



**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
November 8, 2023**

The Board of Directors of Pace, the Suburban Bus Division of the Regional Transportation Authority, met in open session on Wednesday, November 8, 2023 at 9:30 a.m. at Pace corporate headquarters, 550 West Algonquin Road, Arlington Heights, Illinois, pursuant to notice.

Acting Chairman Marcucci led the assembly in the Pledge of Allegiance.

Acting Chairman Marcucci called the meeting to order at 9:32 a.m.

Roll Call

Directors physically present: Arfa, Canning, Guerin, McLeod, Schielke, Soto, and Acting Chairman Marcucci.

Directors absent: Carr, Hastings, Smith, Wells, and Chairman Kwasneski.

Director Schielke moved and Director McLeod seconded a motion to allow Director Noak to attend via Zoom. The motion passed with the following roll call vote: Directors Arfa, Canning, Guerin, McLeod, Schielke, Soto, and Acting Chairman Marcucci. All directors voted aye. Director Noak joined the meeting via Zoom immediately following the vote.

Director Hastings joined the meeting at 9:34 a.m.

SBD #23-88 – Resolution approving the open session meeting minutes of October 18, 2023.

Director Schielke moved, and Director McLeod seconded a motion to approve the Resolution. The motion passed with the following roll call vote: Directors Arfa, Canning, Guerin, Hastings, McLeod, Noak, Schielke, Soto, and Acting Chairman Marcucci. All directors voted aye.

Public Comment

Donald Wolverton submitted a comment by email which was read by Board Secretary, Elissa Ledvort. He requested that Pace eliminate the \$2 TAP fee. He also pointed out that TAP covers

Richard A. Kwasneski, *Chairman*

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

Board of Directors

Melinda J. Metzger, *Executive Director*

trips originating in Chicago and ending at a suburban VA hospital but does not cover the return trip from the suburban VA hospital to Chicago.

Chairman's Report

Director Marcucci announced that he is serving as the Acting Chairman for today's meeting while Chairman Kwasneski is in Springfield with the RTA, the CTA, and Metra for Transit Week. Acting Chairman Marcucci reported on serving as a hearing officer for the DuPage County public hearing on Pace's 2024 budget, where a DuPage County board member called for service near apartments in the southeastern portion of the county off Route 83, an underserved area.

Directors' Reports

Director Arfa reported on attending a virtual public hearing and praised Director Canning for presenting Pace's 2024 proposed budget to the Cook County board. Both events reinforced the importance of Pace services, how many people use them, and the interest the public has in Pace.

Director Canning reported on serving as a hearing officer for a virtual public hearing on Pace's 2024 proposed budget. He thanked staff for helping him prepare and thanked the public for participating in the hearings. He assured the public that their comments are meaningful; the comments received at the hearings were included in this month's board packet and the board reviews them before voting upon the budget. Director Canning reported on presenting Pace's 2024 budget to the Cook County board, along with Melinda Metzger, CFO Lorri Newson, Directors Arfa and McLeod who were there in-person, and Directors Carr, Wells, and Guerin who joined virtually. He thanked Pace staff for preparing him well and complimented Melinda for answering their detailed questions.

Director Wells joined the meeting at 9:40 a.m.

Director Guerin complimented Director Canning and Melinda Metzger for their presentation on the 2024 budget to the Cook County board. He thanked staff for answering questions during the Cook County hearing on the 2024 budget, which was presided by himself and Director Carr.

Director McLeod complimented Director Canning and Melinda for their presentation on the 2024 proposed budget to the Cook County board. He reported that Commissioner Maggie Trevor was surprised at how little money Pace receives from the RTA. He thanked for Chairman Kwasneski for representing Pace in Springfield.

Director Schielke discussed the recommendations in CMAP's PART report to either dismantle the RTA governance structure or reconstruct the RTA, and described how he, Director Noak, Mayor Rotering of Highland Park, and Mayor Darch of Barrington led the effort to amend the report to say these are legislative "options," rather than "recommendations." He reported that the approximately eight councils of government in the Chicagoland region have started to take a close look at the effects of PART and there is a massive lobbying effort about to be embarked

upon in the state legislature. Lobbyists will argue the pros and cons of creating a new transit agency. Others will look at the legalities of the state dismantling the RTA governance structure via legislation, given that the RTA was created by public referendum in the 1970s. Director McLeod pointed out that Cook County President Toni Preckwinkle did not re-appoint Mayor Darch as the northwest Cook representative to the CMAP board of directors.

Director Soto reported on serving as a hearing officer for Lake County's public hearing on Pace's 2024 budget and thanked Ed Gallagher and staff for supporting her in those efforts. Six comments were received. Director Soto echoed Director Canning, saying that the comments received are important and were provided to the board to review for today's meeting.

