



# 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, October 17, 2019

Board Room

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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 September 12, 2019

**4. Public Comment**

**5. Executive Director's Report**

**6. Consent Items**

**7.a.** Ordinance reappointing Sam Sesto to the RTA Board of Pension Trustees

**Description:** The proposed ordinance recommends the reappointment of one non-employee Trustee, Sam Sesto, to the RTA Pension Board of Trustees.

**7. Contracts/Expenditures**

**7.a.** Presentation and ordinance authorizing a contract for a general contractor for remodeling of the RTA headquarters

**Description:** The proposed ordinance authorizes a contract with the construction firm of Barton Malow for the renovation of RTA headquarters. The total contract value is \$3,107,000.

**7.b.** Travel Expense Reimbursement(s)

**8. Special Action Item(s)**

**8.a.** Resolution amending the 2019 RTA meeting locations and times

**8.b.** Resolution setting the 2020 RTA meeting dates, locations and times

**9. New Business**

**10. Executive Session**

**10.a.** IOMA Section 2(c)(21) - Docket Review

**10.b.** IOMA Section 2(c)(5) - Real Estate

**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, September 12, 2019 in Suite 1650, 175 West Jackson Blvd., Chicago, Illinois pursuant to notice.

Chairman Dillard called the meeting to order at 10:05 a.m. The Pledge of Allegiance followed.

**ROLL CALL**

**Board members present (14):** Andalcio, Carey, Coulson, Frega, Fuentes, Groven, Higgins, Holt, Kotel, Lewis, Melvin, Sager, Troiani, Chairman Dillard

**Board members absent (2):** Pang, Ross

**Approval of minutes from the meeting held on August 22, 2019**

Director Carey moved, and Director Andalcio seconded that the minutes from the meeting held on August 22, 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, Lewis, Melvin, Sager, Troiani, Chairman Dillard

**2 Absent:** Pang, Ross

**Public Comment**

Anthony Rabino from Pace asked if the Capital split will ever shift in proportions to allow a greater amount to Pace and less to the other Service Boards. Ms. Jill Leary responded that she would explain this to him after the meeting.

**Executive Director's Report**

Ms. Leanne Redden Executive Director reported to the Board that through the end of August, the State owes the RTA \$227.2 million of ASA, AFA, and PTF. The State is 14 months behind on ASA, 14 months behind on AFA and the equivalent of 2.4 months behind on PTF. The YTD cost of short-term debt is \$3.7 million.

On September 17<sup>th</sup>, the RTA will announce the availability of technical assistance and funding for transportation planning, land use planning and plan implementation projects throughout the region as part of our Community Planning program. The Call is launched jointly with CMAP and their LTA program. Applications will be evaluated on each project's alignment with Invest in Transit and ON TO 2050. Potential applicants are encouraged to participate in an information webinar on September 19 to learn more about potential projects, the application process and to participate in a Q & A session.

**APPROVED BY THE BOARD OF DIRECTORS  
OCTOBER 17, 2019**

Ms. Redden then honored the legacy of Marca Bristo, who recently passed away. She was a pioneer in the fight against discrimination, advocating for people with disabilities, particularly in the area of transportation.

Finally, she also announced that newest Board Member, Director David Andalcio, will be the next featured author on the RTA Blog: Ride On. The blog will focus on Hispanic Heritage Month, which begins on September 15<sup>th</sup>.

### **Consent Agenda Items**

Director Sager moved, and Director Melvin seconded the adoption of the following ordinances as submitted on the Consent Agenda:

- 2019-47        This ordinance approves an amendment to the 2019-2023 Capital Program and incorporates changes in program revenue and expenses for CTA, Metra, and Pace.
- 2019-48        This ordinance approves time extensions for implementation of CTA, Metra and Pace’s Innovation, Coordination, and Enhancement (ICE) funded projects.
- 2019-49        This ordinance sets the 2020-2022 operations funding amounts and the required 2020 system-generated revenue recovery ratios for the three Service Boards. The operating funding amounts establish the funding levels that each Service Board can expect to receive from the RTA. Section 4.11(b)(1) of the RTA Act provides that the Service Board budgets and two-year financial plans shall not project or assume receipt of revenues from the RTA in amounts greater than those outlined in these estimates. This ordinance also provides each Service Board with preliminary estimates of funds available for the development of the 2020-2024 Capital Program. These preliminary capital estimates include federal formula funds, other federal funds, State bond proceeds, other State funds, RTA bond proceeds, RTA ICE funding, and Service Board funding.

