



## Project Selection Subcommittee

**Date:** Wednesday, September 22<sup>nd</sup>, 2021  
**Time:** 1:30 PM  
**Location:** DeKalb County Highway Department  
1826 Barber Greene Road, DeKalb, IL 60115

**Attendance:**

**Voting Members**

City of DeKalb: Zac Gill (Chair)  
City of Sycamore: Mark Bushnell  
Town of Cortland: Brandy Williams  
DeKalb County: Nathan Schwartz

**Non-Voting Attendance**

DSATS Staff: Nathan Schwartz, Brandon Geber

### Meeting Minutes

**Call to Order:** Chair Gill called the meeting to order at 1:36pm.

- 1. Roll Call**
- 2. Approval of Agenda (Action)**  
Motion to approve the September 22, 2021 meeting agenda made by Mr. Bushnell; seconded by Mr. Schwartz; Motion approved unanimously.
- 3. Approval of Minutes (Action)**  
Motion to approve the November 2, 2020 meeting minutes made by Mr. Schwartz, seconded by Ms. Williams; Motion approved unanimously.
- 4. Public Comments**  
No public comments.

## 5. New Business

### a. Review of Existing and Proposed STU Projects (Action)

Mr. Geber presented the results of the recent project solicitation for MPO STBG funding for fiscal years 2023-2027. A detailed overview was provided for projects submitted for consideration, updates made to existing and previously submitted projects, and how scoring was applied by staff.

Mr. Schwartz provided an explanation of the current funding schedule that incorporates requested changes in project cost and fiscal year. Staff's recommendation for funding consideration is to combine City of Sycamore's proposed signal improvement project with traffic signal needs expressed from City of DeKalb, and with additional explanation of associated improvements, move forward with the Barber Greene Road resurfacing project.

Mr. Schwartz provided additional detail on expected funding as a result of the potential infrastructure bill and gave an overview of the TIP programming process. Committee members continued discussion on the various scoring procedures used to compare specific projects.

Motion to forward the SFY 2023-2027 projects as recommended by staff and dated September 22, 2021 to the Transportation Advisory Committee with a positive recommendation made by Mr. Bushnell; seconded by Ms. Williams; approved by voice vote.

### b. Review of Project Selection Criteria

Chair Gill started discussion by inquiring how the current scoring criteria can benefit priority projects that may not already be reflected in the scoring criteria.

Mr. Geber briefly described the current criteria and new items that should be reflected in the criteria moving forward.

Mr. Schwartz described the process used to create the original selection criteria and emphasized the need to revisit certain items.

Committee members discussed and agreed to remove the functional classification references from the selection criteria Regional/Community Benefits.

Chair Gill asked for clarification on how projects actually benefit or burden underserved populations given project details can often indicate the inverse.

Mr. Geber provided clarification of the Environmental Justice review criteria and how it was applied to the project. Committee members continued discussing how long-term development aspects and impacts on underserved populations can be reflected in the scoring criteria.

Mr. Bushnell requested criteria included within the selection criteria Various Considerations be more subjective instead of point-based and committee members discussed potential options. Mr. Geber responded increased subjectivity will require more detail from project submissions and some new requirements, such as performance measures, need to be directly reflected in programming. Chair Gill proposed adding additional points for urgency and benefit. Ms. Williams added that urgent resurfacing projects should have an avenue to get more points.

Committee members discussed potentially adding a new category for urgency and need to address this issue.

Chair Gill asked if another meeting would be needed to update this criteria and Mr. Schwartz answered most of this can be performed during the TIP update process and informally discussed throughout the year.

**6. Other Business**

**7. Adjourn**

A motion to adjourn was made by Mr. Bushnell, seconded by Ms. Williams; meeting adjourned at 2:53pm.

Note: These minutes are not official until approved by the Project Selection Subcommittee at a subsequent meeting.