



Special Joint TOC & TAC

Date: Wednesday, May 5th, 2021
Time: 11:00am
Location: Due to the COVID-19 pandemic, this meeting was held as a Virtual Public Meeting.
Attendance:

TOC Voting Members

City of DeKalb: Bryan Faivre, Marcus Cox
 City of Sycamore: Mark Bushnell (C)
 DeKalb County: Kathy Ostdick (VC)
 NIU: John Heckmann
 NIU Student Assoc.: Not Present
 Kishwaukee College: Michelle Rothmeyer

TOC Non-Voting Attendance

Town of Cortland: Brandy Williams
 VAC: Tracy Smith
 IDOT OP&P: Doug DeLille
 DeKalb Transit: Sabrina Kuykendall Kvasnicka
 DSATS Staff: Nathan Schwartz, Brandon Geber

TAC Voting Members

City of DeKalb: Zac Gill (VC), Bryan Faivre
 City of Sycamore: Mark Bushnell (C)
 Town of Cortland: Brandy Williams
 DeKalb County: Derek Hiland
 NIU: John Heckmann
 IDOT District 3: Not Present

TAC Non-Voting Attendance

DeKalb Transit: Marcus Cox, Sabrina Kuykendall Kvasnicka
 VAC: Tracy Smith
 IDOT OP&P: Doug DeLille
 DSATS Staff: Nathan Schwartz, Brandon Geber

Meeting Minutes

Call to Order: Chair Bushnell called the meeting to order at 11:00am.

1. Roll Call
2. Approval of Agenda (Action)

Motion to approve the May 5, 2021 TOC meeting agenda made by Mr. Cox; seconded by Mr. Heckmann; Motion approved unanimously.

Motion to approve the May 5, 2021 TAC meeting agenda made by Mr. Hiland; seconded by Mr. Gill; Motion approved unanimously.

3. Approval of Minutes (Action)

Motion to approve the April 7, 2021 TOC meeting minutes made by Mr. Heckmann, seconded by Ms. Ostdick; Motion approved unanimously.

Motion to approve the April 7, 2021 TAC meeting minutes made by Ms. Williams, seconded by Mr. Heckmann; Motion approved unanimously.

4. Public Comments

No public comments.

5. New Business

a. Urban Service Updates

Mr. Cox reported fixed-route service began operating its break service schedule on Saturday, May 1, 2021, which reduces service hours by approximately half when NIU is not in their fall or spring sessions. While service frequency is reduced around campus, city-centric services are not affected. After discussions with Ferrara Candy, all-day service has been added to Park 88, removing an original mid-day break. Mr. Cox also reported an amendment to the City's Transdev contract was approved at the April 26, 2021 City Council meeting to modify the existing fixed-route schedule on campus. This change will improve the efficiency of the service. Resulting financial savings will be used to increase fixed-route operator pay to remain competitive with other agencies throughout the state.

Mr. Smith thanked Mr. Cox for his work on the amendment and thinks this change will reduce the turnover rate of CDL drivers.

b. Rural/On-Demand Service Updates

Mr. Smith reported that VAC is starting to see an increase in ridership and hopes the gradual increase will continue at a reasonable pace to account for staffing needs.

c. SFY 2022 Unified Planning Work Program (UPWP) (Action)

Mr. Geber presented on the draft MPO UPWP for State Fiscal Year 2022 (July 1, 2021 – June 30, 2022), including specific items listed within the program. Although a formal public review was not required for this document, the draft UPWP was provided on the DSATS website for public review from April 26 – May 5. No comments were received. The final draft document is presented to the committees for potential recommendation to the Policy Committee for adoption.

Motion to recommend the document for adoption by TOC made by Mr. Cox, seconded by Ms. Ostdick; Motion approved unanimously.

Motion to recommend the document for adoption by TAC made by Ms. Williams, seconded by Mr. Hiland; Motion approved unanimously.

d. SFY 2022-2026 Transportation Improvement Program (TIP) (Action)

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. The draft TIP for SFY 2022-2026 was available for public review from April 2 – May 2, including a public hearing on April 29. No comments were received. The final draft document is presented to the committee for potential recommendation to the Policy Committee for adoption.

Mr. Heckmann stated it feels uncomfortable to set safety targets at anything other than zero. Some members of the public may misconstrue the targets as being complacent with some roadway fatalities or injuries and requested a description be added to define what the targets actually represent. Mr. Schwartz added the terminology difference between "goal" and "target" will be important to emphasize. The goal is definitely zero, but the targets represent realistic expectations for incremental decreases over time. Staff will review how this is addressed in IDOT's Statewide Transportation Improvement Program and add language to differentiate between goals and targets.

Motion to recommend the document for adoption by TOC pending a modification to the description of PM1 safety targets made by Mr. Heckmann, seconded by Ms. Ostdick; Motion approved unanimously.

