



Agenda
Village of Glen Ellyn
Special Village Board Workshop
Monday, August 7, 2023
7:00 PM
Glen Ellyn Civic Center, Room 301

Meeting Procedures Statement

Visitors are most welcome to attend all meetings of the Village Board and can find copies of the Agenda at the meeting or online at www.glenellyn.org prior to the meeting. Any individual with a disability requiring a reasonable accommodation in order to participate in a meeting should contact The Village of Glen Ellyn ADA Coordinator, 630-469-5000, at least five (5) business days in advance of the next scheduled meeting. All matters on the Agenda may be discussed, amended, and acted upon.

- A. Call to Order**
- B. Pledge of Allegiance**
- C. Roll Call**
- D. Audience Participation**

- 1) Open:

Members of the public are welcome to speak to any item not specifically listed on tonight's agenda for up to (3) three minutes. For those items which are on tonight's agenda, the public will have the opportunity to comment at the time the item is discussed. In either case, please complete the Audience Participation form and turn it in to the Village Clerk. It is requested that, if possible, one spokesman for a group be appointed to present the views of the entire group. Speakers who are recognized are requested to step to a microphone and state their name, their topic and the group, if any, they are representing prior to addressing the Village Board. Individuals wishing to address the Board shall exercise proper decorum and respect for the proceedings and the business of the Village Board, and shall refrain from abusive demeanor and language. The practice of ceding time to other speakers shall be prohibited, except in the discretion of the presiding officer of the meeting. Public officials are not obligated to respond to questions.

- E. Presentation**

- 1) Downtown Construction Update (Assistant Village Engineer Peebles)
- 2) Business Support Programs (Economic Development Coordinator Hannah)

- F. Reminders**

- 1) Village Board Meeting August 28, 2023 at 7 pm

- G. Adjourn for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, Section 2.06, ILCS 120/2 (c)(1), not to return to open session**



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting 8/7/2023 7:00 PM
Department: Public Works
Department Head: Dave Buckley
Category: Discussion Item
Prepared By: Derek Peebles

**AGENDA ITEM (ID
2023-788)**

DOC ID: 2023-788

Downtown Construction Update (Assistant Village Engineer Peebles)

Statement of the Issue:

Construction on Phase 2 of the Streetscape and Utility Improvements Project is in progress as approved by the Village Board at the March 13, 2023 Board meeting.

Analysis:

Project Schedule

Construction on the Village project began with tree removal in the first week of April. As background, the original construction sequencing envisioned during the project design called for starting work on Main Street first, which would then result in completing work on Main Street first.

Under this scenario, the substantial completion date for Main Street was targeted as September 29th with substantial completion of the Pennsylvania and Crescent segments by November 1st.

However, this original construction sequencing was disrupted by the need for Nicor Gas to replace aged and undersized existing gas main throughout the downtown. The nature of Nicor's work would not allow for Village work to occur in the same space as Nicor. And the presence of multiple existing gas mains and a high density of gas services along Main Street argued for Nicor to begin their work there and remove the conflicts before the Village could begin on Main Street. As a result, the Village had to start its work on Pennsylvania Avenue instead of the original plan to begin and finish first on Main Street.

Nicor completed installation of new gas main and deadening of the old gas main within the Phase 2 project area on June 29th. Freeing both parties of the complex daily coordination and allowing Village forces to finally begin work on the south block of Main Street, approximately 2 months after work would originally have begun.

The completion of Nicor's work has also allowed for the generation of more linear and predictable scheduling of the remaining streetscaping and utility work. The attached schedule was generated for communication with project stakeholders and the general public. In addition to conveying approximate projected dates of various stages of work by roadway segment, the schedule is intended to communicate the appearance and anticipated impact of the different stages of construction. In an effort to come as close as possible to meeting the original project substantial completion target date of November 1st, the Village is approving overtime and Saturday work by the contractor on a week-to-week basis when it will serve to advance the overall project completion.

South Block of Main Street (Crescent to Pennsylvania) – Date for Opening to Traffic

We are nearing a stage where asphalt binder course will be in place along the south block of Main Street. While on-street parking will not be able to be restored on the south block of Main Street until substantial completion, some businesses have expressed a strong desire to have the south block of Main Street opened to a single lane of southbound traffic as soon as possible.

The original design plan called for the closure of the south block of Main Street for the duration of work along this segment in order to efficiently accomplish the furniture zone and sidewalk work.

