



**TECHNICAL ADVISORY COMMITTEE MEETING  
WEDNESDAY, 1 MAY 2019 – 11:00 A.M.  
MEETING # TAC0519**

**ATTENDANCE**

- Voting Membership:
  - City of DeKalb: **Zac Gill**, Bryan Faivre
  - City of Sycamore: **Mark Bushnell** (Chair)
  - DeKalb County: not present
  - Town of Cortland: not present
  - IDOT District 3: **Tom Magolan**, Ryan Lindenmier
  - NIU: **John Heckmann** (Vice-Chair)
  - NIU Student Association: not present
  - VAC: **Paul LaLonde**
  - Kishwaukee College: not present
- Non-Voting Attendance:
  - Transit Committee Chair: not present
  - Taylor Municipal Airport: not present
  - FHWA: not present
  - IDOT Planning & Programming: Doug DeLille
  - IDOT Local Roads: not present
  - DSATS staff: Brian Dickson
  - Transit staff: not present
  - Others Present: none.

(**BOLD** indicates voting member)

**CALL TO ORDER**

Chair Bushnell called the meeting to order and established a quorum at 11:02 a.m.

**1. Introductions**

Introduction of members present was made.

**2. Administrative Agenda**

**a. Approval of Agenda**

**Motion #TAC0519-01:** Motion to approve the May 1, 2019 meeting agenda made by Mr. LaLonde; 2<sup>nd</sup> by Mr. Gill and approved by voice vote.

*b. Approval of Minutes*

**Motion #TAC0519-02:** Motion to approve the March 6, 2019 meeting minutes by Mr. Gill; 2<sup>nd</sup> by Mr. LaLonde and approved by voice vote.

*c. Public Comment*

None

**3. Roadway Agenda**

*a. DSATS SFY20-24 TIP*

Mr. Dickson said each year DSATS updates its Transportation Improvement Program (TIP). The TIP is a listing of all fiscally constrained, federally funded transportation projects in the DSATS region, over the next 5 years. Fiscally constrained means all federal funds and local matching funds have been secured. Mr. Dickson provided a brief overview of the TIP document and listing of projects. Mr. Dickson requested members review the TIP and provide staff with any comments or changes by May 15, 2019. Mr. Bushnell requested a reminder be sent to members on May 13, 2019 to submit members' comments.

*b. DSATS SFY20 UPWP*

Mr. Dickson said each year DSATS submits its annual Unified Planning Work Program (UPWP) to IDOT. The UPWP is the identification of the budget and list of projects and activities a Metropolitan Planning Organization (MPO) anticipates completing in the next fiscal year. Mr. Dickson provided a brief overview of the SFY2020 UPWP document. Mr. Dickson requested that members review the UPWP and provide staff with any comments or changes by May 15, 2019. Mr. Bushnell requested a reminder be sent to members on May 13, 2019 to submit members' comments.

*c. DSATS SFY19-23 TIP Revisions 6-9*

Mr. Dickson provided members with an overview of the DSATS SFY19-23 TIP Revisions which staff has processed since the last TAC meeting.

- Revision 6: Place the following projects in Advanced Construction status:
  - TIP ID #: 2018-H-255 Safety improvements at the intersection of Peace Road and IL-64.
  - TIP ID#: 2018-H-256: Safety improvements on Plank Road from Lindgren Road to East County Line Road.
- Revision 7: Place the following project in Advanced Construction status:
  - TIP ID #: 2019-H-230 Bridge replacement on Base Line Road at Coon Creek.
- Revision 8: Modify the cost of project 2018-H-242, Installation of turn lanes on Peace Road at Freed Road and Brickville Road. The project cost increased from \$125,000 to \$156,000.
- Revision 9: Modify the cost of project 2019-H-230, Safety improvements on Base Line Road from Lindgren Road to East County Line Road. The project cost increased from \$450,000 to \$550,000.

