are not the custodian, which could delay the reporting of Market Value.

ASSET ALLOCATION (includes accrued interest)

	Market Value	Percentage
Cash	\$1,974.72	0.09
Fixed Income & Preferreds	2,240,317.79	99.91
TOTAL VALUE	\$2,242,292.51	100.00%

FDIC rules apply and Bank Deposits are eligible for FDIC insurance but are not covered by SIPC. Cash and securities (including MMFs) are eligible for SIPC coverage. See Expanded Disclosures. Values may include assets externally held, which are provided to you as a courtesy, and may not be covered by SIPC. For additional information, refer to the corresponding section of this statement.



This asset allocation represents holdings on a trade date basis, and projected settled Cash/BDP and MMF balances. These classifications do not constitute a recommendation and may differ from the classification of instruments for regulatory or tax purposes.



Morgan Stanley

CLIENT STATEMENT | For the Period June 1-30, 2021

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Account Summary

Basic Securities Account

CHAMPAIGN URBANA MASS TRANSIT DIST
C/O KARL GNADT & BRENDA E EILBRACHT

BALANCE SHEET (^ includes accrued interest)

	Last Period (as of 5/31/21)	This Period (as of 6/30/21)
Cash, BDP, MMFs	\$113,345.64	\$1,974.72
Certificates of Deposit ^	2,242,994.11	2,240,317.79
Total Assets	\$2,356,339.75	\$2,242,292.51
Total Liabilities (outstanding balance)	—	—
TOTAL VALUE	\$2,356,339.75	\$2,242,292.51

INCOME AND DISTRIBUTION SUMMARY

	This Period (6/1/21-6/30/21)	This Year (1/1/21-6/30/21)
Interest	\$2,539.79	\$37,911.10
Income And Distributions	\$2,539.79	\$37,911.10
Tax-Exempt Income	—	—
TOTAL INCOME AND DISTRIBUTIONS	\$2,539.79	\$37,911.10

Taxable and tax exempt income classifications are based on the characteristics of the underlying securities and not the taxable status of the account.

CASH FLOW

	This Period (6/1/21-6/30/21)	This Year (1/1/21-6/30/21)
OPENING CASH, BDP, MMFs	\$113,345.64	\$15,280.08
Sales and Redemptions	—	600,000.00
Income and Distributions	2,539.79	37,911.10
Total Investment Related Activity	\$2,539.79	\$637,911.10
Electronic Transfers-Debits	(113,910.71)	(651,216.46)
Total Cash Related Activity	\$(113,910.71)	\$(651,216.46)
CLOSING CASH, BDP, MMFs	\$1,974.72	\$1,974.72

GAIN/(LOSS) SUMMARY

	Realized This Period (6/1/21-6/30/21)	Realized This Year (1/1/21-6/30/21)	Unrealized Inception to Date (as of 6/30/21)
Long-Term Gain	—	—	\$46,398.55

The Gain/(Loss) Summary, which may change due to basis adjustments, is provided for informational purposes and should not be used for tax preparation. Refer to Gain/(Loss) in the Expanded Disclosures.

Account Detail

Basic Securities Account

CHAMPAIGN URBANA MASS TRANSIT DIST
C/O KARL GNADT & BRENDA E EILBRACHT

Brokerage Account

Investment Objectives (in order of priority): Income, Aggressive Income, Capital Appreciation
Inform us if your investment objectives, as defined in the Expanded Disclosures, change.

HOLDINGS

This section reflects positions purchased/sold on a trade date basis. "Market Value" and "Unrealized Gain/(Loss)" may not reflect the value that could be obtained in the market. Your actual investment return may differ from the unrealized gain/(loss) displayed. Fixed Income securities are sorted by maturity or pre-refunding date, and alphabetically within date. Estimated Annual Income a) is calculated on a pre-tax basis, b) does not include any reduction for applicable non-US withholding taxes, c) may include return of principal or capital gains which could overstate such estimates, and d) for holdings that have a defined maturity date within the next 12 months, is reflected only through maturity date. Actual income or yield may be lower or higher than the estimates. Current Yield reflects the income generated by an investment, and is calculated by dividing the total estimated annual income by the current market value of the entire position. It does not reflect changes in its price. Structured Investments, identified on the Position Description Details line as "Asset Class: Struct Inv," may appear in various statement product categories. When displayed, the accrued interest, annual income and current yield for those with a contingent income feature (e.g., Range Accrual Notes or Contingent Income Notes) are estimates and assume specified accrual conditions are met during the relevant period and payment in full of all contingent interest. For Floating Rate Securities, the accrued interest, annual income and current yield are estimates based on the current floating coupon rate and may not reflect historic rates within the accrual period.

CASH, BANK DEPOSIT PROGRAM AND MONEY MARKET FUNDS

Cash, Bank Deposit Program, and Money Market Funds are generally displayed on a settlement date basis. You have the right to instruct us to liquidate your bank deposit balance(s) or shares of any money market fund balance(s) at any time and have the proceeds of such liquidation remitted to you. Estimated Annual Income, Accrued Interest, and APY% will only be displayed for fully settled positions.

Description	Market Value	7-Day Current Yield %	Est Ann Income	APY %
MORGAN STANLEY PRIVATE BANK NA #	\$1,974.72	—	—	0.010
	Market Value		Est Ann Income	
CASH, BDP, AND MMFs	\$1,974.72		—	

Bank Deposits are held at Morgan Stanley Bank, N.A. and/or Morgan Stanley Private Bank, National Association, affiliates of Morgan Stanley Smith Barney LLC and each a national bank and FDIC member.

CERTIFICATES OF DEPOSIT

Security Description	Trade Date	Face Value	Orig Unit Cost Adj Unit Cost	Unit Price	Orig Total Cost Adj Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income Accrued Interest	Current Yield %
BARCLAYS BANK CD WILMINGTON DE CD	7/18/17	250,000.00	\$100.000	\$100.144	\$250,000.00			\$2,563.00	1.02
Coupon Rate 2.050%; Matures 07/26/2021; CUSIP 06740KKQ9			\$100.000		\$250,000.00	\$250,360.00	\$360.00 LT	\$2,194.41	
<i>Interest Paid Semi-Annually Jan/Jul; Issued 07/26/17; Maturity Value = \$250,000.00; Asset Class: FI & Pref</i>									
third federal CLEVELAND OH CD	10/16/17	195,000.00	100.000	100.661	195,000.00			1,999.00	1.02
Coupon Rate 2.050%; Matures 10/27/2021; CUSIP 88413QBT4			100.000		195,000.00	196,288.95	1,288.95 LT	699.01	
<i>Interest Paid Semi-Annually Apr/Oct; Issued 10/27/17; Maturity Value = \$195,000.00; Asset Class: FI & Pref</i>									
BERKSHIRE BK PITTSFIELD MA CD	10/18/18	250,000.00	100.000	100.975	250,000.00			3,688.00	1.46
Coupon Rate 2.950%; Matures 10/29/2021; CUSIP 084601RD7			100.000		250,000.00	252,437.50	2,437.50 LT	1,249.32	
<i>Interest Paid Semi-Annually Apr/Oct; Issued 10/29/18; Maturity Value = \$250,000.00; Asset Class: FI & Pref</i>									



Morgan Stanley

CLIENT STATEMENT | For the Period June 1-30, 2021

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Account Detail

Basic Securities Account

CHAMPAIGN URBANA MASS TRANSIT DIST
C/O KARL GNADT & BRENDA E EILBRACHT

Security Description	Trade Date	Face Value	Orig Unit Cost Adj Unit Cost	Unit Price	Orig Total Cost Adj Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income Accrued Interest	Current Yield %
COMENITY CAP BK SALT LAKE CITY UTAH CD	3/14/19	250,000.000	100.000	102.013	250,000.00			5,156.00	2.02
Coupon Rate 2.750%; Matures 03/29/2022; CUSIP 20033AS56									
Interest Paid Monthly; Issued 03/29/19; Maturity Value = \$250,000.00; Asset Class: FI & Pref									
MS BANK CD SALT LAKE CITY UT CD	3/26/18	250,000.000	100.000	102.065	250,000.00			7,000.00	2.74
Coupon Rate 2.800%; Matures 03/29/2022; CUSIP 61747MR45									
Interest Paid Semi-Annually Mar/Sep; Issued 03/29/18; Maturity Value = \$250,000.00; Asset Class: FI & Pref									
MEDALLION BK SALT LAKE CITY UT CD	3/29/18	250,000.000	100.000	102.152	250,000.00			7,000.00	2.74
Coupon Rate 2.800%; Matures 04/11/2022; CUSIP 58404DBP5									
Interest Paid Semi-Annually Apr/Oct; Issued 04/09/18; Maturity Value = \$250,000.00; Asset Class: FI & Pref									
CONTINENTAL BK SALT LAKE CITY UTAH CD	10/18/18	240,000.000	100.000	102.579	240,000.00			7,320.00	2.97
Coupon Rate 3.050%; Matures 05/09/2022; CUSIP 211163HQ6									
Interest Paid Semi-Annually May/Nov; Issued 11/09/18; Maturity Value = \$240,000.00; Asset Class: FI & Pref									
ENERBANK USA SALT LAKE CITY UTAH CD	10/15/18	250,000.000	100.000	104.056	250,000.00			8,125.00	3.12
Coupon Rate 3.250%; Matures 10/19/2022; CUSIP 29278TDR8									
Interest Paid Monthly; Issued 10/19/18; Maturity Value = \$250,000.00; Asset Class: FI & Pref									
UBS BK USA SALT LAKE CITY UT	10/18/18	250,000.000	100.000	104.163	250,000.00			8,250.00	3.17
Coupon Rate 3.300%; Matures 10/24/2022; CUSIP 90348JET3									
Interest Paid Monthly; Issued 10/24/18; Maturity Value = \$250,000.00; Asset Class: FI & Pref									
	Percentage of Holdings	Face Value			Orig Total Cost Adj Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income Accrued Interest	Current Yield %
CERTIFICATES OF DEPOSIT		2,185,000.000			\$2,185,000.00	\$2,231,398.55	\$46,398.55 LT	\$51,101.00	2.29%
					\$2,185,000.00			\$8,919.24	
TOTAL CERTIFICATES OF DEPOSIT	99.91%					\$2,240,317.79			
(includes accrued interest)									
	Percentage of Holdings				Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income Accrued Interest	Current Yield %
TOTAL VALUE					\$2,185,000.00	\$2,233,373.27	\$46,398.55 LT	\$51,101.00	2.28%
								\$8,919.24	
TOTAL VALUE (includes accrued interest)	100.00%					\$2,242,292.51			

Unrealized Gain/(Loss) totals only reflect positions that have both cost basis and market value information available. Cash, MMF, Deposits and positions stating 'Please Provide' or 'Pending Corporate Actions' are not included.

Account Detail

Basic Securities Account

CHAMPAIGN URBANA MASS TRANSIT DIST
C/O KARL GNADT & BRENDA E EILBRACHT

ALLOCATION OF ASSETS (*includes accrued interest)

	Cash	Equities	Fixed Income & Preferred Securities	Alternatives	Structured Investments	Other
Cash, BDP, MMFs	\$1,974.72	—	—	—	—	—
Certificates of Deposit ^	—	—	\$2,240,317.79	—	—	—
TOTAL ALLOCATION OF ASSETS ^	\$1,974.72	—	\$2,240,317.79	—	—	—

ACTIVITY

CASH FLOW ACTIVITY BY DATE

Activity Date	Settlement Date	Activity Type	Description	Comments	Quantity	Price	Credits/(Debits)
6/1		Interest Income	COMENITY CAP BK SALT LAKE CITYUT	2.750% DUE2022-03-29 [20033AS56]			\$565.07
6/3		Interest Income	MORGAN STANLEY PRIVATE BANK NA				0.06
6/3		Withdrawal	BRANCH CHECK	PAID TO CHAMPAIGN URBANA MASS			(113,910.71)
6/21		Interest Income	ENERBANK USA SALT LAKE CITY UT	3.250% DUE2022-10-19 [29278TDR8]			690.07
6/24		Interest Income	UBS BK USA SALT LAKE CITY UT	3.300% DUE2022-10-24 [90348JET3]			700.68
6/29		Interest Income	COMENITY CAP BK SALT LAKE CITYUT	2.750% DUE2022-03-29 [20033AS56]			583.90
6/30		Interest Income	MORGAN STANLEY PRIVATE BANK NA	(Period 06/01-06/30)			0.01
NET CREDITS/(DEBITS)							\$(111,370.92)

MONEY MARKET FUND (MMF) AND BANK DEPOSIT PROGRAM ACTIVITY

Activity Date	Activity Type	Description	Credits/(Debits)
6/1	Automatic Investment	BANK DEPOSIT PROGRAM	\$565.07
6/3	Automatic Redemption	BANK DEPOSIT PROGRAM	(113,910.71)
6/4	Automatic Investment	BANK DEPOSIT PROGRAM	0.06
6/21	Automatic Investment	BANK DEPOSIT PROGRAM	690.07
6/24	Automatic Investment	BANK DEPOSIT PROGRAM	700.68
6/29	Automatic Investment	BANK DEPOSIT PROGRAM	583.90
6/30	Automatic Investment	BANK DEPOSIT PROGRAM	0.01
NET ACTIVITY FOR PERIOD			\$(111,370.92)

MESSAGES

Consolidated Statement of Financial Condition (in millions of dollars):

At December 31, 2020 Morgan Stanley Smith Barney LLC had net capital of \$2,030 which exceeded the Securities and Exchange Commission's minimum requirement by \$1,842. A copy of the Morgan Stanley Smith Barney LLC Consolidated Statement of Financial Condition at December 31, 2020 can be viewed online at: http://www.morganstanley.com/about-us-ir/shareholder/morganstanley_smithbarney_llc.pdf, or may be mailed to you at no cost by calling 1 (866) 825-1675, after March 15, 2021.



