

**KANE COUNTY PARATRANSIT COORDINATING COUNCIL**

TRISH GLEES—Council Chair  
BILL CATCHING—Council Vice Chair  
FRANKLIN RAMIREZ—Council Vice Chair



41W011 Burlington Road  
St. Charles, IL 60175

Phone:630-584-1170  
Fax:630-584-5265

RIDE IN KANE SPONSORS

Association for Individual  
Development

Aurora Township

Batavia Township

Blackberry Township

Campton Township

City of Batavia

City of Elgin

City of Geneva

City of St. Charles

Dundee Township

Elgin Township

Hesed House

INC Board NFP

Kane County

Pace Suburban Bus

St. Charles Township

Senior Services Associates

Village of Campton Hills

Village of South Elgin

**Kane County Paratransit Coordinating Council (KCPCC)**

**Agenda**  
**Tuesday, December 1, 2020**  
**9:00 a.m.**

[Join Zoom Meeting Here](#)

**Call in: 1-312-626-6799**  
**Meeting ID: 885 3196 0068**  
**Passcode: 681511 (may not need)**

**One tap mobile**  
**+13126266799,,88531960068# US (Chicago)**

**I. Opening Of Meeting**

- A. Introductions—AID staff change
- B. Approval of Meeting Minutes from June 2, 2020
- C. Approval of Meeting Minutes from September 1, 2020 (not included)

**II. Reports**

- A. RTA Citizen Advisory Board update
- B. RTA HSTP Update

**III. Other Business**

*2021 Meeting Schedule*

March 2	Zoom
June 1	TBD
September 14 (note change in date)	TBD
December 7	TBD

**IV. Public Comment**

**V. Adjournment**

KCPCC members are welcome to attend the RIK Sponsor Committee meeting  
which is held immediately after the Coordinating Council meeting

**The meeting will be held online**  
The next meeting of the Kane County Paratransit Coordinating Council will be held  
**Tuesday, March 2, 9:00 a.m.** location Zoom

# KANE COUNTY PARATRANSIT COORDINATING COUNCIL

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## Kane County Paratransit Coordinating Council (KCPCC)

MEETING MINUTES  
June 2, 2020

### In Attendance:

Lore Baker, AID  
Kathy Hazelwood, AID  
Krystal Spracklen, AID  
Tricia Skibley, AID  
Bill Catching, Aurora Township  
Leigh Tracy, Batavia Township  
Ruth Rottman, Campton Township  
Trish Glees, Dundee Township  
Franklin Ramirez, Elgin Township  
Chris Ranney, Geneva  
Jackie Forbes, Kane County DOT  
Ron Johnson, St. Charles Township  
Sharon Bober, St. Charles Township  
Amethyst Handley, City of St. Charles  
Lauren Blayney, Village of South Elgin  
Nancy Hill, Village of South Elgin  
Krysta Kaus, Kane County Sheriff Office  
Taylor Thomas, PACE  
Kisha Hearn, PACE  
Martin Sandoval, PACE  
Candace Jones, RTA

The meeting was called to order at 9:10 am by Trish Glees, Council Chair. Introductions were made. Upon a motion for approval made by Franklin Ramirez and seconded by Lore Baker, the March 3, 2020 meeting minutes were approved.

Jackie Forbes gave an update on the RTA's HSTP progress. She and Lore have participated in several meetings with the consultant leading the HSTP project. She referenced a memo in the packet regarding a survey related to the HSTP update. Lore Baker stated that AID had shared the HSTP survey widely.

Jackie reviewed the upcoming meeting schedule for the rest of the year. September is listed as TBD but will probably be virtual again.

Under Public Comment, Lore Baker shared information on the Sunshine Service initiative with attendees. Krysta Kaus from the Kane County Sheriff's Department inquired about expanding the Ride in Kane program to other townships, but because of the pandemic the sponsors wanted to focus on keeping their programs running.

Franklin Ramirez made a motion to adjourn the meeting and was seconded by Bill Catching. The meeting was adjourned until September 1st.



