



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	Ride in Kane Sponsor Agreement		
Presenter & Title:	Stephanie K. Dawkins, City Administrator Chris Ranney, Administrative Analyst		
Date:	January 14, 2019		
Please Check Appropriate Box:			
<input checked="" type="checkbox"/>	Committee of the Whole Meeting	<input type="checkbox"/>	Special Committee of the Whole Meeting
<input checked="" type="checkbox"/>	City Council Meeting	<input type="checkbox"/>	Special City Council Meeting
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	Other -
Associated Strategic Plan Goal/Objective: Quality of Life Objective III - The City of Geneva is recognized as an inclusive community that is welcoming to people of all ages, backgrounds and ethnicities.			
Estimated Cost: \$30,000 for FY 2019-20	Budgeted?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Other Funding? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p><i>If "Other Funding," please explain how the item will be funded:</i> This Ride in Kane (RIK) transportation program agreement is for the period of August 2019 through August 2021. The City's commitment would be through April 2020, as proposed in the FY2019-20 budget and then subject to approval of any future City budget. The City Council approved allocations of \$30,000 for FY2018-19 to cover anticipated RIK transportation cost for this fiscal year and another \$30,000 are proposed for FY2019-20. This program is authorized and funded by the RTA/PACE (in conjunction with federal funds) on an annual basis.</p>			
Executive Summary:			
<p>The Ride in Kane Program provides community access for senior citizens 65 years or older and persons with disabilities. Under the Ride in Kane Program, riders have the opportunity to access locations anywhere in Kane County and are able to obtain curb-to-curb transportation service in the evenings and on weekends year round. This Program is made possible by federal grants from the New Freedom Initiative (NFI) and Job Access Reverse Commute (JARC) programs awarded from the Regional Transportation Authority (RTA), as well as contributions from participating agencies. The fare for the service is \$4.00 per ride for rides up to ten miles and \$1.50 per mile for each mile over ten miles. Several government and human services organizations have created a partnership (Kane County Paratransit Coordinating Council) and collectively committed \$1.5 million to meet the local match requirements of the JARC/NFI grant programs. City Hall staff accepts registrations and we currently have approximately 213 Geneva residents registered with the Program.</p>			
Attachments: <i>(please list)</i>			
<ul style="list-style-type: none"> • Resolution • Ride in Kane Sponsor Agreement 			

Voting Requirements:

This motion requires 6 affirmative votes for passage.

The Mayor may vote on three occasions: (a) when the vote of the aldermen or trustees has resulted in a tie; (b) when one half of the aldermen or trustees elected have voted in favor of an ordinance, resolution, or motion even though there is no tie votes; or (c) when a vote greater than a majority of the corporate authorities is required by state statute or local ordinance to adopt an ordinance, resolution, or motion.

Recommendation / Suggested Action: *(how item should be listed on agenda)*

Approve the Resolution to authorize the City Administrator to execute the Ride in Kane Program Sponsor Agreement as presented, effective August 2019 through August 2021, subject to approved funds.

RESOLUTION NO. 2019-07
RESOLUTION AUTHORIZING EXECUTION OF
RIDE IN KANE NEW FREEDOM/JARC AND 5310 SERVICE AGREEMENT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GENEVA, KANE COUNTY, ILLINOIS, as follows:

SECTION 1: That the City Administrator is hereby authorized to execute, on behalf of the City of Geneva, RIDE IN KANE NEW FREEDOM/JARC AND 5310 SERVICE AGREEMENT, in the form attached hereto at Exhibit “A”, relating to the Ride in Kane Paratransit Program.

SECTION 2: This Resolution shall become effective from and after its passage as in accordance with law.

PASSED by the City Council of the City of Geneva, Kane County, Illinois, this 22nd day of January, 2019

AYES: __ **NAYS:** __ **ABSENT:** __ **ABSTAINING:** __ **HOLDING OFFICE:** __

Approved by me this 22nd day of January, 2019.