Account Detail

Basic Securities Account

CHAMPAIGN URBANA MASS TRANSIT DIST
C/O KARL GNADT & BRENDA E EILBRACHT**Protecting Yourself from Fraudulent Scams—An Important Message For Our Clients**

The COVID 19 crisis is creating opportunities for fraudsters to exploit individuals, especially senior citizens. The safety of our clients is of utmost importance to Morgan Stanley. We are taking this opportunity to alert our clients of the following scams that have been identified by a number of organizations. **Please be reminded that you should never provide your account numbers, passwords, or personal information, including your social security number, to anyone you do not know.** Be aware that as a result of COVID 19, these scams have been identified: **Treatment scams; Supply scams; Provider scams; Charity scams; Phishing scams; App scams; Investment scams; Tech Support scams; Home Sanitation scams; and Government Assistance scams.**

If you have any questions regarding these scams, please immediately contact us.

Senior Investor Helpline

For any inquiries or potential concerns, senior investors or someone acting on their behalf may contact our Firm by calling (800) 280-4534.

Office of Jack Waaler

1104 Scovill Street
Urbana, IL 61801-6855

Phone: 217/344-6876

MEMORANDUM

TO: Board of Directors
Champaign-Urbana Mass Transit District

FROM: Jack Waaler, Local Government Consultant

DATE: July 28, 2021

RE: Review of Minutes of Closed Sessions

The Open Meetings Act requires that the minutes of closed sessions be reviewed periodically to determine if “the need for confidentiality still exists.” The last review by the Board was January 27, 2021. Attachment 1 lists all closed session minutes by date that I recommend should be released. Attachment 2 lists those minutes that I recommend should remain confidential mostly due to privacy concerns from past workers’ compensation cases involving current MTD employees.

The statutes permit the destruction of verbatim recordings of closed sessions if they are not less than 18 months old and the written minutes have been approved. Attached is a list of those closed meetings that meet that test and should be destroyed. (Attachment 3)

I attach a suggested motion for the Board’s action.

All of the unreleased minutes are available for your inspection in Beth’s office.

Jack Waaler, Local Government Consultant

SUGGESTED WRITTEN MOTION

The Board of Trustees hereby determines as follows:

- A. That the minutes of the closed session meetings of the Board listed on "Attachment 1" marked "Release" no longer require confidential treatment and are ordered released.
- B. That the need for confidentiality still exists as to the minutes of the closed session meetings of the Board listed on "Attachment 2" marked "Remain Confidential".
- C. That the verbatim recordings of the following listed closed session minutes, "Attachment 3", all of which are not less than 18 months old and the written minutes of which have been approved are authorized to be destroyed.

ATTACHMENT 1 - RELEASE

January 27, 2021

ATTACHMENT 2 – REMAIN CONFIDENTIAL

June 25, 2008
December 5, 2012
October 29, 2014
January 29, 2020
March 31, 2021
April 27, 2021
May 26, 2021

ATTACHMENT 3 – VERBATIM RECORDINGS TO BE DESTROYED

July 2019 – December 2019

July 31, 2019

August 28, 2019



To: Board of Trustees
From: Brendan Sennett
Director, Safety & Training
Date: July 28, 2021
Subject: Public Transportation Agency Safety Plan (PTASP) Revision Approval

- A. Introduction** – The District had its PTASP approved by the Board in June of 2020 during the early months of the pandemic. The expectations of the District written into the PTASP were contingent upon a normal operating environment, and the year 2020 offered anything but normal. This revision provides flexibility as we continue to navigate potential long-term, COVID-related impacts.
- B. Recommended Action:** Staff recommends approval of the District’s revised PTASP (Revision 2.0), fulfilling the requirement set forth with the United States Department of Transportation (USDOT) Final Rule 49 CFR Part 673 Public Transportation Agency Safety Plan.
- C. Prior Trustee Action:** On June 24, 2020, the Board of Trustees approved the original PTASP.
- D. Summary:** The PTASP is an all-encompassing document of safety management within an organization. To be updated on an annual basis, this document provides guidance on MTD-specific policies and procedures:
- Safety Management Policy
 - Safety Performance Targets
 - Safety Target Coordination
 - Safety Risk Management
 - Safety Assurance
 - Safety Promotion
 - Safety Management Documentation
- E. Background:** On July 19, 2018, FTA published the Public Transportation Agency Safety Plan (PTASP) Final Rule, which requires certain operators of public transportation systems that receive federal funds under FTA’s Urbanized Area Formula Grants to develop safety plans that include the processes and procedures to implement Safety Management Systems (SMS).
- F. Alternatives – advantages/disadvantages:** Authorizing this plan will allow MTD to comply with USDOT Final Rule 49 C.F.R. Part 673 Public Transportation Agency Safety Plan and implement the programs required.
- G. Budget & Staffing Impacts:** No additional budgetary or staffing impacts anticipated.



Champaign-Urbana Mass Transit District

Public Transportation Agency Safety Plan (PTASP)

Date Adopted: 6/24/2020

Last Revised: 7/12/2021

Adopted by: _____ Date _____
Karl P. Gnadt/
Managing Director/CEO
PTASP Accountable Executive
Champaign-Urbana Mass Transit District

Adopted by: _____ Date _____
Brendan Sennett/
Safety and Training Director
PTASP Chief Safety Officer
Champaign-Urbana Mass Transit District

Adopted by: _____ Date _____
Bradley Diel/
Chair of the Board of Trustees
Champaign-Urbana Mass Transit District

Champaign-Urbana Mass Transit District, hereinafter, shall be referred to as MTD

This plan is submitted in compliance with the United States Department of Transportation Final Rule 49 C.F.R. Part 673 Public Transportation Agency Safety Plan. This Agency Safety Plan (ASP) addresses all applicable requirements and standards as set forth in FTA's Public Transportation Safety Program and the National Public Transportation Safety Plan

MTD is dedicated to providing the safest working environment possible for *all* employees. This plan has been distributed internally within MTD and with external agencies that may be affected by its implementation.

This is a public document subject to FOIA access. The ideas presented are developmental and are presented for discussion and do not imply a recommendation or course of action. There will likely be modifications to the ideas presented. Limited distribution is requested to those interested parties that will assist in the development of the options presented. Presentation for public response will occur after the ideas are analyzed and expanded or reduced. There may be errors in the data presented or interpretation of the data.

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Transit Agency Information

Transit Agency Name	Champaign-Urbana Mass Transit District (MTD)		
Transit Agency Address	1101 E University Ave. Urbana, IL 60802		
Name and Title of Accountable Executive	Karl P. Gnadt, Managing Director/CEO		
Name of Chief Safety Officer or SMS Executive	Brendan Sennett, Safety and Training Director		
Mode(s) of Service Covered by This Plan	Motor Bus, Demand Response	List All FTA Funding Types (e.g., 5307, 5310, 5311)	5307, 5311, 5339, Other
Mode(s) of Service Provided by the Transit Agency (Directly operated or contracted service)	Motor Bus – Directly Operated Demand Response – Directly Operated Demand Repose – Contracted Service		
Does the agency provide transit services on behalf of another transit agency or entity?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Description of Arrangement(s) Champaign County Area Rural Transit System (C-CARTS)
Name and Address of Transit Agency(ies) or Entity(ies) for Which Service Is Provided	Champaign County Area Rural Transit System (C-CARTS) 1101 E. University Ave. Urbana, IL 61802		

Plan Development, Approval, and Updates

Name of Entity That Drafted This Plan	Champaign-Urbana Mass Transit District (MTD)	
Signature by the Accountable Executive	Signature of Accountable Executive	Date of Signature
	Name of Individual/Entity That Approved This Plan	Date of Approval

Approval by the Board of Directors or an Equivalent Authority	MTD Board of Trustees	
	Relevant Documentation (title and location)	
	Board Minutes -	
Certification of Compliance	Name of Individual/Entity That Certified This Plan	Date of Certification
	Karl P. Gnad, Managing Director/CEO	
	Relevant Documentation (title and location)	
	Fiscal year 2020 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements.	

Version Number and Updates

History of Successive Versions of this Plan

Version Number	Section/Pages Affected	Reason for Change	Date Issued
1.0	Original Document	Original Document	6/24/2020
2.0	Revision	Routine Revision	7/12/2021

Annual Review and Update of the Public Transportation Safety Plan

Process and timeline for conducting an annual review and update of the Public Transportation Agency Safety Plan.

The annual review will be conducted by the Managing Director, Safety and Training Director, Chief of Staff, and Chief Operating Officer in April of each year. Final decision on changes will be made and certified by August of each year.

2021 Safety Management Policy

Approved by Accountable Executive 7/12/2021

MTD's Mission, Vision, and Core Values are the guiding principles that embody who we are and what we aspire to be. We have a long and enviable history of service excellence, community support, and respect for our mission. You will help this continue and I am excited to have you be part of the future of our team.

MTD's Mission is to "Lead the way to greater mobility" and we expect that our employees will be leaders in public transit safety. Our Vision is to go beyond traditional boundaries to promote excellence in transportation. Our Core Values help describe the culture of the organization, those at the very heart of our organization.

- Commit to 'Yes'
- Provide outstanding customer/public service
- Develop long-term positive relationships
- Embrace opportunity and innovation

For our safety program, we educate, encourage, and endorse a strong and robust culture of safety at all levels of the organization. MTD is committed to developing, implementing, maintaining, and constantly improving processes to ensure that our service delivery and support achieve the highest level of safety performance.

In our ISO 9001:2015 and 14001:2015 management system (MTD2071), we are committed to improving customer service and decreasing our environmental impacts. The delivery of safe transit service is a key component in the MTD2071 program.

Safety is the highest priority for all Departments and Operations at MTD. We are committed to creating an environment where our employees are competent and confident in their abilities to perform their duties in a safe, efficient, and responsible manner. Our employees exhibit the "Highest Degree of Care" in the discharge of their duties.

Our Safety Management System (SMS) is a flexible, scalable approach to safety that has been widely adopted across multiple modes of transportation in both the public and private sectors and overlaps significantly with the requirements included in 49 U.S.C. 5329. It employs a systematic, data-driven approach in which risks to safety are identified, then controlled or mitigated to acceptable levels. SMS brings business-like methods and principles to safety. Like the ways in which an organization manages its finances, our safety plans have targets and performance indicators, which help MTD continuously monitor safety performance throughout the organization.

MTD's SMS consists of four categories of activities.

- Safety Policy
- Safety Risk Management
- Safety Promotion

- Safety Assurance

Safety is not just an important aspect of what we do. Safety is our CALLING. There is not a single moment, there is not a single employee, and there is not a single day – that safety should not be the at the forefront of every employee’s mind. We are counting on each one of you – and the community is counting on you – to answer this charge, to make this your life’s work.

