AGENDA
Economic Development Commission Meeting
November 1, 2019
8:30 a.m.

A. Roll Call

B. Approval of the Agenda

C. Approval of Minutes

D. Public Participation

E. Reports
   1. City Manager Report.
      a. Capital Options.

F. Old Business
   2. Elburn Train Station Transit Service (Route 12).
      a. DeKalb Chamber of Commerce “In the Loop” Video.
   3. South Industrial Park Transit Service (Route 19).
      a. DeKalb Chamber of Commerce “In the Loop” Video.
      b. Route 19E Rider’s Guide.
      c. Route 19 Rider’s Guide.

G. New Business

H. Next Meeting: December 6, 2019.

I. Adjournment
The Economic Development Commission (EDC) of the City of DeKalb, Illinois held a regular meeting on October 4, 2019 in the Executive Conference Room of the DeKalb Municipal Building, 200 S. Fourth Street, DeKalb, Illinois.

The meeting was called to order at 8:32 a.m.

A. ROLL CALL

Executive Assistant Ruth Scott called the roll and the following EDC members were present: Grant Goltz, Mohammed Labadi, Chair Trixy O’Flaherty, Jeff Richardson, Mark Sawyer, and Sam Walt, as well as ex-officio members Paul Borek (DCEDC) and Matt Duffy (DeKalb Chamber of Commerce). Member Vernese Edghill-Walden arrived at 8:32 a.m., just after roll call was called.

Others present included: City Manager Bill Nicklas, Mayor Jerry Smith, Alderman Carolyn Morris, and Executive Assistant Ruth Scott (as recording secretary).

B. APPROVAL OF THE AGENDA

MOTION

Mr. Sawyer moved to approve the agenda; seconded by Mr. Richardson.

VOTE

Motion carried by a voice vote of the majority of members present.

C. APPROVAL OF MINUTES


MOTION

Mr. Goltz moved to approve the agenda; seconded by Mr. Walt.

VOTE

Motion carried by a voice vote of the majority of members present.
D. **PUBLIC PARTICIPATION**

There was no public participation during this portion of the meeting.

E. **REPORTS**

1. **City Manager Report.**

   City Manager Nicklas reported on development on the southern most part of DeKalb, providing status of the progress being made with two interested parties. He noted that the DCEDC has been helpful and engaged during this process. Mr. Borek stated that the enterprise zone was very important to both manufacturers.

   City Manager Nicklas also reported that the former O’Leary’s building no longer had an interested buyer. He also reported that the Egyptian Theatre was still under construction but moving along, noting that the rainy weather has caused delays. City Manager Nicklas further stated that the Plaza DeKalb project is moving along on schedule.

2. **DeKalb Chamber of Commerce Report.**

   Mr. Duffy reported that the State of the City would be held on October 15, 2019. He also reported that the “In the Loop” video series regarding the Elburn train station stop would be released today. He noted that other videos were in the works, including Route 12 just before the route starts in late October.

   Brief discussion ensued. It was suggested that perhaps an “In the Loop” video could be created regarding the construction and changes in the downtown area, or perhaps a segment on Northern Illinois University once a month. It was noted that the “In the Loop” videos regarding the new bus routes could be shown at the next meeting.

3. **DeKalb County Economic Development Corporation Report.**

   Mr. Borek reported that Solo Tech has begun construction of their office space located in Park 88, which will enable the company to expand their employment from 20 to 40 employees.

   Brief discussion ensued.

   Mr. Borek also reported on the 2600 Wirsing building (former 3M building), stating that he was working with someone interested in purchasing the building.
Mr. Borek also reported on a metal supplier and fabricator that’s considering sites to purchase that would focus on train rail, as well as a local manufacturer looking for space to grow and expand.

Brief discussion ensued.

F. OLD BUSINESS

1. Elburn Train Station Transit Service (Route 12).

This service will begin operating at the end of October. It was noted that Council approved amendments to the agreement the City has with Transdev on September 23, 2019.

2. South Industrial Park Transit Service (Route 19).

This service will begin operating at the end of October. It was noted that Council approved amendments to the agreement the City has with Transdev on September 23, 2019.


