



## POLICY COMMITTEE MEETING

### MEETING MINUTES 12 SEPTEMBER 2018 – 3:00 P.M. MEETING #P0918

#### ATTENDANCE

- City of DeKalb (3 votes): **Jerry Smith, Bill Finucane, Tim Holdeman**
- City of Sycamore (2 votes): **Curt Lang, Brian Gregory**
- Town of Cortland (1 vote): not present
- DeKalb County (1 vote): *Gary Hanson (PC Chair), Nathan Schwartz*
- IDOT District 3 (1 vote): *Ryan Lindenmier*
- NIU (1 vote): not present
- DSATS Staff: Brian Dickson
- FHWA (non-voting): not present
- NIU SA (non-voting): not present
- VAC (non-voting): Paul LaLonde
- IDOT Planning & Programming (non-voting): Douglas DeLille
- IDOT Local Roads (non-voting): not present
- Others Present: Marcus Cox and Sabrina Kuykendall

(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 3:00 p.m.

#### BUSINESS

##### 1. INTRODUCTIONS

INTRODUCTIONS WERE MADE.

##### 2. ADMINISTRATIVE AGENDA

###### a) Approval of Meeting Agenda

**Motion #P0918-01** A motion to approve the September 12, 2018 meeting agenda was made by Mr. Finucane. Second by Mr. Gregory and approved by voice vote.

###### b) Approval of Previous Meeting Minutes

**Motion #P0918-02** A motion to approve the July 11, 2018 meeting minutes was made by Mr. Gregory. Second by Mr. Holdeman and approved by voice vote.

### c) Public Comment

There were no comments.

## 3. GOVERNANCE- IGA AND BYLAWS AMENDMENTS

### A. APPROVAL TO HOLD A SPECIAL POLICY COMMITTEE MEETING

Discussions were made regarding dates and times available for members to hold a Special Policy Committee Meeting. Attorneys have rescheduled meetings for September 21<sup>st</sup>. Members determined Bylaws will be due on October 3<sup>rd</sup> and then be presented to Policy Committee Meeting on October 10.

## 4. ROADWAY AGENDA

### A. DSATS FY19-23 TIP Revision 2 & 3

Mr. Dickson provided an overview of a number of projects that either had fiscal year changes or amount funds have changed. There was a cost change to the Peace Rd. and IL-64 Intersection project from \$2,330,000.00 to \$2,106,000.00. The Plank Rd. to Lindgren Rd. to East County Line Rd. project cost has also been revised from \$2,296,00.00 to \$2,081,000.00. The Guard Rail Project has been moved from FY18 to FY19. The IL-38 (from Ogle County Line) to John Huber Parkway milling and resurfacing project has been moved from FY19 to FY21. The Great Western Trail has also been moved from an Advance Construction status to an Active status.

### B. Pavement & Bridge (PM2) and System Performance (PM3) Performance Targets

Mr. Dickson explained the IDOT has announced the federal performance targets for Pavement & Bridge (PM2) and System Performance (PM3). All MPO's in Illinois are required to either adopt the state performance targets or adopt their own targets by November 2018. Currently the CMAQ air quality performance targets identified in PM3 do not apply to the DSATS region as DeKalb County is considered in attainment. The PM2 and remaining PM3 targets only apply to roads in the National Highway System (NHS). In the DeKalb area the roads that would be affected would be IL-38, IL-64, IL-23, I-88 and a portion of Peace Rd. from I-88 to IL-38. IL-38, IL-64, and IL-23 are state highways, which are maintained by the state. I-88 is maintained by the Illinois Tollway. The only local road is the Peace Road segment, which is maintained by the City of DeKalb. As almost all the affected roadways are maintained by the State and the Illinois Tollway, staff recommended that DSATS adopt the State's performance measure goals.

**Motion #P0918-03** A motion was made for DSATS to adopt the State's Pavement & Bridge (PM2) and System Performance (PM3) Performance Goals was made by Mr. Finucane. Second was made by Mr. Gregory and approval by voice vote.

## 5. TRANSIT AGENDA

### a) DSATS FY 19-23 TIP Revision 1

Mr. Dickson explained that an FTA grant was expiring with a majority of the identified projects in the grant completed. Most of the grant's funds were allocated to the purchase of buses for VAC. However, there was a significant cost savings from the purchase of the buses. Currently, there is not a need for the purchase of additional buses. FTA grant regulations allow modification of grants to allocate unused funds for other projects within the same scope. City and VAC staff reviewed their options and elected to modify the grant budget to allow for the purchase of one

additional Super-Medium duty bus. Support equipment for buses are also an allowable project within the grant's scope. Staff elected to purchase additional bus cameras, bus radios, and bus destination signs with the remaining funds. Mr. LaLonde explained when buses were initially purchased, the buses were equipped with seven integrated cameras. On the newer buses, an additional camera at the rear of the bus have been installed. The VAC staff has found that back camera to be useful and looks to install an additional back camera in the rest of the fleet. Mr. Dickson went on to explain that TIP modifications allow for changes in an existing TIP line-item without changes in actual funded can be made as an administrative action. No further action is required by the PC.

**b) Core Network Transit Changes Update**

Mr. Holdeman introduced Marcus Cox, the new Transit Manager for the City of DeKalb. Mr. Holdeman went on to say that the City of DeKalb recently had a meeting with general managers from companies located in Park 88 and initial discussions have been underway.

Mr. Cox gave an update on the Core Network routes 16, 17, and 18. The Rollout from the Huskie Line perspective went well. There were assistants on the buses helping answer questions from riders. During the first week of Northern Illinois University, drivers experienced more traffic which caused some small delays.

Mr. Smith inquired about Park 88. Mr. Cox explained that staff met with Park 88 general managers to listen to their needs, so City staff can begin to analyze the data presented and determine some solutions. Mr. Holdeman added a challenge would be that all the companies have different shifts which all begin and end at different times.

Mr. LaLonde gave an update from VAC's perspective of the new Core Network. He stated that it went seamless.

**c) Bus Shelter Update**

Mr. Holdeman explained that the Mayor of DeKalb has signed an agreement with Irving Construction for the Bus Shelter project. He forecasted that construction will begin within two to three weeks.

**6. ACTIVE TRANSPORTATION AGENDA**

No Active Transportation Agenda Items

**7. Closing Items**

**a) Staff and Project Updates**

Mr. Dickson discussed how staff has been working intensely on transit. The City of DeKalb has the new Transit Manager, Marcus Cox.

Mr. Holdeman described the game plan for Mr. Dickson and his transition to DeKalb County.

**b) What's New with Our State and Federal Partners**

Mr. Lindenmier updated members that the IL-23 paving project is complete. Striping has been delayed due to rain. There are hopes that striping is completed by October 1<sup>st</sup>.

Mr. DeLille explained the Safe Routes School grant program. He also discussed the upcoming Fall Planning Conference on October 11<sup>th</sup>- October 12<sup>th</sup>. Mr. DeLille also explain Tier 2 Transit Asset Management Plan is being worked on by the State. The Transportation Asset Management Plan is now available on the IDOT website.

**c) Additional Business**

No additional business.

**d) Adjourn**

***Motion #P0918-04*** A motion to adjourn at 3:57p.m. was made by Mr. Holdeman. Second by Mr. Lang and approved by voice vote.

Respectfully Submitted by: Sabrina Kuykendall, Brian Dickson  
Date Approved: November 14, 2018