

**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  
September 21, 2022**

The Board of Directors of Pace, the Suburban Bus Division of the Regional Transportation Authority, met in public session on Wednesday, September 21, 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 9:30 a.m.

### **Roll Call**

Directors physically present: Canning, Carr, Guerin, Marcucci, McLeod, Schielke, Smith, Soto and Chairman Kwasneski.

Directors virtually or telephonically present: Arfa, Hastings, Noak and Wells.

**SBD #22-68 – Resolution** approving the open session meeting minutes of August 17, 2022.

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

### **Public Comment**

None.

### **Chairman's Report**

Chairman Kwasneski reported on a recent APTA Board Meeting he attended in which the upcoming APTA TRANSform Conference and federal efforts were discussed.

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*

Chairman Kwasneski thanked all employees and especially the dedicated team working on the 2023 budget, thanks to their effects, we have a balanced budget to present to the public which includes a significant amount of federal relief funding. It also includes a substantial amount of federal funding for major capital infrastructure projects, including a \$20 million RAISE grant for Pace's Harvey Transportation Center.

Chairman Kwasneski reported there are no general fare increases for Suburban Service or Regional ADA Paratransit in this budget, however, new fare products, fare reductions, transfer rate reductions and the elimination of certain fare waivers are proposed. Chairman Kwasneski reported this is good news for our passengers, and he is pleased that we can create this robust budget without having to raise fares.

### **Directors' Reports**

Director Carr thanked Melinda Metzger and staff stating they did a great job on the budget briefings.

Director Marcucci thanked staff for the opportunity to ask questions during the budget briefing.

Director McLeod thanked Melinda and staff stating they did a fantastic job on the budget.

Director Schielke thanked and expressed his appreciation to staff.

Director Smith and Director Soto thanked Melinda and staff for a good job on the budget briefings.

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

Melinda Metzger reported it was a busy and productive month starting with the meeting with FTA Administrator, Nuria Fernandez where Melinda shared all the exciting Pace projects in the works. Melinda reported that she joined a panel discussion on the Infrastructure Investment and Jobs Act hosted by WTS International, and that she was very pleased to be part of it.

Melinda reported on the vanpool promotional events happening throughout the region stating these events are a great opportunity to promote the service.

Melinda reported the August ridership is up approximately 13.4% over August 2021. All modes of service are experiencing ridership increases and she anticipates seeing this continue as additional modifications are made to optimize our system.

Melinda reported on the agenda items highlighting who will be presenting each item.

Melinda reported Pace is observing Hispanic American Heritage Month stating that Pace is fortunate to work with and serve members of Chicagoland's large, diverse Hispanic/Latino populations, who help our agency and region thrive.

**Items removed from the Consent Agenda**

None.

Director Wells left the meeting at 9:41 a.m.

**Approval of Consent Agenda**

**SBD #22-69** - Ordinance authorizing Change Order No. 10 to Contract No. 217069 with Bloom Companies, LLC for additional professional services for design and construction administration services for the South Campus Acceptance Facility and Office Building project. This change order extends the contract term for 10 months, through March 31, 2024, and increases the contract total from \$2,676,306.53 to \$2,900,522.88, an increase of \$224,216.35.

**SBD #22-70** - Ordinance authorizing Pace's Executive Director to negotiate and enter into an agreement with Metra and the RTA for Pace to join Metra's 457(b) Plan.

**SBD #22-71** - Ordinance appointing new members and re-appointing existing members to the Chicago and Suburban ADA Advisory Committees.

**SBD #22-72** - Ordinance authorizing Change Order No. 13 to Contract No. 222169 with Crawford, Murphy & Tilly, Inc. for architectural and engineering services for multiple Pace facilities. This change order obligates available funding to continue to provide bus shelter permit stamped drawings to permitting authorities. This change order increases the contract total from \$5,339,368.73 to \$5,564,368.73, an increase of \$225,000.00.

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

**Action Items**

Director Wells rejoined the meeting at 9:42 a.m.

**SBD #22-73** - Ordinance authorizing the award of a contract to Health Care Service Corporation/Blue Cross and Blue Shield of Illinois for the health plan medical benefits program for Pace employees in an amount not to exceed \$78,869,700.00.

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

**SBD #22-74** - Ordinance authorizing the award of a contract to OptumRx, Inc. for the health plan pharmacy benefits program for Pace employees in an amount not to exceed \$4,735,900.00.

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

**SBD #22-75** - Ordinance authorizing Change Order No. 1 to Contract No. 226942 with Pretzel & Stouffer, Chartered for professional legal services on civil law and other general legal matters. This change order extends the contract for five years, through October 31, 2027, and increases the contract total from \$6,000,000.00 to \$8,500,000.00, an increase of \$2,500,000.00.

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, Guerin, Hastings, Marcucci, McLeod, Schielke, Smith, Soto, Wells, and Chairman Kwasneski. All directors voted aye.

**SBD #22-76** - Ordinance adopting the revised Pace Internal Audit Charter.

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

**SBD #22-77** – Ordinance adopting the Pace 2022-2023 Internal Audit Plan.

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

### **Issues/Discussion/Reports**

Melinda Metzger thanked the board members for their participation and very valuable input on the budget. Melinda began the 2023 budget presentation highlighting Pace's fiscal responsibility stating as we do every year, we are proposing a balanced budget with available funding.

Lorri Newson, Chief Financial Officer and Diversity, Equity, and Inclusion Officer, along with budget staff members Melanie Castle, Department Manager, Budget Planning & Analysis, and Kristian Skogbakken, Department Manager Capital Grants/Transit Asset Manager completed the presentation.

Chairman Kwasneski encouraged Directors to review the Budget Public Hearing Schedule, the July 2022 budget reports and financial statements contained in their packets, and to reach out to staff with questions.

**Adjournment**

Chairman Kwasneski asked for a motion to adjourn into closed session for the purpose of discussing closed session minutes (2-C-21) and collective bargaining agreement (2-C-2). Director Schielke moved, and Director McLeod seconded the motion. The motion passed with a unanimous vote. All directors voted aye.

The meeting adjourned at 10:45 a.m.

**Reconvene**

Chairman Kwasneski reconvened the open session of the Pace Board of Directors meeting at 10:56 a.m.

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

Directors virtually or telephonically present: Arfa, Hastings, and Noak.

**SBD #22-78 – Resolution** approving the closed session meeting minutes of August 17, 2022.

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

**SBD #22-79 – Ordinance authorizing the** Successor Collective Bargaining Agreement between Pace West Division and Amalgamated Transit Union, Local #241

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

**Adjournment**

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

Director Schielke moved, and Director McLeod seconded a motion to adjourn the meeting. The motion passed with a unanimous vote. The meeting adjourned at 10:58 a.m.

The next regular meeting of the Pace Board of Directors will be held on Wednesday, October 19, 2022, at 9:30 a.m. at Pace Corporate Headquarters, 550 West Algonquin Road, Arlington Heights, Illinois.



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Linda Swedlund  
Acting Board Secretary, Board of Directors