

**Pace, the Suburban Bus Division of the Regional Transportation Authority
550 West Algonquin Road
Arlington Heights, Illinois
Minutes of the Open Session Meeting of the Pace Board of Directors
June 15, 2022**

The Board of Directors of Pace, the Suburban Bus Division of the Regional Transportation Authority, met in public session on Wednesday, June 15, 2022 at 9:30 a.m. at Pace corporate headquarters, 550 West Algonquin Road, Arlington Heights, Illinois, pursuant to notice.

Chairman Kwasneski led the assembly in the Pledge of Allegiance.

Chairman Kwasneski called the meeting to order at 9:30 a.m.

Roll Call

Directors physically present: Canning, Carr, Claar, Marcucci, McLeod, Schielke, Soto, and Chairman Kwasneski.

Directors virtually present: Smith.

Directors telephonically present: Guerin and Hastings.

Directors absent: Arfa and Wells.

SBD #22-40 – Resolution approving the open session meeting minutes of May 18, 2022.

Director Schielke moved, and Director Claar seconded a motion to approve the Resolution. The motion passed with a unanimous vote.

Public Comment

None.

Chairman’s Report

Chairman Kwasneski reported on presentations of \$200,000 checks to leaders from Will, DuPage, and Kane counties to enhance countywide paratransit services. Pace is distributing these funds to collar counties as part of the 2021 budget. At these events, Pace delivered new paratransit vehicles and showcased a new electric bus. The Chairman also reported on his virtual

Richard A. Kwasneski, *Chairman*

Rachel Arfa Christopher S. Canning Terrance M. Carr Roger C. Claar David B. Guerin Kyle R. Hastings
Thomas D. Marcucci William D. McLeod Jeffery D. Schielke Erin Smith Linda Soto Terry R. Wells

Board of Directors

Melinda J. Metzger, *Executive Director*

participation in APTA's board meeting, where FTA's proposed rules to distribute dollars from the Federal Infrastructure Bill were discussed. Chairman Kwasneski congratulated Director Soto on her reappointment to Pace's Board of Directors for another four-year term.

Directors' Reports

Director Carr reported on the 2021 financial statement audit conducted by Baker Tilly. He congratulated Pace accounting staff led by Laura Laduke for a clean audit and results that were without deficiencies.

Director Marcucci reported on Pace presenting a \$200,000 check to DuPage County Chair Dan Cronin for paratransit enhancements, saying it is an important step in supporting local transit. He discussed how county leaders have been meeting to better coordinate local transit initiatives, including Ride DuPage. Services are complex and overlapping because they are administered by townships, of which six are in DuPage County. Their next meeting will be held on June 23rd.

Director McLeod thanked Melinda Metzger and Pace Community Rep. Steve Andrews for their insightful presentation on Pace services to the Hoffman Estates Transportation Committee. He congratulated Director Soto on her reappointment and Director Claar for his work on the Pace Board of Directors and for his many years of public service.

Director Schielke reported on the paratransit check presented to the Kane County Chairman and said Kane County is very pleased with Pace service, including the expansion of Dial-a-Ride service and the transportation of senior living residents to vaccine hubs. One factor contributing to Batavia's surge in senior living community construction is a strong transportation network.

Director Smith reported on a meeting that she attended with Pace employees Erik Llewellyn and Ed Gallagher, and the Mayor of Crystal Lake and the Chairman of McHenry County also in attendance. They discussed how Crystal Lake is a hub for public transit and ways to improve access to fixed routes to better serve new affordable housing and senior living communities. She was encouraged by how Crystal Lake, Pace, and McHenry County are collaborating to find new ways to serve residents.

On behalf of Lake County and its veterans, Director Soto thanked Melinda Metzger and staff for working with Lake County DOT to install a bus shelter in front of the Midwest Veterans Closet. She thanked Melinda and Ed Gallagher for attending Lake County Transportation Alliance's first mixer. She also said it has been an honor to work with Director Claar on the Pace Board.

Executive Director's Report

Melinda sincerely thanked Pace operating and maintenance staff for working around the clock to keep buses moving in hot weather and ensuring all equipment is working.

Melinda reported on Pace's event celebrating the CDL permit course partnership with Olive Harvey College. The program offers a direct path from classroom to career for individuals who participate in the course and obtain their permit. Cook County President Toni Preckwinkle,

County Commissioner Stanley Moore, and State Senator Elgie Sims were in attendance to honor the eleven students who are now working at Pace and who represent the next generation of professional bus operators. Also present were the new students who are currently participating in the course. The Chairman and Melinda later attended the Southwest Conference of Mayors Annual Meeting, where the Worth Township Supervisor invited Pace to promote the program at the Annual Expo of the Illinois Community College Trustee Association. Pace staff attended that event on June 10th and connected with Moraine Valley, Harper, Prairie State, Joliet Junior College, Malcolm X, and Elgin Community Colleges.

Chairman Kwasneski said it was rewarding to know Pace created a program that really benefits people, and that students are excited and enthusiastic. Multiple candidates had professional backgrounds in social services. Chairman Kwasneski hopes Pace will implement similar programs for other career paths as well and praised staff for thinking to partner with colleges.

