



# Regional Transportation Authority

175 West Jackson Blvd.  
Suite 1650  
Chicago, Illinois 60604  
312-913-3200  
rtachicago.org

## Board Agenda

### Board of Directors

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Thursday, December 19, 2019

LOCATION CHANGE - CMAP Board Room,  
Suite 800, 233 S. Wacker Drive, Chicago, Illinois

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#### following Committee meeting(s)

1. Call to Order/Pledge of Allegiance

2. Roll Call

3. Approval of Minutes

3.a. From the meeting held on November 21, 2019

4. Public Comment

5. Executive Director's Report

6. Information Item(s)

6.a. Report on RTA Pension Investments

**Description:**

Staff will provide a brief update on the governance and administration of the RTA pension plan; the market value, performance, and manager diversity of the plan's investments through the third quarter of 2019; and the actuarial performance of the plan through January 1, 2019.

7. Consent Items

7.a. Ordinances authorizing the quarterly amendment to the 2019-2023 Capital Program and amending ICE funded projects

**Description:**

Staff is requesting Board approval of two ordinances, one approving the amendment to the 2019-2023 Capital Program and the other amending the ICE funded projects.

7.b. Ordinance adopting the 2020 Regional and Service Board Budgets

**Description:**

The proposed ordinance adopts the 2020 Operating Budgets, 2021-2022 Financial Plans, and 2020-2024 Capital Programs of the Service Boards and the Authority, including the RTA Agency.

**8. Contracts/Expenditures****8.a.** Ordinance authorizing a contract for the operations of the RTA Travel Information Center

**Description:** The proposed ordinance authorizes a three-year contract, with an additional one one-year option, with Cubic Transportation Systems, Inc (“Cubic”) to operate the RTA Travel Information Center (TIC). The cost of this contract is for an amount not to exceed \$12,475,994.

**8.b.** Ordinance authorizing a contracts for state legislative consulting services

**Description:** This ordinance authorizes a contract to be initiated for Elking Consulting LLC. The contract for the consultant will run from October 1, 2019 through August 31, 2020. The total expenditure is \$27,500. This contract will replace the RTA’s existing contract for state consulting services with Government Navigation Group (GNG).

**8.c.** Ordinance authorizing a contract for Microsoft Premier Support

**Description:** The proposed ordinance authorizes a contract with Microsoft Corporation for Premier Support services for 12-months with four 1-year optional renewal periods, at a total not-to-exceed amount for the 5-years of \$550,000.

**8.d.** Travel Expense Reimbursements**9. Special Action Item(s)****9.a.** Ordinance appointing the RTA Ethics Officer

**Description:** The attached ordinance authorizes the appointment of Allison Noback as the RTA’s Ethics Officer, effective January 1, 2020.

**10. New Business****ADJOURNMENT**

**MINUTES OF THE PUBLIC MEETING OF THE BOARD OF DIRECTORS  
OF THE REGIONAL TRANSPORTATION AUTHORITY**

The Board of Directors of the Regional Transportation Authority met in public session on Thursday, November 21, 2019 in Suite 1650, 175 West Jackson Blvd., Chicago, Illinois pursuant to notice.

Chairman Dillard called the meeting to order at 12:10 p.m. The Pledge of Allegiance followed.

**ROLL CALL**

**Board members present (15):** Andalcio, Carey, Coulson, Frega, Fuentes, Groven, Higgins, Holt, Kotel, Lewis, Melvin, Pang, Ross, Sager, Chairman Dillard

**Board members absent (1):** Troiani

**Approval of minutes from the meeting held on October 17, 2019**

Director Andalcio moved, and Director Higgins seconded that the minutes from the meeting held on October 17, 2019 be approved as submitted. The motion carried on the following roll call vote:

**14 Ayes:** Andalcio, Carey, Coulson, Frega, Fuentes, Groven, Higgins, Holt, Kotel, Melvin, Pang, Ross, Sager, Chairman Dillard

**2 Absent:** Lewis, Troiani

**Public Comment**

There were no public comment speakers at this meeting.

**Executive Director's Report**

Ms. Leanne Redden began by reporting that through the end of October the State owes the RTA \$227.5 million of ASA, AFA, and PTF. The State is 4 months behind on ASA; 12 months behind on AFA; the equivalent of 3.8 months behind on PTF; and the year to date cost of short-term debt is \$4.3 million. She then reported that the Illinois General Assembly finished its second week of fall veto session last Thursday. Both chambers have adjourned until next year and are scheduled to return to session on January 28, 2020.

In addition, Congress was in recess for the first half of October after returning, the focus in Washington remained on FY2020 spending bills. It was a relatively light month for transportation developments in Washington D.C.; however, there was an amendment that passed in the Senate to the "Rostenkowski Test" thus sparing a 12% budget cut to transit systems across the country.

Ms. Redden then announced that The Government Finance Officers Association of the United States and Canada has once again recognized the RTA with the Distinguished Budget Presentation award for our 2019 Budget and Capital Program document. This marks the 23rd consecutive year that RTA has received this award.