Mayor

ATTEST:

City Clerk

RIDE IN KANE
NEW FREEDOM/JARC and 5310 SERVICE AGREEMENT
Phase 17 through 18
Projected Service dates: August 2019 through August 2021

THIS AGREEMENT is made this 22nd day of January, 2019, by and in between the Association for Individual Development (hereinafter referred to as "AID") and the City of Geneva (hereinafter referred to as "the CITY").

"WHEREAS, the Regional Transportation Authority, as designated recipient of federal New Freedom, 5310 and JARC funds has agreed to allow AID, as grantee, to apply for certain federal funds for the Ride in Kane Program, in accordance with the New Freedom, 5310 and JARC Program; the Technical Services Agreement between RTA and AID; and the application made to RTA by AID;"

WHEREAS, Ride in Kane Sponsors are Aurora Township, City of Elgin, Elgin Township, Association for Individual Development, Senior Services Association, Dundee Township Partners (East Dundee, Dundee Township, and Sleepy Hollow) City of Geneva, City of St. Charles, St. Charles Township, City of Batavia, Batavia Township,, Village of South Elgin, Blackberry Township, Campton Township, Village of Campton Hills, Kane County, INC Board, NFP, Pace Suburban Bus, and Hesed House (collectively referred to as "Ride in Kane Sponsors").

WHEREAS, Ride in Kane Sponsors requested and AID has agreed to make application to the Federal Transit Administration for a Federal Fiscal Years **2019-2021** Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities and, which will fund the federal portion of Ride in Kane Service;

WHEREAS, under the New Freedom, 5310 and JARC the federal share of eligible capital/mobility management and planning costs may not exceed 80 percent of the net cost of the project and the federal share of the eligible operating costs may not exceed 50 percent of the net operating costs of the project;

WHEREAS, Ride in Kane Sponsors agree to fund the local share/non federal portion of the New Freedom, 5310 and JARC grants.

WHEREAS, the CITY agrees to satisfy a portion of the local share of the eligible mobility management costs of the project for its registered riders and a portion of the local share for the eligible operating costs of the project at no less than 50 percent of the net cost for its registered riders by committing funds in the amount of \$30,000 for Fiscal Year 2019-2020 and thereafter subject to approval of each City of Geneva fiscal budget;

WHEREAS, AID as Grantee of New Freedom, 5310 and JARC Funding has agreed to enter into an Agreement with PACE in order for PACE to provide the services more specifically set forth herein;

WHEREAS, the Ride in Kane Sponsors agree to comply and cooperate with all applicable provisions of the New Freedom, 5310 and JARC Program Guidance and Application Instructions as set forth in Federal Transit Administration Circular C 9045.1 and Circular C 9050.1 which is incorporated by reference and made a part of this Agreement as though fully set forth thereto;

NOW THEREFORE, in consideration of the mutual promises hereinafter set forth, the parties agree as follows:

1. Description of Service: The Ride in Kane services are described in Exhibit A attached

hereto and made a part hereof. PACE shall be responsible for providing all transportation services in connection with the Ride in Kane Program.

2. Service Parameters: The CITY agrees to ensure that the service parameters for their eligible riders in Ride in Kane shall be in compliance with the goals and objectives of the New Freedom, 5310 and JARC grants and FTA C 9045.1 and FTA C 9050.1 which is incorporated by reference and made a part of this Agreement as though fully set forth herein. Any change in the service parameters must be in compliance with the FTA New Freedom, 5310 and JARC regulations. In addition, the City agrees to comply and cooperate with all applicable provisions of the New Freedom, 5310 and JARC Program Federal Transit Administration (FTA) Statutory References 49 U.S.C. Section 5317 and 49 U.S.C. Section 5316 that is incorporated by reference and made a part of this Agreement as though fully set forth herein.
3. Term: This Agreement shall remain in effect for as long as there are sufficient funds to support the service unless either party terminates the agreement pursuant to paragraph 7.
4. Billing: Pace shall bill the CITY monthly a portion of the local share of the eligible mobility management costs of the project for its registered riders and a portion of the local share for the eligible operating costs of the project at no less than 50 percent of the net cost for its registered riders; the CITY agrees to make payment to Pace due within thirty days of receipt of billing. Payment shall be sent to:

