



Meeting Minutes
Village of Glen Ellyn
Capital Improvements Commission
Regular Meeting
November 9, 2021
7:00 PM
Glen Ellyn Civic Center Room 301

Board or Commission: Capital Improvements

Date: November 9, 2021

Meeting: Regular

Called to Order: 7:01 p.m.

Quorum: Yes

Adjourned: 8:53 p.m.

Member Attendance:

Steve Szymanski	Chairman	Present
Joel Baldin	Commissioner	Present
Adam B. Biggam	Commissioner	Present
Joshua J. Cattero	Commissioner	Absent
Arthur F. Foerster	Commissioner	Present
Michael M. Lindquist	Commissioner	Present
Steve Neurauter	Commissioner	Present
Jill Ziegler	Commissioner	Present
Rocco J. Zucchero	Commissioner	Present
Bill Payne	Trustee Liaison	Absent
Richard Daubert	Staff Liaison/Professional Engineer	Present

Also Present:

Dave Buckley	Public Works Director
Steve Warner	Civil Engineer II
Bridget Malinowski	AECOM
Joe Stefanski	Applied Research Associates (ARA)
Jose Rodriguez	Chicago Metropolitan Agency for Planning (CMAP)

A. CALL TO ORDER

The November 9, 2021 Meeting of the Capital Improvements Commission was called to order by Chairman Szymanski at 7:01 PM at the Glen Ellyn Civic Center.

B. PUBLIC COMMENT – None

C. APPROVAL OF MINUTES FROM OCTOBER 12, 2021 CAPITAL IMPROVEMENTS COMMISSION MEETING

MOTION TO APPROVE MINUTES FROM OCTOBER 12, 2021 CAPITAL IMPROVEMENTS COMMISSION MEETING

MOTION BY: Commissioner Lindquist

SECOND BY: Commissioner Foerster

RESULT: UNANIMOUS APPROVAL

D. CURRENT BUSINESS

1. CMAP Pavement Management Program Presentation:

Engineer Daubert introduces Joe Stefanski from ARA, Jose Rodriguez from CMAP, and Bridget Malinowski from AECOM. Engineer Daubert states we have been working with a master roadway rehabilitation plan from year 2000 which is set to expire in 2030 with now being an appropriate time to start updating and expanding the plan. Staff has been looking for a tool to help from an inventory and planning standpoint. An opportunity arose whereby staff was able to secure participation in CMAP's Pavement Management Program development. Engineer Daubert notes that CMAP is looking to work with local agencies as part of its ON TO 2050 Regional Plan to support more uniform pavement management plans. Tonight Joe Stefanski will present on the draft Village of Glen Ellyn Pavement Management Program or as is being called a System. Engineer Daubert emphasizes that this is not a fixed plan but rather a dynamic data driven planning program.

Joe Stefanski advances into the presentation which involved a review of the following topics with the CIC:

- Project Background – ARA is selected as one of the vendors
- Pavement Management System components (data collection, PCI survey, performance model, treatment matrix, budget, M&R optimization, CIP development)
- Pavement Distress Survey – crack & roughness measurements of roadway referenced via GPS
- Field Data Collection & Pavement Condition Rating
- Pavement Condition Ratings via PCI scores from 0-100
- Pavement Condition Results – The average PCI score for Glen Ellyn is 72.6; 1% of the streets are in serious condition, 8% are in very poor condition, 12% poor, 20% fair, 28% satisfactory, 31% good.
- Pavement Management Software – PAVER was the software chosen. The software runs the analysis and gives a plan based on localized preventative maintenance, localized stop gap repairs, and major maintenance and rehabilitation
- Pavement Performance Models
- Budget Allocation (2022-2031)
- Treatment Matrix
- Budget Analysis (2022-2031)
- Current Finding Scenarios

- Pavement Preservation- by using the pavement management system technique the life of the pavement can be extended with a lower cost throughout its life.
- Localized Maintenance Recommendations – 2022
- Recommendations- pavement preservation, update PMS regularly, include structure analysis as part of PMS, perform routine pavement condition inspections every 3-5 years.

Chairman Szymanski asks if you can prioritize by streets and make adjustments to plan. Joe Stefanski states yes you can.

Daubert states from the initial analysis we would need to increase funding from approximately \$4.5M annually to \$6M to maintain the Village's current PCI of 72. However, that is based on assumptions about how quickly the pavement will deteriorate as well as the actual cost of projects which are currently estimated. Daubert notes that the amount of pavement rehabilitation work over the next few years is fairly aggressive so we will look to get the most value out of the program based on what our current funding and actual projects costs are. Daubert notes that based on recent bids, there likely is an opportunity to complete more roadway rehabilitation work within the current program funding. Engineer Daubert notes that the general industry standard to strive for is a PCI score of 70. Engineer Daubert asks Jose Rodriguez from CMAP to summarize where other communities in the study fell in terms of PCI and what the Village may want to strive for. Jose Rodriguez from CMAP states, the average PCI for the communities we work with is mid to upper 50s. Given the nature of the community, Glen Ellyn may want to strive for upper 70's (PCI) based on its available resources.