Mr. Nicklas noted that while the survey is important, there are no staff to spare to get it done at this point. Mr. Nicklas stated that he and Mr. Borek worked together to give the EDC a couple models. Mr. Nicklas stated that at this time he’s working on business attraction. This item will return to the EDC on the November 1, 2019 agenda.

Brief discussion ensued regarding the direction of the survey, perhaps with small retail and restaurants. Mr. Borek stated he would provide a list of the top 20 small businesses in DeKalb to reach out to.

Discussion ensued regarding the data collection process, information that’s been compiled over the years, how it’s used, goals of the surveys, and questions that can be moved along to the City Council so policy can be changed if needed.

Mr. Nicklas noted his observations with building permit issues and the length of time it was taking to get permits reviewed. He stated he was working on a plan to speed the reviewing and permitting plan along quickly.

Ms. Edgehill-Walden noted the use of technology and its importance to this generation of future entrepreneurs, adding that electronic applications should be able to be submitted. Mr. Nicklas noted it’s a matter of personnel and old habits, but he’s working on a solution.
Brief discussion ensued regarding other boards, commissioners or committees reaching out to businesses. Mr. Nicklas noted that he does, as does Mayor Smith, but there’s not necessarily a list. He also noted that he speaks to downtown businesses daily regarding the ongoing construction and assisting with on the spot issues.

Chair O’Flaherty noted that this item should be made the first topic on the November 1, 2019 agenda, with a two-step discussion: 1) the EDC could go out and meet with businesses; and 2) a scientific survey and action on issues that businesses may be having.

Council Member Morris stated that perhaps the EDC could use a Google doc to record research and surveys. Discussion ensued.

It was noted that at the November 1, 2019 meeting, all EDC members would provide five questions to be used on the survey.

Ms. Edghill-Walden stated she would not be present for the November 1, 2019 meeting.


Discussion regarding this item began with the issue of grant money and if it exists; it was concluded that it does. It was noted that a follow-up from Transit Manager Cox is needed. This item will be placed on the November agenda.

Mr. Goltz noted that the backup memo regarding this item Grant noted that provides ample information.

G. NEW BUSINESS

Mr. Nicklas noted that the City Council would start their review of FY2020 budget soon, noting he’s heard a lot about the condition of DeKalb’s streets, noting unfortunately the City doesn’t have a recurring source of funding for repair and a new revenue source is needed. Mr. Nicklas asked the EDC if they would be interested in reviewing some capital options. There was consensus that they would. Mr. Nicklas stated he will provide an update to the EDC at the November meeting.

H. NEXT MEETING

The next meeting of the EDC will be on November 1, 2019.
I. **ADJOURNMENT**

**MOTION**

Mr. Richardson moved to adjourn the meeting; seconded by Ms. Edghill-Walden.

**VOTE**

Motion carried by a voice vote of the majority of members present. The meeting was adjourned at 9:46 a.m.

Respectfully submitted,

______________________________
RUTH A. SCOTT, Executive Assistant/Recording Secretary
DATE:          October 29, 2019
TO:                Economic Development Commission
FROM:          Marcus Cox, Transit Manager
SUBJECT:      Public Transportation Updates

Route 12 – Daily Service to the Elburn Train Station

The Route 12 began daily shuttle service to the Elburn train station on Monday, October 7\textsuperscript{th}, 2019. The increased service allows residents and students access to the Union Pacific West Metra line that operates from Elburn to downtown Chicago with stops in Geneva, Wheaton, Lombard, Elmhurst, and Oak Park just to name a few.

Community response to the increased service has been overwhelmingly positive, with nearly 335 rides provided between Monday, October 7\textsuperscript{th} – Sunday, October 20\textsuperscript{th}. 125 of the 335 rides occurred on the new, additive service. The largest utilization of the Route 12 has occurred between Thursday and Monday with slightly less use Tuesday and Wednesday.

Full ridership data will be available for the December Economic Development Commission Meeting.

