



# 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, September 12, 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 August 22, 2019

4. Public Comment

5. Executive Director's Report

6. Consent Items

6.a. Ordinance authorizing the quarterly amendment to the 2019-2023 Capital Program and the Innovation, Coordination, Enhancement (ICE) funded projects

**Description:**

This item includes two ordinances. The first ordinance approves an amendment to the 2019-2023 Capital Program and incorporates changes in program revenue and expenses for CTA, Metra, and Pace. The second approves time extensions for implementation of CTA, Metra and Pace's Innovation, Coordination, and Enhancement (ICE) funded projects.

6.b. Ordinance establishing estimates of amounts available to the Service Boards for their 2020-2022 operating budget, the required recovery ratios for 2020, and the preliminary 2020-2024 Capital Program funds

**Description:**

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.

**7. Contracts/Expenditures****7.a.** Ordinance authorizing a contract for financial advisory services

**Description:** The proposed ordinance authorizes the Executive Director to negotiate contracts with firms to serve as financial advisors to the RTA.

**7.b.** Ordinance authorizing a contract for visual communications services

**Description:** The proposed 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 DBE and S/ M/WBE firm.

**7.c.** Ordinance authorizing an amendment to the Automatic Data Processing (ADP), Inc. contract

**Description:** The proposed ordinance authorizes a contract amendment with ADP for a cost of \$47,000 for two years starting November 2019 to November 2021.

**7.d.** Travel Expense Reimbursements**8. 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, August 22, 2019 in Suite 1650, 175 West Jackson Blvd., Chicago, Illinois pursuant to notice.

Chairman Dillard called the meeting to order at 9:25 a.m. The Pledge of Allegiance followed.

### **ROLL CALL**

**Board members present (16):** Andalcio, Carey, Coulson, Frega, Fuentes, Groven, Higgins, Holt, Kotel, Lewis, Melvin, Pang, Ross, Sager (phone) Troiani, Chairman Dillard

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

Director Fuentes moved, and Director Melvin 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:

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

### **Public Comment**

Garland Armstrong addressed the Board. He complimented Chairman Dillard on his role during the launch of Pace's Pulse service on Milwaukee Ave.

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

Ms. Leanne Redden began her report by reporting that through the end of July, the State owes the RTA \$230.7 million of ASA, AFA, and PTF. The State is 13 months behind on ASA, 3 months behind on AFA and the equivalent of 3.0 months behind on PTF. The YTD cost of short-term debt is \$3.2 million.

Ms. Redden then gave a Government Affairs update explaining that the RTA's short-term borrowing extension, House Bill 2823, was sent to the Governor in late June after passage in both the House and Senate in May. The Governor has until the end of August to either sign or veto the bill. If no action is taking prior to the end of August, the bill would become law.

The RTA, along with transportation partners statewide, have also been participating in events across the region thanking state legislators for their work in passing the state's long needed capital funding program. Each of the Service Boards have hosted some of the events for groups of bi-partisan legislators.

There was no federal update as U.S. Congress is currently in recess for the month of August.

Ms. Redden then reported that some of the Service Boards have been busy with grand openings around the region. In fact, the Chairman recently spoke at two events for Pace. One was to celebrate the launch of Pace's Pulse service on Milwaukee Ave. The Chairman also spoke at Pace's Plainfield Park-n-Ride where they unveiled a new bus shelter to protect riders from the weather.

Finally, she reported that on August 7<sup>th</sup> in partnership with the Chicago Cubs - the RTA, CTA, Metra and Pace celebrated Transit Appreciation Day for the Cubs home game against the Oakland Athletics. Transit fans who purchased our specially priced Transit Appreciation ticket offer received a stylish special edition Cubs transit themed tote bag.

