Village of Glen Ellyn

Meeting Minutes
Village of Glen Ellyn
Capital Improvements Commission
Special Meeting
September 18, 2024
7:00 PM
Glen Ellyn Civic Center Room 301

Board or Commission: Capital Improvements **Date:** September 18, 2024

Meeting: Regular **Called to Order:** 7:04 p.m.

Quorum: Yes **Adjourned:** 9:55 p.m.

Member Attendance:

Steve Szymanski	Chair	Present
Joel Baldin	Commissioner	Present
Orion Galey	Commissioner	Present
Michael Lindquist	Commissioner	Present
John MacDonald	Commissioner	Present
Adil Saeed	Commissioner	Present
Jill Ziegler	Commissioner	Present (7:20)
Rocco Zucchero	Commissioner	Present (7:21)
Donna Jean Simon	Trustee Liaison	Absent
Richard Daubert	Staff Liaison/Professional Engineer	Present

Also Present:

Dave Buckley	Public Works Director
Mark Senak	Village President
Jim Constantine	807 Crescent
Norris Eber	701 Kingsbrook

A. CALL TO ORDER

The September 18, 2024 special meeting of the Capital Improvements Commission was called to order by Chairman Szymanski at 7:04 p.m. at the Glen Ellyn Civic Center.

B. PUBLIC COMMENT – Jim Constantine of 807 Crescent noted that he reviewed the May Capital Improvements Commission Meeting Minutes concerning the Hickory Road Sidewalk which is now proposed to not be constructed until the future improvement of Crescent Boulevard with sidewalk along the south side of Crescent between Riford and Hickory. He would like to provide some education on the Hickory Road sidewalk. He has lived in Crescent Boulevard for 40 years and was told that curbs would be installed along Crescent and sidewalk would be installed which has still not happened. He noted that the Hickory Road Sidewalk was budgeted to be completed as a separate project as it could not be included with the recent Crescent Boulevard resurfacing project. This was in follow up to his request for the sidewalk during the prior resurfacing of Hickory Road. Mr. Constantine expressed that he is passionate about the sidewalk and would like for the Village Board to reconsider moving forward with constructing it.

C. APPROVAL OF MINUTES

APPROVAL OF MAY 8, 2024 CAPITAL IMPROVEMENTS COMMISSION MEETING MINUTES

MOTION TO APPROVE MINUTES FROM MAY 8, 2024 CAPITAL IMPROVEMENTS COMMISSION MEETING

MOTION BY: Commissioner Saeed
SECOND BY: Commissioner Lindquist
AYES: Szymanski, Baldin, Galey, Lindquist, MacDonald, Saeed

RESULT: APPROVAL

APPROVAL OF JULY 10, 2024 CAPITAL IMPROVEMENTS COMMISSION MEETING MINUTES

MOTION TO APPROVE MINUTES FROM JULY 10, 2024 CAPITAL IMPROVEMENTS COMMISSION MEETING

MOTION BY: Commissioner Ziegler
SECOND BY: Commissioner MacDonald
AYES: Szymanski, Baldin, Galey, Lindquist, MacDonald, Saeed

RESULT: APPROVAL

D. CURRENT BUSINESS

1. Capital Improvement Plan for 2025 Budget – Engineer Daubert gave a presentation on the Capital Improvement Plan and Public Works Engineering Division Budget Items for 2025. Copies of the PowerPoint Presentation and an amended version of the Capital Improvement Plan were provided. Engineer Daubert noted the 5 year CIP includes approximately $127M in expenditures with $84M for Capital Projects, $13M for Debt Service, and $30M for Water and Sewer Fund Improvements. There is approximately 25 miles of roadway rehabilitation planned. $18M is allocated for water main replacement which can

include lead service line replacement work. Daubert noted the plan assumes $35.6M in grant funding for projects. The Metra Station/Underpass/Phase 4 Streetscape Project is included along with expenditures beyond 2029. Also assumed is the issuance of $5M in general obligation bonds. Daubert overviewed the draft and revised Capital Projects Fund Balances per year noting that the revised plan is much improved but still goes into the negative in 2028. He explains the revised plan excludes the improvement of the Wingate Basin Streets which warrants consideration of water main replacement due to a high density of lead water service lines. He notes that funding for lead water service line replacement needs to be visited with the Board. Daubert overviews the water and sewer fund balances for the 5 year CIP noting that the fund balance goes negative in 2028 and beyond in large part due to water main and lead service line replacement. He notes that based on assumptions, lead service line replacement is estimated to be approximately $11M. Engineer Daubert gave a summary on the Capital Improvement Plan noting that continued planning and adjustments are needed based on grant funding, street rehabilitation timeline/implications, funding for lead service line replacement work, general obligation bonds, project value engineering/bids, and review of revenues. Engineer Daubert then presented on the 2025 Budget Items including the street program (~4 miles of improvements at $8.7M), asphalt pavement preservation ($385K), concrete street patching ($250K), Crescent/Glenwood parking lot ($2M), sidewalk removal and replacement ($150K), sidewalk sawing program ($35K), water/sewer projects ($200K lining plus $3.3M for Hill Avenue sewer and water improvements), engineering for future projects ($760K future street projects, $297K train station/underpass, and $200K traffic signal improvements), and lastly miscellaneous initiatives and expenditures.