This holiday season, the RTA is working with the Service Boards to promote transit ridership to holiday events such as the Magnificent Mile Lights Festival parade and other events in the region. Ads will be featured on websites, social media pages, in the Tribune, on digital billboards and more.

Finally, she announced the RTA recently received an APTA AdWheel Grand Award for the region's #InvestInTransit video. The award-winning video is featured on the RTA YouTube Channel.

#### **Update on RTA Citizens' Advisory Board**

RTA Transit Access Citizens Advisory Board (RTACAB) Chairman Greg Polman provided an update to the RTA Board of Directors. The RTACAB met on October 7, 2019. At this meeting the Committee was given a quarterly performance update by staff. Staff explained that by utilizing the goals laid out in Invest in Transit, the RTA can deliver consistent and objective performance reviews of the region's transit system. Staff also explained that the adoption of the Rebuild Illinois Capital Program, a much-needed infusion of capital funding will be coming into the system, definitely helps the Region in the short term, however it isn't a permanent solution to the long-term capital funding needs.

The RTACAB Board was given a briefing on the 5310 Program of Projects Update.

Mr. Polman then explained they were briefed by a staffer from MPC on their on-going Universal Mobility Study. MPC is gathering an overview of existing mobility infrastructure and services. From there, the goal is to understand any potential "gaps" in the system that need to be addressed. MPC is planning a launch event in early December.

Finally, Mr. Polman announced the 2020 RTACAB meeting dates: February 3, April 6, June 29 and October 5.

#### **Consent Agenda Items**

Director Carey moved, and Director Andalcio seconded the adoption of the following resolutions as submitted on the Consent Agenda:

- |         |  |
|---------|--|
| 2019-57 | These resolutions certify the operating financial results of each Service Board and the region as a whole, through the third quarter of 2019, are substantially in accordance with budget. The system-wide operating deficit |
| 2019-58 |  |
| 2019-59 |  |

2019-60 of the Service Boards, including Pace ADA Paratransit, was \$1.156 billion. This  
2019-61 result is \$42.6 million, or 3.6%, favorable to the adopted budget. The regional  
system-generated revenue recovery ratio of 51.2%, which excludes ADA  
Paratransit, was 0.7 percentage points favorable to budget.

The motion carried on the following leave for last unanimous roll call vote:

**14 Ayes:** Andalcio, Carey, Coulson, Frega, Fuentes, Groven, Higgins, Holt, Kotel, Melvin, Pang,  
Ross, Sager, Chairman Dillard

**2 Absent:** Lewis, Troiani

**Contracts/Expenditure Items**

Director Ross moved, and Director Lewis seconded the adoption of the following ordinances, as well as the approval of Board travel expenditures as submitted:

2019-62 This ordinance authorizes an Intergovernmental Agreement (IGA) with Pace  
Suburban Bus for the provision of two first-mile, last-mile demonstration  
projects for late-night, shared mobility centered at the Harvey Transportation  
Center and the O'Hare South Cargo area using the services of a third-party  
vendor(s).

The motion carried on the following leave for last unanimous roll call vote:

**14 Ayes:** Andalcio, Carey, Coulson, Frega, Fuentes, Groven, Higgins, Holt, Kotel, Melvin, Pang,  
Ross, Sager, Chairman Dillard

**2 Absent:** Lewis, Troiani

No action was taken on Board Item 8b as this was deferred to a later date.

Chairman Dillard stated that the next meeting of the RTA Board of Directors is scheduled for December 19, 2019 at 9:00 a.m. and will take place at the CMAP offices in the Willis Tower.

**ADJOURNMENT**

There being no further business to come before the Board of Directors, Director Kotel moved and Director Higgins seconded that the public meeting adjourn. The motion carried on the following voice vote:

**14 Ayes:** Andalcio, Carey, Coulson, Frega, Fuentes, Groven, Higgins, Holt, Kotel, Melvin, Pang, Ross, Sager, Chairman Dillard

**2 Absent:** Lewis, Troiani

The public portion of the Board meeting concluded at 12:30 p.m.

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AUDREY MACLENNAN  
Secretary of the Authority



**Regional  
Transportation  
Authority**

**To: Board of Directors**

**From: Leanne P. Redden, Executive Director**

**Date: December 12, 2019**

**Re: Report on RTA Pension Investments**

175 W. Jackson Blvd,  
Suite 1650  
Chicago, IL 60604  
312-913-3200  
[rtachicago.org](http://rtachicago.org)

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Staff will provide a brief update on the governance and administration of the RTA pension plan; the market value, performance, and manager diversity of the plan's investments through the third quarter of 2019; and the actuarial performance of the plan through January 1, 2019. No action is required.

The RTA pension plan covers all RTA employees, as well as non-represented employees of Metra and Pace. The market value of the assets of the RTA Pension Plan totaled \$296.3 million as of September 30, 2019. Of this amount, \$25.6 million or 8.7% is managed by a minority-owned investment manager. Recently, the Pension Trustees also hired another minority-owned asset management firm to carry out an investment transition. Net of fees, quarter-to-date and year-to-date returns on the assets of the RTA pension plan were 0.1% and 11.7%, respectively. As of January 1, 2019, the funded ratio of the plan is 89.3% with an unfunded liability of \$38.6 million.

