



## Transportation Advisory Committee

**Date:** Wednesday, April 7<sup>th</sup>, 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: Derek Hiland  
NIU: John Heckmann  
IDOT District #3: Nicholas Spence, Tom Magolan (11:10am)

**Non-Voting Attendance**

DeKalb Transit: Marcus Cox  
IDOT Local Roads: Steve Chery  
IDOT OP&P: Doug DeLille  
DSATS Staff: Nathan Schwartz, Brandon Geber

### Meeting Minutes

**Call to Order:** Chair Bushnell called the meeting to order at 11:02am.

- 1. Roll Call**
- 2. Approval of Agenda (Action)**  
Motion to approve the April 7, 2021 meeting agenda made by Mr. Gill; seconded by Ms. Williams; Motion approved unanimously.
- 3. Approval of Minutes (Action)**  
Motion to approve the February 3, 2021 meeting minutes made by Mr. Heckmann, seconded by Mr. Gill; Motion approved unanimously.
- 4. Public Comments**  
No public comments.

## 5. New Business

### a. 2021 Public Participation Plan (PPP) (Action)

Mr. Geber presented on the update of the MPO's PPP, including key modifications to the previous program. The draft 2021 PPP was available for public review from February 15<sup>th</sup> – March 31<sup>st</sup>, including a public hearing on March 31<sup>st</sup>. No comments were received. The final draft document is presented to the committee for potential recommendation to the Policy Committee for adoption. Motion to recommend the document for adoption made by Mr. Hiland, seconded by Ms. Williams; Motion approved unanimously.

### b. 2021 Title VI Program (Action)

Mr. Geber presented on the update of the MPO's Title VI Program, including key modifications to the previous program. The draft 2021 Title VI Program was available for public review from February 15<sup>th</sup> – March 31<sup>st</sup>, including a public hearing on March 31<sup>st</sup>. No comments were received. The final draft document is presented to the committee for potential recommendation to the Policy Committee for adoption. Motion to recommend the document for adoption made by Mr. Gill, seconded by Mr. Hiland; Motion approved unanimously.

### c. SFY 2022-2026 Transportation Improvement Program (TIP) Update

Mr. Geber presented on the update of the MPO's TIP for SFY 2022-2026, including updated document elements and the initial program of projects. Mr. Geber also presented a draft version of the new electronic TIP (eTIP), a complimentary map that illustrates programmed projects. The draft TIP is available for public review from April 2<sup>nd</sup> – May 2<sup>nd</sup>, including a public hearing on April 29<sup>th</sup>. The draft TIP will come before the committee in May for a potential recommendation for adoption.

Mr. Gill requested clarification on the project cost threshold between needing a TIP amendment versus an administrative action. Mr. Schwartz answered the cost thresholds were set to account for major changes in scope, regardless of the cost. Mr. Geber added the current threshold separates the criteria for federal STU funds and total project costs to better accommodate limited STU dollars while maintaining appropriate oversight of other major project changes.

Mr. Gill requested clarification on public comment procedures for deleting or changing a project's timeline. Mr. Schwartz answered deleting projects would need to go through public comment, but would not be as immediate of a need as a project going to letting. Mr. Geber included situations in which an STU project is moved or deleted, there is often an associated change in another project to use the funding.

Mr. Gill asked if moving projects between TIP years required a public comment period. Mr. Schwartz answered those types of changes can be processed by staff as an administrative action.

**d. SFY 2022 Unified Planning Work Program (UPWP) Update**

Mr. Geber provided an update on the budget and work program for State Fiscal Year 2022 (July 1, 2021 – June 30, 2022). The draft budget was approved by IDOT and a Notice of Award has been received. The MPO is now waiting on a final agreement. The draft UPWP will come before the committee in May for a potential recommendation for adoption. Although a public review period is not required, the MPO will make the draft UPWP available on the DSATS website for review.

**6. Other Business**

**a. Staff and Project Updates**

Mr. Schwartz reported DSATS will be piloting a data collection process to update google street view imagery for the region.

Mr. Geber presented a draft version of a web-based map displaying regional trails and parks in response to feedback received as part of the Active Transportation Plan. Mr. Heckmann commented he appreciates having this information in an easily-accessible format. Mr. Geber added he is working to update trail information on other platforms as well.

Mr. Schwartz reported the MPO recently received a request for an updated truck route map for the region and staff will be reaching out to partners to obtain up-to-date information. Mr. Geber informed the committee the latest map was created during the 2010 truck route study and has not been updated to reflect recent updates to truck route classifications. Chair Bushnell asked committee members if they enforce truck restrictions. All but City of Sycamore stated they do enforce them. Mr. Gill reported there are many projects receiving clarification over the next month and will provide more details at the next meeting.

Mr. Schwartz reported DeKalb County's Motel Road bridge replacement project is moving forward and will potentially reopen in early summer.

Mr. Heckmann reported NIU will use previously awarded federal funds to make improvements to two bus route roadways and to upgrade crosswalk signals at the intersection of Lucinda Avenue and Normal Road.

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

Mr. DeLille reported IDOT is currently evaluating the distribution methods for COVID relief dollars and is leaning towards using the established STU formulas.

Mr. Chery reported there is an ongoing HSIP call for projects ending on May 5, 2021 at 5:00pm. Applications can be sent directly to him.

Mr. Magolan announced Nicholas Spence was officially promoted to Program Engineer in September and will serve as an alternate to Masood.

Mr. Spence reported both the IL 23 resurfacing project between Sycamore and Genoa and the crack and joint sealing project on IL 23 between DeKalb and Sycamore are complete. The latest MYP is expected to be published in late spring/early summer and pavement conditions studies will be performed throughout the region this summer.

Mr. Magolan added traffic counting will also be performed in the region this summer and district staff will forward their MYP projects for inclusion into the MPO's TIP as soon as it's available.

**c. Additional Business**

Mr. Schwartz inquired if there is interest in potentially holding joint TOC and TAC meetings when committee agendas are fairly identical and if so, is there a preference for a 10:00am or 11:00am meeting time. Committee members expressed their support. Mr. Gill stated 11:00am works better for his schedule. No other preferences were given.

Mr. Geber added DSATS is preparing to perform active transportation counts this spring and asked committee members to submit sidewalks and trails they would like counted. Chair Bushnell requested the invitation also be sent to the Active Transportation Subcommittee.

**7. Adjourn**

A motion to adjourn was made by Mr. Hiland, seconded by Mr. Gill; meeting adjourned at 11:57am.

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