



AGENDA

TRANSIT SITE SELECTION COMMITTEE MEETING

February 17, 2022

9:00 a.m.

LOCATION

**164 E. Lincoln Highway
DeKalb City Hall First Floor Conference Room
DeKalb, Illinois 60115**

- A. Roll Call
- B. Approval of the Agenda
- C. Approval of Minutes
 - 1. Approval of the Minutes from February 10th, 2022
- D. Public Participation
- E. Reports
- F. Old Business
 - 1. Transit Maintenance and Operations Facility Site Selection Matrix Discussion
- G. New Business
 - 1. Adopt Criterion Weighting and advance Matrix to Stantec for Scenario Score services
- H. Next Meeting: TBD based upon conclusion of 3rd Party Scenario Score services
- I. Adjournment

Minutes of the February 10th Transit Site Selection Committee Meeting

A. Roll Call: Mr. Gill called the meeting to order at 9:11 AM. Present Gill, Smith, Webb, Irving, Groce, Duffy. Absent, None.

B. Approval of the Agenda: motion Groce, 2nd Duffy, voice vote all Aye no Nays, motion passes

C. Approval of Minutes: Minutes of Feb 3rd, motion Webb, 2nd Smith, voice vote All Ayes on Nays, motion passes

D. Public Participation: None present, none submitted for the record

E. Reports: None

F. Old Business: 1. Transit Maintenance and Operations Facility Site Selection Matrix: motion to discuss Duffy, 2nd Groce, voice vote, all Aye no Nay motion passes, item opened:

Mr. Gill asked if all present participants were able to complete a cursory review of the final two sections of the Matrix. All responded in the affirmative.

Mr. Gill informed the committee that the scores would be formally adopted at the Feb 17 meeting.

Mr. Gill went through sub-heading of the Matrix (Sect 3.1 – 4.6) to ensure the participants were comfortable with the rating process for each and if any clarifications/corrections were necessary to a sub-heading.

G. New Business:

1. Members shared importance of the City communicating to the Public on all aspects of the project development, particularly that costs are fully covered by Fed/State grant for not only the development but the operations/,maintenance of the facility moving forward. Gill noted the Stantec site professional services for Site Development included specific items related to such public participation and information.

Mr. Gill asked if all present participants were able to complete a cursory review of the first two sections of the Matrix. All responded in the affirmative.

Mr. Gill informed the committee that the scores would not be recorded or formally adopted at this meeting at this meeting, but at the Feb 17 meeting.

Mr. Gill led review of previous sub-headings 1.4,1.5, and 2.4. No issues persisted.

Mr. Gill went through sub-heading of the Matrix (Sect 3.1 – 4.6) to ensure the participants were comfortable with the rating process for each and if any clarifications/corrections were necessary to a sub-heading.

No issues requiring further review

No further motion or action taken.

H. Next Meeting, no conflicts discussed

I. Adjournment: motion Groce, 2nd Webb, voice vote all aye, no nay. Adjourned at 9:56 AM

City of DeKalb

Transit Operations and Maintenance Facility

Site Selection - Summary

2/1/22

#	Criterion						Criterion Weighting		Scenario Score	Score
		1	2	3	4	5	Committee Avg	High = 3; Medium = 2; Low = 1	Enter Scenario scoring (-3 to +3 scale)	Criteria Weighting X Scenario Score
1	Operations									
1.1	Location within service area	2	3	2	3	1	2.2		0	#N/A
1.2	Program Compliance	3	3	3	2	2	2.6		0	#N/A
1.3	Deadhead Analysis	2	3	3	2	2	2.4		0	#N/A
1.4	Impacts to adjacent developments, users, and occupants	1	2	3	3	3	2.4			
1.5	Impacts from adjacent developments, users, and occupants	2	2	2	2	1	1.8		0	#N/A
2	Acquisition									
2.1	Ownership and Availability	2	3	2	2	2	2.2		0	#N/A
2.2	Development Cost	3	2	2	3	2	2.4		0	#N/A
2.3	Purchase Cost (if applicable)	1	3	2	3	1	2		0	#N/A
2.4	Title Search	3	3	3	2	3	2.8		0	#N/A
3	Developability									
3.1	Jurisdictional Authorities	3	3	3	2	3	2.8		0	#N/A
3.2	Zoning & Comprehensive Plan	3	3	1	3	2	2.4		0	#N/A
3.3	Ecological Resources through EcoCAT	3	3	3	3	3	3		0	#N/A
3.4	Historical Resources through IDNR-SHPO	3	2	2	3	2	2.4		0	#N/A
3.5	Demolition Requirements	3	2	2	1	2	2		0	#N/A
4	Feasibility									
4.1	Available Land Area	3	3	3	3	3	3		0	#N/A
4.2	Vehicular Access	3	3	2	3	2	2.6		0	#N/A
4.3	Site Queueing	1	2	1	2	1	1.4		0	#N/A
4.4	Access to Utilities with Field Verification	3	3	3	1	2	2.4		0	#N/A
4.5	General Topography (LiDAR Only)	2	2	1	1	1	1.4		0	#N/A
4.6	Site Features	3	3	1	3	2	2.4		0	#N/A

OVERALL SCORE