Karl P. Gnadt
Managing Director/CEO
Champaign-Urbana Mass Transit District

Introduction

Illinois Highest Degree of Care. *These instructions are provided to address the common law and statutory duty imposed upon common carriers with regard to maintaining the safety of their passengers. A common carrier owes its passengers the duty to use the highest degree of care consistent with the type of vehicle used in the practical operation of its business. Rotheli v. Chicago Transit Authority, 7 Ill.2d 172, 130 N.E.2d 172 (1955).*

§673.3 Policy (regulation). *The Federal Transit Administration (FTA) has adopted the principles and methods of Safety Management System (SMS) as the basis for enhancing the safety of public transportation in the United States. FTA will follow the principles and methods of SMS in its development of rules, regulations, policies, guidance, best practices, and technical assistance administered under the authority of 49 U.S.C. 5329. This part sets standards for the Public Transportation Agency Safety Plan, which will be responsive to FTA's Public Transportation Safety Program, and reflect the specific safety objectives, standards, and priorities of each transit agency. Each public transportation agency safety plan will incorporate SMS principles and methods tailored to the size, complexity, and scope of the public transportation system and the environment in which it operates.*

§ 673.21 General requirements (regulation). *Each transit agency must establish and implement a Safety Management System under this part. A transit agency Safety Management System must be appropriately scaled to the size, scope and complexity of the transit agency and include the following elements: (a) Safety Management Policy as described in § 673.23; (b) Safety Risk Management as described in § 673.25; (c) Safety Assurance as described in § 673.27; and (d) Safety Promotion as described in § 673.29.*

An SMS is a formal, top-down, organization-wide, data driven approach to managing safety risk and assuring the effectiveness of safety risk mitigations. MTD's SMS is structured by its Safety Management Policy, Safety Management Processes, such as the safety risk management processes, safety assurance processes, and safety promotion. The purpose of this SMS is to promote a safety culture in which:

- Leadership displays clear commitment to safety
- Open and effective communication can take place
- Employees feel personally responsible for safety
- The organization practices continuous learning
- A Safety-conscious work environment is promoted
- Non-punitive, clearly defined reporting systems are in place
- Safety is demonstrably prioritized
- Mutual trust is exhibited
- Responses to safety concerns are fair and consistent
- Safety training and resources are made available

Safety Commitment

MTD is committed to:

- Supporting the management of safety activities through the provision of appropriate resources that result in an organizational culture that fosters safe practices, encourages effective employee safety reporting and communication, and actively manages safety with the same attention to the results of the other management systems of MTD
- Integrating the management of safety among the primary responsibilities of all managers, supervisors, and employees
- Clearly defining the accountabilities and responsibilities of all managers, supervisors, employees, and contractors for the delivery of MTD's safety performance and the performance of the Safety Management System
- Establishing and operating the **Hazard Identification – Risk Assessment – Mitigation (HIRAM)** process as a primary source for safety concerns and analysis
- Ensuring that no action will be taken against any employee who discloses a safety concern through the **Employee Safety Reporting Program (ESRP)**, unless disclosure indicates, beyond a reasonable doubt, an illegal act, gross negligence, or a deliberate or willful disregard of laws, regulations, or procedures
- Complying with state and federal legislative and regulatory requirements and standards
- Ensuring that sufficient skilled and trained personnel are available to implement safety management processes
- Ensuring that all employees are provided with adequate and appropriate safety related information and training and that they are competent and confident in their abilities to discharge their assigned duties
- Establishing and measuring our safety performance against realistic and data-driven safety performance indicators and targets
- Continually improving our safety performance through management processes that ensure safety management actions are appropriate and effective

Objectives

MTD has established the following safety objectives:

- Perform annual audits to ensure SMS compliance within the MTD2071 Internal Audit
- Identify, analyze, and resolve, and, when possible, eliminate hazards through an established **risk management process**.
- Conduct emergency drills beginning in 2022 in accordance with the Continuity of Operations Plan (COOP)
- Monitor Key Performance Indicators and revise them on an annual basis within MTD2071

- Establish and monitor General and Key Performance Indicators and revise them on an annual basis within MTD2071
- Review safety requirements and usage for design, engineering, facilities, equipment, and physical infrastructure projects
- Evaluate safety implications of system changes to routes, schedules, and operating policies

Upon implementation of the Safety Management System, this Policy shall be communicated through MTDweb to all employees; through Bulletins; revisions to the Employee Handbook as needed; revisions to new hire training; inclusion in the yearly Summer Review sessions; and through articles placed in the monthly internal newsletter, *BusLines*.

Safety Authorities, Accountabilities, and Responsibilities

Accountable Executive

MTD has identified the Managing Director/CEO as the accountable executive of the Safety Management System (SMS). The Managing Director/CEO is committed to the highest levels of safety and will provide sufficient resources and support necessary to ensure successful implementation of the SMS, ensuring action is taken, as necessary, to address substandard performance within MTD's SMS.

Chief Safety Officer

MTD has identified the Safety and Training Director (S&TD) as the Chief Safety Officer. The S&TD has the authority and responsibility for day-to-day implementation and operation of the SMS. The S&TD's responsibilities include:

- Developing and maintaining SMS daily implementation and documentation
- Directing hazard identification, risk assessment, and mitigation activities (**HIRAM**)
 - This work is done with the support and input from frontline employees serving on the Safety Advisory Committee (SAC)
- Providing **updates** on safety performance
 - Performance Indicator Reports
 - Department Head Meetings
 - MTD2071 Management Reviews
 - All Staff Luncheons
- Briefing the Accountable Executive on SMS implementation progress
- Identifying substandard performance and developing improvement programs
- Planning safety training activities
 - Summer Review Training
 - Professional Development for S&T Department

- Road Instructor Training
- Line Instructor Training
- Six Month Review
- Mentor Rides
- Check Rides

Agency Leadership and Top Management

The following are members of the Top Management Team other than the Accountable Executive and the Chief Safety Officer who have authorities or responsibilities for day-to-day implementation and operation of MTD SMS:

- Chief of Staff (CoS)
- Chief Operating Officer (COO)

Key Staff

The following group of staff members have been identified as key to support the development, implementation, and operation of MTD's SMS.

- Operations Director
- Assistant Operations Director
- Planning Manager
- Special Services Manager
- Control Center Manager
- Street Supervisors
- Assistant Safety and Training Director of Instruction
- Assistant Safety and Training Director of Compliance
- Lead Instructors
- Road Instructors
- Line Instructors
- Facilities Director
- Illinois Terminal Director
- Maintenance Director
- Maintenance Administrator
- Inventory Supervisor
- Night Maintenance Supervisor
- MTD2071 Internal Audit Team

Employee Safety Reporting Program

§ 673.23 Safety management policy (regulation). (a) A transit agency must establish its organizational accountabilities and responsibilities and have a written statement of safety management policy that includes the agency's safety objectives. (b) A transit agency must establish and implement a process that allows employees to report safety conditions to senior management, protections for employees who report safety conditions to senior management, and a description of employee behaviors that may result in disciplinary action. (c) The safety management policy must be communicated throughout the agency's organization. (d) The transit agency must establish the necessary authorities, accountabilities, and responsibilities for the management of safety amongst the following individuals within its organization, as they relate to the development and management of the transit agency's Safety Management System (SMS)

Pursuant to §673.23(b) (section by section analysis), a transit agency must include in its Safety Management Policy statement a process that allows employees to report safety conditions to senior management. This process must provide protections for employees who report safety conditions to senior management and a description of behaviors that are unacceptable and that would not be exempt from disciplinary actions. These procedures are critical for ensuring safety. A reporting program allows employees who identify safety hazards and risks in the day-to-day duties to directly notify senior personnel, without fear of reprisal, so that the hazards and risks can be mitigated or eliminated.

Immediate hazards are reported to a Supervisor or Manager as soon as possible. MTD will introduce a reporting program that includes formal and informal interaction between Operators, Supervisors, Technicians, Service Workers, Utility Workers, Illinois Terminal employees, Safety and Training Instructors, and other affected Staff in the 2021 calendar year. The formal SMS process is primarily focused on resolving safety issues that will require resources, discussion, and action steps. **The Employee Safety Reporting Program (ESRP)** as required in 49 CFR 673 at MTD is defined in the **HIRAM** process (**Hazard Identification – Risk Assessment – Mitigation**) in the Safety Risk Management section of this document.

Employees who participate in the **HIRAM** process are ensured that no action will be taken against any employee who discloses a safety concern, unless disclosure indicates, beyond a reasonable doubt, an illegal act, gross negligence, or a deliberate or willful disregard of federal, state, local, or MTD regulation or procedures.

HIRAM is the formal process for reporting safety concerns. Informal processes related to safety concerns include interactions among Operators, Supervisors, Controllers, Instructors, and Staff. In the informal process, safety concerns can be discussed with Supervisors and Managers, and they will note the concerns. Minor concerns may be resolved quickly by the Supervisor or Manager if it is within their range of authority. Concerns that require additional resources internal to MTD among departments and employees will be communicated to the Safety and Training Director or Assistant Safety and Training Directors. They will determine if the concern should be logged into the **HIRAM** process or if the issue can be resolved quickly through the normal MTD chain of command.

Public Safety and Emergency Management

The Continuity of Operations Plan (COOP), which is scheduled for completion in 2022, defines the integration of MTD with local public safety agencies and emergency management procedures. It describes the coordination with external public and private organizations following a disaster or emergency and the internal processes for a swift return to normal operations. Protocols for MTD Departments during abnormal conditions will also be defined including an off-site emergency operations control center. Staffing levels, work assignments, and other possible changes to service policies during emergencies will be defined.

Annual Reports

§673.11(a)(5) (regulation) requires that each transit agency must establish a process and timeline for conducting an annual review and update of its Public Transportation Agency Safety Plan.

The Safety and Training Director shall maintain reports generated through the SMS process. The Chief of Staff, Chief Operating Officer, and other affected Staff shall review the reports yearly and update the Public Transportation Agency Safety Plan as needed.

Safety Performance Targets

§673.11(a)(3) (regulation) The Agency Safety Plan must include performance targets based on the safety performance measures established in FTA's National Public Transportation Safety Plan.

A performance measure is an expression based on a quantifiable indicator of performance condition and used to establish targets and assess progress toward meeting targets. A performance target is a quantifiable level of performance or condition, expressed as a value for the measure, to be achieved within a time period. The FTA has established four performance measures in the National Public Transportation Safety Plan:

- Fatalities
- Injuries
- Safety Events
- System Reliability

On an annual basis, MTD will update the Safety Performance Targets in this document based on performance measures from the previous five years. These performance targets will be monitored for the monthly Key Performance Indicator (KPI) Report for 2020, years 2015-2019* will be analyzed. While the FTA has not created a standard method for developing Safety Performance Targets, MTD has elected to follow the sample method provided by the FTA PTASP Technical Assistance Center.

The data used for these measures is sourced from the National Transit Database (NTD) regarding Vehicle Revenue Miles, Fatalities, Injuries, Safety Events, and System Reliability. For

System Reliability, the Maintenance Key Performance Indicators are used to collect information on miles between road calls on vehicles.

*Major Mechanical Failures per Vehicle Revenue Mile for System Reliability data only available from January 2019 to present.

Current Performance – Fixed Route Bus – MB-DO

	Five-Year Average
Fatalities	0
Injuries	4.4
Safety Events	4.8
System Reliability*	40,897
Vehicle Revenue Miles	3,174,469

Table 1 Current Performance on a Five-Year Average from 2016-2020 for 2021 MTD Fixed Route Service.

*Major Mechanical Failures per Vehicle Revenue Mile for System Reliability data only available from January 2019 to present.

Current Performance – Demand Response – DR-DO

	Five-Year Average
Fatalities	0
Injuries	1.4
Safety Events	0.2
System Reliability*	26,806
Vehicle Revenue Miles	169,778

Table 2 Current Performance on a Five-Year Average from 2016-2020 for 2021 MTD Directly Operated Demand Response Service.

*Major Mechanical Failures per Vehicle Revenue Mile for System Reliability data only available from January 2019 to present.

2021 Performance Targets

The rate used for MB-DO is per 1,000,000 vehicle revenue miles. The rate used for DR-DO is per 50,000 vehicle revenue miles.

