



**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 12, 2020**

The Board of Directors of Pace, the Suburban Bus Division of the Regional Transportation Authority, met in public session on Wednesday November 12, 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, Marcucci, Schielke, Wells, and Chairman Kwasneski.

Director Carr moved, and Director Canning seconded a motion to allow Directors Arfa, Guerin, Hastings, McLeod, and Soto to attend via teleconference. The motion passed with a unanimous vote.

Directors Arfa, Hastings, McLeod, and Soto joined the meeting via teleconference immediately following the vote.

Technical difficulties prevented Director Guerin from joining the meeting virtually.

SBD #20-90 – Resolution approving the minutes of the Open Session meeting of October 21, 2020.

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

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 Linda Soto Terry R. Wells

Board of Directors

Rocky Donahue, *Executive Director*

Public Comment

Heather Armstrong commented on discontinuing certain routes due to the budget. She suggested discontinuing routes 270 and 230 as she believes ridership is down and there are alternate routes available.

Garland Armstrong commented he is concerned about service reductions impacting O'Hare airport cargo workers, such as route 332. He'd like to make sure they can use bus service with their different shift hours. Garland is also concerned about how other riders who work Sundays and holidays will get to work.

Chairman's Report

Chairman Kwasneski thanked all Pace staff for their hard work in these unprecedented times, thanked veterans for their service to this country, and thanked the Board members who participated in the budget hearings over the past couple of weeks.

Chairman Kwasneski stated that we continue to remind our leaders in Washington and Springfield of the importance of Pace service and are advocating for another round of stimulus funding.

Chairman Kwasneski stated he attended a service after the passing of a friend to our organization, Former State Senator Maggie Crotty. She was a senate sponsor in 2011 for our I-55 Bus on Shoulder service even though it wasn't in her district. She served as the Bremen Township Supervisor for a number of years advocating and achieving excellent Pace service for Bremen Township. Chairman Kwasneski offered condolences to her family.

Directors' Reports

Director Canning wished a happy Thanksgiving to the entire Pace organization, to his fellow Board members, and especially to drivers and garage staff making sure our buses run carrying essential workers to the jobs they do in order to take care of all of us.

Director Marcucci commented that a few months back in a board meeting, he spoke of his dissatisfaction with virtual meetings, believing the format is impersonal and not very effective. While he still believes that, last month he was ill and had to attend the board meeting virtually and he found it is a valuable tool to use, if necessary, although, he still believes that in-person meetings are better. Director Marcucci thanked Rocky and Chris Rose for holding the DuPage budget hearing, which he was unable to attend. Director Marcucci thanked the staff stating they do a great job and he has not received any negative feedback from his constituents or other elected officials in DuPage County about Pace service during this unprecedented time.

Director Marcucci commented that staff did a great job preparing the 2021 budget and reminded everyone that it is subject to change. There are many variables and uncertainties, especially with funding, going forward.

Director McLeod thanked Director Canning and Pace staff on the budget presentation in Cook County. He thanked Rocky and staff on a great job preparing the budget, and for helping a rider in Hoffman Estates who needed assistance planning how to get to his job. The rider was grateful for the help.

Chairman Kwasneski reminded Board members to forward communications they receive from citizens requesting help as Pace staff does a great job in quickly addressing those requests.

Director Schielke reported that in his role as Chairman of the Chicago Metropolitan Agency for Planning's Council of Mayors, he attended a teleconference with Governor Pritzker. One issue discussed was the county health department's difficulties with the lack of a method in tracing people's movements during the pandemic. They need to know who may have been exposed to the virus while visiting public places and how to contact them. One type of business facing this difficulty is restaurants. The Mayor's caucus made the suggestion to change the state rules by mandating patrons have their temperatures taken upon entering, wear masks during the time they are in the facility except when directly eating or drinking, and that patrons be required to provide personal information, such as their name, telephone number or email address, and time they were in the restaurant. The Governor will keep this idea on the table and look at it in the near future.

