Village of Glen Ellyn

Meeting Minutes
Village of Glen Ellyn
Capital Improvements Commission
Regular Meeting
October 11, 2022
7:00 PM
Glen Ellyn Civic Center Room 301

Board or Commission: Capital Improvements **Date:** October 11, 2022

Meeting: Regular **Called to Order:** 7:02 p.m.

Quorum: Yes **Adjourned:** 9:15 p.m.

Member Attendance:

Steve Szymanski	Chairman	Present
Joel Baldin	Commissioner	Absent
Joshua Cattero	Commissioner	Present
Arthur Foerster	Commissioner	Absent
Michael Lindquist	Commissioner	Present
Adil Saeed	Commissioner	Present
Jill Ziegler	Commissioner	Present
Rocco Zucchero	Commissioner	Present
Bill Payne	Trustee Liaison	Absent
Richard Daubert	Staff Liaison/Professional Engineer	Present

Also Present:

Dave Buckley	Public Works Director
Elisa Pollina	Recording Secretary

A. CALL TO ORDER

The October 11, 2022 Meeting of the Capital Improvements Commission was called to order by Chairman Szymanski at 7:02 PM at the Glen Ellyn Civic Center.

B. PUBLIC COMMENT – None

C. APPROVAL OF MINUTES

APPROVAL OF SEPTEMBER 13, 2022 CAPITAL IMPROVEMENTS COMMISSION MEETING MINUTES

MOTION TO APPROVE MINUTES FROM SEPTEMBER 13, 2022 CAPITAL IMPROVEMENTS COMMISSION MEETING

MOTION BY: Commissioner Lindquist

SECOND BY: Commissioner Cattero

RESULT: UNANIMOUS APPROVAL

D. CURRENT BUSINESS

1. Public Works Engineering Division CIP and CY2023 Budget Items – Engineer Daubert reports there will be a meeting with the Board next Tuesday to go over the 2023 Budget and CIP. He notes the desire to secure a motion from the Capital Improvements Commission to recommend these items to the Village Board. Engineer Daubert gives a presentation on the 2023 Budget and CIP to the CIC. The topics reviewed with the Commission include:

   2023 Capital Plan Overview
   • Capital Projects ~ $18.7M
   • Water Projects ~ $2.6M
   • Sewer Projects ~ $3.2M

   2023 Major Roadway Projects
   • Street Rehabilitation Project (6.7 Miles) ~ $4.4M – ($4.4M Capital)
   • CBD SUI – Phases 2 & 3 (2-year Project/1.0 Mile) ~ $16.8M ($14.7M Capital, $1.1M Water, $1.0M Sewer). Daubert adds we have the 2nd phase of the downtown next year.
   • Asphalt Pavement Preservation ~ $340K Capital
   • Concrete Street Patching ~ $50K Capital
   • Sidewalk Removal and Replacement Program ~ $150K Capital
   • New Sidewalk ~$125K Capital

   2023 Major Water/Sewer Projects
   • Sanitary Sewer Lining and Repairs ~ $500K Sewer
   • Hill Avenue Water and Sewer Improvements ~ $2.2M ($500K Capital, $1.1M Water, $600K Sewer). Daubert notes that the Village of Lombard will be contributing funds towards this project.
   • Newton Water Storage Reservoir Rehabilitation ~$500K Water
   • Lead Service Inventory Potholing ~$30K Water - Daubert notes that this is to assist the Village with its responsibility to inventory water service materials throughout the Village. He adds that as we replace water mains as part of projects, that we are getting rid of lead water services including up to houses. Chairman Szymanski asks if there are certain areas within the village that

have a higher concentration of lead. Daubert states you will see more lead in homes built before 1960; however, it is rare for there to be lead on the private side of the water service.

2023 Major Engineering Projects
• Engineering for Future Projects ~ $1.04M ($666K Cap, $249K Water, $122K Sewer)
• Train Station/Underpass ~ $1M Capital to Start Phase II – Daubert adds we asked the board if they supported starting Phase II engineering and we did seem to have a consensus to start negotiating with CDM Smith to move forward on this.
• Traffic Signal Improvements ~ $200K Capital

2023 Miscellaneous Initiatives/Expenditures
• Panfish Park Improvements ~$100K Capital
• Glenwood Station Development ~$200K Capital for Public Improvements
• Stormwater Drainage Program ~$10K Capital
• Street Lighting Repairs ~$15K Capital
• Prof. Services (Traffic Counts, Topo Survey) ~ $5K Capital
• Engineering Software ~ $10K Capital
• NPDES Permit ~$1K Capital – Daubert adds this saves money to apply for a general permit.

