

**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
April 20, 2022**

The Board of Directors of Pace, the Suburban Bus Division of the Regional Transportation Authority, met in public session on Wednesday, April 20, 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 9:31 a.m.

Roll Call

Directors physically present: Canning, Carr, Guerin, McLeod, Smith, Wells, and Chairman Kwasneski.

Directors virtually or telephonically present: Arfa, Claar, Hastings, Marcucci, Schielke, and Soto.

Directors absent: None.

Director McLeod moved and Director Guerin seconded a motion to amend the agenda by removing:

9. Action Items

- D.** Ordinance authorizing the award of a contract to Genfare, a division of SPX Corporation, for replacement of Pace's farebox system, in an amount not to exceed \$16,547,099.73.

The motion passed with the following roll call vote: Directors Arfa, Carr, Claar, Guerin, Hastings, Marcucci, McLeod, Schielke, Smith, Soto, Wells, and Chairman Kwasneski.

Director Canning abstained. All other directors voted aye.

SBD #22-27 – Resolution approving the open session meeting minutes of March 16, 2022.

Director Smith moved, and Director McLeod 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 Erin Smith Linda Soto Terry R. Wells

Board of Directors

Melinda J. Metzger, *Executive Director*

Public Comment

None.

Chairman's Report

Chairman Kwasneski reported on attending the Illinois legislative session. He and Melinda Metzger met with the Senate Chairman and House Chairman of the Transportation Committee to ensure \$8.5 million for ADA paratransit was included in the 2023 budget. Chairman Kwasneski thanked Melinda for her work, as legislators seemed supportive of all Pace programs discussed. He encouraged board members to attend various ground breakings and facility openings happening throughout the summer, saying staff has done an exceptional job moving projects forward during Covid.

Directors' Reports

Director Carr reported on the ADA Triennial Review of 2018-2020 recently completed by the RTA. The audit reviewed reconciliation processes; service, fuel and administrative expenses; and Pace's COVID-19 pandemic crisis management response. The audit also verified that compliance reviews are conducted for transit contractors and that data meets ADA requirements.

Director McLeod commended Melinda for her interview on Pace published on April 13 in a Daily Herald article by Marni Pyke. He also praised Director Arfa's tribute to Mayor Harold Washington, her mother, and their legacies of public service published in the Sun Times.

Director Smith reported on a meeting with the Chairman, Melinda, and McHenry County leaders at which Pace leadership was recognized for securing zero emission buses for the region despite supply shortages, and for creative responses to challenges. Community partnerships for electric charging infrastructure were discussed. Director Smith pointed out that special education programs help students practice using public transit, and Pace will need to work with schools as new innovative service types are offered.

Director Soto welcomed Edward Gallagher, recently hired by Pace as a community relations rep for Lake and McHenry counties. She announced that Ride Lake County's kick off ceremony will take place on May 6 and Pace will present a \$200,000 check for the program. The effort to launch a countywide paratransit service was undertaken by a volunteer organization for 15 years. Director Soto said it's not often an organization disbands because their job is fully complete. She thanked the volunteers, Pace, and Lake County leaders Kathleen O'Connor, Sandy Hart, and James Schneider for the achievement.

Executive Director's Report

Melinda reported on changing mask regulations. On April 18, a federal district court ruling ended the nation's federal mask mandate on public transit. On April 19, Pace and sister agencies received word from the Governor's office that the State of Illinois will remand an Executive

Order requiring masks on transit until April 30. Effective April 19 at 5pm, masks are now optional on Pace buses and at Pace facilities.

Melinda introduced the 2021 Pacesetter Award recipients via a video including the recipients of a new award category, the Pacesetter Team Award, which recognizes employees from various departments who worked together to complete a critical project. The Pacesetter Team award was presented to the paratransit, IT, and operations staff who performed a key Trapeze software upgrade.

Melinda reported on her activities over the past month. In Springfield, legislators were interested in how far Pace has come with electric buses in a short period of time, and were pleased Pace exceeded the 2021 DBE goal. At a meeting with McHenry County, Pace presented leaders with a \$200,000 check to expand their countywide paratransit program. As part of Pace's Bus Familiarization Program, Pace participated in disaster exercises with county law enforcement.

Melinda provided updates on new programs and projects. So far, 20 students have completed or are signed up for future CDL permit training classes at Olive Harvey College. Pace will expand the successful course to Harper College, which will help recruit mechanics and operators for the new Wheeling garage located nearby. The DuPage Uber Access user-side subsidy program provided 1,100 trips in March. The growth is encouraging as it provides another service option to eligible riders, offers much needed capacity relief for paratransit services, and is less expensive to operate than traditional ADA paratransit service. Curb removal, excavation, and electrical work began on 7 of the 10 stations for Pulse Dempster line, which will provide bus rapid transit service between Davis CTA Station and O'Hare. A groundbreaking will be planned for one of the remaining stations.

Melinda reported that Pace will lease an electric vehicle from Gillig, which should arrive by APTA's mobility conference on May 9th. Gillig will train Pace employees in electric vehicle charging, operation, and maintenance. The leased bus gives Pace the ability to understand how electric buses operate before an order of 20 Proterra buses arrives in March 2023.

Melinda reported on the budget results and ridership. Through February, suburban service is \$7.5 million favorable to budget and ADA service is \$3.8 million favorable to budget. In February, the average price for diesel was \$2.52/gallon, 21 cents above the budgeted price – so the nationwide uptick in fuel is not registering in our projected budget just yet. In March, systemwide total ridership was up 21.8% over March 2021, carrying over 1.5 million riders, and weekday ridership was 60% of pre-pandemic levels. Melinda noted ADA ridership including TAP is up 10% over 2019 pre-pandemic levels, showing how much riders rely on the service.