Prepared by: William Lachman, Chair, RTA Pension Board of Trustees

LPR/BRH/WDL



**Regional  
Transportation  
Authority**

**To:** Board of Directors

**From:** Leanne P. Redden, Executive Director

**Date:** December 6, 2019

**Re:** Ordinance Authorizing a Contract to Operate the Travel Information Center

175 W. Jackson Blvd,  
Suite 1650  
Chicago, IL 60604  
312-913-3200  
[rtachicago.org](http://rtachicago.org)

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### **Action Requested**

The proposed ordinance authorizes the Executive Director to execute a three-year contract, with an additional one one-year option, with Cubic Transportation Systems, Inc (“Cubic”) to operate the RTA Travel Information Center (TIC). The total value of the contract will not exceed \$12,475,994.

### **Background**

The RTA has operated the TIC call center since the mid 1980’s. TIC provides travel itineraries, next bus or train arrival times, and fare information for customers using CTA, Metra and Pace fixed route services. Customers can also request train and bus schedules. Access to this information is available by calling 836-7000 from any area code in the six-county region.

Cubic operates the Ventra call center and the fare payment collection system for CTA, Metra and Pace. The Cubic contract was competitively solicited by CTA with the intent of providing services for the entire region. After careful consideration, the RTA has determined that the most effective way to continue the operation of the TIC is to piggyback on CTA’s contract with Cubic.

Cubic has submitted the RTA’s Vendor/Contractor Certification that discloses the names of the principals and any contracted lobbyists, certifies that entering into this contract will not create a prohibited conflict of interest, and certifies that the firm and its principals have not been debarred or suspended from participating in public contracts and have not been convicted of procurement-related offenses. Cubic has also agreed to update the Certification should any of the information change during the contract period.

Cubic has agreed to meet the 20% DBE goal for this contract.

### **Financial Impact**

The total value of the proposed contract is \$12,475,994. The RTA has factored the annual cost of this contract into the 2020 budget pending Board approval. Funding for these services in subsequent years is subject to annual budget appropriations by the RTA Board.

Prepared by: Mobility Services  
LPR/MJV/VLB



**ORDINANCE NO.**

**WHEREAS**, the Regional Transportation Authority (the "Authority") has operated the RTA Travel Information Center (TIC) since the mid 1980's to provide trip itineraries on CTA, Metra and Pace, next bus and train arrival information, fulfillment of customers' bus and train schedule requests, and fare information for all regional fixed route transit services;

**WHEREAS**, Cubic, which operates the Ventra call center and the fare payment collection system for CTA, Metra and Pace, is best suited to provide efficient operation of the TIC, can offer superior customer service, and can effectively coordinate trip planning services for the region;

**WHEREAS**, it is in the best interest of the Authority to piggyback on CTA's competitively procured contract with Cubic to operate the regional TIC;

**WHEREAS**, Cubic has submitted a plan to meet the contract's DBE goal of 20%; and

**WHEREAS**, Cubic has submitted the Authority's Vendor/Contractor Certification that discloses the names of the principals and any contracted lobbyists, certifies that entering into this contract will not create a prohibited conflict of interest, and certifies that the firm and its principals have not been debarred or suspended from participating in public contracts and have not been convicted of procurement-related offenses. This firm has agreed to update the Certification should any of the information change during the contract period.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE REGIONAL TRANSPORTATION AUTHORITY THAT:**

- 1) The Executive Director is hereby authorized to execute a contract with Cubic Transportation Systems, Inc. to operate the RTA Travel Information Center for a term of three years, with a one one-year option to renew, in an amount not to exceed \$12,475,994.
- 2) The Executive Director is authorized and directed to take such further action as the Executive Director deems necessary or appropriate to implement, administer, and enforce this ordinance and said contract.



**Regional  
Transportation  
Authority**

**To: Board of Directors**

**From: Leanne P. Redden, Executive Director**

**Date: December 9, 2019**

**Re: Ordinance authorizing a contract for State Consulting Services**

175 W. Jackson Blvd,  
Suite 1650  
Chicago, IL 60604  
312-913-3200  
[rtachicago.org](http://rtachicago.org)

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This ordinance authorizes a contract to be initiated for Elking Consulting LLC. The contract for the consultant will run from October 1, 2019 through August 31, 2020. The total expenditure is \$27,500. This contract will replace the RTA's existing contract for state consulting services with Government Navigation Group (GNG). Tiffany Elking, who had represented the RTA previously while employed with GNG, left the firm in October to begin her own consulting firm (Elking Consulting LLC).

#### **Background**

Elking Consulting LLC is a full-service government relations firm and is represented by Tiffany Elking. Elking previously served as Vice-President at GNG and has represented the RTA for the past four years in Springfield. Elking joined GNG after serving as Assistant Counsel for the Illinois House Majority where she was counsel to the House Revenue and Finance Committees.