Mode of Service	Fatalities (total)	Fatalities (per 1 mil VRM)	Injuries (total)	Injuries (per 1 mil VRM)	Safety Events (total)	Safety Events (per 1 mil VRM)	System Reliability
Fixed Route Bus MB - DO	0	0	4.4	1.39	4.8	1.51	32,609
Demand Response DR - DO	0	0	7	1.40	1	0.20	26,807

Table 3 2020 MTD Performance Targets

*Major Mechanical Failures per Vehicle Revenue Mile for System Reliability data only available from January 2019 to present.

2021 Aspirational Performance Targets

The table below shows the Performance Targets for the 2021 calendar year. The rate used for MB-DO is per 1,000,000 vehicle revenue miles. The rate used for DR-DO is per 50,000 vehicle revenue miles. The aspirational targets represent a 5% reduction in the set 2021 Performance Targets set in

Mode of Service	Fatalities (total)	Fatalities (per 1 mil VRM)	Injuries (total)	Injuries (per 1 mil VRM)	Safety Events (total)	Safety Events (per 1 mil VRM)	System Reliability
Fixed Route Bus MB - DO	0	0	4.18	1.32	4.56	1.43	34,239
Demand Response DR - DO	0	0	6.65	1.33	0.95	0.19	28,147

Table 4 2021 MTD Aspirational Performance Targets.

*Major Mechanical Failures per Vehicle Revenue Mile for System Reliability data only available from January 2019 to present.

Safety Target Coordination

§ 673.15 (regulation). Coordination with metropolitan, statewide, and non-metropolitan planning processes. (a) A State or transit agency must make its safety performance targets available to States and Metropolitan Planning Organizations to aid in the planning process. (b) To the maximum extent

practicable, a State or transit agency must coordinate with States and Metropolitan Planning Organizations in the selection of State and MPO safety performance targets.

The Accountable Executive designates the Safety and Training Director to submit safety performance targets to the local Metropolitan Planning Organization's (MPO) Champaign Urbana Urbanized Transportation Study (CUUATS) in August of each year after the revised annual goals are established through the Yearly Safety Review (YSR). Safety performance targets will also be submitted to the Illinois Department of Transportation in August of each year.

Safety Risk Management

Introduction

§673.25 (regulation) *Safety risk management. (a) Safety Risk Management process. A transit agency must develop and implement a Safety Risk Management process for all elements of its public transportation system. The Safety Risk Management process must be comprised of the following activities: Safety hazard identification, safety risk assessment, and safety risk mitigation.*

§673.25(a) (section by section analysis) *Safety Risk Management Pursuant to §673.25(a), each transit agency must establish and implement its process for managing safety risk, including the following three steps: (1) Safety hazard identification, (2) safety risk assessment, and (3) safety risk mitigation, for all elements of its public transportation system, including changes to its public transportation system that may impact safety performance. At a minimum, FTA expects each transit agency to apply its safety risk management process to its existing operations and maintenance procedures, the design of a new public transportation system and other capital projects, changes to its existing public transportation system, new operations or service to the public, new operations or maintenance procedures, organizational changes, and changes to operations or maintenance procedures. Additionally, FTA expects each transit agency to develop measures to ensure that safety principles, requirements, and representatives are included in the transit agency's procurement process.*

Safety Risk Management is a system of hazard identification and evaluation, management to control hazards to an acceptable level of risk, and evaluation of the results. Hazards are defined as a condition, act, process, or operation that has the potential to cause harm or danger or damage.

There are many different approaches to safety risk management planning. MTD has a broad range of methods for identifying and assessing hazards including:

- Formal analysis
- Informal analysis
- Programmatic solutions

Safety does not mean the elimination of all safety risks. Using the Safety Risk Management process, the hazards to persons or equipment can be minimized to an acceptable level by use of various types of engineering controls, physical improvements, or changes in MTD training and

operating protocols. Documentation of the analysis process, implementation, and subsequent review will create a reasonable solution to safety hazards.

Risk Management Process

The Safety Risk Management Process at MTD consists of formal and informal mechanisms for reporting, analyzing, mitigating, and managing safety risks. The formal process includes:

- Hazard Identification- identification of as many credible hazards that may result in harm or damage to the operating system under study
- Risk Assessment- probability/likelihood and consequences of various risk scenarios and ranking of the safety risk in terms of acceptability
- Safety Risk Options - options for mitigating the safety risk are considered, including financial feasibility
- Safety Risk Mitigation- plan for placing safety risk control measures into action, including documentation of the process
- Safety Risk Monitoring- evaluation of the effectiveness of the safety risk decision and control measures over time.

MTD has established the **HIRAM** (Hazard Identification – Risk Assessment – Mitigation) process as the formal process for Safety Risk Management. The Safety Advisory Committee reviews formal input and analyzes issues using the **HIRAM** process. There are also formal MTD employee involvement committees that may address safety concerns including, but not limited to, the Safety Advisory Committee, Routes and Schedules Committee, School Outreach Committee, and Wage and Policy Committee. All safety-related items discussed in non-SAC committee meetings must be submitted, in writing via MTDweb message or email, to the Safety and Training Director, Assistant Safety and Training Director of Compliance, and/or Assistant Safety and Training Director of Instruction.

Procedures and recommendations to mitigate items submitted to the **HIRAM** process may be sourced from transit industry safety programs; the American Public Transportation Association (APTA); Illinois Public Transit Association (IPTA); Illinois Department of Transportation (IDOT); and the Federal Transit Administration (FTA). Additional information may be provided by the Transportation Cooperative Research Program (TCRP); Transportation Safety Institute (TSI); University Transportation Centers (UTC); other transit agencies, listservs, and private businesses that provide transit safety recommendations, best practices, products, and services.

Hazard Identification

§673.25 (b) Safety hazard identification. (regulation). (1) A transit agency must establish methods or processes to identify hazards and consequences of the hazards. (2) A transit agency must consider, as a source for hazard identification, data and information provided by an oversight authority and the FTA.

Pursuant to §673.25(b)(1), (section by section analysis) Each transit agency must establish a process for safety hazard identification, including the identification of the sources, both proactive and reactive, for identifying hazards and their associated consequences. Activities for hazard identification could include formalized processes where a transit agency identifies hazards throughout its entire system, logs them into a database, performs risk analyses, and identifies mitigation measures. These activities also could include safety focus groups, reviews of safety reporting trends, and for smaller bus systems, it could mean holding a meeting with a few bus operators, discussing hazards on the system, deciding which ones pose the greatest risk, and then developing mitigation. A transit agency must apply its process for safety hazard identification to all elements of its system, including but not limited to its operational activities, system expansions, and state of good repair activities. FTA encourages transit agencies to take into account bicycle and pedestrian safety concerns, along with other factors, as agencies are conducting Safety Risk Management.

Pursuant to §673.25(b)(2), (section by section analysis) each transit agency must include, as a source for safety hazard identification, data and information provided by an oversight authority and FTA. Safety hazard identification activities should be commensurate with the size of the transit agency's operations. For example, the number of identified hazards for a small rural bus system may be less than the number of hazards identified for a large multi-modal system.

Pursuant to §673.25(c) (section by section analysis), each transit agency must establish procedures for assessing and prioritizing safety risks related to the potential consequences of hazards identified and analyzed in §673.25(b). Each transit agency must assess safety risks in terms of probability (the likelihood of the hazard producing the potential consequences) and severity (the damage, or the potential consequences of a hazard, that may be caused if the hazard is not eliminated or its consequences are not successfully mitigated).

A transit agency should consider the results of its asset condition assessments when performing safety hazard identification activities within its SMS. The results of the condition assessments, and subsequent SMS analysis, will inform a transit agency's determination as to whether an asset meets the state of good repair standards under 49 CFR part 625.

The Hazard Identification process at MTD consists of input from a variety of sources. The formal, internal committee structure (Safety Advisory, Wage and Policy, School Outreach, Routes and Schedules, and others) provides adequate opportunity for Operators, Maintenance employees, and Supervisory Staff to identify hazards. Asset condition deterioration will be communicated by the Facilities Director, Illinois Terminal Director, and Maintenance Director to the Safety and Training Director. There will be one article per year focusing on Equipment Quality and Maintenance featured in MTD's monthly newsletter, *BusLines*. Input from other governmental sources (FTA, IDOT, MPO, local governments) and the general public will be forwarded to the Safety and Training Director who will enter the information into the appropriate process. MTD's alternative mobility advocate will be contacted regarding bicycle and pedestrian safety concerns.

Some input will be sent to the **HIRAM** process for assessment as explained in a subsequent section. Other inputs may be addressed in formal training for appropriate employees as

determined by the Safety and Training Director and the associated Department Head. MTD Committees may also be included in information from external sources and some input may be informally addressed by Supervisors and Managers.

The Safety and Training Director will be responsible for staying informed on capital improvements which may have a safety component. This will be done through regular communications with the Grants and Governmental Affairs Director, Facilities Director, Illinois Terminal Director, Maintenance Director, and Operations Director. These would include infrastructure improvements; vehicle purchases and vehicle component modifications; and known infrastructure changes by MTD or other agencies. MTD safety concerns will be communicated during the specification development phase to the Accountable Executive (CEO) and Chief Operating Officer.

Risk Assessment

§673.25 Safety risk assessment. (regulation) (1) A transit agency must establish methods or processes to assess the safety risks associated with identified safety hazards. (2) A safety risk assessment includes an assessment of the likelihood and severity of the consequences of the hazards, including existing mitigations, and prioritization of the hazards based on the safety risk.

Pursuant to § 673.25(c), (section by section analysis) each transit agency must establish procedures for assessing and prioritizing safety risks related to the potential consequences of hazards identified and analyzed in §673.25(b). Each transit agency must assess safety risks in terms of probability (the likelihood of the hazard producing the potential consequences) and severity (the damage, or the potential consequences of a hazard, that may be caused if the hazard is not eliminated or its consequences are not successfully mitigated.

Risk Assessment at MTD is defined by the **HIRAM** process using the Risk Assessment Matrix shown in Table 5. For all identified risks in the **HIRAM** process, the formal process will be followed and documented. For hazards that are presented informally or from other committees, the S&TD will make a risk assessment. For those items that are ranked as yellow or green (low or medium ranking) in the Risk Assessment Matrix below, the S&TD's decision will be final. For more serious rankings (red), the S&TD will confer with affected Staff for assistance in the assessment. For non-urgent issues, the serious or high ranked issues will be entered into the **HIRAM** process.

Mitigation

§673.25 (d) Safety risk mitigation. (regulation) A transit agency must establish methods or processes to identify mitigations or strategies necessary as a result of the agency's safety risk assessment to reduce the likelihood and severity of the consequences.

Pursuant to §673.25(d) (section by section analysis), each transit agency also must establish criteria for the development of safety risk mitigations that are necessary based on the results of the agency's safety risk assessments. For example, a transit agency may decide that the criteria for developing safety risk

mitigations could be the identification of a safety risk, benefit-cost analysis, a system level change (such as the addition of new technology on a vehicle), a change to operational procedures, or the expansion of service. To further illustrate these examples, a transit agency may color code different levels of safety risk (“red” as high, “yellow” as medium, and “green” as minor) and develop different types of safety risk mitigations to correspond to those levels.

Risk Mitigation is a multi-step process. Options are developed in the **HIRAM** process and analyzed for effectiveness and cost. The Safety Advisory Committee, affected Staff, and ad hoc committees may be utilized to generate mitigation options. The best two or three options will be analyzed for cost/benefit and a recommended option will be chosen. Mitigation options that require investment from other governments (University of Illinois, IDOT, and/or local governments) will be forwarded to those entities.

Risk Monitoring

For identified hazards that cannot be mitigated, the S&TD will incorporate “hazard recognition” into the appropriate training phase. It may be incorporated into classroom, road, or line instruction, or into the annual summer review trainings.

For hazards that are mitigated, the S&TD will review the mitigation activity six months and twelve months after implementation. The S&TD will document the complete or partial success of the mitigation activity. Unintended consequences will also be documented. For partially successful activities, the S&TD will decide if another entry into the **HIRAM** process is necessary.

HIRAM Process

Hazard Identification – Risk Assessment – Mitigation

Safety concerns requiring immediate action should be reported to any Supervisor, Manager, or the Control Center and are not a part of this process.

The **HIRAM** process consists of **Hazard Identification**, **Risk Assessment**, and **Mitigation** alternatives. MTD has adopted the graphic below to illustrate the process for identification, assessment, and mitigation. If mitigation is not possible, efforts to inform employees of the hazard will be directed to the Safety Promotion part of the SMS.

