



CHAMPAIGN-URBANA MASS TRANSIT DISTRICT BOARD MEETING AGENDA

Wednesday, June 26, 2024– 3:00 p.m.

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

Board of Trustees:

Dick Barnes – Chair
Paul Debevec
Tomas Delgado
Phil Fiscella

George Friedman
Alan Nudo – Vice Chair
Sharif Ullah

Advisory Board:

Averhy Sanborn
Jamie Singson
Christopher Walton

	<u>Pages</u>
1. Call to Order	
2. Roll Call	
3. Approval of Agenda	
4. Public Hearing on the Budget & Appropriation Ordinance for FY2025	
5. Audience Participation	
6. Approval of Minutes	1-3
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C. Governmental Accounting Standards Board: GASB 87 Lease & GASB 96 Subscription – Based Information Technology Arrangements Policy	95-99
10. Next Meeting	
A. Regular Board of Trustees Meeting – Wednesday, July 31, 2024 – 3:00 p.m. – at Illinois Terminal, 45 East University, Champaign	
11. Adjournment	

Champaign-Urbana Mass Transit District strives to provide an environment welcoming to all persons regardless of disability, race, gender, or religion. Please call Brittany Meeker at 217-384-8188 to request special accommodations at least 2 business days in advance.



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

MINUTES – SUBJECT TO REVIEW AND APPROVAL

DATE: Wednesday, May 29, 2024
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	
Tomas Delgado	
Paul Debevec	
Phil Fiscella	
George Friedman	
Alan Nudo	
Sharif Ullah	

Advisory Board:

Present	Absent
Averhy Sanborn	
Jamie Singson	
	Christopher Walton

MTD Staff: Karl Gnadt (Managing Director), Amy Snyder (Deputy Managing Director), Michelle Wright (Finance Director), Brendan Sennett (Safety & Training Director), Jacinda Crawmer (Human Resources Director), Josh Berbaum (Maintenance & Facilities Director), Jay Rank (Operations Director), Ryan Blackman (Technology Services Director), Alyx Parker (MTD Attorney), and Brittany Meeker (Clerk)

Others Present:

MINUTES

1. Call to Order

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

2. Roll Call

Present (7) – Barnes, Delgado, Debevec, Fiscella, Friedman, Nudo, Ullah

Absent (0)

The clerk declared that a quorum was present.

3. Approval of Agenda

MOTION by Mr. Friedman to approve the agenda as distributed; seconded by Mr. Fiscella. Upon vote, the MOTION CARRIED.

4. Audience Participation

1 There was no audience participation.
2

3 **5. Approval of Minutes**

4 A. Board Meeting (Open Session) – April 24, 2024
5

6 MOTION by Mr. Friedman to approve the open session minutes of the April 24, 2024, MTD Board meeting
7 as distributed; seconded by Mr. Ullah. Upon vote, the MOTION CARRIED.
8

9 **6. Communications**

10 None
11
12

13 **7. Reports**

14 A. Managing Director
15

16 Mr. Gnadt reviewed the statistics for April 2024. The April 2024 Ridership was up 23.8% from April
17 2023. Overall, Ridership was up 13.8% for the year-to-date compared to FY2023. Additionally, April
18 2024 operating revenue was 21% above April 2023 and year-to-date revenue was 21.40% above
19 FY2023. Monthly operating expenses for April 2024 have increased 17% and year-to-date
20 expenses were up 12.60%.
21

22 Mr. Gnadt also introduced new Board of Trustees member, Paul Debevec. Mr. Debevec is an
23 experimental particle physicist and has been with the Department of Physics at the University of
24 Illinois Urbana Champaign since 1977. Additionally, Mr. Gnadt showed pictures of this year's
25 Juneteenth celebration bus. The artwork was commissioned by local Black artists, Stacey
26 "BLACKSTAR" Robinson and Kamau "DJ Kamaumau" Grantham, known together as BLACKMAU.
27
28

29 B. FY2025 Draft Budget
30

31 Mr. Gnadt discussed the highlights of the proposed FY2025 budget that will begin on July 1, 2024,
32 and end June 30, 2025. The tentative budget has been available for public review on MTD's
33 website since May 21, 2024, and the public hearing on the budget will be held at the next Board
34 meeting on June 26.
35

36 **8. Action Items**
37

38 A. Developmental Services Center (DSC) Contract
39

40 This is an annual contract with DSC to provide ADA transportation for their clients within the
41 District's boundaries. The District is required by law to ensure transportation for persons with
42 mobility-limiting disabilities. MTD contracts this service to DSC as they can provide a specialized
43 level of transportation and care services for their clients. The amount of the contract has
44 decreased from \$577,548 to \$505,511.
45

46 MOTION by Mr. Fiscella to authorize the Managing Director to execute the contract with
47 Developmental Services Center (DSC) in the amount of \$505,511 for ADA transportation of DSC
48 clients, seconded by Mr. Friedman. Upon vote, the MOTION CARRIED.
49

50 B. C-CARTS Service to Illinois Center for Transportation
51

52 Operations Director, Jay Rank, explained that representatives from the University of Illinois and
53 Illinois Center for Transportation (ICT) approached MTD about serving their facility in Rantoul. As
54 it is out of the MTD service area, C-CARTS is the most appropriate service to utilize. In discussions
55 with ICT staff, MTD/C-CARTS staff developed a service plan that provides one morning trip from
56 Lincoln Square to ICT and two afternoon trips from ICT to Lincoln Square within a modest budget
57 with limited impact on existing C-CARTS service. The service was set up as a three-month pilot
58 program, after which it will be determined if the service will remain in effect more permanently. In

1 addition, Mr. Rank explained the new service would add approximately 1.66 hours per day in
2 additional service. Mr. Fiscella asked if the new service would affect commuters in Rantoul. Mr.
3 Rank replied that the new service only affects the morning trip by about 15 minutes.
4

5 MOTION by Mr. Ullah to retroactively authorize the Managing Director to proceed with the C-
6 CARTS Service to Illinois Center for Transportation agreement, seconded by Mr. Friedman. Upon
7 vote, the MOTION CARRIED.
8

9 C. Update to Digital Accessibility Policy

10 MTD Staff expanded on the District’s Web Accessibility Policy, approved by the Board on
11 December 8, 2021. The update to the policy creates all-encompassing minimum digital
12 accessibility standards, creates a process for developing and maintaining alternative access
13 plans, and puts forth a methodology to procure compliant third-party software. This update is in
14 compliance with the Americans with Disabilities Act (ADA), which requires government agencies
15 to meet the Web Content Accessibility Guidelines (WCAG) by April 24, 2027.
16

17 MOTION by Mr. Fiscella to adopt the updated Digital Accessibility Policy, seconded by Mr. Ullah.
18 Upon vote, the MOTION CARRIED.
19

20
21 9. Next Meeting

- 22 A. Decennial Committee of Local Government Efficiencies Meeting – Wednesday, June 26, 2024 – 3:00
23 p.m. – at Illinois Terminal, 45 East University, Champaign
- 24 B. Regular Board of Trustees Meeting – Wednesday, June 26, 2024– 3:00 p.m. immediately following the
25 Decennial Committee Meeting – at Illinois Terminal, 45 East University, Champaign

26
27
28 10. Adjournment

29 MOTION by Mr. Fiscella to adjourn, seconded by Mr. Ullah.

30 Mr. Barnes adjourned the meeting at 3:53 p.m.

31 Submitted by:

32
33
34
35
36
37 _____
38 Clerk

39
40
41 Approved:

42
43
44
45 _____
46 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

June 2024

RIDERSHIP

Monthly Ridership

- FY2023
- FY2024
- 5 Year Average

↑ 3.94%

↑ 38.58%

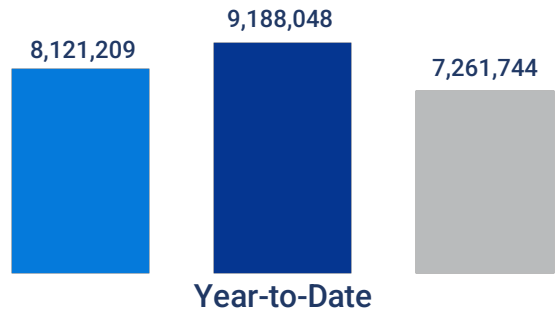


Year-to-Date Ridership

- FY2023
- FY2024
- 5 Year Average

↑ 13.14%

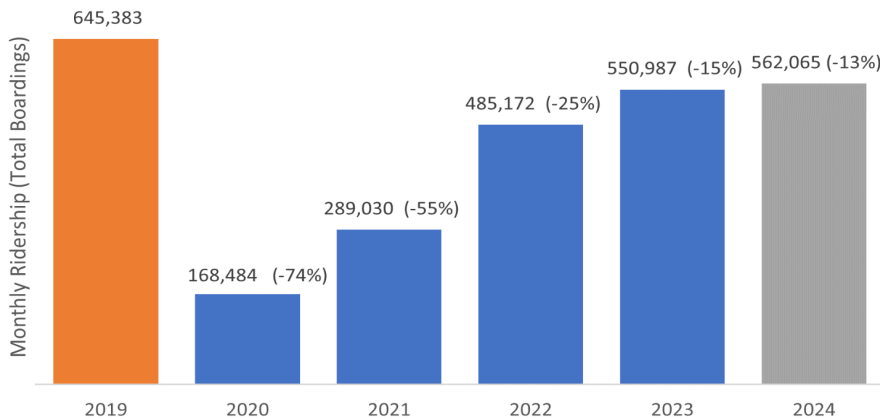
↑ 26.53%



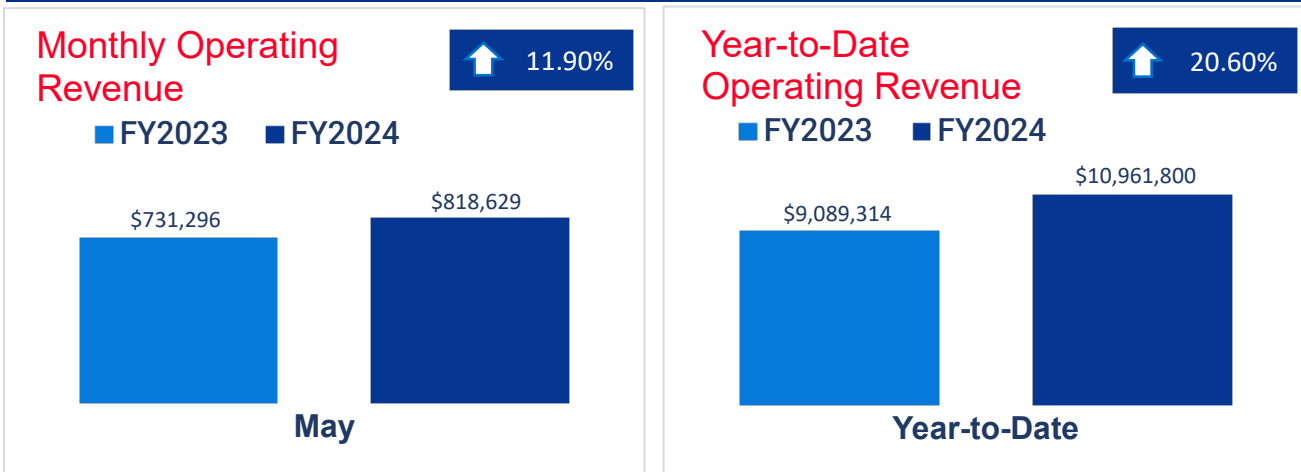
In May 2024, there were a total of 572,703 rides, which is a 3.9% increase compared to last May's 550,987. This May we had two fewer UI weekdays, two more Champaign School days and two more Urbana school days due to snow days. Weekdays, Saturdays, Sundays, and all other UI days stay the same.

The ridership by route reflects the positive impact of restored services. The 180 Lime doubled its ridership by 121.5% because of the restored 180A Lime since the start of the Summer Board. The 22 Illini Limited has increased by 42.0% due in part to having more Non-UI days. The 14 Navy increased by 38.0%, and 24 Link increased by 25.5%, both benefiting from increased frequencies since the Summer Board started. Following last month's trend, the 1 Yellow Hopper increased by 87.8% and 5 Green Hopper increased by 27.3%, due to the restoration of two Yellow Hopper Blocks (Y6, Y7), and two Green Hopper Blocks. The 22 Illini ridership decreased by 20%, likely due to fewer UI days.

May Ridership by Year

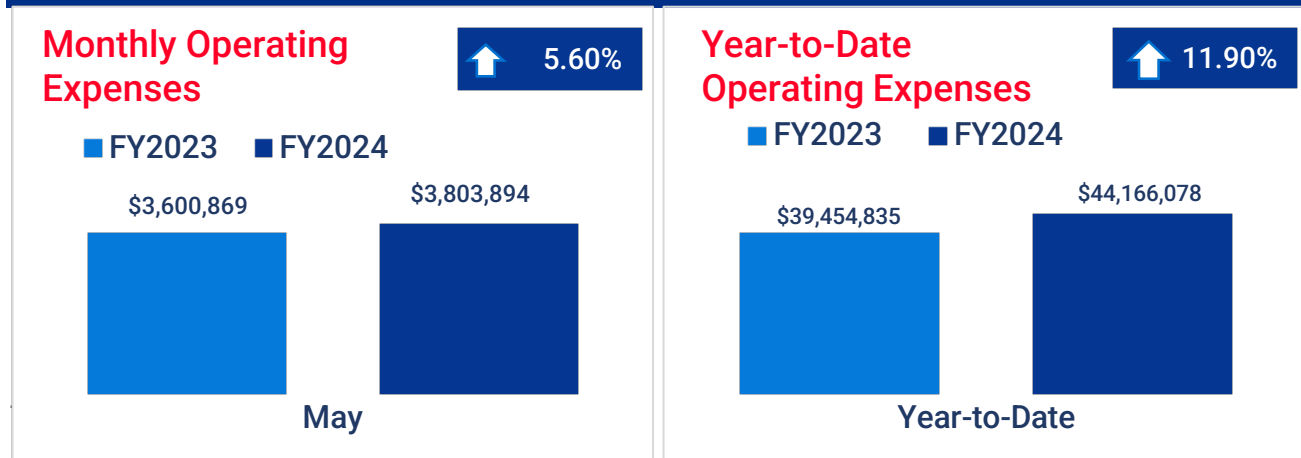


OPERATING REVENUE



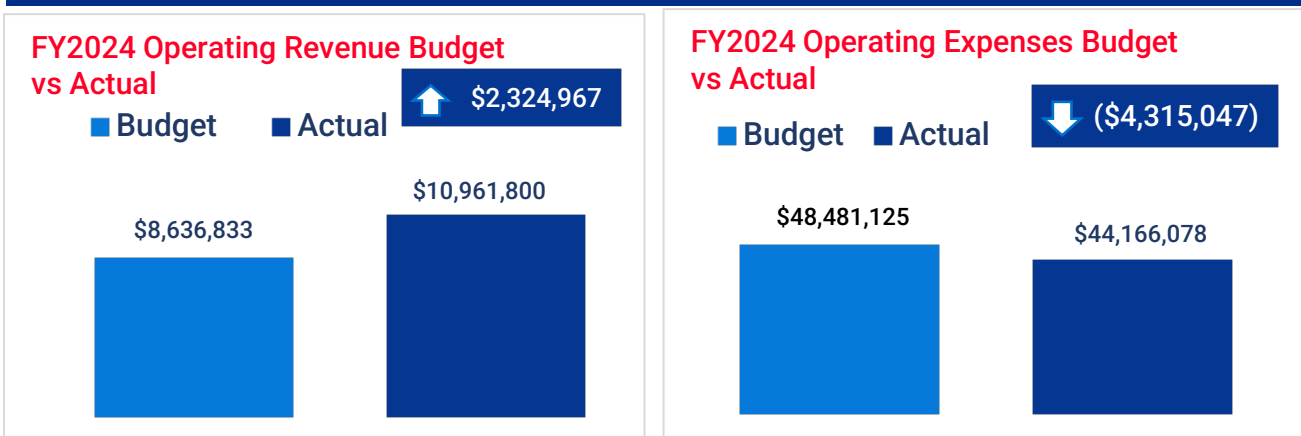
May 2024 operating revenue was 11.90% above May 2023. Year-to-date operating revenue was 20.60% above FY2023.

OPERATING EXPENSES



May operating expenses were 5.60% above May 2023. Year-to-date operating expenses were 11.90% above FY2023.

YEAR-TO-DATE REVENUE & EXPENSES



Year-to-date operating revenues were \$2,324,967 above budget while operating expenses were \$4,315,047 below budget.

MANAGING DIRECTOR'S NOTES

- 1) As we bring the Public Transportation Agency Safety Plan (PTASP) to the Board this month for its annual update, here are some statistics from 2023 –

Safety Policy:

- The PTASP was last updated and approved by the Board on June 28, 2023. Changes to the PTASP were minor, with the most noticeable changes being the annual update of the Safety Performance Measures, which are calculated over a rolling five-year period, and the update to the Check Rider Program.

Safety Risk Management:

- Decrease in percentage of anonymous submissions into the Employee Safety Reporting Program.
- Resolved 76 of 79 (96%) Hazard Identification Reports (HIRs) submitted in calendar year 2023.
- Fostered strong relationships with the University and cities by collaborating with their respective public works departments to resolve HIRs.
- 20% of collisions in 2023 occurred on MTD property, primarily Illinois Terminal and 803 Maintenance Facility; all accidents occurring on MTD property are being reviewed by the Event Review Committee for causal analysis and risk mitigation.

Safety Risk Assurance:

- Established the Event Review Committee (ERC) to increase awareness among departments of safety concerns within the District and to collaborate to mitigate risk. The ERC reviews accidents that meet Major Event criteria established by the National Transit Database (NTD), as well as accidents that are of interest to the District, and perform causal analysis for the development of corrective actions.
- Updated Check Ride Program was launched on January 2, 2023 that was designed to ensure each Operator was evaluated once each quarter, if they had less than two years of MTD experience, or once every six months if they had two years or more of MTD experience. At the end of 2023, there was an average completion percentage of 92.5% for veteran Operators and 91% for Operators with less than two years of MTD experience.
- Transitioned the management of the Drug & Alcohol Program to Carle Occupational Medicine, resulting in an improvement in testing times and a decrease in the amount of waiting for tests to be conducted.

Safety Promotion:

- Safety & Training Department continues to send monthly safety messages to increase safety awareness District-wide. A monthly schedule was created to include topics with hazards common to that time of year. For example, pedestrian safety is the topic for August when school resumes and there is an increase in pedestrians on campus and in school zones.
- Messages containing safety tips, facts, and data are sent across the District. Safety & Training plans to be more creative in the ways employees, including staff, are engaged to ensure the message is received, understood, and is effective for each employee.

-
- 2) Thank you to Congresswoman Nikki Budzinski. The Representative included \$1.22M of Community Project Funding (CPF) in the Federal FY2025 Transportation-Housing and Urban Development (THUD) Appropriations bill. This funding will support the acquisition of property needed to make the Illinois Terminal Expansion project take shape. It is an important infusion of funding as we continue to assemble financing with our private development partners.

-
- 3) MTD holds a two-week public input period annually to collect and respond to community feedback for the proposed service changes to be implemented in the fall. It offers the opportunity for live input as well as general input and comments. On Monday, May 6, MTD held a live, virtual public hearing on Zoom showcasing the proposed fall service changes for the upcoming 2024-2025 Service Year. On Thursday,

May 9, MTD held an in-person hearing at Illinois Terminal from 4-6P with the same information and invited the public to engage with staff.

Primary service change topics discussed during these hearings included the restoration of previously reduced service. Service restoration has been on-going this spring and summer and is planned to culminate this fall when the full University of Illinois service resumes. An additional primary topic was the Northeast Connect on-demand service in Northeast Urbana, which is proposed to begin this fall and replaces fixed routing during the morning and afternoons on both the Gold and the Ruby. Responses to our targeted surveys sent to residents in this area were reviewed in detail. Other proposed changes for this fall include adding an Apollo Subdivision diversion on Saturdays, new routing at Plastipak, and a new vehicle staging order at the 6:40A Universal Transfer at Illinois Terminal.

After adding subtitles, the Zoom presentation was posted on our public website from Thursday, May 9 through Saturday, May 18. This year's public hearings yielded few participants and no additional comments during the posting period of the recorded meeting. Having initially received over 100 survey responses from the public in the Northeast Connect zone and no follow-up comments or concerns during the hearings, we feel confident about proceeding with the proposed changes. Marketing and Operations are planning one more round of public outreach before beginning the new on-demand service in Northeast Urbana to aid riders with the transition. For the remainder of May into the middle of June, Planning was busy programming fall routing and schedule changes into INIT's MobilePlan software which supports both internal and external information sources like the Maps & Schedules Book and shelter boards.

