



## Transportation Advisory Committee (TAC)

**Date:** Wednesday, March 6, 2024

**Time:** 11:00am

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

**TAC Chair:** Mark Bushnell

**Members:** City of DeKalb, City of Sycamore, Town of Cortland, DeKalb County, NIU, IDOT District 3

*Non-voting participants may attend virtually at:*

Video: <https://us02web.zoom.us/j/8155758950> Phone: (312) 626-6799 Meeting ID 815 575 8950

### AGENDA

1. Roll Call
2. Approval of Agenda (Action)
3. Approval of Minutes (Action)
4. Public Comment
5. New Business
  - a. SFY 2025 Unified Planning Work Program (UPWP)
6. Urban and Rural Transit Updates
7. Other Business
  - a. Staff and Project Updates
  - b. What's New with our State and Federal Partners
  - c. Additional Business
8. Adjourn (Action)

*Assistive and Language services will be provided upon advance request*

**DeKalb-Sycamore Area Transportation Study**

1826 Barber Greene Road, DeKalb, IL 60115 | (815) 756-9513 | [DSATS@DeKalbCounty.org](mailto:DSATS@DeKalbCounty.org) | [www.DSATS.org](http://www.DSATS.org)



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### AGENDA ITEM SUMMARY

1. **Roll Call**
2. **Approval of Agenda (Action)**  
Approval of the March 6, 2024 meeting agenda.
3. **Approval of Minutes (Action)**  
Approval of the TAC January 3, 2024 joint meeting minutes.
4. **Public Comment**
5. **New Business**
  - a. **SFY 2025 Unified Planning Work Program (UPWP)**  
DSATS staff will present the draft budget and work program included within the annual UPWP update for upcoming State Fiscal Year 2025.
6. **Urban and Rural Transit Updates**  
Transit staff will present updates to the Committee regarding planning and operations.
7. **Other Business**
  - a. **Staff and Project Updates**  
Updates from staff and local member organizations on projects.
  - b. **What's New with our State and Federal Partners**  
Updates from IDOT, FHWA, and FTA staff on activities occurring at the state and federal levels.

**c. Additional Business**

Any additional business members may have for the group.

**8. Adjourn (Action)**



## Transportation Advisory Committee (TAC)

**Date:** Wednesday, January 3, 2024  
**Time:** 11:00am  
**Location:** DeKalb County Highway Department  
 1826 Barber Greene Road, DeKalb, IL 60115

**Attendance:**

<u>TAC Voting Members</u>		<u>TAC Non-Voting Attendance</u>	
City of DeKalb:	Zac Gill (Vice-Chair) Mike Neuenkirchen	FHWA:	Todd Schmidt
City of Sycamore:	Mark Bushnell (Chair)	IDOT OP&P:	Doug DeLille
Town of Cortland:	Not present	IDOT Local Roads:	
DeKalb County:	Derek Hiland	DeKalb Transit:	Mike Neuenkirchen
NIU:	John Heckmann	VAC:	Tracy Smith Rob Mitchell
IDOT District 3:	Nicholas Spence Ryan Lindenmier	DSATS Staff:	Nathan Schwartz Hayden Hess

### Meeting Minutes

**Call to Order:** Chair Bushnell called the meeting 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 January 3, 2024 TAC meeting agenda made by Mr. Heckmann; seconded by Mr. Neuenkirchen. Motion approved unanimously.
3. **Approval of Minutes (Action)**  
Motion to approve the November 1, 2023 TAC meeting minutes made by Mr. Hiland; seconded by Mr. Neuenkirchen. Motion approved unanimously.
4. **Public Comments**  
No public comments.

## 5. New Business

### a. SFY 2024-2028 Transportation Improvement Program (TIP) Modification #3 (Action)

Mr. Schwartz presented the SFY 2024-2028 Transportation Improvement Program (TIP) for the committees' review. The Transportation TIP changes for 4 projects include funding source changes and fiscal year changes. There are 2 new projects. The Transit TIP included 6 new projects and one project change. A public comment period was completed with no comments received. Mr. DeLille verified the transit projects were processed as amendments. He recommended the tables be modified to describe this.

Motion to forward the SFY 2024-2028 Transportation Improvement Program (TIP) Modification #3 with additional information on the transit projects to the Policy Committee with a positive recommendation made by Mr. Hiland; seconded by Vice-Chair Gill; Motion approved unanimously.

### b. 2024 MPO PM1 Safety Performance Measure Targets (Action)

Mr. Schwartz shared the Federal Highway Administration requires safety performance measure targets to be renewed annually. The State of Illinois has set its annual reduction goal for 2024 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. The charts showing the number of crashes in previous years and projected crashes in future years were reviewed. It was recommended the bar charts be colored to differentiate between past and future years. A note was recommended on the charts explaining why the forecasted numbers for future years are not whole numbers (ie: 2.2 people).

A motion to forward the resolution with a 2% goal and with the suggested modifications to the charts was made by Mr. Neuenkirchen; seconded by Vice-Chair Gill; Motions approved unanimously.

## 6. Urban and Rural Transit Updates

Mr. Neuenkirchen addressed urban service starting with changes to the MPO urban boundary as discussed with the IDOT transit division. A brief discussion occurred about the changes to the urbanized area and how it relates to transit. He also notified the committee that there will be a triennial review of transit this year. The City may submit a couple of items to the committee in the next couple of months in preparation for the triennial review.

For rural transit, Mr. Smith reported transit is in a bit of a lull since Kishwaukee College is closed for the holidays. Regarding vehicle acquisition, VAC is currently waiting on CMS to approve the vehicle contracts since IDOT has already approved them. The maintenance cost of existing vehicles is getting quite high.

## 7. Other Business

### a. Staff and Project Updates

Mr. Schwartz stated Mr. Hess, DSATS intern, is back for the winter holidays between school semesters. He is working on various plan updates. A QBS recommendation is

forthcoming for a consultant to help with the MTP. A draft budget & UPWP should be presented to the committee in February. Mr. DeLille said the budget & UPWP should be submitted by April.

Vice-Chair Gill reported the Peace Road project is substantially complete and the traffic signal work should be completed in spring. The First Street bridge is open. The Lucinda Avenue bridge will be re-closed in the spring for replacement. The Lucinda Avenue reconstruction in 2024 includes a roundabout at Normal Road. A roundabout will be designed using HSIP funds at the intersection of Sycamore Road and First Street.

Chair Bushnell stated that DeKalb Avenue and High Street are complete. Somonauk Street will be done in 2024 and open by Pumpkinfest.

Mr. Schwartz stated Peace Road bridge and pavement widening will be let in late spring, constructed in 2024, and open to two-way traffic during the project.

Mr. Heckmann reported class will be back in session January 16.

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

Mr. Lindenmier reported the regional engineer, Masood Ahmad, retired and there is not a replacement at this time. The district has received the MYP targets for FY 2025-2030.

Mr. DeLille reported the state would like to meet with the MPO prior to budget preparations in regards to the GATA paperwork. Also, PM3 will have a greenhouse gas requirement. The State will likely adopt it in February so the MPOs will have to adopt a goal within 180 days of the State's adoption. Lastly, the State has an updated STIP.

Mr. Schmidt stated the new release of the MUTCD has been released. The State usually adopts the new version and adds a State supplement. Also, John Donovan's permanent replacement should be determined within a month or two.

**c. Additional Business**

Vice-Chair Gill requested an Outlook calendar invite be sent out to committee members for meetings.

**8. Adjourn**

A motion to adjourn was made by Vice-chair Gill; seconded by Mr. Heckman; Motion approved unanimously.

Meetings adjourned at 11:37 am.

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