Route 19 – Transit Service to South DeKalb/Park 88

The Route 19, with service to south DeKalb and Park 88, began service on Monday, October 28\textsuperscript{th}, 2019. The Route 19 is the first public transit route to provide bus service to the Park 88 corridor including access to Harvestore Dr., S. 4\textsuperscript{th} St., S. 7\textsuperscript{th} St., and S. 10\textsuperscript{th} St. The Route 19E (Express) operates from 4:00a – 8:10a, while the Route 19 operates from 12:05p – 12:00a, Monday – Friday. Passengers can access real time information on the location of the bus by utilizing the ETA Spot mobile phone app.

As previously mentioned, staff continues to gather content for the AGN Resource Guide that will provide AGN residents with access to community wide resources including public transportation options and information. It is anticipated that the Resource Guide will be available for distribution by the end of the year.

A full update on the status of the route, including ridership and public comments, will be provided at the December Economic Development Commission Meeting.

Riders Guides for the Route 19E and Route 19 are included for your review.
**Route 19-School Available Stops**

1. DuSable Turnaround
2. Annie Glidden Rd. at Barsema Alumni Visitors Center
3. Annie Glidden Rd. & Knolls Ave. North
4. Annie Glidden Rd. at Hampton Inn
5. Taylor St. at Lions Park
6. Alden Circle at Tyler Elementary School
7. W. Sunset Pl. & S. 1st St.
8. E. Sunset Pl. at Lincoln Elementary
9. S. 4th St. at Dollar General
10. S. 4th St. at Huntley Middle School
11. S. 7th St. & Best Ave.
12. S. 7th St. & Tyler St.
13. S. 7th St. at Founders Elementary School
14. N. 7th St. at Fire Station #1
15. N. 7th St. & Pleasant St.
16. N. 7th St. & Lewis St.
17. N. 7th St. & Laura Pl
18. E. Hillcrest Dr. at KinderCare
19. E. Hillcrest Dr. & Sunnymeade Trail
20. E. Hillcrest Dr. & Fox Hollow
21. E. Hillcrest Dr. & Garden St.
22. Greenbrier Rd. & Normal Rd.
23. Russell Rd. at University Village Entrance
24. Russell Rd. at Crane Dr.
25. Russell Rd. & Lucinda Ave.
26. DuSable Turnaround

**Route 19 School Major Stops**

Servicing the NIU Campus and Lincoln Highway areas such as:
- DuSable Turnaround
- University Village
- KinderCare
- 7th Street
- Sonoco Alloyd
- Nehring Electrical Works
- Founders Elementary School
- Lincoln Elementary School
- Huntley Middle School
- Cole Pallet Services
- Nestle
- WestRock
- Target Distribution Center
- 3M Distribution Center Campus
- Panduit
- Harvestore Drive
- Hampton Inn
- Annie Glidden Road
- Lincoln Highway
- NIU Residence Halls

**Fare Structure**

<table>
<thead>
<tr>
<th>Category</th>
<th>Fare</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Adult</td>
<td>$0.50</td>
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<tr>
<td>Senior/Disabled²</td>
<td>$0.25</td>
<td>With valid and active school ID.</td>
</tr>
<tr>
<td>NIU²</td>
<td>Free</td>
<td></td>
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<tr>
<td>K-12 Students³</td>
<td>Free</td>
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<tr>
<td>Children (5 years &amp; younger)³</td>
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<td>Kishwaukee College Route</td>
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<tr>
<td>Transfers</td>
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<td></td>
</tr>
<tr>
<td>Paratransit</td>
<td>$1.00</td>
<td></td>
</tr>
</tbody>
</table>

¹ = With Medicare or Medicaid Card or other appropriate ID.
² = With a valid and active school ID.
³ = Children under the age of 9 years old must be accompanied by an adult.

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**Contact Information**

DeKalb Public Transit
Phone: (815) 748-2000
Website: [www.cityofdekalb.com](http://www.cityofdekalb.com)
Facebook: DeKalb IL Public Transit

**NIU ETA Spot Tracker**

[http://dekalbpublic.etaspot.net/](http://dekalbpublic.etaspot.net/)

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**NIU School of Nursing • Downtown DeKalb • Park 88 • Harvestore Dr • Annie Glidden Rd • NIU Residence Halls**

**Effective October 28, 2019 – December 31, 2019**

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**Route 19E Outbound Monday–Friday**