Pace Suburban Bus Services
550 W. Algonquin Road
Arlington Heights, IL 60005
Attn: Accounting Department
5. Reporting: The CITY agrees to provide AID a copy of the monthly invoice for services received from Pace along with a copy of proof of payment.
6. Service Provision: Neither Pace nor AID shall be responsible for any failure to provide the Service due to circumstances beyond the control of Pace. It shall be the sole responsibility of Pace to make every reasonable effort to restore Service as soon as practical under the circumstances. Pace shall have the right to make minor revisions to the Service during the term of this Agreement upon written notification to and concurrence by AID. AID shall not be held responsible for any failure of PACE to provide service due to circumstances beyond the control of AID.
7. Termination: Either party may terminate this agreement with forty-five (45) days written notice. However, outstanding payments due and owing shall survive termination of the agreement.
8. Complete Agreement: This Agreement constitutes the entire agreement between the parties hereto. Any proposed change to this Agreement shall be submitted to AID for its prior approval. No modification, addition or deletion to this Agreement shall be effective unless and until such changes are reduced to writing and executed by the authorized officers of each party.
9. Notices: All notices due to the other party shall be delivered as follows unless and until otherwise directed

If to: Association for Individual Development:

Association for Individual Development
309 West New Indian Trail Court
Aurora, IL 60506-2494
Attn: Lore Baker, President

If to the City of Geneva, Illinois:

City of Geneva
22 South First Street
Geneva, IL 60134
Attn: City Administrator

- 10. Governing Law: This Agreement shall be construed in accordance with the laws of the State of Illinois.
- 11. The parties agree that the preamble and whereas clauses are terms of this Agreement as though fully set forth hereunder.
- 12. This Agreement has been duly authorized by the proper authorities of AID and the CITY.
- 13. Compliance with Policies and Procedures. The CITY hereby agrees to adhere to all Ride in Kane Program policies and procedures as determined by AID, PACE, and the Regional Transportation Authority (the "RTA").
- 14. Miscellaneous.
 - A. The CITY acknowledges that if it makes a false, fictitious, or fraudulent claim, statement, submission, or certification to the United States or to the State of Illinois in connection with the Ride in Kane Program, they reserve the right to impose on the Sponsor the penalties of 18 USC 1001, 49 USC 5307, 31 USC 3801, and 49 CFR 31, as they may deem appropriate.
 - B. The CITY acknowledges that federal and state governmental requirements may change and the changed requirements will apply to the Project as required. The CITY acknowledges that a reference to a specific law in this Agreement is considered to be a reference to 1) such law as it may be amended, modified, or supplemented from time to time, 2) all regulations and rules pertaining to or promulgated pursuant to such law, 3) the successor to the law resulting from recodification or similar reorganizing of laws and 4) all future laws pertaining to the same or similar subject matter.

IN WITNESS WHEREOF: the parties hereto have caused the Agreement to be made effective as the date set forth above and executed by their duly authorized officials.

