



## Special Joint TOC & TAC

**Date:** Wednesday, November 2, 2022  
**Time:** 10:00am  
**Location:** DeKalb County Highway Department  
 1826 Barber Greene Road, DeKalb, IL 60115

**Attendance:**

**TOC Voting Members**

City of DeKalb: Mike Neuenkirchen  
 City of Sycamore: Mark Bushnell (Chair)  
 DeKalb County: Liam Sullivan, Derek Hiland  
 NIU: Not Present  
 NIU Student Assoc.: Not Present  
 Kishwaukee College: Not Present

**TOC Non-Voting Attendance**

Town of Cortland: Brandy Williams  
 VAC: Tracy Smith  
 IDOT OP&P: Doug DeLille  
 DeKalb Transit: Mike Neuenkirchen  
 DSATS Staff: Nathan Schwartz

**TAC Voting Members**

City of DeKalb: Not Present  
 City of Sycamore: Mark Bushnell (Chair)  
 Town of Cortland: Brandy Williams  
 DeKalb County: Derek Hiland, Liam Sullivan  
 NIU: Not Present  
 IDOT District 3: Nicholas Spence,  
 Ryan Lindenmier

**TAC Non-Voting Attendance**

DeKalb Transit: Mike Neuenkirchen  
 VAC: Tracy Smith  
 IDOT OP&P: Doug DeLille  
 DSATS Staff: Nathan Schwartz  
 IDOT D3 LR: Steve Chery

**Meeting Minutes**

**Call to Order:** TOC Chair and TAC Chair Bushnell called the meetings to order at 10:03am.

**1. Roll Call**

A quorum was established for the TAC but no quorum was present for the TOC.

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

Motion to approve the November 2, 2022 TAC meeting agenda made by Mr. Hiland; seconded by Ms. Williams; Motion approved unanimously.

### 3. Approval of Minutes (Action)

Motion to approve the September 7, 2022 TAC meeting minutes made by Mr. Hiland; seconded by Ms. Williams; Motion approved unanimously.

Motion to approve the April 6, 2022 TAC meeting minutes made by Ms. Williams; seconded by Mr. Hiland; Motion approved unanimously.

### 4. Public Comments

No public comments.

### 5. New Business

#### a. 2023 MPO PM1 Safety Performance Measure Targets (Action)

Mr. Schwartz explained the Federal Highway Administration requires safety performance measure targets to be renewed annually. The State of Illinois has set its annual reduction goal for 2023 at 2% for the number and rate of serious injury and fatal crashes and the number of non-motorized serious injury and fatal crashes. DSATS must either adopt the State's goal (as in previous years) or create and adopt its own targets. Staff recommended adopting the State's goal as in previous years. Motion from TAC to forward the 2% reduction target to the Policy Committee for approval made by Ms. Williams; seconded by Mr. Hiland; Motion approved unanimously.

#### b. 2023 Meeting Schedule (Action)

Mr. Schwartz explained the committees need to annually recommend a meeting schedule for the following year to the Policy Committee. Possible dates for monthly meetings were reviewed. The meeting schedule is proposed to remain the same as 2022. At some point in 2023, the merger of the TOC and TAC is expected to be considered. The committees were separated years ago when there was a lot of changes occurring in transit within the MPO. As things have stabilized and are expected to be stable for the foreseeable future, it was agreed the discussion to merge the committees should occur during 2023. Motion from TAC to forward the 2023 Meeting Schedule to the Policy Committee for approval made by Ms. Williams; seconded by Mr. Hiland; Motion approved unanimously.

#### c. Election of Officers (Action)

Each year, committee officers are selected for the following year. It is preferred for the elections to occur prior to the first meeting of the new year. Because a December meeting will be required for the TAC to review the future STU projects and for the TOC to approve the 2023 Meeting Schedule after failing to have a quorum, Mr. Bushnell motioned to table the topic until the December meeting. The motion was seconded by Mr. Hiland; Motion approved unanimously.

### 6. Urban and Rural Transit Updates

Mr. Smith reported VAC is running about the same as this time last year. There was approximately 3,600 transports in September which is at capacity. He has lost two vehicles due to high repair costs but are still able to cover the routes. The number of Kishwaukee College trips are up. Mr. Smith reported he is becoming the COO of all VAC operations and Robert Mitchell will oversee DeKalb County operations.

Mr. Neuenkirchen reported the urban service is on schedule to provide approximately 700,000 trips for the year. The City of DeKalb recently implemented an increased rate to TransDev for drivers' pay rates. However, they are still slow to get additional drivers on the routes due to the timeline for training, etc. The City also approved the final location of the new transit facility which will be located on Dresser Road by the water tower. The architectural / engineering contract for design will be going to City Council.

## **7. Other Business**

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

Mr. Schwartz reported the Illinois Route 38 project east of DeKalb has been converted from advanced construction to current status. This has been processed on the TIP through administrative action.

Mr. Schwartz reported the City of DeKalb's Peace Road project will probably start in the spring.

Mr. Schwartz reported the MPO received the preliminary shape file for the pavement condition study. The consultant was finishing quality control on the data and found 3 streets to be updated. We should have final data by the start of next week.

Mr. Schwartz reported in-house staff is currently working on the annual traffic counts. Communities should see the pole-mounted cameras at intersections throughout the month.

Mr. DeLille asked for an update about filling the staff vacancy. Mr. Schwartz reported most MPOs across the state are currently looking for employees. DSATS is planning to hire a GIS student from NIU to help with much of the workload and hopefully transition into a fulltime employee. Mr. DeLille confirmed the difficulties across the state in hiring planners and then retaining them. Several committee members shared their own difficulties in filling staff positions.

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

Mr. Lindenmier reported IDOT released the Multi-Year Program earlier this summer. Mr. Chery reported the State is currently accepting TARP applications at his office. Mr. Bushnell asked if TARP funds can be used for maintenance. Mr. Chery verified TARP may only be used to upgrade a road to a truck route.

Mr. DeLille reported the planning marks for FY2024 have recently been released. Although GATA is no longer required per state legislation, the Planning Bureau in Springfield will continue to use GATA until different traffic can be acquired.

### **c. Additional Business**

The Active Transportation Subcommittee needs to update the Active Transportation Plan with any changes from the past year. It was conceded an email update would be sufficient. The voting members on the Subcommittee were reviewed. Mr. DeLille suggested getting better attendance during Active Transportation Subcommittee meetings by connecting the ITEP grants with the Active Transportation Plan. MPO staff will be requesting updates to lists of primary and alternate voting members for each organization.

Mr. DeLille informed the MPO that the PM2 & PM3 targets will be released soon. The updates to TAMP and Public Transit Safety Plans will be released soon also.

**8. Adjourn**

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

Meetings adjourned at 10:36 am.

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