



Transit Operations Committee

Date: Wednesday, April 7th, 2021

Time: 10:00am

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

Attendance:

Voting Members

City of DeKalb: Bryan Faivre, Marcus Cox
 City of Sycamore: Mark Bushnell (Chair)
 DeKalb County: Kathy Ostidick (Vice Chair)
 NIU: John Heckmann
 NIU Student Assoc.: Rene Fuqua
 Kishwaukee College: Michelle Rothmeyer

Non-Voting Attendance

Town of Cortland: Brandy Williams
 VAC: Tracy Smith
 DeKalb Transit: Sabrina Kuykendall Kvasnicka
 DSATS Staff: Nathan Schwartz, Brandon Geber

Meeting Minutes

Call to Order: Chair Bushnell called the meeting to order at 10:04am.

1. Roll Call

2. Approval of Agenda (Action)

Motion to approve the April 7, 2021 meeting agenda made by Ms. Ostidick; seconded by Mr. Heckmann; Motion approved unanimously.

3. Approval of Minutes (Action)

Motion to approve the February 3, 2021 meeting minutes made by Ms. Ostidick, seconded by Mr. Heckmann; Motion approved unanimously.

4. Public Comments

No public comments.

5. New Business

a. Urban Service Updates

Mr. Cox reported on the status of planning for a transit maintenance and operations facility. The contract for facility programming, site selection, master planning, NEPA, and public input will go before City Council on April 12, 2021. While focus will be given to the potential site along Dresser Road, final site selection is dependent on the study. The total contact is approximately \$960,000, with potential additions depending on the results of the NEPA study.

Mr. Cox also reported City of DeKalb Public Transit received approximately \$700,000 through the latest American Rescue Plan stimulus program, in addition to funds received from the CARES package. Additionally, service ridership seems to be steadily improving as the agency continues to operate through the ongoing pandemic.

b. Rural/On-Demand Service Updates

Mr. Smith reported rural public transit has seen gradual increases in ridership and VAC is continuing to meet demand as riders return.

Mr. Bushnell inquired about the status of NIU's in-person attendance policies.

Mr. Heckmann replied the university continues to operate in a hybrid in-person/online approach but in-person classes are expected to return during the fall.

c. 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 15th – March 31st, including a public hearing on March 31st. 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 Ms. Ostdick, seconded by Mr. Faivre; Motion approved unanimously.

Chair Bushnell commented he appreciates the easy-to-follow table outlining program elements.

d. 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 15th – March 31st, including a public hearing on March 31st. 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. Heckmann, seconded by Ms. Ostdick; Motion approved unanimously.

e. 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 2nd – May 2nd, including a public hearing on April 29th. The draft TIP will come before the committee in May for a potential recommendation for adoption.

Chair Bushnell inquired about the funding sources used for the Peace Road Bridge project. Mr. Schwartz answered the bridge widening project will be funded through a combination of Motor Fuel Tax dollars and County local property tax dollars. Ms. Ostdick and Chair Bushnell both stated their appreciation of the eTIP. Mr. Geber mentioned the same technology is also available to local partners interested in sharing local project information.

f. 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. Chair Bushnell requested the trail map be sent to the Active Transportation Subcommittee to coordinate efforts.

Chair Bushnell reported the City of Sycamore is looking forward to approving their road program in May.

Mr. Heckmann stated his appreciation for being included within the TIP update process to move a project forward.

Ms. Fuqua reported the Student Government Association recently held elections, so leadership changes are coming and there may be vacancies over the summer.

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

No updates.

c. Additional Business

Mr. Schwartz inquired if there is interest in potentially holding joint TOC and TAC meetings when committee agendas are fairly identical. Committee members expressed their support. Chair Bushnell inquired if there is a preference for 10:00am or 11:00am meeting times. No preferences were stated.

7. Adjourn

A motion to adjourn was made by Ms. Ostdick, seconded by Mr. Heckmann; meeting adjourned at 10:53am.

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