



Meeting Minutes  
Village of Glen Ellyn  
Capital Improvements Commission  
Regular Meeting  
November 14, 2023  
7:00 PM  
Glen Ellyn Civic Center Room 301

**Board or Commission:** Capital Improvements

**Date:** November 14, 2023

**Meeting:** Regular

**Called to Order:** 7:01 p.m.

**Quorum:** Yes

**Adjourned:** 8:55 p.m.

**Member Attendance:**

|                   |                                     |                        |
|-------------------|-------------------------------------|------------------------|
| Steve Szymanski   | Chair                               | Present                |
| Joel Baldin       | Commissioner                        | Present                |
| Arthur Foerster   | Commissioner                        | Absent                 |
| Orion Galey       | Commissioner                        | Present                |
| Michael Lindquist | Commissioner                        | Present                |
| John MacDonald    | Commissioner                        | Present                |
| Adil Saeed        | Commissioner                        | Present (arrived 7:56) |
| Jill Ziegler      | Commissioner                        | Present                |
| Rocco Zuccherro   | Commissioner                        | Present                |
| Donna Jean Simon  | Trustee Liaison                     | Absent                 |
| Richard Daubert   | Staff Liaison/Professional Engineer | Present                |

**Also Present:**

|               |                            |
|---------------|----------------------------|
| Dave Buckley  | Public Works Director      |
| Elisa Pollina | Recording Secretary        |
| Derek Peebles | Assistant Village Engineer |
| Grace         | Glenbard West Student      |
| Sam           | Glenbard West Student      |

**A. CALL TO ORDER**

The November 14, 2023 meeting of the Capital Improvements Commission was called to order by Chairman Szymanski at 7:01 p.m. at the Glen Ellyn Civic Center.

**B. PUBLIC COMMENT** – None

### **C. APPROVAL OF MINUTES**

#### **APPROVAL OF SEPTEMBER 12, 2023 CAPITAL IMPROVEMENTS COMMISSION MEETING MINUTES**

##### **MOTION TO APPROVE MINUTES FROM SEPTEMBER 12, 2023 CAPITAL IMPROVEMENTS COMMISSION MEETING**

MOTION BY: Commissioner Ziegler

SECOND BY: Commissioner MacDonald

AYES: Szymanski, Baldin, Galey, Lindquist, MacDonald, Ziegler, Zucchero

RESULT: APPROVAL

### **D. CURRENT BUSINESS**

1. 2024 Budget and 2024 – 2028 CIP Update – Engineer Daubert provides an update on the second 2024 Budget and 2024 CIP presentation to the Village Board at its November 6 Workshop. Daubert notes that there were some changes to the Budget and CIP that was previously presented to the CIC on September 12 with a summary as follows:

1. The CIP now includes Fire Service Revenues and Expenditures
2. Within the Capital Projects Fund, the \$5M General Obligation Bond Issuance for the downtown projects was shifted from 2025 to 2026
3. \$40K was added to the CIP for the development of the Village's ADA Transition Plan with an additional \$20K to be budgeted within the Facilities Maintenance Reserve Fund
4. The CIP now assumes a July 1, 2024 implementation of increases to the Fire, EMS, and Capital Fees within the Fire Services Fund

The Budget and CIP Presentation slides were updated to reflect the above. Additional context was also provided for the expense and funding scenarios for the Metra Station and Multimodal Access Improvements project.

Daubert notes that during the presentation to the Village Board, one trustee expressed interest in pushing some projects out. Engineer Daubert notes that he also discussed with the Village Board the continued advancement of Phase II Engineering for the Metra Station and Multimodal Access Improvements Project. He notes that Board was supportive of moving forward with the balance of Phase II Engineering. He adds that the Board formally approved the completion of Phase II Engineering at last night's Board Meeting with a 4-1 vote.

Commissioner MacDonald asks how many more budget readings there are before the budget gets approved. It was noted that there is a second reading on December 11 with a vote on both the budget and levy.

### **E. TRUSTEE'S REPORT – No report.**

**F. OTHER BUSINESS** – Engineer Peebles provides an update on the CBD Streetscape and Utility Improvements Project. The following topics were reviewed with the CIC:

1. Phase 1 – Work completed this year includes Hillside Avenue reconstruction, irrigation system activation, and plantings.
2. Phase 2-3 – We are nearing completion with the underground utility work, roadway reconstruction, furniture zone, and sidewalks. Phase 2 additional work to be completed after Thanksgiving includes street furniture, limestone seatwall caps, pavement markings, lighting controllers, and project website updates. Some Phase 2 work will carryover into 2024 including lighting fixtures, surface paving, final pavement markings. Nicor continues to work on the east side of Main Street towards Park and Crescent Boulevard.
3. Schedule and Budget Status – Overall the project has utilized 49% of its budget so far. With the addition of a pay estimate in October, the overall expenditure will increase to approximately 55%.
4. A Lamp is looking to get started on next year's work in February if weather allows.
5. Crescent Glenwood Parking Lot – Improvements of the parking lot is not included in the construction contract. Now that the US Bank site will be more of the focus of the downtown, concepts are being evaluated for the parking lot. Once complete, a refined proposal will be developed and presented to the Village Board for approval of a design contract.
6. Glenwood Station Development – the precast concrete work will start after Thanksgiving. It is anticipated that they will not be ready for streetscape work until late 2024 at the soonest.

**G. PUBLIC WORKS REPORT** – Public Works Director Buckley provides an update on seasonal projects including leaf removal and winter preparations. A new standard operating procedure (SOP) has been implemented for salt usage. The top floor of the Civic Center Parking Garage will be closed during winter due to limited snow removal challenges and limited resources. Personnel was discussed including the preparation of an employment offer for the open Superintendent of Fleet Services position. A joint meeting was held between the Village and Park District to agree on concept designs for the Downtown Park on the US Bank Site. Another meeting is scheduled for tomorrow night to discuss and vote on the design changes for the Park. Currently, there is a \$3M - \$4M funding gap for the project.

**H. PROJECT REPORT** – Engineer Daubert provides an update on the following projects:

1. 2023 Utility and Roadway Improvements Project – Contractor finished the roadway paving and is working on parkway restoration/sodding. The 7-mile roadway improvement project is nearing completion.
2. Crescent Boulevard Resurfacing Project – The State has awarded the construction contract and the project is scheduled to start in March with an estimated completion time of 55 working days.
3. Train Station and Pedestrian Underpass – Phase II Engineering has been approved allowing us to shift our focus on the design of the project. We are refining the underpass location and anticipate receipt of the 10% design plans by the end of 2023.
4. The City of Wheaton and Wheaton College are exploring the redevelopment of the property on the west end of Glen Ellyn along Pennsylvania Avenue. Part of the property is in Wheaton and part is in Glen Ellyn. A residential developer has expressed interest in

the project. Considering the location of the project and utilities, it makes sense for Wheaton to oversee the project. There is interest in including Glen Ellyn parcels within the development project. Assessing the current issue of low-lying flooding on Anthony Street is a priority and we are examining ways to assist the affected residents in the context of the development of the property.

Lastly, Chairman Szymanski acknowledges Engineer Daubert's significant contributions to the Train Station Project, emphasizing the CIC's full support for his efforts. He expresses gratitude for Daubert's hard work and extends appreciation to Trustee Simon for her supportive role in the recent Village Board meeting.

- I. **ADJOURNMENT** – Commissioner MacDonald motions and Commissioner Lindquist seconds to adjourn the meeting. The motion is unanimously approved and meeting adjourned at 8:55 p.m.

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