### **Consent Agenda Items**

Director Groven moved, and Director Ross seconded the adoption of the following resolutions and ordinances as submitted on the Consent Agenda:

- 2019-36 This ordinance authorizing the implementation of the Section 5310 – Enhanced Mobility for Seniors and Individuals with Disabilities fiscal year 2018-2019 Program of Projects. Funding is proposed for 11 projects: Association for Individual Development – Ride in Kane; City of Naperville – Ride DuPage to Work; DuPage County – Transportation to Work; Kendall County – Kendall Area Transit; Little City Foundation – Transportation Program; McHenry County – McRide; Will County – Will Ride; Ray Graham Association for People with Disabilities – Ensuring Access to the Community; Clearbrook – Community Connections for Adults with Disabilities; CTF Illinois – Transportation Services for People with Disabilities; and, Pace – Regional Call Center
- 2019-36 These resolutions certifying that the operating financial results of each Service  
2019-37 Board and the region as a whole, through the second quarter of 2019, are  
2019-38 substantially in accordance with budget. The system-wide operating deficit of  
2019-39 the Service Boards, including Pace ADA Paratransit, was \$789.8 million. This  
2019-40 result is \$19.1 million, or 2.4%, favorable to the adopted budget. The regional  
2019-41 system-generated revenue recovery ratio of 49.6%, which excludes ADA  
Paratransit, was 0.2 percentage points favorable to budget.

2019-42 This ordinance, which approves an amendment to the 2019-2023 Capital Program and incorporates a change in program revenue and expense for CTA. Metra and Pace Capital Programs remain unchanged.

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

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

**Contracts/Expenditure Items**

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

2019-43 This ordinance authorizes contracts to be initiated for our state legislative consulting team. The contract for the consultants will run from September 1, 2019 through August 31, 2020. The consultants and cost remain the same as last year. The total expenditure for all contracts is \$320,000. The consultants that will represent the RTA are Leinenweber, Baroni and Daffada Consulting, LLC, Thomson Weir, LLC, The Roosevelt Group, the Law Offices of Paul L. Williams & Associates, NJ Kimme & Company and the Government Navigation Group.

2019-44 This ordinance authorizes a firm fixed-fee, two-year contract with Resource Systems Group, Inc. (RSG) to develop a *Non-Rider and Lapsed Rider Survey*. This contract will be funded by a federal grant from the Illinois Department of Transportation and the Regional Transportation Authority (RTA). The total contract amount is not-to-exceed \$146,098. The DBE goal for this contract is 10%. RSG has identified a certified DBE to meet the goal.

2019-45 This ordinance authorizes a firm fixed-fee, one-year contract with Resource Systems Group, Inc. (RSG) to develop a *Customer Satisfaction Survey*. This contract will be funded by the RTA. The total contract amount is not to exceed \$405,208. The DBE goal for this contract is 11%. RSG has identified certified DBE vendors to meet its goal.

2019-46 This ordinance authorizes the execution of a contract with RedLegg, an authorized cybersecurity solutions provider, to deliver consulting services to the RTA in support of an enhanced security initiative. The contract would not exceed a total value of \$248,000, including a one-year option to renew

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

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

Chairman Dillard stated that the next meeting of the RTA Board of Directors was scheduled for September 12, 2019.

**Other Business**

Director Ross commented on the Workplace Violence training the RTA held stating it was very informative and worthwhile for staff and Board members alike.

Director Fuentes commented on the ADA Coordinating Committee being held as a WebEx and that it was well-received, and participation seemed very good.

Director Lewis commented on the Metra service to the western suburbs for major golf tournaments as excellent. Chairman Dillard added that Metra service is also great for tourism.

**ADJOURNMENT**

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

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

The public portion of the Board meeting concluded at 9:50 a.m.

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AUDREY MACLENNAN  
Secretary of the Authority

**To: Board of Directors**

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

**Date: September 5, 2019**

**Re: Ordinance authorizing a contract for financial advisory services**



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### **Action Requested**

The proposed ordinance authorizes the Executive Director to negotiate 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.

