



## POLICY COMMITTEE MEETING

### MEETING MINUTES 10 JANUARY 2018 – 3:00 P.M. MEETING #PC0118

#### ATTENDANCE

- City of DeKalb (3 votes): **Bill Finucane**, **Anne Marie Gaura**, *Tim Holdeman*
- City of Sycamore (2 votes): **Curt Lang**, *Mark Bushnell*
- Town of Cortland (1 vote): not present
- DeKalb County (1 vote): *Gary Hanson*, Nathan Schwartz
- IDOT District 3 (1 vote): not present
- NIU (1 vote): *Jennifer Groce*
- DSATS Staff: Brian Dickson, Jessica Hyink
- FHWA (non-voting): not present
- NIU SA (non-voting): not present
- VAC (non-voting): Paul LaLonde
- IDOT Planning & Programming (non-voting): Doug DeLille
- IDOT Local Roads (non-voting): not present
- Others Present: Marcus Cox (Transdev), Patrick DiDiana (City of DeKalb)

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

#### CALL TO ORDER

Chair Hanson called the meeting to order and established a quorum at 3:00 p.m.

#### BUSINESS

##### 1. Approval of Meeting Agenda

Mr. Hanson asked to move item 7. Recess for Executive Session after item 12. Additional Business.

**Motion #P0118-01** A motion to approve the January 10, 2018 meeting agenda with item 7 moved after item 12 was made by Mr. Bushnell. Second by Ms. Groce, and approved by voice vote.

##### 2. Approval of Previous Meeting Minutes

**Motion #P0118-02** A motion to approve the December 13, 2017 meeting minutes was made by Ms. Gaura. Second by Mr. Lang, and approved by voice vote.

### 3. Public Comment

There were no comments.

### 4. Election Of Officers (Action)

Chair Hanson opened nominations of officers.

**Motion #P0118-03** A motion to nominate Mr. Hanson as Chair was made by Mr. Lang. Second by Ms. Groce, and approved by voice vote.

**Motion #P0118-04** A motion to nominate Mr. Finucane as Vice-Chair was made by Mr. Lang. Second by Ms. Groce, and approved by voice vote.

**Motion #P0118-05** A motion to close nominations was made by Ms. Groce. Second by Mr. Holdeman, and approved by voice vote.

### 5. MPO Safety Performance Measure (Action)

Mr. Dickson said the FAST ACT resulted in new requirements for states and MPOs to enact performance measures. Safety is the first measure required for adoption by the Federal Highway Administration (FHWA). Illinois has adopted a 2% safety performance measure goal to reduce fatal and serious injury crashes. After state approval, MPOs have 6 months to adopt the state's goal or their own goal. Mr. Dickson said smaller MPOs, similar in size to DSATS are adopting the state goal, while some larger MPOs are developing their own goals.

Mr. Hanson asked if it would be better to say the goal is reduce fatal accidents by 1 as the average is essentially 0. Mr. Dickson said, until FHWA and the state provide guidance on reporting requirements, he recommends adopting the state goal, as DSATS can revise its goal at a later date.

Mr. Hanson asked if there is any money tied to the goal. Mr. DeLille said there is not for MPOs.

Mr. Hanson asked what types of strategies improve roadway safety. Mr. Bushnell said project selection scoring includes the scoring of improvements to the safety of the roadway as one of the items in which each project is scored.

Ms. Groce asked what the why there is only actual data available until 2015 and why five year average is referenced. Mr. Dickson said that the information provided is from IDOT and they have only processed crash data for the MPO region through 2015. Mr. Dickson said that the Federal Safety PM rules use a five-year rolling average to determine fatal and severe injury crashes in order to even out single year spikes that might occur.

Mr. Lang said DSATS needs to identify crash locations. Mr. Dickson said IDOT prepared a safety improvement plan for all of DeKalb County, which will allow DSATS to review in detail the locations of crashes. This report and a summary of the report were included as part of the agenda packet.

Mr. Lang asked how frequently the data will need to be evaluated. Mr. Dickson said the data will be reviewed annually, including information in the TIP.

Mr. Hanson said it would be helpful for TAC to reevaluate project selection criteria to give priority to the identified performance measures.

Mr. Holdeman asked if more performance measures will be required in future. Mr. Dickson said yes and provided an overview of some of the performance measures, including bridge conditions and roadway conditions.

**Motion #P0118-06** A motion to approve the resolution to adopt the State's Safety Performance Measure Goal was made by Mr. Finucane. Second by Ms. Gaura, and approved by voice vote.

## **6. DSATS SFY18-22 Highway TIP Amendment 3**

Mr. Dickson said IDOT District 3 informed him of a new project to be added to the TIP. The project includes cleaning and painting the IL-64 Bridge over the South Branch of the Kishwaukee River. Mr. Dickson said all new projects added to the TIP must have a 14-day public comment period. Mr. Dickson noted the comment period for this project began today. Staff will bring the project back for approval at the February meeting.