Elking Consulting LLC has submitted the requisite Vendor Contractor Certification (VCC) form. The VCC discloses the name of the principal and any contracted lobbyists, certifies that entering into this contract will not create a prohibited conflict of interest, and certifies that the firm and its principals have not been debarred or suspended from participating in public contracts and have not been convicted of procurement-related offenses.

#### **Fiscal Impact**

The total cost of the proposed legislative consulting services contract is \$27,500.

Prepared by: Government Affairs  
Attachment.

**ORDINANCE NO.**

**WHEREAS**, the Regional Transportation Authority (the "Authority") has determined that it is in the Authority's best interest to retain a state governmental consultant to represent the Authority before the Illinois General Assembly, the Office of the Governor, and any other State departments, agencies or entities as may be appropriate;

**WHEREAS**, Elking Consulting LLC is qualified to conduct State governmental consulting services for the Authority;

**WHEREAS**, Elking Consulting LLC has previously submitted the Authority's Vendor/Contractor Certification that discloses the names of the principals and any contracted lobbyists, certifies that entering into this contract will not create a prohibited conflict of interest, and certifies that the firm and its principals have not been debarred or suspended from participating in public contracts and have not been convicted of procurement-related offenses. Elking Consulting LLC has agreed to update the Certification should any of the information change during the contract period; and

**WHEREAS**, the Authority wishes to retain Elking Consulting LLC to perform duties associated with representing the Authority's interests before the State government.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE REGIONAL TRANSPORTATION AUTHORITY that:**

1. The Chairman of the Regional Transportation Authority is hereby authorized to permit the Authority to enter into a contract with Elking Consulting LLC to perform governmental consulting services for the period of October 1, 2019 through August 31, 2020 for an amount not to exceed \$27,500. Any funds for services to be performed during the 2020 portion of the contract period are subject to the future appropriation of such funds by the Authority as part of the 2020 budget.
2. The Executive Director of the Authority is hereby authorized to take such action as the Executive Director deems necessary or appropriate to implement, administer and enforce this Ordinance and said contracts.



**Regional  
Transportation  
Authority**

**To: Board of Directors**

**From: Leanne P. Redden, Executive Director**

**Date: December 6, 2019**

**Re: Ordinance authorizing a contract for Microsoft Premier Support**

175 W. Jackson Blvd,  
Suite 1650  
Chicago, IL 60604  
312-913-3200  
[rtachicago.org](http://rtachicago.org)

The proposed ordinance authorizes a contract with Microsoft Corporation for Premier Support services. The contract term will be for twelve months following contract execution for a total contract value of \$100,450. The ordinance also authorizes the Executive Director to subsequently renew the contract with Microsoft for up to four (4) additional years at an additional cost of \$500,000.

### **Background**

The RTA employs various Microsoft technologies in its computing environment. For the backend network, the RTA utilizes Windows Server to operate over 60 application and file servers, Windows to run desktops and laptops, and SQL Server application to manage relational databases and to house data warehouses. For end users, the RTA staff uses Microsoft's Office 365 online productivity suite that includes Word, Excel, PowerPoint, Access, Outlook, SharePoint, and Teams.

Microsoft Premier Support will allow the RTA to proactively engage Microsoft's experts in the deployment, maintenance and support of Microsoft technologies. The services will include the following elements:

- Designated account management and technical support resources
- Proactive support assistance, advice and guidance on IT issues such as performance concerns, configuration assistance and best practices
- 24/7 problem resolution support
- Critical situation management and onsite support
- Workshops to help IT staff develop the skills to mitigate problems before they occur
- Online information services to enable IT staff to remain up to date on the latest Microsoft products and technologies.
- Provides technical advisors and architects to help customers plan, design and implement solutions leveraging Microsoft products, tools and technologies.

Staff proposes to utilize the Master Services Agreement between Microsoft and the State of Illinois. This agreement allows other state and local government agencies to enter into statement of services with Microsoft.

Microsoft has submitted the Vendor/Contractor Certification (VCC) form that discloses the names of the principals and any contracted lobbyists, certifies that entering into this contract will

not create a prohibited conflict of interest, and certifies that the firm and its principals have not been debarred or suspended from participating in public contracts and have not been convicted of procurement-related offenses. The firm has also agreed to update these certifications should any of the information change during the contract period.

### **Fiscal Impact**

The cost for the Microsoft Premier Support is \$100,450. The RTA is also requesting contingency funds for possible subsequent renewals. The costs are based on the following scope and hours that IT has estimated for the initial 12 months of the engagement:

- Up to 150 hours for Support Account Management: \$37,050
- Up to 165 hours for Support Assistance: \$41,580
- Up to 40 hours for Problem Resolution Support: \$9,680
- Twelve (12) Onsite Visits: \$240
- One (1) Risk Assessment: \$11,900
- Unlimited Access to Premier Online Services
- A contingency of four years at an additional total amount not to exceed \$500,000

The approved RTA 2019 budget contains sufficient funding to support the cost of this amendment. Any related expenditures in subsequent years are subject to appropriation of funds by the RTA Board of Directors.

