



## POLICY COMMITTEE MEETING

MEETING MINUTES  
9 MAY 2018 – 3:00 P.M.  
MEETING #PC0518

### ATTENDANCE

- City of DeKalb (3 votes): **Jerry Smith**, *Tim Holdeman*
- City of Sycamore (2 votes): **Curt Lang**, **Brian Gregory**
- Town of Cortland (1 vote): not present
- DeKalb County (1 vote): *Gary Hanson (PC Chair)*, Nathan Schwartz (TAC Chair)
- IDOT District 3 (1 vote): *Tom Magolan*, Ryan Lindenmier
- NIU (1 vote): *Jennifer Groce*
- DSATS Staff: Brian Dickson
- FHWA (non-voting): not present
- NIU SA (non-voting): not present
- VAC (non-voting): Paul LaLonde, Tracy Smith, Mike Neuenkirchen
- Kish College (non-voting): Bill Nicklas (Transit Chair)
- IDOT Planning & Programming (non-voting): Douglas DeLille
- IDOT Local Roads (non-voting): not present
- Others Present: Marcus Cox and Melissa Ohrwall (Transdev)

(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. INTRODUCTIONS

#### 2. ADMINISTRATIVE AGENDA

##### a) Approval of Meeting Agenda

**Motion #P0518-01** A motion to approve the May 9, 2018 meeting agenda was made by Mr. Gregory. Second by Mr. Lang and approved by voice vote.

##### b) Approval of Previous Meeting Minutes

**Motion #P0518-02** A motion to approve the April 11, 2018 meeting minutes was made by Mr. Gregory. Second by Mr. Lang and approved by voice vote.

##### c) Public Comment

There were no comments.

**d) Public Hearing on FY19-23 DSATS Transportation Improvement Program**

A public hearing on the DSATS FY19-23 DSATS Transportation Improvement Program was opened at 3:02 p.m.

No public comments were provided.

The public hearing was closed at 3:03 p.m.

**e) Approval of DSATS SFY19-23 TIP (Action)**

Mr. Dickson provided members with an overview of the DSATS SFY19-23 TIP. These are the fiscally restrained transportation projects which are expected to be let in state fiscal years 2019 through 2023. Mr. Dickson requested the TIP be conditionally approved should no major comments be received during the public comment period.

**Motion #P0518-04:** A motion was made to approve the DSATS SFY19-23 TIP contingent upon staff addressing any comments received during the public comment period which runs from May 4, 2018 to June 8, 2018 by Mr. Magolan. Second by Mr. Smith and approved by voice vote.

**f) Approval of DSATS SFY19 UPWP (Action)**

Mr. Holdeman and Mr. Dickson provided an overview of the DSATS SFY19 Unified Planning Work Program. Mr. Dickson noted the UPWP budget was approved at the April 2018 Policy Committee. This document provides a report which identifies the programs and projects which have been completed in SFY18 and the programs and projects intends to implement in SFY19.

**Motion #P0518-05:** A motion was made to approve the SFY19 UPWP by Ms. Groce. Second by Mr. Gregory and approved by voice vote.

**3. GOVERNANCE**

No Governance Agenda Items

**4. ROADWAY AGENDA**

No Roadway Agenda Items

**5. TRANSIT AGENDA**

**a) Proposed Phased Routing Plan (Action)**

Mr. Lalonde gave members a presentation on a proposal to coordinate fares and routes between VAC and Huskie Line. The VAC Green Line will be modified to improve on-time performance. The Green Line route will be restructured and will no longer travel south of Lincoln Highway. The current Huskie Line Route 6 will be modified to serve the bus stops on the current Green Line south of Lincoln Highway. With this restructuring VAC also intends to begin Saturday and Sunday service. VAC and Huskie look to implement these changes in

August 2018. Phase 2 of the changes will involve the City of DeKalb taking over the operations of the NIU Huskie Line service. The City will be issuing an RFP to hire a new fixed-route contractor, who will take over the Huskie Line transit services on or around January 1, 2019.

VAC and Huskie Lines will continue to use their same logos initially. The RFP which will be issued for fixed-route services will allow the proposers to identify potential bus designs.