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

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

**2 Absent:** Pang, Ross

### **Contracts/Expenditure Items**

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

- 2019-50 This ordinance authorizes five-year contracts with six firms to potentially serve as financial advisors to the RTA. The combined value of all six contracts will not exceed \$750,000.
- 2019-51 This ordinance authorizes a two-year contract with a one-year option to renew with Circuit Media to provide visual communications services including, but not limited to, graphic design and copywriting services; creative production and art direction; video and photography production; and social media, website and webpage development. The total value of the contract, including the option year, would not exceed \$180,000. Circuit Media is a certified disadvantaged business enterprise (DBE), and has indicated that it is also a certified small, minority and woman owned (S/ M/WBE) firm.
- 2019-52 This ordinance authorizing a contract amendment with ADP for a cost of \$47,000 for two years starting November 2019 to November 2021. The proposed ordinance authorizes the execution of a contract with ADP, an authorized payroll processing service provider, to provide payroll and payroll related services.

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

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

**2 Absent:** Pang, Ross

Chairman Dillard stated that the next meeting of the RTA Board of Directors was scheduled for October 17, 2019.

#### **ADJOURNMENT**

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

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

**2 Absent:** Pang, Ross

The public portion of the Board meeting concluded at 10:20 a.m.

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AUDREY MACLENNAN  
Secretary of the Authority



**Regional  
Transportation  
Authority**

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

**To:** Board of Directors  
**From:** Leanne P. Redden, Executive Director  
**Date:** October 4, 2019  
**Re:** **Ordinance authorizing a contract for a general contractor for renovating RTA headquarters**

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### **Action Requested**

Staff is requesting RTA Board adoption of an ordinance authorizing the Executive Director to execute a contract with the construction firm of Barton Malow for the renovation of RTA headquarters. The total contract value is \$3,107,000.

### **Background**

In November 2018, the RTA Board approved a contract for architectural services for the renovation of the 15<sup>th</sup> floor office space at the RTA. We have worked since then with the architect and design team to finalize these plans. Pending Board approval, construction would begin in early November and continue into the first quarter of 2020. It is important to note that our current office space has not been renovated in 17 years, and it has not been painted since 2002.

The renovation calls for all staff — who are currently split across two floors — to be united in working together on the 15th floor. This plan followed consultation with real estate experts about how changing the office's physical environment could enhance our efforts to reshape the agency culture and to create a space that will promote a more modern, collaborative work environment. Upon completion of renovation, we will seek to sublease the 16th floor. Several IT upgrades have already taken place in preparation for construction, including the deployment of laptops and upgrades to Wi-Fi so staff can move more freely around the office and be more productive during meetings.

In addition, ongoing discussions with staff have emphasized the importance of changing our physical space to provide a more productive work environment and also build morale, such as:

- Better access to natural light
- Increased opportunities for collaboration
- More equitable access to office resources
- A more modern environment to attract and retain the new generation of employees.

Therefore, the office renovation will provide a variety of workspaces to address different needs, such as:

- An open, cubicle-based floor plan with no walled offices
- Huddle rooms for quick check-ins
- More small and large conference rooms than we have today
- Private spaces for extended phone calls or for quieter workspace
- Collaboration areas for more informal meetings.

In August 2019, the RTA released an Invitation for Bids (IFB) for a general contractor to renovate RTA headquarters. The bid included all construction (including trades), furniture and audio-visual equipment. Of the bids received, Barton Marlow submitted the lowest cost responsible and responsive proposal.

