

APPROVED



POLICY COMMITTEE MEETING

**MEETING MINUTES
27 MAY 2015– 3:00 PM
MEETING #P0515**

ATTENDANCE

- City of DeKalb (3 votes): **John Rey**, **Bill Finucane**, *John Laskowski*
- City of Sycamore (2 votes): **Brian Gregory**, *Mark Bushnell*
- Town of Cortland (1 vote): *Noah Carmichael*
- DeKalb County (1 vote): *Gary Hanson*, *Nathan Schwartz*
- IDOT District 3 (1 vote): **Lou Paukovitz**, *Karen Pillion*
- NIU (1 vote): *Jennifer Groce*
- DSATS Staff: Brian Dickson, Jessica Hyink, Steven Spradling
- FHWA (non-voting): not present
- NIU SA (non-voting): not present
- VAC (non-voting): not present
- IDOT Planning & Programming (non-voting): Tom Kelso
- IDOT Local Roads (non-voting): not present
- Others Present: Ronald Naylor (former DSATS member), Seville Spearman (NIU)

(**BOLD** indicates main voting member. *Italics* indicates proxy voting member.)

CALL TO ORDER

Chair Rey called the meeting to order and established a quorum at 3:00 PM.

BUSINESS

1. Approval of Meeting Agenda

Motion #P0515-01 A motion was made by Mr. Carmichael to approve the May 15th meeting agenda. Second by Ms. Groce and approved by unanimous voice vote.

2. Approval of Previous Meeting Minutes

Motion #P0515-02 As no corrections were requested, a motion was made by Mr. Hanson to approve the April 15, 2015 meeting minutes. Second by Mr. Paukovitz and approved by unanimous voice vote.

3. Public Comment

No Comments.

4. Recognition of Ron Naylor's Service to DSATS

Chair Rey thanked Mr. Naylor for his service since 2007 to the DSATS Policy Committee. Mr. Naylor said he had a great time serving and has enjoyed his time. He added he has worked with other MPOs and thinks highly of these meetings and how MPOs bring communities together. He acknowledged it's challenging to determine which projects to move forward and where to spend money and told the Policy Committee to keep up the good work.

5. Approval of DSATS FY16-20 TIP for Public Comment

Mr. Dickson said he's been working on the FY16-20 TIP, which must be updated annually. He said most items stay the same from year to year. He asked the committee to approve the TIP for public comment. Chair Rey asked if the committee should add annual self-certification. Mr. Dickson replied Mr. Kelso says DSATS should do this to show MPOs are following all regulations and completing all plans, so it will be incorporated into the TIP.

Motion #P0515-03 A motion was made by Mr. Carmichael to approve the DSATS Annual self-certification with inclusion into the DSATS FY16-20 TIP. Second by Ms. Groce and approved by unanimous voice vote.

Motion #P0515-04 A motion was made by Mr. Laskowski to approve the DSATS FY16-20 TIP for 14-day public comment. Second by Mr. Hanson and approved by unanimous voice vote.

6. Approval of DSATS 2040 LRTP for Public Comment

Mr. Dickson summarized the LRTP development, noting Parsons-Brinkerhoff drafted the LRTP document. He noted the 45 day comment period is required and goes through July 13th. He also said a second public comment meeting will be held in the Gathertorium in Sycamore. Additional items can still be included in the final draft, but DSATS has to move forward with the final public comment period.

Motion #P0515-05 A motion was made by Mr. Gregory to approve the DSATS 2040 LRTP for 45-day public comment period. Second by Ms. Groce and approved by unanimous voice vote.

7. Approval of DSATS 2015 TIGER Grant Resolution of Support

Mr. Hyink provided an overview of the 2015 TIGER Grant. DSATS is submitting this grant on behalf of the City of DeKalb. The city is required to submit and has already approved a resolution of support. Sycamore, NIU, TransVAC, Elburn, and DeKalb County have provided resolutions or letters of support as well. Ms. Hyink asked the policy committee to approve a resolution of support for the new transit facility.

Motion #P0515-06 A motion was made by Mr. Gregory to approve the DSATS 2015 TIGER Grant Resolution of Support. Second by Mr. Laskowski and approved by unanimous voice vote.

8. Approval of Bus Shelter Locations

Mr. Dickson said he's been working with the city and county to identify bus shelter locations. There are twenty-four locations identified as high use stops by VAC buses. He noted staff are not seeking an agreement for maintenance at this time but are only seeking approval for a grant submission to fund these twenty-four locations. He added upgrading sidewalks and ADA access will come after approval of the grant submitted to FTA.

Mr. Hanson asked if we could start on the bus shelter pads now. Mr. Dickson replied construction cannot begin until funding is received. Mr. Paukovitz asked how you could know if you had enough funds if you did not start now. Mr. Dickson said he has gone out with engineers and is working with the county and city to determine how much funding is needed.

