



**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  
July 15, 2020**

The Board of Directors of Pace, the Suburban Bus Division of the Regional Transportation Authority, met in public session on Wednesday July 15, 2020 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, Guerin, Marcucci, Schielke, Wells, and Chairman Kwasneski.

Director Schielke moved, and Director Guerin seconded a motion to allow Director Arfa to attend virtually and Directors Hastings, Schmitt, and Soto to attend via teleconference. The motion passed with a unanimous vote.

Director Arfa joined the meeting virtually and Directors Hastings, Schmitt, and Soto joined the meeting via teleconference immediately following the vote.

Director Larson was absent.

**SBD #20-51 – Resolution** approving the minutes of the Open Session meeting of June 17, 2020.

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

### **Public Comment**

Heather Armstrong thanked drivers on ADA and fixed route for doing a good job keeping riders safe.

Richard A. Kwasneski, **Chairman**

Rachel Arfa   Christopher S. Canning   Terrance M. Carr   Roger C. Claar   David B. Guerin   Kyle R. Hastings  
Al Larson   Thomas D. Marcucci   Jeffery D. Schielke   John Schmitt   Linda Soto   Terry R. Wells

**Board of Directors**

Rocky Donahue, **Executive Director**

Garland Armstrong commented he would like wide spread communication to the public that all passengers need to wear masks.

### **Chairman's Report**

Chairman Kwasneski thanked staff who continue to do a great job—front line workers, bus operators, maintenance, and all staff that make Pace run.

Chairman Kwasneski welcomes back in-person meetings. Staff put together great protocols to keep visitors safe.

Chairman Kwasneski welcomed Pace's new Director Rachel Arfa who replaced Laura Dittman. Chairman Kwasneski thanked Laura for her service.

Chairman Kwasneski reported that outreach to the Illinois delegation continues via letter and phone calls by himself, Rocky, and Doug Sullivan in support of the transportation and infrastructure bill, and specifically Pace's needs. Rocky will speak later regarding the efforts we have been advocating to the state regarding release of funds, and efforts with the RTA in expediting the release of funds.

### **Directors' Reports**

Director Canning thanked staff and commented that he sees multiple buses every day and drivers are doing a great job navigating around all of the construction in Wilmette.

Director Carr complimented staff and commented he is impressed at the cleanliness of the buses and that they are running as if we weren't impacted by the pandemic.

Director Schielke commented that in Batavia, there are five senior communities housing a large number of senior citizens and the pandemic has brought to light several issues for them. One issue is that many individuals do not have credit cards. Many businesses prefer credit transactions to minimize the spread of germs on bills and coins. Another is technology—anyone who graduated high school before 1970 is considered a part of the "lost generation" who doesn't have the ability to use computers and does not have technological skills.

Director Arfa introduced herself and is looking forward to working with Pace and its Board members. She began her current position as Commissioner, Mayor's Office for People with Disabilities seven days ago. While she is getting up to speed, she has no report at this time.

### **Executive Director's Report**

Rocky Donahue commented that it is nice returning to in-person meetings. He thanked Nancy Zimmer, Anthony Lomenick, Jim Franke, Linda, and Karen who designed and put the safeguards in place for today's meeting.

Rocky welcomed Director Arfa to the Pace Board. Rocky had the opportunity to meet with her via Zoom and has another meeting scheduled with her and Chairman Kwasneski later this month.

Rocky thanked employees—those on the front line and those supporting them at various Pace divisions and offices, and to those who are still telecommuting.

Pace has started collecting fares from riders again. Barriers around the operator's area and a mask policy make it safer to do so. Riders have been reminded to pay quickly and take their seats.

TAP rides will still be fare-free to help keep ridership down on Paratransit enabling us to continue to offer individual trips even with slightly higher ridership. Medical employees presenting work IDs will not have to pay to ride fixed-route service.

Pace's Citizen's Advisory Board met virtually on June 30 where they were updated on our COVID-19 policies and actions, our budget and financial situation, and our outreach efforts to members of congress and the state legislature.

ADA Committees will be meeting virtually on July 27 and 28.

Pace has been very active in working with our congressional delegation supporting the Invest in America Act which makes critical investments for surface transportation and infrastructure, including \$105 billion for public transportation and \$60 billion for commuter rail, Amtrak, and other high-performance rail.

As the Chairman noted, the Rebuild Illinois Bond grant agreements have been fully executed between RTA and IDOT, and RTA will be executing grants soon as well. Pace will then requisition the RTA for expenses related to the projects in the grants. Pace projects that are eligible for funding with this round of grants are:

- Wheeling Bus Maintenance and Storage Facility, Architecture and Engineering services and construction, and Old Willow Road A/E services and construction improvements;
- New I-55 garage A/E services, construction, and road improvements;
- River Division expansion and improvements, A/E services, construction, and land;
- Joliet Transit Center construction;
- ADA communications technology and transfer locations;
- Harvey Transportation Center improvements, A/E services, and construction; and
- Orland Square Mall bus station improvements.

Director Guerin, Chairman of Pace's Infrastructure Committee, has called a meeting for July 23 to discuss these projects.

Ridership continues to increase; however, remains below pre-COVID levels. This past week we carried approximately 42,000 weekday trips—down approximately 54% from pre-COVID levels. At the height of the pandemic, ridership was down 70%.