Barton Marlow is a local company, founded in Chicago more than 30 years ago. In this region, they have worked on projects such as the Soldier Field Expansion, the new Walter Payton Training Center, the University of Chicago Joe & Rika Mansueto Library, and more. They serve cities, state, and private entities to build hospitals, sports venues, training centers, educational facilities, industrial buildings and other facilities.

Barton Malow 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. Barton Malow has also agreed to update the Certification should any of the information change during the contract period.

#### **Fiscal Impact**

The cost of the construction services including the furnishings and audio-visual components, total \$3,107,000. The Disadvantaged Business Enterprise (DBE) goal for this project is 15%, and Barton Marlow has submitted a plan that will meet the goal.

In 2016, the Board of Directors approved a renegotiated lease for RTA's office space which included a total of \$1,730,109 in credits from the building specifically for space improvement and rent abatement, accounting for more than half of the construction costs. The balance of any expenditures is included in the 2019 approved RTA budget. Future expenditures would be subject to appropriation by the Board of Directors.

Prepared by: Mobility Services Department  
LPR/MJV

**ORDINANCE NO.**

**WHEREAS**, the Regional Transportation Authority's (the "Authority") headquarters are located at 175 W Jackson Boulevard, suites 1550 and 1650 in Chicago, Illinois;

**WHEREAS**, the Authority is dedicated to providing an office environment that is conducive to productivity, efficiency in processes and practices, a high staff morale, and retaining highly qualified talent;

**WHEREAS**, the Authority utilized an architectural firm to design a new space that would support RTA's goals;

**WHEREAS**, the Authority issued an Invitation for Bids to procure a general contractor to renovate RTA headquarters and procure all furnishings and audio-visual components for the new office space;

**WHEREAS**, the firm of Barton Malow provided the lowest responsible and responsive bid to perform the scope of work as outlined in the Invitation for Bids;

**WHEREAS**, Barton Malow's proposal meets the required 15% DBE goal for this contract; and

**WHEREAS**, Barton Malow 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. Barton Malow has also 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 of the Authority is hereby authorized and directed to execute a contract with Barton Malow for renovation of RTA headquarters for an amount not to exceed \$3,107,000.
2. Whereas the Executive Director is hereby authorized and directed to take such actions as she deems necessary or appropriate to implement, administer and enforce this Ordinance and said contract.



**To:** Board of Directors  
**From:** Leanne P. Redden, Executive Director  
**Date:** October 7, 2019  
**Re:** **Travel Expense Reimbursement**

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**Regional  
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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	\$413.00
Board Expenses	\$277.02
Board Expenses	\$319.82
Board Expenses	\$101.19