Engineer Daubert reviews the CIP in detail with the CIC noting that the CIP goes into the red due to increases in project costs as well as additional project initiatives. He notes that staff has developed three different scenarios of the plan with end of year fund balances varying per plan. He notes that the Finance Department looked closely at revenues and that the scenarios are being refined for the Board Meeting. He summarizes that Scenario 1 of the CIP involves execution of all planned projects with no additional grants secured; Scenario 2 involves execution of all planned projects with additional grants secured for applicable projects (train station and federal aid route roadway projects); and Scenario 3 involves the execution of all planned projects except for the Train Station with no additional grants are secured. He notes that the purpose of this exercise is to show that execution of all projects in the plan is dependent on issuing $10M in debt service, securing additional grant funding for projects, and on project bids. Daubert also reviews grant funding opportunities in further detail as part of this portion of the presentation. Chairman Szymanski asks how this information is presented to the Village board. Daubert states we want to communicate to the board that the numbers are tight due in part to the new initiatives that have been added as well as increased project costs. Trustee Payne asks about what decisions we need to make now verses down the road. Engineer Daubert notes that this is a very fluid plan as it assumes a lot. He notes that the plan will have to be reviewed and adjusted as bids come in on projects and as the Village determines whether or not it is successful in securing additional grant funding for projects. He notes that a good check in point on the plan forward will be after we receive the bids for the next two phases of the Streetscape Project as well as for upcoming major roadway projects. Chairman Szymanski notes that we should be prepared to identify what sacrifices may need to be made.

Chairman Szymanski asks the CIC for feedback on the Budget and CIP. Commissioner Zucchero expresses appreciation for having alternative scenarios and commends staff for making full use of the funding and executing projects. He expresses his support for the Budget and CIP. Commissioner Cattero expresses cautious support but contingent upon close review of the plan as

bids are received and as additional grant funding is secured. As a whole, the CIC conceptually supports the Budget and CIP and is willing to make adjustments moving forward.

Chairman Szymanski motions to approve the 2023 Capital Improvement Plan Budget Items as presented subject to continued review of the Capital Improvement Plan as project bids and additional funding are received. Commissioner Ziegler seconds the motion.

MOTION TO APPROVE THE 2023 CAPITAL IMPROVEMENT PLAN BUDGET ITEMS AS PRESENTED SUBJEC TO CONTINUED REVIEW OF THE CAPITAL IMPROVEMENT PLAN AS PROJECT BIDS AND ADDITIONAL FUNDING ARE RECEIVED.
MOTION BY: Chairman Szymanski
SECOND BY: Commissioner Ziegler
RESULT: UNANIMOUS APPROVAL

E. TRUSTEE'S REPORT – Trustee Payne reports the Village Board voted on the intersection of Crescent & Main and the preferred option is Option C (primarily asphalt pavement intersection, concrete curing and brick paver median area around the horse trough island, and Brick Paver Crosswalks with Concrete Ribbons). He notes that the Board also gave staff direction to proceed forward with negotiating a Phase II Engineering Agreement with CDM Smith for the Train Station Project. He notes that we are also in budget season with our first workshop on Monday. The budget process will continue for the next few months.

F. OTHER BUSINESS – Engineer Daubert reports that the Board will be considering appointment of a new Commissioner to the CIC this month.

G. PUBLIC WORKS REPORT – Public Works Director Buckley reports we had a new civil engineer start today; she has over 15 years of experience. We also hired a full-time temporary worker that will be working 30 hours a week through December. We are still looking for an Assistant Village Engineer. We hope to start interviewing for that position soon. We are also interviewing for a forestry superintendent. We had a person within Public Works transfer to Utilities. We are now looking to fill the position of street superintendent. We had a fair number of contracts approved including the Holiday Lights contract. This year we will be wrapping the trees with holiday lights in lieu of draping them.

H. PROJECT REPORT – Engineer Daubert reports the streetscape project is moving along well. In early November brick paver crosswalks will be constructed. The Park Boulevard water main replacement is moving along with the concrete curb/gutter and sidewalk restoration work recently completed. He notes that asphalt paving work is underway on the Windsor/Sawyer/Chesterfield/Kenilworth/Dawn Utility and Roadway Project.

I. ADJOURNMENT – The next meeting is scheduled for November 8 which is Election Day, so we are tentatively going to move that meeting to November 15. Commissioner Zucchero motions and

Commissioner Saeed seconds to adjourn the meeting. The motion is unanimously approved, and meeting adjourned at 9:15 p.m.

Submitted by Elisa Pollina, Recording Secretary
Reviewed by Richard Daubert, Professional Engineer