The **Hazard Identification** step consists of input from MTD employees to the Safety and Training Director (S&TD), Assistant Safety and Training Directors, or Lead Instructors. Input can come from the Safety Advisory Committee (SAC) or through MTDweb. Employees can communicate with Supervisors and Managers for informal communication and discussion, the record of which would then be forwarded to the S&TD or a Safety and Training Assistant Director.

Employees will be encouraged to submit feedback through the Hazard Identification Report (HIR) form on MTDweb that will serve as the Employee Safety Reporting Program (ESRP). A close call, which is defined by MTD as, “any event that could cause physical harm to an individual or property, but did not occur,” can be reported using the feedback form on MTDweb. The user will select “Close Call” from the drop-down menu in the Form to create a report. All submitted reports will be considered valid and recorded in the Risk Register. Reports submitted are non-punitive except in cases of it being determined that a close call was a result of, beyond a reasonable doubt, an illegal act, gross negligence, or a deliberate or willful disregard of federal, state, local, or MTD regulation or procedures.

Reports submitted on MTDweb are delivered to the Safety and Training Director, Assistant Safety and Training Director of Compliance, and Assistant Safety and Training Director of Instruction. The reporter will have the option to report under the conditions of anonymity; however, employees will be encouraged to provide contact information to ensure proper follow-up.

Supervisors and Managers may send identified hazards for analysis and discussion to the S&TD for inclusion in the next SAC meeting. Hazards are identified and discussed with the SAC to fully understand potential problems. Some hazards may be mitigated quickly and will be resolved without going through the **HIRAM** process. Hazards that are not quickly resolved will go to **HIRAM**.

The Safety Advisory Committee (SAC) will review all suggestions and concerns at its monthly meetings. There will be, at a minimum, one meeting per quarter or four meetings per calendar year. Input will be submitted to the Safety and Training Director, or designee, at least seven calendar days before the upcoming SAC meeting. The procedure that applies to joining an MTD Committee is located in MTD2071, 7 OP1 SOP Committee Sign Up. For input that has a physical component, the Safety and Training Department will attempt to have photos and/or maps of the location included in the presentation for the SAC meeting. Anyone submitting a physical hazard will be encouraged to submit photos to Safety and Training prior to the meeting. Safety and Training will submit the meeting agenda to SAC members the day before the meeting.

The SAC will discuss the risk and assign a preliminary **Risk Assessment** rating using the standard Risk Assessment Matrix in Table 5. The process is generally a consensus process. Where a consensus cannot be attained, the Safety and Training Director, or designee, will choose a Risk Assessment score from those discussed by the SAC.

Some hazards may result in additional study. The Safety and Training Department may communicate with other transit systems to compare their scores for a similar risk. The SAC may ask for a survey to be conducted through MTDweb. Participation in a survey is voluntary. The SAC may revise the score in a subsequent meeting after additional information is collected and presented.

Risk Assessment Matrix				
Severity/Likelihood	Catastrophic (1)	Critical (2)	Marginal (3)	Negligible (4)
Frequent (A)	High	High	High	Medium
Probably (B)	High	High	Medium	Medium
Occasional (C)	High	Medium	Medium	Low
Remote (D)	Medium	Medium	Low	Low
Improbable (E)	Low	Low	Low	Low

Table 5 Risk Assessment Matrix

Hazard Probability

Safety Risk Index	Criteria by Index
High	<u>Unacceptable – Action Required:</u> Safety Risk must be mitigated or eliminated.
Medium	<u>Undesirable – Management Decision:</u> Top Management must decide whether to accept safety risk with monitoring or require additional action.
Low	<u>Acceptable with Review:</u> Safety risk is acceptable pending management review.

Table 6 Hazard Probability Categories

Hazard Severity

Severity Categories		
Description	Severity Category	Criteria
Catastrophic	1	Could result in one or more of the following: multiple deaths, permanent total disability, irreversible significant environmental impact, or monetary loss equal to or exceeding \$10M.
Critical	2	Could result in one or more of the following: death, permanent partial disability, injuries or occupational illness that may result in hospitalization of at least three personnel, reversible significant environmental impact, or monetary loss equal to or exceeding \$1M, but less than \$10M.
Marginal	3	Could result in one or more of the following: injury or occupational illness resulting in one or more lost workday(s), reversible moderate environmental impact, or monetary loss equal to or exceeding \$100K, but less than \$1M.
Negligible	4	Could result in one or more of the following: injury or occupational illness not resulting in a lost workday, minimal environmental impact, or monetary loss less than \$100K

Table 7 Severity Category Rubrik

Hazard Likelihood

Likelihood Levels			
Description	Level	Individual Item	System or Vehicle Fleet
Frequent	A	Likely to occur often in the life of an item	Continuously experienced. Potential consequence may be experienced more than once in 500 operating hours.
Probable	B	Will occur several times in the life of an item	Will occur frequently. Potential consequence may be experienced once between 500 and 6,000 operating hours.
Occasional	C	Likely to occur sometime in the life of an item	Will occur several times. Potential consequence may be experienced once between 6,000 and 60,000 operating hours
Remote	D	Unlikely, but possible to occur in the lifetime of an item	Unlikely but can reasonably be expected to occur. Potential consequence may be experienced once between 60,000 and 180,000 operating hours.
Improbable	E	So unlikely, it can be assumed occurrences may not be experienced in the life of an item.	Unlikely to occur, but possible.

Table 8 Likelihood Level Rubrik

Mitigation options are developed by MTD Staff and the SAC. A recommended option will be chosen by the Safety and Training Department and/or the SAC. Other acceptable options developed will be documented. For options that require action by other agencies (local municipalities, FTA, State, private business, etc.), the recommended action will be forwarded. Response from those agencies will be considered by the Safety and Training Department and the recommended option may be altered.

For mitigation options that are completely within the control of MTD, the Safety and Training Department will thoroughly discuss those options with the affected departments and Top

Management for acceptance, modification, or rejection. Some actions may have an impact on another group of MTD employees, and they will be involved in mitigation options. Budgetary analysis in accordance with the Spending Authority Policy will be developed and a decision on the most prudent course of action will be decided. The final decision will be communicated to the SAC at a subsequent meeting.

When mitigation recommendations cannot be implemented, the hazard will be defined and included in subsequent training with recommended operating procedures. Recommended operating procedures will be established jointly by Safety and Training and the affected Department (e.g. Maintenance, Operations, etc.).

Mitigation Review will occur **at intervals no more than** six and twelve months after the mitigation has been implemented to analyze the effect of the mitigation process. Successful mitigation will close the **HIRAM** process on the identified hazard. Partial or unsuccessful mitigation will be analyzed and resubmitted for analysis or closed and included in subsequent hazard training for new and existing employees.

The Safety and Training Director, Assistant Safety and Training Director of Compliance, Assistant Safety and Training Director of Instruction, or designee will be responsible for documentation of each step of the **HIRAM** process.

Safety Assurance

Introduction

§ 673.27(a) Safety assurance process. (regulation). *A transit agency must develop and implement a safety assurance process, consistent with this subpart. A recipient or subrecipient of Federal financial assistance under 49 U.S.C. Chapter 53 that operates more than one hundred vehicles in peak revenue service, must include in its safety assurance process each of the requirements in paragraphs (b), (c), and (d) of this section.*

Pursuant to § 673.27(a) (section by section analysis), each transit agency must develop and implement a process for Safety Assurance. Recipients and subrecipients of Federal financial assistance under 49 U.S.C. Chapter 53 that operate more than one hundred vehicles in peak revenue service must develop processes for (1) safety performance monitoring and measurement, (2) management of change, and (3) continuous improvement. Through these activities, each transit agency should accurately determine whether it is meeting its safety objectives and safety performance targets, as well as the extent to which it is effectively implementing its SMS. Each transit agency must conduct an annual review of the effectiveness of its safety risk mitigations.

§ 673.27 (b) Safety performance monitoring and measurement (regulation). *A transit agency must establish activities to: (1) Monitor its system for compliance with, and sufficiency of, the agency's procedures for operations and maintenance; (2) Monitor its operations to identify any safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended; (3) Conduct*

investigations of safety events to identify causal factors; and(4) Monitor information reported through any internal safety reporting programs.

Pursuant to **§ 673.27(b) (section by section analysis)**, each transit agency must identify the data and information that it will collect from its operations, maintenance, and public transportation services so that it may monitor the agency's safety performance as well as the effectiveness of its SMS. Each transit agency must monitor its operations and maintenance protocols and procedures, and any safety risk mitigations, to ensure that it is implementing them as planned.

§ 673.27 (c) Management of change (regulation). (1) A transit agency must establish a process for identifying and assessing changes that may introduce new hazards or impact the transit agency's safety performance. (2) If a transit agency determines that a change may impact its safety performance, then the transit agency must evaluate the proposed change through its Safety Risk Management process.

Pursuant to **§ 673.27 (c) Management of change (section by section analysis)**, recipients and subrecipients that are subject to this rule and operate more than one hundred vehicles in peak revenue service must manage changes in their systems. These transit agencies must develop processes for identifying and assessing changes that may introduce new hazards or impact safety performance. If a transit agency determines that a change might impact safety, then the transit agency would need to evaluate the change using Safety Risk Management activities established under § 673.25. These changes would include changes to operations or maintenance procedures, changes to service, the design and construction of major capital projects (such as New Starts and Small Starts projects and associated certifications), organizational changes, and any other changes to a transit agency's system that may impact safety performance.

§ 673.27 (d) Continuous improvement. (regulation). (1) A transit agency must establish a process to assess its safety performance. (2) If a transit agency identifies any deficiencies as part of its safety performance assessment, then the transit agency must develop and carry out, under the direction of the Accountable Executive, a plan to address the identified safety deficiencies.

Pursuant to **§ 673.27(d) (section by section analysis)**, recipients and subrecipients that are subject to this rule and operate more than one hundred vehicles in peak revenue service must regularly assess their safety performance. If a transit agency identifies any deficiencies during a safety performance assessment, then it must develop and carry out, under the direction of the Accountable Executive, a plan to address the identified safety deficiencies. FTA expects each transit agency to conduct a safety performance assessment at least annually, and the safety performance assessment can be completed in conjunction with the annual review and update to its overall safety plan as required by 49 U.S.C. 5329(d)(1)(D) and 49 CFR 673.11(a)(5).

Each transit agency must investigate safety events (as defined in this final rule) and any reports of non-compliance with applicable regulations, standards, and legal authority. Finally, each transit agency must continually monitor information reported to it through any internal safety reporting programs, including the employee safety reporting program.

Safety Assurance refers to processes within a transit agency's Safety Management System that function to ensure the implementation and effectiveness of safety risk mitigation, and to ensure that the transit agency meets or exceeds its safety objectives through the collection, analysis, and assessment of information.

The subcomponents of Safety Assurance are:

- Safety Performance Monitoring and Measurement
- Measurement of Change
- Continuous Improvement

Safety Assurance includes the following activities:

- Developing performance targets/measures
- Conducting safety assessments

Performance Targets and Measures

Safety assurance at MTD includes the establishment of realistic, risk-based performance targets. Performance targets are of two types: leading/key (KPI) and lagging (PI). Leading indicators are input based measures with a relationship to a product or goal. They measure and track performance before a problem occurs. Lagging indicators are outcome-based measures that are directly related to a product or goal. They measure performance against prior goals.

The current Leading Performance Indicators for Safety and Training are:

- Number of Mentor Rides for new drivers (actual vs. scheduled)
- Number of Check Rides for Operators beyond two years seniority (percent of total Operators with more than one-year seniority)

The current Lagging Performance Indicators for Safety and Training are:

- Safety Performance Targets required by FTA in this document located beginning on Page 13 of this document
- Number of Preventable Accidents per 1,000,000 miles
- Non-Preventable Accidents per 1,000,000 miles

Safety assurance determines how well the SMS is meeting MTD's requirements and expectations. It consists of a series of processes and activities that monitor the internal processes as well as our operating environment to detect changes or deviations that can affect safety risk mitigations or cause additional safety risks.

Safety assurance includes auditing, analysis, document reviews, and evaluations to make sure that agency safety performance criteria are met and that safety risk controls are effective.

The Yearly Safety Review (YSR) may use Root Cause Analysis (RCA) and Corrective Action Reports (CAR) to determine if significant changes in policy or procedure are required in the subsequent year. The Safety and Training Director is responsible for initiating and documenting the YSR. The review will take place in January or February after the previous calendar year's data is assembled.