Between soil cell excavation, electrical conduit, street light foundations, irrigation, planter and seatwall footings, etc and then the restoration of the furniture zone with paver base course and pavers, granite curbs, street furniture and trees, there is realistically 6-9 weeks of work involved, with the benefit of having the roadway fully closed. There are real trade-offs in attempting to open it to traffic earlier not the least of which is significantly slowing work and thereby extending the substantial completion date later into November. In addition, there are safety considerations and communication considerations.

While some of the substages are made more efficient with the closure of the roadway, others will not safely allow the opening of a lane of the roadway (e.g. horse trough island and Main/Crescent intersection reconstruction). A question is whether it is an overall benefit to have the street segment open to traffic one day or part of one day, then closed the next day, then opened the next day, and again closed the next. Or whether the unpredictability will serve to further frustrate visitors to the downtown, and actually serve as a discouragement to visiting, while at the same time slowing construction efforts. Village staff are in the process of evaluating the substages with the contractor to better attempt to predict and forecast when it is most feasible and provides the greatest benefit to open the roadway to traffic. It is likely that the roadway can first be opened to traffic during evenings and over weekends, when work is not taking place. And then at a later substage start to be opened to traffic during certain days as well.

General Project Communication

As part of the goal to provide up-to-date information about the construction and to keep open channels of communication, the Village has been pursuing the following communication strategy:

- Weekly Zoom meeting (Thursdays) hosted by project engineers, open to the public, at which there is a description of the existing and upcoming work, and solicitation of feedback/questions/concerns from those participating
- Weekly email update (Fridays) sent to a list of all adjacent project stakeholders and anyone else who requests to be added to the list
- Weekly update flyer that is posted on the project website and hand-delivered each Friday to the businesses and properties adjacent to the project
- Project website with background information, project videos, project updates, and project contacts. (www.downtownge.com)
- Posting of project information in Village newsletters
- Parking and other special purpose informational flyers that include the project contacts

If anyone has any project concerns please reach out to Clay Keller (project Resident Engineer,

pkeller@bla-inc.com, 630.936.9456) or Derek Peebles (Assistant Village Engineer, dpeebles@glenellyn.org, 630.689.7832).

Budget Impact:

N/A

Contribution to Strategic Plan

Action Requested:

Informational only.

Attachments:

1. GE CBD SUI - Construction Schedule Projection -Aug 2 2023

Glen Ellyn - CBD Streetscaping and Utility Improvements Project - Phase 2 Schedule Projection