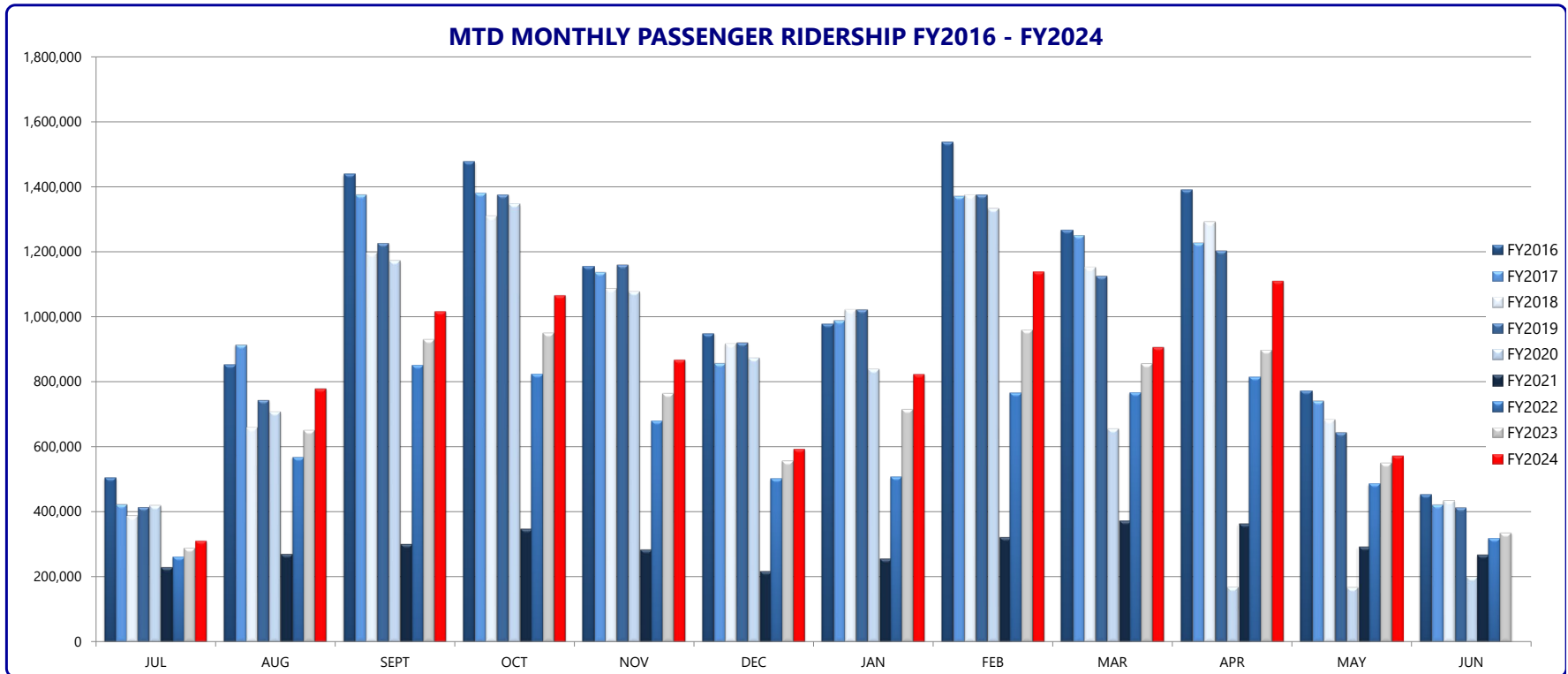
4) Capital project updates:

- ❖ (10) 40' Hydrogen Fuel Cell Electric Buses
 - \$12,916,614
 - The tenth and final bus was delivered June 12, 2024
 - Buses delivered: 10
 - Buses in-service: 7 – Ducks, Frogs, Cardinals, Bees, Squirrels, Bunnies, and Deer
 - ❖ (26) 40' Hybrid Buses
 - \$21,000,000
 - Pre-production meeting: November 2023
 - Pilot bus line entry: May 2024 (Configuration Audit week of June 17)
 - Full line entry: July 2024
 - ❖ Illinois Terminal Elevator Modernization
 - \$273,438
 - Construction on North elevator started: December 2023
 - North elevator is complete and has passed the State inspection, which was 6/13/2024
 - Construction on South elevator started: June 2024
 - Anticipated completion date: August 2024
 - ❖ Solar Array Expansion
 - \$5,000,000 (est.)
 - 803 Roof Expansion
 - Final engineering complete and RFP should be released soon
-

Champaign-Urbana Mass Transit District
 Fiscal-Year-to-Date Ridership Comparison

	May-24	May-23	% Change	FY24 YTD	FY23 YTD	% Change
Adult Rides	20,072	19,700	1.9%	209,588	201,619	4.0%
School Rides	41,278	37,637	9.7%	360,637	362,876	-0.6%
DASH/Senior - E & D Rides	33,940	34,560	-1.8%	354,975	333,346	6.5%
U of I Faculty/Staff Rides	13,667	16,311	-16.2%	247,815	306,874	-19.2%
Annual Pass	45,995	39,464	16.5%	460,883	410,146	12.4%
U of I Student Rides	386,413	374,011	3.3%	7,190,967	6,204,812	15.9%
All Day Passes	260	186	39.8%	2,775	1,881	47.5%
Transfers	6,306	6,307	0.0%	71,191	65,268	9.1%
Saferides Connect	2,052	1,594	28.7%	34,655	25,656	35.1%
West Connect	215	0	-	1,101	0	-
Monthly Pass	8,724	7,396	18.0%	100,222	77,443	29.4%
Veterans Pass	3,143	2,651	18.6%	30,171	26,794	12.6%
Total Unlinked Passenger Rides	562,065	539,817	4.1%	9,064,980	8,016,715	13.1%
Half-Fare Cab Subsidy Rides	0	52	-100.0%	0	1,208	-100.0%
ADA Rides	10,638	11,118	-4.3%	123,068	103,286	19.2%
TOTAL	572,703	550,987	3.9%	9,188,048	8,121,209	13.1%

	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
JUL	503,481	424,915	389,398	415,476	420,729	226,004	260,815	290,301	311,827
AUG	851,098	914,496	661,178	743,728	708,465	266,497	567,618	651,458	779,102
SEPT	1,439,491	1,375,803	1,197,928	1,226,527	1,172,335	297,090	850,842	929,906	1,016,696
OCT	1,478,275	1,380,990	1,310,380	1,375,516	1,346,402	343,765	822,915	949,844	1,066,132
NOV	1,153,897	1,137,573	1,087,343	1,160,184	1,076,993	279,977	678,231	764,340	867,837
DEC	949,030	857,837	917,782	920,718	873,429	214,183	501,741	556,970	593,359
JAN	977,223	989,700	1,022,713	1,022,403	838,969	252,336	506,560	715,390	823,733
FEB	1,537,540	1,371,778	1,375,553	1,375,560	1,331,716	318,071	766,403	959,122	1,139,297
MAR	1,266,676	1,251,352	1,153,015	1,125,644	656,224	368,540	766,766	855,518	906,789
APR	1,391,286	1,228,127	1,292,424	1,203,603	169,747	360,134	813,280	897,373	1,110,573
MAY	770,860	742,253	684,678	645,383	168,484	289,030	485,172	550,987	572,703
JUN	451,663	424,219	435,993	414,421	201,092	264,733	317,937	336,835	
TOTAL	12,770,520	12,099,043	11,528,385	11,629,163	8,964,585	3,480,360	7,338,280	8,458,044	



Champaign-Urbana Mass Transit District

June 03, 2024

Route Performance Report

May 2024

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	130,915	3,143.87	41.64		34,552.74	3.79	
1 Yellow Hopper	11,776	218.53	53.89	1.29	2,098.30	5.61	1.48
10 Gold Hopper	5,299	181.02	29.27	0.70	2,278.90	2.33	0.61
12 Teal	31,924	647.45	49.31	1.18	6,892.94	4.63	1.22
13 Silver	16,330	404.62	40.36	0.97	4,740.45	3.44	0.91
21 Raven	4,261	209.00	20.39	0.49	2,194.39	1.94	0.51
22 Illini	48,508	845.36	57.38	1.38	8,897.25	5.45	1.44
24 Link	12,817	637.90	20.09	0.48	7,450.51	1.72	0.45
Daytime Community Fixed Route	288,525	11,711.87	24.64		161,789.85	1.78	
1 Yellow	39,063	1,300.53	30.04	1.22	17,009.14	2.30	1.29
2 Red	25,867	1,120.03	23.09	0.94	14,845.86	1.74	0.98
3 Lavender	18,394	657.04	28.00	1.14	8,901.48	2.07	1.16
4 Blue	10,075	544.82	18.49	0.75	6,749.06	1.49	0.84
5 Green	42,556	1,297.95	32.79	1.33	16,787.07	2.54	1.42
5 Green Express	10,498	345.63	30.37	1.23	5,207.19	2.02	1.13
5 Green Hopper	25,994	732.60	35.48	1.44	9,669.75	2.69	1.51
6 Orange	14,974	756.84	19.78	0.80	9,710.30	1.54	0.86
6 Orange Hopper	7,249	285.35	25.40	1.03	3,352.19	2.16	1.21
7 Grey	25,785	1,068.30	24.14	0.98	14,595.75	1.77	0.99
8 Bronze	5,255	321.39	16.35	0.66	4,707.45	1.12	0.63
9 Brown	25,462	1,249.59	20.38	0.83	17,369.41	1.47	0.82
10 Gold	25,356	985.75	25.72	1.04	13,680.00	1.85	1.04
11 Ruby	419	117.35	3.57	0.14	2,233.52	0.19	0.11
14 Navy	4,706	364.17	12.92	0.52	6,976.60	0.67	0.38
16 Pink	6,872	564.53	12.17	0.49	9,995.07	0.69	0.39

* 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	29,990	673.10	44.56		7,883.35	3.80	
120 Teal	9,545	237.03	40.27	0.90	2,767.90	3.45	0.91
130 Silver	2,666	55.03	48.44	1.09	658.11	4.05	1.06
130 Silver Limited	937	67.37	13.91	0.31	782.15	1.20	0.31
220 Illini	14,259	187.67	75.98	1.71	2,250.76	6.34	1.67
220 Illini Limited	2,583	126.00	20.50	0.46	1,424.43	1.81	0.48
Evening Community Fixed Route	36,461	1,707.52	21.35		24,558.92	1.48	
50 Green	12,061	391.42	30.81	1.44	5,563.45	2.17	1.46
50 Green Hopper	7,869	245.97	31.99	1.50	3,305.55	2.38	1.60
70 Grey	4,190	319.23	13.13	0.61	4,533.81	0.92	0.62
100 Yellow	10,201	538.58	18.94	0.89	7,206.51	1.42	0.95
110 Ruby	1,242	79.57	15.61	0.73	1,301.36	0.95	0.64
180 Lime	898	132.75	6.76	0.32	2,648.24	0.34	0.23
Total	485,891	17,236.36	28.19		228,784.86	2.12	

* 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.

Route Performance Report

April 2024

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	11,001	222.18	49.51		2,492.02	4.41	
120 Teal	4,339	94.53	45.90	0.93	1,029.13	4.22	0.96
130 Silver	2,586	49.00	52.78	1.07	576.15	4.49	1.02
220 Illini	4,076	78.65	51.82	1.05	886.74	4.60	1.04
Saturday Daytime Community	23,274	858.91	27.10		12,008.67	1.94	
20 Red	2,474	113.53	21.79	0.80	1,484.91	1.67	0.86
30 Lavender	1,732	87.63	19.76	0.73	1,349.81	1.28	0.66
50 Green	7,185	165.20	43.49	1.61	2,141.35	3.36	1.73
70 Grey	4,102	170.13	24.11	0.89	2,282.80	1.80	0.93
100 Yellow	6,378	196.23	32.50	1.20	2,596.56	2.46	1.27
110 Ruby	742	42.20	17.58	0.65	723.36	1.03	0.53
180 Lime	661	83.97	7.87	0.29	1,429.87	0.46	0.24
Saturday Evening Campus Fixed	6,774	138.30	48.98		1,581.29	4.28	
120 Teal	1,714	43.50	39.40	0.80	476.53	3.60	0.84
130 Silver	1,037	30.30	34.22	0.70	355.55	2.92	0.68
220 Illini	4,023	64.50	62.37	1.27	749.20	5.37	1.25
Saturday Evening Community	7,519	323.40	23.25		4,478.76	1.68	
50 Green	2,419	70.42	34.35	1.48	968.45	2.50	1.49
50 Green Hopper	1,692	40.00	42.30	1.82	516.04	3.28	1.95
70 Grey	822	62.77	13.10	0.56	852.92	0.96	0.57
100 Yellow	2,336	107.55	21.72	0.93	1,406.77	1.66	0.99
110 Ruby	107	12.53	8.54	0.37	217.59	0.49	0.29
180 Lime	143	30.13	4.75	0.20	516.98	0.28	0.16

* 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.

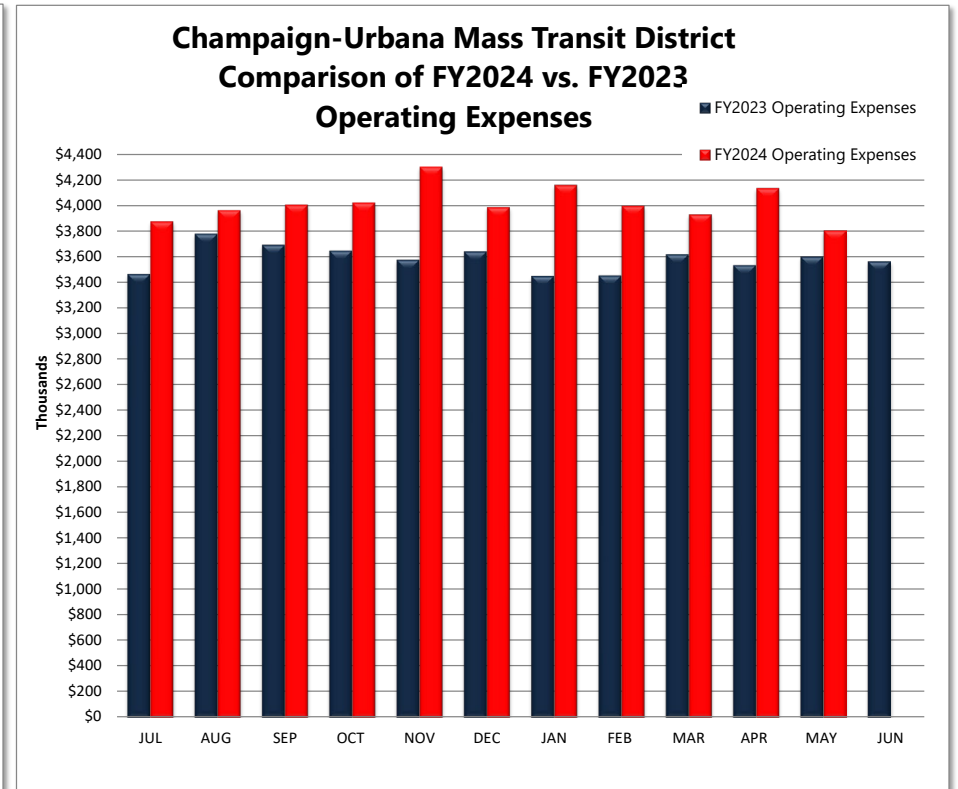
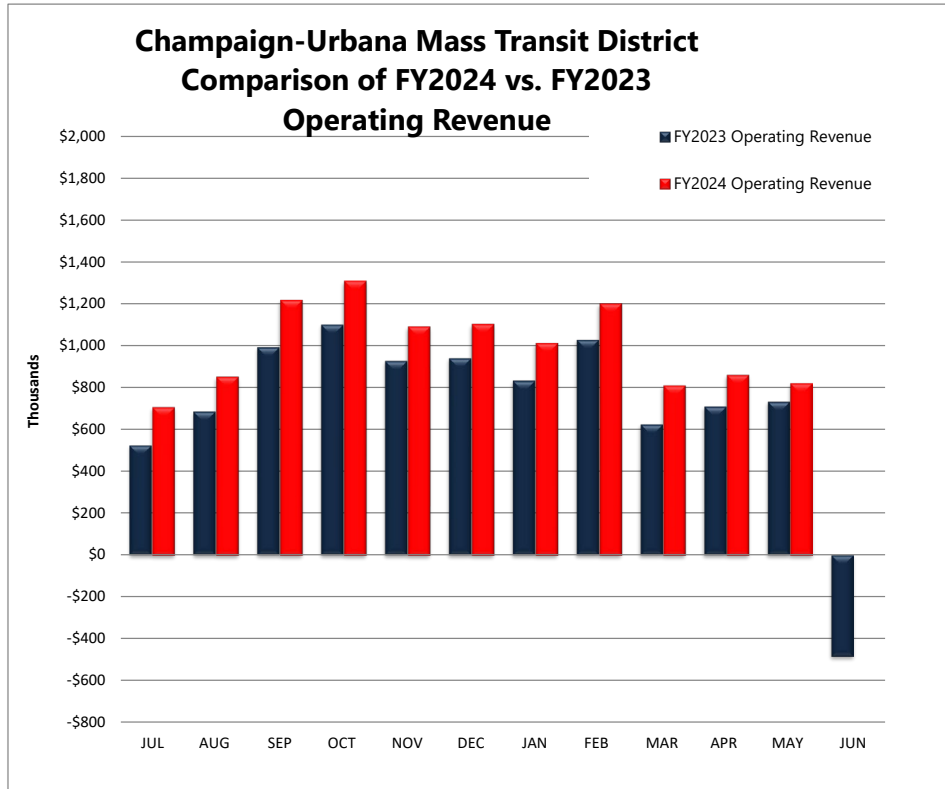
	Passengers	Revenue Hours	Passengers Per Revenue Hour	Revenue Hour Performance Comparison +	Revenue Miles	Passengers Per Revenue Mile	Revenue Mile Performance Comparison +
Sunday Daytime Campus Fixed Route	6,971	167.15	41.71		1,877.32	3.71	
120 Teal	2,813	68.90	40.83	0.98	751.25	3.74	1.01
130 Silver	1,215	31.58	38.47	0.92	371.07	3.27	0.88
220 Illini	2,943	66.67	44.15	1.06	755.00	3.90	1.05
Sunday Daytime Community Fixed Route	13,970	591.08	23.63		8,358.86	1.67	
30 Lavender	1,255	72.00	17.43	0.74	1,104.22	1.14	0.68
50 Green	4,996	137.30	36.39	1.54	1,775.82	2.81	1.68
70 Grey	2,468	137.67	17.93	0.76	1,858.14	1.33	0.79
100 Yellow	4,492	158.85	28.28	1.20	2,103.41	2.14	1.28
110 Ruby	483	32.07	15.06	0.64	554.84	0.87	0.52
180 Lime	276	53.20	5.19	0.22	962.44	0.29	0.17
Sunday Evening Campus Fixed Route	3,655	56.90	64.24		664.53	5.50	
120 Teal	1,052	17.45	60.29	0.94	189.21	5.56	1.01
130 Silver	592	12.95	45.71	0.71	153.54	3.86	0.70
220 Illini	2,011	26.50	75.89	1.18	321.78	6.25	1.14
Sunday Evening Community Fixed Route	814	14.17	57.46		190.74	4.27	
50 Green	540	7.00	77.14	1.34	91.25	5.92	1.39
100 Yellow	274	7.17	38.23	0.67	99.49	2.75	0.65
Total	73,978	2,372.09	31.19		31,652.19	2.34	

* 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 FY2024 vs FY2023 Revenue and Expenses

June 18, 2024

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
FY2023 Operating Revenue	\$523,740	\$685,651	\$991,317	\$1,099,592	\$926,476	\$939,010	\$831,967	\$1,027,710	\$623,316	\$709,239	\$731,296	-\$483,734
FY2024 Operating Revenue	\$704,814	\$850,761	\$1,215,727	\$1,306,237	\$1,088,989	\$1,100,784	\$1,010,535	\$1,198,236	\$808,712	\$858,377	\$818,629	
FY2023 Operating Expenses	\$3,465,500	\$3,778,872	\$3,692,179	\$3,646,228	\$3,575,186	\$3,641,176	\$3,449,728	\$3,452,404	\$3,619,747	\$3,532,945	\$3,600,869	\$3,563,641
FY2024 Operating Expenses	\$3,873,300	\$3,962,048	\$4,003,914	\$4,021,083	\$4,300,926	\$3,985,981	\$4,157,400	\$3,996,482	\$3,928,081	\$4,132,968	\$3,803,894	
FY2023 Operating Ratio	15.11%	18.14%	26.85%	30.16%	25.91%	25.79%	24.12%	29.77%	17.22%	20.08%	20.31%	-13.57%
FY2024 Operating Ratio	18.20%	21.47%	30.36%	32.48%	25.32%	27.62%	24.31%	29.98%	20.59%	20.77%	21.52%	



Champaign-Urbana Mass Transit District
 May 2024 Statistical Summary

HOURS	May 2023	May 2024	% Change	FY2023 to Date	FY2024 to Date	% Change
Passenger Revenue	19,675.00	21,721.50	10.4%	222,895.50	230,568.75	3.4%
Vacation/Holiday/Earned Time	7,213.41	7,138.18	-1.0%	75,115.56	84,180.97	12.1%
Non-Revenue	5,452.39	8,176.44	50.0%	55,937.05	86,067.45	53.9%
TOTAL	32,340.80	37,036.12	14.52%	353,948.11	400,817.17	13.24%

REVENUE/EXPENSES	May 2023	May 2024	% Change	FY2023 to Date	FY2024 to Date	% Change
Operating Revenue	\$731,295.69	\$818,628.53	11.9%	\$9,089,314.23	\$10,961,800.33	20.6%
Operating Expenses	\$3,600,869.48	\$3,803,893.86	5.6%	\$39,454,835.08	\$44,166,078.10	11.9%
Operating Ratio	20.31%	21.52%	6.0%	23.04%	24.82%	7.7%
Passenger Revenue/Revenue Vehicle Hour	\$26.06	\$24.20	-7.1%	\$33.74	\$33.54	-0.6%

RIDERSHIP	May 2023	May 2024	% Change	FY2023 to Date	FY2024 to Date	% Change
Revenue Passenger	533,510	555,759	4.2%	7,951,447	8,993,789	13.1%
Transfers	6,307	6,306	0.0%	65,268	71,191	9.1%
Total Unlinked	539,817	562,065	4.1%	8,016,715	9,064,980	13.1%
ADA Riders	11,118	10,638	-4.3%	103,286	123,068	19.2%
Half Fare Cab	52	0	-100.0%	1,208	0	-100.0%
TOTAL	550,987	572,703	3.94%	8,121,209	9,188,048	13.14%

PASSENGERS/REVENUE HOUR	May 2023	May 2024	% Change	FY2022 to Date	FY2023 to Date	% Change
Hour	27.44	25.88	-5.7%	35.97	39.32	9.3%