**ASSOCIATION FOR
INDIVIDUAL DEVELOPMENT**

CITY OF GENEVA, ILLINOIS

By: _____
Lore Baker, President

By: _____
Stephanie K. Dawkins, City Administrator

Date: _____

Date: _____

Exhibit A – Ride in Kane TRANSPORTATION SERVICES

ASSOCIATION FOR INDIVIDUAL DEVELOPMENT

TYPE OF SERVICE:	Demand Response service. Service levels will not exceed limits dictated by funding levels stipulated in this agreement.
SERVICE OPERATED BY:	Contractors including: Private Paratransit providers, Taxi Cab Companies, Other Qualified Providers of Transportation services.
MOBILITY MANAGEMENT:	Private Contractor will provide a mobility management service. This includes operations of a central call center for service access by consumers, data management and trip management. Mobility management may include passenger assessments for the purpose of travel planning and passenger training.
TRIP RESERVATION METHOD:	Reservations shall be accepted at the Pace central call center a maximum of seven (7) days in advance of the day service for an eligible trip request or as directed by Pace. Trips, which previously were provided as subscriptions, will continue to be provided as subscriptions, as defined and approved by Pace. Trips requested with <u>less</u> than one (1) day but more than four (4) hours advance notice from the desired pick up time may be honored to the extent that the request can be accommodated within the framework of the day's schedule. Trip requests having <u>over</u> one (1) day notice from the desired pick up time shall be accommodated.
SERVICE MODE:	A transit vehicle, either a paratransit bus or taxi, will be deployed that is identified to be the most cost effective, efficient and appropriate to provide service.
SERVICE AREA:	Trips shall be provided within the Kane County area and surrounding counties as authorized by the AID.
SERVICE HOURS:	Twenty-four (24) hours a day, seven (7) days a week, three hundred sixty-five (365) days a year.
FARE STRUCTURE:	\$ <u>4.00</u> per one-way trip up to ten (10) miles; \$ <u>1.50</u> per 1 mile thereafter; Airport fares at the established discount fare, or as determined by the Sponsors.
RIDER ELIGIBILITY:	The Sponsor shall be responsible for determining and retaining records of rider eligibility in accordance with 5310, JARC and NEW FREEDOM funding eligibility requirements and provide the information on eligible riders to AID upon request.

Exhibit B – Ride in Kane REPORT(S) DESCRIPTION

The following is a list and brief description of each category of reports which have been designed and are being produced to generate data for the Ride in Kane project.

1. **Detailed Funding Source (Sponsor) Report**

The intent of this report is to produce a detailed listing of one-way trips delivered for each Ride in Kane funding sources (sponsor) for a user specified period of time. The normal report period would be monthly, but the report is intended to have the flexibility to produce data for shorter or longer periods as specified by the user.

The report is intended to match the design and content, as closely as possible, of the Detailed Provider Report. Data provided for each trip will include associated trip data such as rider name, scheduled pick-up time, actual pick-up time, point of origin address, destination address, funding sources (sponsors), total cost of the trip, fare for the trip, distance of the trip, revenue hours (if applicable). The exact content of the report in its final form may vary depending on the feasibility of including the large amount of data specified in one report. It is possible that the report may be broken into one or more additional reports to make the data more manageable for the user.

Plans call for the report to be sorted by provider, funding source, rider, and fare type.

2. **Monthly Source (Sponsor) Invoice Report**

The intent of this report is to produce one or more summary reports of trips delivered for each funding sources (sponsor) for the purposes of generating an invoice type report which may be used to bill funding sources for transportation provided. The normal report period would be monthly, but the report is intended to have the flexibility to produce data for shorter or longer periods specified by the user.

Data provided for each trip will include associated trip data necessary to provide an accounting of the amount owed by each funding source for the specified period, such as the number of one-way trips by Fare Type, total cost of the trips, total expected fare, liquidated damages deducted, the total net reimbursement. The exact content of the report in its final form may vary depending on Pace and provider needs. The report may be broken into one or more additional reports if that design is more useful.

Plans call for the report to be sorted by provider, funding source, fare type, and rider.

3. **Missed Trip Report**

The Missed Trip Report is intended to produce a list of all trips picked up 61 or more minutes after the scheduled time; the Ride in Kane service guideline defining a missed trip. Sufficient detail will be provided to identify the trip within Trapeze and to give the report user the necessary information for review.

4. **On-Time Performance Report**

The On-Time Performance Report (late pickups) is intended to produce a list of all trips picked up 16 or more minutes late, the Ride in Kane service guideline defining a late trip. Sufficient detail will be provided to identify the trip within Trapeze and to give the report user the necessary information for review.