## **7. Bus Shelter Update**

Mr. Holdeman said the 4 locations seeking easements are progressing with attorneys reviewing the easement language. The engineers working on the project are putting together plans and specifications for the bid. He noted the FTA system glitch has been corrected, allowing Mr. Dickson to successfully submit the grant. At TAC, members suggested reaching out to our legislators about the inability for DeKalb to submit the grant due to the FTA's glitch.

Mr. Hanson asked if the project lost its place in the queue due to the glitch. Mr. Dickson said it is hard to say how many projects were affected and may have been able to move forward prior to this project due to the glitch. Mr. Finucane agreed it would be a good idea to reach out to our legislators. Mr. Bushnell said Mr. Gregory offered to reach out to our legislators prior to this meeting.

## **8. Staff And Project Updates**

Mr. Dickson said he has been working with VAC on the delivery of six light duty and five medium duty vehicles and has already completed the delivery of five minivans. He noted these vehicles may be eligible for other uses if the vehicles are not scrapped. Any reimbursement for the sale of the vehicles must go back into the transit operating or capital budget, as the vehicles were purchased with grant funds.

Mr. Lang asked if there is a market for these type of vehicles. Mr. LaLonde said it depends, adding that VAC runs its vehicles into the ground.

Mr. Finucane asked how VAC disposes of the vehicles. Mr. LaLonde said the City has used the vehicles for fire training, has donated the vehicles, and has scrapped them. Mr. Finucane asked if the vehicles have ever been given to CMS. Mr. LaLonde said not in his tenure. He said IDOT is within their rights to give vehicles purchased with state funds to another transit agency if the vehicle is not fully utilized, which is why VAC is so diligent about fully using the vehicles.

Ms. Groce asked if VAC has ever donated the vehicles to Kishwaukee College or other auto programs. Mr. LaLonde said he does not believe so.

Mr. Holdeman said he has received requests from 3M for a shuttle from the airport to accommodate 6 – 8 executives. He asked for consideration of one of the retired vehicles to be used as an airport shuttle.

Mr. Dickson said staff advertised the meeting dates in the midweek. However, the printed copy had several errors, and the publication was not consistent with what staff sent. All errors were the fault of the publication.

Ms. Hyink announced there will be updated VAC route maps soon. Ms. Groce said she would like copies of the updated maps for students when Huskie Line is not running during breaks.

Ms. Hyink said Brian and she attended the Live Healthy DeKalb County Active Transportation Strategic Planning meeting. Several potential projects were discussed, and a survey will be delivered in the near future to prioritize projects for the group.

## **9. What's New With Our State And Federal Partners**

Mr. DeLille said ITEP projects are under review. Awarded projects will be announced in late winter/early spring. He said IDOT still expects Safe Routes to School (SRTS) program funding later this year. Mr. Dickson was sent a link to the State Rail Plan, and there is an area to submit comments. The Freight Plan will not be approved by FHWA until there is a chapter on fiscal constraint and a competitive corridor plan; IDOT is reviewing projects for inclusion in the chapter. Mr. DeLille said the LRTP is still in its draft stage.

Mr. Hanson asked about SRTS eligibility. Mr. DeLille said schools K – 8 are eligible, and a 20% local match is required. There is no longer a requirement for a SRTS coordinator on site.

## **10. Additional Business**

Mr. Bushnell provided an update on Route 23 from Coltonville to Oakland. There is no definitive schedule, but work is expected to occur in the evening. He said 6 inches of asphalt will be taken out, which will not allow for ramping. This will mean that businesses will be completely shut-off from access while the roadbed is being removed and repaved. He has provided utility billing to IDOT to provide alerts to affected businesses and residents.

Ms. Gaura asked who regulates timing for Sycamore Rd at Bethany Rd. Mr. Holdeman said the City of DeKalb is.

Ms. Groce noted some comments in the State Rail Plan and asked about the source information. Mr. DeLille said he has not had a chance to review the document yet.

## **11. Recess For Executive Session (Action)**

**Motion #P0118-07** A motion to hold an executive session to discuss personnel as provided for in 5 ILCS 120/2(c)(1) was made by Ms. Gaura. Second by Mr. Finucane, and approved by voice vote.

## **ADJOURNMENT**

**Motion #P0118-08** A motion to adjourn at 4:16 p.m. was made by Mr. Finucane. Second by Mr. Hanson, and approved by voice vote.

**DSATS Policy Committee Meeting Minutes**

Respectfully Submitted by: Brian Dickson, Jessica Hyink  
Date Approved: February 15, 2018