The Safety Assurance program at MTD consists of:

- Reviews and Audits
- Accident/Incident Investigation
- Employee Safety Reporting Program (2021)
- Quality Assurance
- Data Collection and Analysis
- Performance Management
- Equipment and Infrastructure
- Change Management
- Continuous Improvement

Reviews and Audits

MTD has a comprehensive and robust program of reviews and audits. MTD2071 has a dedicated Internal Audit Team that complies with the International Organization for Standardization Training and Examiner Provider Certification Scheme (ISO TPECS) auditing process that audits and reports on MTD2071. Internal audits are conducted three times each year. Findings and nonconformance from external audits, like the FTA's Triennial Review, APTA's Safety Audit, and financial audits, are put into MTD2071 for Top Management reporting, tracking, and follow up.

The Internal Audit function at MTD is defined in MTD2071. MTD2071 is a management system that complies with the ISO 9001:2015 and 14001:2015 Standards. A third-party auditor is also brought on site annually to perform a registrar-certified audit. Some of the processes are safety related and the auditor examines the written process and then compares actual performance to the written process. The results are used to improve performance and/or enhance compliance with the ISO Standards. Processes may also be reviewed for effectiveness in accomplishing the overall goals within MTD.

APTA Safety Audits are performed every three years. MTD began participating in APTA Safety Audits in 2005. Safety issues identified by these audits are addressed in the year after the report and the Safety and Training Director analyzes the recommendations for cost/benefit and effectiveness.

FTA Triennial Reviews may also address safety components and infrastructure issues.

Pursuant to §673.27(d) (section by section analysis). If a transit agency identifies any deficiencies during a safety performance assessment, then it must develop and carry out, under the direction of the Accountable Executive, a plan to address the identified safety deficiencies. FTA expect each transit agency to conduct a safety performance assessment at least annually, and the safety performance assessment can be completed in conjunction with the annual review and update to its overall safety plan as required by 49 U.S.C. 5329(d)(1)(D) and 49 CFR 673.11(a)(5).

The CoS, COO, Managing Director (MD), Operations Director (OD), and S&TD will conduct a yearly safety review (YSR) to assess performance and identify deficiencies. Current safety goals are reviewed and revised for the next year. Realistic, risk-based goals will be established. The

S&TD will be responsible for developing and implementing any plans to reduce safety deficiencies or poor safety performance.

Accident/Incident Investigations

Accident and incident investigations are conducted by the Operations Support Specialist, Operations Supervisors, Assistant Operations Director, and/or Operations Director. Accidents and incidents that take place in the Maintenance Department or involve Maintenance Personnel are investigated by the Maintenance Director and Assistant Maintenance Director. Operations Supervisors investigate accidents at the scene of the event. A web form on MTDweb is filled out by an Operations Supervisor and/or any Operator involved. The SOP for the Control Center (8 OP26 SOP Control Center Manual) has protocols for Control Center response to accidents and the process for reporting and possible involvement of management in immediate response.

Close-Call Reporting Systems

MTD defines a close call as any event that could cause physical harm to an individual or property but did not occur. All close calls submitted are to be delivered to the Safety and Training Director, Assistant Safety and Training Director of Compliance, and/or Assistant Safety and Training Director of Instruction. All reports submitted will be confidential, and reporters will have the option to submit anonymously. Names of those who did submit will not be shared with anyone unless the incident is proven to be a result of, beyond a reasonable doubt, an illegal act, gross negligence, or a deliberate or willful disregard of laws, regulations, or procedures.

The reporting system will be facilitated through MTDweb, using the Hazard Identification Report Form. The Safety and Training Director, Assistant Safety and Training Director of Compliance, and/or Assistant Safety and Training Director of Instruction will remove identifiable information from the report and submit it to the corresponding Department within MTD and provide feedback to the reporter through either an MTDweb message or through the method requested on the form. All reports will receive a reply as to the review, response, and closing of the report, including those deemed not a Close Call or no action being taken. Protocols for Close Call Reporting will be established in 2021 in an MTD2071 procedure.

Drug Screening and DOT Medical Examination Report

MTD complies with all requirements enacted by the United States Department of Transportation in 49 CFR 40, *Procedures for Transportation Workplace Drug and Alcohol Programs*, by the FTA in 49 CFR 653, *Prevention of Prohibited Drug Use in Transit Operations*, and in 49 CFR Part 654, *Prevention of Alcohol Misuse in Transit Operations*. In addition, all MTD

employees are expected to comply with the MTD Drug and Alcohol Policy dated October 25, 2017, which defines:

- Covered employees
- Prohibited behavior
- Consequences for violations
- Circumstances for testing
- Testing procedures
- Test refusals
- Voluntary self-referral
- Prescription drug use
- Contact person
- Non-safety sensitive employees.

Beginning in 2019, every MTD employee expected to operate a Commercial Motor Vehicle (CMV) is required to carry a valid United States Department of Transportation/Federal Motor Carrier Safety Administration Medical Examination Report and Certificate. The intent is to ensure that all employees are medically fit to operate a CMV and do not pose any threat to the health and safety of the Champaign-Urbana Community. All employees who are designated as conducting or will be conducting safety-sensitive functions under 49 CFR Part 655 are required to have a valid Medical Examination Report. Safety-sensitive functions are defined in the Special Terms and Definitions found beginning on page 44 of this document.

Quality Assurance

The Quality Assurance process at MTD consists of several activities that influence the delivery of safe transit service including:

- Mentor Rides
- Check Rides
- On-time Performance
- Corrective Action Reports
- Safety Monitoring

Mentor Rides are conducted with new Operators for two years after the completion of training. The rides are conducted on the first day, three weeks, six weeks, 12 weeks, 26 weeks, and 52 weeks after the anniversary date. In the first year, all Mentor Rides are conducted within seven days before or after the corresponding target dates. In the second year, Mentor Rides are conducted quarterly. There could be some deviation from the target dates due to availability of the Operator. Any deviation from the target date will be documented with the reason as to why it could not be conducted in the seven-day before and after time frame. It is a goal of the Safety and Training Department to maintain at least 75% compliance with the timeline for all mentor

rides. The purpose of the Mentor Ride is to evaluate and document Operator performance and to correct any driving characteristics that may not be consistent with original training or current operating procedures. A secondary purpose is to provide an opportunity for two-way communication and often Operators use the mentor ride process to express concerns and suggestions.

Check Rides replace Mentor Rides after two years to maintain service quality. Check rides are conducted by the Safety and Training Department's trained evaluators.

On-time Performance is a critical element in creating pressure on Operators to maintain schedule adherence while deciding on what risk level they are willing to take to maintain the schedule. For schedules that have poor adherence, the data will be analyzed by Planning and adjustments are considered to provide adequate time to maintain the schedule. On-time performance by route and time of day will be analyzed as part of the Yearly Safety Review.

Corrective Action Reports (CAR) are an essential element of Quality Assurance. MTD2071 10 AD1 F defines the CAR process. A Corrective Action Report is created to respond to a finding in any of the audited processes (internal or external). A Root Cause Analysis (RCA) is often performed in advance of a CAR to help determine appropriate and adequate response to a nonconformity. They may also be initiated through internal management discussions or as part of our continuous improvement process. A CAR consists of issue identification; containment; root cause description; short term corrective action; long-term preventive action; and verification of effectiveness. This process is separate from the **HIRAM** process in Risk Management, but there may be some overlap in the activities of each process.

Safety Monitoring is a triannual review of safety performance for the overall system as part of the MTD2071 Management Review. The Accountable Executive, Chief Operating Officer, Chief of Staff, Grants and Governmental Affairs Director, Customer Service Director, Operations Director, Maintenance Director, Safety and Training Director, Illinois Terminal Director, Finance Director, Human Resources Director, Facilities Director and all Internal Auditors will meet three times per year to assess overall system safety data and the quality of data collected for KPIs. Minutes of each meeting will include data reviewed and any recommended actions planned for the next trimester.

Data Collection and Analysis

MTD has an extensive range of data sets used throughout the organization for safety-related activity as well as general management data. MTD2071 monitors Key Performance Indicators and Performance Indicators. The Performance Targets and Measures section found previously in this document explains some of the indicators used to assess safety performance.

PTASP Statistical Summary

The tables below reflect initial NTD data used to develop Performance Targets for the 2021 PTASP plan as shown starting on Page 13 of this document. This will be updated each year with data from the previous five years. Goals are based on the previous five-year experience and are initially set as an improvement compared to the worst year in the last five years. The calculations used are the same as those used to configure the Performance Targets. The current goals are the average of 2016-2020^o reduced by 5%.

^oMajor Mechanical Failures per Vehicle Revenue Mile for System Reliability data only available from January 2019 to present.

Fixed Route Motor Bus – Directly Operated

	2016	2017	2018	2019	2020	Average	Goal
Fatality Rate	0	0	0	0	0	0	0
Injury Rate	10	2	1	2	7	4.40	4.18
Safety Event Rate	8	2	1	2	11	4.8	4.56
Reliability Rate^o				45,306	36,488	40,897	42,941

Table 9 Statistical Summary for Fixed Route Motor Bus Directly Operated.

^oMajor Mechanical Failures per Vehicle Revenue Mile for System Reliability data only available from January 2019 to present.

Demand Response – Directly Operated

	2016	2017	2018	2019	2020	Average	Goal
Fatality Rate	0	0	0	0	0	0	0
Injury Rate	0	0	0	0	7	1.40	1.33
Safety Event Rate	0	0	0	0	1	0.20	0.19
Reliability Rate^o				19,847	26,724	23,286	24,450

Table 10 Statistical Summary for Demand Response - Directly Operated.

^oMajor Mechanical Failures per Vehicle Revenue Mile for System Reliability data only available from January 2019 to present.

NTD reportable events are measured as the total number each month. Any S&S40s reported will be noted. A Safety and Security form 40 (S&S-40) is a Major Event Report to the NTD that captures detailed information on severe events that occur within a transit environment. Agencies must complete one S&S-40 per reportable event, regardless of how many thresholds an event meets.

PTASP Safety Targets will be included in the monthly Key Performance Indicator report and include a year-to-date total. Comparisons will be made to how close the number of safety

incidents come to meeting the targets and how they compare to the previous year beginning in calendar year 2022. Any report showing exceeding target limits will require corrective action and subsequent recommendations of a root cause analysis (if applicable).

Equipment and Infrastructure

Properly maintained equipment and infrastructure is a key element in providing a safe foundation for operations. MTD has processes for equipment maintenance and for daily maintenance. MTD is committed to timely replacement of equipment in its Transit Asset Maintenance (TAM) plan which provides efficient and effective replacement of buses, support equipment, and infrastructure. Operations and Safety and Training will be included in the development of equipment specifications that affect Operators through surveys and email communications.

Rolling stock performance is measured by the Maintenance Director and focuses on:

- Mean distance between failures
- Vehicle inspection results
- Compliance with vehicle maintenance and inspection schedules

Infrastructure/Facilities measured by

- Asset conditions of MTD facilities in the TAM process.

Safety Lane Inspections occur every six months in accordance with the Illinois Department of Transportation regulations.

Change Management

§673.27 (c) Management of change. (regulation) (1) *A transit agency must establish a process for identifying and assessing changes that may introduce new hazards or impact the transit agency's safety performance. (2) If a transit agency determines that a change may impact its safety performance, then the transit agency must evaluate the proposed change through its Safety Risk Management process.*

Pursuant to § 673.27(c) (section by section analysis), recipients and subrecipients that are subject to this rule and operate more than one hundred vehicles in peak revenue service must manage changes in their systems. These transit agencies must develop processes for identifying and assessing changes that may introduce new hazards or impact safety performance. If a transit agency determines that a change might impact safety, then the transit agency would need to evaluate the change using Safety Risk Management activities established under § 673.25. These changes would include changes to operations or maintenance procedures, changes to service, the design and construction of major capital projects (such as New Starts and Small Starts projects and associated certifications), organizational changes, and any other changes to a transit agency's system that may impact safety performance.