Melinda reported on several meetings and events attended by Pace representatives:

- Melinda, the Chairman, and several Pace board members attended events in DuPage, Kane, and Will counties to showcase paratransit equipment and Pace's new electric bus, as well as to provide checks for additional paratransit service.
- Melinda met with Sen. Gillespie and Rep. Walker from the 27th and 53rd districts, which cover Arlington Heights, Mt. Prospect, and Prospect Heights, to share an update on Pace. They were excited about Pace's innovative projects and supportive of transit.
- Pace was represented by staff at the Global Accessibility Awareness Day hosted by the Chicago Mayor's Office for People with Disabilities and Director Arfa. Pace staff provided information on the ADA services Pace offers in the Chicago area.
- Pace staff attended the Minority Supplier Development Council Business Fair and distributed information on DBE contracting, a priority for Melinda and the Board.
- Melinda thanked Director Soto for the opportunity to attend the Lake County Transportation Alliance networking event in Libertyville on June 8th.
- Pace was recognized by Kane County with a certificate of appreciation for contributions to Kane County's Covid-19 pandemic response. With Director Schielke's assistance, Pace provided buses to transport senior living residents to vaccine hubs.
- Melinda appeared before Director McLeod and the Village of Hoffman Estates Transportation Committee to discuss Pace's innovative services, the state of ridership, and the reduction in the cost of monthly passes to encourage riders back to transit. Pace's electric bus was onsite for the committee to view.

Melinda provided an update on Pace's DuPage Uber Access Program. The user-side subsidy service option has been well-received and continues to grow. When the pilot began in February, approximately 300 trips were subsidized with Uber. In May, over 2,000 trips were provided.

Melinda reported on the budget and ridership. Year-to-date through April, Suburban Service is approximately \$16.8 million favorable to budget. Fuel is favorable and public funding is largely in-line due to the budget amendment approved at last month's Board meeting. Year-to-date through April, ADA Service is approximately \$9.7 million favorable to budget. This includes a budget adjustment to account for the increase in the price of fuel and to meet funding requirements. For the month of May, system total ridership was up approximately 22% over May 2021. For May 2022, the average weekday ridership was 67,000 people.

Items removed from the Consent Agenda

None.

Approval of Consent Agenda

SBD #22-41 – Ordinance amending the 2022 Capital Program Budget (Amendment #3).

SBD #22-42 – Ordinance authorizing the award of a contract to Paul Borg Construction Company for the demolition and remodeling of Pace administrative office building restrooms in an amount not to exceed \$979,000.00.

SBD #22-43 – Ordinance authorizing the award of a contract to N/S Corporation for the replacement of two bus washes at South Division in an amount not to exceed \$986,454.00.

SBD #22-44 – Ordinance authorizing the award of a contract to CDW Government LLC for Nutanix appliance hardware and software maintenance and support, and additional storage for three years in an amount not to exceed \$659,080.97.

Director Schielke moved, and Director Soto seconded a motion to approve the Consent Agenda. The motion passed with the following roll call vote: Directors Canning, Carr, Claar, Hastings, Marcucci, McLeod, Schielke, Smith, Soto, and Chairman Kwasneski.

As a result of technical difficulties, Director Guerin's vote was not audible. All other directors voted aye.

Action Items

SBD #22-45 – Resolution honoring Director Roger C. Claar for his contributions to Pace as a member of the Board of Directors.

Director Schielke moved, and Director Marcucci seconded a motion to approve the Resolution.

As a result of technical difficulties, Director Guerin's vote was not audible. All other directors voted aye.

The Directors praised Director Claar's mayoral career, saying he transformed the formerly rural community of Bolingbrook by improving roads and highways, attracting major businesses like Meijer and IKEA, and spurring rapid growth. His success earned him a seat on many transit boards and he advocated for all municipalities in the Illinois legislature throughout his career.

SBD #22-46 – Ordinance accepting the Annual Financial Report, the Report on Federal Awards and the Reporting and Insights from 2021 Audit for Pace, the Suburban Bus Division of the RTA, for the year 2021.

Technical difficulties with the audio in the board room (audio on the live stream of the meeting on YouTube was properly functioning) began at approximately 10:34 a.m., precluded the audibility

of Director Hastings and Director Smith in the board room, and continued for the remainder of the meeting. Director Smith remained visible on Zoom.

Director Soto moved, and Director Claar seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Canning, Carr, Claar, Hastings, Marcucci, McLeod, Schielke, Smith, Soto, and Chairman Kwasneski.

As a result of technical difficulties, Director Guerin's vote was not audible. All other directors voted aye.

Amy Hausman of the accounting firm Baker Tilly US, LLP presented the report, which included the impact of federal CARES and CRISSA funding. Director Canning said that the clean audit demonstrates to riders, taxpayers, and elected officials that Pace is fiscally responsible with monies received from state and federal sources.

SBD #22-47 – Ordinance authorizing a change order to Contract No. 231733 with South Water Signs for the manufacture and installation of 29 vertical marker pylons for Pace's Dempster Pulse project.