Director Schielke reported that also in his role as Chairman of the Chicago Metropolitan Agency for Planning's Council of Mayors, he has been asked to become a member of the Regional Recovery Task Force. The Force had a preliminary meeting last week and is expected to meet again in a few weeks. He hopes to have more information at the next Board meeting.

Director Soto reported she was the hearing officer on the Lake County budget hearing which she believed went well. She thanked staff for their hard work on the hearing. Director Soto also attended the Lake County Board budget presentation at which the Wheeling garage was discussed.

Director Soto was recently contacted by Ellen Dean, Economic Development Director with the Village of Gurnee. The village, along with Abbott Labs, is requesting Pace look at possibilities for providing service to their new manufacturing site, located in an industrial park where there are other manufacturing facilities currently operating, and only one of only two sites in the country that is manufacturing the Rapid Test for Covid-19.

Two thousand employees have been hired in the last two months for a facility that is running 24/7. Rocky and staff are looking into this. A list of questions regarding specific needs has been sent to Abbott so we may properly assess.

Director Wells reported he met with staff for an update on the South Halsted Pulse Improvement Plan. The plan is to cut travel time and improve amenities on that area's busiest route. The plan involves five phases, of which we are currently in phase 2, the environmental phase. We hope that in the spring, we will be in phase 3, which involves design and funding. Hopefully, we will receive funds from IDOT and the federal government. This improvement plan involves a dedicated bus lane and Traffic Signal Priority Program. Some amenities include higher curbs, heated pavement, heated shelters, and bike racks. Staff is regularly meeting with stakeholders along that route to keep them informed of the project.

Director Wells reported that the South Cook Fair Pilot Program which allows for a bus to run every 10 minutes rather than the current 30 minutes, will hopefully begin in January.

Director Wells thanked staff for keeping him informed and he hopes to have another update when phase 3 of the project begins.

Approval of Consent Agenda

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

SBD #20-91 – Ordinance authorizing Procurement to solicit and award 2021 diesel fuel contracts.

SBD #20-92 – Ordinance authorizing the award of a State of Illinois Joint Procurement contract to Dell Marketing Corporation for Microsoft Enterprise licenses.

Items Removed from Consent Agenda

No items were removed from the Consent Agenda.

Executive Director's Report

Rocky Donahue thanked all Pace employees for their continued efforts during these unprecedented times. He also thanked all veterans for their service to our country.

Since the last board meeting, Pace has focused on the 2021 Budget and its public hearings, media inquiries, and presentations to county boards.

Fixed ridership has declined with the resurgence of the virus and recent mitigation efforts, while ADA ridership remains fairly stable.

This week, Pace submitted its first Rebuild Illinois reimbursement for \$671,000 for capital projects and will continue to submit for various capital projects currently underway including: the Wheeling and Plainfield garages, South Campus, Orland Square, ADA technology, Schaumburg Transit Center, and Elgin garage expansion. Pace continues its partnership with the City of Harvard and Metra for a new multi-modal transit center.

Last month, Pace received the 2020 APTA Innovation Award for its I-90 project with the Tollway. This award is one of the most prestigious awards in the transit industry. Pace also received the 2020 Acquia Engage Award, in the transportation category, for its website.

Beginning this month, we will present to the Board a monthly budget performance. We expect 2021 to be a very fluid year with multiple budget amendments depending on how the economy and ridership react.

Action Items

SBD #20-93 – Ordinance approving Pace’s 2021 Operating Budget and Capital Program, 2021-2023 Business Plan for Operations, the 2021-2025 Capital Business Plan and 2021 appropriation of funds in accordance with the Program and Budget, and authorizing the budget to be submitted to the RTA.