The Safety Assurance element of SMS involves the continual monitoring of a transit agency's safety performance. Safety Assurance activities serve as a check on the Safety Risk Management of a transit agency. The procedures are designed to ensure that safety risk mitigations are effective, to collect safety performance data that will help a transit agency predict future safety events and mitigate or eliminate

them, and to analyze the potential safety risks of any new practices or procedures adopted by a transit agency. For these reasons, the **“Management of Change”** activities are housed within Safety Assurance. Each transit agency must establish a process for identifying and assessing changes that may introduce new hazards or impact the transit agency’s safety performance, and if the transit agency determines that a change may impact its safety performance, then the transit agency must evaluate the proposed change through its Safety Risk Management process.

New hazards are caused by MTD-controlled events and decisions or by events caused by the private sector, or federal, state, or local government regulations and activities. MTD has a robust process for analyzing changes caused by these associated actions.

The Change Management safety process at MTD consists of several activities. There are process-driven procedures and interactive discussions with employees. The purpose of change management is to have a thorough and thoughtful approach to change within MTD and change caused by external factors.

The primary cause of change management is solving a defined problem. The Root Cause Analysis (RCA) process is the primary method used at MTD to solve defined problems. The RCA process is defined in MTD2071 10 AD4.

A Corrective Action Request (CAR) may be generated after the RCA is completed if the analysis in the RCA indicates that a CAR is needed. The RCA will be the primary element in any Change Management activities. The RCA/CAR Process may also be used for some events that are not reportable to NTD thresholds. The Accountable Executive, CoS, COO, the S&TD, or any Department Head may initiate the RCA process.

The RCA process may also be used for some events that do not reach the level of an NTD S&S-40 requirement.

Employee involvement in the process of change at MTD consists of several activities. An internal committee structure is typically used to gather employee input to address various aspects of employment and service at MTD. Committees that have a direct or indirect impact on safety include:

- Safety Advisory Committee (SAC)
- School Outreach Committee
- Routes and Schedules Committee
- Wage and Policy Committee
- Accident Review Board (SAC Members) *(Only triggered if an employee refutes a citation)*

The SAC is directly involved in the Risk Management portion of the SMS and is the most influential committee that has an impact on safety. Proposed changes in routes, schedules, standard operating procedures, or other policies affecting safety may be reviewed by the SAC. The SAC will forward their analysis of the elements of change to the S&TD and the Accountable

Executive. SAC has review authority, but the final decision rests with Top Management consisting of the MD, COO, and CoS.

Any of the committees above may identify safety issues. These issues will be referred to the S&TD, Assistant Safety and Training Director of Compliance, and/or Assistant Safety and Training Director of Instruction who will determine if they should be taken to the SAC for risk analysis.

The Routes and Schedules Committee (RSC) generally identifies route and schedule problems. The SAC may also identify route and schedule issues, and these will be referred to the Planning Manager or the Committee Leader of the RSC. Similarly, the RSC may forward proposed changes to the SAC for comment or analysis.

The three primary factors that cause safety risk change at MTD are:

- New or revised routes and schedules
- New or modified equipment
- Changes in operating procedures and policies

Service analysis and development is generally performed by the Operations Director and Planning Manager with input from Operators, Staff, Supervisors, employees, general public, and other interested groups. Significant proposed changes are published in accordance with FTA regulations to allow public input before implementation. Minor changes in schedules are implemented administratively. Recommended route and schedule changes are reviewed by, but not limited to, the Executive Team, Operations Department, Customer Service Department, Safety and Training Department, Marketing, and/or other groups affected by the changes. Internal communication of changes takes place primarily through MTDweb.

MTD operates on an annual service year with a new service year beginning in mid-August. This enables MTD to collect feedback and analysis throughout the year to prepare for the service turnover.

The Routes and Schedules Committee (RSC) reviews planned changes and offers advisory input to the Planning Manager. The RSC reviews planned changes and discusses ideas for what could be changed. In addition, the Committee discusses challenges with the current service, as well as provides frontline knowledge to predict challenges with proposed service changes. The Committee's input is both proactive and reactive depending on the issue and its timing, however nothing is implemented without their feedback and planned changes can be altered based on their feedback. RSC and Staff-level meetings are conducted to discuss changes, ideas, and progress on developing the changes and one does not specifically have to occur before the other.

At least one public hearing is conducted annually to get feedback on proposed changes and current service offerings. Notes from public hearings are kept as records by the Executive Assistant.

Equipment specifications for new equipment or modifications to existing equipment are developed by the Department that is asking for or purchasing the equipment or modification. The associated project manager and Department Heads who are requesting the new or modified equipment will review proposed specifications, communicate with affected employees, and evaluate their operational efficiency. The scope of impact will dictate the need for formal or informal feedback.

MTD's Procurement Manual (8 GP11 Procurement Manual) defines the application of safety principles, requirements, and representatives in Appendices 2.1 and 3.3.

- Appendix 2.1
 - Department Directors, which includes, but is not limited to, the Safety and Training Director, are included in the
 - Identification of need
 - Evaluation of offers
 - Contract/Project Administration
- Appendix 3.3
 - All bus procurements must include proof the vehicle has complied with the Altoona or other bus testing requirements. Invitation for Bid packages for buses and other support or fleet vehicles must include all the necessary FTA certification forms. The District must possess a copy of the Altoona Testing Report before final acceptance of the first vehicle.

Bulletins and standard operating procedures regarding operating policies and procedures are generally initiated and developed by the Operations Department. Top Management reviews significant operating policy changes that have a cost, service, or safety component. Minor changes are implemented by the Operations Department. These changes are typically presented to the Wage and Policy Committee depending on how far reaching the policy is. Safety issues found with policy changes can be brought up in the SAC reactively by members and attendees invited to SAC Meetings.

Review of mitigation efforts is also a part of the change management process. Efforts will be reviewed as part of the **HIRAM** process at six- and twelve-month intervals and the change will be evaluated to determine if the hazard has been completely or partially resolved.

Hazards created by the private sector are difficult to reduce or eliminate. The **HIRAM** process will analyze hazards caused by private sector entities and communicate desired changes to the private sector. MTD's efforts include ensuring third-party contractors and vendors conform to requirements as modeled in section 8.4 of the ISO 9001:2015 Standard.

Hazards caused by federal, state, and local government will be analyzed through the **HIRAM** process or in the Yearly Safety Review. Top Management and the S&TD will also analyze changes caused by government or local organization action as well as changes to service

agreements. Mitigation responses will be developed and presented to the agency involved through an appropriate process depending on the activity that caused the hazard and the level of government.

Continuous Improvement

§673.27 (d) (regulation). (1) A transit agency must establish a process to assess its safety performance. (2) If a transit agency identifies any deficiencies as part of its safety performance assessment, then the transit agency must develop and carry out, under the direction of the Accountable Executive, a plan to address the identified safety deficiencies.

Pursuant to § 673.27(d) (section by section analysis) recipients and subrecipients that are subject to this rule and operate more than one hundred vehicles in peak revenue service must regularly assess their safety performance. If a transit agency identifies any deficiencies during a safety performance assessment, then it must develop and carry out, under the direction of the Accountable Executive, a plan to address the identified safety deficiencies. FTA expects each transit agency to conduct a safety performance assessment at least annually, and the safety performance assessment can be completed in conjunction with the annual review and update to its overall safety plan as required by 49 U.S.C. 5329(d)(1)(D) and 49 CFR 673.11(a)(5).

The Continuous Improvement process at MTD is data driven as well as interactive. The data identified in the Data Collection and Analysis section is analyzed yearly in a timely manner by the affected departments. Changes in safety performance may be analyzed through the Root Cause Analysis (RCA) process defined in MTD2071 10 AD4. A change may be generated after the completion of the RCA process. A Corrective Action Report (CAR) may result and MTD2071 10AD1 F documents that CAR process.

The interactive part of the Continuous Improvement Process consists of several committees which report their recommendations to the associated Department Head. Focus groups may also be convened by the Safety and Training Department, Operations, or Maintenance to discuss a specific safety issue or developing deficiency. Recommendations from the focus groups are also reported to Top Management and recorded by the Safety and Training Department.

The Accountable Executive, S&TD, Top Management, and/or MTD2071 Team will implement cost-effective solutions to the safety issues that have been identified and analyzed.

Safety Promotion

Introduction

673.29 Safety Promotion (regulation) (a) *Competencies and training.* A transit agency must establish and implement a comprehensive safety training program for all agency employees and contractors directly responsible for safety in the agency's public transportation system. The training program must include refresher training, as necessary. (b) *Safety communication.* A transit agency must communicate safety and safety performance information throughout the agency's organization that, at a minimum, conveys

information on hazards and safety risks relevant to employees' roles and responsibilities and informs employees of safety actions taken in response to reports submitted through an employee safety reporting program.

Pursuant to § 673.29(a), (section by section analysis). Each transit agency must establish a comprehensive safety training program. Through the safety training program, each transit agency must require each employee, as applicable, to complete training to enable the individual to meet his or her role and responsibilities for safety, and to complete refresher training, as necessary, to stay current with the agency's safety practices and procedures.

Safety promotion, as the term is used in the SMS, does not refer to awards, incentives, or slogans. Safety promotion has the wider meaning of how the safety concepts, philosophy and culture of the organization are integrated into the way business is conducted in a visible, purposeful and proactive manner. Implementation of safety goals and objectives through programmatic controls with identified performance targets can be shown to promote a positive safety culture.

Competencies and Training

§673.29 (a) Competencies and training (regulation). *A transit agency must establish and implement a comprehensive safety training program for all agency employees and contractors directly responsible for safety in the agency's public transportation system. The training program must include refresher training, as necessary.*

Pursuant to §673.29(a) (section by section analysis) each transit agency must establish a comprehensive safety training program. Through the safety training program, each transit agency must require each employee, as applicable, to complete training to enable the individual to meet his or her role and responsibilities for safety, and to complete refresher training, as necessary, to stay current with the agency's safety practices and procedures.

MTD has a strong program of initial training, periodic performance reviews, and re-training for Operators (Bus and Paratransit), Staff who hold a Commercial Driver's License (CDL), and Maintenance Employees.

The program consists of:

- Initial Training
- Mentor Rides
- Summer Refresher Training
- Individual Re-training
- Safety and Training Department Training
- Individual Training Plans
- Maintenance Training.

Initial training for all Operators is the commercially available TAPTCO Transit Operator Development Course or Paratransit Operator Development Course. The current version is

updated periodically when TAPTCO provides course upgrades to accommodate new requirements set forth by the FTA and FMCSA. Upon completion of the classroom TAPTCO sessions, a Bus Operator trainee completes 52 to 55 hours in the classroom, 72 to 96 hours in out-of-service training with a Road Instructor, and 158 to 170 hours of in-service training with a Line Instructor. While in Line Instruction, a minimum of 130 hours take place on community routes, while 28 hours take place on University of Illinois campus routes. A Paratransit Operator completes 24 hours in the classroom and spends 16 hours in Road Training and 40 hours in Line Instruction. Training is to a “competent and confident” level and may be extended based on the decision of the S&TD or Assistant Safety and Training Director of Instruction. The initial training program is documented in the individual’s training record.

Mentor Rides are conducted with new Operators after completion of training. The schedule is first day, three weeks, six weeks, 12 weeks, 26 weeks, and 52 weeks. All Mentor Rides are conducted within seven days before or after the target anniversary date. It is a goal of the Safety and Training Department to maintain at least 75% compliance with the timeline for all mentor rides. The purpose of the Mentor Ride is to evaluate and document Operator performance and to correct any driving characteristics that may not be consistent with original training or current operating procedures. A secondary purpose is to provide an opportunity for two-way communication and often Operators will use the mentor ride process to express concerns and suggestions. After two years, Check Rides replace Mentor Rides to maintain quality.

Summer Refresher Training is a yearly program developed by the Safety and Training Department after review of previous year’s performance in the Yearly Safety Review (YSR) process and develops a biennial curriculum with input from other departments including, but not limited to, Customer Service, Human Resources, Operations, and Maintenance. Performance targets and emphasis areas are defined and communicated to all Operators in one day sessions during the summer months.

Instructor Recertification is conducted on an annual basis for both Road and Line Instructors. All instructors complete the eight-hour Summer Refresher Training and participate in an additional four-hour class annually for recertification in TAPTCO. In the four-hour recertification course, instructors receive refresher training in expectations of an instructor, LLLC (Look Ahead, Leave Room, Look Around, Communicate), Customer Service, Road Maneuvers, Rules of the Road, Pedestrian Awareness, Skills and Knowledge. The refresher class concludes with a fifty-question written test and an evaluation drive. Upon completion, the instructor will receive certificates in Learning Basics, Coaching Adult Learners, and How to Train New Operators.