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	
10/8/19	Dillard	Kirk	Chairman		Executive	
6 Overall business purpose (Provide when applicable to all items; otherwise, complete Column 11 for each individual item)						
RTA-related travel and other business expenses.			7 Account Name	8 Account General Ledger (GL) Code	9 AA Code	10 Amount
			Travel Expense	000-190-52100	999	\$ 413.00
			Business Expense	000-190-52101	999	
					TOTAL:	\$ 413.00
11 Date	12 Item	13 Description of Expenditure(s)				14 Amount
8/30-31/19	Who/Purpose	1) Speak to Council of State Governments, BILLD Program Participants. 2) Meet with Hammos Corp. re: One Central Statio re: application status (R. Dunn & L. Crandall)				
	Mileage/Tolls/Parking	Mileage R-B-C-R: 286 @ 58¢/mi = \$165.88		Tolls: 2 @ 75¢ = \$1.50	Parking: \$4.00	\$ 171.38
	Lodging	Provided				
	Meals	Per diem 8/30: B-L-D = \$70.00 8/31: B-L = \$35.00				\$ 105.00
9/3/19	Who/Purpose	Meeting with Congressman Jesus Garcia & Daniel Bender, American Council of Engineering Companies; Meeting with Congressman Stony Hozer re: transportation roundtable and funding issues.				
	Mileage/Tolls/Parking	Mileage R-A-R: 40.6 @ 58¢/mi = \$23.55		Tolls: 2 @ 75¢ = \$1.50	Parking: \$20.00	\$ 45.05
9/4/19	Who/Purpose	1) Meeting with IDOT staff and Governor's officer re: Capital Funding. 2) Meeting with DePaul University re: Fullerton L stop signage.				
	Mileage/Tolls/Parking	Mileage R-D-O-R: 47.8 @ 58¢/mi = \$27.73		Tolls: 2 @ 75¢ = \$1.50	Parking: \$6.00 + \$23.00	\$ 58.23
	Taxi	175 W. Jackson to 188 W. Randolph				\$ 8.00
9/9/19	Who/Purpose	Meeting with Rep. Lindsey LaPointe, L. Redden, J. LaMarche re: Pace Pulse Services and orientation.				
	Mileage/Tolls/Parking	Mileage R-E-R: 39.8 @ 58¢/mi = \$23.09		Tolls: 3 @ 75¢ = \$2.25		\$ 25.34
<b>15 Comments:</b>						
Points of Travel for mileage: (All mileage at 58¢/mile - 2019)						
R - 501 Wedgewood Ct., Hinsdale (residence)						
O - 111 S. Wacker Dr. or 211 W. Adams or 315 W. Monroe, Chicago (Office)						
A - RTA (318 S. Federal or 326 S. Wells)						
B - 1225 Observatory Drive, Madison, WI						
C - 33 E. Main St., Madison, WI						
D - 2323 N. Sheffield, Chicago						
E - 6075 N. Milwaukee Ave						
<b>16 SUB-TOTAL</b>						
\$ 413.00						
<b>17 PREVIOUS PAGE (S) TOTAL</b>						
\$ -						
<b>18 CASH ADVANCE</b>						
\$ -						
<b>19 PREPAID AIR FARE</b>						
\$ -						
<b>20 PREPAID REGISTRATION FEE</b>						
\$ -						
<b>21a RTA CREDIT CARD CHARGES</b>						
\$ -						
<b>21b PERSONAL CHARGES ON RTA CREDIT CARD</b>						
\$ -						
<b>22 TOTAL DEDUCTIONS</b>						
\$ -						
<b>23 TOTAL DUE EMPLOYEE (RTA)</b>						
\$ 413.00						
<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	
10/8/19	Dillard	Kirk	Chairman		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	\$ 238.77
			Business Expense	000-190-52101	999	\$ 38.25
					TOTAL:	\$ 277.02
11 Date	12 Item	13 Description of Expenditure(s)				14 Amount
9/11/19	Who/Purpose	1) Meeting with Senior Staff re: 2020 Budget Marks. 2) Attend National Association of Bond Counsel's Annual Meeting Panel on transit issues.				
	Mileage/Tolls/Parking	Mileage R-O-R: 40.6 @ 58¢/mi = \$23.55 Tolls: 2 @ 75¢ = \$1.50 Parking: \$23.00				\$ 48.05
	Taxi	175 W. Jackson to Fairmont Hotel (\$8.75) 200 N. Columbus to 315 W. Monroe (\$8.75)				\$ 17.50
9/12/19	Who/Purpose	1) Attend Budget Marks Board meeting. 2) Meeting with Bank of America National Investment Banking reception				
	Mileage/Tolls/Parking	Mileage R-A-R: 40.2 @ 58¢/mi = \$23.32 Tolls: 2 @ 75¢ = \$1.50 Parking: \$26.00				\$ 50.82
	Uber	111 S. Wacker to 85 E. Wacker (\$13.65) 87 E. Wacker to 324 S. Franklin (\$10.24)				\$ 23.89