Prepared by: Information Technology

LPR/BRH/GC/GT  
Attachments.

**ORDINANCE NO.**

**WHEREAS**, the Regional Transportation Authority (“Authority”) employs various Microsoft Corporation (“Microsoft”) technologies in its computing and network environment;

**WHEREAS**, these Microsoft technologies are essential for employee productivity and business operations;

**WHEREAS**, the Authority requires Premier Support services to proactively engage Microsoft’s experts in the deployment, maintenance and support of these technologies;

**WHEREAS**, the Authority can utilize the Master Services Agreement between Microsoft and the State of Illinois to enter into statement of services for Premier Support; and

**WHEREAS**, Microsoft Corporation has submitted the Authority’s Vendor/Contractor Certification that discloses the names of the principals and any contracted lobbyists, certifies that the firms and their principals have not been debarred or suspended from participating in public contracts and have not been convicted of procurement-related offenses and provides for updates to the Certification should any of the required information change during the contract period.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE REGIONAL TRANSPORTATION AUTHORITY that:**

1. The Executive Director of the Authority is hereby authorized to execute a contract with Microsoft for a term of twelve months following contract execution, at a total not-to-exceed amount of \$100,450.
2. The Executive Director of the Authority is hereby authorized to thereafter renew the contract annually for four years at a total cost not to exceed an additional \$500,000.
3. The Executive Director is hereby authorized and directed to take such actions as the Executive Director deems necessary or appropriate to implement, administer and enforce this ordinance and said contract(s).

**To:** Board of Directors  
**From:** Leanne P. Redden, Executive Director  
**Date:** December 6, 2019  
**Re:** **Travel Expense Reimbursement**

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**Regional  
Transportation  
Authority**

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Effective January 1, 2017, the Illinois General Assembly adopted the Local Government Travel Expense Control Act (“the Act”; 50 ILCS 150/1 et seq.). Section 15 of the new legislation requires that ***all travel expenses*** of members of the RTA Board of Directors and expenses of any officer or employee *exceeding the maximum* allowed under the agency policy be approved only by “roll call vote at an open meeting of the governing board or corporate authorities of the local public agency.”

The Board is being asked to approve travel expenditures as indicated below and on the attached forms:

<u>Name</u>	<u>Amount</u>
Board Expenses	\$351.91
Board Expenses	\$732.21
Board Expenses	\$113.91

LPR/AM  
Attachments.

EXPENSE REPORT

A



1 Today's Date	2 Last Name	First Name	3 Address (If check to be mailed outside the RTA)	4 Division	5 Department	
12/5/19	Dillard	Kirk	Chairman	Board	Executive	
6 Overall business purpose (Provide when applicable to all Items; otherwise, complete Column 11 for each individual item)						
			7 Account Name	8 Account General Ledger (GL) Code	9 AA Code	10 Amount
RTA-related travel and other business expenses.			Travel Expense	000-190-52100	999	\$ 204.21
			Business Expense	000-190-52101	999	\$ 147.70
					TOTAL:	\$ 351.91
11 Date	12 Item	13 Description of Expenditure(s)				14 Amount
11/1/19	Who/Purpose	1. Lunch meeting with T. Nazanin re: Wikipaida, Leader Magazine interview and exit interview. W2. Meeting with Joyce Kagan, Exec. Director with Keep Chicago Beautiful re: bus stop maintenance ads.				
	Mileage/Tolls/Parking	Mileage R-O-R: 40.6 @ 58¢/mi = \$23.55 Tolls: 2 @ 75¢ = \$1.50 Parking: \$44.00				\$ 69.05
	Meal	Townhouse Restaurant				\$ 52.60
	Ground Transportation	111 S. Wacker to/from 120 E. Deleware (\$10.00 + \$10.00)				\$ 20.00
11/4/19	Who/Purpose	1. Meeting with Patrick Schwarska, Dep. Director Intergov. Affairs & Samantha Fields, Chicago Mayor's office re: legislative and transit issues. 2. Meeting with Erik Wozniak and service delivery staff at Divvy re: logistics and mass transit partnerships.				
	Mileage/Tolls/Parking	Mileage R-O-B-R: 44.0 @ 58¢/mi = \$25.52 Tolls: 2 @ 75¢ = \$1.50 Parking: \$22.00 + \$17.00				\$ 66.02
11/5/19	Who/Purpose	Lunch meeting with Rep. Dan Ugaste, L. Redden, J.LaMarche re: Transit Board structure legislation & history.				
	Meal	Union League Club				\$ 95.10
11/6/19	Who/Purpose	Attend Northwestern and Lurie Children's Hospital meeting and panel discussion with multiple top executives and medical staff re: patient, family and staff transport issues.				
	Mileage/Tolls/Parking	Mileage R-O-C-R: 44.2 @ 58¢/mi = \$25.64 Tolls: x @ 75¢ = \$1.50 Parking: \$22.00				\$ 49.14
<b>15 Comments:</b>					<b>16 SUB-TOTAL</b>	\$ 351.91
Points of Travel for mileage: (All mileage at 58¢/mile - 2019)					<b>17 PREVIOUS PAGE (S) TOTAL</b>	\$ -
R - 501 Wedgewood, Hinsdale (residence)					18 CASH ADVANCE	\$ -
O - Law Firm (111 S. Wacker/315 W. Monroe)					19 PREPAID AIR FARE	\$ -
A - RTA (318 S. Federal or 326 S. Wells)					20 PREPAID REGISTRATION FEE	\$ -
B- 120 E. Walton Place, Chicago					21a RTA CREDIT CARD CHARGES	\$ -
C - 250 E. Superior, Chicago					21b PERSONAL CHARGES ON RTA CREDIT CARD	\$ -
☐					<b>22 TOTAL DEDUCTIONS</b>	\$ -
					<b>23 TOTAL DUE EMPLOYEE (RTA)</b>	\$ 351.91
<b>23</b> I certify that in accordance with RTA Travel Regulations the above amount is correct and just; that the detailed items charged for subsistence were actually paid; that the expenses were occasioned by official business or unavoidable delays requiring the stay at hotels for the time specified; that the journey was performed with all practicable dispatch by the shortest route usually traveled in the customary reasonable manner; and that I have not been furnished by others with transportation or money in lieu thereof for the journey.				<b>24 PERTAINS TO TRAVEL EXPENSES ONLY</b> - This certifies that the travel shown above was required by the official duties of the traveler named to my personal knowledge, or as indicated by the records submitted to me.		
Expenses Signatures/Authorizations						
Employee's Signature	Date	Supervisor (under \$100)	Date	Next Level Manager (\$100-\$500)	Date	
Division Manager/Next Level Supervisor (over \$500)	Date	Department Manager (over \$500)	Date	DED Internal Audit (Board Members, Chairman & ED)	Date	
Executive Director (Senior Staff only)	Date	Chairman (Board & ED only)	Date	Audit Chairman (Chairman travel - Board approved w/vote sheet)	Date	