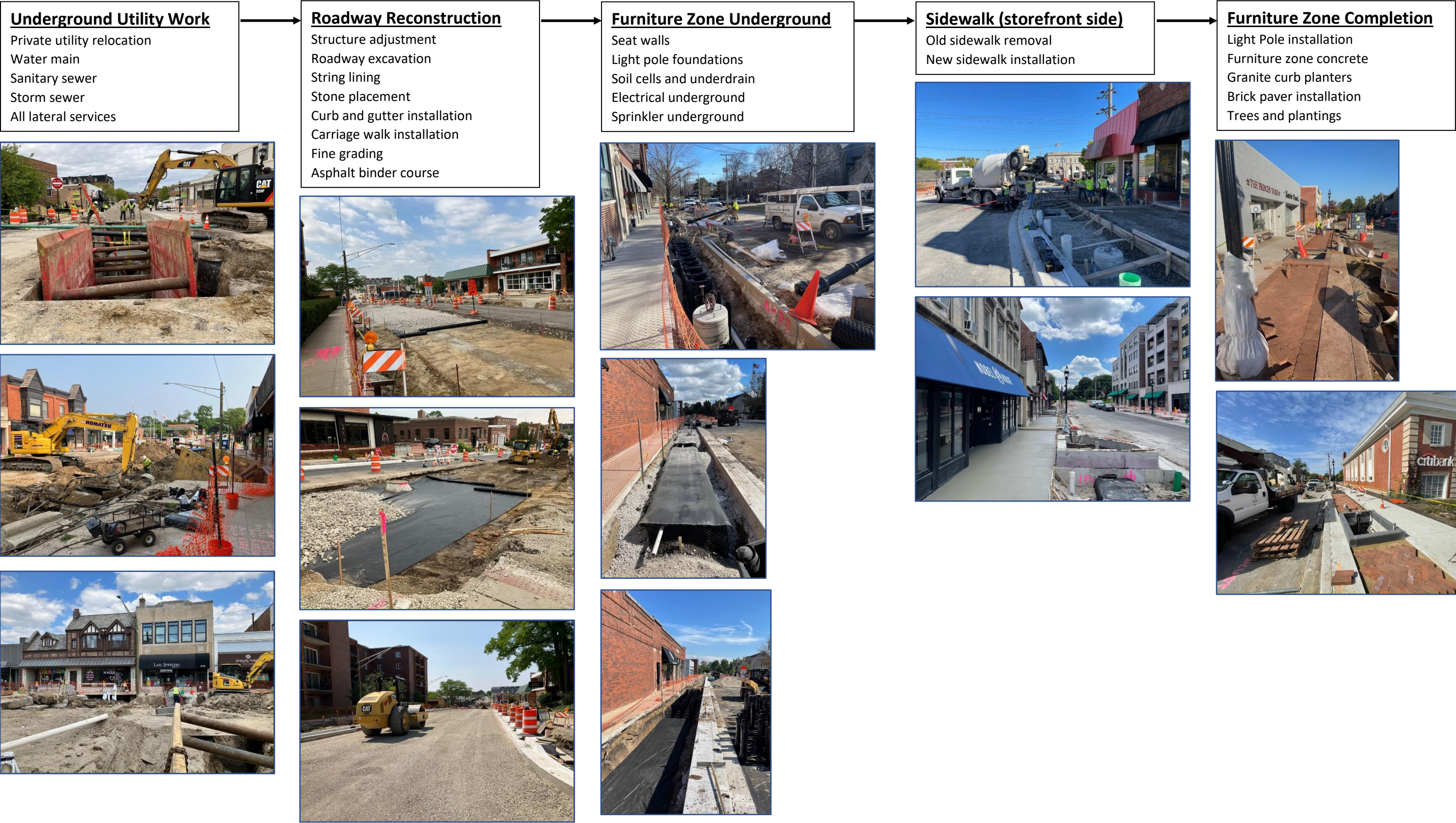
SCHEDULE AS OF AUGUST 2, 2023. SUBJECT TO CHANGE

	July				August				September				October				November				December							
Pennsylvania Ave (North Side)																												
Underground Utility Work																												
Roadway Reconstruction																												
Furniture Zone Underground																												
Sidewalk (storefront side)																												
Furniture Zone Completion																												
Pennsylvania Ave (South Side)																												
Underground Utility Work																												
Roadway Reconstruction																												
Furniture Zone Underground																												
Sidewalk (storefront side)																												
Furniture Zone Completion																												
Main St (North Block)																												
Underground Utility Work																												
Roadway Reconstruction																												
Furniture Zone Underground																												
Sidewalk (storefront side)																												
Furniture Zone Completion																												
Main St (South Block)																												
Underground Utility Work																												
Roadway Reconstruction																												
Furniture Zone Underground																												
Sidewalk (storefront side)																												
Furniture Zone Completion																												
Main St (at RR Tracks)																												
Underground Utility Work																												
Roadway Reconstruction																												
Furniture Zone Underground																												
Sidewalk (storefront side)																												
Furniture Zone Completion																												
Crescent Blvd												By this schedule projection, only the underground utilities and temporary paving were anticipated to occur for Crescent Boulevard and the small stretch of Main St adjacent to the RR tracks in 2023. However, based upon the most recent meeting coordination, there is to be a push to reach substantial completion for these segments in 2023. The schedule is currently being worked out to achieve this.																
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Glen Ellyn CBD Streetscaping and Utility Improvements Project – General Stages of Construction





Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting 8/7/2023 7:00 PM
Department: Administration
Department Head: Emily Rodman
Category: Discussion Item
Prepared By: Meredith Hannah

**AGENDA ITEM (ID
2023-790)**

DOC ID: 2023-790

Business Support Programs (Economic Development Coordinator Hannah)

Statement of the Issue:

Prior to and during downtown construction, the Village has developed and managed a number of business support programs to sustain, support and grow businesses. In addition to financial award programs, the Village partners with the Alliance of Downtown Glen Ellyn and the Chamber of Commerce to market to the community at large and beyond, that businesses are open and ready to serve customers.

