



**ACTIVE TRANSPORTATION SUBCOMMITTEE (ATS) MEETING
TUESDAY, 16 APRIL 2019 – 10:30 A.M.
MEETING # **ATS0419****

Attendance

- Voting Membership:
 - City of DeKalb (1 vote): **Zac Gill**
 - City of Sycamore (1 vote): not present
 - DeKalb County (1 vote): **Lisa Gonzalez**
 - NIU (1 vote): not present
 - NIU SA (1 vote): not present
 - DeKalb Park District (1 vote): **Amy Doll** (Chair)
 - Sycamore Park District (1 vote): **Daniel Gibble**
 - DeKalb School District (1 vote): not present
 - Sycamore School District (1 vote): not present
 - VAC (1 vote): **Max Sinclair**
 - LHDC: Active Transportation (1 vote): **Joel Maurer** (Vice-Chair)
- Non-Voting Attendance:
 - Town of Cortland: not present
 - FHWA: not present
 - DSATS staff: Brian Dickson
 - Transit staff: not present
 - Others Present: none.

(**BOLD** indicates voting member)

Call to order

Chair Doll called the meeting to order and established a quorum at 10:30 a.m.

1. Introductions

Introduction of members present was made.

2. Administrative Agenda

a. Approval of Agenda

Motion #ATS0419-01: Motion to approve the April 16, 2019 meeting agenda made by Mr. Gill; 2nd by Mr. Gibble and approved by voice vote.

b. Approval of Minutes

Motion #ATS0419-02: Motion to approve the February 19, 2019 meeting minutes by Mr. Gill; 2nd by Mr. Sinclair and approved by voice vote.

c. Public Comments

No public comments.

3. Active Transportation Agenda

a. Review of Updated Plan

Mr. Dickson provided members with a brief overview of each section of the Active Transportation Plan (ATP) submitted by staff. Members provided recommendations on the document.

- In the Active Transportation in DSATS Communities section, members should review their member organization plan and identify projects and goals which have been completed.
- In the Existing Facilities section, members should review each facility in their jurisdiction and identify who owns the facility and who maintains it. In some circumstances, this may be different organizations.
- In the DSATS Active Transportation Projects section, in the description section, planned projects have a project number starting with "A", Programmed "B", and Potential "C".
- In the Safety section, Mr. Dickson asked members if the different categories should include both the data table and chart, or the chart only. The concern is sometimes it is difficult to interpret all the information provided in a data table, whereas, a chart is more straight forward. A consensus by members was to keep both the charts and the data tables.
- In the Recommendations section, members were asked to review the recommendations and identify any additional recommendations to be included within the document.

b. Public Outreach

Members provided the following recommendations for public outreach:

- Maps: Members recommended large maps be provided at each of the public outreach activities that attendees can mark up. For each existing facility and future project, the facility ID number should be marked on the maps, according to the ID numbers provided in the document. That way, attendees can reference project information based on the ID number on the map.
- Suggested Public Outreach Events:
 - At public outreach events, there should be 1 or 2 copies of the full document. There should be large maps of the existing facilities and proposed projects along with printouts of the Existing Facilities and Project Listings that attendees can reference. Attendees should be able to mark up the maps and/or submit comments on comment forms.
 - May 15 Ride of Silence: Have table at the gathering area of the NIU Rec Center.
 - May 16 DeKalb Park District (DPD) Board Meeting: Have an open house prior to the DPD Board meeting.
 - May 18 Urban Challenge: Have table at the gathering area of the Ellwood Center.
 - May 28 Sycamore Park District (SPD) Board Meeting: Have an open house prior to the SPD Board Meeting.

Open Houses should be advertised at:

- Ad in the local newspaper.
- Area Bike Shops.
- On member organization social media sites and websites.

4. Closing Agenda

a. Additional Business

There was a recommendation to move the May ATS meeting to Tuesday, May 7, in order to review the document and maps once more prior to the public outreach events.

b. Adjourn

Motion #ATS0419-03: Motion to adjourn at 11:33 a.m. made by Mr. Gibble; 2nd by Vice-Chair Maurer and approved by voice vote.

Submitted By: Brian Dickson

Approved: 5/7/2019