Champaign Urbana Mass Transit District Comparative History Report

From Fiscal Year: 2024 Period 11
Thru Fiscal Year: 2024 Period 11

Division: 00 Champaign Urbana Mass Transit District

As of: 5/31/2024

May-2024	May-2023	Variance	Var/Last Var %		Jul-2023 May-2024	Jul-2022 May-2023	Variance	Var/Last Var %
4000000000 **** R E V E N U E ****								
4000000099 ** TRANSPORTATION REVENUE								
4010000000 * PASSENGER FARES								
30,413.57	32,200.84	-1,787.27	-5.55%	4010100000 FULL ADULT FARES	330,127.69	326,024.56	4,103.13	1.26%
531.00	410.00	121.00	29.51%	4010300000 STUDENT FARES	4,738.00	5,269.00	-531.00	-10.08%
-99.00	-55.00	-44.00	80.00%	4010700000 FARE REFUNDS	-1,992.00	-1,589.00	-403.00	25.36%
11,316.00	10,187.00	1,129.00	11.08%	4010800000 ANNUAL PASS REVENUE	128,679.00	106,398.00	22,281.00	20.94%
0.00	374.00	-374.00	-100.00%	4011000000 HALF FARE CAB	0.00	8,963.50	-8,963.50	-100.00%
5,746.00	5,033.00	713.00	14.17%	4011100000 ADA TICKETS & FARES	58,135.50	50,916.00	7,219.50	14.18%
47,907.57	48,149.84	-242.27	-0.50%	4019900099 * TOTAL PASSENGER FARES	519,688.19	495,982.06	23,706.13	4.78%
4020000000 * SPECIAL TRANSIT & SCHOOL FARE								
364,709.66	356,119.00	8,590.66	2.41%	4020300000 U OF I CAMPUS SERVICE	6,141,893.75	5,997,219.27	144,674.48	2.41%
28,301.67	26,882.17	1,419.50	5.28%	4020500000 ADA - U I & DSC CONTRACTS	311,318.37	295,703.87	15,614.50	5.28%
84,670.56	81,867.56	2,803.00	3.42%	4030100000 SCHOOL SERVICE FARES	762,407.04	737,120.04	25,287.00	3.43%
477,681.89	464,868.73	12,813.16	2.76%	4039999999 * TOTAL SPECIAL TRANSIT & SCHOO	7,215,619.16	7,030,043.18	185,575.98	2.64%
4060000000 *AUXILIARY TRANSPORTATION REVE								
786.71	2,701.39	-1,914.68	-70.88%	4060100000 I.T. COMMISSIONS	18,813.62	20,939.59	-2,125.97	-10.15%
39,986.05	25,834.05	14,152.00	54.78%	4060300000 ADVERTISING REVENUE	517,623.39	386,760.55	130,862.84	33.84%
40,772.76	28,535.44	12,237.32	42.88%	4069900098 *TOTAL AUXILIARY TRANSPORTATIO	536,437.01	407,700.14	128,736.87	31.58%
566,362.22	541,554.01	24,808.21	4.58%	4069900099 ** TOTAL TRANSPORTATION REVEN	8,271,744.36	7,933,725.38	338,018.98	4.26%
4070000000 ** NON-TRANSPORTATION REVENUE								
1,539.78	2,480.37	-940.59	-37.92%	4070100000 SALE OF MAINTENANCE SERVICES	24,093.86	19,102.71	4,991.15	26.13%
0.00	0.00	0.00	0.00%	4070200000 RENTAL OF REVENUE VEHICLES	0.00	0.00	0.00	0.00%
47,885.00	40,631.07	7,253.93	17.85%	4070300000 BUILDING RENTAL - IL TERMINAL	447,112.88	410,899.96	36,212.92	8.81%
18,724.59	2,001.05	16,723.54	835.74%	4070300002 BUILDING RENTAL - 803 & 1101	230,641.93	152,423.19	78,218.74	51.32%
0.00	0.00	0.00	0.00%	4070399999 BUILDING RENTAL - GASB 87 CONTR	0.00	0.00	0.00	0.00%
171,738.84	142,609.59	29,129.25	20.43%	4070400000 INVESTMENT INCOME	1,910,400.00	540,543.39	1,369,856.61	253.42%
0.00	0.00	0.00	0.00%	4070400002 +/- FAIR VALUE OF INVESTMENT	0.00	-2,160.00	2,160.00	-100.00%
0.00	0.00	0.00	0.00%	4070400003 INTEREST INCOME - LEASES	0.00	0.00	0.00	0.00%

Champaign Urbana Mass Transit District Comparative History Report

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Thru Fiscal Year: 2024 Period 11

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As of: 5/31/2024

May-2024	May-2023	Variance	Var/Last Var %		Jul-2023 May-2024	Jul-2022 May-2023	Variance	Var/Last Var %
0.00	0.00	0.00	0.00%	4070400004 AMORTIZATION REVENUE	0.00	0.00	0.00	0.00%
15.00	12.75	2.25	17.65%	4070800000 OVER OR SHORT	-2,930.50	3,773.20	-6,703.70	-177.67%
0.00	0.00	0.00	0.00%	4079800000 GAIN ON FIXED ASSET DISPOSAL	25,216.00	2,500.00	22,716.00	908.64%
12,363.10	2,006.85	10,356.25	516.05%	4079900001 OTHER NON-TRANSPORTATION REV	55,521.80	28,506.40	27,015.40	94.77%
252,266.31	189,741.68	62,524.63	32.95%	4079900099 ** TOTAL NON-TRANSPORTATION RE	2,690,055.97	1,155,588.85	1,534,467.12	132.79%
818,628.53	731,295.69	87,332.84	11.94%	4079999999 *** TOTAL TRANS & NON-TRANS REV	10,961,800.33	9,089,314.23	1,872,486.10	20.60%
4080000000 ** TAX REVENUE								
975,000.00	816,666.00	158,334.00	19.39%	4080100000 PROPERTY TAX REVENUE	10,737,705.69	8,983,326.00	1,754,379.69	19.53%
0.00	0.00	0.00	0.00%	4080100001 PROPERTY TAX - UNCOLLECTIBLE R	0.00	-10,497.32	10,497.32	-100.00%
0.00	0.00	0.00	0.00%	4080600000 REPLACEMENT TAX REVENUE	358,048.29	602,544.99	-244,496.70	-40.58%
0.00	0.00	0.00	0.00%	4089900001 MISCELLANEOUS PROPERTY TAXES	18,075.00	6,025.00	12,050.00	200.00%
975,000.00	816,666.00	158,334.00	19.39%	4089999999 ** TOTAL TAX REVENUE	11,113,828.98	9,581,398.67	1,532,430.31	15.99%
4110000000 ** STATE GRANTS & REIMBURSEME								
2,462,121.44	2,303,000.00	159,121.44	6.91%	4110100000 OPERATING ASSISTANCE - STATE	28,576,275.33	25,923,750.00	2,652,525.33	10.23%
0.00	0.00	0.00	0.00%	4110100001 OPERATING ASSIST - DEBT SERVICE	83,177.97	6,078.80	77,099.17	> 999.99%
0.00	0.00	0.00	0.00%	4111000000 STATE GRANT REVENUE	0.00	0.00	0.00	0.00%
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	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	4119900001 STATE REIMB - PASS THRU \$	0.00	0.00	0.00	0.00%
2,462,121.44	2,303,000.00	159,121.44	6.91%	4119999999 ** TOTAL STATE GRANTS & REIMB	28,659,453.30	25,929,828.80	2,729,624.50	10.53%
4130000000 ** FEDERAL GRANTS & REIMBURSE								
0.00	0.00	0.00	0.00%	4130100000 OPERATING ASSISTANCE - FEDERAL	0.00	0.00	0.00	0.00%
1,049,092.00	461,987.00	587,105.00	127.08%	4130500000 FEDERAL GRANT REVENUE	17,097,692.53	7,682,263.93	9,415,428.60	122.56%
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%
1,049,092.00	461,987.00	587,105.00	127.08%	4139999999 ** TOTAL FEDERAL GRANTS & REIM	17,097,692.53	7,682,263.93	9,415,428.60	122.56%
4150000000 **OTHER AGENCY REVENUES								
0.00	0.00	0.00	0.00%	4150130000 CONTRIBUTED CAPITAL - GOV'T	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	4150130010 CONTRIBUTED CAPITAL - NON-GOV'T	0.00	0.00	0.00	0.00%

Champaign Urbana Mass Transit District Comparative History Report

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Thru Fiscal Year: 2024 Period 11

Division: 00 Champaign Urbana Mass Transit District

As of: 5/31/2024

May-2024	May-2023	Variance	Var/Last Var %		Jul-2023 May-2024	Jul-2022 May-2023	Variance	Var/Last Var %
0.00	0.00	0.00	0.00%	4159999999 ***TOTAL OTHER AGENCY REVENUE	0.00	0.00	0.00	0.00%
5,304,841.97	4,312,948.69	991,893.28	23.00%	4999900099 **** TOTAL REVENUE ****	67,832,775.14	52,282,805.63	15,549,969.51	29.74%

Champaign Urbana Mass Transit District Comparative History Report

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May-2024	May-2023	Variance	Var/Last Var %		Jul-2023 May-2024	Jul-2022 May-2023	Variance	Var/Last Var %
5000000000 **** EXPENSES ***								
5010000000 ** LABOR								
1,088,583.07	1,032,753.48	55,829.59	5.41%	5010101000 OPERATORS WAGES	11,877,437.17	10,535,819.16	1,341,618.01	12.73%
122,594.52	122,701.41	-106.89	-0.09%	5010204000 MECHANICS WAGES - MAINT	1,513,007.61	1,456,349.00	56,658.61	3.89%
112,351.45	97,048.13	15,303.32	15.77%	5010304000 MAINTENANCE WAGES - MAINT	1,146,721.89	954,612.14	192,109.75	20.12%
97,494.17	113,833.74	-16,339.57	-14.35%	5010401000 SUPERVISORS SALARIES - OPS	1,177,334.56	1,212,013.88	-34,679.32	-2.86%
30,197.33	46,181.83	-15,984.50	-34.61%	5010404000 SUPERVISORS SALARIES - MAINT	322,305.16	258,078.08	64,227.08	24.89%
83,172.27	65,574.34	17,597.93	26.84%	5010501000 OVERHEAD SALARIES - OPS	887,432.85	835,925.91	51,506.94	6.16%
35,633.77	32,792.68	2,841.09	8.66%	5010504000 OVERHEAD SALARIES - MAINT	423,194.49	447,783.23	-24,588.74	-5.49%
162,860.64	128,048.45	34,812.19	27.19%	5010516000 OVERHEAD SALARIES - G&A	1,716,729.51	1,621,135.93	95,593.58	5.90%
22,005.66	14,157.32	7,848.34	55.44%	5010516200 OVERHEAD SALARIES - IT	237,581.12	224,687.73	12,893.39	5.74%
7,186.50	19,225.52	-12,039.02	-62.62%	5010601000 CLERICAL WAGES - OPS	188,160.68	182,738.74	5,421.94	2.97%
0.00	0.00	0.00	0.00%	5010604000 CLERICAL WAGES - MAINT	0.00	0.00	0.00	0.00%
34,051.15	29,607.40	4,443.75	15.01%	5010616000 CLERICAL WAGES - G&A	453,189.81	367,260.96	85,928.85	23.40%
11,568.07	1,680.76	9,887.31	588.26%	5010616200 CLERICAL WAGES - IT	127,618.92	109,722.03	17,896.89	16.31%
11,417.14	5,054.17	6,362.97	125.90%	5010716200 SECURITY WAGES - IT	134,342.41	138,378.41	-4,036.00	-2.92%
-3,806.84	-660.17	-3,146.67	476.65%	5010801000 LABOR CREDIT - OPS	-48,605.11	-20,380.53	-28,224.58	138.49%
-3,254.57	-6,076.98	2,822.41	-46.44%	5010804000 LABOR CREDIT - MAINT	-48,919.31	-48,624.47	-294.84	0.61%
-1,363.51	-2,426.46	1,062.95	-43.81%	5010806000 LABOR CREDIT - G&A	-16,595.41	-13,950.46	-2,644.95	18.96%
11,004.91	11,149.76	-144.85	-1.30%	5010816200 MAINTENANCE WAGES - IT	143,741.97	128,703.61	15,038.36	11.68%
0.00	0.00	0.00	0.00%	5010901000 REDUCED/REASSIGNMNT PAY - OPS	0.00	0.00	0.00	0.00%
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	0.00	0.00%	5011001000 MEAL DELIVERY WAGES - OPS (NON-	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5012001000 U OF I COVID ROUTE WAGES	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5013001000 COVID VACCINE INCENTIVE WAGES	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5013016000 COVID TESTING WAGES	0.00	0.00	0.00	0.00%
1,821,695.73	1,710,645.38	111,050.35	6.49%	5019999000 ** TOTAL LABOR	20,234,678.32	18,390,253.35	1,844,424.97	10.03%
5020000000 ** FRINGE BENEFITS								
102,523.31	96,438.70	6,084.61	6.31%	5020101000 FICA - OPS	1,189,739.36	1,057,623.31	132,116.05	12.49%
26,586.50	23,957.61	2,628.89	10.97%	5020104000 FICA - MAINT	302,122.15	262,632.10	39,490.05	15.04%
14,203.90	12,101.36	2,102.54	17.37%	5020116000 FICA - G&A	154,385.16	135,248.43	19,136.73	14.15%
5,071.79	3,548.85	1,522.94	42.91%	5020116200 FICA - IT	52,353.69	53,100.36	-746.67	-1.41%
113,184.27	103,134.74	10,049.53	9.74%	5020201000 IMRF - OPS	1,467,311.38	1,490,959.60	-23,648.22	-1.59%

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As of: 5/31/2024

May-2024	May-2023	Variance	Var/Last Var %		Jul-2023 May-2024	Jul-2022 May-2023	Variance	Var/Last Var %
30,165.54	26,567.30	3,598.24	13.54%	5020204000 IMRF - MAINT	414,558.50	419,135.12	-4,576.62	-1.09%
15,269.69	12,814.16	2,455.53	19.16%	5020216000 IMRF - G&A	186,257.37	193,494.81	-7,237.44	-3.74%
5,132.15	4,283.01	849.14	19.83%	5020216200 IMRF - IT	60,935.98	70,272.00	-9,336.02	-13.29%
363,534.71	306,601.60	56,933.11	18.57%	5020301000 MEDICAL INSURANCE - OPS	3,918,425.48	3,368,410.32	550,015.16	16.33%
94,419.36	76,997.08	17,422.28	22.63%	5020304000 MEDICAL INSURANCE - MAINT	967,729.92	812,251.11	155,478.81	19.14%
47,867.00	35,063.50	12,803.50	36.52%	5020316000 MEDICAL INSURANCE - G&A	506,921.00	418,976.50	87,944.50	20.99%
26,205.82	20,674.00	5,531.82	26.76%	5020316200 MEDICAL INSURANCE - IT	246,058.74	217,117.00	28,941.74	13.33%
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%
92.20	1,822.98	-1,730.78	-94.94%	5020501000 LIFE INSURANCE - OPS	16,718.88	16,805.62	-86.74	-0.52%
565.46	525.77	39.69	7.55%	5020504000 LIFE INSURANCE - MAINT	5,869.71	5,974.67	-104.96	-1.76%
228.34	172.97	55.37	32.01%	5020516000 LIFE INSURANCE - G&A	2,401.00	2,308.64	92.36	4.00%
143.57	9.80	133.77	> 999.99%	5020516200 LIFE INSURANCE - IT	1,602.30	1,509.20	93.10	6.17%
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%
1,395.21	2,214.08	-818.87	-36.98%	5020701000 UNEMPLOYMENT INSURANCE - OPS	55,665.83	44,646.79	11,019.04	24.68%
177.04	0.00	177.04	100.00%	5020704000 UNEMPLOYMENT INSURANCE - MAIN	11,772.06	485.77	11,286.29	> 999.99%
49.54	0.00	49.54	100.00%	5020716000 UNEMPLOYMENT INSURANCE - G&A	5,610.30	275.00	5,335.30	> 999.99%
33.60	0.00	33.60	100.00%	5020716200 UNEMPLOYMENT INSURANCE - IT	4,235.71	503.89	3,731.82	740.60%
22,565.00	18,042.00	4,523.00	25.07%	5020801000 WORKERS COMP INSURANCE - OPS	313,993.74	177,609.63	136,384.11	76.79%
4,713.00	3,778.00	935.00	24.75%	5020804000 WORKERS COMP INSURANCE - MAIN	47,320.00	36,388.00	10,932.00	30.04%
2,709.00	2,295.00	414.00	18.04%	5020816000 WORKERS COMP INSURANCE - G&A	27,798.00	20,256.63	7,541.37	37.23%
809.00	649.00	160.00	24.65%	5020816200 WORKERS COMP INSURANCE - IT	8,123.00	6,003.00	2,120.00	35.32%
32,879.42	1,769.31	31,110.11	> 999.99%	5021001000 HOLIDAYS - OPS	313,874.55	121,757.34	192,117.21	157.79%
12,569.78	7,946.80	4,622.98	58.17%	5021004000 HOLIDAYS - MAINT	102,729.03	67,350.16	35,378.87	52.53%
0.00	0.00	0.00	0.00%	5021016000 HOLIDAYS - G&A	0.00	3,134.09	-3,134.09	-100.00%
2,735.82	0.00	2,735.82	100.00%	5021016200 HOLIDAYS - IT	23,183.23	14,999.24	8,183.99	54.56%
29,157.79	14,229.58	14,928.21	104.91%	5021101000 VACATIONS - OPS	632,890.57	511,767.15	121,123.42	23.67%
19,565.20	11,442.80	8,122.40	70.98%	5021104000 VACATIONS - MAINT	204,565.77	146,218.96	58,346.81	39.90%
0.00	0.00	0.00	0.00%	5021116000 VACATION - G&A	0.00	0.00	0.00	0.00%
1,122.88	5,612.28	-4,489.40	-79.99%	5021116200 VACATIONS - IT	10,880.88	36,054.92	-25,174.04	-69.82%
4,711.24	4,497.45	213.79	4.75%	5021201000 OTHER PAID ABSENCES - OPS	29,195.15	48,336.08	-19,140.93	-39.60%
81.00	659.76	-578.76	-87.72%	5021204000 OTHER PAID ABSENCES - MAINT	6,639.84	14,031.14	-7,391.30	-52.68%
0.00	0.00	0.00	0.00%	5021216000 OTHER PAID ABSENCES - G&A	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5021216200 OTHER PAID ABSENCES - IT	594.08	3,190.31	-2,596.23	-81.38%

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4,491.07	8,216.02	-3,724.95	-45.34%	5021301000 UNIFORM ALLOWANCES - OPS	47,553.02	44,464.97	3,088.05	6.94%
1,233.27	2,550.60	-1,317.33	-51.65%	5021304000 UNIFORM ALLOWANCES - MAINT	22,049.58	24,397.95	-2,348.37	-9.63%
226.30	1,621.25	-1,394.95	-86.04%	5021316200 UNIFORM ALLOWANCES - IT	4,861.15	4,819.71	41.44	0.86%
0.00	0.00	0.00	0.00%	5021401000 OTHER FRINGE BENEFITS - OPS	255.00	800.00	-545.00	-68.13%
135.00	0.00	135.00	100.00%	5021404000 OTHER FRINGE BENEFITS - MAINT	4,065.93	632.95	3,432.98	542.38%
2,320.00	1,378.50	941.50	68.30%	5021416000 OTHER FRINGE BENEFITS - G&A	35,552.50	26,278.10	9,274.40	35.29%
0.00	0.00	0.00	0.00%	5021416200 OTHER FRINGE BENEFITS - IT	150.00	0.00	150.00	100.00%
-67,406.24	39,442.71	-106,848.95	-270.90%	5021501000 EARNED TIME - OPS	745,652.96	693,458.62	52,194.34	7.53%
5,170.33	9,464.00	-4,293.67	-45.37%	5021504000 EARNED TIME - MAINT	245,970.64	194,688.94	51,281.70	26.34%
4,559.41	7,179.20	-2,619.79	-36.49%	5021516200 EARNED TIME - IT	25,334.00	56,670.25	-31,336.25	-55.30%
500.00	0.00	500.00	100.00%	5021604000 TOOL ALLOWANCE - MAINT	500.00	0.00	500.00	100.00%
1,395.49	4,494.42	-3,098.93	-68.95%	5021701000 DISABILITY - OPS	33,712.42	31,265.51	2,446.91	7.83%
0.00	2,226.12	-2,226.12	-100.00%	5021704000 DISABILITY - MAINT	2,844.39	3,895.62	-1,051.23	-26.98%
0.00	0.00	0.00	0.00%	5021716200 DISABILITY - IT	233.39	0.00	233.39	100.00%
471.84	0.00	471.84	100.00%	5021801000 WORKERS COMP - PAYROLL - OPS	1,920.44	0.00	1,920.44	100.00%
0.00	0.00	0.00	0.00%	5021804000 WORKERS COMP - PAYROLL - MAINT	0.00	0.00	0.00	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	0.00	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%
88,692.00	0.00	88,692.00	100.00%	5022001000 EARLY RETIREMENT PLAN - OPS	158,664.00	-38,980.94	197,644.94	-507.03%
0.00	0.00	0.00	0.00%	5022004000 EARLY RETIREMENT PLAN - MAINT	66,280.00	0.00	66,280.00	100.00%
0.00	0.00	0.00	0.00%	5022016000 EARLY RETIREMENT PLAN - G&A	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5022016200 EARLY RETIREMENT PLAN - IT	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5023001000 "SICK BANK" EXPENSES - OPS	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5023004000 "SICK BANK" EXPENSES - MAINT	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5023016000 "SICK BANK" EXPENSES - G&A	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5023016200 "SICK BANK" EXPENSES - IT	0.00	0.00	0.00	0.00%
1,022,256.60	874,422.31	147,834.29	16.91%	5029999900 ** TOTAL FRINGE BENEFITS	12,688,061.78	10,821,218.57	1,866,843.21	17.25%
				5030000000 ** SERVICES				
17,747.25	14,600.04	3,147.21	21.56%	5030316000 PROFESSIONAL SERVICES - G&A	437,902.27	398,479.88	39,422.39	9.89%
3,728.00	17,839.95	-14,111.95	-79.10%	5030316200 PROFESSIONAL SERVICES - IT	8,841.81	43,183.72	-34,341.91	-79.53%
0.00	0.00	0.00	0.00%	5030316300 PROFESSIONAL SERVICES - IT - NON	0.00	0.00	0.00	0.00%
6,500.00	8,000.00	-1,500.00	-18.75%	5030316400 PROFESSIONAL SERVICES - G&A - N	79,000.00	83,667.00	-4,667.00	-5.58%
0.00	0.00	0.00	0.00%	5030404000 TEMPORARY HELP - MAINT	0.00	0.00	0.00	0.00%