Items removed from the Consent Agenda

None.

Approval of Consent Agenda

SBD #22-28 – Ordinance authorizing the award of a contract to Edwards Engineering, Inc. for heating, ventilation, and air conditioning (HVAC) scheduled inspections, maintenance, and repairs at all Pace facilities, in an amount not to exceed \$1,398,460.00.

SBD #22-29 – Ordinance amending the 2022 Operating and Capital Program Budget (Amendment #1).

Director McLeod moved, and Director Carr 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, McLeod, Schielke, Smith, Soto, Wells, and Chairman Kwasneski. All directors voted aye.

Action Items

SBD #22-30 – Ordinance authorizing Board Member travel and business expenses for March 2022 pursuant to Public Act 099-0604 Local Government Travel Expense Control Act – Richard Kwasneski.

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

SBD #22-31 – Resolution honoring Jim Reilly for his service to the State of Illinois and for his tenure as Chairman of the Board of the Regional Transportation Authority from 2006-2010.

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

Chairman Kwasneski said he was honored to work with Jim Reilly for a number of years. He was a class act and well-respected for calmly negotiating difficult issues. Melinda said Jim was a consensus builder with a positive attitude who was a pleasure to work with.

SBD #22-32 – Ordinance authorizing a Third Amended Intergovernmental Agreement with the Village of Plainfield for the construction of Pace's bus maintenance and storage facility, increasing the Pace contribution by \$2,500,000 and increasing the total maximum project cost from \$52,000,000 to \$54,500,000.

Director McLeod 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, McLeod, Schielke, Smith, Soto, Wells, and Chairman Kwasneski. All directors voted aye.

Kris Skogsbakken presented on how the Amended Intergovernmental Agreement with Plainfield will add funds to incorporate electric bus charging into the construction of the Plainfield Garage.

The increased costs will be covered by a combination of capital funding sources, including reprogrammed 2020 Paygo funds, 2017 RTA bond funds, and 2021 Rebuild Illinois funds.

SBD #22-33 – Ordinance approving a change order to add funds to the Program Management Oversight Priority Capital Projects Contract in the amount of \$8 million. This change order increases the Maximum Fee Basis amount from \$7,000,000 to \$15,000,000.

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

Charlotte Obodzinski presented on how the \$8 million increase to the PMO contract with STV will fund Task Order 4 for job contracting, Task Order 5 for services vital to the timely delivery of the capital program, and Task Order 6 for a fleet and facilities electrification master plan.

Chairman Kwasneski said he supported the increase because if Pace can demonstrate that we get projects completed, it is easier to request additional funding in the future. Director Canning said the increase is more than the original contract but appreciated the justification memo. He requested an update after Task Orders 4, 5, and 6 are issued in May and inquired about STV's past performance. Melinda and Charlotte said they were pleased with the team assembled and accurate data produced, especially for the fleet and facilities electrification plan.

SBD #22-34 – Ordinance approving the implementation of a part-time fare structure Vanpool pilot program.

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

Randy Comstock presented on the request to implement a monthly part-time fare structure for Pace Vanpool. The pilot allows individuals to utilize Vanpool three days per week or less while paying less of a fare. If successful, the part-time fares will be part of the 2023 budget hearings.

Director Canning asked how Pace is generating new customers and reaching out to former ones about the pilot. Randy and Melinda discussed advertising tactics, and said Pace gained 20 new Vanpools this month without Pace recruitment efforts. Chairman Kwasneski said Pace's community reps will continue to work with businesses throughout the region to encourage Vanpool use. Director Marcucci asked if the minimum 12-years in-service requirement for buses purchased with federal funds applied to Vanpool vans. Melinda said vans are kept until a minimum mileage is reached, usually 4-5 years, though the average is now longer due to supply shortages. Director Marcucci pointed out that Pace's investment in vans will remain the same, but they may be in use for twice as long now with the part-time fare program.

Issues/Discussion/Reports

Erik Llewellyn provided an update on the proposed fare changes to passes jointly accepted by sister agencies, last discussed at the December 2021 board meeting. Pace accepted the fare change proposal as a 6-month pilot, nearing its completion in May. Further discussions with CTA and Metra have ensued about the Metra Link-Up pass, which gives Metra monthly ticket holders unlimited rides on CTA during weekday peak hours only and on Pace at anytime, and the Pace PlusBus pass, which gives Metra monthly ticket holders unlimited rides on Pace only. New fare changes are now being proposed to reduce the Metra Link-Up from \$55 to \$30 and be valid anytime for unlimited rides on both Pace and CTA. Because the PlusBus pass fare is also \$30, the change would render the PlusBus pass duplicative, so it is proposed for discontinuation.


Staff supports the fare and pass changes because they allow customers to seamlessly use the services provided by each agency and Pace wants to encourage riders to return to public transit as we recover from the pandemic. Pace will hold six public hearings in mid-May to receive feedback on the fare changes implemented six months ago, and the Metra Link-Up change proposed now.

Adjournment

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

Director McLeod moved, and Director Guerin seconded a motion to adjourn the meeting. The motion passed with a unanimous vote. The meeting adjourned at 10:30 a.m.

The next regular meeting of the Pace Board of Directors will be held on Wednesday, May 18, 2022 at 9:30 a.m. at Pace Corporate Headquarters, 550 West Algonquin Road, Arlington Heights, Illinois.



Elissa Ledvort
Secretary, Board of Directors