Director Claar moved, and Director McLeod seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Canning, Carr, Claar, Marcucci, McLeod, Schielke, Smith, Soto, and Chairman Kwasneski.

Director Guerin was not called in this roll call vote. All other directors voted aye.

Mark Youngquist, Pace Manager of Design and Construction, reported that securing easements from property owners caused project delays, required design changes, and coincided with an unprecedented 90% increase in the cost of steel, creating the need for additional funds. Director Marcucci said the change order is a lot of money but listed the benefits of rapid transit routes.

SBD #22-48 – Ordinance authorizing the award of a contract to 9280-0366 Quebec, Inc., dba Transit, for the Mobility as a Service (MaaS) pilot project in an amount not to exceed \$352,000.00.

Director Soto moved, and Director Schielke seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Canning, Carr, Claar, Marcucci, McLeod, Schielke, Smith, Soto, and Chairman Kwasneski.

Director Guerin was not called in this roll call vote. All other directors voted aye.

Dimitre Guenov, Pace Associate Planner, reported that the pilot will aggregate information on all Pace services including fixed route, On Demand, and paratransit – as well as information on CTA, Metra, TNCs and bikeshares – into one app. Chairman Kwasneski and Director Soto praised the pilot saying it will make it easier for riders to identify connections and the increased exposure to Pace's alternative services will give passengers additional options they may not have been previously aware of. Director Marcucci and Melinda discussed how the contract was awarded as a sole source pilot.

SBD #22-49 – Ordinance authorizing Pace’s Executive Director to permanently accept the 7-Day and 30-Day CTA/Pace Passes at the reduced rates established in the Chicago Transit Authority’s 2022 budget, to execute the Third Amendment to the Intergovernmental Agreement between the Chicago Transit Authority, Metra, and to allow Pace to continue to participate in the Metra Link-Up Pass Program, to be known as the Regional Connect Pass Program, under the new business rules and at the new fare rate, and to discontinue the Pace PlusBus Pass Program.

Director Schielke moved, and Director McLeod seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Canning, Carr, Claar, Marcucci, McLeod, Schielke, Smith, Soto, and Chairman Kwasneski.

Director Guerin and Director Hastings were not called in this roll call vote. All other directors voted aye.

Chairman Kwasneski praised staff for creating a better monthly pass that allows riders to seamlessly connect between Pace, CTA, and Metra.

Issues/Discussion/Reports

Chairman Kwasneski encouraged Directors to review the April 2022 budget reports and financial statements contained in their packets, and to reach out to staff with questions.

Adjournment

Chairman Kwasneski asked for a motion to adjourn into closed session for the purposes of discussing Closed Session Minutes (2-C-21).

Director Soto moved, and Director McLeod seconded the motion. As a result of technical difficulties, Director Guerin’s vote was not audible. All other directors voted aye.

The meeting adjourned at 11:00 a.m.

Reconvene

Chairman Kwasneski reconvened the open session of the Pace Board of Directors meeting at 11:08 a.m.

Directors physically present: Canning, Carr, Claar, Marcucci, McLeod, Schielke, Soto, and Chairman Kwasneski.

Directors virtually: Smith.

Directors telephonically present: Guerin and Hastings.

Directors absent: Arfa and Wells.

As a result of technical difficulties, Director Guerin was not audible during the roll call.

SBD #22-50 – Resolution approving the closed session meeting minutes of March 16, 2022.

Director Schielke moved, and Director Soto seconded a motion to approve the Resolution. As a result of technical difficulties, Director Guerin’s vote was not audible. All other directors voted aye.

SBD #22-51 – Ordinance approving that the closed session minutes of June 16, 2021 and February 16, 2022 are available for public inspection, and that the closed session minutes of January 14, 2015, February 11, 2015, March 11, 2015, May 13, 2015, June 10, 2015, September 18, 2019, September 15, 2021, November 10, 2021, and December 15, 2021 are not available for public inspection.

Director Claar moved, and Director McLeod seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Canning, Carr, Claar, Marcucci, McLeod, Schielke, Smith, Soto, and Chairman Kwasneski.

Director Guerin and Director Hastings were not called in this roll call vote. All other directors voted aye.

SBD #22-52 – Ordinance authorizing the destruction of verbatim records of closed sessions for June 17, 2020, July 15, 2020, August 19, 2020, and September 16, 2020.

Director McLeod moved, and Director Schielke seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Canning, Carr, Claar, Marcucci, McLeod, Schielke, Smith, Soto, and Chairman Kwasneski.

Director Guerin and Director Hastings were not called in this roll call vote. All other directors voted aye.

Adjournment

There being no further business, Chairman Kwasneski asked for a motion and second to adjourn the Pace Board of Directors meeting.

Director Claar moved, and Director McLeod seconded a motion to adjourn the meeting. As a result of technical difficulties, Director Guerin’s vote was not audible. All other directors voted aye. The meeting adjourned at 11:11 a.m.

The next regular meeting of the Pace Board of Directors will be held on Wednesday, July 20, 2022 at 9:30 a.m. at Pace Corporate Headquarters, 550 West Algonquin Road, Arlington Heights, Illinois.



Elissa Ledvort
Secretary, Board of Directors