9/14/19	Who/Purpose	Breakfast meeting with Kathy Selcke, former staff Illinois House re: original of RTA statute				
	Mileage/Tolls/Parking	Mileage R-G-R: 2.4 @ 58¢/mi = \$1.40				\$ 1.40
	Meal	Pages Restaurant				\$ 38.25
9/17/19	Who/Purpose	Speak at dedication of Metra Healy Station				
	Mileage/Tolls/Parking	Mileage R-H-R: 37.3 @ 58¢/mi = \$21.64 Tolls: 2 @ 75¢ = \$1.50				\$ 23.14
9/18/19	Who/Purpose	1) Meeting with Senior Staff re: Metra Electric issues. 2) Speak at Illinois Public Transportation Annual Meeting.				
	Mileage/Tolls/Parking	Mileage R-O-I-R: 50.8 @ 58¢/mi = \$29.47 Tolls: 2 @ 75¢ = \$1.50 Parking: \$20.00 + \$23.00				\$ 73.97
<b>15 Comments:</b>					<b>16 SUB-TOTAL</b>	\$ 277.02
Points of Travel for mileage: (All mileage at 58¢/mile - 2019)					<b>17 PREVIOUS PAGE (S) TOTAL</b>	\$ -
R - 501 Wedgewood Ct., Hinsdale (residence)					<b>18 CASH ADVANCE</b>	\$ -
O - 111 S. Wacker Dr. or 211 W. Adams or 315 W. Monroe, Chicago (Office)					<b>19 PREPAID AIR FARE</b>	\$ -
A - RTA (318 S. Federal or 326 S. Wells)					<b>20 PREPAID REGISTRATION FEE</b>	\$ -
G - 26 1/2 E. Hinsdale Ave., Hinsdale					<b>21a RTA CREDIT CARD CHARGES</b>	\$ -
H -4014 W. Fullerton Ave., Chicago					<b>21b PERSONAL CHARGES ON RTA CREDIT CARD</b>	\$ -
I -5441 Park Place, Rosemont					<b>22 TOTAL DEDUCTIONS</b>	\$ -
					<b>23 TOTAL DUE EMPLOYEE (RTA)</b>	\$ 277.02
<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	
10/8/19	Dillard	Kirk	Chairman		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	\$ 249.28
			Business Expense	000-190-52101	999	\$ 70.54
					TOTAL:	\$ 319.82
11 Date	12 Item	13 Description of Expenditure(s)				14 Amount
9/19/19	Who/Purpose	1) Attend Illinois Public Transportation Assn. Annual Meeting. 2) Attend Metropolitan Planning Council's Annual Meeting. 3) Meeting with Lyon Beneson & Associates re: compensation studies.				
	Mileage/Tolls/Parking	Mileage R-J-K-R: 52.2 @ 58¢/mi = \$30.28 Tolls: 3 @ 75¢ = \$2.25 Parking: \$12.00 + \$23.00				\$ 67.53
9/20/19	Who/Purpose	Attend Illinois Public Transportation Assn. Annual Meeting.				
	Mileage/Tolls/Parking	Mileage R-J-R: 33.7 @ 58¢/mi = \$19.55 Tolls: 3 @ 75¢ = \$2.25 Parking: \$20.00				\$ 41.80
9/23/19	Who/Purpose	Meeting with Kelly Welch & Tom Kotarac, Civic Committee/Commercial Club & L. Redden re: Capital spending priorities.				
	Taxi	111 S. Wacker to 81 E. Van Buren				\$ 8.75
9/24/19	Who/Purpose	Lunch meeting with Northwestern University re: bus service in Streeterville-Ogilvie Station/Union Station areas				
	Mileage/Tolls/Parking	Mileage R-L-R: 44.3 @ 58¢/mi = \$25.70 Tolls: 2 @ 75¢ = \$1.50 Parking: \$12.00				\$ 39.20
	Meal	Beatrix				\$ 70.54
9/26/19	Who/Purpose	1) Attend Illinois Chamber of Commerce Annual Meeting. 2) Document review and signing at RTA offices. 3) Meeting Senate President, other legislators and staff.				
	Mileage/Tolls/Parking	Mileage R-A-R: 44.3 @ 58¢/mi = \$25.70 Tolls: 2 @ 75¢ = \$1.50 Parking: \$35.00				\$ 62.20
	Uber	175 W. Jackson to 400 N. State (\$12.45) 55 W. Kinzie to 310 S. Federal (\$17.35)				\$ 29.80
<b>15 Comments:</b>				<b>16 SUB-TOTAL</b>		\$ 319.82
Points of Travel for mileage: (All mileage at 58¢/mile - 2019)				<b>17 PREVIOUS PAGE (S) TOTAL</b>		\$ -
R - 501 Wedgewood Ct., Hinsdale (residence)				18 CASH ADVANCE		\$ -
O - 111 S. Wacker Dr. or 211 W. Adams or 315 W. Monroe, Chicago (Office)				19 PREPAID AIR FARE		\$ -
A - RTA (318 S. Federal or 326 S. Wells)				20 PREPAID REGISTRATION FEE		\$ -
J - 8500 W. Bryn Mawr Ave., Chicago				21a RTA CREDIT CARD CHARGES		\$ -
K -100 E. Balboa, Chicago				21b PERSONAL CHARGES ON RTA CREDIT CARD		\$ -
L - 259 E. Erie, Chicago				<b>22 TOTAL DEDUCTIONS</b>		\$ -
				<b>23 TOTAL DUE EMPLOYEE (RTA)</b>		\$ 319.82
<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

