



POLICY COMMITTEE MEETING

MEETING MINUTES
14 NOVEMBER 2018 – 3:00 P.M.
MEETING #PC1118

ATTENDANCE

- City of DeKalb (3 votes): **Bill Finucane (Vice Chair)**, *Tim Holdeman*
- City of Sycamore (2 votes): **Brian Gregory, Curt Lang**
- Town of Cortland (1 vote): not present
- DeKalb County (1 vote): *Gary Hanson (Chair)*
- IDOT District 3 (1 vote): *Tom Magolan, Ryan Lindenmier*
- NIU (1 vote): *Jennifer Groce*
- DSATS Staff: Brian Dickson
- FHWA (non-voting): not present
- NIU SA (non-voting): not present
- VAC (non-voting): not present
- IDOT Planning & Programming (non-voting): Doug DeLille
- IDOT Local Roads (non-voting): not present
- Transit Staff: *Marcus Cox, Sabrina Kuykendall Kvasnicka*
- Others Present:

(BOLD indicates main voting member. Italics indicates proxy-voting member.)

CALL TO ORDER

Chair Hanson called the meeting to order and established a quorum at 3:01 p.m.

BUSINESS

1. Introductions

Introductions were made.

2. Administrative Agenda

a. Approval of Agenda

Motion #P1118-01 A motion was made by Mr. Gregory to approve the November 14, 2018 meeting agenda. Second by Ms. Groce and approved by voice vote.

b. Approval of Minutes

Motion #P1118-02 A motion was made by Mr. Gregory to approve the September 12, 2018 meeting minutes. Second by Mr. Lang and approved by voice vote.

c. Public Comment

There was no public comment.

3. Governance- IGA and Bylaws Amendments

a. Approval of Revised DSATS IGA and Policy Bylaws

Mr. Gregory gave an overview of the DSATS Bylaws meeting, held prior to the PC meeting. He stated that this IGA only changes the fiscal agent for DSATS from the City of DeKalb to DeKalb County. He stated, there is still additional work to be done including a comprehensive review of the existing IGA and Bylaws, of which, most of the work has been completed. There still needs to be a final review by all member organization attorneys. City of DeKalb and DeKalb County will work with one another on the details of transferring DSATS from the City to the County. The recommendation is for members to perform a comprehensive review and then meet again in January of 2019.

Mr. Gregory stated that the timeline for this would likely take a few months to complete. Ms. Groce said that this upcoming Summer 2019 would be the completion date goal.

Motion #P1118-03 A motion to recommend this item to all member's bodies was made by Mr. Lang. Second by Mr. Holdeman. Let the record show each member voted the following:

Chair Hanson voted yes. Mr. Gregory voted yes. Mr. Lang voted yes. Mr. Finucane voted yes. Mr. Cox voted yes. Mr. Holdeman voted yes. Ms. Groce voted yes. And Mr. Magolan voted yes.

4. Roadway Agenda

a. Approval of Proposed STU 2020-2024 Projects and Corresponding SFY19-23 TIP Amendment 2

Mr. Dickson gave an overview of the proposed STU 2020-2024 projects and corresponding SFY19-23 TIP Amendments. Mr. Dickson explained that the TAC Committee and the Project Selection Committee have reviewed and approved the proposed projects for STU funding in the SFY 2020-2024 DSATS TIP. Mr. Dickson provided an overview of the projects to be funded, which was included in the PC meeting packet. Mr. Schwartz noted that some of the projects were merged into one larger project as a cost savings measure.

The upgrade of coordinated traffic signals has been on STU for a number of years and the City still looks to proceed with this project. Mr. Finucane asked why Peace Road from Fairview Dr. to Lincoln Highway was being repaved in one project and then widened in a future project. Mr. Holdeman said the widening project would not reconstruct the existing portion of Peace Road. It would only add additional lanes, with a very thin overlay on the existing roadway to increase weight capacity on the roadway.

Motion #P1118-04 A motion was made by Mr. Gregory to approve the list of projects to be submitted to IDOT this upcoming December and to amend the TIP with the corresponding changes. Mr. Finucane provided a second and approval by voice.

b. DSATS SFY19-23 TIP Revision 4

Mr. Dickson said the intersection improvement project at Annie Glidden Road and Fairview Drive had been moved from advanced construction to active status. This change was done as a staff action and staff is informing PC members of the action taken. Mr. Holdeman said the majority of the project should be completed by mid-December.

5. Transit Agenda

a. Bus Shelter Update

Chair Hanson showed photos of some of the poured concrete pads, very happy with the progress.

Mr. Cox gave an overview of the status of the bus shelter project. A total of 8 concrete pads have been poured. The earliest the project would be completed would be February, but it is more likely to estimate March due to the weather conditions.

6. Active Transportation Agenda

No items on the agenda.

