



## **DSATS Active Transportation Subcommittee Meeting**

**Tuesday, 19 February 2019**

**10:30 A.M.**

**Meeting #: ATS0219**

**NO ACTION TAKEN DUE TO LACK OF QUORUM**

### **ATTENDANCE**

- Voting Membership (5 of 11 present):
  - City of DeKalb: **Zac Gill**
  - City of Sycamore: **Mark Bushnell**
  - DeKalb County: **Nathan Schwartz**
  - NIU: not present
  - NIU Student Association: not present
  - DeKalb Park District: **Amy Doll**
  - Sycamore Park District: not present
  - DeKalb School District: not present
  - Sycamore School District: not present
  - VAC: **Max Sinclair**
  - Live Healthy DeKalb County – Active Transportation: not present
  
- Non-Voting Attendance:
  - Town of Cortland: Brandy Williams
  - FHWA: John Donovan
  - IDOT Planning & Programming: not present
  - DSATS staff: Brian Dickson
  - Transit staff: not present
  - Others Present: none.

(**BOLD** indicates voting member)

### **CALL TO ORDER**

Chair Bushnell called the meeting to order at 10:33 A.M. As there was insufficient members present to achieve quorum, only discussion of items was allowed.

#### **1. Introductions**

Introduction of members present was made.

## **2. Approval of Agenda**

No approval of agenda due to lack of quorum.

## **3. Approval of Minutes**

Postponed due to lack of quorum.

## **4. Public Comment**

There was no public comment.

## **5. Election of Officers**

Mr. Schwartz said the bylaws allow the subcommittee officers to either be elected by the subcommittee members at the first meeting of the new calendar year or appointed by the Chair of the Committee which created the subcommittee. Mr. Schwartz said in discussions with the current Technical Advisory Committee (TAC) chair, Mr. Bushnell, he opted to appoint the Active Transportation Subcommittee (ATS) Chair and allow ATS members to elect the vice-chair.

Mr. Bushnell said he has asked Ms. Doll, Director of the DeKalb Park District, to act as the Chair of the ATS. He said the vice-chair should be elected by members at the next ATS meeting.

Ms. Doll then took over as Chair of the ATS and resided over the rest of the meeting.

## **6. Review of Active Transportation Maps**

Mr. Schwartz provided an overview of the changes to the existing and proposed trail maps.

Regarding the proposed trail map, discussion included identifying potential trails along all state routes as IDOT will not consider trails or sidewalks during projects if not identified in one of the MPO's planning documents.

Ms. Doll previously provided a map of the Irongate Subdivision and those trails should be included on the proposed trail map. She said discussions were on-going between the Park District and the developer regarding the dedication of trail easements.

Mr. Gill said the City of DeKalb is planning to include curb cuts for the DeKalb Nature Trail extension when North First Street construction occurs.

## **7. Review of Bike Count Information**

Mr. Dickson provided an overview of the bike counter spreadsheet, which was distributed to everyone and will be included in the ATP.

Mr. Schwartz requested members contact staff within the next couple of weeks, if they have locations where they would like to have bike and pedestrian counts taken. Mr. Gill said it would be beneficial to have counts along the Fairview Drive Trail near the Middle School. He also requested to get better information on bicycle use along Fairview Drive. Mr. Schwartz suggested using tube counters at this location. Ms. Doll asked if counters could be used to count the usage of the DeKalb Dog Park. It was decided an infrared counter could be used at the entrance and placed to count only humans, not dogs.

## **8. Review of Updated Plan**

Mr. Schwartz went over proposed changes which staff has identified for the Goals and Objectives portion of the document. Members agreed with the proposed changes.

Mr. Sinclair asked if the regulations in the FAST act have replaced SAFETY-LU regulations or added to them. Staff said they would research and update that information in the plan.

Mr. Schwartz asked members to contact staff if they had any educational or other programs which should be included in the list of programs and projects. Mr. Schwartz said staff will work to revise the rest of the document for review by members at the March meeting.

## **9. Schedule**

Mr. Schwartz said the goal is to have the ATP completed by June. The following timeline was discussed:

- March 2019:
  - Staff provides a full draft of the document to members for review.
- April 2019:
  - Members review document provided by staff and submit comments and revisions.
  - Pre-Final plan approved by ATS for Public Meeting(s).
  - Potential distribution of surveys during April and/or May.
- May 2019:
  - May is National Bike Month.
  - The Live Health DeKalb County organization is holding several events during the month, especially during the weekend of May 18-19. Members suggested the Public Outreach be held during this period.
  - Suggestion to hold the May ATS meeting later in the month to allow staff time to include comments from outreach events in the final draft.
- June 2019:
  - Approval of final document by the DSATS TAC and PC.

## **10. Additional Business**

Mr. Gill said often subdivisions do not require a sidewalk be installed on a lot until a house is built on that lot. This has the effect of creating gaps in the sidewalk system. He asked members if the ATP should recommend member organizations revise their zoning codes to require a full sidewalk system be installed at some point even if houses have not been built on all lots yet. Mr. Bushnell said this would be difficult to implement on existing subdivisions but could be implemented on new ones. Mr. Donovan said the FHWA has compiled examples potential zoning code municipal governments can adopt to deal with this issue and suggested staff use the FHWA website as a resource.

Ms. Doll said members should submit any comments to staff prior to March 19, 2019 regarding:

- Listing of map changes,
- Revisions and comments on the Goals and Objectives,
- List of suggested bike counter locations.

Mr. Schwartz said staff would send out a reminder to members two weeks prior to the next meeting.

## **11. Adjourn**

Meeting was adjourned at 11:23 a.m.

Respectfully compiled by: Brian Dickson

Note: These meeting notes are provided for informational purposes. As there was no quorum, these notes shall have no official approval.