D



1 Today's Date	2 Last Name	First Name	3 Address (If check to be mailed outside the RTA	4 Division	5 Department		
10/8/19	Dillard	Kirk	Chairman		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	\$ 101.19	
			Business Expense	000-190-52101	999		
					TOTAL:	\$ 101.19	
11 Date	12 Item	13 Description of Expenditure(s)				14 Amount	
9/30/19	Who/Purpose	Meeting with Dr. Robert Bain, RB Transportaiton Consulting, Wes Guckert, CEO Traffic Group, Inc. Re: traffic projections and reliability of public transportation.					
	Mileage/Tolls/Parking	Mileage R-M-R: 44.3 @ 58¢/mi = \$25.70	Tolls: 2 @ 75¢ = \$1.50	Parking: \$20.00	\$ 47.20		
10/2/19	Who/Purpose	Meeting with Lt. Governor and Rep. Danial Ugaste re: RTA structure legislation.					
	Mileage/Tolls/Parking	Mileage R-N-R: 40.5 @ 58¢/mi = \$23.49	Tolls: 2 @ 75¢ = \$1.50	Parking: \$29.00	\$ 53.99		
<table border="0"> <tr> <td><b>15 Comments:</b> Points of Travel for mileage: (All mileage at 58¢/mile - 2019) R - 501 Wedgewood Ct., Hinsdale (residence) O - 111 S. Wacker Dr. or 211 W. Adams or 315 W. Monroe, Chicago (Office) A - RTA (318 S. Federal or 326 S. Wells) M - 151 E. Lower Wacker Dr., Chicago N -172 W. Adams St., Chicago</td> <td> <b>16 SUB-TOTAL</b> \$ 101.19  <b>17 PREVIOUS PAGE (S) TOTAL</b> \$ -  <b>18 CASH ADVANCE</b> \$ -  <b>19 PREPAID AIR FARE</b> \$ -  <b>20 PREPAID REGISTRATION FEE</b> \$ -  <b>21a RTA CREDIT CARD CHARGES</b> \$ -  <b>21b PERSONAL CHARGES ON RTA CREDIT CARD</b> \$ -  <b>22 TOTAL DEDUCTIONS</b> \$ -  <b>23 TOTAL DUE EMPLOYEE (RTA)</b> \$ 101.19                 </td> </tr> </table>						<b>15 Comments:</b> Points of Travel for mileage: (All mileage at 58¢/mile - 2019) R - 501 Wedgewood Ct., Hinsdale (residence) O - 111 S. Wacker Dr. or 211 W. Adams or 315 W. Monroe, Chicago (Office) A - RTA (318 S. Federal or 326 S. Wells) M - 151 E. Lower Wacker Dr., Chicago N -172 W. Adams St., Chicago	<b>16 SUB-TOTAL</b> \$ 101.19 <b>17 PREVIOUS PAGE (S) TOTAL</b> \$ - <b>18 CASH ADVANCE</b> \$ - <b>19 PREPAID AIR FARE</b> \$ - <b>20 PREPAID REGISTRATION FEE</b> \$ - <b>21a RTA CREDIT CARD CHARGES</b> \$ - <b>21b PERSONAL CHARGES ON RTA CREDIT CARD</b> \$ - <b>22 TOTAL DEDUCTIONS</b> \$ - <b>23 TOTAL DUE EMPLOYEE (RTA)</b> \$ 101.19
<b>15 Comments:</b> Points of Travel for mileage: (All mileage at 58¢/mile - 2019) R - 501 Wedgewood Ct., Hinsdale (residence) O - 111 S. Wacker Dr. or 211 W. Adams or 315 W. Monroe, Chicago (Office) A - RTA (318 S. Federal or 326 S. Wells) M - 151 E. Lower Wacker Dr., Chicago N -172 W. Adams St., Chicago	<b>16 SUB-TOTAL</b> \$ 101.19 <b>17 PREVIOUS PAGE (S) TOTAL</b> \$ - <b>18 CASH ADVANCE</b> \$ - <b>19 PREPAID AIR FARE</b> \$ - <b>20 PREPAID REGISTRATION FEE</b> \$ - <b>21a RTA CREDIT CARD CHARGES</b> \$ - <b>21b PERSONAL CHARGES ON RTA CREDIT CARD</b> \$ - <b>22 TOTAL DEDUCTIONS</b> \$ - <b>23 TOTAL DUE EMPLOYEE (RTA)</b> \$ 101.19						
<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