### **Background**

In upcoming years, the RTA anticipates financial activity that includes bond issuance, financial restructuring opportunities, short-term borrowing, and other funding and financing vehicles such as government loans. The proposed financial advisors will support RTA staff on these transactions. Staff intends to award contracts to these firms for periods of up to five years. The RTA will assign work among the various selected firms based on its needs for specific services. These contracts may or may not result in actual task orders placed with a specific firm. In other words, selection and an awarded contract at this juncture do not guarantee later selection for actual projects. Contracts will be executed, on an as-needed basis, in accordance with the parameters described below and set forth in the attached ordinance.

RTA staff found the responses from the following six qualified firms to be within the competitive range:

- Backstrom McCarley Berry & Co., LLC (Disadvantaged Business Enterprise (DBE) certified)
- Estrada Hinojosa & Company, Inc. (DBE certified outside II-UCP)
- Hilltop Securities, Inc.
- PFM Financial Advisors, LLC
- Public Resource Advisory Group
- Sycamore Advisors, LLC (DBE certified)

The firms have submitted the Authority's Vendor/Contractor Certification. These certifications disclose the names of the principals and any contracted lobbyists, certify that entering into this contract will not create a prohibited conflict of interest, and certify 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 firms have further pledged to update the certifications should any of the submitted information change.

### **Financial Impact**

The volume of work will depend on the depth of state delinquencies, the magnitude of federal and state capital funding, changes to RTA borrowing authority, financial market conditions, and economic or environmental factors.

Payments for work related to financial transactions, such as the issuance of bonds, are part of the transaction costs. These transactions will come to the Board, which would authorize the related payments. The attached ordinance authorizes the Executive Director to negotiate contracts not to exceed a combined \$750,000 for a period of five years.

Prepared by: Finance and Information Technology

LPR/BRH/WDL  
Attachment.



**ORDINANCE NO.**

**WHEREAS**, in upcoming years the RTA anticipates financial activity that may include, but is not limited to, bond issuance, short-term borrowing, including working cash notes, direct placements, and commercial paper, and other funding and financing vehicles such as government loans;

**WHEREAS**, the RTA requires financial advisors to support RTA staff on these transactions;

**WHEREAS**, the RTA conducted a competitive bid process inviting proposals to provide these services, and of nine bidders RTA staff found the responses from the following six qualified firms to be within the competitive range:

- Backstrom McCarley Berry & Co., LLC
- Estrada Hinojosa & Company, Inc.
- Hilltop Securities, Inc.
- PFM Financial Advisors, LLC
- Public Resource Advisory Group
- Sycamore Advisors, LLC

**WHEREAS**, the above named firms have each submitted the Authority's Vendor/Contractor Certification that discloses the names of the principals and any contracted lobbyists, certifies that entering into these contracts will not create a prohibited conflict of interest, and certifies that each firm and its principals have not been debarred or suspended from participating in public contracts and have not been convicted of procurement-related offenses. These firms have 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 to negotiate and enter into contracts with each of the above named firms to serve as financial advisors to the RTA, with a contract period up to five years, with all compensation paid, regardless of source, not to exceed \$750,000 for all eight contracts in total.
- 2) 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 contracts.

**To: Board of Directors**

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

**Date: August 30, 2019**

**Re: Ordinance authorizing a contract for visual communications services**



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The proposed ordinance authorizes the Executive Director to execute 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.

### **Background**

The RTA issued a Request for Proposals seeking a firm to provide visual communication services and Circuit Media submitted the proposal best suited to the RTA's needs.

Circuit Media specializes in design and communications work for commercial and government clients. The firm works collaboratively with clients to assess goals, create timelines, and develop solutions that provide positive outcomes for customers and constituents. The firm has an in-house design studio capable of website design and specialized multimedia projects in print and electronic formats. It has expertise in transportation communications, including work with municipal, county and state departments of transportation. Circuit Media has significant experience in public information and outreach and is well-versed in developing messages for diverse audiences. Partnering with Circuit Media will help the RTA further perform our regional leadership role and support the Service Boards in addressing today's unique and real challenges.

Circuit Media has submitted the RTA's Vendor Contractor Certification (VCC) form. The VCC 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. Circuit Media has also agreed to update these certifications should any of the information change during the contract period.

