



## Special Joint TOC & TAC

**Date:** Wednesday, November 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  
 City of Sycamore: Mark Bushnell (Chair)  
 DeKalb County: Derek Hiland  
 NIU: John Heckmann  
 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: Mike Neuenkirchen  
 City of Sycamore: Mark Bushnell (Chair)  
 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  
 IDOT OP&P: Doug DeLille  
 DSATS Staff: Nathan Schwartz

**Meeting Minutes**

**Call to Order:** TOC & TAC Chair Bushnell called the meetings to order at 11:09 am.

**1. Roll Call**

A quorum was established for the TOC and TAC.

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

Motion to approve the November 1, 2023 TOC meeting agenda made by Mr. Hiland; seconded by Mr. Heckmann. Motion approved unanimously.

Motion to approve the November 1, 2023 TAC meeting agenda made by Ms. Williams;

seconded by Mr. Heckmann. Motion approved unanimously. Motion approved unanimously.

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

Motion to approve the September 6, 2023 TOC meeting minutes made by Mr. Neuenkirchen; seconded by Mr. Heckmann. Motion approved unanimously.

Motion to approve the September 6, 2023 TOC meeting minutes made by Ms. Williams; seconded by Mr. Heckmann. Motion approved unanimously.

**4. Public Comments**

No public comments.

**5. New Business**

**a. SFY 2024-2028 Transportation Improvement Program (TIP) Modification #1 (Action)**

Mr. Schwartz presented the SFY 2024-2027 Transportation Improvement Program (TIP) for the committees' review. The changes for 3 projects include funding source changes and fiscal year changes. A public comment period was completed with no comments received. Chair Bushnell asked about the Route 64 project getting pushed back one year. Without a IDOT District 3 representative present, staff stated the project may be moved due to funding restrictions and updated changes in the State TAMP (asset management program). We can expect some pavement patches or simple resurfacing if funding allows prior to the reconstruction. Mr. DeLille commented on three typos in the document.

Motion to forward the SFY 2024-2027 Transportation Improvement Program (TIP) Modification #1 to the Policy Committee with a positive recommendation made by Mr. Heckmann; seconded by Vice-Chair Gill; Motion approved unanimously.

**b. Consolidation of the TOC & TAC Committees (Action)**

Mr. Schwartz provided the history of the Transit Operations Committee (TOC) and how it became a standing committee in the MPO by-laws. Since the combining of the NIU Huskie Line and urban bus service is complete and operations are running well, the need for the TOC is no longer present. Mr. Neuenkirchen stated the need to run the transit TIP items run through the Transportation Advisory Committee (TAC). The City's urban bus service currently meets monthly with NIU. There was discussion about adding rural transit expenditures to the DSATS TIP. Mr. DeLille confirmed the City of DeKalb is the lead agency for the urban bus service. A question arose regarding membership of the TAC. As the City of DeKalb is the transit agent and has a vote on the current TAC and the Policy Committee, it was determined there was adequate representation already on the committee. Kishwaukee College is outside the MPO's boundaries and was on the TOC because they benefited from transit services. However, Kishwaukee College receives bus service from the rural transit operations through DeKalb County and not from the urban transit operations through the City of DeKalb and discussed at the various DSATS committees. A motion was made to recommend the Policy Committee remove the TOC as a standing committee from the by-laws and combine the transit duties with the TAC. For the TOC, the motion was made by Mr. Heckmann; seconded by Mr. Sullivan.

For the TAC, the motion was made by vice-chair Gill; seconded by Mr. Heckmann. Both motions approved unanimously.

**c. SFY 2024-2028 Transportation Improvement Program (TIP)**

**6. Urban and Rural Transit Updates**

For rural service, Mr. Smith reported things are running consistently and staffing levels are excellent. Service to Kishwaukee College has resumed now that the fall school semester has begun. While the State is working on the CBP (Consolidated Bus Purchase) program, VAC has picked up some used buses from other agencies to supplement its aging fleet. Both the urban and rural services are getting two electric vehicles which is impressive as only 35 were being distributed statewide.

For urban transit, Mr. Neuenkirchen reported NIU started its fall semester. Based on ridership, it appears there is a healthy student population. The urban vendor, Transdev, is doing well for staffing. Service changes include an increase in the Elburn train route from 4 per day to 10 per day. Cortland is now a dial-a-ride service and the residents appear to be getting used to the change. Route 19 which services the industrial area on the south side of DeKalb is now a 24/7 service. The planning for the new transit facility on Dresser Road is moving forward. Lastly, the City is getting \$4 million from the State and \$2-3 million from the Feds to purchase Transdev's buses instead of having the vendor supply buses. This change should make bidding more competitive when selecting the next vendor contract.

**7. Other Business**

**a. Staff and Project Updates**

Mr. Schwartz stated several planning documents are updated and should be posted on the DSATS website soon.

Chair Bushnell reported the Elm Street roadwork is finishing up in time for Pumpkinfest.

Vice-Chair Gill reported utility work is getting done on the Peace Road project. Paving should be done this year. The plans for the Lucinda Avenue project are moving forward with a roundabout at Normal Road. The south leg will be closed to vehicular traffic.

Mr. Heckmann reported class in back in session and NIU is looking at how best to utilize the south leg of Lucinda/Normal intersection as it will be converted to pedestrian access only.

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

Mr. DeLille reported the Fall Planning Conference will be Oct 2-4 in Springfield. The FY2024 planning agreement for DSATS was approved. The CRP (Carbon Reduction Program) is available for agencies. Possible projects include traffic signal upgrades, bike paths, etc.

**c. Additional Business**

None.

## 8. Adjourn

A motion to adjourn the TOC was made by Mr. Gill; seconded by Vice-chair. Sullivan; Motion approved unanimously. A motion to adjourn the TAC was made by Vice-chair Gill; seconded by Mr. Heckmann; Motion approved unanimously.

Meetings adjourned at 11:523 am.

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