Mr. Hanson noted that he is concerned about reducing fixed-route service to the County Health Department as part of the Green Line restructuring. Mr. LaLonde said VAC will continue to work closely with the Health Department to make sure the impact to riders who use TransVAC to go to the Health Department will be limited.

VAC, Huskie, and City staffs are still working on a communications plan to notify area residents of the changes to come to the regional public transit system.

**Motion #P0518-06:** A motion was made to recommend approval of the proposed changes to TransVAC and Huskie Line by Ms. Groce. Second by Mr. Smith and approved by voice vote.

**b) Notice of Public Review and Public Hearing**

Mr. Dickson provided notice to members that DSATS will be holding a public comment period on the proposed transit changes from Friday, June 1, 2018 through Monday, July 16, 2018. A public hearing on the proposed changes will be held at the July 23, 2018 DeKalb City Council meeting.

**c) Bus Shelter Project Update**

Mr. Holdeman informed members that the engineering staff has gotten easements at three locations. Three other locations are refusing an easement and will be eliminated. It was noted that there will be no shelter at Aldi or Target.

**6. ACTIVE TRANSPORTATION AGENDA**

No Active Transportation Agenda Items

**a) Staff and Project Updates**

Mr. Dickson said that Parsons Brinkerhoff is updating the ITS Plans for all the MPO's in Illinois. Their staff will be giving a presentation to DSATS members on their plans to update the DSATS ITS plan. The meeting will be held at the DeKalb County Highway Boardroom on June 8, 2018.

**b) What's New with Our State and Federal Partners**

Mr. Magolan said work on IL-23 will begin in May. Much of the work will be done in the evenings to complete the project as soon as possible.

Mr. DeLille provided an update on what's happening at the IDOT Planning Division:

- Local Benefit Programs: The Department distributed the second half of the local benefit supplemental programs (County Consolidated, Needy Township, and High Growth Cities). Good state letting results allowed the Department to make these programs whole for fiscal year 2018.

- Illinois Transportation Enhancements Program (ITEP): The Office of Planning & Programming is reviewing the applications for ITEP projects. Announcement of selected projects is tentatively scheduled for the Bike Summit on May 7th at UIC in Chicago.
- Local Highway Safety Improvement Program (HSIP): IDOT issued a solicitation for local agency Highway Safety Improvement Program projects. Applications were due March 30th to the District BLRS Offices. 36 applications were received. The review process has started. Awards are expected to be announced by June 15th.
- FY 2018- 2022 Competitive Freight Funding Program: IDOT announced a new Competitive Freight Funding Program for state fiscal years FY 2018- FY 2022. The total program is expected to be \$225M with \$43M to \$53M annually. Applications were due April 6<sup>th</sup> Awards are scheduled to be announced May 24<sup>th</sup>.
- Safe Routes to Schools Program (SRTS): The Bureau of Safety Programs and Engineering continues to indicate they would like to do another solicitation. The timing of this solicitation is unclear.
- General Maintenance MFT Procedures: The Bureau of Local Roads and Streets is finalizing a revision to Chapter 14 of the BLRS manual. There will be changes to the procedures for FY 19. There a reduced emphasis on prior approval and estimates. The focus will shift to local agency's resolutions and the final expense statement.
- GATA: Projects proposed for a local letting with either federal or state funds will need to use the new GATA agreement. Please see BLRS Circular Letter CL2017-19 for more information. BLRS staff are developing a one-page summary to summarize the GATA requirements for each of the programs BLRS is involved with.
- BLRS Forms: The Bureau of Local Roads has released a third batch of revised forms converted to Adobe PDF format. There will be at least two more batches of converted forms in the future. If agencies find any problems with the forms, contact Tim Peters ([tim.peters@illinois.gov](mailto:tim.peters@illinois.gov)).

**c) Additional Business**

**d) Adjourn**

**Motion #P0518-06** A motion to adjourn at 4:06 p.m. was made by Mr. Hanson. Second by Ms. Groce and approved by voice vote.

Respectfully Submitted by: Brian Dickson

Date Approved: July 11, 2018