Effective Date 1/1/19

REQUIRED RECEIPTS FOR EXPENSES MUST BE ATTACHED



EXPENSE REPORT

B



1 Today's Date	2 Last Name	First Name	3 Address (If check to be mailed outside the RTA)	4 Division	5 Department	
12/5/19	Dillard	Kirk	Chairman	Board	Executive	
6 Overall business purpose (Provide when applicable to all Items; otherwise, complete Column 11 for each individual item)						
			7 Account Name	8 Account General Ledger (GL) Code	9 AA Code	10 Amount
RTA-related travel and other business expenses.			Travel Expense	000-190-52100	999	\$ 592.60
			Business Expense	000-190-52101	999	\$ 139.61
					TOTAL:	\$ 732.21
11 Date	12 Item	13 Description of Expenditure(s)				14 Amount
11/14-15/2019	Who/Purpose	1. Meeting with Illinois Truckers Assn., Matt Hart re: autonomous vehicle legislation. 2. Meeting on infrastructure spending and post veto session issues. 3. Meeting with Darrel Krall, Panasonic, Inc. re: mass transit communication operations system updates.				
	Mileage/Tolls/Parking	Mileage R-D-E-F-R: 415 @ 58¢/mi = \$240.70 Tolls: 3 @ 75¢ = \$2.25 Parking: \$4.00 + \$5.00 = \$9.00				\$ 251.95
	Lodging	Lincoln Square Apartments (1 night @ \$91.00)				\$ 91.00
	Meal	Per diem 11/14: L-D = \$60.00 11/15: B-L = \$35.00				\$ 95.00
11/16/19	Who/Purpose	Lunch meeting with Todd Buntin, CEO Bloomingdale's, Kimberly Schaeffer, Mgr, Bloomingdale's re: employee transit and Mag Mile congestion.				
	Meal	Eataly				\$ 14.61
	Mileage/Tolls/Parking	Mileage R-G-R: 43.3 @ 58¢/mi = \$25.11 Tolls: 2 @ 75¢ = \$1.50 Parking: \$14.00				\$ 40.61
11/19/19	Who/Purpose	1. Meeting with DECO Group for transportation to Kahlo exhibit at COD. 2. Attend Economy Club of Chicago luncheon featuring Gov. Pritzker and meeting afterwards re: infrastructure funding.				
	Mileage/Tolls/Parking	Mileage R-O-R: 40.6 @ 58¢/mi = \$23.55 Tolls: 2 @ 75¢ = \$1.50 Parking: \$44.00				\$ 69.05
	Registration	Economy Club of Chicago Event				\$ 125.00
11/21/19	Who/Purpose	1. Attend monthly RTA Board meeting at Willis Tower. 2. Meet with high school students re: Board meeting agenda and school project.				
	Mileage/Tolls/Parking	Mileage R-H-R: 40.5 @ 58¢/mi = \$23.49 Tolls: 2 @ 75¢ = \$1.50 Parking: \$20.00				\$ 44.99
<b>15 Comments:</b>				<b>16 SUB-TOTAL</b>		\$ 732.21
Points of Travel for mileage: (All mileage at 58¢/mile - 2019)				<b>17 PREVIOUS PAGE (S) TOTAL</b>		\$ -
R - 501 Wedgewood, Hinsdale (residence)				18 CASH ADVANCE		\$ -
O - Law Firm (111 S. Wacker/315 W. Monroe)				19 PREPAID AIR FARE		\$ -
A - RTA (318 S. Federal or 326 S. Wells)				20 PREPAID REGISTRATION FEE		\$ -
D- 2250 S. Spring St., Joliet				21a RTA CREDIT CARD CHARGES		\$ -
E - 521 E. Monroe St., Springfield				21b PERSONAL CHARGES ON RTA CREDIT CARD		\$ -
F - 636 N. Prospect, Park Ridge				<b>22 TOTAL DEDUCTIONS</b>		\$ -
G - 50 E. Ohio St., Chicago				<b>23 TOTAL DUE EMPLOYEE (RTA)</b>		\$ 732.21
H - 10 S. Wacker Dr., Chicago						
<b>23</b> I certify that in accordance with RTA Travel Regulations the above amount is correct and just; that the detailed items charged for subsistence were actually paid; that the expenses were occasioned by official business or unavoidable delays requiring the stay at hotels for the time specified; that the journey was performed with all practicable dispatch by the shortest route usually traveled in the customary reasonable manner; and that I have not been furnished by others with transportation or money in lieu thereof for the journey.				<b>24 PERTAINS TO TRAVEL EXPENSES ONLY</b> - This certifies that the travel shown above was required by the official duties of the traveler named to my personal knowledge, or as indicated by the records submitted to me.		
Expenses Signatures/Authorizations						
Employee's Signature	Date	Supervisor (under \$100)	Date	Next Level Manager (\$100-\$500)	Date	
Division Manager/Next Level Supervisor (over \$500)	Date	Department Manager (over \$500)	Date	DED Internal Audit (Board Members, Chairman & ED)	Date	
Executive Director (Senior Staff only)	Date	Chairman (Board & ED only)	Date	Audit Chairman (Chairman travel - Board approved w/vote sheet)	Date	