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0.00	0.00	0.00	0.00%	5030416000 TEMPORARY HELP - G&A	0.00	0.00	0.00	0.00%
9,118.00	20,258.23	-11,140.23	-54.99%	5030501000 CONTRACT MAINTENANCE - OPS	96,506.23	58,106.40	38,399.83	66.09%
27,759.25	17,495.86	10,263.39	58.66%	5030504000 CONTRACT MAINTENANCE - MAINT	331,721.31	157,833.69	173,887.62	110.17%
101,857.83	75,985.92	25,871.91	34.05%	5030516000 CONTRACT MAINTENANCE - G&A	902,209.08	586,559.09	315,649.99	53.81%
2,618.78	1,198.56	1,420.22	118.49%	5030516200 CONTRACT MAINTENANCE - IT	20,336.18	9,838.02	10,498.16	106.71%
54.13	52.05	2.08	4.00%	5030516300 CONTRACT MAINTENANCE - IT - NON	210.28	206.27	4.01	1.94%
0.00	0.00	0.00	0.00%	5030599999 CONTRACT MAINT - GASB 96 CONTR	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	14,418.20	-14,418.20	-100.00%	5030801000 PRINTING SERVICES - OPS	32,092.32	38,898.62	-6,806.30	-17.50%
86.00	92.00	-6.00	-6.52%	5030804000 PRINTING SERVICES - MAINT	137.40	204.00	-66.60	-32.65%
1,393.00	0.00	1,393.00	100.00%	5030816000 PRINTING SERVICES - G&A	3,873.48	1,026.00	2,847.48	277.53%
0.00	0.00	0.00	0.00%	5030816200 PRINTING SERVICES - IT	1,032.50	0.00	1,032.50	100.00%
0.00	0.00	0.00	0.00%	5030816300 PRINTING SERVICES - IT - NON-REIM	0.00	0.00	0.00	0.00%
0.00	748.00	-748.00	-100.00%	5031216000 CABS	0.00	17,927.00	-17,927.00	-100.00%
8,257.27	6,866.56	1,390.71	20.25%	5039901000 OTHER SERVICES - OPS	83,861.81	66,363.55	17,498.26	26.37%
1,586.55	1,118.84	467.71	41.80%	5039904000 OTHER SERVICES - MAINT	11,527.64	11,422.16	105.48	0.92%
875.00	2,266.84	-1,391.84	-61.40%	5039916000 OTHER SERVICES - G&A	4,824.81	24,669.38	-19,844.57	-80.44%
343.48	861.36	-517.88	-60.12%	5039916200 OTHER SERVICES - IT	3,032.56	2,511.75	520.81	20.73%
0.00	0.00	0.00	0.00%	5039916300 OTHER SERVICES - IT - NON-REIMB	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5039916400 OTHER SERVICES - G&A - NON-REIM	0.00	0.00	0.00	0.00%
181,924.54	181,802.41	122.13	0.07%	5039999900 ** TOTAL SERVICES	2,017,109.68	1,500,896.53	516,213.15	34.39%
5040000000 ** MATERIALS & SUPPLIES CONSUM								
133,769.16	152,165.76	-18,396.60	-12.09%	5040101000 FUEL & LUBRICANTS - OPS	1,593,219.82	1,880,445.65	-287,225.83	-15.27%
13,445.39	18,980.37	-5,534.98	-29.16%	5040104000 FUEL & LUBRICANTS - MAINT	168,147.43	191,419.06	-23,271.63	-12.16%
18,057.19	15,760.14	2,297.05	14.58%	5040201000 TIRES & TUBES - OPS - MB DO	151,459.28	149,463.76	1,995.52	1.34%
1,549.95	924.05	625.90	67.73%	5040204000 TIRES & TUBES - MAINT - DR DO	12,969.02	10,947.45	2,021.57	18.47%
0.00	0.00	0.00	0.00%	5040206000 TIRES & TUBES - NON-REVENUE VEH	5,175.13	343.78	4,831.35	> 999.99%
1,231.62	4,244.00	-3,012.38	-70.98%	5040304000 GARAGE EQUIPMENT REPAIRS - MAI	80,778.87	15,360.36	65,418.51	425.89%
28,370.92	32,706.42	-4,335.50	-13.26%	5040404000 BLDG & GROUND REPAIRS - MAINT -	269,170.12	309,631.92	-40,461.80	-13.07%
1,720.43	27,318.64	-25,598.21	-93.70%	5040404001 BLDG & GROUND REPAIRS - MAINT -	119,830.59	86,644.11	33,186.48	38.30%
732.53	0.00	732.53	100.00%	5040404002 BLDG & GROUND REPAIRS - MAINT -	6,926.15	1,497.96	5,428.19	362.37%
0.00	0.00	0.00	0.00%	5040404003 BLDG & GROUND REPAIRS - MAINT -	228.92	0.00	228.92	100.00%
1,592.11	0.00	1,592.11	100.00%	5040404004 BLDG & GROUND REPAIRS - MAINT -	18,562.76	0.00	18,562.76	100.00%
9,627.76	4,652.00	4,975.76	106.96%	5040416200 BLDG & GROUND REPAIRS - IT	102,296.92	89,642.05	12,654.87	14.12%
1,420.00	37.85	1,382.15	> 999.99%	5040416300 BLDG & GROUND REPAIRS - IT - NON	10,617.24	15,748.31	-5,131.07	-32.58%
0.00	41,514.13	-41,514.13	-100.00%	5040416400 BLDG & GROUND REPAIRS - G&A - N	569.05	43,764.50	-43,195.45	-98.70%

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0.00	-1,875.73	1,875.73	-100.00%	5040500001 REVENUE VEHICLE REPAIRS - CORE	63.77	-8,507.90	8,571.67	-100.75%
102,412.07	114,001.85	-11,589.78	-10.17%	5040504000 REVENUE VEHICLE REPAIRS	1,457,138.08	1,374,187.91	82,950.17	6.04%
490.84	810.31	-319.47	-39.43%	5040604000 NON-REVENUE VEHICLE REPAIRS	27,118.05	73,782.74	-46,664.69	-63.25%
7,074.24	5,006.13	2,068.11	41.31%	5040704000 SERVICE SUPPLIES - MAINT	68,935.03	98,005.14	-29,070.11	-29.66%
3,984.55	2,372.84	1,611.71	67.92%	5040716200 SERVICE SUPPLIES - IT	24,715.60	22,882.87	1,832.73	8.01%
11,653.77	1,472.02	10,181.75	691.69%	5040801000 OFFICE SUPPLIES - OPS	46,684.80	21,266.82	25,417.98	119.52%
961.19	3,916.51	-2,955.32	-75.46%	5040804000 OFFICE SUPPLIES - MAINT	15,715.15	17,547.14	-1,831.99	-10.44%
784.23	2,516.35	-1,732.12	-68.83%	5040816000 OFFICE SUPPLIES - G&A	16,434.11	12,009.77	4,424.34	36.84%
2,823.56	353.06	2,470.50	699.74%	5040816200 OFFICE SUPPLIES - IT	5,969.15	2,392.60	3,576.55	149.48%
1,798.88	2,421.93	-623.05	-25.73%	5040901000 COMPUTER & SERVER - MISC EXP'S -	22,789.86	19,991.41	2,798.45	14.00%
105.00	315.24	-210.24	-66.69%	5040904000 COMPUTER & SERVER - MISC EXP'S -	14,560.95	4,896.73	9,664.22	197.36%
6,203.94	8,862.85	-2,658.91	-30.00%	5040916000 COMPUTER & SERVER - MISC EXP'S -	169,982.83	176,779.09	-6,796.26	-3.84%
0.00	51.98	-51.98	-100.00%	5040916200 COMPUTER & SERVER - MISC EXP'S -	6,909.37	869.50	6,039.87	694.64%
1,274.23	1,231.70	42.53	3.45%	5041001000 SAFETY & TRAINING - OPS	10,942.15	5,182.61	5,759.54	111.13%
0.00	0.00	0.00	0.00%	5041004000 SAFETY & TRAINING - MAINT	538.24	2,191.61	-1,653.37	-75.44%
30,860.97	14,579.61	16,281.36	111.67%	5041104000 PASSENGER SHELTER REPAIRS	110,780.37	81,818.50	28,961.87	35.40%
0.00	322.87	-322.87	-100.00%	5041201000 SMALL TOOLS & EQUIP - OPS	14,702.89	1,259.38	13,443.51	> 999.99%
4,436.94	6,299.83	-1,862.89	-29.57%	5041204000 SMALL TOOLS & EQUIP - MAINT	58,146.70	52,319.94	5,826.76	11.14%
0.00	87.96	-87.96	-100.00%	5041216000 SMALL TOOLS & EQUIP - G&A	15,196.37	813.86	14,382.51	> 999.99%
99.00	0.00	99.00	100.00%	5041216200 SMALL TOOLS & EQUIP - IT	11,342.87	736.85	10,606.02	> 999.99%
0.00	0.00	0.00	0.00%	5041216300 SMALL TOOLS & EQUIP - IT - NON-RE	192.00	1,724.94	-1,532.94	-88.87%
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	530.48	961.36	-430.88	-44.82%
5,829.36	4,678.11	1,151.25	24.61%	5041404000 CAD/AVL,CAMERA,RADIO REPAIRS -	82,185.28	93,530.75	-11,345.47	-12.13%
5,179.96	3,312.28	1,867.68	56.39%	5041504000 ADA VEHICLE REPAIRS - MAINT	73,071.26	35,009.57	38,061.69	108.72%
397,489.79	469,041.06	-71,551.27	-15.25%	5049999900 ** TOTAL MATERIAL & SUPPLIES	4,794,596.66	4,886,562.10	-91,965.44	-1.88%
5050000000 **UTILITIES								
36,024.60	34,103.37	1,921.23	5.63%	5050216000 ** UTILITIES - G&A	606,559.03	762,668.87	-156,109.84	-20.47%
10,012.46	8,703.62	1,308.84	15.04%	5050216200 ** UTILITIES - IT	119,196.41	133,348.40	-14,151.99	-10.61%
5,114.87	4,484.49	630.38	14.06%	5050216300 ** UTILITIES - IT - NON-REIMB	59,020.05	59,456.11	-436.06	-0.73%
5,338.19	845.88	4,492.31	531.08%	5050216400 ** UTILITIES - G&A - NON-REIMB	67,471.36	46,215.55	21,255.81	45.99%
56,490.12	48,137.36	8,352.76	17.35%	5059999900 **TOTAL UTILITIES	852,246.85	1,001,688.93	-149,442.08	-14.92%
5060000000 ** CASUALTY & LIABILITY COSTS								
14,449.49	7,984.86	6,464.63	80.96%	5060104000 PHYSICAL DAMAGE PREMIUMS - MAI	158,944.39	88,156.46	70,787.93	80.30%
0.00	0.00	0.00	0.00%	5060116200 PHYSICAL DAMAGE PREMIUMS - IT	0.00	0.00	0.00	0.00%

Champaign Urbana Mass Transit District Comparative History Report

From Fiscal Year: 2024 Period 11
Thru Fiscal Year: 2024 Period 11

Division: 00 Champaign Urbana Mass Transit District

As of: 5/31/2024

May-2024	May-2023	Variance	Var/Last Var %		Jul-2023 May-2024	Jul-2022 May-2023	Variance	Var/Last Var %	
-1,699.01	0.00	-1,699.01	-100.00%	5060204000 PHYSICAL DAMAGE RECOVERIES - M	-20,375.40	-27,945.65	7,570.25	-27.09%	
50,718.82	60,638.06	-9,919.24	-16.36%	5060316000 PL & PD INSURANCE PREMIUMS - G&	531,340.19	465,025.26	66,314.93	14.26%	
0.00	0.00	0.00	0.00%	5060316200 PL & PD INSURANCE PREMIUMS - IT	0.00	0.00	0.00	0.00%	
38,424.18	28,981.08	9,443.10	32.58%	5060416000 UNINSURED PL & PD PAYOUTS - G&A	440,926.08	324,979.32	115,946.76	35.68%	
4,459.41	3,766.98	692.43	18.38%	5060816000 PREMIUMS-OTHER COPORATE INS.	49,137.51	42,519.78	6,617.73	15.56%	
106,352.89	101,370.98	4,981.91	4.91%	5069999900 ** TOTAL CASUALTY & LIABILITY	1,159,972.77	892,735.17	267,237.60	29.93%	
5070000000 ** TAXES									
0.00	0.00	0.00	0.00%	5070316000 PROPERTY TAXES	3,160.14	0.00	3,160.14	100.00%	
0.00	312.50	-312.50	-100.00%	5070316400 PROPERTY TAXES - NON-REIMB	1,683.76	3,437.50	-1,753.74	-51.02%	
0.00	326.00	-326.00	-100.00%	5070401000 VEHICLE LICENSING FEES - OPS	2,367.00	838.00	1,529.00	182.46%	
0.00	0.00	0.00	0.00%	5070416000 VEHICLE LICENSING FEES - G&A	0.00	0.00	0.00	0.00%	
2,495.30	2,132.46	362.84	17.02%	5070501000 FUEL TAX	30,178.21	27,284.82	2,893.39	10.60%	
2,495.30	2,770.96	-275.66	-9.95%	5079999900 ** TOTAL TAXES	37,389.11	31,560.32	5,828.79	18.47%	
5080100000 ** PURCHASED TRANSPORTATION									
0.00	0.00	0.00	0.00%	5080116000 CABS (Closed - See GL 5031216000)	0.00	0.00	0.00	0.00%	
80,861.83	76,805.83	4,056.00	5.28%	5080216000 ADA CONTRACTS	889,480.13	844,867.13	44,613.00	5.28%	
80,861.83	76,805.83	4,056.00	5.28%	5089999900 **TOTAL PURCHASED TRANSPORTA	889,480.13	844,867.13	44,613.00	5.28%	
5090000000 ** MISCELLANEOUS EXPENSES									
4,236.63	126.71	4,109.92	> 999.99%	5090116000 DUES & SUBSCRIPTIONS - G&A	91,580.12	94,677.56	-3,097.44	-3.27%	
8,297.54	10,064.21	-1,766.67	-17.55%	5090216000 TRAVEL & MEETINGS - G&A	94,494.60	134,661.85	-40,167.25	-29.83%	
0.00	0.00	0.00	0.00%	5090716000 BAD DEBT EXPENSE	0.00	0.00	0.00	0.00%	
35,796.52	32,315.27	3,481.25	10.77%	5090816000 ADVERTISING EXPENSES - G&A	302,709.33	159,420.86	143,288.47	89.88%	
0.00	0.00	0.00	0.00%	5090816200 ADVERTISING EXPENSES - IT	0.00	0.00	0.00	0.00%	
0.00	0.00	0.00	0.00%	5090916000 TRUSTEE COMPENSATION	3,450.00	6,350.00	-2,900.00	-45.67%	
0.00	55.04	-55.04	-100.00%	5091016000 POSTAGE	3,307.63	5,317.10	-2,009.47	-37.79%	
0.00	0.00	0.00	0.00%	5091516000 LOSS/DISPOSAL FIXED ASSETS	0.00	0.00	0.00	0.00%	
8,845.00	27,865.00	-19,020.00	-68.26%	5091616000 ADVERTISING SERVICES EXPENSE	215,172.83	71,711.65	143,461.18	200.05%	
0.00	0.00	0.00	0.00%	5091716000 SUBSTANCE ABUSE PROGRAM	0.00	0.00	0.00	0.00%	
1,007.00	466.98	540.02	115.64%	5099901000 OTHER MISC EXPENSES - OPS	6,885.49	4,489.58	2,395.91	53.37%	
2,147.75	145.68	2,002.07	> 999.99%	5099904000 OTHER MISC EXPENSES - MAINT	33,606.59	11,739.25	21,867.34	186.28%	
10,788.94	14,555.30	-3,766.36	-25.88%	5099916000 OTHER MISC EXPENSES - G&A	81,778.69	64,224.23	17,554.46	27.33%	

Champaign Urbana Mass Transit District Comparative History Report

From Fiscal Year: 2024 Period 11
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Division: 00 Champaign Urbana Mass Transit District

As of: 5/31/2024

May-2024	May-2023	Variance	Var/Last Var %		Jul-2023 May-2024	Jul-2022 May-2023	Variance	Var/Last Var %
786.94	780.99	5.95	0.76%	5099916200 OTHER MISC EXPENSES - IT	11,453.44	11,991.52	-538.08	-4.49%
58.30	0.00	58.30	100.00%	5099916300 OTHER MISC EXPENSES - IT - NON-R	426.93	0.00	426.93	100.00%
-303.50	3,029.38	-3,332.88	-110.02%	5099916400 OTHER MISC EXPENSES - G&A - NON	8,823.19	43,557.78	-34,734.59	-79.74%
0.00	-6,807.66	6,807.66	-100.00%	5099926000 UNALLOCATED EXPENSES	2,148.00	971.08	1,176.92	121.20%
71,661.12	82,596.90	-10,935.78	-13.24%	5099999900 ** TOTAL MISCELLANEOUS EXPENS	855,836.84	609,112.46	246,724.38	40.51%
5110000000 ** INTEREST EXPENSES								
0.00	0.00	0.00	0.00%	5110116000 INTEREST - LONG-TERM DEBTS	0.00	0.00	0.00	0.00%
905.75	283.03	622.72	220.02%	5110216000 INTEREST - SHORT-TERM DEBTS	11,863.17	1,753.95	10,109.22	576.37%
0.00	0.00	0.00	0.00%	5110316000 INTEREST EXPENSE - LEASE & SBIT	0.00	0.00	0.00	0.00%
905.75	283.03	622.72	220.02%	5119999900 ** TOTAL INTEREST	11,863.17	1,753.95	10,109.22	576.37%
5120000000 ** LEASE & RENTALS								
22,710.57	12,240.35	10,470.22	85.54%	5120401000 PASSENGER REVENUE VEHICLES -	239,346.05	127,369.18	111,976.87	87.92%
3,325.38	4,031.42	-706.04	-17.51%	5120516000 SERVICE VEHICLE LEASES	37,285.22	17,742.58	19,542.64	110.15%
0.00	0.00	0.00	0.00%	5120704000 GARAGE EQUIPMENT LEASES - MAIN	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5120901000 RADIO EQUIPMENT LEASES - OPS	0.00	0.00	0.00	0.00%
7,863.91	12,638.93	-4,775.02	-37.78%	5121216000 G&A FACILITIES LEASES	115,153.13	141,941.62	-26,788.49	-18.87%
435.33	343.50	91.83	26.73%	5121301000 MISC LEASES - OPS	2,344.73	4,263.89	-1,919.16	-45.01%
21,017.18	18,251.33	2,765.85	15.15%	5121304000 MISC LEASES - MAINT	220,925.46	162,758.49	58,166.97	35.74%
6,965.30	5,495.97	1,469.33	26.73%	5121316000 MISC LEASES - G&A	20,620.30	18,823.67	1,796.63	9.54%
348.27	274.79	73.48	26.74%	5121316200 MISC LEASES - IT	1,031.07	941.09	89.98	9.56%
0.00	0.00	0.00	0.00%	5121316300 MISC LEASES - IT - NON-REIMB	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5121316400 MISC LEASES - G&A - NON-REIMB	0.00	2,100.00	-2,100.00	-100.00%
0.00	0.00	0.00	0.00%	5121399999 LEASES - GASB 87 CONTRA	0.00	0.00	0.00	0.00%
62,665.94	53,276.29	9,389.65	17.62%	5129999900 ** TOTAL LEASE & RENTALS	636,705.96	475,940.52	160,765.44	33.78%
5130000000 ** DEPRECIATION								
23,604.50	22,861.82	742.68	3.25%	5130201000 PASSENGER SHELTER DEPRECIATIO	259,837.66	253,130.88	6,706.78	2.65%
402,945.90	397,536.62	5,409.28	1.36%	5130401000 REVENUE VEHICLE DEPRECIATION	4,264,360.69	5,122,170.35	-857,809.66	-16.75%
3,133.23	6,028.71	-2,895.48	-48.03%	5130516000 SERVICE VEHICLE DEPRECIATION	51,200.66	68,510.54	-17,309.88	-25.27%
6,309.26	5,904.06	405.20	6.86%	5130704000 GARAGE EQUIP DEPRECIATION	69,401.99	64,944.66	4,457.33	6.86%
2,694.50	1,469.50	1,225.00	83.36%	5130901000 REVENUE VEHICLE RADIO EQUIP DE	29,639.50	16,164.50	13,475.00	83.36%
9,366.53	6,328.78	3,037.75	48.00%	5131016000 COMPUTER EQUIP DEPRECIATION	103,405.01	69,616.67	33,788.34	48.53%
0.00	0.00	0.00	0.00%	5131116000 REVENUE COLLECTION EQUIP DEPR	0.00	0.00	0.00	0.00%
195,952.36	138,987.22	56,965.14	40.99%	5131216000 G&A FACILITIES DEPRECIATION	2,176,541.59	1,528,859.68	647,681.91	42.36%
2,453.80	3,121.70	-667.90	-21.40%	5131316000 G&A SYSTEM DEVELOPMENT DEPR	52,372.03	34,338.70	18,033.33	52.52%

Champaign Urbana Mass Transit District Comparative History Report

From Fiscal Year: 2024 Period 11
Thru Fiscal Year: 2024 Period 11

Division: 00 Champaign Urbana Mass Transit District

As of: 5/31/2024

May-2024	May-2023	Variance	Var/Last Var %		Jul-2023 May-2024	Jul-2022 May-2023	Variance	Var/Last Var %
253.57	253.57	0.00	0.00%	5131416000 MISCELLANEOUS EQUIP DEPR	2,789.26	2,789.27	-0.01	0.00%
0.00	0.00	0.00	0.00%	5131516000 OFFICE EQUIP DEPRECIATION	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5132016000 AMORTIZATION EXPENSE - LEASES	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	5132116000 AMORTIZATION EXPENSE - SUBSCRI	0.00	0.00	0.00	0.00%
646,713.65	582,491.98	64,221.67	11.03%	5139999900 ** TOTAL DEPRECIATION	7,009,548.39	7,160,525.25	-150,976.86	-2.11%
0.00	0.00	0.00	0.00%	5170116000 DEBT SERVICE ON EQUIPMENT & FA	0.00	0.00	0.00	0.00%
4,451,513.26	4,183,644.49	267,868.77	6.40%	5999990000 **** TOTAL EXPENSES ****	51,187,489.66	46,617,114.28	4,570,375.38	9.80%
853,328.71	129,304.20	724,024.51	559.94%	5999999800 NET SURPLUS (DEFICIT)	16,645,285.48	5,665,691.35	10,979,594.13	193.79%