- DuSable Turnaround
- Annie Glidden Rd. at Barsema Alumni Visitors Center
- Annie Glidden Rd. & Knolls Ave. North
- Annie Glidden Rd. at Hampton Inn
- Taylor St. at Lions Park
- Alden Circle at Tyler Elementary School
- W. Sunset Pl. & S. 1st St.
- E. Sunset Pl. at Lincoln Elementary
- S. 4th St. at Dollar General
- S. 4th St. at Huntley Middle School
- S. 7th St. & Best Ave.
- S. 7th St. & Tyler St.
- S. 7th St. at Founders Elementary School
- N. 7th St. at Fire Station #1
- N. 7th St. & Pleasant St.
- N. 7th St. & Lewis St.
- N. 7th St. & Laura Pl
- E. Hillcrest Dr. at KinderCare
- E. Hillcrest Dr. & Sunnymeade Trail
- E. Hillcrest Dr. & Fox Hollow
- E. Hillcrest Dr. & Garden St.
- Greenbrier Rd. & Normal Rd.
- Russell Rd. at University Village Entrance
- Russell Rd. at Crane Dr.
- Russell Rd. & Lucinda Ave.
- DuSable Turnaround

**Route 19E Inbound Monday–Friday**

- Founders Elementary School
- Hillcrest Dr. & Garden Rd.
- Russell Rd. & Crane Dr.
- Russell Rd. at University Village Entrance
- Russell Rd. at Crane Dr.
- Russell Rd. & Lucinda Ave.
- DuSable Turnaround

**Route 19 School Inbound Monday–Friday**

- Founders Elementary School
- Hillcrest Dr. & Garden Rd.
- Russell Rd. & Crane Dr.
- Russell Rd. at University Village Entrance
- Russell Rd. at Crane Dr.
- Russell Rd. & Lucinda Ave.
- DuSable Turnaround
Route 19E Available Stops

- Annie Glidden Rd. & Crane Dr.
- Annie Glidden Rd. at Loren Dr. (East Side)
- Annie Glidden Rd. at Varsity Blvd. (East Side)
- Blackhawk Rd. at Edgebrook Dr. Bus Shelter
- Blackhawk Rd. & Ridge Rd.
- Ridge Dr. at Amber Manor Bus Shelter
- Ridge Dr. & Normal Rd.
- Normal Rd. & Edgebrook Dr.
- Normal Rd. & Hillcrest Dr.
- Hillcrest Dr. & Hillcrest Place Apts
- First Ave. & Sunset
- Fairview Dr. at Panduit Parking Lot Entrance (Turn Lane)
- Normal Rd. & Edgebrook Dr.
- 10th St. & E. Garden St.
- DuSable Hall Turnaround
- Ridge Dr. & Normal Rd.
- Blackhawk Rd. & Ridge Rd.
- New Hall Residence Hall
- Taylor St. & Glidden Ave.
- Health Dpt.
- City Hall
- NIU
- Parks
- Buildings

Map Key
- Route 19E Stops + Hospital
- Route 19E Wave and Ride
- Route 19-School Stops
- Timepoints
- City Hall NIU
- Health Dpt. Schools
- Police Dpt.

**Note:** Time points on the map correspond to the stops listed in the schedules on the back of the ride guide.

*Note: The list of available stops for Route 19-School can be found on the reverse side of the ride guide.*
# Full & Break Service

## Route 19 Outbound
**Monday—Friday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Location</th>
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<tr>
<td>12:25p</td>
<td>DuSable Turnaround</td>
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<tr>
<td>12:30p</td>
<td>10th St. &amp; Franklin St.</td>
</tr>
<tr>
<td>12:36p</td>
<td>Kinder Care</td>
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<tr>
<td>12:38p</td>
<td>Deer Grove St.</td>
</tr>
<tr>
<td>12:42p</td>
<td>Hillcrest &amp; Garden Rd.</td>
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<tr>
<td>12:44p</td>
<td>Russell Rd. &amp; Crane Dr.</td>
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<tr>
<td>12:46p</td>
<td>DuSable Turnaround</td>
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## Route 19 Inbound
**Monday—Friday**