### **Fiscal Impact**

The total cost of the proposed contract will not exceed \$180,000. The 2019 RTA budget contains sufficient funds to cover these expenses; funds for services to be performed during subsequent years are subject to future appropriation by the RTA Board.

Prepared by: Marketing and Communications  
LPR/SBM  
Attachment.

**ORDINANCE NO.**

**WHEREAS**, the Regional Transportation Authority (the “Authority”) has determined that it is in the Authority’s best interest to retain a firm 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;

**WHEREAS**, Circuit Media is qualified to perform these services for the Authority; and

**WHEREAS**, Circuit Media 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. Circuit Media 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 enter into a two year contract with a one year option to renew, with Circuit Media to perform visual communications for an amount not to exceed \$180,000.
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.

**To: Board of Directors**

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

**Date: September 5, 2019**

**Re: Ordinance authorizing a contract amendment with Automatic Data Processing, Inc (“ADP”) for payroll processing services**



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Staff is requesting the Board to adopt the attached 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.

### **Background**

The ADP contract was awarded in October 2014 through a competitive bidding process. Under the terms of the contract, ADP provided payroll and payroll related services for the period of three years starting in October 2014 for \$70,000. In November 2017, the RTA issued an amendment to continue the services for an additional two years starting November 2017 through November 2019 for \$25,000. In June 2019, RTA issued a second amendment to cover the additional cost of \$2,250 for data extraction that is used for ERP payroll initiatives. The total cost for these services was \$97,250.

ADP is a comprehensive global provider of cloud-based human capital management (HCM) solutions and a leader in business (payroll) outsourcing services, analytics and compliance experts, serving more than 740k+ clients worldwide.

ADP has submitted the RTA’s Vendor Contractor Certification (VCC) form. The VCC 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. ADP has also agreed to update these certifications should any of the information change during the contract period.

### **Financial Impact**

The proposed amendment will allow ADP to continue to provide payroll and related services to RTA for the period of two years for an additional \$47,000. This amendment will bring the total contract value to \$144,250.

The approved RTA 2019 budget provides sufficient funding for this project, however any expenditure in subsequent years is subject to the appropriation of funds by the Board of Directors.

Prepared by: Finance, Innovation and Information Technology Department

LR/BRH/JY  
Attachment.

**ORDINANCE NO.**

**WHEREAS**, the Regional Transportation Authority (RTA) currently uses Automatic Data Processing (ADP) for payroll processing services;

**WHEREAS**, the RTA has determined that a contract with ADP meets the RTA's payroll processing service requirements and that it would be in the RTA's best interest for ADP to continue to provide these services;

**WHEREAS**, the ADP has previously submitted the RTA's vendor/contractor certification forms, which disclose the names of the principals and any contracted lobbyists, certify that entering into this contract will not create a prohibited conflict of interest, and certify that the firm and its principals have not been debarred or suspended from participation in public contracts and have not been convicted of procurement-related offenses. ADP has also agreed to update the certification forms should any of the 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 amendment for a two-year period with ADP for \$47,000. The total contract value shall not exceed \$144,250.
2. The Executive Director is hereby authorized and directed to take such actions as the Executive Director deems necessary and appropriate to implement, administer and enforce this ordinance and said contract.

**To:** Board of Directors  
**From:** Leanne P. Redden, Executive Director  
**Date:** August 30, 2019  
**Re:** **Travel Expense Reimbursement**

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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	\$330.34
Board Expenses	\$654.63
Board Expenses	\$413.95
Board Expenses	\$87.74