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Village of South Elgin

**Ride In Kane Sponsor Committee**  
**Meeting Agenda**  
**Tuesday, December 1, 2020**  
**Immediately following the KCPCC Meeting**

[Join Zoom Meeting Here](#)

**Call in: 1-312-626-6799**  
**Meeting ID: 885 3196 0068**  
**Passcode: 681511 (may not need)**

**One tap mobile**  
**+13126266799,,88531960068#US (Chicago)**

**I. Opening of Meeting**

- A. Call to Order Trish Glees
- B. Approval of June 2, 2020 Meeting Minutes
- C. Approval of September 1, 2020 Meeting Minutes (not included)

**II. Ride In Kane Program Status Reports**

- A. NF and JARC Budget Report/Billings AID
- B. PACE update on COVID cleaning (buses and taxis) Trish Glees
- C. Registration and Ridership Reports Taylor Thomas
- C. Customer Feedback Report Taylor Thomas

**III. Other Business**

- A. RTA Updates Candace Jones
- B. Meeting Schedule Jackie Forbes

*2021 Meeting Schedule*

March 2	Zoom
June 1	TBD
September 14 (note change in date)	TBD
December 7	TBD

**IV. Public Comment**

**V. Adjournment**

**The meeting will be held online**

The next meeting of the Ride in Kane Sponsors Committee will be held  
**Tuesday March 2, following the 9:00 a.m. KCPCC meeting**  
Location: Zoom





**Ride In Kane Sponsor Committee**

**MEETING MINUTES**

**June 2, 2020**

41W011 Burlington Road  
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**RIDE IN KANE SPONSORS**

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- Kane County
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- St. Charles Township
- Senior Services Associates
- Village of Campton Hills
- Village of South Elgin

**In Attendance:**

- Lore Baker, AID
- Kathy Hazelwood, AID
- Krystal Spracklen, AID
- Tricia Skibley, AID
- Bill Catching, Aurora Township
- Leigh Tracy, Batavia Township
- Ruth Rottman, Campton Township
- Trish Glees, Dundee Township
- Franklin Ramirez, Elgin Township
- Chris Ranney, Geneva
- Jackie Forbes, Kane County DOT
- Ron Johnson, St. Charles Township
- Sharon Bober, St. Charles Township
- Amethyst Handley, City of St. Charles
- Lauren Blayney, Village of South Elgin
- Nancy Hill, Village of South Elgin
- Krysta Kaus, Kane County Sheriff Office
- Sally Williams, PACE
- Taylor Thomas, PACE
- Kisha Hearn, PACE
- Chris Rose, PACE
- Martin Sandoval, PACE
- Candace Jones, RTA

The meeting was called to order at 9:30 am by Trish Glees, Council Chair. Introductions were made. Upon a motion for approval made by Bill Catching, and seconded by Leigh Tracy, the January 14, 2020 meeting minutes were approved. Upon a motion for approval made by Lore Baker and seconded by Bill Catching, the March 3, 2020 meeting minutes were approved.

**RIK PROGRAM STATUS REPORTS:**

**5310 and JARC Budget Report:**

Krystal referred to the Grant Fund total and Sponsor Cost spreadsheets in the agenda packet for review and discussion. She summarized the grant totals for JARC and 5310 funding. Chairman Glees asked when the next round of grant funding is available and Lore Baker said in 2021.

Krystal explained that there was now a full year of 2019 data available in the reports, in addition to 2020 data. She noted that the cost per ride was steadily increasing in 2019. The pandemic has had a significant impact on ridership. Pace was not collecting fares for a few months. Lore asked if those months without fare collection could have an asterisk next to them so it is clear the pandemic made a difference.

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Krystal referred to Nelson Nygaard reports in the agenda packet for review and discussion.

Taylor Thomas noted that Pace is picking up the rider share of the fares.