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

From Date: 5/1/2024

Thru Date: 5/31/2024

CheckNo	ReferenceDate	Reference	Payee	CheckAmount	C-CARTS Portion	MTD Portion	Voided
160987	01-May-24	A5085	AMERENIP	\$7,469.80		\$7,469.80	
160988	01-May-24	A8006	AT & T MOBILITY LLC	\$181.78		\$181.78	
160989	01-May-24	A8007	AT & T	\$690.79		\$690.79	
160990	01-May-24	A8011	AT&T MOBILITY-CC	\$617.00		\$617.00	
160991	01-May-24	A85755	AUTOMOTIVE COLOR & SUPPLY CORP	\$382.11		\$382.11	
160992	01-May-24	B0240	BALLARD POWER SYSTEMS INC.	\$2,725.00		\$2,725.00	
160993	01-May-24	B4910	JASON BLUNIER	\$141.68		\$141.68	
160994	01-May-24	C0364	CARLE PHYSICIAN GROUP	\$3,193.75		\$3,193.75	
160995	01-May-24	D2850	DEVELOPMENTAL SERVICES	\$48,129.00		\$48,129.00	
160996	01-May-24	D3575	DIRECT ENERGY BUSINESS	\$8,970.40		\$8,970.40	
160997	01-May-24	G0210	GALLO-MILLER PAINT & COLLISION REPAIR	\$1,555.00		\$1,555.00	
160998	01-May-24	I4775	ILLINI SUPPLY INC.	\$38.20		\$38.20	
160999	01-May-24	I4790	ILLINOIS-AMERICAN WATER	\$373.79		\$373.79	
161000	01-May-24	I8235	I3 BROADBAND - CU	\$654.99		\$654.99	
161001	01-May-24	K8564	KURLAND STEEL COMPANY	\$26.10		\$26.10	
161002	01-May-24	M1079	THOMAS MCCLELLAN	\$73.48		\$73.48	
161003	01-May-24	M1090	MCCORMICK DISTRIBUTION & SERVICE	\$324.85		\$324.85	
161004	01-May-24	M2179	MENARD'S	\$135.48		\$135.48	
161005	01-May-24	M3494	RYAN MILLIKAN	\$9,540.52		\$9,540.52	
161006	01-May-24	M9500	MYERS AND SONS COMPANY LLC	\$3,320.00		\$3,320.00	
161007	01-May-24	M9548	MYERS TIRE SUPPLY	\$42.20		\$42.20	
161008	01-May-24	N2189	GLORIA NEAL	\$106.53		\$106.53	
161009	01-May-24	N2295	THE NEWS GAZETTE	\$240.00		\$240.00	
161010	01-May-24	S2040	SECRETARY OF STATE	\$78.00		\$78.00	
161011	01-May-24	S6235	SOUTHERN BUS & MOBILITY INC	\$151.97		\$151.97	
161012	01-May-24	T2205	CONSOLIDATED ELECTRICAL DISTRIBUTORS, IN	\$1,054.07		\$1,054.07	
161013	01-May-24	U5180	UNITED PARCEL SERVICE	\$205.07		\$205.07	
161014	01-May-24	U5996	UNIVERSITY OF ILLINOIS	\$433.00		\$433.00	
161015	01-May-24	U7357	CITY OF URBANA	\$52.50		\$52.50	
161016	01-May-24	U7653	US BANK VENDOR SERVICES	\$1,706.88		\$1,706.88	
161017	01-May-24	V2233	VERIZON WIRELESS	\$360.10	\$360.10	\$0.00	
161018	01-May-24	W0185	NATE WARMAN	\$247.36		\$247.36	
161019	01-May-24	Z2195	ZEP SALES & SERVICE	\$503.95		\$503.95	
161020	01-May-24	A8007	AT & T	\$773.03		\$773.03	
161021	08-May-24	A5085	AMERENIP	\$3,895.77		\$3,895.77	
161022	08-May-24	B0090	BAE SYSTEMS CONTROLS, INC.	\$4,019.33		\$4,019.33	
161023	08-May-24	B2227	BERG TANKS	\$1,560.00		\$1,560.00	
161024	08-May-24	C3042	CHAMPAIGN MOTORS INC	\$150.50		\$150.50	
161025	08-May-24	C3045	CITY OF CHAMPAIGN	\$1,230.00		\$1,230.00	
161026	08-May-24	C3052	CHAMPAIGN COUNTY REGIONAL PLANNING	\$1,059.81		\$1,059.81	
161027	08-May-24	C30825	BOUNTHAVY CHANTHADOUANGSY	\$106.27		\$106.27	
161028	08-May-24	C3512	CINTAS FIRST AID & SAFETY	\$76.03		\$76.03	
161029	08-May-24	C6263	COMCAST CABLE	\$649.96		\$649.96	
161030	08-May-24	C7484	EARNESTINE CROOK	\$91.56		\$91.56	
161031	08-May-24	D0271	DANVILLE MASS TRANSIT	\$1,950.50		\$1,950.50	
161032	08-May-24	D0431	CORLISS DAVIS	\$62.87		\$62.87	
161033	08-May-24	E7440	ERICH ROE	\$50.00		\$50.00	
161034	08-May-24	J3680	JEFFREY A. WILSEY	\$159.96		\$159.96	
161035	08-May-24	L6446	LOWE'S	\$174.83		\$174.83	
161036	08-May-24	N2295	THE NEWS GAZETTE	\$417.90		\$417.90	
161037	08-May-24	P2255	PETTY CASH (GENERAL FUND)	\$258.77		\$258.77	
161038	08-May-24	P2256	PETTY CASH (CHANGE FUND)	\$294.00		\$294.00	
161039	08-May-24	P7593	DAN PRUTSMAN	\$65.39		\$65.39	
161040	08-May-24	S0078	SAFETY-KLEEN CORP.	\$1,053.85		\$1,053.85	
161041	08-May-24	S3086	SHERWIN-WILLIAMS	\$1,927.29		\$1,927.29	
161042	08-May-24	S6235	SOUTHERN BUS & MOBILITY INC	\$882.72		\$882.72	
161043	08-May-24	S8061	STERICYCLE, INC.	\$186.58		\$186.58	

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

From Date: 5/1/2024

Thru Date: 5/31/2024

CheckNo	ReferenceDate	Reference	Payee	CheckAmount	C-CARTS Portion	MTD Portion	Voided
161044	08-May-24	S8511	SUNBELT RENTALS	\$265.00		\$265.00	
161045	08-May-24	U5180	UNITED PARCEL SERVICE	\$173.18		\$173.18	
161046	08-May-24	U6560	UPS FREIGHT	\$244.03		\$244.03	
161047	08-May-24	U7355	U-C SANITARY DISTRICT	\$391.94		\$391.94	
161048	08-May-24	U7357	CITY OF URBANA	\$42.13		\$42.13	
161049	08-May-24	U7653	US BANK VENDOR SERVICES	\$346.65	\$331.40	\$15.25	
161050	08-May-24	V2233	VERIZON WIRELESS	\$850.63		\$850.63	
161051	08-May-24	W3118	KIM WHITMIRE	\$48.56		\$48.56	
161052	08-May-24	Z2195	ZEP SALES & SERVICE	\$367.12		\$367.12	
161053	08-May-24	U7357	CITY OF URBANA	\$2,860.33		\$2,860.33	
161054	15-May-24	C0365	CARLE PHYSICIAN GROUP	\$2,365.00	\$105.00	\$2,260.00	
161055	15-May-24	C2172	CMS/LGHP	\$531,581.00	\$4,040.00	\$527,541.00	
161056	15-May-24	C6263	COMCAST CABLE	\$312.85		\$312.85	
161057	15-May-24	F2166	TPF HOLDINGS LLC	\$250.00		\$250.00	
161058	15-May-24	J8850	JX ENTERPRISES, INC.	\$909.68		\$909.68	
161059	15-May-24	K3515	KIMBALL MIDWEST	\$26.34		\$26.34	
161060	15-May-24	L6285	LOOMIS	\$270.76		\$270.76	
161061	15-May-24	M3399	MIDWEST MAILING & SHIPPING SYSTEMS, INC.	\$19.69		\$19.69	
161062	15-May-24	N0320	NAPA AUTO PARTS	\$246.73		\$246.73	
161063	15-May-24	S2215	SOUTH PARK AUTOMOTIVE, LLC	\$137.39		\$137.39	
161064	15-May-24	S3086	SHERWIN-WILLIAMS	\$294.60		\$294.60	
161065	15-May-24	T3063	THERMO KING MIDWEST, INC.	\$1,439.67		\$1,439.67	
161066	15-May-24	U5180	UNITED PARCEL SERVICE	\$32.90		\$32.90	
161067	15-May-24	U6560	UPS FREIGHT	\$239.43		\$239.43	
161068	15-May-24	Z2195	ZEP SALES & SERVICE	\$69.99		\$69.99	
161069	22-May-24	A0673	ABILITY SCS INC.	\$1,110.00		\$1,110.00	
161070	22-May-24	A5085	AMERENIP	\$3,899.16		\$3,899.16	
161071	22-May-24	A8012	AT&T	\$172.76		\$172.76	
161072	22-May-24	B2227	BERG TANKS	\$1,430.00		\$1,430.00	
161073	22-May-24	C3051	CHAMPAIGN CO. COLLECTOR	\$1,625.23		\$1,625.23	
161074	22-May-24	C6263	COMCAST CABLE	\$407.34		\$407.34	
161075	22-May-24	C6291	DG INVESTMENT INTERMEDIATE HOLDINGS 2	\$725.00		\$725.00	
161076	22-May-24	E0385	EATON CORPORATION	\$16,727.26		\$16,727.26	
161077	22-May-24	F2166	TPF HOLDINGS LLC	\$500.00		\$500.00	
161078	22-May-24	G4290	GLOBAL INDUSTRIAL	\$4,159.73		\$4,159.73	
161079	22-May-24	H6077	RANDOLPH HODGES	\$118.53		\$118.53	
161080	22-May-24	I4790	ILLINOIS-AMERICAN WATER	\$1,947.52		\$1,947.52	
161081	22-May-24	K3515	KIMBALL MIDWEST	\$764.00		\$764.00	
161082	22-May-24	K3550	ABIGAIL KIPPING	\$50.22		\$50.22	
161083	22-May-24	M2179	MENARD'S	\$515.61		\$515.61	
161084	22-May-24	M3015	MH EQUIPMENT COMPANY	\$200.85		\$200.85	
161085	22-May-24	N0320	NAPA AUTO PARTS	\$384.83		\$384.83	
161086	22-May-24	N2295	THE NEWS GAZETTE	\$58.40		\$58.40	
161087	22-May-24	P0358	PARKLAND BUSINESS	\$3,728.00		\$3,728.00	
161088	22-May-24	P6275	CHRIS POPOVICH	\$400.00		\$400.00	
161089	22-May-24	S0060	SAFEWORKS ILLINOIS	\$129.00		\$129.00	
161090	22-May-24	S6235	SOUTHERN BUS & MOBILITY INC	\$383.64		\$383.64	
161091	22-May-24	S8508	SULLIVAN-PARKHILL	\$111.89		\$111.89	
161092	22-May-24	T7585	TRUGREEN CHEMLAWN	\$54.13		\$54.13	
161093	22-May-24	U5180	UNITED PARCEL SERVICE	\$151.15		\$151.15	
161094	29-May-24	A5085	AMERENIP	\$127.90		\$127.90	
161095	29-May-24	A8007	AT & T	\$318.10		\$318.10	
161096	29-May-24	A8011	AT&T MOBILITY-CC	\$589.78		\$589.78	
161097	29-May-24	B2224	JOSH BERBAUM	\$185.94		\$185.94	
161098	29-May-24	E7440	ERICH ROE	\$50.00		\$50.00	
161099	29-May-24	G7325	KAMAU GRANTHAM	\$2,500.00		\$2,500.00	
161100	29-May-24	I4790	ILLINOIS-AMERICAN WATER	\$488.49		\$488.49	

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

From Date: 5/1/2024

Thru Date: 5/31/2024

CheckNo	ReferenceDate	Reference	Payee	CheckAmount	C-CARTS Portion	MTD Portion	Voided
161101	29-May-24	K3515	KIMBALL MIDWEST	\$474.40		\$474.40	
161102	29-May-24	K6250	KONA ICE OF CHAMPAIGN LLC	\$525.00		\$525.00	
161103	29-May-24	M2179	MENARD'S	\$685.43		\$685.43	
161104	29-May-24	N0320	NAPA AUTO PARTS	\$473.88		\$473.88	
161105	29-May-24	P4550	BRENT PLOTNER	\$64.48		\$64.48	
161106	29-May-24	U5180	UNITED PARCEL SERVICE	\$518.35		\$518.35	
161107	29-May-24	V2233	VERIZON WIRELESS	\$360.10	\$360.10	\$0.00	
5012024	01-May-24	S8020	STANDARD INSURANCE COMPANY	\$2,584.26	\$58.80	\$2,525.46	
5022024	02-May-24	D3100	DIVVY	\$10,836.29		\$10,836.29	
5032024	01-May-24	S8020	STANDARD INSURANCE COMPANY	\$5,845.68		\$5,845.68	
5092024	09-May-24	U7359	URBANA MUNICIPAL EMPL. CREDIT UNION	\$42,082.82		\$42,082.82	
5142024	14-May-24	I0025	VANTAGEPOINT TRANSFER AGENTS - 301281	\$16,911.80		\$16,911.80	
5152024	14-May-24	I0025	VANTAGEPOINT TRANSFER AGENTS - 301281	\$14,057.27		\$14,057.27	
5162024	14-May-24	I0025	VANTAGEPOINT TRANSFER AGENTS - 301281	\$6,777.71		\$6,777.71	
5172024	16-May-24	D3100	DIVVY	\$16,859.54		\$16,859.54	
5182024	17-May-24	C3560	CIRCLE K FLEET	\$12,066.54	\$11,896.72	\$169.82	
5232024	23-May-24	U7359	URBANA MUNICIPAL EMPL. CREDIT UNION	\$41,461.98		\$41,461.98	
5242024	24-May-24	I0025	VANTAGEPOINT TRANSFER AGENTS - 301281	\$16,868.67		\$16,868.67	
5252024	24-May-24	I0025	VANTAGEPOINT TRANSFER AGENTS - 301281	\$13,672.11		\$13,672.11	
5262024	24-May-24	I0025	VANTAGEPOINT TRANSFER AGENTS - 301281	\$6,777.71		\$6,777.71	
5292024	29-May-24	G5519	KARL P. GNADT	\$565.76		\$565.76	
				\$913,092.11	\$17,152.12	\$895,939.99	

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

From Date: 5/1/2024 Thru Date: 5/31/2024

Pymt Type	Date	Reference	Payee	ACH Amount	C-CARTS Portion	MTD Portion
ACH	03-May-24	267868-A8576	T & B AUTOMOTIVE EQUIPMENT SALES, INC	\$898.10		\$898.10
ACH	03-May-24	267868-B3555	BIRKEY'S FARM STORE, INC.	\$1,356.21		\$1,356.21
ACH	03-May-24	267868-C2165	CENTRAL ILLINOIS TRUCKS	\$13,171.76		\$13,171.76
ACH	03-May-24	267868-C3100	CHELSEA FINANCIAL GROUP, LTD.	\$53,959.31		\$53,959.31
ACH	03-May-24	267868-C3105	CHEMICAL MAINTENANCE, INC.	\$517.80		\$517.80
ACH	03-May-24	267868-C3110	CHEMTREAT, INC.	\$193.50		\$193.50
ACH	03-May-24	267868-C4588	CLEAN UNIFORM COMPANY	\$750.53		\$750.53
ACH	03-May-24	267868-C8450	CU HARDWARE COMPANY	\$53.14		\$53.14
ACH	03-May-24	267868-D2012	DEAN'S GRAPHICS	\$190.00		\$190.00
ACH	03-May-24	267868-D3590	DISH PASSIONATE CUISINE	\$240.00		\$240.00
ACH	03-May-24	267868-D8520	DUNCAN SUPPLY CO. INC.	\$634.56		\$634.56
ACH	03-May-24	267868-E0385	EATON CORPORATION	\$16,727.26		\$16,727.26
ACH	03-May-24	267868-E0385	EATON CORPORATION	\$0.00		\$0.00
ACH	03-May-24	267868-E3390	EIGHT 22, LLC	\$4,408.00		\$4,408.00
ACH	03-May-24	267868-F6367	FORD CITY	\$434.00		\$434.00
ACH	03-May-24	267868-G2287	GFL ENVIRONMENTAL HOLDINGS (US), INC	\$2,290.16		\$2,290.16
ACH	03-May-24	267868-G2320	GETZ FIRE EQUIPMENT CO.	\$564.00		\$564.00
ACH	03-May-24	267868-G7375	GRIMCO, INC	\$1,172.84		\$1,172.84
ACH	03-May-24	267868-H2235	HERITAGE PETROLEUM, LLC	\$21,195.39		\$21,195.39
ACH	03-May-24	267868-I1595	IDENTISYS INCORPORATED	\$987.57		\$987.57
ACH	03-May-24	267868-I4747	ILLINI FS, INC.	\$21,344.78		\$21,344.78
ACH	03-May-24	267868-I4879	IL PUBLIC TRANSIT RISK MANAGEMENT ASOC	\$1,723.00		\$1,723.00
ACH	03-May-24	267868-I5758	INIT INC.	\$15,045.74		\$15,045.74
ACH	03-May-24	267868-J0320	JANITOR & MAINTENANCE SUPPLIES, INC.	\$316.36		\$316.36
ACH	03-May-24	267868-J5550	JM TEST SYSTEMS, LLC	\$704.76		\$704.76
ACH	03-May-24	267868-K2166	KEMPER INDUSTRIAL EQUIP.	\$517.50		\$517.50
ACH	03-May-24	267868-K2190	KEN'S OIL SERVICE, INC.	\$2,770.90		\$2,770.90
ACH	03-May-24	267868-L2005	DONALD DAVID OWEN	\$4,575.00		\$4,575.00
ACH	03-May-24	267868-L3511	LIQUID WASTE REMOVAL, INC.	\$333.94		\$333.94
ACH	03-May-24	267868-M1246	MCMASTER-CARR SUPPLY CO.	\$572.77		\$572.77
ACH	03-May-24	267868-M6334	MORGAN DISTRIBUTING, INC.	\$20,179.79		\$20,179.79
ACH	03-May-24	267868-M7377	MSA SAFETY INCORPORATED	\$1,995.00		\$1,995.00
ACH	03-May-24	267868-N2292	THE AFTERMARKET PARTS COMPANY, LLC.	\$7,735.64		\$7,735.64
ACH	03-May-24	267868-O7370	O'REILLY AUTOMOTIVE, INC.	\$58.83		\$58.83
ACH	03-May-24	267868-O7450	ORKIN EXTERMINATING CO.	\$204.00		\$204.00
ACH	03-May-24	267868-P0015	3PLAY MEDIA, INC	\$562.00		\$562.00
ACH	03-May-24	267868-Q8455	QUILL	\$242.24		\$242.24
ACH	03-May-24	267868-R6120	ROGARDS OFFICE PRODUCTS	\$221.42		\$221.42
ACH	03-May-24	267868-S3115	DANIEL J. HARTMAN	\$4,542.00	\$116.00	\$4,426.00
ACH	03-May-24	267868-S5192	S.J. SMITH WELDING SUPPLY	\$42.32		\$42.32
ACH	03-May-24	267868-U5998	UNIVERSITY OF ILLINOIS	\$32,732.83		\$32,732.83
ACH	03-May-24	267868-U7385	URBANA TRUE TIRES	\$419.85		\$419.85
ACH	10-May-24	268212-A4804	ALPHA CONTROLS & SERVICES LLC	\$2,805.50		\$2,805.50
ACH	10-May-24	268212-A7545	ILLINI GLASS SOLUTIONS	\$157.86		\$157.86
ACH	10-May-24	268212-A8590	AUVIK NETWORKS, INC.	\$84.00		\$84.00
ACH	10-May-24	268212-B3555	BIRKEY'S FARM STORE, INC.	\$1,836.10		\$1,836.10

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

From Date: 5/1/2024 Thru Date: 5/31/2024

Pymt Type	Date	Reference	Payee	ACH Amount	C-CARTS Portion	MTD Portion
ACH	10-May-24	268212-C0275	CCMSI	\$673.00		\$673.00
ACH	10-May-24	268212-C2156	CENTER FOR TRANSPORTATION & THE ENVIRONM	\$89,745.22		\$89,745.22
ACH	10-May-24	268212-C2165	CENTRAL ILLINOIS TRUCKS	\$9,642.99		\$9,642.99
ACH	10-May-24	268212-C3105	CHEMICAL MAINTENANCE, INC.	\$3,091.99		\$3,091.99
ACH	10-May-24	268212-C4588	CLEAN UNIFORM COMPANY	\$108.70		\$108.70
ACH	10-May-24	268212-C6258	COLUMBIA STREET ROASTERY	\$690.00		\$690.00
ACH	10-May-24	268212-C8450	CU HARDWARE COMPANY	\$72.76		\$72.76
ACH	10-May-24	268212-D0365	JOHN A. DASH & ASSOCIATES	\$360.00		\$360.00
ACH	10-May-24	268212-D0426	DAVIS-HOUK MECHANICAL, INC	\$16,267.86		\$16,267.86
ACH	10-May-24	268212-D2012	DEAN'S GRAPHICS	\$9,080.00		\$9,080.00
ACH	10-May-24	268212-D2064	DEEM LANDSCAPING, INC.	\$2,680.00		\$2,680.00
ACH	10-May-24	268212-D2250	DELTA SAFETY SERVICES	\$940.00		\$940.00
ACH	10-May-24	268212-D8520	DUNCAN SUPPLY CO. INC.	\$487.65		\$487.65
ACH	10-May-24	268212-F6367	FORD CITY	\$456.18		\$456.18
ACH	10-May-24	268212-G2275	GENERAL TRUCK PARTS	\$5,700.00		\$5,700.00
ACH	10-May-24	268212-G4293	GLOBAL TECHNICAL SYSTEMS, INC.	\$2,483.53		\$2,483.53
ACH	10-May-24	268212-H3564	HIRERIGHT GIS INTERMEDIATE CORP, INC.	\$1,650.41		\$1,650.41
ACH	10-May-24	268212-H6260	ILLINOIS POWER MARKING CO	\$9,901.55		\$9,901.55
ACH	10-May-24	268212-I4747	ILLINI FS, INC.	\$19,664.24		\$19,664.24
ACH	10-May-24	268212-I4840	ILLINOIS OIL MARKETING	\$1,460.00		\$1,460.00
ACH	10-May-24	268212-J0320	JANITOR & MAINTENANCE SUPPLIES, INC.	\$68.25		\$68.25
ACH	10-May-24	268212-K2190	KEN'S OIL SERVICE, INC.	\$28,312.00		\$28,312.00
ACH	10-May-24	268212-M3408	MIDWEST TRANSIT EQUIPMENT, INC.	\$55.89		\$55.89
ACH	10-May-24	268212-N2292	THE AFTERMARKET PARTS COMPANY, LLC.	\$26,420.13		\$26,420.13
ACH	10-May-24	268212-O7370	O'REILLY AUTOMOTIVE, INC.	\$109.54		\$109.54
ACH	10-May-24	268212-O7450	ORKIN EXTERMINATING CO.	\$1,110.98		\$1,110.98
ACH	10-May-24	268212-P4525	NORMA MCFARLAND	\$463.82		\$463.82
ACH	10-May-24	268212-Q8455	QUILL	\$124.45		\$124.45
ACH	10-May-24	268212-S1143	SCHINDLER ELEVATOR CORP.	\$123,047.10		\$123,047.10
ACH	10-May-24	268212-S3115	DANIEL J. HARTMAN	\$2,147.50	\$28.00	\$2,119.50
ACH	10-May-24	268212-S5192	S.J. SMITH WELDING SUPPLY	\$272.51		\$272.51
ACH	10-May-24	268212-S6962	SPX CORPORATION	\$2,719.32		\$2,719.32
ACH	10-May-24	268212-T2225	TERMINAL SUPPLY COMPANY	\$327.67		\$327.67
ACH	10-May-24	268212-T9069	TWILIO INC	\$1,147.21		\$1,147.21
ACH	10-May-24	268212-U7385	URBANA TRUE TIRES	\$719.95		\$719.95
ACH	17-May-24	268583-A7545	ILLINI GLASS SOLUTIONS	\$347.00		\$347.00
ACH	17-May-24	268583-B3555	BIRKEY'S FARM STORE, INC.	\$2,357.59		\$2,357.59
ACH	17-May-24	268583-C0340	CARDINAL INFRASTRUCTURE, LLC	\$6,500.00		\$6,500.00
ACH	17-May-24	268583-C2165	CENTRAL ILLINOIS TRUCKS	\$734.16		\$734.16
ACH	17-May-24	268583-C3043	CHAMPAIGN CENTER PARTNERSHIP	\$500.00		\$500.00
ACH	17-May-24	268583-C3105	CHEMICAL MAINTENANCE, INC.	\$1,157.51		\$1,157.51
ACH	17-May-24	268583-C4588	CLEAN UNIFORM COMPANY	\$700.46		\$700.46
ACH	17-May-24	268583-C6258	COLUMBIA STREET ROASTERY	\$241.00		\$241.00
ACH	17-May-24	268583-D0426	DAVIS-HOUK MECHANICAL, INC	\$1,653.30		\$1,653.30
ACH	17-May-24	268583-D2012	DEAN'S GRAPHICS	\$40.00		\$40.00
ACH	17-May-24	268583-D3630	DIXON GRAPHICS	\$110.00		\$110.00