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				
8/30/19	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	\$ 228.95			
			Business Expense	000-190-52101	999	\$ 101.39			
TOTAL:						\$ 330.34			
11 Date	12 Item	13 Description of Expenditure(s)				14 Amount			
7/20/19	Who/Purpose	Lunch meeting with Karen Gits, Village of Clarendon Hills re: Metra Station improvements and new legislation.							
	Mileage/Tolls/Parking	Mileage R-B-R: 6.0 @ 58¢/mi = \$3.48				\$ 3.48			
	Meals	Country House				\$ 40.49			
7/24/19	Who/Purpose	1. Speak at Plainfield Park-n-Ride Ribbon Cutting. 2. Meeting with Rep. Marcus Evans and Rep. Jamie Andrade, Tiffany Elking, Gov. Navigation Systems, Melissa Conyers-Ervin, Chicago City Treasurer re: Mass Transit City prospects in capital legislation.							
	Mileage/Tolls/Parking	Mileage R-C-D-R: 79.4 @ 58¢/mi = \$46.06 Tolls: 1 @ 75¢ = \$0.75 Parking: \$30.00				\$ 76.81			
7/25/19	Who/Purpose	Meeting with Thomas Lanctot, Wm. Blair & Co., James Kiney, Wintrust Financial, James Wolfe, Knight Engineering, Dan Cronin, DuPage County Board Chairman, Roger Clear, Pace Board member re: Mass Transit funding issues and meeting with Transportation Alliances of Lake County.							
	Mileage/Tolls/Parking	Mileage R-E-R: 64.5 @ 58¢/mi = \$37.41 Tolls: 3 @ 75¢ = \$2.25				\$ 39.66			
7/28/19	Who/Purpose	Lunch meeting with James Wolfe, CEO, Knight Engineering re: rail location and movement of One Central Station.							
	Mileage/Tolls/Parking	Mileage R-F-R: 7.9 @ 58¢/mi = \$4.59				\$ 4.59			
	Meal	Wildfire Oakbrook				\$ 60.90			
7/29/19	Who/Purpose	1. Meeting Chicagoland Chamber of Commerce re: One Central Station. 2. Meeting with Senior Staff re: One Central Station. 3. Meeting with Lance Fritz, President & CEO, Union Pacific and Marty Oberman, Surface Transportation Board re: operations of Metra.							
	Mileage/Tolls/Parking	Mileage R-G-O-H-R: 82.6 @ 58¢/mi = \$47.91 Tolls: 2 @ 75¢ = \$1.50 Parking: \$42.00 + \$13.00 = \$55.00				\$ 104.41			
15 Comments:				16 SUB-TOTAL		\$ 330.34			
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 - 241 55th St., Clarendon Hills C - Van Dyke & 143rd St., Plainfield D - 400 E. Monroe, Chicago E - 1707 St. John, Highland Park F - 232 Oak Brook Center, Oak Brook G - 410 N. Michigan Ave., Chicago H - 335 Spenser St., West Chicago J - 16W281 83rd St., Burr Ridge				17 PREVIOUS PAGE (S) TOTAL		\$ -			
				18 CASH ADVANCE		\$ -			
				19 PREPAID AIR FARE		\$ -			
				20 PREPAID REGISTRATION FEE		\$ -			
				21a RTA CREDIT CARD CHARGES		\$ -			
				21b PERSONAL CHARGES ON RTA CREDIT CARD		\$ -			
				22 TOTAL DEDUCTIONS		\$ -			
				23 TOTAL DUE EMPLOYEE (RTA)		\$ 330.34			
				23 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.				24 PERTAINS TO TRAVEL EXPENSES ONLY - 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	
8/30/19	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	\$ 593.32
			Business Expense	000-190-52101	999	\$ 61.31
TOTAL:						\$ 654.63
11 Date	12 Item	13 Description of Expenditure(s)			14 Amount	
7/30/19	Who/Purpose	Breakfast meeting with Ray Lang, Amtrak re: Metra Union Station contract				
	Meals	Lou Mitchell's			\$ 32.21	
8/7/19	Who/Purpose	Meeting with House Leader Jim Durkin and members of theTFIC re: activation of new capital funding				
	Mileage/Tolls/Parking	Mileage R-J-O-R: 48.5 @ 58¢/mi = \$28.3 Tolls: 1 @ 75¢ = \$0.75 Parking: \$23.00			\$ 51.88	
8/8/19	Who/Purpose	Meeting with Deputy Governor Christian Mitchell re: capital project releases.				
	Taxi/Uber	RTA to 188 W. Randolph = \$7.25 Uber Thompson Center to Union Station = \$13.12			\$ 20.37	
8/9-10/19	Who/Purpose	Meetings in Macomb: 1. Mayor Michael Inman, Pres., Illinois Municipal League re: TOD. 2. Amtrak Director Thomas Carpenter re: rent calculations on station properties. 3. Dave Wickness, Caterpillar re: locomotive acquisition and maintenance.				
