



Agenda
Village of Glen Ellyn
Regular Workshop Meeting
Tuesday, January 16, 2018
7:00 PM
Glen Ellyn Civic Center, Room 301

Village Board Workshop Procedures Statement

Visitors are most welcome to attend all meetings of the Village Board and can find copies of the Agenda on their chairs 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 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, address and the group they are representing prior to addressing the Village Board.

E. Glen Ellyn Metra Train Station and Pedestrian Underpass Tunnel Project (Professional Engineer Daubert) (Discussion Only)

1. Professional Engineer Daubert will lead a discussion on the Glen Ellyn Metra Train Station and Pedestrian Underpass Tunnel Project.

F. Lenox Road Parking (Sergeant Webber) (Discussion Only)

1. Sergeant Webber will lead a discussion on Lenox Road parking.

G. Strategic Plan (Village Manager Franz) (Discussion Only)

1. Village Manager Franz will lead a discussion on the Village's 2018-2020 Strategic Plan.

H. Discussion

1. Taylor Street Pedestrian Tunnel Update

I. Adjournment



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

Meeting: 01/16/18 07:00 PM
Department: Public Works
Department Head: Julius Hansen
Category: Discussion Item
Prepared By: Rich Daubert

SCHEDULED

AGENDA ITEM (ID # 3043)

DOC ID: 3043

Professional Engineer Daubert will lead a discussion on the Glen Ellyn Metra Train Station and Pedestrian Underpass Tunnel Project.

Background

On March 20, 2017, the Village Board approved an agreement with CDM Smith and KMI Architects for the completion of a Phase I (Preliminary) Engineering Study for the Glen Ellyn Metra Train Station and Grade-Separated Pedestrian Crossing Project.

The assignment includes developing preliminary plans and cost estimates for the project which will have been vetted by the public, staff, Village Board, Metra, IDOT, and Union Pacific Railroad. When complete, the Phase I Engineering Study will be used to apply for outside funding sources for the project.

The project is being administered by a Village work group consisting of two Village Board Trustees (Pryde and Ladesic) as well as staff from Public Works, Planning & Development, and Administration.

Initial Project Steps

Work over the course of the first four months of the project included contract execution, kick-off meeting, completion of topographic survey work, preparation of base-sheets depicting the existing station and overall site, drafting an online survey for public outreach, and planning/preparing for the first Public Workshop Meeting.

Online Survey

The online survey was released to the Public on June 9, 2017 and publicized via the Daily Herald, Village social media sites, Village website, handouts distributed at the train station, and also via signage placed at key locations throughout the Village. The survey was closed on August 10, 2017 with 811 responses to the survey over the 43 day period. A summary of the survey results is included as an attachment to this memorandum.

Public Workshop Meeting #1

In addition to the online survey, a Public Workshop meeting was held at the Glen Ellyn Civic Center on August 2, 2017. The purpose of the meeting was to provide an overview of the ongoing assignment to the Public as well as to provide the Public with an alternative opportunity to provide early input on the project. Again, the meeting was publicized via multiple channels. In total, five members of the public, including one from the press, attended the meeting. While less turnout than anticipated, the meeting was productive with valuable input provided by those attending.

Development of Site and Station Improvement Alternatives

Following the online survey and Public Workshop Meeting, the project team regrouped to review the Public input on the project and begin with the task of developing improvement alternatives.

One of the first high-level decisions to be made was in regards to whether or not to continue pursuing a Pedestrian Bridge as an alternative for the Grade-Separated Pedestrian Crossing or focus solely on a Pedestrian Tunnel. The pros and cons of a tunnel verses a bridge as well as the estimated costs were reviewed by the Village work group and ultimately presented to the Village Board on August 14, 2017. The Village Board direction given at the meeting was to proceed solely with the Tunnel option for the Grade-Separated Crossing.

