



**Policy Committee Meeting  
Meeting Minutes  
Wednesday, December 9, 2020  
3:00 P.M.**

*\*Held as a Virtual Public Meeting via Zoom Meetings*

**Call to Order:** Chair Hanson called the meeting to order at 3:00 PM.

**1. Roll Call**

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

**2. Administrative Agenda**

**a. Approval of Agenda (Action)**

Motion to approve the December 9, 2020 meeting agenda was made by Mr. Nicklas; seconded by Mr. Gregory; Motion approved unanimously.

**b. Approval of Minutes (Action)**

Motion to approve the October 14, 2020 meeting minutes was made by Mr. Finucane; seconded by Mr. Smith; Motion approved unanimously.

**c. Public Comments**

Chair Hanson introduced Brandon Geber, the new full-time DSATS employee. Mr. Geber provided a brief introduction of himself to the committee.

**3. Transit Agenda**

- a. No agenda items

#### 4. Roadway Agenda

##### a. MPO PM1 Safety Performance Measures (Action)

Mr. Schwartz reported that the Federal Highway Administration requires Safety Performance Measures to be renewed annually. The State of Illinois has set its annual incident reduction goal at 2% for the number of serious injury and fatal crashes. DSATS must either adopt the State's goal (as in previous years) or create and adopt its own. Given the relatively few numbers of crashes within the MPA compared to the State, TAC and DSATS staff recommended the Policy Committee adopt the State's targets. Motion to adopt the State PM1 Safety Performance Measures (Resolution 2020-1) was made by Mr. Smith; seconded by Ms. Williams; Motion approved unanimously.

##### b. MPO PM2 Asset Management Measures (Action)

Mr. Schwartz presented that the Federal Highway Administration allows states to adjust their four-year Asset Management targets after the two-year targets are complete. The State of Illinois has chosen to update most of their four-year Asset Management targets. DSATS must either adopt the State's updated targets (as in previous years) or create and adopt its own. Mr. Schwartz provided a breakout of lane miles by jurisdiction and detailed only a small section of IL 38 in DeKalb and a now-repaired section of IL 23 in Sycamore were the only sections listed under poor condition. Given the relatively few NHS lane miles within the MPA under local control, TAC and DSATS staff recommended the Policy Committee adopt the State's targets. Motion to adopt the State PM2 Asset Management Measures (Resolution 2020-2) made by Mr. Finucane; seconded by Ms. Groce. Motion approved unanimously.

##### c. Proposed FY2022-2026 STU Projects (Action)

Mr. Schwartz reported that the Project Selection Committee recently met to recommend projects using STU funds for inclusion in the FY2022-2026 Transportation Improvement Plan. A detailed overview was provided for each project along with a general overview of the STU budget for the proposed years. Mr. Schwartz also explained the planning year discrepancies between IDOT's four-year STIP and DSATS five-year TIP, and provided that a recommendation for approval has been made by TAC. Mr. Hanson asked how the scoring system works. Mr. Schwartz provided an overview of the scoring system and described the subjective criteria considered. Motion to approve the proposed FY2022-2026 STU Projects made by Mr. Gregory; seconded by Mr. Nicklas. Mr. Lang asked about the number of projects that were proposed and how they get narrowed down to the short-list. Mr. Schwartz answered approximately \$30 million dollars' worth of projects were submitted and narrowed down using the established scoring system and community priorities. Motion approved unanimously.

#### 4. Governance Agenda

##### a. Election of Officers (Action)

Chair Hanson reported it is time to elect a new Chair, Vice-Chair, and Secretary. Mr. Nicklas nominated Mr. Gregory for the position of Chair; seconded by Mr. Finucane. Ms. Groce nominated Mr. Nicklas for the position of Vice-Chair; seconded by Mr. Smith. Mr. Nicklas nominated Ms. Groce for the position of Secretary; seconded by Mr. Lang. Motion to close nomination and cast a unanimous ballot made by Mr. Finucane; seconded by Mr. Lang. Motion approved unanimously.

**b. 2021 Committee Meeting Schedule (Action)**

Chair Hanson presented the proposed 2021 Policy meeting schedule for approval. Motion to approve the 2021 Policy meeting schedule made by Mr. Finucane; seconded by Mr. Lang; Motion approved unanimously.

**4. Closing Agenda**

**a. Staff and Project Updates**

Mr. Geber reported on progress made regarding the 2020 Traffic Count program. Staff completed all 38 planned intersection studies and has sent the collected data for processing. Once processed, DSATS will prepare and distribute the data via the 2020 Traffic Count Study report. Mr. Geber also reported in response to a request by TAC, DSATS recently sent a request for 2020 active transportation project updates to member organizations of the Active Transportation Subcommittee. Based on initial feedback received, there are no updates to report but multiple projects are expected to occur in 2021.

Mr. Schwartz announced DSATS will soon begin developing its FY 2022 Unified Planning Work Program budget and document, and will be reaching out to TAC members to solicit potential projects requiring regional transportation planning assistance. Mr. Schwartz also reminded member organizations to have a completed Open Meetings Act certificate on file with DSATS.

Mr. Cox of transit staff presented that the City of DeKalb was recently awarded \$5,000,000 from IDOT's Rebuild Illinois Capital grant program to assist with the architecture, engineering, and construction of a transit maintenance and operations facility. The City of DeKalb is expected to use the funds to leverage discretionary grant opportunities available through FTA. Mr. Cox also reported the paratransit provider transition from Voluntary Action Center (VAC) to TransDev is scheduled to occur on January 1, 2021, and everything is in place for a smooth transition. Transit staff is working with City of DeKalb IT to host a public outreach meeting next week to provide information and answer questions regarding the transition. Mr. Smith commented it will be very important to have the outreach meeting due to the number of comments expected to come in post-implementation.

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

No report.

**c. Additional Business**

Mr. Nicklas and Ms. Groce commended Chair Hanson upon his retirement at the month's end for the model work and support he has provided over the years. Chair Hanson was presented with a Certificate of Appreciation from DSATS and received unanimous praise from the committee, including his work on establishing bus shelters throughout the region.

**d. Adjourn**

A motion to adjourn was made by Ms. Groce; seconded by Mr. Nicklas; Motion approved unanimously. Meeting adjourned at 3:35 PM.

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