	Lodging	Hampton Inn Macomb (1 night @ \$135.41)			\$ 135.41	
	Mileage/Tolls/Parking	Mileage R-K-L-M-R: 462.0 @ 58¢/mi = \$267.96 Tolls: 2 @ \$5.10 = \$10.20			\$ 278.16	
	Meals	Per diem: 8/9: B-L-D = \$70.00 8/10: B-L = \$35.00			\$ 105.00	
8/12/19	Who/Purpose	Working lunch with Rich Kwasnewski, Chairman Pace and John Rock, Rock, Fusco & Connelly, LLC re: Pace land acquisitions.				
	Mileage/Tolls/Parking	Mileage R-N-R: 4.3 @ 58¢/mi = \$2.250			\$ 2.50	
	Meal	Potbelly Sandwich Shop			\$ 29.10	
15 Comments:				16 SUB-TOTAL	\$ 654.63	
Points of Travel for mileage: (All mileage at 58¢/mile - 2019)				17 PREVIOUS PAGE (S) TOTAL	\$ -	
R - 1352 St. Claire, Schaumburg (residence)				18 CASH ADVANCE	\$ -	
O - RTA (318 S. Federal or 326 S. Wells)				19 PREPAID AIR FARE	\$ -	
J - 16W281 83rd Sgt., Burr Ridge				20 PREPAID REGISTRATION FEE	\$ -	
K - 232 E. Jackson, Macomb				21a RTA CREDIT CARD CHARGES	\$ -	
L -120 E. Calhoun, Macomb				21b PERSONAL CHARGES ON RTA CREDIT CARD	\$ -	
M -1 University Circle, Macomb				22 TOTAL DEDUCTIONS	\$ -	
N - 19 W. Ogden Ave., Downers Grove				23 TOTAL DUE EMPLOYEE (RTA)	\$ 654.63	
23 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.				24 PERTAINS TO TRAVEL EXPENSES ONLY - 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	
8/30/19	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	\$ 245.16
			Business Expense	000-190-52101	999	\$ 168.79
					TOTAL:	\$ 413.95
11 Date	12 Item	13 Description of Expenditure(s)				14 Amount
8/14/19	Who/Purpose	Lunch meeting with Steve Meserli, Metra Board, Liisa Stark, Erik Varela, Union Pacific RR re: UP issues and 3rd track on Metra West Line.				
	Mileage/Tolls/Parking	Mileage R-P-R: 42.2 @ 58¢/mi = \$24.48 Tolls: 2 @ 75¢ = \$1.50 Parking: \$14.00				\$ 39.98
	Meals	Beacon Tavern				\$ 141.00
8/15/19	Who/Purpose	1. Meeting with Senior Staff and media staff re: miscellaneous issues. 2. Speak and attend Pace Pulse Ribbon Cutting. 3. Meeting with Pace Board members and local mayors re: Park-n-Ride shelters.				
	Mileage/Tolls/Parking	Mileage R-O-Q-S-R: 83.3 @ 58¢/mi = \$48.32 Tolls: 2 @ 75¢ = \$1.50 Parking: \$23.00				\$ 72.82
8/18/19	Who/Purpose	Coffee meeting with Andrew Raucci, David Sullivan, Jackie Lindsay, Sullivan Raucci Strategies re: Capital spending planning.				
	Mileage/Tolls/Parking	Mileage R-T-R: 49.9 @ 58¢/mi = \$28.95 Tolls: 2 @ 75¢ = \$1.50 Parking: \$11.00				\$ 41.45
	Meal	Maison Marcel				\$ 27.79
8/19/19	Who/Purpose	Attend Operating Engineers Annual Meeting. Meeting with Senator Don Harmon & William Cunningham re: new capital expenditures.				
	Mileage/Tolls/Parking	Mileage R-U-R: 39.7 @ 58¢/mi = \$23.03 Tolls: 2 @ 75¢ = \$1.50				\$ 24.53
8/20/19	Who/Purpose	1. Meeting with James Reynolds & Stratford Shields, Loop Capital Markets re: potential legislation and Stgate capital bill. 2. Meetings at CTA headquarters and Olgilvie Transportation Center.				
	Mileage/Tolls/Parking	Mileage R-O-R: 40.6 @ 58¢/mi = \$23.55 Tolls: 2 @ 75¢ = \$1.50 Parking: \$23.00				\$ 48.05
	Taxi	100 Lower Wacker to 444 W. Lake St. (\$10.01) Olgilvie to 315 W. Monroe (\$8.32)				\$ 18.33
<b>15 Comments:</b>				<b>16 SUB-TOTAL</b>		\$ 413.95
Points of Travel for mileage: (All mileage at 58¢/mile - 2019)				<b>17 PREVIOUS PAGE (S) TOTAL</b>		\$ -
R - 1352 St. Claire, Schaumburg (residence)				<b>18 CASH ADVANCE</b>		\$ -
O - RTA (318 S. Federal or 326 S. Wells)				<b>19 PREPAID AIR FARE</b>		\$ -
P - 405 N. Wabash, Chicago				<b>20 PREPAID REGISTRATION FEE</b>		\$ -
Q - 6935 N. Touhy Ave., Niles				<b>21a RTA CREDIT CARD CHARGES</b>		\$ -
S -375 Briarcliff, Bolingbrook				<b>21b PERSONAL CHARGES ON RTA CREDIT CARD</b>		\$ -
T -3114 N. Broadway, Chicago				<b>22 TOTAL DEDUCTIONS</b>		\$ -
U - 14700 S. 82nd Ave. -Orland Park				<b>23 TOTAL DUE EMPLOYEE (RTA)</b>		\$ 413.95
<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

