



Meeting Minutes
Village of Glen Ellyn
Capital Improvements Commission
Regular Meeting
September 12, 2023
7:00 PM
Glen Ellyn Civic Center Room 301

Board or Commission: Capital Improvements

Date: September 12, 2023

Meeting: Regular

Called to Order: 7:03 p.m.

Quorum: Yes

Adjourned: 8:57 p.m.

Member Attendance:

Steve Szymanski	Chair	Present
Joel Baldin	Commissioner	Present
Arthur Foerster	Commissioner	Present (arrived 7:14)
Orion Galey	Commissioner	Present
Michael Lindquist	Commissioner	Absent
John MacDonald	Commissioner	Present
Adil Saeed	Commissioner	Present (arrived 7:24)
Jill Ziegler	Commissioner	Present
Rocco Zuccherro	Commissioner	Present
Donna Jean Simon	Trustee Liaison	Present
Richard Daubert	Staff Liaison/Professional Engineer	Present

Also Present:

Dave Buckley	Public Works Director
Elisa Pollina	Recording Secretary

A. CALL TO ORDER

The September 12, 2023 meeting of the Capital Improvements Commission was called to order by Chairman Szymanski at 7:03 p.m. at the Glen Ellyn Civic Center.

- B. PUBLIC COMMENT** – There was no formal public comment. However, Engineer Daubert did report that one resident on this year's utility and roadway improvements project did report concerns with the color of newly placed concrete curb, driveway, and sidewalk and may bring the matter to the

CIC in the future. Engineer Daubert noted that this concern is raised every now and then with staff explaining that newly placed concrete is typically very white in color but does fade as the curing compound wears off and the concrete weathers. He notes that there is no practical and cost effective solution to match new concrete with existing concrete of varying color throughout the Village.

C. APPROVAL OF MINUTES

APPROVAL OF AUGUST 8, 2023 CAPITAL IMPROVEMENTS COMMISSION MEETING MINUTES

MOTION TO APPROVE MINUTES FROM AUGUST 8, 2023 CAPITAL IMPROVEMENTS COMMISSION MEETING

MOTION BY: Commissioner Ziegler

SECOND BY: Commissioner MacDonald

AYES: Szymanski, Baldin, Galey, MacDonald, Ziegler, Zuccherro

RESULT: APPROVAL

D. CURRENT BUSINESS

1. Glen Ellyn Metra Station and Multimodal Access Improvements Project Value Engineering Update – Engineer Daubert reports that staff, in collaboration with CDM Smith, engaged in a constructive meeting with the Village Board last night to review the Value Engineering Report. Since presented to the CIC, staff and CDM Smith were able to dial in reduced costs for the platforms. In total, the Value Engineering Exercise has reduced the station and site improvements estimated cost by \$8.4M. The updated Value Engineering Report is included the CIC Packet for tonight.

Engineer Daubert reports that there was productive dialogue with the Board regarding the Value Engineering for the project. Key topics discussed included the size and architectural style of the depot, which received support from the Board. Depot Size - a consensus was reached with the Trustees expressing support for the proposed 3,000 sq. ft. footprint. There was a specific focus on the vendor space as CDM Smith aimed to ensure its visibility. However, one Trustee expressed reservations about the viability of this space in terms of what happens if the space is unoccupied. It's important to note that the general sentiment leans toward retaining this vendor space and ideally for the current tenant in the existing depot. Overall, the majority of the Board was happy with the outcome of the Value Engineering Exercise and is in favor of advancing the project. However, it is contingent upon understanding the project's funding, revenue sources, and the means by which the project will be financed.

Chairman Szymanski states CDM Smith is patiently waiting, but they would like to know if we are moving forward with the full design of the project so they can keep their team intact for this project. They are looking for an answer by the end of the year. Szymanski notes that overall, he thought the meeting with the Village Board went well.

Engineer Daubert states we also presented both the current and target funding scenarios for the project. We clarified that funding for the station, underpass, and plaza is currently at 70%. It was stressed that by not proceeding with the project, the construction cost for the streetscape improvements, currently estimated at \$9.6 million, would likely increase. In essence, if we don't proceed with the Metra Station/Underpass Project, the financial commitment for Phase 4 of the Streetscape and Utilities Project would remain at \$10 million. However, choosing to proceed with the Metra Station/Underpass Project would position us to secure an additional \$8 million in overall project funding.

In summary, if we just do the Phase 4 of the Streetscape Project, we are spending \$10M but if we get the additional \$8M in target outside funding for the Metra Station/Underpass, we estimate we would be spending approximately \$13.5 million for the streetscape as well as a new train station, underpass, and platforms.