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<th>Location</th>
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<tr>
<td>12:30p</td>
<td>Target Dist. Center</td>
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<tr>
<td>12:36p</td>
<td>10th St. &amp; Franklin St.</td>
</tr>
<tr>
<td>12:42p</td>
<td>Kinder Care</td>
</tr>
<tr>
<td>12:44p</td>
<td>Deer Grove St.</td>
</tr>
<tr>
<td>12:46p</td>
<td>Hillcrest &amp; Garden Rd.</td>
</tr>
<tr>
<td>12:48p</td>
<td>Russell Rd. &amp; Crane Dr.</td>
</tr>
<tr>
<td>12:50p</td>
<td>DuSable Turnaround</td>
</tr>
</tbody>
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## Route 19 Major Stops
Servicing the NIU Campus and Lincoln Highway areas such as:
- DuSable Turnaround
- Barsema Alumni Visitors Center
- The Knolls
- Hampton Inn
- Lions Park
- Tyler Elementary School
- Lincoln Elementary School
- Dollar General
- Huntley Middle School
- Nestle
- Superior Diesel, Inc
- Panduit
- 3M
- Target Distribution Center
- Cole Pallet Services
- Founders Elementary School
- 10th Street
- KinderCare
- Greek Row
- University Village

Campus Map: [https://www.niu.edu/visit/maps/interactivemap.shtml](https://www.niu.edu/visit/maps/interactivemap.shtml)

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### Contact Information

**DeKalb Public Transit**
Phone: (815) 748-2000
Website: [www.cityofdekalb.com](http://www.cityofdekalb.com)
Facebook: DeKalb IL Public Transit

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### NIU ETA Spot Tracker
[http://dekalbpublic.etaspot.net/?route=19](http://dekalbpublic.etaspot.net/?route=19)
Available Stops

1. DuSable Turnaround
2. Annie Glidden Rd. at Barsema Alumni Visitors Center
3. Annie Glidden Rd. at Knolls Ave. North
4. Annie Glidden Rd. at Hampton Inn
5. Taylor St. at Lions Park
6. Taylor St. & Glidden Ave. (after 7:50pm)
7. Taylor St. & 2nd St. (after 7:50pm)
8. Aiken Circle at Tyler Elementary School (between 12:15pm-7:00pm)
9. W. Sunset Pl. & S. 1st St. (between 12:15pm-7:00pm)
10. E. Sunset Pl. at Lincoln Elementary (between 12:15pm-7:00pm)
11. S. 4th St. at Oasis Motel (after 7:00pm)
12. S. 4th St. at Dollar General
13. S. 4th St. at Huntley Middle School
14. Manning Dr. at Nestle Turnaround
15. Harvestore Dr. & Wagner Dr. (between 3:10pm-7:10pm)
16. Harvestore at Superior Diesel, Inc (between 3:10pm-7:10pm)
17. Fairview Dr. at Nestle Parking Lot Entrance (Turn Lane)
18. Fairview Dr. at Randall Parking Lot Entrance (Turn Lane)
19. Macom Dr. at 3M Stop #1
20. Macom Dr. at 3M Stop #2
21. Macom Dr. at Target Distribution Center
22. S. 7th St. & West Ave.
23. S. 7th St. & Tyler St.
24. S. 7th St. at Founders Elementary School
25. E. Taylor St. & Springlake Lane
26. 10th St. & Garden St.
27. 10th St. & Franklin St.
28. 10th St. & E. Lounsbury St.
29. 10th St. & Market St.
30. Pleasant St. & N. 10th St.
31. 7th St. & Lewis St.
32. Hillcrest Dr. at KinderCare
33. Hillcrest Dr. at Spring Valley Trail
34. Hillcrest Dr. & Fox Hollow
35. Hillcrest Dr. & Garden St.
36. Greenbrier Rd. & Normal Rd.
37. Russell Rd. at University Village Entrance
38. Russell Rd. & Grane Dr.
40. DuSable Turnaround

Map Key

- Route 19 Stops
- Evening Deviation (2:50pm - 7:50pm)
- Night Deviation (7:50pm - 12:00am)
- Timepoints
- Hospitals
- City Hall
- Parks
- Health Dpt.
- Schools
- Hospital
- NIU
- Buildings
- Police Dpt.

**Note: Time points on the map correspond to the stops listed in the schedules on the back of the ride guide.**