7. Closing Agenda

a. Staff and Project Updates

Mr. Dickson's updated consisted of:

- DSATS STU: Staff has been working on updating the DSATS TIP database and TIP maps as part of the SFY 2020-2024 STU projects revision.
- DSATS Active Transportation: The DSATS Active Transportation Subcommittee and staff are currently updating the bike and pedestrian trails and path maps for both existing infrastructure and proposed new infrastructure.
- DSATS Traffic Counters: DSATS and member organization staff have been placing video traffic counters at locations throughout the DSATS region. Initial sites will be completed this week, with the next few weeks after Thanksgiving being used to revideo locations with Miovision (the makers of the video counters) have identified as needing new video to improve accuracy. This will be completed in early December and staff will be working in house to develop a traffic report.
- IDOT Fall Planning Conference: Staff attended the IDOT Fall Planning Conference in Peoria. Mr. Schwartz was one of the presenters on a discussion on maintain roadways.
- Illinois Intelligent Transportation Systems (ITS) Meeting: Mr. Dickson attended a state meeting in Springfield on the effort to update the state ITS Architecture Plan. IDOT is presently updating the Illinois Statewide Architecture and Strategic Plan and looking at regional ITS architectures throughout the State. This project is coordination with IDOT's District offices, Metropolitan Planning Organizations (MPOs) and Regional Planning Commissions (RPCs). The project will assess the current use of ITS in Illinois and recommend approaches to enhance the integration and deployment of ITS for future generations. Please view the ongoing effort to update the intelligent Transportation Systems (ITS) Architecture Strategic Plan here: <https://iitsupdate.net/>
- Illinois State Freight Advisory Council: Mr. Dickson attended a meeting of the Illinois State Freight Advisory Council (ISFAC) at CMAP in Chicago. ISFAC meets on a quarterly basis to provide updates on freight planning initiatives throughout Illinois. More information on OSFAC initiatives can be found at:

<http://www.idot.illinois.gov/transportation-system/transportation-management/planning/illinois-freight-advisory-council/index>

Mr. Finucane provided an update about a local service club which secured a \$12,500.00 grant for a bike path along Fairview Dr.

Mr. Cox's update included a meeting with 5 representatives from businesses in Park 88. Staff gave these representatives a high-level view of potential service to Park 88. Staff requested more information from the representatives. DeKalb City Council approved Transdev as the Fixed Route Contractor beginning January 1, 2019.

Members complimented Mr. Cox on the discussion with Park 88. Chair Hanson questioned the different shift time issues. Mr. Cox explained the solution to this.

b. What's new with our State and Federal Partners

Mr. Magolan mentioned that Mr. Lindenmier also attended the Fall Planning Conference. He also provided local updates.

Economic Development Program- OP&P began accepting applications for EDP projects on October 1, 2018. Applications are accepted year-round. Todd Smith is managing the program and can be contacted for additional details at Todd.A.Smith@illinois.gov or by phone at (217) 785-8643. Information can also be found on the GATA site.

Local Illinois Special Bridge Program (formerly the Major Bridge Program)- The application deadline for FY 2024 Local ISBP projects is closed, and submitted applications are currently under review. Announcement of the selected projects will occur with the release of the IDOT proposed FY 2020-2025 Highway Improvement Program in the spring of 2019.

Local Highway Safety Improvement Program- The deadline to federally authorize FY 17/18 HSIP Awards is January 1, 2019 or funds will be rescinded. If a FY 17/18 project is not expected to be federally authorized by this deadline. A time extension request should be submitted to the District Local Roads Engineer, copying BVLRS. Local HSIP Time Extension Request Guidelines were distributed to the District Local Roads Engineers in July, but we can re-send these if requested.

Needy Township- The subcommittee has submitted proposed changes to the Director of OP&P. Distribution will likely be later this fall.

Other Local Benefits- High Growth and County Consolidated will be disbursed very soon if not already.

Truck Access Route Program TARP- Program funded at \$7M level for FY 19. The application deadline was November 5, 2018.

Mr. DeLille discussed the Safe Routes to Schools program. Monday is the deadline. Management Performance Measures are out, and agencies have until February to adopt those or create their own.

Mr. Lang attended an IML meeting which discussed ride sharing topics. He shared some of the information he received and stated that the committee should keep Uber and Lyft options in mind.

Mr. Cox discussed micro transit and how Uber and Lyft are more of a complement to the transit system rather than a competitor.

c. Additional Business

No additional business.

d. Adjourn

Motion #P1118-05 A motion was made by Ms. Groce to adjourn at 3:54 p.m. Second by Mr. Holdeman and approved by voice vote.

Respectfully Submitted by: Sabrina Kuykendall Kvasnicka and Brian Dickson

Date Approved:

DRAFT