Effective Date 1/1/19

REQUIRED RECEIPTS FOR EXPENSES MUST BE ATTACHED

EXPENSE REPORT

C



1 Today's Date	2 Last Name	First Name	3 Address (If check to be mailed outside the RTA)	4 Division	5 Department	
12/5/19	Dillard	Kirk	Chairman	Board	Executive	
6 Overall business purpose (Provide when applicable to all Items; otherwise, complete Column 11 for each individual item)			7 Account Name	8 Account General Ledger (GL) Code	9 AA Code	10 Amount
RTA-related travel and other business expenses.			Travel Expense	000-190-52100	999	\$ 113.91
			Business Expense	000-190-52101	999	
TOTAL:						\$ 113.91
11 Date	12 Item	13 Description of Expenditure(s)				14 Amount
11/25/19	Who/Purpose	Attend funding ceremony at Glen Ellyn Metra Station with Congressmen Casten & Kristimorphi, CMAP Director and local officials.				
	Mileage/Tolls/Parking	Mileage R-I-R: 25.1 @ 58¢/mi = \$14.56      Tolls: 2 @ 75¢ = \$1.50				\$ 16.81
11/26/19	Who/Purpose	1. Meeting with Thomas Robbins, Pace Bus re: west suburban service. 2. Meeting with Serafin Associates and RTA Senior Staff.				
	Mileage/Tolls/Parking	Mileage R-O-R: 40.6 @ 58¢/mi = \$23.55      Tolls: 2 @ 75¢ = \$1.50      Parking: \$23.00				\$ 48.05
12/3/19	Who/Purpose	Attend MPC transit mobility summit meeting.				
	Mileage/Tolls/Parking	Mileage R-O-R: 40.6 @ 58¢/mi = \$23.55      Tolls: 2 @ 75¢ = \$1.50      Parking: \$24.00				\$ 49.05
<b>15 Comments:</b>				<b>16 SUB-TOTAL</b>		\$ 113.91
Points of Travel for mileage: (All mileage at 58¢/mile - 2019)				<b>17 PREVIOUS PAGE (S) TOTAL</b>		\$ -
R - 501 Wedgewood, Hinsdale (residence)				18 CASH ADVANCE		\$ -
O - Law Firm (111 S. Wacker/315 W. Monroe)				19 PREPAID AIR FARE		\$ -
A - RTA (318 S. Federal or 326 S. Wells)				20 PREPAID REGISTRATION FEE		\$ -
I - 551 Crescent Ave., Glen Ellyn				21a RTA CREDIT CARD CHARGES		\$ -
				21b PERSONAL CHARGES ON RTA CREDIT CARD		\$ -
				<b>22 TOTAL DEDUCTIONS</b>		\$ -
				<b>23 TOTAL DUE EMPLOYEE (RTA)</b>		\$ 113.91
<b>23</b> I certify that in accordance with RTA Travel Regulations the above amount is correct and just; that the detailed items charged for subsistence were actually paid; that the expenses were occasioned by official business or unavoidable delays requiring the stay at hotels for the time specified; that the journey was performed with all practicable dispatch by the shortest route usually traveled in the customary reasonable manner; and that I have not been furnished by others with transportation or money in lieu thereof for the journey.				<b>24 PERTAINS TO TRAVEL EXPENSES ONLY</b> - This certifies that the travel shown above was required by the official duties of the traveler named to my personal knowledge, or as indicated by the records submitted to me.		
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Employee's Signature	Date	Supervisor (under \$100)	Date	Next Level Manager (\$100-\$500)	Date	
Division Manager/Next Level Supervisor (over \$500)	Date	Department Manager (over \$500)	Date	DED Internal Audit (Board Members, Chairman & ED)	Date	
Executive Director (Senior Staff only)	Date	Chairman (Board & ED only)	Date	Audit Chairman (Chairman travel - Board approved w/vote sheet)	Date	