5. **Other Reports**

In addition to the reports described above, reports currently generated can also be made available. Reports currently available include:

Ridership by Category Report – A summary report by funding source indicating trips by fare type, late trips, missed trips, revenue hours, denials, and miles.

Client Trip List Report - A detailed listing alphabetically by rider last name of all trips provided during the specified period. Data included for each trip is rider name, pick-up address, drop-off address, fare type, and funding sources.

Customer Feedback Report – A summary of issues reported by consumers including sponsor, provider, issue, status.

Ride in Kane Comparison - A summary comparing prior two years data including trip count, registrations, gross cost per trip average, sponsor cost per trip average, trip mileage, and ADA trips.

Future Needs – Additionally reports may be designed as needed by Pace, Ride in Kane Sponsors, and with the input of the Kane County Paratransit Coordinating Council.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	Ride in Kane PACE Subsidy Agreement		
Presenter & Title:	Stephanie K. Dawkins, City Administrator Christopher Ranney, Administrative Analyst		
Date:	January 14, 2019		
<i>Please Check Appropriate Box:</i>			
<input checked="" type="checkbox"/>	Committee of the Whole Meeting	<input type="checkbox"/>	Special Committee of the Whole Meeting
<input checked="" type="checkbox"/>	City Council Meeting	<input type="checkbox"/>	Special City Council Meeting
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	Other -
Associated Strategic Plan Goal/Objective: Quality of Life Objective III - The City of Geneva is recognized as an inclusive community that is welcoming to people of all ages, backgrounds and ethnicities.			
Estimated Cost: \$		Budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No	Other Funding? <input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If "Other Funding," please explain how the item will be funded:</i>			
Executive Summary:			
<p>The Ride in Kane Program was implemented in February 2008 and provides community access for senior citizens 65 years or older and persons with disabilities. Ride in Kane replaced the St. Charles/Geneva Dial-a-Ride program, which was limited to daytime service and rides only within St. Charles and Geneva. Under the Ride in Kane Program, riders have the opportunity to access locations anywhere in the County and are also able to obtain curb-to-curb transportation service in the evenings and on weekends year round. Through a centralized call center, Ride in Kane dispatches Pace lift-equipped buses for demand-response, curb-to-curb transportation. This program was made possible by federal grants from the New Regional Transportation Authority (RTA), as well as contributions from participating agencies. The attached agreement provides subsidies by PACE to the program. The grant funding helps fund City of Geneva riders in an amount not to exceed \$8,306 provided by PACE subsidies. The City pays the balance up to the annual budgeted amount (\$30,000 in FY 2018-19).</p>			
Attachments: <i>(please list)</i>			
<ul style="list-style-type: none"> • Resolution • PACE Subsidy Agreement 			
Voting Requirements:			
<i>This motion requires 6 affirmative votes for passage.</i>			
<i>The Mayor may vote on three occasions: (a) when the vote of the aldermen or trustees has resulted in a tie; (b) when one half of the aldermen or trustees elected have voted</i>			

in favor of an ordinance, resolution, or motion even though there is no tie votes; or (c) when a vote greater than a majority of the corporate authorities is required by state statute or local ordinance to adopt an ordinance, resolution, or motion.

Recommendation / Suggested Action: *(how item should be listed on agenda)*

Recommend approval of the Resolution to authorize the City Administrator to execute the PACE Subsidy Agreement as presented, effective January 1, 2019 through December 31, 2019, subject to FY 2019-2020 budget approval.

RESOLUTION NO. 2019-08
RESOLUTION AUTHORIZING EXECUTION OF
RIDE IN KANE PACE SUBSIDY AGREEMENT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GENEVA, KANE COUNTY, ILLINOIS, as follows:

SECTION 1: That the City Administrator is hereby authorized to execute, on behalf of the City of Geneva, the RIDE IN KANE PACE SUBSIDY AGREEMENT in the form attached hereto at Exhibit “A”, relating to the Ride in Kane Program.

SECTION 2: This Resolution shall become effective from and after its passage as in accordance with law.