Mr. Heckmann inquired why there was a cost increase for the projects in Revisions 8 and 9. Mr. Dickson said Mr. Schwartz was unable to attend the meeting this month, but would be able to address any questions on cost changes at the next meeting. Mr. Bushnell asked what effects these cost changes would have on the funding of other projects in the DSATS region. Mr. Dickson said the installation of turn lanes on Peace Road is using Surface Transportation Program – Urban (STP-U) funds and would decrease the fund balance of STP-U grant funds

allocated to DSATS. Mr. Dickson noted there is sufficient funds allocated to DSATS to cover the cost increase but will ask Mr. Schwartz to provide an overview to members at the next meeting.

Mr. Bushnell requested that for all future TIP Amendments and Administrative Actions which involve a change in costs, the reason for the cost increase and the impact to DSATS grant funding due to the cost change, should be included in the TIP amendment information presented to members.

#### **4. Active Transportation Agenda**

##### **a. Active Transportation Plan Update**

Mr. Dickson said the Active Transportation Plan is nearly complete, with only a few minor revisions left. Staff will be holding some open houses on the plan during the month of May. Staff will seek final approval of the Plan at the June DSATS meetings.

It was asked if the Active Transportation Plan (ATP) requires a public comment period and if staff will be able to address all public comments prior to the June meetings if open house events will occur through the end of May. Mr. Dickson said staff will work with Active Transportation Subcommittee members to address comments prior to approval by the DSATS committees in June. Mr. Dickson said the ATP is a supplemental plan which is not required by federal regulations. As this is not a required plan, a public comment period or public hearing is not required. Mr. DeLille noted following standard MPO public participation procedures for the approval of the ATP, such as holding a public comment period and public hearing, can increase the chance of obtaining grant funding for projects identified in the plan.

Mr. Dickson said he would look to address any public comments received as quickly as possible and look to hold a public comment period on the ATP concurrently with the public comment period for the SFY20-24 TIP. Consensus amongst members was final approval could be delayed another month, however, approval of the ATP in June is preferable.

#### **5. Closing Agenda**

##### **a. Staff and Project Updates**

The City also has an MFT and Locally Funded road program out to bid. The bid openings are May 15<sup>th</sup>.

During the week of May 13<sup>th</sup>, the County will start the CRF application on Peace Road. This project extends from ½ mile north of IL Route 64 to IL Route 23 and will be completed by CAM Midwest of Sugar Grove. It is a heavy-duty sealant and traffic is encouraged to take alternate routes. The County and the City of Sycamore will prepare construction notices and distribute them via website and facebook the week of May 6<sup>th</sup>.

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

IDOT District 3:

- All projects for the IDOT Multi-year program have been submitted to Springfield. Springfield has not made any official announcement yet on the projects selected.
- Omer Osman remains as Acting IDOT Secretary of Transportation. Official confirmation of the Secretary of Transportation is expected soon.

- Doug House has been officially confirmed as the Deputy Secretary of Transportation.
- The new Regional Engineer for IDOT Region 2 has not been announced yet. Kevin Marchek continues to fill the position on a part-time basis until a new engineer is named.

#### IDOT Planning

- Safe Routes to School (SRTS) project award winners were recently announced.
- Illinois Transportation Enhancement Program (ITEP) applications will be open in October 2019. It was announced this year, Phase I Preliminary Engineering (PE) will not be funded as part of ITEP awards. Phase I PE for a project must be completed prior to submittal of an ITEP project application.
- MPO staff was sent information on Highway Safety Improvement Program (HSIP) 2019 applications. Mr. Dickson noted he sent out the application information to TAC members.
- IDOT Planning is trying to have all MPO agreements sent out to all Illinois MPOs by July 2019.

#### *c. Additional Business*

No additional business.

#### *d. Adjourn*

**Motion #TAC0519-03:** Motion to adjourn at 11:51 a.m. made by Mr. Gill; 2<sup>nd</sup> by LaLonde and approved by voice vote.

Submitted By: Brian Dickson

Approved: 6/5/2019