Individual Retraining is conducted for those employees who are having performance problems in areas such as preventable accidents, unsafe operations, and customer service. The session is designed by the S&TD, Assistant Safety and Training Director of Compliance, or Assistant Safety and Training Director of Instruction and is conducted by either the S&TD, Assistant Safety and Training Directors, Lead Instructors, or Classroom Instructors. Session lengths vary depending

on the issue involved and the ability of the Operator to demonstrate successful performance of the tasks.

Safety and Training Department Employees receive training appropriate to their individual employee development plan. Line and Road Instructors receive the “Train the Trainer” program developed by TAPTCO and taught by Assistant Safety and Training Directors or Lead Instructors. The S&TD, Assistant Safety and Training Directors, and Lead Instructors may also attend classes conducted by the Transportation Safety Institute (TSI) as necessary. Certifications from TSI are required for each person completing TSI training. The Assistant Safety and Training Directors and Lead Instructors are expected to have a valid Third-Party Certification Program Safety Officer License.

Individual Training Plans are provided for the S&TD, Assistant S&TD of Compliance, and Assistant S&TD of Instruction. At least one member of Safety and Training Management (Director or Assistant Director) should have the following certificates within three years of the implementation of this document.

- Transit Safety and Security Program Certificate (or equivalent)
- Substance Abuse Management and Program Compliance Certificate
- Reasonable Suspicion Determination for Supervisors Certificate
- Advanced Bus Collision Investigation Certificate
- Effectively Managing Transit Emergencies Certificate

Maintenance Training is an individualized training program depending on the position within the Department. Routine vehicle servicing training is similar in structure to driver training with less driving time, but more time on maintenance tasks. Technicians receive training proportional to their role at MTD. Hazard training that is unique to vehicle maintenance or building maintenance activities is included as needed. Training for Maintenance employees is currently being provided by Maintenance Supervisors or vendors.

Safety Communication

§673.29 (b) Safety communication (regulation). *A transit agency must communicate safety and safety performance information throughout the agency’s organization that, at a minimum, conveys information on hazards and safety risks relevant to employees’ roles and responsibilities and informs employees of safety actions taken in response to reports submitted through an employee safety reporting program.*

Pursuant to § 673.29(b) (section by section analysis), each transit agency must ensure that all employees are aware of any policies, activities, and procedures that are related to their safety-related roles and responsibilities. Safety communications may include information on hazards and safety risks that are relevant to the employee's role and responsibilities; explain reasons that a transit agency introduces or changes policies, activities, or procedures; and explain to an employee when actions are taken in response to reports submitted by the employee through the employee safety reporting program. FTA expects that

each transit agency would define the means and mechanisms for effective safety communication based on its organization, structure, and size of operations.

Each transit agency should determine for itself the classes of employees who are directly responsible for safety in that unique system. These employees could include vehicle operators, maintenance staff, dispatchers, the Chief Safety Officer, the Accountable Executive, and other agency staff and management who have direct responsibility for safety. The training program should cover all levels of employees

A transit agency must establish and implement a comprehensive safety training program for all agency employees and contractors directly responsible for safety in the agency's public transportation system.

MTD has a strong and effective safety communication platform for general distribution and individual response. Formal communication through MTDweb is used to issue general safety notices and employees are required to log into MTDweb on days of which they work, at least once during their shift, preferably at the beginning.

The Summer Refresher Training is required of all Operators and is a formal method for safety communication. Mentor Rides and Check Rides also allow two-way communication between Operators and Instructors. Articles in *BusLines* are also used to communicate safety issues.

Informal communication methods include two-way communication with Supervisors and the Control Center. Immediate emergencies are broadcast from the Operations Control Center via radio.

Individual employees who express a concern via MTDweb or through a committee will be answered by the S&TD or Operations Director via MTDweb or through individual conversation.

Some activities from the **HIRAM** process may result in partial mitigation, no mitigation, or unintended consequences. If the mitigation process does not completely resolve the issue, the hazard will be incorporated into training, either in initial Operator training or in the summer retraining process.

Effective, proactive identification and management of safety risks depends on communicating organization wide commitment, beginning with training from senior leadership to the frontline worker, to identify safety risks. All employees must then be alerted to act against those risks, then to circle back through multiple communication channels to initiate review and update the plan and controls.

Safety Training

The purpose of safety training is:

- To ensure that all employees, contractors, and suppliers of a transit agency understand their roles and responsibilities as they relate to safety.
- Adopt the norms, practices, and attitudes associated with a safety management systems approach and safety culture.
- Reduce the exposure of employees, customers, and the public to safety risks.

Training goals should be linked to MTD's safety goals as described in the agency Safety Plan. A needs assessment should be done regularly to assess the needs of the agency as well as different target audiences. Training evaluation should include an evaluation of the training program implementation as well as the effectiveness of training strategies (outcomes).

Safety Vigilance

Crucial to the success of MTD's SMS is the establishment of a positive safety culture. The environment must be conducive to achievement of the agency's safety objectives and the ability of MTD to retain a healthy respect for, and be wary of, hazards that could develop into safety risks. It is especially important for employees to be knowledgeable about risks that are considered accident precursors and be empowered to report or act on these hazards. Being watchful and maintaining a vigilant attitude are characteristics of a positive safety culture and affect the values, attitudes, and behaviors of all employees. These activities support the higher reliability of the safety effort to become sustainable over the long term.

Safety Culture

A strong and robust safety culture is a system that defines protocols and processes and is a systematic approach to safety. MTD is committed to enhancing its current Safety Culture with continuous education and development of safety protocols that improve safety performance. The MTD safety culture has significant involvement of Operators, Supervisors, Security, Maintenance and Facility employees, and support personnel. The Continuous Improvement Process (CIP) is a key component in employee involvement. The MTD2071 processes and the CIP enhance the Safety Culture within MTD.

Collisions, claims, and safety events are analyzed for root cause using standard safety analysis techniques with the goal of reducing repeat events of a similar nature. The safety systems are not a function of individual personalities but are the collective performance of each individual person that creates the overall system performance. A high level of trust between employees and Department Heads creates a robust safety culture. The safety program is ingrained in MTD and transitions in personnel or employment positions do not change the commitment to safety.

Operating employees are encouraged to report safety concerns through both formal and informal methodologies without fear of blame or retribution. Unacceptable behaviors that are reckless or endanger other employees or passengers are not tolerated and are defined in the MTD Employee Handbook.

Safety Management System Documentation

§673.29 Safety plan documentation (regulation) *At all times, a transit agency must maintain documents that set forth its Public Transportation Agency Safety Plan, including those related to the implementation of its Safety Management System (SMS), and results from SMS processes and*

activities. A transit agency must maintain documents that are included in whole, or by reference, that describe the programs, policies, and procedures that the agency uses to carry out its Public Transportation Agency Safety Plan. These documents must be made available upon request by the Federal Transit Administration or other Federal entity, or a State Safety Oversight Agency having jurisdiction. A transit agency must maintain these documents for a minimum of three years after they are created.

§673.31 Safety Plan Documentation (section by section analysis). *This section requires each transit agency to keep records of its documents that are developed in accordance with this part. FTA expects a transit agency to maintain documents that set forth its Public Transportation Agency Safety Plan, including those related to the implementation of its SMS such as the results from SMS processes and activities. For the purpose of reviews, investigations, audits, or other purposes, this section requires each transit agency to make these documents available to FTA, SSOAs in the case of rail transit systems, and other Federal agencies as appropriate. A transit agency must maintain these documents for a minimum of three years.*

The S&TD is responsible for document storage. Minutes from the Safety Advisory Committee will be maintained. Internal Audits are scheduled three times a year through the MTD2071 Management System. Requests to add Safety and Training Department documentation to an upcoming internal audit can be made by any member of the MTD2071 Core Team.

SMS documentation used to develop and implement this document is to be made available upon request by the FTA or other Federal entity, or a State Safety Oversight Agency having jurisdiction.

The SMS process for documentation of safety activities includes:

- **HIRAM** process as shown in the Risk Management section of this document
- Documentation of informal suggestions and interactions kept in a spreadsheet with activity from the SAC
- Data collection and analysis as defined in the Safety Assurance section
- Key Performance Indicators and General Performance Indicators are collected on a monthly, quarterly, or annual basis appropriate to the indicator
- Review and analysis of new safety requirements from federal or state sources
- Triannual review of safety performance by the Accountable Executive, Top Management, and the MTD2071 Core Team during Management Reviews
- All safety data is available in the Safety and Training shared drive for review at any time by the Accountable Executive and agency leadership.

All documentation of the Safety Management System is in the custody of the Safety and Training Director. Modifications to the document are approved by the CEO who is the Accountable Executive. Documents are stored in their original and modified form for a minimum of three years.

Additional Information

Special Terms and Definitions

Term	Definition
BusLines	The monthly employee newsletter of the Champaign-Urbana Mass Transit District.
Close Call	Any event that could cause physical harm to an individual or property, but did not occur
Fatalities	Death confirmed within 30 days, excluding suicide, trespassers, illness, or natural causes
Injuries	Harm to person(s) that requires immediate medical attention away from the scene
Mode	The National Public Transportation Safety Plan defines the word “mode” as one of three categories: Rail Modes, Fixed Route Bus Modes, and Non-Fixed Route Bus Modes
MTD2071	MTD’s integrated ISO 9001:2015 and 14001:2015 Management System. MTD2071 is a District-wide effort to continually improve customer satisfaction and reduce environmental impact.
S&S-40	Safety and Security (S&S) Major Event Report to the NTD that captures detailed information on severe S&S events that occur within a transit environment. Agencies must complete one S&S-40 (40 is the major report designation) per reportable event, regardless of how many thresholds an event meets.
Safety Assurance	Processes within a transit agency’s Safety Management System that function to ensure the implementation and effectiveness of safety risk mitigation, and to ensure that the transit agency meets or exceeds its safety objectives through the collection, analysis, and assessment of information.
Safety Events	Collision, derailment, fire, hazardous material spill, or evacuation
Safety-Sensitive Function	Defined by 49 CFR Part 655, means any of the following duties, when performed by employees of recipients, subrecipients, operators, or contractors: (1) Operating a revenue service vehicle, including when not in revenue service; (2) Operating a nonrevenue service vehicle, when required to be operated by a holder of a Commercial Driver's License; (3) Controlling dispatch or movement of a revenue service vehicle; (4) Maintaining (including repairs, overhaul and rebuilding) a revenue service vehicle or equipment used in revenue service. This section does not apply to the following: an employer who receives funding under 49 U.S.C. 5307 or 5309, is in an area

	less than 200,000 in population, and contracts out such services; or an employer who receives funding under 49 U.S.C. 5311 and contracts out such services; (5) Carrying a firearm for security purposes.
System Reliability	Major mechanical failure preventing a vehicle from completing or starting scheduled trip
Top Management	Managing Director, Chief of Staff, and Chief Operating Officer
Vehicle Revenue Miles	The miles transit vehicles are scheduled to or actually travel in revenue service. Excludes deadhead, operator training, vehicle maintenance testing, school bus, and charter services

List of Acronyms Used

Acronym	Definition
ASP	Agency Safety Plan
CAR	Corrective Action Report
CDL	Commercial Driver’s License
CIP	Continuous Improvement Process
CMV	Commercial Motor Vehicle
COO	Chief Operating Officer
COOP	Continuity of Operations Plan
CoS	Chief of Staff
DO	Directly Operated
DR	Demand Response
FMCSA	Federal Motor Carrier Safety Administration
ESRP	Employee Safety Reporting Program
FTA	Federal Transit Administration
HIRAM	Hazard Identification – Risk Assessment – Mitigation
ISO TPEC	International Organization for Standardization Training and Examiner Provider Certification Scheme

KPI	Key Performance Indicator
LLLC	Look Ahead, Leave Room, Look Around, Communicate
MB	Motor Bus
MD	Managing Director
MTD	Champaign – Urbana Mass Transit District
NTD	National Transit Database
OD	Operations Director
PI	Performance Indicator
PT	Purchased Transit
PTASP	Public Transit Agency Safety Plan
RCA	Root Cause Analysis
RSC	Routes and Schedules Committee
S&TD	Safety and Training Director
SAC	Safety Advisory Committee
SGR	State of Good Repair
SMS	Safety Management System
TSI	Transportation Safety Institute
YSR	Yearly Safety Review