From October 23 to October 30 Pace held six virtual public hearings throughout the service area regarding the 2021 Budget. In addition to the participation of 13 individuals, 11 of whom gave public comment, Pace received 103 written comments. Nearly all comments concerned the potential continued suspension of 73 routes that began in the spring of this year. Pace can only temporarily suspend service for 12 months and it is required by the FTA to conduct a public hearing on the potential permanency of the suspension. As we are nearing that 12-month date, and with the unknowns of the future, staff felt the prudent thing to do was to continue the service suspension until some of the future unknowns become clearer. If demand dictates the service to be reinstated, we will do everything possible to bring the service back. As proposed, the 2021 budget is a status quo budget to the level of service, expenses, and revenue that we are operating with today. Rocky anticipates multiple budget amendments in 2021 as changes in various budget balancing actions such as service, fares, and administrative expenses warrant.

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

SBD #20-94 – Ordinance approving an Intergovernmental Agreement with Cook County for the South Cook Fair Transit Pilot.

Rocky Donahue stated that Cook County, in partnership with the region’s transit agencies, is planning to launch a three-year pilot project beginning in January 2021. The primary goals of the

pilot are to provide more affordable and convenient transit options for residents on the south side of Chicago and in communities in the south suburbs. Cook County, in partnership with Metra, would offer a 50% reduction in fares on the Metra Electric District and the Metra Rock Island District. Cook County believes that the reduction in fares on Metra would generate new ridership. To provide improved transit options for riders in this area, Cook County, in partnership with Pace, would fully fund a pilot to expand service on Pace Route 352 Halsted which is the most utilized route on the Pace network. This route is also an important link between Chicago and the south suburbs.

It is possible that some Pace bus riders may switch modes and use Metra due to their reduction in fares. In the event that Pace sees a reduction in ridership as part of this pilot, Cook County would reimburse Pace \$1.12 for every rider below Pace's 2021 ridership projections for South Division, to a maximum of \$400,000 during the first year of the pilot. Revenue offsets for subsequent years would be determined after and with the concurrence of both parties. In total, the County would provide Pace with up to \$2.7 million over the term of this agreement. Additionally, Cook County has requested that Pace, along with the RTA, CTA, and Metra work to improve transfers between the service board and to coordinate marketing and outreach efforts on this project.

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, Carr, Claar, Hastings, Marcucci, McLeod, Schielke, Soto, Wells, and Chairman Kwasneski. All Directors voted Aye.

SBD #20-95 – Ordinance approving authorizing the Safety Plan which meets the requirements of Federal Transit Administration's Final Rule.

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, Hastings, Marcucci, McLeod, Schielke, Soto, Wells, and Chairman Kwasneski. All Directors voted Aye.

SBD #20-96 – Ordinance authorizing a change order to Contract No. 220537 with MV Transportation, Inc. for North Suburban Cook County ADA paratransit services.

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

Issues/Discussions/Reports

Rocky Donahue reported Pace conducted a COVID-19 Passenger Survey during three weeks in August and 1,300 passengers participated. Participants stated that they used Pace services to buy necessities, access medical care, get to work, and to care for others. When asked to rate how important Pace services were to them with 10 being very important, the average response was a 9

out of 10. More than 25% of riders are full-time essential workers, more than 1 in 10 work in healthcare. 88% of participants said Pace has communicated well during the pandemic, considering mail, web, text, social media, earned media, and onboard media. 78% of riders prefer email alerts over other sources. 80% of participants think transit is a moderate or high-risk activity while experts believe the risk is relatively low. 31% of riders believe the most important safety measure is requiring masks. Only 3% of participants believe they will keep working from home—most expect to return when a vaccine is developed.

Rocky stated this survey was not intended to guide specific service changes, but rather to get a high-level sense of what our riders' thoughts are.

Adjournment

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

Director Schielke moved, and Director Carr seconded a motion to adjourn the Pace Board of Directors meeting. The motion passed with a unanimous vote. The meeting adjourned at 10:43 a.m.

The next regular meeting of the Pace Board of Directors will be held on Wednesday, December 16, 2020 at 9:30 a.m. at Pace Corporate Headquarters, 550 West Algonquin Road, Arlington Heights, Illinois.



Karen Kase
Secretary, Board of Directors