PASSED by the City Council of the City of Geneva, Kane County, Illinois, this 22nd day of January, 2019.

AYES: __ **NAYS:** __ **ABSENT:** __ **ABSTAINING:** __ **HOLDING OFFICE:** __

Approved by me this 22nd day of January, 2019.

Mayor

ATTEST:

City Clerk

**RIDE IN KANE
PACE SUBSIDY AGREEMENT
City of Geneva**

This Ride in Kane Pace Subsidy Agreement (“Agreement”) is made this 1st day of January, 2019, by and between Pace, the Suburban Bus Division of the Regional Transportation Authority (“Pace”) and City of Geneva (the “City”). Pace and the City are sometimes individually referred to herein as a “Party” and collectively as the “Parties.”

RECITALS

WHEREAS, the City is a participating Sponsor of the Ride in Kane (RIK) program; and

WHEREAS, the Association for Individual Development (AID) is the lead agency and has secured federal grant funding for the RIK program; and

WHEREAS, the Kane County Department of Transportation (KDOT) is providing a subsidy to the RIK program; and

WHEREAS, the KDOT subsidy is distributed by Pace; and

WHEREAS, Pace hereby agrees to subsidize the City service under the RIK program by contributing funds in an amount not to exceed seven thousand ninety-three dollars (\$7,082) for Operating Cost and one thousand two hundred twenty-four dollars (\$1,224) for Call Center Costs, provided Pace funds are available.

NOW THEREFORE, in consideration of the mutual promises hereinafter set forth, the Parties agree as follows:

1. **Term and Termination.** This Agreement will be in effect beginning January 1, 2019 and ending December 31, 2019, unless earlier terminated by one of the Parties upon sixty (60) days’ notice to the other Parties in accordance with this Agreement. Advance notice of termination due to lack of funds is not required.
2. **Pace Subsidy.** \$3.00 multiplied by the number of annual one-way passenger trips not to exceed the maximum number of trips in the Approved Budget or \$7,082 as long as Pace funds are available. The Pace contribution will not exceed seventy five percent (75%) of the Net Operating Cost up to seven thousand ninety-three dollars (\$7,082). The Net Operating Cost is defined as Total Expense less fare revenue, the KDOT subsidy and the RIK grant subsidy. The Net Call Center Cost is defined as Total Expenses less the Pace Call Center Grant and the Pace Call Center Subsidy. The Pace subsidy will be calculated and distributed monthly. A Cost Estimate Worksheet containing estimated ridership, expenses, fares and Pace subsidy for Net Operating Cost and Call Center Cost is incorporated herein and attached hereto as Exhibit A.
3. **Billing.** Pursuant to the Ride in Kane Agreement between the City and AID, Pace will bill the City monthly for the Net Operating Costs of the service including mobility management call center costs, less the monthly Pace subsidy for its eligible riders. The City will pay Pace within thirty (30) days of receipt of billing. Payment must be sent to:

Pace, the Suburban Bus Division of the Regional Transportation Authority
550 W. Algonquin Road

Arlington Heights, IL 60005
Attn: Accounting Department

4. Incorporation of Recitals. The foregoing recitals are incorporated herein by reference and made a part of this Agreement.

5. Amendment. No changes, amendments, or modifications of this Agreement will be valid unless in writing and signed by the duly authorized official of each Party.

6. Notice. All notices under this Agreement must be in writing and sent by: personal service, commercial courier, certified or registered mail, return receipt requested, with proper postage prepaid, or email to the respective addresses shown below. Notice will be considered delivered to recipient on the day of delivery if sent by personal service or commercial courier, and on the second business day after deposit in the U.S. Mail if sent by certified or registered mail.

Pace, The Suburban Bus Division of the RTA
550 W. Algonquin Road
Arlington Heights, IL 60005
Executive Director, Revenue Services

City of Geneva
22 South First Street
Geneva, IL 60134
Attn: Kevin R. Burns, Mayor

7. Assignment. No Party shall assign this Agreement or the rights and obligations hereunder to any other Party without the prior written consent of the other Parties.