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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	
8/30/19	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	\$ 56.99
			Business Expense	000-190-52101	999	\$ 30.75
TOTAL:						\$ 87.74
11 Date	12 Item	13 Description of Expenditure(s)			14 Amount	
8/26/19	Who/Purpose	Breakfast meeting with Peter Baroni, Leinenweber & Baroni, LLC re: legislative issues				
	Mileage/Tolls/Parking	Mileage R-V-R: 2.4 @ 58¢/mi = \$1.40			\$ 1.40	
	Meals	Pages Restaurant			\$ 30.75	
8/28/19	Who/Purpose	1. Attend meeting of Mayor's Transition team re: 100 day agenda. 2. Meeting with RTA communications staff re: Leader Magazine				
	Mileage/Tolls/Parking	Mileage R-W-O-R: 53.6 @ 58¢/mi = \$31.09	Tolls: 2@ 75¢ = \$1.50	Parking: \$23.00	\$ 55.59	
15 Comments:					16 SUB-TOTAL	\$ 87.74
Points of Travel for mileage: (All mileage at 58¢/mile - 2019)					17 PREVIOUS PAGE (S) TOTAL	\$ -
R - 1352 St. Claire, Schaumburg (residence)					18 CASH ADVANCE	\$ -
O - RTA (318 S. Federal or 326 S. Wells)					19 PREPAID AIR FARE	\$ -
V - 26 1/2 E. Hinsdale Ave., Hinsdale					20 PREPAID REGISTRATION FEE	\$ -
W - 5015 W. Blackstone Ave., Chicago					21a RTA CREDIT CARD CHARGES	\$ -
					21b PERSONAL CHARGES ON RTA CREDIT CARD	\$ -
					22 TOTAL DEDUCTIONS	\$ -
					23 TOTAL DUE EMPLOYEE (RTA)	\$ 87.74
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