



Transportation Advisory Committee

Date: Wednesday, February 3rd, 2021

Time: 11:00am

Location: Due to the COVID-19 pandemic, this meeting was held as a Virtual Public Meeting.

Attendance:

Voting Members

City of DeKalb: Zac Gill (Vice-Chair)
City of Sycamore: Mark Bushnell (Chair)
Town of Cortland: Brandy Williams
DeKalb County: Nathan Schwartz
NIU: John Heckmann
IDOT District #3: Not Present

Non-Voting Attendance

IDOT OP&P: Doug DeLille
DSATS Staff: Nathan Schwartz, Brandon Geber

Meeting Minutes

Call to Order: Chair Bushnell called the meeting to order at 11:03am.

1. Roll Call

2. Approval of Agenda (Action)

Motion to approve the February 3, 2021 meeting agenda made by Mr. Gill; seconded by Ms. Williams; Motion approved unanimously.

3. Approval of Minutes – December 2nd, 2020 (Action)

Motion to approve the December 2, 2020 meeting minutes made by Mr. Heckmann, seconded by Ms. Williams; Motion approved unanimously.

4. Public Comments

No public comments.

5. New Business

a. Election of Officers (Action)

Chair Bushnell reported that it is time to elect the Chair and Vice-Chair. Mr. Schwartz explained that elections are held at the first meeting of the year. Chair Bushnell nominated Mr. Gill for Vice-Chair. Mr. Heckmann nominated Chair Bushnell to remain Chair. Motion to approve the nominations as presented made by Mr. Schwartz; seconded by Ms. Williams; Motion approved unanimously by voice vote.

b. SFY 2022 Unified Planning Work Program (UPWP) Update

Mr. Geber presented on the draft budget and budget narrative for State Fiscal Year 2022 (July 1, 2021 – June 30, 2022) and detailed projects and activities included within the work program. The draft budget will be sent to IDOT by February 16th, 2021, and will go before the committee again for recommendation in mid-to-late spring. Mr. DeLille asked if the MTP update will continue into SFY 2023 or if the goal is to finish in SFY 2022, and cited potential delays in data releases from the 2020 US Census. Mr. Geber responded the goal is to complete the MTP in SFY 2023, while SFY 2022 funds will be used for preliminarily tasks, such as data collection. No other feedback was provided.

c. Public Participation Plan (PPP) Update

Mr. Geber presented on the update process underway for the MPO's PPP, including key items to consider, existing plan requirements, and recommendations to modify current public participation activities. Staff recommended to reduce the general 45-day public review period to 28 days for applicable documents and to move required public hearings to optional. Mr. DeLille commented he is in favor of making public hearings optional or merging them into public review as issues have surfaced with virtual public meetings and Open Meetings Act requirements. Mr. Geber mentioned the document will be going out for public review and a public hearing by February 17, 2021, and will again come before the committee for recommendation in April. No other feedback was provided.

d. Title VI Program Update

Mr. Geber presented on the update process underway for the MPO's Title VI Program, including required program elements, non-discrimination policies, limited-English Proficiency standards, and environmental justice procedures. Mr. Geber mentioned the document will be going out for public review and a public hearing by February 17, 2021, and will again come before the committee for recommendation in April. A questionnaire will also be sent to committee members to document the demographic composition of the committee. No other feedback was provided.

6. Other Business

a. Staff and Project Updates

Mr. Geber provided an update regarding recent improvements to the DSATS website, and walked committee members through the edits.

Mr. Gill mentioned that the intersection reconstruction of Peace Road and Fairview Drive will take place in June. There are also two bridge projects expected to occur in 2022 on Lucinda Avenue and North 1st Street.

Chair Bushnell asked committee members if there were ordinances for residential snow removal on sidewalks. Ms. Williams responded the Town of Cortland does have a requirement. Mr. Gill stated the City of DeKalb does have a requirement outside of Downtown, of which the City clears. Chair Bushnell reported City of Sycamore only requires the downtown district to be cleared, but they have received many calls from other residential areas with recent snow accumulations.

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

Mr. DeLille reported IDOT will not be doing a statewide call for projects for Statewide Planning and Research (SPR) funds to catch up on current projects. ITEP grant award announcements should be made in the spring.

c. Additional Business

No additional business.

7. Adjourn

A motion to adjourn was made by Mr. Gill, seconded by Ms. Williams; meeting adjourned at 11:38am.

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