## **Registration and Ridership Reports and Customer Complaint Records:**

Taylor referred to the Ridership growth report, Productivity Data report, and OTP report and led a discussion. She informed the committee that Trapeze was down for five days in April. Krystal reminded everyone that fare increases went into effect on April 1st, so sponsors should be aware that they may receive calls once fares are collected again.

Lore informed Taylor and the committee that AID would not have community day programs until July or later. They are looking for guidance from IDPH. Senior programs are suspended until August 31st.

Bill Catching asked how much longer the service would have a single passenger policy. Taylor said that it will be until further notice and there is no end date set yet. Pace is watching ridership each day to guide decisions.

Lore asked if there would be advance notice once fares are collected again and Taylor responded yes. Chairman Glees said that sponsors should put a notice in the paper and notify riders in advance.

## **OTHER BUSINESS:**

### **RTA Updates:**

Candace Jones shared with the committee that there is a new training/instruction employee who conducts the orientation and mobility training. Once it is safe to do so, the program will start up again.

Bill Catching asked if the decrease in sales tax will have an affect on RTA funding. Candace said she will get back to the committee.

### **Meeting Schedule:**

Jackie Forbes reviewed the meeting schedule for the rest of 2020.

The 2020 KCPCC Meeting Schedule.

Tuesday, September 1<sup>st</sup>  
Tuesday, December 1<sup>st</sup>

### **Public Comment:**

Krystal Spracklen informed the committee that Kathy Hazelwood was no longer with AID and they are looking for a replacement. She also shared that her last day at AID would be June 30. Sponsors thanked Krystal for all of her work with Ride in Kane and wished her well.

A motion to adjourn was made by Bill Catching, seconded by Lore Baker. The meeting was adjourned by unanimous consent.

**Grant Totals Phases 3 & 4**

	<u>JARC</u>	<u>NF</u>	<u>Totals</u>
<b>Beginning balance</b>	\$ 505,606	\$ 1,107,254	\$ 1,612,860.00
<b>Ending balance</b>	\$ -	\$ -	\$ -
Ended	Apr '12	Jun '12	Jun-12

**Grant Totals Phases 5 & 6**

	<u>JARC</u>	<u>NF</u>	<u>Totals</u>
<b>Beginning balance</b>	\$ 1,002,388.00	\$ 250,597.00	\$ 1,252,985.00
Ended	July '14	Sept '12	Feb-14

**Grant Totals for Phases 7 & 8**

	<u>JARC</u>	<u>NF</u>	<u>Totals</u>
<b>Beginning balance</b>	1,529,726.00	1,201,927.00	2,731,653.00
Ended	May '19	Oct '13	

**Grant Totals for Phases 9 & 10**

	<u>JARC</u>	<u>NF</u>	<u>Totals</u>
<b>Beginning balance</b>	\$ 2,414,522.00	\$ 1,949,920.00	\$ 2,182,221.00
Fed Portion	\$ 1,207,261.00	\$ 974,960.00	
Sponsor Match	\$ 1,207,261.00	\$ 974,960.00	

	<u>JARC</u>	<u>NF</u>	<u>Totals</u>
<b>Beginning balance</b>	1,207,262.00	974,959.00	2,182,221.00
Oct '13		(20,325.53)	(20,325.53)
Nov '13		(84,685.11)	(84,685.11)
Dec '13		(85,144.78)	(85,144.78)
Jan '14		(80,279.18)	(80,279.18)
Feb '14		(75,006.85)	(75,006.85)
Mar '14		(84,372.69)	(84,372.69)
Apr '14		(77,527.23)	(77,527.23)
May '14		(74,056.80)	(74,056.80)
June '14		(68,594.47)	(68,594.47)
July '14		(71,864.96)	(71,864.96)
Aug '14		(69,428.48)	(69,428.48)
Sept '14		(66,816.91)	(66,816.91)
Oct '14		(71,751.30)	(71,751.30)
Nov '14		(45,104.71)	(45,104.71)
			-
May '19	(9,598.83)		(9,598.83)
Jun '19	(24,570.63)		(24,570.63)
Jul '19	(30,760.78)		(30,760.78)
Aug '19	(32,638.94)		(32,638.94)
Sept '19	(31,685.02)		(31,685.02)
Oct '19	(34,444.40)		(34,444.40)
Nov '19	(27,868.43)		(27,868.43)