2. Public Works Engineering Division Presentation on Calendar Year 2024 Budget Items and Draft 5-Year Capital Improvement Plan – Engineer Daubert reviews the Draft Calendar Year 2024 Budget Items presentation with the CIC. He states this will be presented Village Board next Monday. The following items were reviewed:

- Capital Plan Overview - \$33.8M Total with a breakdown of \$21.6M Capital, \$6.7M Water, and \$5.5M Sewer
- Major Roadway Projects
- Major Water/Sewer Projects
- Major Engineering Design Projects
- Miscellaneous Initiatives/Expenditures

Engineer Daubert reviewed with the CIC the Capital Improvement Plan with the CIC including discussion on the issuance of an additional \$5M in General Obligation Bonds to fund the projects. Engineer Daubert asks the CIC for their feedback and recommendation. Chairman Szymanski asks the CIC if they have any comments.

Commissioner Galey states that he supports the plan but would prefer for the Village to not take on additional debt. He suggests the use of TIF funds if available.

Commissioner Galey motions to recommend to the Village Board that the items included in this agenda item be included in the Village's 2024 Calendar Year Budget. Commissioner Foerster seconds the motion. The motion is unanimously approved.

MOTION TO RECOMMEND TO THE VILLAGE BOARD THAT THE ITEMS INCLUDED IN THIS AGENDA ITEM BE INCLUDED IN THE VILLAGE'S 2024 CALENDAR YEAR BUDGET.

MOTION BY: Commissioner Galey

SECOND BY: Commissioner Foerster

AYES: Szymanski, Baldin, Foerster, Galey, MacDonald, Saeed, Ziegler, Zucchero

RESULT: UNANIMOUS APPROVAL

One of the 2024 Budget Items, the authorization of the full Phase II Engineering Agreement for the Glen Ellyn Metra Station and Multimodal Access Improvements Project was discussed in further detail. In summary, Chair Szymanski suggests that we consider setting a recommendation to the Village Board with a timeline concerning the Village Board's approval of the full Phase II Engineering Agreement. The Commission discusses and decides upon recommending a November 15, 2023 timeline for the Board approval.

Commissioner Zucchero motions to recommend to the Village Board that it approve the balance of Phase II Engineering for the Metra Station and Multimodal Access Improvements Project with CDM Smith in the amount of \$2,346,481. We recommend the Board approve this matter by November 15, 2023 so as to facilitate the timely completion of engineering for the project. Commissioner MacDonald seconds the motion. The motion is unanimously approved.

MOTION TO RECOMMEND TO THE VILLAGE BOARD THAT IT APPROVE THE BALANCE OF PHASE II ENGINEERING FOR THE METRA STATION AND MULTIMODAL ACCESS IMPROVEMENTS PROJECT WITH CDM SMITH IN THE AMOUNT OF \$2,346,481. WE RECOMMEND THAT THE BOARD APPROVE THIS MATTER BY NOVEMBER 15, 2023 SO AS TO FACILITATE THE TIMELY COMPLETION OF ENGINEERING FOR THE PROJECT.

MOTION BY: Commissioner Zucchero

SECOND BY: Commissioner MacDonald

AYES: Szymanski, Baldin, Foerster, Galey, MacDonald, Saeed, Ziegler, Zucchero

RESULT: UNANIMOUS APPROVAL

E. TRUSTEE'S REPORT – No report.

F. OTHER BUSINESS – None.

G. PUBLIC WORKS REPORT – Public Works Director Buckley provides an update, sharing that a new fleet assistant will be joining the team starting tomorrow. Additionally, the Fleet Services Superintendent is retiring at the end of the year. It's noteworthy that in the past two years, the department has seen six retirements, collectively contributing over 180 years of experience. This signifies our department's growth and the need for the redevelopment of a robust team. We're also actively seeking to fill the position of Assistant Public Works Director. In addition to these staffing changes, we are currently engaged in the budgeting process, and it's also the season for performance reviews.

H. PROJECT REPORT – Engineer Daubert provides an update on the CBD Streetscape Project, emphasizing that the current primary focus is on the construction of the sidewalks. Following the completion of the underground infrastructure work, the existing sidewalks are being removed and replaced along the fronts of the businesses. Yesterday, the sidewalk work was scheduled for the east side of Main Street and today the sidewalk work is on the south side of Pennsylvania. The team aims

to have Main Street reopened as soon as the end of September and overall the project is progressing well.

Engineer Daubert also reports on the 2023 Utility and Roadway Improvement Project. He notes that the Nicoll land bridge was resurfaced to address the rough transitions at the land bridge joints.

He also reports on the Taft Avenue Street Lighting Project, noting that the lights are now operational.

Engineer Daubert reports on the Harding Glen Townhomes Project. He notes that staff met with the Developer and its underground contractor on August 16th to aid in readying the development for construction as soon as the site development permit is issued.

Engineer Daubert also reports on the 2023 Pavement Marking Program and commended Civil Engineer Ellen McKenna for her dedication to having the contractor resolve some failing pavement marking work. He notes that her persistence and exceptional performance are greatly appreciated.

Lastly, Engineer Daubert reported on the Crescent Boulevard Federal Aid Resurfacing Project. He notes that the Contract has been awarded by the State.

- I. ADJOURNMENT** – Commissioner Zuccherro motions and Commissioner Saeed seconds to adjourn the meeting. The motion is unanimously approved and meeting adjourned at 8:57 p.m.

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