Public Works Director Buckley states our score is where it is at because our village board and staff had the initiative of roadway upkeep, budgeted for that over the years, and kept the funding there. Engineer Daubert adds we are in a good position where with this new tool we can better adjust the master plan and program to optimize the use of funds. At the same time, we need to be mindful of other initiatives that limit the available funding we have for roadway improvements. In summary, this is a good tool to use and the board relies on us to prioritize based on the various initiatives and resources.

Trustee Payne adds the board will not manage PCIs. We rely on staff to do that and keep us informed if residents start complaining or if problems arise. This tool will prevent calls from residents and keep us working on the streets.

Commissioner Zucchero asks what you need from the CIC. Daubert states this is something we should review with the CIC as we work through the program and monitor the funding and PCI. Chairman Szymanski notes that this is something that we should dig a little deeper into. He notes that perhaps the Commission wants to make a recommendation about maintaining a certain PCI. Engineer Daubert notes that based on the PCI, available funding, and project bids, the CIC would be solicited for recommendations to adjust the program.

Engineer Daubert thanks CMAP & ARA for putting this presentation together and for all their work on the development of the program.

2. Central Business District Streetscape and Utility Improvements Update:

Engineer Daubert reports we have received the pre-final plans for the project and are reviewing them. CivilTech is working on revisions to the street lighting and electrical system design. We are trying to balance function and cost. The Village Board would like us to proceed with the design of undergrounding of overhead utility lines on Hillside Avenue (just east and west of Main Street) that the CIC previously reviewed. Depending on where costs come in with the first phase of the project and the utility undergrounding, the work could be implemented more immediately or deferred to after a future phase of the project.

Engineer Daubert notes that from a material availability standpoint, brick pavers currently have long lead times. The manufacturer has agreed to reserve production for the Village so the material is available for 2022. We provided a detailed inventory of what we need for the first phase of the project as well as for what Apex 400 will need for their frontage.

Parkway Trees – Tom Topor is working on procurement of the parkway trees for the project.

Historic Plaques – There are 14 specific plaques included for the first phase of the project. The Historical Society is working with Troost Monument to get them made.

Procurement of Phase III Engineering Firm – Engineer Daubert notes we are preparing an RFP for Phase III/Construction Engineering Services. We are looking to find a strong resident engineer for the first phase of the project. We want to make sure we have good public outreach and we are looking to have staff members dedicated for this. We have received a lot of great ideas and insights from speaking with the various firms that work on these types of projects. We would like to have CIC members involved in interviews to help with the procurement. Engineer Daubert asked CIC members to let him know if they are interested in participating.

- E. TRUSTEE’S REPORT** – Trustee Payne reports we started the budgeting process last night. The final budget approval will be on December 6. We are also looking at what the impact will be to the budget once the American Rescue Plan runs out. We may need to cut funds. Engineer Daubert adds we will be looking at applying for more grants in the future as well.

F. OTHER BUSINESS – None

- G. PUBLIC WORKS REPORT** – Public Works Director Buckley reports we are getting closer to becoming fully staffed. We hired two maintenance workers. Seasonally, we have our street sweepers going out on the weekends. We are checking out our snowplows and salt spreaders to make sure they are ready to go. Polar Plaza will be back the day after Thanksgiving.

- H. PROJECT REPORT** – Engineer Daubert reports on this year’s Utility and Roadway Improvement Project. He notes that it has been a challenging month staying on top of the Contractor given a number of schedule changes. The majority of the parkway restoration is complete. The final layer of asphalt will be paved tomorrow. Steve Warner reports on the 2021 Street Resurfacing Improvement Project noting that the Contractor has completed the lawn restoration work. Train station – Engineer Daubert states we are tasked with figuring out if we can purchase the train depot. We are reviewing

this with IDOT and FHWA. We have a meeting set up to discuss the land acquisition process with IDOT.

We are also working on staffing. We completed interviews for our open Civil Engineer position. We had some great candidates. We will be extending an offer this week. It has been hard this year because many engineers are leaving the public sector and going in to the private sector. We are looking to hire great people and retain them.

- I. ADJOURNMENT** – Commissioner Zuccherro motions and Commissioner Biggam seconds to adjourn the meeting. The meeting adjourned at 8:53 p.m.

The next meeting is scheduled for December 14, 2021

Submitted by Elisa Pollina, Recording Secretary

Reviewed by Richard Daubert, Professional Engineer