Director Wells reported on attending Pace's 2024 budget presentation to the Cook County board via Zoom, and thanked Director Canning and Melinda Metzger for representing Pace well.

Executive Director's Report

Melinda reported that Pace will distribute a pamphlet on Pace's capital program to legislators to demonstrate that Pace is a good steward of public funds, spending money wisely and quickly on projects that benefit customers. It highlights projects that were funded by Rebuild Illinois.

Melinda reported that October weekday systemwide ridership exceeded 79,000 riders, which is the highest number in one month since the pandemic. This trend is encouraging as Pace continues to address the operator shortage and develop plans for new service in 2024.

Melinda reported on touring ongoing and future projects along 79th and 95th streets with the RTA, the CTA, Metra, the Transportation for Illinois Coalition, the Metropolitan Planning Council, and State Rep. Delgado. They discussed bus electrification, future Pulse rapid transit service, and the Harvey Transportation Center revamp. The meeting showcased the ongoing collaboration between all transit agencies to enhance service.

Melinda reported on attending State Senator Villivalam's joint press conference with the RTA and The Network, a social service agency that advocates against domestic violence, to announce a new program in response to IL-HB1342 that provides free passes on Pace, the CTA, and Metra to survivors of domestic and gender-based violence. Pace is proud to be a part of this effort.

Melinda reported on the full launch of Pulse Dempster service, which was a significant undertaking. A ribbon cutting will be held on November 10. Melinda thanked Director Canning for securing an honor guard from the American Legion Post 134 for the event, in honor of Veterans Day. Preliminary numbers show Pulse Dempster ridership is up 6.8%.

Melinda reported on Pace Connect, critical late night first mile/last mile service in Rosemont and Harvey. Pace Connect has 2300 users and provided 1700 rides since the start of the program.

Melinda reported on recruitment efforts. Since the last board meeting, Pace extended 31 offers to candidates at Hire on the Spot events. Pace hosted a recruitment night with South Suburban

College, which brought in 30 potential candidates. Pace has six additional recruitment events planned with community colleges, including College of DuPage on December 12th.

Melinda reported on the year-to-date budget performance through September 2023 and the October 2023 ridership documents. Systemwide ridership is up 14.7% over October 2022, carrying over 1.9 million riders. Pace carried 6300 TNC trips.

Melinda reviewed items on today's agenda and thanked the public for their participation in the public hearing process. She said it's heartening to see active engagement in helping Pace better serve our region and our riders. Melinda thanked board members for serving as hearing officers as well as the Pace budget staff led by Lorri Newson, Melanie Castle, and Kris Skogsbakken.

Director Marcucci praised Pace's ridership increase. He commented that Metra had similar ridership increases last month and restaurants he works with have reported increases in service.

Items removed from the Consent Agenda

SBD #23-92 – Ordinance authorizing the award of contracts to Deep Kleen and Maintenance LLC, Best Quality Cleaning, and Boye Janitorial Service for janitorial services at 11 Pace locations in an amount not to exceed \$1,239,923.40.

Approval of Consent Agenda

SBD #23-89 – Ordinance authorizing the award of a contract to Security Specialists Group, Inc. for armed guard security services for the Harvey Transportation Center and the Chicago Heights Terminal in an amount not to exceed \$1,029,420.40.

SBD #23-90 – Ordinance authorizing Change Order No. 3 to Contract No. 225020 with Baker Tilly US, LLP for annual audit services for the year-end financial audit and auditing of all federal and state grants. This change order extends the contract for one year, and increases the contract total from \$611,989.00 to \$720,489.00, an increase of \$108,500.00.

SBD #23-91 – Ordinance authorizing Change Order No. 6 to Contract No. 224837 with ADP, Inc. for payroll processing services. This change order extends the contract for four months and increases the contract total from \$1,480,974.36 to \$1,555,974.36, an increase of \$75,000.00.

Director Schielke moved, and Director Guerin seconded a motion to approve the Consent Agenda. The motion passed with the following roll call vote: Directors Arfa, Canning, Guerin, Hastings, McLeod, Noak, Schielke, Soto, Wells, and Acting Chairman Marcucci. All directors voted aye.

Action Items

SBD #23-92 – Ordinance authorizing the award of contracts to Deep Kleen and Maintenance LLC, Best Quality Cleaning, and Boye Janitorial Service for janitorial services at 11 Pace

locations in an amount not to exceed \$1,239,923.40.

Director Wells asked a series of questions about the bids submitted, the awarding process, and the IFB requirement that bidding companies must be in business for at least five years. He is concerned that that requirement puts small business start-ups at a disadvantage.

Director Soto moved, and Director McLeod seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Arfa, Canning, Guerin, Hastings, McLeod, Noak, Schielke, Soto, Wells, and Acting Chairman Marcucci. All directors voted aye.