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

From Date: 5/1/2024 Thru Date: 5/31/2024

Pymt Type	Date	Reference	Payee	ACH Amount	C-CARTS Portion	MTD Portion
ACH	17-May-24	268583-E0368	EAST PENN MANUFACTURING CO.	\$2,087.04		\$2,087.04
ACH	17-May-24	268583-F6367	FORD CITY	\$91.44		\$91.44
ACH	17-May-24	268583-G2275	GENERAL TRUCK PARTS	\$5,635.76		\$5,635.76
ACH	17-May-24	268583-G2287	GFL ENVIRONMENTAL HOLDINGS (US), INC	\$246.22		\$246.22
ACH	17-May-24	268583-G6300	GOODYEAR TIRE & RUBBER CO	\$15,541.21		\$15,541.21
ACH	17-May-24	268583-G6575	GOVERNMENT FINANCE OFFICERS ASSOCIATION	\$20,000.00		\$20,000.00
ACH	17-May-24	268583-I4770	ILLINI PLASTICS SUPPLY	\$246.10		\$246.10
ACH	17-May-24	268583-I4841	ILLINOIS PUBLIC RISK FUND	\$30,640.00	\$504.00	\$30,136.00
ACH	17-May-24	268583-I5758	INIT INC.	\$9,345.00		\$9,345.00
ACH	17-May-24	268583-I5904	INTERSTATE BATTERIES	\$440.49		\$440.49
ACH	17-May-24	268583-J0320	JANITOR & MAINTENANCE SUPPLIES, INC.	\$126.68		\$126.68
ACH	17-May-24	268583-K2166	KEMPER INDUSTRIAL EQUIP.	\$170.00		\$170.00
ACH	17-May-24	268583-K2190	KEN'S OIL SERVICE, INC.	\$8,988.05		\$8,988.05
ACH	17-May-24	268583-L8376	ACUITY BRANDS TECHNOLOGY SERVICES, INC.	\$3,252.00		\$3,252.00
ACH	17-May-24	268583-M1246	MCMASER-CARR SUPPLY CO.	\$1,459.35		\$1,459.35
ACH	17-May-24	268583-M3408	MIDWEST TRANSIT EQUIPMENT, INC.	\$179.00		\$179.00
ACH	17-May-24	268583-N2292	THE AFTERMARKET PARTS COMPANY, LLC.	\$17,195.44		\$17,195.44
ACH	17-May-24	268583-O7370	O'REILLY AUTOMOTIVE, INC.	\$138.22		\$138.22
ACH	17-May-24	268583-O7450	ORKIN EXTERMINATING CO.	\$860.98		\$860.98
ACH	17-May-24	268583-S3115	DANIEL J. HARTMAN	\$998.00		\$998.00
ACH	17-May-24	268583-U7385	URBANA TRUE TIRES	\$189.95		\$189.95
ACH	17-May-24	268583-V3370	VIA TRANSPORTATION, INC.	\$3,993.71		\$3,993.71
ACH	20-May-24	268638-N2290	NEW FLYER INDUSTRIES	\$649,261.93		\$649,261.93
ACH	24-May-24	268881-B0240	BALLARD POWER SYSTEMS INC.	\$0.00		\$0.00
ACH	24-May-24	268881-B0240	BALLARD POWER SYSTEMS INC.	\$258.00		\$258.00
ACH	24-May-24	268881-B3555	BIRKEY'S FARM STORE, INC.	\$2,108.08		\$2,108.08
ACH	24-May-24	268881-C2165	CENTRAL ILLINOIS TRUCKS	\$11,982.05		\$11,982.05
ACH	24-May-24	268881-C3105	CHEMICAL MAINTENANCE, INC.	\$3,152.68		\$3,152.68
ACH	24-May-24	268881-C4588	CLEAN UNIFORM COMPANY	\$108.70		\$108.70
ACH	24-May-24	268881-C4592	BEVERLY J. WHITE	\$2,998.00		\$2,998.00
ACH	24-May-24	268881-C6258	COLUMBIA STREET ROASTERY	\$97.00		\$97.00
ACH	24-May-24	268881-C8450	CU HARDWARE COMPANY	\$29.12		\$29.12
ACH	24-May-24	268881-D0426	DAVIS-HOUK MECHANICAL, INC	\$1,592.11		\$1,592.11
ACH	24-May-24	268881-D2012	DEAN'S GRAPHICS	\$6,179.99		\$6,179.99
ACH	24-May-24	268881-D3630	DIXON GRAPHICS	\$5,100.00		\$5,100.00
ACH	24-May-24	268881-E0368	EAST PENN MANUFACTURING CO.	\$7,605.95		\$7,605.95
ACH	24-May-24	268881-F7367	FREEDOM FLAG COMPANY	\$841.65		\$841.65
ACH	24-May-24	268881-G4293	GLOBAL TECHNICAL SYSTEMS, INC.	\$550.00		\$550.00
ACH	24-May-24	268881-G7308	GRAINGER	\$646.11		\$646.11
ACH	24-May-24	268881-H2235	HERITAGE PETROLEUM, LLC	\$55,522.04		\$55,522.04
ACH	24-May-24	268881-I4747	ILLINI FS, INC.	\$23,809.95		\$23,809.95
ACH	24-May-24	268881-I5758	INIT INC.	\$125.00		\$125.00
ACH	24-May-24	268881-J0320	JANITOR & MAINTENANCE SUPPLIES, INC.	\$71.99		\$71.99
ACH	24-May-24	268881-J6136	JOHNSON CONTROLS FIRE PROTECTION LP	\$809.93		\$809.93
ACH	24-May-24	268881-K2190	KEN'S OIL SERVICE, INC.	\$3,125.95		\$3,125.95
ACH	24-May-24	268881-M0350	MANSFIELD POWER & GAS LLC	\$10,096.65		\$10,096.65

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

From Date: 5/1/2024 Thru Date: 5/31/2024

Pymt Type	Date	Reference	Payee	ACH Amount	C-CARTS Portion	MTD Portion
ACH	24-May-24	268881-M0377	MARTIN ONE SOURCE	\$5,083.58		\$5,083.58
ACH	24-May-24	268881-M1246	MCMASTER-CARR SUPPLY CO.	\$86.49		\$86.49
ACH	24-May-24	268881-M1269	MCS OFFICE TECHNOLOGIES	\$14,075.00		\$14,075.00
ACH	24-May-24	268881-M2310	MEYER CAPEL	\$4,474.50		\$4,474.50
ACH	24-May-24	268881-M34035	MIDWEST FIBER RECYCLING	\$304.94		\$304.94
ACH	24-May-24	268881-N2292	THE AFTERMARKET PARTS COMPANY, LLC.	\$30,971.68		\$30,971.68
ACH	24-May-24	268881-O7370	O'REILLY AUTOMOTIVE, INC.	\$1,281.71		\$1,281.71
ACH	24-May-24	268881-O7450	ORKIN EXTERMINATING CO.	\$5,294.99		\$5,294.99
ACH	24-May-24	268881-R6120	ROGARDS OFFICE PRODUCTS	\$199.16		\$199.16
ACH	24-May-24	268881-S0085	SLE TECHNOLOGIES, INC.	\$401.91		\$401.91
ACH	24-May-24	268881-S6962	SPX CORPORATION	\$3,129.64		\$3,129.64
ACH	24-May-24	268881-U7385	URBANA TRUE TIRES	\$340.00		\$340.00
ACH	24-May-24	268881-V3590	VITAL EDUCATION & SUPPLY, INC.	\$35.20		\$35.20
ACH	31-May-24	269095-B3555	BIRKEY'S FARM STORE, INC.	\$1,750.60		\$1,750.60
ACH	31-May-24	269095-C2165	CENTRAL ILLINOIS TRUCKS	\$3,340.63		\$3,340.63
ACH	31-May-24	269095-C2231	CERTIFIED LABORATORIES	\$1,224.70		\$1,224.70
ACH	31-May-24	269095-C3105	CHEMICAL MAINTENANCE, INC.	\$1,569.17		\$1,569.17
ACH	31-May-24	269095-C6258	COLUMBIA STREET ROASTERY	\$153.00		\$153.00
ACH	31-May-24	269095-D0423	DAVE & HARRY LOCKSMITHS	\$15.00		\$15.00
ACH	31-May-24	269095-D2012	DEAN'S GRAPHICS	\$7,301.74		\$7,301.74
ACH	31-May-24	269095-D3225	DH PACE COMPANY, INC.	\$9,844.00		\$9,844.00
ACH	31-May-24	269095-D3590	DISH PASSIONATE CUISINE	\$288.00		\$288.00
ACH	31-May-24	269095-D3630	DIXON GRAPHICS	\$86.00		\$86.00
ACH	31-May-24	269095-E0368	EAST PENN MANUFACTURING CO.	\$2,116.08		\$2,116.08
ACH	31-May-24	269095-F2014	F.E. MORAN, INC. FIRE PROTECTION	\$447.25		\$447.25
ACH	31-May-24	269095-F6367	FORD CITY	\$4,095.86		\$4,095.86
ACH	31-May-24	269095-G7308	GRAINGER	\$3,747.31		\$3,747.31
ACH	31-May-24	269095-I4747	ILLINI FS, INC.	\$119.70		\$119.70
ACH	31-May-24	269095-I5758	INIT INC.	\$1,850.00		\$1,850.00
ACH	31-May-24	269095-I5904	INTERSTATE BATTERIES	\$257.18		\$257.18
ACH	31-May-24	269095-J0320	JANITOR & MAINTENANCE SUPPLIES, INC.	\$194.83		\$194.83
ACH	31-May-24	269095-J6136	JOHNSON CONTROLS FIRE PROTECTION LP	\$310.00		\$310.00
ACH	31-May-24	269095-K2190	KEN'S OIL SERVICE, INC.	\$632.50		\$632.50
ACH	31-May-24	269095-K3575	KIRK'S AUTOMOTIVE	\$4,800.00		\$4,800.00
ACH	31-May-24	269095-L4783	LLOYDS REGISTER QUALITY ASSURANCE INC.	\$875.00		\$875.00
ACH	31-May-24	269095-M1246	MCMASTER-CARR SUPPLY CO.	\$1,468.58		\$1,468.58
ACH	31-May-24	269095-N2292	THE AFTERMARKET PARTS COMPANY, LLC.	\$1,152.99		\$1,152.99
ACH	31-May-24	269095-O7370	O'REILLY AUTOMOTIVE, INC.	\$89.88		\$89.88
ACH	31-May-24	269095-O7450	ORKIN EXTERMINATING CO.	\$241.99		\$241.99
ACH	31-May-24	269095-Q8455	QUILL	\$94.90		\$94.90
ACH	31-May-24	269095-R6055	STACEY A. ROBINSON	\$2,500.00		\$2,500.00
ACH	31-May-24	269095-S3115	DANIEL J. HARTMAN	\$2,089.00		\$2,089.00
ACH	31-May-24	269095-S6962	SPX CORPORATION	\$2,566.24		\$2,566.24
ACH	31-May-24	269095-T2225	TERMINAL SUPPLY COMPANY	\$112.25		\$112.25
ACH	31-May-24	269095-U7385	URBANA TRUE TIRES	\$529.95		\$529.95
ACH	31-May-24	269095-V2175	VELOCITY EHS	\$4,299.11		\$4,299.11

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

From Date: 5/1/2024 Thru Date: 5/31/2024

Pymt Type	Date	Reference	Payee	ACH Amount	C-CARTS Portion	MTD Portion
				\$1,651,751.44	\$648.00	\$1,651,103.44

Champaign Urbana Mass Transit District
Accounts Payable Check Disbursement List

Checking Account #: 011-8189-0

FLEX CHECKING-BUSEY BANK

From Date: 5/31/2024

Thru Date: 5/31/2024

Check #	Check Date	Ref #	Name	Amount	Voided
5312024	5/31/2024	F4640	FLEX-EMPLOYEE REIMB.	\$5,893.54	
			Total:	\$5,893.54	

MTD - Bank & Investment Balances

Financial Institution	Bank Bal @ 05/31/24	Interest Rate	Maturity
Busey Bank			
Payroll	\$5,000.00	-	-
Illinois Terminal - Square POS	\$77,700.69	-	-
Operating	\$350,000.00	-	-
C-CARTS	\$124,578.28	-	-
Sec 125 Flexible Spending Plan	\$70,529.15	-	-
ATM	\$19,824.82	-	-
Money Market	\$24,282,619.61	4.48%	-
First Mid Bank	\$13,661,181.75	4.61%	-
Prospect Bank			
MuniWise	\$5,518.13	2.00%	-
MuniWise Flex	\$9,972,784.58	4.36%	-
Total	<u>\$48,569,737.01</u>		

MTD - Capital Reserve @ 05/31/24 & Operating

Capital Reserve -Budgeted (FY24 Capital Budget)	\$21,415,300.00
Capital Reserve -Unbudgeted	\$19,201,254.00
Operating	\$7,953,183.01
Total	<u>\$48,569,737.01</u>

ORDINANCE NO. 2024-1
 BUDGET AND APPROPRIATION ORDINANCE OF THE
 CHAMPAIGN-URBANA MASS TRANSIT DISTRICT
 CHAMPAIGN COUNTY, ILLINOIS
 FOR THE FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025

WHEREAS, notice of a public hearing on the Tentative Budget and Appropriation Ordinance was given in the Champaign-Urbana News-Gazette on May 25, 2024, and WHEREAS, a public hearing was held upon Tentative Budget and Appropriation Ordinance on the 26th day of June, 2024

BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE CHAMPAIGN-URBANA MASS TRANSIT DISTRICT, Champaign County, Illinois, that:

Section 1. For the fiscal year ending June 30, 2025, the following sums of money are appropriated for the corporate purposes of the Champaign-Urbana Mass Transit District, Urbana, Illinois:

		AMOUNT APPROPRIATED	
1	OPERATIONS		
A	Wages		
	(1) Operators' Wages	\$14,500,000	
	(2) Supervisory Wages	2,650,000	
	(3) Clerical	300,000	
	Total	\$17,450,000	
B	Benefits		
	(1) FICA	\$1,400,000	
	(2) Illinois Municipal Retirement Fund	2,150,000	
	(3) Employee Health Insurance	4,400,000	
	(4) Worker's Compensation Insurance	300,000	
	(5) Unemployment Insurance	60,000	
	(6) Paid Leave (Sick Leave, Holidays, etc.)	2,635,000	
	(7) Uniform Allowance	65,000	
	(8) Early Retirement	75,000	
	(9) Other Benefits	30,000	
	Total	\$11,115,000	
C	Services		
	(1) Printing	\$55,000	
	(2) Half Fare Cab	0	
	(3) ADA Service	1,000,000	
	(4) Other	170,000	
	Total	\$1,225,000	

D	Supplies		
	(1) Fuel and Lubricants	\$2,500,000	
	(2) Fuel Tax - Urbana	40,000	
	(3) Tires and Tubes	200,000	
	(4) Small Equipment	10,000	
	(5) Other Material and Supplies	90,000	
	Total	<u> </u>	\$2,840,000
E	Miscellaneous		
	(1) Leased Equipment	\$325,000	
	(2) Other	20,000	
	Total	<u> </u>	\$345,000
	TOTAL -- OPERATIONS		\$32,975,000

2 MAINTENANCE

A	Wages		
	(1) Mechanics' Wages	\$1,950,000	
	(2) Service Personnel Wages	1,400,000	
	(3) Supervisory Wages	915,000	
	Total	<u> </u>	\$4,265,000
B	Benefits		
	(1) FICA	\$335,000	
	(2) Illinois Municipal Retirement Fund	525,000	
	(3) Employee Health Insurance	1,200,000	
	(4) Worker's Compensation Insurance	75,000	
	(5) Unemployment Insurance	15,000	
	(6) Paid Leave (Sick Leave, Holidays, etc.)	370,000	
	(7) Uniform Allowance	30,000	
	(8) Tool Allowance	28,000	
	(9) Early Retirement	40,000	
	(10) Other Benefits	369,000	
	Total	<u> </u>	\$2,987,000
C	Services		
	(1) Contract Maintenance	\$350,000	
	(2) Other Services	16,000	
	Total	<u> </u>	\$366,000

D	Materials / Supplies		
	(1) Fuel and Lubricants	\$225,000	
	(2) Garage Equipment Repairs	60,000	
	(3) Building / Ground Repairs	300,000	
	(4) Revenue Vehicle Repairs	2,000,000	
	(5) Service Vehicle Repairs	45,000	
	(6) Service Supplies	125,000	
	(7) Shop Tools and Equipment	65,000	
	(8) Passenger Shelter Repairs	120,000	
	(9) Other Material and Supplies	199,000	
	Total		\$3,139,000
E	Miscellaneous		
	(1) Leased Equipment	\$265,000	
	(2) Other	25,000	
	Total		\$290,000
	TOTAL -- MAINTENANCE		\$11,047,000

3 GENERAL ADMINISTRATION

A	Wages		
	(1) Administrative Salaries	\$2,050,000	
	(2) Clerical	500,000	
	Total		\$2,550,000
B	Benefits		
	(1) FICA	\$180,000	
	(2) Illinois Municipal Retirement Fund	250,000	
	(3) Employee Health Insurance	575,000	
	(4) Worker's Compensation Insurance	30,000	
	(5) Unemployment Insurance	5,000	
	(6) Early Retirement	25,000	
	(7) Other Benefits	57,000	
	Total		\$1,122,000
C	Services		
	(1) Professional & Technical Services	\$750,000	
	(2) Contract Maintenance	1,000,000	
	(3) Printing	5,000	
	(4) Other Services	75,000	
	Total		\$1,830,000
D	Supplies		
	(1) Office Supplies	\$18,000	
	(2) Equipment	225,000	
	(3) Building / Ground Repairs	100,000	
	Total		\$343,000

E	Utilities		
	(1)Utilities	<u>\$1,000,000</u>	
		Total	\$1,000,000
F	Insurance Premiums		
	(1) Illinois Public Transit Risk		
	Management Association		
	Premium Assessment	\$625,000	
	(2) Illinois Public Transit Risk		
	Management Association		
	Reserve Fund Assessment	600,000	
	(3) Physical Damage	125,000	
	(4) Recovery	-40,000	
	(5) Other	<u>60,000</u>	
		Total	\$1,370,000
G	Miscellaneous		
	(1) Dues and Subscriptions	\$125,000	
	(2) Travel and Meetings	150,000	
	(3) Public Information	250,000	
	(4) Trustee Compensation	9,000	
	(5) Postage	7,000	
	(6) Advertising Services	200,000	
	(7) Other Miscellaneous	101,000	
	(8) Leased Equipment	<u>75,000</u>	
		Total	\$917,000
			\$9,132,000
	TOTAL -- GENERAL ADMINISTRATION		

4 ILLINOIS TERMINAL

A	Wages		
	(1) Clerical	\$160,000	
	(2) Security	200,000	
	(3) Maintenance	190,000	
	(4) Overhead	<u>295,000</u>	
		Total	\$845,000
B	Benefits		
	(1) FICA	\$70,000	
	(2) Illinois Municipal Retirement Fund	90,000	
	(3) Employee Health Insurance	275,000	
	(4) Worker's Compensation Insurance	15,000	
	(5) Unemployment Insurance	5,000	
	(6) Paid Leave (Sick Leave, Holidays, etc.)	83,000	
	(7) Other Fringes	<u>10,000</u>	
		Total	\$548,000

C	Services		
	(1) Contract	\$40,000	
	(2) Professional & Technical Services	3,000	
	(3) Other	5,000	
	Total	<u>48,000</u>	\$48,000
D	Materials / Supplies		
	(1) Service Supplies	\$30,000	
	(2) Office Supplies	5,000	
	(3) Equipment	15,000	
	(4) Building and Grounds	145,000	
	Total	<u>195,000</u>	\$195,000
E	Utilities		
	(1) Utilities	\$175,000	
	Total	<u>175,000</u>	\$175,000
F	Miscellaneous		
	(1) Miscellaneous	\$26,000	
	Total	<u>26,000</u>	\$26,000
	TOTAL -- ILLINOIS TERMINAL		\$1,837,000
5	DEBT SERVICE AND INTEREST		\$640,000
6	INELIGIBLES		\$388,000
7	CAPITAL EXPENDITURES		
	(1) Shelters, Kiosks, Stops, & Associated Work	\$300,000	
	(2) Miscellaneous Facility Improvements	250,000	
	(3) Maintenance Shop Equipment	25,000	
	(4) Software Systems Upgrades/Procurements	100,000	
	(5) Computer and Server Upgrades/Procurements	100,000	
	(6) Architectural & Engineering Services	350,000	
	(7) Miscellaneous Fleet Equipment	100,000	
	TOTAL CAPITAL	<u>1,225,000</u>	\$1,225,000
	TOTAL APPROPRIATIONS		\$57,244,000

Said appropriation items shall constitute the budget for the District for said fiscal period.