As riders return, avoiding crowding on buses will pose a challenge. We are committed to limiting ridership on vehicles to 15 people and supplementing popular bus routes with additional vehicles which will require the reallocation of equipment and personnel from routes seeing less demand. We will not resume service on suspended routes just yet. Budget concerns mean some of these routes may not resume. Service Planning, Operations, and Budget teams are looking at ways to bring operating costs in line with diminished funding. As schools begin to develop their reopening plans, the Planning and Operations teams meet regularly to determine how we will provide school service this fall.

We are committed to cleaning buses and facilities rigorously as use increases. Rocky gave special recognition to maintenance employees who are cleaning multiple times a day.

Rocky reported the May Financial Report shows year-to-date that the Suburban Services fund has a \$19.8 million deficit. Pace has just begun the 2021 budget process with RTA and our sister agencies and will have more information at our August and September meetings.

Pace has received its first installment of CARES funding of \$19.8 million.

### **Approval of Consent Agenda**

Director Schielke moved, and Director Claar seconded a motion to approve the Consent Agenda. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Claar, Guerin, Hastings, Marcucci, Schielke, Schmitt, Wells, and Chairman Kwasneski. All Directors voted Aye. Director Soto gave no audible response.

**SBD #20-52 – Ordinance** authorizing the award of a contract to Cummins, Inc. and Interstate Power Systems for the purchase, removal, and installation of new engines and transmissions for Pace Eldorado transit coaches, in an amount not to exceed \$9,989,979.87.

**SBD #20-53 – Ordinance** authorizing the award of a contract to Holabird & Root for architectural and engineering services for River Division bus garage expansion and improvements, in an amount not to exceed \$1,753,715.30.

**SBD #20-54 – Ordinance** authorizing a change order to Contract No. 221138 with Blue Apple Health LLC for on-site health screenings and flu shots. This action extends the contract term for five (5) months and increases the contract total from \$485,186.10 to \$598,003.10, an increase of \$112,817.00.

**Items Removed from Consent Agenda**

No items were removed from the Consent Agenda.

**Action Items**

**SBD #20-55 – Resolution** honoring Laurie Dittman.

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

**SBD #20-56 – Ordinance** authorizing the award of a contract to Motor Coach Industries, Inc. for the purchase of forty-foot (40') Over the Road (OTR) buses, in an amount not to exceed \$9,917,145.00.

Director Claar moved, and Director Wells seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Claar, Guerin, Hastings, Marcucci, Schielke, Schmitt, Soto, Wells, and Chairman Kwasneski. All Directors voted Aye.

**SBD #20-57 – Ordinance** amending the 2020 Operating Budget (Amendment #1). This amendment to the 2020 Operating Budget reduces Suburban Service sales tax funding by \$53,432,000.00 and Suburban Service farebox receipts and other system-generated income by \$29,674,000.00. The decreases are offset by the addition of Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act funding totaling \$83,106,000.00.

The amendment also reduces funding for ADA Paratransit by \$51,859,000.00. A revised estimate reduces the funding requirement by \$33,487,000.00. A reduction in purchased transportation expense due to lower ridership and administrative savings account for the savings. There is a projected shortfall of \$18,372,000.00 that will be funded by RTA using the ADA Paratransit fund.

Director Schielke moved, and Director Canning seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Claar, Guerin, Hastings, Marcucci, Schielke, Schmitt, Soto, Wells, and Chairman Kwasneski. All Directors voted Aye.

**Issues/Discussions/Reports**

No reports were given.

**Adjournment**

Chairman Kwasneski 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 Wells seconded the motion. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Claar, Guerin, Hastings, Marcucci, Schielke, Schmitt, Soto, Wells, and Chairman Kwasneski. All Directors voted Aye.

**Reconvene**

Chairman Kwasneski reconvened the Open Session of the Pace Board of Directors meeting at 10:10 a.m.

Directors physically present: Canning, Carr, Claar, Guerin, Marcucci, Schielke, Wells, and Chairman Kwasneski.

Director Arfa attended the meeting virtually and Directors Hastings, Schmitt, and Soto attended via teleconference.

Director Larson was absent.

**SBD #20-58 – Resolution** approving the minutes of the Closed Session meeting of June 17, 2020.

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

**SBD #20-59 – Ordinance** approving action in Regional Transportation Authority v. Dean Johnson, et al. 2019 ED 000004, as discussed in Closed Session.

Director Schielke moved, and Director Canning seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Claar, Guerin, Hastings, Marcucci, Schielke, Schmitt, Soto, Wells, and Chairman Kwasneski. All Directors voted Aye.

Chairman Kwasneski announced that Director Larson, who is a long-time member of the Pace Board, has resigned as of August 1, 2020. Director Larson will be recognized for his service at the August meeting. Director Larson has done a great job for Pace.

**Adjournment**

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

Director Schielke moved, and Director Guerin seconded a motion to adjourn the Pace Board of Directors meeting. The motion passed with a unanimous vote. The meeting adjourned at 10:13 a.m.

The next regular meeting of the Pace Board of Directors will be held on Wednesday, August 19, 2020 at 9:30 a.m. at Pace Corporate Headquarters, 550 West Algonquin Road, Arlington Heights, Illinois.



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Karen Kase  
Secretary, Board of Directors