**RESOLUTION NO.**

**BE IT RESOLVED**, that the location change of following regular meetings of the Board of Directors (the “Board”) of the Regional Transportation Authority (the “Authority”) in calendar year 2019, as shown below, is hereby approved by the Board of the Authority.

**2019 MEETING DATES**

**\*\*Thursday, November 21, 2019**

**\*\*Thursday, December 19, 2019**

**\*\*The location for these meetings will be at the Chicago Metropolitan Agency for Planning (CMAP), located in the Willis Tower, 233 S. Wacker Drive, Suite 800, Chicago, Illinois.**

Notice is hereby given that the Board of the Authority will meet following the conclusion of scheduled Committee meetings that begin at **9:00 a.m.** or any other time as determined by the Board.

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The RTA will provide reasonable auxiliary aids or services necessary to afford an individual with a disability an equal opportunity to observe the proceedings of this meeting. Persons requiring assistance are requested to notify the RTA by calling the Office of the Board Secretary at (312)913-3219 or TTY (312)913-3111 well in advance to provide sufficient time to make necessary accommodations.



## RESOLUTION NO.

**BE IT RESOLVED**, that the schedule of regular meetings of the Board of Directors (the "Board") of the Regional Transportation Authority (the "Authority") for calendar year 2020, as shown below, is hereby approved by the Board of the Authority. Notice is hereby given that the Board of the Authority will meet following the conclusion of scheduled Authority Committee meetings that begin at the times and locations as specified below.

### 2020 MEETING DATES

**\*\*Thursday, January 16, 2020**

**\*\*Thursday, February 20, 2020**

**\*\*Thursday, March 19, 2020**

**\*\*Thursday, April 16, 2020**

**\*\*The location for meetings from January through April will be at the Chicago Metropolitan Agency for Planning (CMAP), located in the Willis Tower, 233 S. Wacker Drive, Suite 800, Chicago, Illinois and begin at 9:00 a.m.**

Thursday, May 21, 2020

Thursday, June 18, 2020

Thursday, July 16, 2020

Thursday, August 20, 2020

Thursday, September 10, 2020 (2<sup>nd</sup> Thursday)

Thursday, October 15, 2020

Thursday, November 19, 2020

Thursday, December 17, 2020

Notice is hereby given that the Board of the Authority will begin at 8:30 a.m. The meetings from May through December will be at a location to be determined.

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The RTA will provide reasonable auxiliary aids or services necessary to afford an individual with a disability an equal opportunity to observe the proceedings of this meeting. Persons requiring assistance are requested to notify the RTA by calling the Office of the Board Secretary at (312)913-3219 or TTY (312)913-3111 well in advance to provide sufficient time to make necessary accommodations.