8. Entire Agreement. This Agreement, including its Recitals and any Exhibit(s) attached hereto and incorporated herein constitute the entire Agreement between the Parties hereto and supersedes any prior understandings, agreements, or representations by or between the Parties, written or oral, that may have related in any way to the subject matter hereof, and no other warranties, inducements, considerations, promises or interpretations, written or oral, which are not expressly addressed herein, shall be implied or impressed upon this Agreement.

9. Governing Law. Any dispute that arises as a result of this Agreement shall be heard in an Illinois court of competent jurisdiction and Illinois law shall be applied.

10. Authorization. Each signatory to this Agreement represents and warrants that they have full authority to sign this Agreement on behalf of the Party for whom they sign and that this Agreement shall be binding on the Parties hereto, their respective partners, directors, officers, employees, agents, representatives, successors and approved assigns.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized officials on the dates stated below.

Pace, the Suburban Bus Division of the RTA

By: 
Thomas J. Ross, Executive Director

nc-3 Rocco L. Donahue, Interim Executive Director

Date: 1/31/19

City of Geneva

By: 
Kevin R. Burns, Mayor

Date: 1/22/19

2019 PACE SUBSIDY AGREEMENT

COST ESTIMATE WORKSHEET

2019 PROJECTIONS FOR: CITY OF GENEVA

RIDERSHIP	2,312
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REVENUE HOURS	1,243
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PROJECTED OPERATING EXPENSES

EXPENSES	\$ 65,268
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REVENUE	\$ 12,004
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OPERATING DEFICIT	\$ 53,264
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PACE SUBSIDY	\$ 7,082
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OTHER PROJECTED SUBSIDY	\$ 26,632
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PROJECTED CALL CENTER EXPENSES

EXPENSES	\$ 6,121
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PACE CALL CENTER GRANT	\$ 4,897
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PACE CALL CENTER SUBSIDY	\$ 1,224
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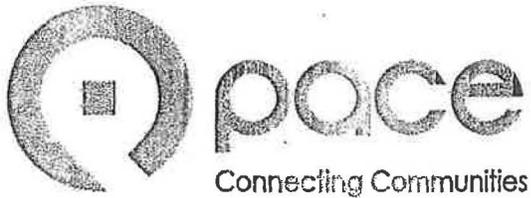
TOTAL

EXPENSES	\$ 71,389
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REVENUE	\$ 12,004
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TOTAL SUBSIDY	\$ 39,835
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PROJECTED LOCAL SHARE	\$ 19,550
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Thomas J. Ross
Executive Director

September 25, 2018

Honorable Kevin R. Burns
Mayor
City of Geneva
22 S. First Street
Geneva, IL 60134

Dear Mayor Burns:

On November 14, 2018, the Pace Board of Directors will approve Pace's 2019 budget which includes funding for dial-a-ride programs. You are receiving this letter in September to facilitate the agreement process. It is anticipated the Pace Board will approve the budget at the November meeting. If there are any changes made to the enclosed agreement Pace staff will notify you at that time.

Enclosed are two copies of the proposed Dial-A-Ride Pace Subsidy Agreement between Pace and the City of Geneva. Also included is the Cost Estimate Worksheet which shows projected costs, ridership, and Pace's 2019 budgeted subsidy for your program.

Your current Subsidy Agreement expires on December 31, 2018. **Please be advised that dial-a-ride service will not be allowed to continue beginning January 1, 2019 until the two fully executed original agreements are returned to Pace in the enclosed envelope no later than Friday, December 14, 2018. Once both agreements are signed by Pace's Executive Director, we will return a fully executed agreement to you.**

Please feel free to contact Randy Comstock, Division Manager, at 847-228-4223 if you have any questions regarding this matter. We are looking forward to another year of working with your community to provide dial-a-ride service in your area. Thank you in advance for your cooperation.

Sincerely,

Melinda J. Metzger
Deputy Executive Director
Revenue Services

Enclosures