



## Transit Operations Committee

**Date:** Wednesday, December 1<sup>st</sup>, 2021

**Time:** 10:00am

**Location:** DeKalb County Highway Department, 1826 Barber Greene Road, DeKalb, IL 60115

**Attendance:**

**Voting Members**

City of DeKalb: Bryan Faivre, Marcus Cox

City of Sycamore: Mark Bushnell (Chair),  
Tim Bassuener

DeKalb County: Nathan Schwartz

NIU: John Heckmann

NIU Student Assoc.: Rene Fuqua

Kishwaukee College: Michelle Rothmeyer

**Non-Voting Attendance**

DeKalb Transit: Marcus Cox

VAC: Tracy Smith

DSATS Staff: Nathan Schwartz

**Meeting Minutes**

**Call to Order:** Chair Bushnell called the meeting to order at 10:02am.

**1. Roll Call**

Motion to allow Rene Fuqua to participate remotely made by Mr. Schwartz; seconded by Bryan Faivre; Motion approved unanimously.

**2. Approval of Agenda (Action)**

Motion to approve the December 1, 2021 meeting agenda made by Mr. Heckmann; seconded by Mr. Cox; Motion approved unanimously.

**3. Approval of Minutes (Action)**

Motion to approve the August 4, 2021 joint TOC-TAC meeting minutes made by Mr. Cox; seconded by Ms. Rothmeyer; Motion approved unanimously.

**4. Public Comments**

No public comments.

**5. New Business**

**a. Transit Maintenance & Operations Facility Update**

Mr. Cox reported the design firm met with the City and anticipates approximately 11 acres needed for the site. A site selection matrix will be used by the site selection

committee. Mr. Heckmann asked if the facility will be used as a transit hub. Mr. Cox said NIU's student center will continue to be the transit hub. However, the new facility will act as a park & ride facility. Mr. Bushnell asked Mr. Cox to comment on the selection committee. The City will include an alderman, an NIU representative, as well as other business and committee representatives. Mr. Smith asked if there will eventually be a second transit hub. Mr. Cox said discussion has occurred and is on-going if and when one would be implemented.

**b. Urban Service Updates**

Mr. Cox provided and commented on the fixed route and paratransit ridership data. Discussion about ridership over the past couple of years occurred.

**c. Rural/On-Demand Service Updates**

Mr. Smith said VAC's ridership numbers are also up, similar to the urban service. The good relationship with Kishwaukee College has helped ridership numbers. Service vehicles similar to paratransit are used for Kishwaukee College instead of the large buses. Ms. Rothmeyer said the College is pleased with the service provided to the students.

**d. Discussion on Fare Collection for Urban Transit Services**

Mr. Cox stated the urban service went fare free in March 2020, except for the Elburn line. He provided the fare revenues from 2019 & 2020. All other urban bus service in comparable communities have reinstated fares except for Decatur. Decatur plans to reinstate fees but has not selected a date yet. Funding for transit comes from DOAP (state funds), FTA 5307 (federal funds), and an IGA with NIU. Fares are not allowed to be used as a local match for state or federal grants. Fares are sometimes used for special projects and equipment purchases. With a new transit facility, there are known expenses that would ideally be paid using fare revenues. A recommended date of January 18, 2022 to reinstate fares was given by transit staff. This date coincides with the first day of the NIU spring semester. After some discussion, the TOC concurred with the recommendation.

**e. 2022 Meeting Schedule (Action)**

Mr. Schwartz presented the proposed meeting schedule for 2022. It was mentioned the meetings may be cancelled if there are not action items in a particular month. Mr. Heckmann asked if there is the possibility of combining the TOC and TAC meetings. Mr. Schwartz said there was if the agendas are predominantly the same. Motion to recommend the 2022 meeting schedule made by Mr. Heckmann, seconded by Mr. Faivre; Motion approved unanimously

**6. Other Business**

**a. Staff and Project Updates**

No report.

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

No report.

**c. Additional Business**

No report.

## 7. Adjourn

A motion to adjourn was made by Mr. Cox, seconded by Ms. Rothmeyer; Motion approved unanimously.

Meeting adjourned at 10:42am.

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