Effective Date 1/1/19

REQUIRED RECEIPTS FOR EXPENSES MUST BE ATTACHED



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175 W. Jackson Blvd,  
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Chicago, IL 60604  
312-913-3200  
[rtachicago.org](http://rtachicago.org)

**To:** Board of Directors  
**From:** Leanne P. Redden, Executive Director  
**Date:** December 10, 2019  
**Re:** **Ordinance appointing the RTA Ethics Officer**

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### **Action Requested**

The attached ordinance authorizes the appointment of Allison Noback as the RTA's Ethics Officer, effective January 1, 2020.

### **Background**

Section 20-23 of the State Officials and Employees Ethics Act (the Ethics Act; 5 ILCS 430/20-23) requires that the Board designate an Ethics Officer for the agency. Among others, the duties of Ethics Officer include (i) acting as a liaison to the Executive Ethics Commission (EEC) and Office of the Executive Inspector General (OEIG), (ii) reviewing officer and employee Statements of Economic Interest, (iii) providing guidance to officers and employees in the interpretation of the Act, related policies and legal precedent, (iv) ensuring that staff is provided mandatory ethics and anti-harassment training, (v) submitting required reports to the EEC, OEIG or Office of the Governor and (vi) managing the Whistleblower Hotline.

On April 18, 2012, the Board appointed Michael Zumach to fill this role. As Mr. Zumach prepares to retire, a successor is required. During her seven year tenure as RTA's Deputy General Counsel, Ms. Noback has developed the experience and demonstrated the skill, character and judgment to effectively serve in this capacity.

Prepared by: Legal & Compliance Department  
LPR/nml

**ORDINANCE NO. 2019-**

**WHEREAS**, Section 20-23 of the State Officials and Employees Ethics Act, 5 ILCS 430/1, *et seq.* (the Ethics Act), requires that the Board of Directors of the Authority designate an Ethics Officer;

**WHEREAS**, the Ethics Act requires that the Board of Directors of the Authority notify the Illinois Executive Ethics Commission of the name of any employee who receives complaints or investigates allegations of fraud, waste, abuse, mismanagement, misconduct, nonfeasance, misfeasance, malfeasance or violations of the Ethics Act;

**WHEREAS**, a successor is required to fulfill this role as the current Ethics Officer prepares to retire;

**WHEREAS**, during her seven year tenure as the Authority's Deputy General Counsel, Allison Noback has developed the experience and has demonstrated the skill, character and judgment to serve in this capacity.; and

**WHEREAS**, it is in the best interests of the Authority to appoint Allison Noback, the Authority's Deputy General Counsel, as Ethics Officer to the Authority.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE REGIONAL TRANSPORTATION AUTHORITY that:**

1. Pursuant to the Ethics Act and the Authority's ethics policies, Allison Noback shall succeed Michael Zumach as Ethics Officer to the Authority, effective January 1, 2020. Ms. Noback is to exercise all powers and carry out all responsibilities of the Ethics Officer on behalf of the Authority as provided in the Ethics Policy and the Ethics Act. Ms. Noback shall serve at the pleasure of the Board and may be removed by the Board with or without cause at any time.
2. The Executive Director of the Authority is directed to notify the Office of the Executive Inspector General of the appointment of Ms. Noback as Ethics Officer.
3. The Executive Director of the Authority is directed to notify the Executive Ethics Commission of the appointment of Ms. Noback as the Ethics Officer.
4. The Executive Director of the Authority is directed to notify the Executive Ethics Commission of Ms. Noback's status as the RTA employee who receives complaints or investigates allegations of fraud, waste, abuse, mismanagement, misconduct,

nonfeasance, misfeasance, malfeasance or violations of the Ethics Act, and to request approval of the same from the Executive Ethics Commission.