In support of said budget and as a part thereof, the following statement is made under Section 3 of "The Illinois Municipal Law" approved July 12, 1957, as amended:

A.	EXPECTED CASH ON HAND AT BEGINNING OF FISCAL PERIOD		\$6,000,000
B.	ESTIMATED RECEIPTS		
(1)	Cash Receipts		
	a) Operating Revenue	\$9,073,000	
	b) Advertising Revenue	450,000	
	c) Interest Income	250,000	
		<u> </u>	
	Total		\$9,773,000
(2)	Cash Receipts -- IDOT Downstate Operating Assistance Funds		\$36,160,150
(3)	Corporate Replacement Tax		\$250,000
(4)	COVID-19 Relief Funding		\$0
(5)	Debt Service Local Match		\$220,500
(6)	Debt Service Federal Match		\$0
(7)	Estimated Receipts from Taxes to be Levied		
	a) General Levy	\$7,714,854	
	b) Social Security Levy	1,020,000	
	c) Illinois Municipal Retirement Fund Levy	1,600,000	
	d) Worker's Compensation	100,000	
	e) Liability Insurance and Claims Service and Claims	700,000	
	f) Unemployment Insurance	40,000	
	g) Auditing	25,146	
		<u> </u>	
	Total		\$11,200,000
	TOTAL ESTIMATED RECEIPTS AND CASH ON HAND		\$63,603,650
	Estimated Transfer to Capital Reserve		\$359,650
C.	EXPECTED CASH ON HAND AT END OF YEAR		\$6,000,000

Section 2. This Ordinance shall be in full force and effect upon its passage.

Section 3. The Secretary of the Board of Trustees is directed to file the certified copy of this Ordinance with the County Clerk of Champaign County, Illinois.

This Ordinance is hereby approved by the affirmative vote, the "Ayes" and "Nays" being called, of a majority of the members of the Board of Trustees of the Champaign-Urbana Mass Transit District at a duly called Regular Meeting of the said Board of Trustees on the day of _____ pursuant to a roll call as follows:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Approved by me this _____ day of _____.

Richard Barnes
Chair-Board of Trustees

ATTEST:

Brittany Meeker, Secretary



To: Karl Gnadt, Managing Director/CEO
From: Brendan Sennett, Safety & Training Director
Date: June 26, 2024
Subject: Annual Update to the Public Transportation Agency Safety Plan (PTASP)

- A. Introduction: The District’s Public Transportation Agency Safety Plan (PTASP) was originally approved by the Board in June 2020 and is to be updated annually. This year’s revision focused on strengthening compliance with new requirements associated with the Bipartisan Infrastructure Law (Infrastructure Investment and Jobs Act), updating safety performance targets and measures, updating position changes, implementation of the new Event Review Committee, and providing clarity to existing sections.
- B. Recommended Action: Staff recommends approval of the District’s revised PTASP (Version 5), 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, with its fourth and most recent revision approved on June 28, 2023.
- D. Summary: The PTASP is an all-encompassing document of safety management within the 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 Performance Target Coordination
 - Safety Risk Management
 - Safety Assurance
 - Safety Promotion
 - Safety Management Documentation

The proposed revision does not reflect any significant changes except for the introduction of the Event Review Committee. The majority of the updates include routine calculations of performance measures and targets as well as added clarification.

Additionally, this revision reflects personnel changes within the Safety & Training Department and Maintenance & Facilities Department. The position title changes do not impact the roles and responsibilities described in the PTASP.

- E. Background: On July 19, 2018, the Federal Transit Administration (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: Approving this plan affirms the District's compliance with USDOT Final Rule 49 C.F.R. Part 673 Public Transportation Agency Safety Plan and implements the required programs.
- G. Budget & Staffing Impacts: No additional budgetary or staffing impacts are anticipated with this revision.



Champaign-Urbana Mass Transit District

Public Transportation Agency Safety Plan (PTASP)

Date Adopted: 6/24/2020

Last Revised: 6/26/2024

Adopted by: _____ 6/26/2024
Date
Karl P. Gnadt
Managing Director/CEO
PTASP Accountable Executive
Champaign-Urbana Mass Transit District

Adopted by: _____ 6/26/2024
Date
Brendan Sennett
Safety & Training Director
PTASP Chief Safety Officer
Champaign-Urbana Mass Transit District

Adopted by: _____ 6/26/2024
Date
Dick Barnes
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 & 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 Response – Purchased Transit		
Does the agency provide transit services on behalf of another transit agency or entity?	<u>Yes</u> <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
Approval by the Board of Directors or an Equivalent Authority	Name of Individual/Entity That Approved This Plan	Date of Approval
	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. Gnadt, Managing Director/CEO	
	Relevant Documentation (title and location)	
	Fiscal Year 2024 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements.	

Annual Review and Update of the Public Transportation Safety Plan

Source(s): §673.11

The annual review and update of the Public Transportation Agency Safety Plan (PTASP) is conducted by the Safety & Training Director, starting no later than March 1st of each year. Progress and proposed updates are coordinated with the Managing Director/CEO, Deputy Managing Director, and frontline Employees serving on the Safety Advisory Committee (SAC). Final decision on changes will be made and certified by August of each year. Final updates are communicated District-wide via MTDweb Messages and Bulletins.

Version Number and Updates

History of Successive Versions of this Plan

Version Number	Section/Pages Affected	Reason for Change	Date Issued
1	Original Document	Original Document	6/24/2020
2	Revision	Routine Revision	7/12/2021
3	Revision	Routine Revision	4/27/2022
4	Revision	Routine Revision	6/28/2023
5	Revision	Routine Revision	6/26/2024

Safety Management Policy

The Champaign-Urbana Mass Transit District's (MTD) Mission is to "Lead the way to greater mobility". To achieve this mission, safety must be prioritized over all competing interests. Therefore, we are committed to establishing and maintaining a robust safety culture at all levels of the organization. To further advance this culture, MTD is committed to developing, implementing, maintaining, and continuously improving processes to ensure that our service delivery achieves the highest level of safety performance.

To reinforce safety as the highest priority for all Departments, Leadership must demonstrate this commitment by fostering an environment of trust, where all employees are competent and confident in their abilities to perform their duties in a safe, efficient, and responsible manner. All MTD employees are responsible to exhibit the "Highest Degree of Care" in the discharge of their duties.

As a means of leading the way to greater mobility, MTD is committed to improving safety across all areas of our service. This objective will be supported by our Safety Management System (SMS), a data-driven approach to managing risk. The SMS is dependent upon data collected through various sources, but primarily our Employee Safety Reporting Program (ESRP) and safety audits performed throughout our service area.

This Safety Management Policy will be distributed to each employee and will also be posted in each facility. Informative sessions will be held to promote safety discussion and to answer employee questions.

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

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

6/26/2024

Date

Introduction

Source(s): *Illinois Highest Degree of Care, §673.3, § 673.21*

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 SMS
- Establishing and operating the **Hazard Identification – Risk Assessment – Mitigation (HIRAM)** process as a primary tool for safety concerns and analysis
- Ensuring that no action will be taken against any employee who discloses a safety concern (close call, hazard, or other condition) 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.
- Establish and monitor 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 SMS, 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 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. The Accountable Executive is ultimately responsible for carrying out the PTASP and the Transit Asset Management Plan (TAM).

Chief Safety Officer

MTD has identified the Safety and Training Director as the Chief Safety Officer. The Safety and Training Director has the authority and responsibility for day-to-day implementation and operation of the SMS. The Safety & Training Director'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
- Briefing the Accountable Executive on SMS implementation progress
- Identifying substandard performance and developing improvement programs
- Planning safety training activities, which may include:
 - Summer Review Training
 - Professional Development for S&T Department
 - Class & Road Instructor Training
 - Line Instructor Training
 - Six Month Review
 - 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:

- Deputy Managing Director

Key Staff

The following staff members are key to support the development, implementation, and operation of MTD's SMS.

- Operations Director
- Assistant Operations Director
- Special Services Manager
- Service Delivery Manager
- Operations Supervisors
- Assistant Safety & Training Director
- Safety Program Manager
- Illinois Terminal Director

- Illinois Terminal Supervisors
- Maintenance & Facilities Director
- Assistant Maintenance Director
- Assistant Facilities Director
- External Affairs Director
- Inventory Supervisor
- Maintenance Supervisors
- MTD2071 Internal Audit Team

Safety Performance Measures & Targets

Source(s): §673.11

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. Safety performance measures are calculated as a five-year performance average.

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. MTD establishes safety performance targets as a 5% improvement from the previous year's safety performance measure.

Safety performance measures and targets are calculated for each mode category:

- Directly operated Motor Bus/Fixed Route (MB-DO)
- Directly operated Demand Response/Paratransit (DR-DO)
- Purchased transit Demand Response/Paratransit (DR-PT)

As of April 2024, the FTA has established 14 performance measures in the National Public Transportation Safety Plan:

1. Major Events: Total number of safety and security events reported to the NTD on S&S-40 forms, by mode
2. Major Events Rate: Total number of safety events divided by total vehicle revenue miles (VRM), by mode
3. Collision Rate: Total number of collisions reported to the NTD by mode, divided by VRM
4. Pedestrian Collision Rate: Total number of collisions "with a person" divided by VRM, by mode
5. Vehicular Collision Rate: Total number of collisions "with a motor vehicle" divided by VRM, by mode
6. Fatalities: Total number of fatalities (deaths confirmed within 30 days), excluding trespassing and suicide-related fatalities, by mode

7. Fatality Rate: Total number of fatalities divided by VRM, by mode
8. Transit Worker Fatality Rate: Total number of transit worker fatalities, including Contractors, Operators, and other transit staff
9. Injuries: Total number of injuries reported to the NTD, excluding injuries resulting from assaults and other crimes (security events).
10. Injury Rate: Total number of injuries divided by VRM, by mode
11. Transit Worker Injury Rate: Total number of injuries involving "Transit Employee/Contractor," "Transit Vehicle Operator," and "Other Transit Staff," divided by VRM
12. Assaults on Transit Workers: Total number of assaults on Transit Workers
13. Rate of Assaults on Transit Workers: Total number of Assaults on Transit Workers, divided by VRM
14. System Reliability
 - a. Mean distance between major mechanical failures by mode. The NTD defines a major mechanical system failure as a failure of some mechanical element of the revenue vehicle that prevents the vehicle from completing a scheduled revenue trip or starting the next scheduled revenue trip because vehicle movement is limited or due to safety concerns.

On an annual basis, MTD updates the Safety Performance Targets in this document based on performance measures from the previous five years. These performance targets are monitored for the monthly Key Performance Indicator (KPI) Reports for 2024, analyzing data from the years 2019-2023. While the FTA has not created a standard method for developing Safety Performance Targets, MTD 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). For System Reliability, the Maintenance Key Performance Indicators are used to collect information on miles between road calls on vehicles.

Current Safety Performance (Calendar Year 2023)

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

2023			
Safety Performance Measure	MB-DO	DR-DO	DR-PT
Major Events	15	2	0
Major Event Rate	5.40	0.43	0.00
Collision Rate	4.68	0.43	0.00
Pedestrian Collision Rate	0.36	0.00	0.00
Vehicular Collision Rate	4.32	0.21	0.00
Fatalities	0	0	0
Fatality Rate	0.00	0.00	0.00
Injuries	16	2	0
Injury Rate	5.76	0.43	0.00
System Reliability	21,526	26,040	59,382

2023	All Modes
Transit Worker Fatality Rate	0.00
Transit Worker Injury Rate	0.31
Assaults on Transit Workers	28
Rate of Assaults on Transit Workers	8.62

Note: Assault rates calculated by combining total S&S-40 and S&S-50 report across all modes and divided by combined vehicle revenue miles (1 million VRM)

2023 Performance Measures

Performance measures are calculated as a five-year average (2019-2023). The rate used for MB-DO is per 1,000,000 vehicle revenue miles. The rate used for DR-DO and DR-PT is per 50,000 vehicle revenue miles.

	MB-DO	DR-DO	DR-PT
Major Events	9.60	1.00	0.40
Major Event Rate	3.35	0.29	0.10
Collision Rate	3.01	0.29	0.10
Pedestrian Collision Rate	0.13	0.00	0.00
Vehicular Collision Rate	2.81	0.16	0.05
Fatalities	0.00	0.00	0.00
Fatality Rate	0.00	0.00	0.00
Injuries	18.40	2.40	0.40
Injury Rate	6.39	0.74	0.10
System Reliability	25,712.90	22,494.38	36,740.00

	All Modes
Transit Worker Fatality Rate	0.00
Transit Worker Injury Rate	0.25
Assaults on Transit Workers	28
Rate of Assaults on Transit Workers	8.62

Notes: (1) Rates calculated by combining total S&S-40 and S&S-50 report across all modes and divided by combined vehicle revenue miles (1 million VRM); (2) Requirement to track and report assault data to NTD became effective in 2023

2024 Safety Performance Targets

The below Performance Targets for calendar year 2024 are calculated by applying a 5% improvement of the 2023 Safety Performance Targets.

The rate used for MB-DO is per 1,000,000 vehicle revenue miles. The rate used for DR-DO and DR-PT is per 50,000 vehicle revenue miles. The safety performance targets represent a 5% improvement of the 2023 Performance Measures.

	MB-DO	DR-DO	DR-PT
Major Events	9.12	0.95	0.38
Major Event Rate	3.18	0.28	0.09
Collision Rate	2.86	0.28	0.09
Pedestrian Collision Rate	0.13	0.00	0.00
Vehicular Collision Rate	2.66	0.15	0.09
Fatalities	0.00	0.00	0.00
Fatality Rate	0.00	0.00	0.00
Injuries	17.48	2.28	0.38
Injury Rate	6.08	0.70	0.09
System Reliability	26,999	23,619	38,577

	All Modes
Transit Worker Fatality Rate	0.00
Transit Worker Injury Rate	0.24
Assaults on Transit Workers	26.6
Rate of Assaults on Transit Workers	8.19

Notes: (1) Rates calculated by combining total S&S-40 and S&S-50 report across all modes and divided by combined vehicle revenue miles (1 million VRM); (2) Requirement to track and report assault data to NTD became effective in 2023.

Safety Target Coordination

Source(s): § 673.15

The Accountable Executive designates the Safety & Training Director to coordinate, to the maximum extent practicable, with the State and Metropolitan Planning Organization (MPO) to aid in the planning process and support the selection of State and MPO transit safety performance targets. Performance targets are shared via email with the agencies below by August 1 of each year.

- State: Illinois Department of Transportation (IDOT), Transit Operating Program
 - David.Maziarz@illinois.gov
- MPO: Champaign Urbana Urban Area Transportation Study (CUUATS)
 - Rita Morocoima-Black (rmorocoima-black@ccrpc.org)

Safety Risk Management

Source(s): §673.25

Introduction

Safety Risk Management is a system of hazard management to control hazards to an acceptable level of risk, and evaluation of the results.

(Reminder: Hazards are defined as a condition, act, process, or operation that has the potential to cause harm, such as 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 (HIRAM)

The Safety Risk Management Process, or HIRAM, 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
 - a. Safety Risk Options - options for mitigating the safety risk are considered, including financial feasibility
- **Mitigation**- plan for placing safety risk control measures into action, including documentation of the process, to reduce the likelihood and severity of potential consequences of hazards
 - a. Safety Risk Monitoring- evaluation of the effectiveness of the safety risk decision and control measures over time.

The Safety Advisory Committee (SAC) 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, 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 & Training Director, Safety Program Manager, and/or Assistant Safety & Training Director.

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

The Hazard Identification process consists of input from a variety of sources. The formal, internal committee structure (SAC, Wage and Policy, School Outreach, Routes and Schedules, and others) provides additional opportunity for Operators, Maintenance Employees, and Supervisory Staff to identify hazards. Asset condition deterioration will be communicated by the Maintenance & Facilities Director, Illinois Terminal Director, and Maintenance & Facilities Director to the Safety & Training Director. Input from other governmental sources (FTA, IDOT, MPO, local governments) and the general public will be forwarded to the Safety & 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.

Hazards 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, including procedures and recommendations to mitigate items, may be provided by the Transportation Cooperative Research Program (TCRP); Transportation Safety Institute (TSI); University Transportation Centers (UTC); the Centers for Disease Control and Prevention (CDC); other transit agencies, governmental entities, listservs, and private businesses that provide transit safety recommendations, best practices, mandates, products, and services.

Some input will be sent to the HIRAM process for assessment. Other inputs may be addressed in formal training for appropriate Employees as determined by the Safety & Training Director and the associated Department Head. Committees may also be included in information from external sources and some input may be informally

addressed by Supervisors and Staff. Consequences of hazards will be considered and evaluated in the Hazard Assessment phase of the HIRAM process.

The Safety & 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 External Affairs Director, Maintenance & Facilities Director, Illinois Terminal Director, and Operations Director. These would include infrastructure improvements; vehicle purchases and vehicle component modifications; and known infrastructure changes by MTD or other agencies. Safety concerns will be communicated during the specification development phase to the Accountable Executive (Managing Director/CEO) and Deputy Managing Director.

Employee Safety Reporting Program

Source(s): § 673.23

Immediate hazards must be reported to a supervisor or member of leadership as soon as possible.

MTD introduced a reporting program that includes formal and informal interaction between frontline Employees and senior management during the 2021 calendar year. The formal SMS process is focused on reducing the risk of accident and/or injury by proactively resolving safety issues that may require resources, discussion, and action steps. The Employee Safety Reporting Program (ESRP), as required in 49 CFR 673, is a tool designed to assist Employees in notifying management of hazards, close-calls, or other unsafe conditions. Information obtained through the ESRP will be analyzed for the development of potential mitigation strategies.

Employees who participate in the ESRP are ensured that no punitive action will be taken against any employee who discloses a hazard, close-call, or other safety condition unless a thorough investigation of the disclosure indicates, beyond a reasonable doubt, gross negligence, or a deliberate or willful disregard of federal, state, local, or MTD regulation, procedures, or law. *The SMS investigation process into close-calls and other safety-related events can be found in Appendix C.*

Participation in the ESRP may be achieved through various communication methods. Such methods include but are not limited to:

- E-mail/MTDweb Message
- Radio
- Telephone
- In-Person
- Hazard Identification Report (HIR) Form

Hazard Identification Report (HIR)

Employees will be encouraged to submit safety concerns, such as hazards, close-calls, or other unsafe conditions, through the Hazard Identification Report (HIR) form on MTDweb.

- Close-Call: any event that could cause physical harm to an individual or property, but did not occur
- Hazard: a condition, act, process, or operation that has the potential to cause harm, such as danger or damage.

The Employee will select either Close-Call, Safety Concern, or Other from the drop-down menu in the Form. Reports submitted on MTDweb are available to the Safety & Training Director, Safety Program Manager, and Assistant Safety & Training Director. 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. All submitted reports will be considered valid and recorded in the Risk Register.

Reports will be investigated by the appropriate department with support from Safety & Training. Submitted reports are non-punitive except in cases of it being determined that an event was a result of, beyond a reasonable doubt, gross negligence, or a deliberate or willful disregard of federal, state, local, or MTD regulation, procedure, or law. However, if the investigation determines that there is an opportunity for improvement on behalf of the Employee, the Employee may be subject to non-disciplinary retraining or coaching. The retraining, and the conditions leading up to it, will be documented in the Employee's file.

ESRP Documentation

All hazards, close-calls, or other reports of unsafe conditions must be formally documented. All such reports must be directed to the Safety & Training Department to ensure proper documentation. Employees may report their concerns to any Staff. Recipients of such reports must inform the Safety & Training Department of all reports so they may be appropriately documented in the Risk Register.

Report takers shall not redirect Employees to the Safety & Training Department, but rather intake the report and forward the information as if the reporter wishes to remain anonymous. Any follow-up will be communicated by Safety & Training through the recipient unless the reporter waives their anonymity. Instruction on how to notify the Safety & Training Department can be found in 8 ST36 SOP Documenting Safety Concerns.

Public Safety and Emergency Management

The Continuity of Operations Plan (COOP) 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.

Public Health

In the event of a public health crisis, such as an infectious disease outbreak, MTD will follow mandated guidance from recognized public health organizations such as but not limited to, the United States Department of Health & Human Services (HHS), Centers for Disease Control (CDC), and Illinois Department of Public Health (IDPH).

MTD will also incorporate operational measures to reduce the likelihood of exposure to personnel and the public, such as:

- Rear-door boarding
- Providing PPE
- Increased cleaning
- Suspended fare collection
- Promote social distancing

Risk Assessment

Risk Assessment at MTD is driven by the Risk Assessment Matrix. For all identified risks, the formal process will be followed and documented. For hazards that are presented informally or from other committees, the Safety & Training Director, Assistant Safety & Training Director, or Safety Program Manager 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 Safety & Training Director's decision will be final. For more serious rankings (red), the Safety & Training Director 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

Risk Mitigation is a multi-step process. Options are developed in the HIRAM process and analyzed for effectiveness and cost. The SAC, affected Staff, and ad hoc committees may be utilized to generate mitigation options. The best 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 Safety & Training Director 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 Safety & Training Director will review the mitigation activity six months and twelve months after implementation. The Safety & Training Director will document the complete or partial success of the mitigation activity. Unintended consequences will also be documented. If risk is not reduced as low as reasonably practicable (ALARP), the Safety & Training Director will consider additional mitigation measures.

HIRAM Process, Explained

Hazard Identification – Risk Assessment – Mitigation

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

The **HIRAM** process consists of **Hazard Identification**, **Risk Assessment**, and **Mitigation** alternatives. 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 & Training Director, Assistant Safety & Training Director, or Safety Program Manager. Input can come from many sources; however, the majority of the input will likely result from the SAC and ESRP (i.e., HIR form, radio transmission, in-person communication, etc.). Employees can communicate with Supervisors and Managers for informal communication and discussion, the record of which would then be forwarded to the Safety & Training Director or Assistant Safety & Training Director.

Supervisors and Staff may request identified hazards for analysis and discussion to the Safety & Training Director 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 SAC will review all suggestions and concerns at its meetings. There will be, at a minimum, one meeting per quarter or four meetings per calendar year. Input will be submitted to the Safety & 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, 8 OP1 SOP Committee Sign Up. For input that has a physical component, the Safety & 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. The process is generally a consensus process. Where a consensus cannot be attained, the Safety & 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 & 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

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.