Motion to recommend the document for adoption by TAC pending a modification to the description of PM1 safety targets made by Mr. Gill, seconded by Ms. Williams; Motion approved unanimously.

e. Metropolitan Transportation Planning Process Self-Certification (Action)

Mr. Geber presented on the annual certification of the DSATS MPO Transportation Planning Process, which is submitted concurrent to the TIP. A memo was provided to committee members that further details federal requirements for MPOs, how DSATS conforms with these requirements, and an overview and status of mandated work products. A recommendation to Policy Committee to certify the DSATS MPO Transportation Planning Process is presented to the committees.

Chair Bushnell asked if Policy Committee adopts the requirements. Mr. Geber clarified the Policy Committee will officially vote to certify the planning process for IDOT's submission to FHWA and FTA.

Motion to recommend the certification of the MPO Transportation Planning Process by TOC made by Mr. Heckmann, seconded by Ms. Ostdick; Motion approved unanimously.

Motion to recommend the certification of the MPO Transportation Planning Process by TAC made by Mr. Gill, seconded by Mr. Hiland; Motion approved unanimously.

f. Public Transit Agency Safety Plan (PTASP) Performance Measure Targets (Action)

Mr. Geber presented on local safety targets outlined in the City of DeKalb Public Transit's Public Transit Agency Safety Plan. Since the MPO programs FTA section 5307 urbanized funding within the TIP, it is expected to adopt regional PTASP performance targets to be used in the project planning and prioritization process. As City of DeKalb Public Transit is the only urbanized public transit provider in the MPA, staff recommends the adoption of their targets. The City of DeKalb PTASP performance targets are presented to the committees for potential recommendation to the Policy Committee for MPO adoption.

Motion to recommend the City of DeKalb Public Transit's PTASP Safety Targets for adoption by TOC made by Mr. Faivre, seconded by Mr. Heckmann; Motion approved unanimously.

Motion to recommend the City of DeKalb Public Transit's PTASP Safety Targets for adoption by TAC made by Mr. Heckmann, seconded by Ms. Williams; Motion approved unanimously.

Mr. Geber added an edit will be made to the Final Draft TIP to define the goal for safety events on public transit is zero, similar to the PM1 Highway Safety request discussed during the TIP agenda item.

g. Federal COVID Relief Funds

Mr. Schwartz explained the MPO is receiving approximately \$234,000 from the 2021 Highway Infrastructure Programs Coronavirus Response and Relief Supplementation Appropriations Act (HIP-CRRSAA), and initial input is requested from the committees on how that money should be spent. Staff recently discussed the possibility of using these funds to improve alternative transportation systems highlighted during the pandemic. The COVID relief funds will function similar to STU appropriations and do not require a local match. Mr. Gill supported the idea and mentioned using the funds on alternative transportation maintenance projects could ease some of the preliminary work involved. Mr. Schwartz added that a path overlay would be realistic project. Mr. Geber mentioned the Active Transportation Plan included path maintenance and wayfinding signage as community needs. Mr. Heckmann and Ms. Williams appreciated the connection between the funds and needs highlighted during the pandemic.

Chair Bushnell inquired if the funds have similar requirements to STU funds, such as bike paths being limited to STU eligible roadways. Mr. Schwartz answered he is not certain, but limitations are similar to STU funds. The funds cannot be used to replace funding for existing programmed projects this fiscal year. Mr. DeLille clarified funds can be swapped for projects that have not been federally authorized, and he is not sure if funds can be used on certain maintenance types, similar to STU. Mr. Schwartz added STU funds cannot be used for general maintenance, such as crack and joint sealing, but can be used for other maintenance, such as overlays.

6. Other Business

a. Staff and Project Updates

Mr. Schwartz reported staff has been working on a recreational facilities map, which is ready to be released to the general public. Bicycle/pedestrian counters have also been placed along Peace Road and a schedule of regional deployments is being prepared for two-month segments throughout the year. A coordination effort is underway to develop a map of designated and local truck routes throughout the MPA, which has not been updated since 2010. The street view imaging program has made it through IDOT's financial review and is pending approval from IDOT's central office. Staff is attending the American Planning Association national conference and is happy to share highlights if requested. At last, 2020 Census data is being released and to expect some minor changes in the fringes of the urbanized area. Mr. Geber added in response to TAC's request at the previous meeting, the recreational facilities map and bicycle/pedestrian counter deployments were sent to members of the Active Transportation Subcommittee for recommendations. Based on feedback received, trail length was added to the facilities map and DSATS will be counting traffic through a local park.

Mr. Gill reported DSATS staff assisted the City of DeKalb in submitting their traffic signal upgrade project for funding in the new federal highway infrastructure bill. Mayor Smith was contacted by Representative Underwood to announce the project was selected for incorporation. The City expresses their appreciation of assistance. Mr. Schwartz announced the Motel Road bridge deck was recently poured and the bridge is expected to be opened in four to six weeks.

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

Mr. DeLille reported ITEP projects selected for funding are pending an announcement from the Governor's office.

c. Additional Business

Chair Bushnell thanked the committee members for their flexibility in scheduling a joint meeting.

7. Adjourn

A motion to adjourn the TOC was made by Mr. Heckmann, seconded by Ms. Ostdick; Motion approved unanimously.

A motion to adjourn the TAC was made by Ms. Williams, seconded by Mr. Gill; Motion approved unanimously.

Meeting adjourned at 11:51am.

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