Dec '19	(27,791.40)	(27,791.40)
Jan '20	(31,042.82)	(31,042.82)
Feb '20	(28,473.87)	

**Ending balance** **928,386.88** **(0.00)** **956,860.75**

Monthly average (29,919.59) (75,794.06)

Projected remaining months 31.03 (0.00)  
 Aug '21 Oct '14

**Grand total remaining** 1,207,262.00 \$ (0.00)

Projected remaining months 45.81 0.00  
 Feb '23 Oct '14

**Grant Totals for Phases 11 & 12 (Federal Portion)  
 New 5310 Funding**

**Beginning Balance** \$ **2,300,000.00**  
 Ended Nov '17

**Additional Funds from RTA for Grant for Phases 11 & 12 (Federal Portion)  
 New 5310 Funding (80/20 match)**

	Operations
<b>Beginning Balance</b>	\$ <b>400,000.00</b>
Sept '19	\$ (157,717.84)
Oct '19	\$ (176,643.49)
Nov '19	\$ (65,638.67)

**Ending balance** \$ -

Monthly Average \$ (167,180.67)

Projected remaining months -

**Grant Totals for Phases 13 & 14 (Federal Portion)  
 New 5310 Funding**

	Operations
<b>Beginning balance</b>	\$ <b>3,098,924.00</b>
Fed Portion	\$ 1,549,462.00
Sponsor Match	\$ 1,549,462.00



	<u>JARC</u>
<b>Beginning balance</b>	<b>1,549,462.00</b>
Nov '17	(7,518.57)
Dec '17	(65,570.37)
Jan '18	(72,255.64)
Feb '18	(63,184.19)
Mar '18	(73,239.25)
Apr '18	(75,520.53)
May '18	(73,963.05)
Jun '18	(66,382.66)
Jul '18	(71,127.33)
Aug '18	(70,601.44)
Sept '18	(73,467.97)
Oct '18	(81,849.03)
Nov '18	(73,268.31)
Dec '18	(76,104.63)
Jan '19	(75,195.23)
Feb '19	(78,263.41)
Mar '19	(83,851.84)
Apr '19	(85,495.29)
May '19	(84,595.38)
Jun '19	(76,730.60)
Jul '19	(99,089.32)
Aug '19	(22,187.96)
<b>Ending balance</b>	<b>0.00</b>
<b>Monthly Average</b>	<b>(75,987.77)</b>
Projected remaining months	0.00

Aug '19

**Grant Totals for Phases 15 & 16 (Federal Portion)**

**New 5310 Funding  
Operations**

<b>Beginning balance</b>	<b>\$ 3,088,396.00</b>
Fed Portion	\$ 1,544,198.00
Sponsor Match	\$ 1,544,198.00

	<u>JARC</u>
<b>Beginning balance</b>	<b>1,544,198.00</b>
Aug '19	(76,691.87)
Nov '19	(54,538.59)

Dec '19	(99,080.36)
Jan '20	(106,755.76)
Feb '20	

**Ending balance** **1,207,131.42**

**Monthly Average** **(84,266.65)**

Projected remaining months 14.33

**Mar '21**

**Grant Totals for Phases 17 & 18 (Federal Portion)**

		<b>New 5310 Funding</b>
		<b>Operations</b>
<b>Beginning balance</b>	\$	<b>4,995,992.00</b>
Fed Portion	\$	2,497,996.00
Sponsor Match	\$	2,497,996.00

		<b>5310</b>
<b>Beginning balance</b>		<b>2,497,996.00</b>

**Ending balance** **2,497,996.00**

**Monthly Average**

Projected remaining months 29.64

**Aug '23**

Probably less because when Jarc funding ends in Aug '21, full cost will come here.