SBD #23-93 – Ordinance adopting the 2024 Operating Budget and 2024-2025 Two-Year Financial Plan for Suburban Service and Regional ADA Paratransit Service, the 2024-2028 Five-Year Capital Program, and 2024 appropriation of funds in accordance with the Operating Budget and Capital Program. This ordinance also authorizes the Operating Budget and Capital Program to be submitted to the RTA upon adoption by the Pace Board.

Director Schielke moved, and Director Wells seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Arfa, Canning, Guerin, Hastings, McLeod, Noak, Schielke, Soto, Wells, and Acting Chairman Marcucci. All directors voted aye.

SBD #23-94 – Ordinance authorizing the award of a sole source contract to Coach & Equipment Bus Sales, Inc. for one paratransit battery electric bus in an amount not to exceed \$187,500.00.

Staff have been speaking with bus manufacturers about the development of paratransit electric buses. Coach & Equipment alerted Pace to a vehicle that has already been built for a transit agency out east who has funding issues. The vehicle is available for purchase.

Director Soto moved, and Director Schielke seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Arfa, Canning, Guerin, Hastings, McLeod, Noak, Schielke, Soto, Wells, and Acting Chairman Marcucci. All directors voted aye.

SBD #23-95 – Ordinance authorizing the award of a contract to Mythics, LLC for implementation of and a 24-month subscription for Oracle Enterprise Performance Management (EPM) Cloud Software as a Service in an amount not to exceed \$632,703.20.

Director Canning inquired about the number of contracts Pace holds with Mythics. Pace's CIO responded that Pace has a contract for Oracle hardware and software subscriptions, and a managed database contract for professional services. This would be the third contract with Mythics.

Director Schielke moved, and Director Soto seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Arfa, Canning, Guerin, Hastings, McLeod, Noak, Schielke, Soto, Wells, and Acting Chairman Marcucci. All directors voted aye.

Director Noak left the meeting at 10:20 a.m.

SBD #23-96 – Ordinance authorizing the award of a contract to V-Soft Consulting Group, Inc. for ServiceNow Software as a Service subscription renewal in an amount not to exceed \$793,703.52.

Director McLeod moved, and Director Guerin seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Arfa, Canning, Guerin, Hastings, McLeod, Schielke, Soto, Wells, and Acting Chairman Marcucci. All directors voted aye.

Issues/Discussion/Reports

Dimitre Guenov, Associate Planner, reported on the recent integration of On Demand service into the Transit App. Since this project launched a year and half ago, fixed route, Pace Connect, VanGo, and now On Demand services have been made available on the app. Dimitre demonstrated app features, discussed marketing tactics, and previewed the next planned integration of ADA paratransit service.

Director Arfa inquired about the accessibility of vehicles and the app and clarified the service area. Melinda explained that On Demand is not available everywhere, just certain zones, though Pace keeps expanding the service. Director Marcucci asked that this information be distributed to elected officials during Transit Week.

Adjournment

Acting Chairman Marcucci asked for a motion to adjourn into closed session for the purposes of discussing closed session minutes (2-C-21) and pending litigation (2-C-11). Director Schielke moved, and Director Canning seconded the motion. The motion passed with a unanimous vote. All directors voted aye.

The meeting adjourned at 10:32 a.m.

Reconvene

Acting Chairman Marcucci reconvened the open session of the Pace Board of Directors meeting at 10:48 a.m.

Directors physically present: Arfa, Canning, Guerin, Hastings, McLeod, Schielke, Soto, Wells, and Acting Chairman Marcucci.

Directors telephonically present: Noak.

SBD #23-97 – Resolution approving the closed session meeting minutes of October 18, 2023.

Director Schielke moved, and Director Guerin seconded a motion to approve the Resolution. The motion passed with the following roll call vote: Directors Arfa, Canning, Guerin, Hastings, McLeod, Noak, Schielke, Soto, Wells, and Acting Chairman Marcucci. All directors voted aye.

SBD #23-98 – Ordinance approving action on Kathy Griffith v. Pace and Shanika Fletcher; Cook County Case Number 21 L 11687.

Director Schielke moved, and Director Guerin seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Arfa, Canning, Guerin, Hastings, McLeod, Noak, Schielke, Soto, Wells, and Acting Chairman Marcucci. All directors voted aye.

Adjournment

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

Director Schielke moved, and Director Wells seconded a motion to adjourn the meeting. The motion passed with the following roll call vote: Directors Arfa, Canning, Guerin, Hastings, McLeod, Noak, Schielke, Soto, Wells, and Acting Chairman Marcucci. All directors voted aye. The meeting adjourned at 10:50 a.m.

The next regular meeting of the Pace Board of Directors will be held on Wednesday, December 20, 2023 at 9:30 a.m. at Pace Corporate Headquarters, 550 West Algonquin Road, Arlington Heights, Illinois.

Elissa Ledvort
Board Secretary, Board of Directors