



**POLICY COMMITTEE MEETING
WEDNESDAY, DECEMBER 11, 2019 – 3:00 P.M.
MEETING MINUTES**

ATTENDANCE

- Voting Membership:
 - Town of Cortland (1 vote): not present
 - City of DeKalb (3 votes): Bill Finucane (Vice-chair), Jerry Smith, Bill Nicklas
 - City of Sycamore (2 votes): Brian Gregory, Curt Lang
 - DeKalb County (1 vote): Gary Hanson (Chair)
 - Town of Cortland (1 vote): Brandy Williams
 - NIU (1 vote): Jennifer Groce
 - IDOT District 3 (1 vote): Not present
- Non-Voting Attendance:
 - FHWA: not present
 - IDOT Planning & Programming: Doug DeLille
 - IDOT Local Roads: not present
 - DSATS staff: Nathan Schwartz
 - DeKalb Transit staff: Marcus Cox

CALL TO ORDER

Chair Hanson called the meeting to order at 3:02 p.m.

1. Introductions

Mr. Schwartz took roll call to establish a quorum.

2. Administrative Agenda

a. Approval of Agenda

Motion to approve the December 4, 2019 meeting agenda was made by Mr. Finucane, seconded by Mr. Smith, and approved by voice vote.

b. Approval of Minutes

Motion to approve the June 12, 2019 meeting minutes was made by Mr. Lang, seconded by Ms. Groce, and approved by voice vote.

c. Public Comments

None.

3. Governance Agenda

a. Bylaws Subcommittee Update

Mr. Gregory gave a brief history on the Bylaws and IGA updates which started in 2017. More recently, the subcommittee met in May 2019 but was not fully prepared to commit to changes to the documents. In November 2019, the subcommittee met again and was

able to agree on language to update the Bylaws but was not prepared to update the IGA at that time. The subcommittee is planning to meet again in early 2020 and hopes to have the Bylaws and IGA submitted to the Policy Committee by May 2020.

b. Meeting Schedule for 2020 (Action)

Mr. Hanson explained this item is an annual action item in which the committee approves the meeting schedule for the year. The standard meeting date/time for the Policy Committee remains the same as the second Wednesday of the month at 3 pm. Mr. Finucane mentioned the November meeting date is scheduled for Veterans' Day and government offices are typically closed that day. It was decided to change the date to November 4th at 3 pm. Mr. Gregory made a motion to approve the amended meeting calendar, seconded by Ms. Groce, and approved by voice vote.

4. Roadway Agenda

a. MPO Safety Performance Measure (Action)

Mr. Schwartz reported the FHWA requires MPOs to adopt a safety goal each year affecting serious and fatal injury crashes. MPOs may set their own goals or adopt the State's goal. In the past, DSATS has adopted the State's goal because it is reasonable and requires much less paperwork than adopting our own goal. Mr. Finucane made a motion to approve the Resolution supporting IDOT safety performance measure targets, seconded by Mr. Smith, and approved by voice vote.

b. Proposed FY2021-2025 STU Projects

Mr. Schwartz explained the process in which the MPO solicits for projects from eligible member organizations to be funded with MPO construction funding (STU). This year there were 21 different projects submitted totaling \$13.5 million. After scoring each project, staff recommended the following projects be submitted to IDOT to be included in the State's Multi-Year Plan: City of DeKalb's Fairview Drive Shared-Use Path, City of Sycamore's Somonauk Street Resurfacing, Town of Cortland's Concrete Box Culvert Replacement on Airport Road, DeKalb County's North First Street Truck Route Upgrade which will include the resurfacing of some of the City of DeKalb's portion of North First Street. The existing projects already on the TIP remain on the TIP. The Project Selection Committee and the TAC both approved this proposed schedule of projects. There was discussion about some of the project details. Mr. Gregory made a motion to approve the proposed FY2021-2025 STU projects, seconded by Mr. Lang, and approved by voice vote.

5. Closing Agenda

a. Staff and Project Updates

Mr. Schwartz updated the committee on the hiring of a new staff member. Based on advice from around the state, we expected applications from employees from other MPOs. Unfortunately, we did not receive any. We are going to advertise for more general applicants instead of just those with MPO experience. Mr. Schwartz also updated the committee on their request to see if other MPOs had specific project scoring for active transportation projects. Contrary to what we heard, no other MPO has different scoring criteria for active transportation projects. Mr. Cox reported things are going well for Transit. Route 12 going to Elburn and Route 19 going to Park 88 have been implemented with good success. Mr. Cox reported Google Transit is now live and gave a short demo.

b. What's New with Our State and Federal Partners

Mr. DeLille reported the ITEP call for projects is expected to happen in the spring of 2020. Safe Routes to School (SRTS) is still being planned for 2020. The Statewide

Planning & Research (SPR) grant is on schedule for April. The MPO's GATA, Risk Assessment, Unified Planning & Work Program (UPWP), and the Budget Template are due in April so the State can have the yearly agreements in place in June prior to the July 1st start of the new fiscal year. The MPO Council discussed collecting pavement condition data for all collectors and arterials instead of just state highways on a two-year cycle. This will affect the DSATS roads which are eligible for STU funding. There is a possibility of local agencies piggy-backing on the contract to collect pavement condition data on their local streets. This would potentially start in 2021.

c. Additional Business

No additional business.

d. Adjourn

Motion to adjourn was made by Ms. Groce, seconded by Mr. Gregory, and approved by voice vote at 3:41 p.m.

Note: These minutes are not official until approved by the PC at a subsequent meeting.