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www.pacebus.com

**Suburban Bus Division of the Regional Transportation Authority
550 West Algonquin Road
Arlington Heights, Illinois
Open Session of the Board of Directors
March 14, 2018**

The Board of Directors of Pace, the Suburban Bus Division of the Regional Transportation Authority, met in public session on Wednesday, March 14, 2018 at 4:30 p.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 4:30 p.m.

Directors physically present: Canning, Carr, Claar, Hastings, Larson, Marcucci, Schielke, Shepley, Soto, Stephens, Wells, and Chairman Kwasneski.

Directors attending by phone: Tamley.

Chairman Kwasneski asked for a motion, and a second to allow Director Tamley to attend the meeting via audio conference.

Director Stephens moved, and Director Marcucci seconded the motion to allow Director Tamley to attend the meeting via teleconference. The motion passed with a unanimous vote, no Director voted Nay.

Director Tamley joined the meeting via audio conference after the vote was taken at 4:35pm.

SBD #18-18 – Resolution approving the minutes of the Open Session meeting of February 14, 2018.

Director Schielke moved, and Director Soto seconded a motion to approve the minutes of the Open Session meeting of February 14, 2018. The motion passed with a unanimous vote, no Director voted Nay.

Public Comment

Heather Armstrong asked the Board when the Milwaukee Avenue Pulse service will be up and running. Chairman Kwasneski responded fall of 2018.

BOARD OF DIRECTORS

Richard A. Kwasneski, Chairman

Christopher S. Canning Terrance M. Carr Roger C. Claar Kyle R. Hastings Al Larson Thomas D. Marcucci
Jeffrey D. Schielke Aaron T. Shepley Linda Soto Bradley A. Stephens Karen Tamley Terry R. Wells

**Thomas J. Ross
Executive Director**

Report of Chairman

Chairman Kwasneski had no report.

Directors' Reports

Director Schielke visited River Division with T.J. Ross, Melinda Metzger and Mayor Kaptain of Elgin. The Mayor was very impressed with the Pace I-90 service, and discussed Randall Road, Bus on Shoulder, and the needs of the city of Elgin. He is a big supporter of Pace services.

Director Soto visited the Barrington Road Park-n-Ride/Kiss-n-Ride lots and construction is on schedule to begin in 2018. She reported the overpass at Barrington Road looks outstanding.

Director Tamley reported she attended the Pace Audit Committee meeting by phone prior to the Board meeting. Director Soto, Director Carr, and Baker Tilly were also present. The Committee approved the 2018 Audit plan. The five-year Quality Assessment was discussed. Updates on the Audit Committee software training were presented, as well as the status of the current External Audit. The Audit Committee also met in Closed Session and approved the Internal Audit Plan.

Report of Executive Director

T.J. Ross pointed out that the Suburban Service and Regional ADA Budget Results contains an "At-a-Glance" view of actual performance and budget performance. November sales tax came in lower than expected, but it is anticipated that 2017 will come in on budget. Pace is watching the budget for 2018, as sales tax is coming in lower than expected January through March of this year. The combination of an increased fare and weather has impacted ridership at the beginning of 2018.

The only Pace garage that showed an increase in ridership was River Division, which was due to I-90 service. Pace is in discussion with Ventra regarding the 30-day Tap-n-Cap program for monthly passes. This will be brought before the Board at a later date.

Ridership on I-90 has affected Park-n-Ride lots. The Northwest Transportation Center is at capacity and Pace is working on a plan for additional parking to alleviate this problem.

With regard to the Volkswagen settlement, Pace is requesting funds from the IEPA for vehicles that operate in urban areas and on roads. Without a Capital program, this is the only possible source of funds from the State for Capital needs in the foreseeable future.

At the April Board Meeting, Pace is reporting on the Northshore Bus Coordination results. There is a Public Hearing April 24, 2018 to present the results to the public.

Also at the April Board Meeting, there is a presentation by the Purchasing Department regarding a plan addressing the lengthy timeframe of procurement in the purchasing process.

Action Items

SBD #18-19 Ordinance authorizing approval of Board Member travel and business expenses for February 2018, pursuant to Public Act 099-0604 Local Government Travel Expense Control Act.

Director Claar moved, and Director Stephens seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Canning, Carr, Claar, Hastings, Larson, Marcucci, Schielke, Shepley, Soto, Stephens, Tamley, and Wells. Chairman Kwasneski abstained. All Directors voted Aye. No Director voted Nay.

SBD #18-20 Ordinance authorizing the award of a Sole Source contract to Clever Devices, Ltd. for Ridecheck Plus Software Maintenance, in an amount not to exceed \$164,640.00.

Director Schielke moved, and Director Larson seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Canning, Carr, Claar, Hastings, Larson, Marcucci, Schielke, Shepley, Soto, Stephens, Tamley, Wells, and Chairman Kwasneski. All Directors voted Aye. No Director voted Nay.

SBD #18-21 – Ordinance authorizing a change order to Contract Number 218553 with Patrick Engineering, Inc. for Pace Emergency Generator and Power Distribution Improvements at Pace Northwest Division. This action increases the contract total from \$417,321.04 to \$533,265.21, an increase of \$115,944.17.

Director Marcucci moved, and Director Schielke seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Canning, Carr, Claar, Hastings, Larson, Marcucci, Schielke, Shepley, Soto, Stephens, Tamley, Wells, and Chairman Kwasneski. All Directors voted Aye. No Director voted Nay.

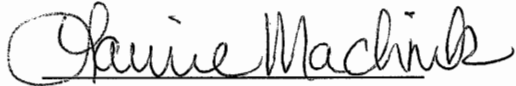
SBD #18-22 – Ordinance authorizing a change order to Contract Number 220215 with Cummins Inc. for Inspection, Testing, Service, and Repairs of Emergency Generators at ten (10) Pace Facilities. This action increases the Contract total from \$239,043.00 to \$259,376.00, an increase of \$20,333.00.

Director Schielke moved, and Director Larson seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Canning, Carr, Claar, Hastings, Larson, Marcucci, Schielke, Shepley, Soto, Stephens, Tamley, Wells, and Chairman Kwasneski. All Directors voted Aye. No Director voted Nay.

Issues/Discussions/Reports

There being no further discussion, Chairman Kwasneski asked for a motion to adjourn the Board Meeting. Director Soto moved, and Director Larson seconded the motion. The motion passed with a unanimous vote from the Board of Directors at 4:55 p.m.

The next regular meeting of the Pace Board of Directors will be held on Wednesday, April 11, 2018 at 4:30 p.m. at Pace Corporate Headquarters, 550 West Algonquin Road, Arlington Heights, Illinois.

A handwritten signature in cursive script that reads "Laurie Machnik". The signature is written in black ink and is positioned above the printed name and title.

Laurie Machnik
Acting Secretary, Board of Directors