Motion #P0515-07 A motion was made by Mr. Hanson to approve selected locations for grant submittal. Second by Mr. Carmichael and approved by unanimous voice vote.

9. IL-23 Repaving Discussion

Mr. Dickson provided an overview of the repaving of IL-23 by IDOT. In 2017 there is a project to resurface IL-23 from 4th Street in DeKalb to 0.5 miles south of IL-64 in Sycamore. The project includes resurfacing and upgrading intersections for ADA compliance. Mr. Dickson noted one of the goals of the Bicycle and Pedestrian Plan is to complete sidewalks along IL-23. He added IDOT will only fund the addition of sidewalks if the project includes restructuring, but this project does not. Mr. Dickson asked the committee to identify other local funding sources.

Mr. Laskowski suggested the addition of missing sidewalks could be cheaper if we work with IDOT.

Mr. Paukovitz said there is a good reason why IDOT doesn't do sidewalks on these types of projects; the scope of work gets bigger and requires extensive research to determine costs. He said IDOT would need to know if completion is required on both sides or just one side. He added this could add twenty percent to the cost of the project.

Mr. Gregory said the focus should be on fixing bad sidewalks before putting in new ones.

Mr. Paukovitz said IDOT would need formal sponsors from both cities with formal letter from both mayors.

Mr. Schwartz asked if the state would be OK with the communities joining the project. Mr. Paukovitz said they could get a permit but can't match funds with federal funds. Mr. Gregory asked if it's cheaper for the cities to do it together. Mr. Paukovitz said it's hard to say.

Chair Rey asked if we should do an inventory of how much sidewalk we are missing. Mr. Laskowski said we could look at the Bicycle and Pedestrian Plan and Active Transportation.

Chair Rey noted he has seen families walking where there are no sidewalks in this area.

Mr. Paukovitz said this is a good time to explore, but the communities will have to move forward now. Mr. Gregory agreed and said we need to do an inventory first. Chair Rey said the inventory would go to TAC.

Mr. Paukovitz said the right of way must be purchased in the name of the state. Mr. Hanson asked why we would have to buy the property for the sidewalks if we would have to give the right-of-way to IDOT. Mr. Paukovitz said in case IDOT needs it someday. Mr. Hanson asked why IDOT couldn't pay for the concrete if we work out all the issues with the site, like environmental or brownfield requirements. He added one stretch is NIU so maybe they would have an interest in participating. Mr. Paukovitz said state will give consideration but needs to understand the scope of the properties.

Mr. Laskowski asked if the state would take care of the maintenance of the sidewalks. Mr. Paukovitz said even if IDOT built it the locals would be responsible for maintenance.

Mr. Gregory said they have an ordinance requiring sidewalks, but he would have to look at the requirements.

Mr. Dickson asked if IDOT will just put in ADA curb cuts. Mr. Paukovitz said that is the law of the land.

10. What's New with IDOT

Mr. Paukovitz said he is already coordinating with the City of DeKalb and commission to replace grade crossing at railroads. The project is expected the first week of June and includes a detour plan, which has been sent to the media.

11. Staff and Project Updates

Mr. Laskowski said a detour has been set up for work on a First Street water main until August. He has been in communication with bus carriers for rerouting. Chair Rey asked how much of a cushion he had and if this would affect students. Mr. Laskowski said he would get this information to Chair Rey but noted there is room for weather and contractor delays. Ms. Groce asked if this project is only on First Street. Mr. Laskowski said the project starts at Garden and moves forward to the train tracks.

Mr. Spradling said he has been updating the bike kiosk maps with new paths; Ms. Hyink has been redesigning these maps. He said he has also been working on a sidewalk map for Sycamore and LRTP trail map.

Ms. Hyink and Mr. Spradling worked on a map looking at distance from bus stops to parks.

Ms. Groce said a new Huskie Transit Director would start next Monday.

12. Additional Business

Ms. Groce announced Greyhound service in DeKalb would begin on Monday. The DeKalb stop is on the Iowa City route to Chicago and includes stops in Chicago, Naperville, DeKalb, Dixon, Davenport, and Iowa City. She said the schedule is not available yet. This route will provide students with a new transportation route to NIU. Mr. Finucane asked where the stop would be

located and who can ride. Ms. Groce said on Normal Road; anyone can ride, and riders can buy tickets from the driver or online. The cost is less than \$20. Ms. Groce added there is a thirty day out clause if the stop is not working well.

Ms. Groce said Ken Pugh on TAC has retired from the NIU.

ADJOURNMENT

Motion #P0515-08 A motion was made by Mr. Gregory to adjourn at 3:47 PM. Second by Mr. Paukovitz. The motion was approved by unanimous voice vote.

Respectfully Submitted by: Brian Dickson; Jessica Hyink
Date Approved: 6/24/2015