Analysis:

Facade Award Program

The Village's long-standing facade program encourages businesses across the community in all business districts to make exterior improvements to their buildings including historical features, windows, doors, lighting and ADA improvements. This program is funded by the Central Business District TIF fund for downtown businesses and the general fund for Roosevelt Road and Stacy's Corners businesses. Businesses may receive up to \$30,000. This was increased from \$15,000 by the Board in 2020.

Downtown Retail Interior Improvement Award Program

The Village's interior improvement program supports permanent improvements such as plumbing, electrical upgrades, ADA improvements as well as historical features such as restoration of tin ceilings to encourage restaurants and retail businesses to open and/or expand in the Central Business District. These improvements are funded by the Central Business District TIF fund. Businesses may receive up to \$30,000. This was increased from \$15,000 by the Board in 2020.

Fire Prevention Award Program

The Village's fire prevention program was created after a fire occurred in a downtown restaurant. Because the building had a sprinkler system, it mitigated any potential spread to neighboring businesses. The Board created the program to encourage businesses in the Central Business District to invest in fire safety improvements. The program is funded by the Central Business District TIF fund. The program was later extended to businesses located in the Roosevelt Road TIF District, with financial support from the Roosevelt Road TIF fund for these properties. Businesses may receive up to \$15,000 for this program.

COVID-19 Support Award Program

In the Fall of 2020, the Village Board approved a COVID-19 Support Program to assist businesses with expenses associated with reopening during the pandemic. Eligible expenses included safety measures necessary to open, point of sale/website upgrades to accommodate on-line ordering and touchless sales, as well as outdoor dining investments by restaurants. Businesses were able to receive up to \$5,000 for these investments. This program was funded by CARES Act funding and is now closed. The program assisted 38 businesses with over \$147,000 across the community.

Downtown Beautification Award Program

After meetings and conversations with businesses in the Phase I of the streetscape project over the summer of 2022, the Village Board approved the creation of a Beautification Award for businesses to take advantage of new awnings, projecting signs or other permanent improvements. The Beautification Awards are fully reimbursable awards up to \$3,000 per business. The Village has approved three (3) beautification awards totaling \$8,675. Staff is working with seven (7) additional businesses on beautification awards.

Marketing Support

The Village partners with the Alliance of Downtown Glen Ellyn and the Glen Ellyn Chamber of Commerce to market and drive traffic to Glen Ellyn businesses. During Phase I of streetscape the Alliance worked with the Village to host "Wine the Walkway" event in the pedestrian walkway to drive traffic to the nine (9) restaurants on the Southside of the downtown and provide exposure to the nine (9) retailers. Phase I also included service, salons and office businesses, with restaurants and retailers. The total businesses operating within the Phase I construction zone was approximately 34.

During Phase II of streetscape, the Alliance held their annual "Wines and Finds" shopping event in June and an indoor/outdoor sidewalk sale across the downtown. Both Jazz and Country Road concerts were held on the southside of downtown. Phase II has approximately 110 businesses, including offices, salons, service businesses, restaurants (8) and retailers (26). Two retailers opened during Phase II of streetscape and one new restaurant is set to open in the coming weeks.

The Village launched the "It's Worth the Trip" campaign and worked with Innovation DuPage and the Alliance to host events for businesses to learn more about social media and find resources to boost their on-line presence. Innovation DuPage also worked with the Alliance on an "It's Worth the Trip" video showcasing the many businesses downtown. Innovation DuPage worked with Glen Ellyn Mom's Village to help promote the video on social media channels.

Most recently, the Village has provided \$500 worth of gift checks to our CSO to distribute to shoppers in the downtown to encourage return visits. Staff have also collaborated with the Alliance on a new "Shop Summer Saturdays" event that will run every Saturday through September to encourage people to visit multiple shops and restaurants across the downtown on Saturdays. Paid advertising supports this event as well as posters and social media from the participating businesses.

In preparation for this discussion, staff also contacted other communities who have, or are going through similar construction in their downtown to see what other communities are doing to support their businesses during construction. Communities contacted did not provide financial support. However, they encouraged shopping local and supporting businesses in the construction zones through various marketing and events.

Budget Impact:

In 2022, the Village Board approved \$106,250 for businesses in the downtown through the award programs. So far this year, the Village Board has approved awards totalling \$109,250. These awards are funded from the Central Business District TIF Fund. A total of \$125,000 is budgeted for these awards in the 2023 Budget.

Contribution to Strategic Plan**Action Requested:****Attachments:**