



## Special Joint TOC & TAC

**Date:** Wednesday, March 1, 2023  
**Time:** 11:00am  
**Location:** DeKalb County Highway Department  
 1826 Barber Greene Road, DeKalb, IL 60115

**Attendance:**

**TOC Voting Members**

City of DeKalb: Mike Neuenkirchen, Zac Gill  
 City of Sycamore: Mark Bushnell  
 DeKalb County: Derek Hiland  
 NIU: John Heckmann  
 NIU Student Assoc.: Not Present  
 Kishwaukee College: Michelle Rothmeyer

**TOC Non-Voting Attendance**

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

**TAC Voting Members**

City of DeKalb: Zac Gill (Vice-Chair),  
 Mike Neuenkirchen  
 City of Sycamore: Mark Bushnell  
 Town of Cortland: Brandy Williams  
 DeKalb County: Derek Hiland  
 NIU: John Heckmann  
 IDOT District 3: Not Present

**TAC Non-Voting Attendance**

DeKalb Transit: Mike Neuenkirchen  
 VAC: Tracy Smith, Rob Mitchell  
 IDOT OP&P: Doug DeLille  
 DSATS Staff: Nathan Schwartz

**Meeting Minutes**

**Call to Order:** TOC & TAC Chair Bushnell called the meetings to order at 11:02 am.

1. **Roll Call**  
 A quorum was established for the TOC and TAC.
2. **Approval of Agenda (Action)**  
 Motion to approve the February 1, 2023 TOC meeting agenda made by Mr. Gill; seconded by Mr. Heckmann; Motion approved unanimously.

Motion to approve the February 1, 2023 TAC meeting agenda made by Vice-chair Gill; seconded by Ms. Williams; Motion approved unanimously.

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

Motion to approve the December 7, 2022 TOC meeting minutes made by Mr. Heckmann; seconded by Mr. Gill; Motion approved unanimously.

Motion to approve the December 7, 2022 TAC meeting minutes made by Vice-chair Gill; seconded by Mr. Hiland; Motion approved unanimously.

**4. Public Comments**

No public comments.

**5. New Business**

**a. SFY 2024 Unified Planning Work Program (UPWP) (Action)**

Mr. Schwartz presented the UPWP for the committees' review. This document includes the work program for the current fiscal year and the next fiscal year. It also includes the budget for the next fiscal year. He briefly explained what to expect when reading the document. He commented on the minor increases for the majority of the budget and the large increases for consultant and contractor work. This work is expected to include work on the Metropolitan Transportation Plan which is the largest and principal planning document of the MPO. Chair Bushnell reiterated the Metropolitan Transportation Plan is an expense that occurs every 5 years. Vice-Chair Gill commented about the possibility of raising staff salaries to be more competitive when hiring new employees.

Vice-chair Gill made a motion for TAC to forward the resolution to the Policy Committee with a positive recommendation. Mr. Hiland seconded the motion. Mr. Neuenkirchen made a motion for TOC to forward the resolution to the Policy Committee with a positive recommendation. Mr. Heckmann seconded the motion. The motion was approved unanimously.

**b. SFY 2024-2028 Transportation Improvement Program (TIP) – Draft Review**

Mr. Schwartz presented the proposed SFY 2023-2027 TIP document prior to submittal for the public comment period. It will be brought back to Committee for approval in May. Vice-Chair Gill asked if grant-funded projects need to be added to the TIP. Mr. Schwartz explained any project with federal funds is required to be included in the TIP.

**6. Urban and Rural Transit Updates**

For rural transit, Mr. Smith reported they are receiving a used bus from Kendall County and from McHenry County to help with its aging fleet. Mr. Smith reported staffing is stable and the rural service is about the same as last report. The ridership with Kishwaukee College has been very good

For urban transit, Mr. Neuenkirchen reported the State is working on a plan for the conversion to electric vehicles. The City of DeKalb may see a couple of electric para-transit vehicles in the next couple of years. TransDev has been doing well with staffing and was able to staff the buses primarily with in-house drivers instead of

hiring external drivers. Conversation centered about the ability to charge electric buses

## **7. Other Business**

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

Mr. Schwartz stated the MPO is expecting an intern later after the spring semester ends. Various plan updates and work on the Metropolitan Transportation Plan.

Vice-Chair Gill reported the North First Street and Lucinda Avenue bridges were closed this morning for replacement.

City of DeKalb's Peace Road / Gurler Road intersection project will be starting this spring. The City also has the intersection project of Peace Road / Fairview Drive which should be underway before the next meeting.

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

Mr. Lindenmier reported the Multi Year Plan is in the Springfield office getting reviewed prior to release.

Mr. DeLille stated the Statewide Planning & Research Funds notice of funding was released. About \$7 million is available for projects.

### **c. Additional Business**

None.

## **8. Adjourn**

A motion to adjourn the TOC was made by Mr. Neuenkirchen; seconded by Mr. Hiland; Motion approved unanimously. A motion to adjourn the TAC was made by Mrs. Williams; seconded by Vice-chair Gill; Motion approved unanimously.

Meetings adjourned at 11:31 am.

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