Referring to lead service line replacement work, Commissioner Galey inquires if $11M covers replacement of all the lead services. Engineer Daubert notes that we still don't know the total number of services but are making assumptions to arrive at that cost. There is also separate funding within the CIP for water main replacement work which would cover the cost of services on those projects. Commissioner Galey inquired as to what projects the general obligation bonds are for. Engineer Daubert noted they are primarily for the 4 downtown projects including Civic Center Remodeling, Civic Center Parking Garage, CBD Streetscape, and Metra Station/Underpass/Phase 4 Streetscape. Commissioner Galey advised that the State is providing 0% 30-year loans for lead service line replacement that the Village may want to pursue.

Chair Szymanski notes that we should define where are at in terms of our street condition and what our street condition goals are in the future. Engineer Daubert noted that while our PCI is still high, it is starting to slip as anticipated in the pavement management system report. He noted that cutting spending on street rehabilitation has implications and we will develop scenarios to communicate that to the CIC and Village Board.

Commissioner Baldin asked if anything was included for the downtown park. Engineer Daubert noted not at this time outside of the improvement of Forest Avenue and the Parking Lots as part of the Metra Station project.

Chair Szymanski stated we should identify what we don't want to compromise on. Engineer Daubert noted we should keep the federal aid eligible street projects moving forward as to take advantage of outside funding.

Norris Eber of 701 Kingsbrook expressed concern that the Metra Station project is funded on the back of the street program. Commissioners and Chair Szymanski noted that if we don't get the right amount of grants for the project (Metra Station/Underpass/Phase 4 Streetscape), then the Village won't do it.

Chair Szymanski noted that we should move forward with the Lambert and Riford projects due to the funding.

Commissioner Zucchero noted that we just need to manage the program within our means.

Commissioner Lindquist noted that we should move forward with the plan and budget as presented. He notes that if tax increases are off the list, the Village needs to continue to look at other revenues. Engineer Daubert noted that one project he's not fully comfortable with pushing back is the replacement of traffic signal equipment such as at College and Lambert. Commissioner Lindquist noted that we can complete the engineering for the signals in 2025 and if need be, work can be moved up.

Commissioner Baldin suggested that we move forward with the budget as is.

Commissioner MacDonald expressed concerns with recommending a plan that is negative in the outyears. He noted that we should recommend ways to balance the budget. He asked what we can do to not have the negative fund balance in 2028.

Commissioner Galey noted he is not concerned with the revised plan until we get a little further out and closer to the negative fund balance.

Commissioner Zuccheo noted he is not concerned and that relative to the overall $128M plan, the $500K deficit could be removed by reducing contingency for projects such as the train station.

Commissioner Ziegler supports the plan and budget and notes that we need to see where bids and grants come in and the plan can be adjusted accordingly.

Commissioner Lindquist made a motion to recommend approval of the 2025-2029 Capital Improvement Plan and 2025 Budget Items, as Presented, to the Village Board. Commissioner Saeed seconded the motion and it was unanimously approved.

MOTION TO RECOMMEND APPROVAL OF THE 2025-2029 CAPITAL IMPROVEMENT PLAN AND 2025 BUDGET ITEMS, AS PRESENTED, TO THE VILLAGE BOARD.

MOTION BY: Commissioner Lindquist
SECOND BY: Commissioner Saeed
AYES: Szymanski, Baldin, Galey, Lindquist, MacDonald, Saeed, Ziegler, Zucchero

RESULT: APPROVAL

2. Crescent – Glenwood Parking Lot and Streetscape Improvements – Assistant Village Engineer Peebles overviewed the preferred alternative for the rehabilitation of the Crescent-Glenwood parking lot. He noted that we have landed on the resurfacing of the parking lot, conversion of angle spaces to perpendicular, landscape island, parking lot lighting improvements, and typical streetscape treatment along Crescent Boulevard. Commissioner Galey inquired if we have photometrics yet; we do not. Commissioner Baldin asked about tree spacing and how it matches the overall streetscape project. The current construction cost estimate is $2M with $1M for the median, $470K for the lighting, $187K for resurfacing of the lot, and $149K for other items. The project is being situated for the use of Motor Fuel Tax funds. In terms of schedule, we are looking to let the project in early 2025. Peebles notes that we have not finalized comments yet and would like any Commission feedback. Commissioner Baldin notes that we should use more durable landscaping and incorporate lessons learned on the streetscape project. Commissioner Galey inquired about the number of parking spaces relative to the current lot. Assistant Village Engineer Peebles notes that we are losing two spaces. Commissioner Baldin comments that he alignment of the parking lot with Crescent is an improvement over the alignment of the parking lot with the railroad.

E. TRUSTEE'S REPORT – None

F. OTHER BUSINESS – None

G. PUBLIC WORKS REPORT – Public Works Director Buckley provided several updates. He notes that our Engineering Tech Job Ad is going out. We have a new Assistant Public Works Director which is part of succession planning for the department. He has 31 years of experience and will be the Assistant Director for Operations. John Hubsky will be the Assistant Director for Internal Services. A new Facilities Superintendent that will be working under Public Works starts next week. We are working on building the new brine system for Public Works. A facility assessment is also planned to move forward for the Reno Center. Commissioner Baldin asked where facilities was before coming to Public Works. Director Buckley notes that facilities was previously under admin.

H. PROJECT REPORT – Engineer Daubert gave a brief overview on the project report highlighting the status on the CBD Streetscape and Utility Improvements Project, 2024 Utility and Roadway Projects, and maintenance programs.

I. ADJOURNMENT – Commissioner Galey motions and Commissioner Baldin seconds to adjourn the meeting. The motion is unanimously approved and meeting adjourned at 9:55 p.m.

Submitted and Reviewed by: Richard Daubert, Professional Engineer