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

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.

Mitigation options are developed by Staff and the SAC. A recommended option will be chosen by the Safety & 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 & 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 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 & Training Director, or designee, will be responsible for documentation of each step of the **HIRAM** process.

Safety Assurance

Source(s): § 673.27

Introduction

Safety Assurance refers to processes within a transit agency's SMS 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 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 & Training are:

- Number of Check Rides for new Operators and Operators beyond two (2) years seniority

The current Lagging Performance Indicators for Safety and Training are:

- Safety Performance Targets required by FTA in this document located beginning on Pages 14-16 of this document
- Number of Preventable Accidents per 1,000,000 vehicle revenue miles for fixed route (MB); 50,000 vehicle revenue miles for demand response (DR)
- Non-Preventable Accidents per 1,000,000 vehicle revenue miles for fixed route (MB); 50,000 vehicle revenue miles for demand response (DR)

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 Safety Assurance program at MTD consists of:

- Reviews and Audits
- Accident/Incident Investigation
- Event Review Committee (ERC)
- Employee Safety Reporting Program
- 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 & Training Director analyzes the recommendations for cost/benefit and effectiveness.

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

Source(s): §673.27

The Yearly Safety Review (YSR) provides a high-level review of safety management performance that occurred within the previous calendar year and goals for the current calendar year. The YSR may use Root Cause Analysis (RCA) and Corrective Action Reports (CARs) to determine if significant changes in policy or procedure are required in the subsequent year. The Safety & Training Director is responsible for initiating and documenting the YSR. The review will be presented to the Managing Director and Deputy Managing Director prior to March 1st.

Accident/Incident Investigations

Accident and incident investigations are conducted by the Operations Support Specialist, Operations Supervisors, Assistant Operations Director, Operations Director, and/or the Safety & Training Director. Accidents and incidents that take place in the Maintenance Department or involve Maintenance Personnel are investigated by the Maintenance & Facilities 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.

Event Review Committee (ERC)

Accidents that meet the NTD reporting threshold for a Major Event (S&S-40) or are otherwise of interest to the District will be investigated by the Safety & Training Department and presented to the ERC.

The ERC is a safety activity that engages multiple departments within the District. Its purpose is to consider causal factors associated with each accident and determine the need to implement potential corrective actions to prevent the likelihood of recurrence.

Close-Call Reporting

MTD defines a close-call as any event that could cause physical harm to an individual or property but did not occur. All reported close-calls are to be delivered to the Safety & Training Director, Safety Program Manager, and/or Assistant Safety & Training Director. 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 & Training Director, Safety Program Manager, and/or Assistant Safety & Training Director will 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.

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 February 23, 2022, 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.

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 42 of this document.

Quality Assurance

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

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

Check Rides are 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 check ride process to express concerns, share suggestions, and ask questions.

Operators with less than two (2) years of experience operating for MTD will be checked once quarterly. Operators with more than two (2) years of experience operating for MTD will be checked bi-annually, once every six (6) months.

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 Plans (CAPs) are an essential element of Quality Assurance. A Corrective Action Plan is created to respond to an identified hazard that carries an unacceptable level of risk. The difference between a CAP and a CAR is that a CAP is managed through the HIRAM process rather than process that utilizes 10 MS1 F Corrective Action Request Template. CAPs are specific to safety risk mitigation. A CAP

consists of issue identification; containment; root cause description; short term corrective action; long-term preventive action; and verification of effectiveness.

Safety Monitoring is a triannual review of safety performance for the overall system as part of the MTD2071 Management Review. The Safety & Training Director and Deputy Managing Director will meet throughout the year to assess overall system safety data and the quality of data collected for KPIs. Data for this review can be sourced from HIRs, accident data, and other notification methods. 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

NTD data is used to develop Performance Targets as shown starting on Page 17 of this document. This will be updated each year with data from the previous five (5) years. Goals are based on the previous five-year average 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. Only NTD-reportable events that meet the criteria for a “Major Event” are considered in Safety Events; however, Injury and Assault calculations include S&S-50 Non-major Event Data in addition to Major Event data.

“Major Events”, are measured as the total number each month. 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 2023.

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 & Facilities 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

Sources: §673.27

New hazards may be introduced 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 10 MS3 Root Cause Analysis Procedure.

A CAP may be generated after the RCA is completed if the analysis in the RCA indicates that a CAP is needed. The RCA will be the primary element in any Change Management activities. The RCA/CAP Process may also be used for some events that are not reportable to NTD thresholds. The Accountable Executive, Deputy Managing Director, Chief Operations Officer, the Safety & Training Director, 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:

- 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 Safety & Training Director and the Accountable Executive. SAC has review authority, but the final decision rests with Top Management consisting of the Managing Director and Deputy Managing Director.

Any of the committees above may identify safety issues. These issues will be referred to the Safety & Training Director, Safety Program Manager, and/or Assistant Safety & Training Director 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 & 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 Safety & Training Director 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

Source(s): §673.27

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, Safety & Training Director, Top Management, and/or MTD2071 Team will implement cost-effective solutions to the safety issues that have been identified and analyzed.

Safety Promotion

Source(s): §673.29

Introduction

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

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
- Check Rides
- Summer Refresher Training
- De-Escalation Training
- Individual Re-training
- Safety and Training Department Training
- Individual Training Plans
- Maintenance Training.

Initial training for all Operators is the commercially-available Transit and Paratransit Company (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. Entry-level driver training (ELDT) is provided for trainees certifying for a CDL. Former employees returning to MTD may have the opportunity to participate in a modified training program where their demonstrated proficiency warrants accelerated progression through the program.

- **Classroom:** Classroom training is a minimum of seven days of hybrid instruction, consisting of TAPTCO videos and instructor-led lecture and discussion. For CDL trainees, ELDT Theory is covered during this section.
- **Road Training:** Road training is, at minimum, twenty (20) days for Bus Operators, twelve (12) days for Maintenance Employees, and three (3) days for Special

Services Operators (including ADA Paratransit and C-CARTS). For CDL trainees, ELDT Range and ELDT Public Road is covered in this section. Bus Operators and Maintenance Employees also test for their CDL during this section.

- **Line Training:** Line Training consists of the Trainee providing revenue service under the supervision of a Line Training Instructor. Line Training Instructors submit Ride Reports detailing the Trainees' performance following each day to provide feedback to the Safety & Training Department. These evaluations help determine the Trainees' readiness for graduation. The minimum number of days in Line Instruction are:
 - **Bus Operators:** Twenty (20) days
 - **Special Services Operators:** Five (5) days
 - **Maintenance Employees:** N/A

Initial training is to a "competent and confident" level and may be extended based on the decision of the Safety & Training Director or Assistant Safety & Training Director. The initial training program is documented in the individual's training record.

Mentor Rides (See *Check Rides under Quality Assurance on Page 29*)

Summer Refresher Training is a yearly program developed by the Safety & Training Department with a curriculum determined by the previous year's performance and/or immediate needs of the District. Input is considered from other departments including, but not limited to, Customer Service, Human Resources, Operations, and Maintenance. Summer refresher training is conducted in one-day sessions during the summer months, and may be postponed if unable to provide scheduled service.

De-Escalation Training: De-escalation training, in addition to the Conflict and Aggression Management section of TAPTCO, is provided during graduation to reduce the risk of transit worker assaults.

Instructor Recertification is conducted on a biannual basis for both Road and Line Instructors. Upon completion, the Instructors receive certificates and their training records are updated.

Individual Retraining is conducted for employees who are having performance problems in areas such as preventable accidents, unsafe operations, and customer service. The session is designed by S&T and is conducted by either the Assistant Safety & Training Director or Class & Road Instructors. Session lengths vary depending on the issue involved and the ability of the Operator to demonstrate successful performance of the tasks. Retraining is not considered discipline.

Safety & Training Department Employees receive training appropriate to their individual employee development plan. Line and Class & Road Instructors receive the "Train the Trainer" program developed by TAPTCO and taught by the Assistant Safety & Training Director or the Safety & Training Director. The Safety & Training Director and Assistant

Safety & Training Director 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 & Training Director and Safety & Training Director must have valid Third-Party Certification Program Safety Officer Licenses.

Individual Training Plans At least one member of Safety & Training Management (Director or Assistant Director) should have the following certificates within five (5) years of the implementation of this document.

- Transit Safety and Security Program Certificate

Optional Courses:

- Advanced Bus Collision Investigation 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

Source(s): §673.29

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. **Other forms of communicating safety information include:**

- **Bulletins**
- **Posters**
- **Internal newsletter *BusLines***

The Summer Refresher Training is provided to 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 Safety and Training Director 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 SMS's 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.

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

Source(s): §673.29, §673.31

The Safety & Training Director is responsible for document storage. Minutes from the SAC are maintained. Internal Audits are scheduled three times a year through the MTD2071 Management System. Requests to add Safety & 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 & Training shared drive for review at any time by the Accountable Executive and agency leadership.

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

Appendices

Appendix A: Special Terms and Definitions

Term	Definition
Accident	An Event that involves any of the following: A loss of life; a report of a serious injury to a person; a collision of public transportation vehicles; a runaway train; an evacuation for life safety reasons; or any derailment of a rail transit vehicle, at any location, at any time, whatever the cause.
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
Incident	An event that involves any of the following: A personal injury that is not a serious injury; one or more injuries requiring medical transport; or damage to facilities, equipment, rolling stock, or infrastructure that disrupts the operation of a transit agency
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 SMS 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

<p>Safety-Sensitive Function</p>	<p>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.</p>
<p>System Reliability</p>	<p>Major mechanical failure preventing a vehicle from completing or starting scheduled trip</p>
<p>Top Management</p>	<p>Managing Director, Deputy Managing Director, and Chief Operating Officer</p>
<p>Vehicle Revenue Miles</p>	<p>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</p>

Appendix B: List of Acronyms Used

Acronym	Definition
ASP	Agency Safety Plan
CAR	Corrective Action Report
CAP	Corrective Action Plan
CDL	Commercial Driver's License
CIP	Continuous Improvement Process
CMV	Commercial Motor Vehicle
COOP	Continuity of Operations Plan
DMD	Deputy Managing Director
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

Appendix C: SMS Investigation Process

Looking beyond the assignment of blame to an individual employee, SMS investigations allow MTD to examine how both internal and external factors may contribute to close-calls and accidents. Upon notification of a reported close-call, the Safety & Training Department and Operations Department will coordinate to review immediately-available evidence, such as video footage from vehicle and/or facility cameras.

If initial review of video footage from a close-call reveals that the employee's performance and/or behavior was appropriate, then the event and the associated data will be logged into the SMS Investigation Spreadsheet. The reporting employee will be notified that their close-call was reviewed and will receive positive feedback.

However, if the video footage reveals that the close-call may have been caused by the employee's performance, a SMS investigation will be initiated. All accidents resulting in serious injury and/or a fatality will automatically be subject to a SMS investigation.

The purpose of SMS investigations is to uncover causal factors that, if mitigated, could reduce the risk of experiencing future accidents or injuries. All SMS Investigations will be performed by, or under the oversight of, the Safety & Training Director. The investigation is a four-step process:

1. Collect and Analyze Evidence/Data
2. Conduct Interviews
3. Develop Corrective Action Plans to Prevent Recurrence
4. Investigation Conclusion & Report Distribution

Collect and Analyze Evidence/Data

SMS is a data-driven approach to managing safety risks; therefore, data and evidence must be collected from the event for analysis. Sources of event data and evidence may include, but not limited to, accident/incident reports, video footage, photographs, radio transmissions, employee records, historical safety statistics, employee records, training records, vehicle maintenance records, etc. Information from the event will be compared to system data to identify conformity to operational trends. Analysis of this information provides a better insight for the investigator and assists in the preparation of interview questions.

Conduct Interviews

Video footage and photographs are great at documenting events that already took place; however, they cannot provide perspective on internal factors that may have contributed to the event. That perspective can only be obtained through interviews. The investigator will interview each employee involved in the event. Interviews will take place in a private office, and the investigator may invite an additional staff member to

take notes. The interview will be recorded to ensure accuracy. The investigator(s) will use interviews and evidence to identify causal factors.

Develop Corrective Action Plans to Prevent Recurrence

Corrective Action Plans (CAPs) will be developed based on the causal factors identified after reviewing evidence and considering interview statements. CAPs are designed to manage the causal factors to reduce, or even eliminate, the risk of similar accidents from occurring in the future. CAPs can be geared towards the individual employee, the Agency, or other stakeholders involved in the transit operation. Several CAPs can be associated with an event, and their progress will be updated and tracked within 8 ST35 Corrective Action Plan Tracker.

Concluding Investigation & Report Distribution

At the conclusion of an investigation, a formal, confidential report will be generated by the investigator. The report will be provided to the employee's supervisor as well as other immediate stakeholders. A recommendation for discipline will never be included in the report. However, if the investigation reveals that, beyond a reasonable doubt, the employee's behavior was inappropriate to the degree of gross negligence, or a deliberate or willful disregard of federal, state, local, or MTD regulation, procedure, or law, discipline may be considered by the supervisor.

Appendix D: Detailed Document Change Log of Current Revision

2024 Revision	
Item	Page Number(s)
Position title changes	Throughout
Process to review and update ASP, clarified	6
Re-focused Safety Policy from Accountable Executive	7
Introduction of new Safety Performance Measures, including descriptions	11-12
Updated Safety Performance Measures	13-14
Updated Safety Performance Targets	15
Cited source of Injury data	13-15, 31
Safety Performance Target coordination process, clarified	15
Public health coordination, managing infectious disease, clarified	20
Introduction of the Event Review Committee (ERC)	29
Inclusion of de-escalation training	36-37
CDL Training Program, updated	36-37
Diversified safety communication methods	38
Addition of Detailed Document Change Log	Appendix D



To: Karl Gnad, Managing Director
From: Michelle Wright, Finance Director
Date: June 26, 2024

Subject: Governmental Accounting Standards Board: GASB 87 Lease & GASB 96 Subscription-Based Information Technology Arrangements Policy

- A. Introduction: Baker Tilly, the current financial audit firm used by MTD, included a best practice recommendation as part of the FY2023 audit to establish written procedures for GASB Statement No. 87 Leases and GASB Statement No. 96, Subscription-Based Information Technology Arrangements (SBITA).
- B. Recommended Action: Staff recommends approval of the GASB 87 Lease & GASB 96 SBITA Policy.
- C. Prior Trustee Action: On February 28, 2024, Baker Tilly presented information about the FY2023 audit, including the best practice recommendation to create a formal written policy identifying management's criteria for evaluating contracts under GASB 87 & GASB 96, establishing the process for annual review of new contracts or changes to existing contracts, and developing a financial threshold for which contracts require consideration.
- D. Summary: The GASB 87 Lease & GASB 96 SBITA Policy outlines the purpose, effective dates, definitions, and terms of GASB 87 and GASB 96, establishes the capitalization threshold and process for determining the incremental borrowing rate, and explains the process and scope of evaluating lessee, lessor, and SBITA contracts under GASB 87 and GASB 96.
- E. Background: MTD adopted GASB 87 and GASB 96 in FY2022.

GASB 87 changed the accounting process to account for a lease. Before GASB 87, leases were recorded as operating expenses as the lessee and operating revenue as the lessor. GASB summarizes the requirements of GASB 87 as follows:

- i. requires a lessee to recognize a lease liability and an intangible right-to-use lease asset
- ii. requires a lessor to recognize a lease receivable and a deferred inflow of resources

The purpose of GASB 87 is to enhance the relevance and consistency of information about leasing activities.

GASB 96 changed the accounting process to account for a SBITA. Before GASB 96, cloud computing arrangements were recorded as operating expenses. GASB summarizes the requirements of GASB 96 as follows:

- i. defines a SBITA;
- ii. establishes that a SBITA results in a right-to-use subscription asset – an intangible asset – and a corresponding subscription liability;
- iii. provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA;
- iv. requires note disclosures regarding a SBITA.

The purpose of GASB 96 is to improve financial reporting, consistency, and comparability for SBITA activities.

MTD is required to record lease and SBITA transactions according to generally accepted accounting principles as determined by GASB. However, lease and SBITA transactions are still eligible operating expenses for Downstate Operating Assistance Program (DOAP) reimbursement.

- F. Alternatives – advantages/disadvantages: Adopting the GASB 87 Lease & GASB 96 SBITA Policy will fulfill a recommendation by MTD’s financial auditors and provide guidance when recording GASB 87 and GASB 96 transactions.



GASB 87 Lease & GASB 96 Subscription-Based Information Technology Arrangements Policy

PURPOSE:

The purpose of this policy is to document Champaign-Urbana Mass Transit District's (MTD's) understanding of the Governmental Accounting Standards Board Statements (GASB 87) for the Recording of Leases and (GASB 96) for the Recording of Subscription-Based Information Technology Arrangements (SBITA), how the statements apply to MTD, and to outline the steps taken by MTD's Finance Director and Comptroller to identify all lease and SBITA contracts that meet the definition of a lease or SBITA in the applicable statements.

EFFECTIVE DATE:

The requirements of GASB 87 were effective for the Fiscal Year ending June 30, 2022. The requirements of GASB 96 were effective for the Fiscal Year ending June 30, 2023, with early adoption permitted. MTD adopted both GASB 87 and GASB 96 for the Fiscal Year ending June 30, 2022.

DEFINITIONS:

GASB 87 defines a lease as a long-term contract that conveys control of the right to use another entity's nonfinancial asset (the underlying asset) as specified in the contract for a period of time in an exchange or exchange-like transaction. Examples of nonfinancial assets include buildings, land, vehicles, and equipment.

To determine whether a contract conveys control of the right to use the underlying asset, a government should assess whether it has both of the following:

- a. The right to obtain the present service capacity from use of the underlying asset as specified in the contract.
- b. The right to determine the nature and manner of use of the underlying asset as specified in the contract.

GASB 96 defines a SBITA contract as a contract that conveys control of the right to use another party's information technology software, alone or in combination with tangible capital assets, as specified in the contract for a period of time in an exchange or exchange-like transaction. Examples of SBITAs include a cloud computing arrangement, which may be provided as Software as a Service (SaaS), Platform as a Service (PasS), or Infrastructure as a Service (IaaS).

SBITAs have the following defining characteristics:

- a. SBITAs are for the temporary use rather than ownership of the information technology asset (use ends when the subscription ends).
- b. SBITAs include contracts that contain both a right-to-use information technology asset component and an information technology services component.

TERM DEFINITIONS:



The lease term under GASB 87 is the period during which a lessee has a noncancelable right to use an underlying asset for greater than twelve months. There are rules about MTD's option to extend the lease if it is reasonably certain that MTD will or will not exercise the options. MTD will take the position that all options to extend will be exercised, unless specifically communicated to the Finance Director or Comptroller to the contrary.

Note: Periods for which both the lessee and the lessor have an option to terminate the lease without permission from the other party (or if both parties must agree to extend) are cancelable periods and are excluded from the lease terminology and are recorded as an expense of that period.

The subscription term under GASB 96 is the period during which MTD has a noncancelable right to use the underlying information technology asset plus the following periods, if applicable:

- Periods covered by MTD's option to extend the SBITA if it is reasonably certain that MTD will exercise that option.
- Periods covered by MTD's option to terminate (cancellation for convenience clause) the SBITA if it is reasonably certain that MTD will not exercise that option.
- Periods covered by a SBITA vendor's option to extend the SBITA if it is reasonably certain that the SBITA vendor will exercise that option.
- Periods covered by a SBITA vendor's option to terminate the SBITA if it is reasonably certain that the SBITA vendor will not exercise that option.
- A fiscal funding or cancellation clause that allows MTD to cancel a SBITA should affect the subscription term only if it is reasonably certain that the clause will be exercised (i.e. fiscal funding or cancellation clauses are ignored unless reasonably certain of being exercised).
- Periods for which both MTD and the SBITA vendor have an option to terminate the SBITA without permission from the other party are cancelable periods and are excluded from the subscription term.

CAPITALIZATION THRESHOLDS:

Authoritative pronouncements do not address the manner in which the capitalization policy should be established and applied. To be consistent with MTD's capitalization policy for capital assets, MTD elected to capitalize lease and SBITA transactions if the total lease or SBITA contract value at the time of implementation is at or over \$10,000.



INCREMENTAL BORROWING RATE:

The initial incremental borrowing rate for leases, with MTD as the lessee or lessor, was based on MTD's Revolving Line of Credit 4.5% fixed interest rate in Fiscal Year 2022. Going forward, when a new lease has been established, if the interest rate is not stated in the contract, MTD will use MTD's Revolving Line of Credit interest rate at the time of the lease transaction.

The incremental borrowing rate for SBITAs will be consistent with the rate used for leases as noted above.

SCOPE OF SEARCH FOR LESSEE, LESSOR, AND SBITA TRANSACTIONS:

EDUCATION:

The first step in the scope of GASB 87 and GASB 96 implementation by MTD was education. The statements for GASB 87 and GASB 96 are over 150 pages combined. Understanding these standards required a deep dive into the statements along with their implementation guides. The Comptroller reached out to MTD's auditors who provided assistance in explaining the statements as well as tools to assist in analyzing potential leases and SBITAs. The Comptroller also spent many hours reading both documents and making notes throughout each document. In addition, the Comptroller attended webinars and obtained self-study Certified Professional Education (CPE) hours.

CONTRACT IDENTIFICATION:

The second step, after education, was the review of contracts. Two years ago, MTD's Finance & Procurement Specialist compiled detailed spreadsheets listing each of MTD's lessee, lessor, and subscription-based contracts and their attributes. The Comptroller and Finance & Procurement Specialist worked with these spreadsheets to narrow down the potential contracts that might fit the definition of a lease or SBITA. Those contracts were reviewed by the Comptroller and discussed with MTD's auditors.

REVIEW OF DISBURSMENTS AND LISTS OF ITEMS NOTED:

Since Fiscal Year 2022, the Comptroller and Finance & Procurement Specialist have been on the lookout for new leases and SBITAs. The Finance & Procurement Specialist already tracks all leases that are through MTD's current leasing agent. In addition, the Comptroller reviews each month's Accounts Payable check and ACH runs, manual checks, and credit card transactions, to identify any transaction that meets the definition of a lease or SBITA.

LESSOR TYPE CONTRACTS:

On the lessor side, the Finance & Procurement Specialist already tracks all lessor type arrangements in a spreadsheet. Therefore, the population of lessor type transactions were easily identified from this spreadsheet and comparison to any other activity in the billing system. The contract terms and conditions were easily understood for these transactions.