In early September of 2017, the Village work group met with the consultants to review three alternatives and two site plans for the improvements. In summary, site plans and building elevations were developed for the following:

- 1) New Train Station, Site Improvements, Pedestrian Tunnel
- 2) Renovate Existing Train Station with Addition, Site Improvements, Pedestrian Tunnel
- 3) Minimal Station Renovation, Minimal Site Improvements, Pedestrian Tunnel

Presentation of Alternatives to the Capital Improvements Commission

The alternatives were fine-tuned and presented to the Capital Improvements Commission on October 9, 2017. In summary, the CIC was somewhat split with some preferring alternatives #3 (minimal station renovation, minimal site improvements, pedestrian tunnel) due to the status of the Capital Projects Fund, and others preferring alternative #1 (new train station, site improvements, pedestrian tunnel). The CIC meeting materials and draft minutes are attached to this memorandum for reference.

Meetings with UPRR and Metra

The project team met with Union Pacific Railroad and Metra at separate meetings conducted on November 15 and November 27 of 2017. The purpose of the meetings was to review the work completed to date and solicit input on the project. Both UPRR and Metra were generally supportive of the projects and offered some valuable input.

The UPRR meeting was much more technical in nature given the group present and the nature of the work contemplated in UP's right-of-way. Staff reminded UPRR that it closed the mid-block pedestrian surface crossing of the tracks near Forest Avenue and that the closing has created a problem for commuters. UPRR stated it is working on closing all similar crossings, including along the Union Pacific Northwest line where many similar crossings exist. The Village insisted that UPRR consider funding of the improvements; however, the UP staff needed for that discussion were not present. On a positive note, UP staff that was present stated we did not need to consider track expansion at this location. This was an issue which complicated the design of the Taylor

Avenue Pedestrian Tunnel project.

Metra provided some good suggestions on the station and site improvements including tweaking the location of ramps, utilizing low-maintenance materials, and safety considerations. Staff persisted on a discussion regarding Metra funding of the improvements. Metra indicated that funding is extremely tight but it is aware of, and appreciates, that Glen Ellyn is moving this project forward. Metra stated that Transit Oriented Development as well as parking improvements could increase ridership projects and move Glen Ellyn's station up on Metra's priority list for funding station improvements.

Development of Alternatives to be presented to the Village Board

Over the last two months, the consultants have taken the outputs of the steps completed to date to prepare exhibits and cost estimates for alternatives to be presented to the Village Board at the January 16, 2018 Village Board Workshop Meeting. In summary, the alternatives depicted in the attachment are as follows:

- A) Includes the construction of a brand new train station, underpass pedestrian tunnel, replacement of the platforms, and extensive site improvements, especially for the parking lots located south of the train station. The parking lot was shifted south to allow for a continuous sidewalk along the north edge of the parking lot. This required shifting the Illinois Prairie path slightly to the south. In addition, you will notice the reconfigured traffic arrangement on Forest, north of Duane Street. The Preliminary Rough Order of Magnitude cost estimate is ~\$19.1M.
- B) Includes renovating the existing train station, underpass pedestrian tunnel, replacement of the platforms, and the site improvements described in alternative A. The Preliminary Rough Order of Magnitude cost estimate is ~\$15.9M.
- C) Includes renovating the existing train station, underpass pedestrian tunnel, and limited site improvements. The Preliminary Rough Order of Magnitude cost estimate is ~\$12.0M.
- D) Includes no improvements to the existing train station, underpass pedestrian tunnel, and limited site improvements. The Preliminary Rough Order of Magnitude cost estimate is ~\$9.4M.

Funding Options

The first step towards funding this project is to complete Phase I engineering and prepare to submit for state and federal grants. As you recall, Elmhurst received a \$10M grant for a similar project in their downtown and we hope to achieve similar success. In addition, as mentioned above, UP and Metra will be formally asked to contribute. TIF and Capital dollars could also be earmarked for this project. This project is a longer term project, so maximizing grant funds will be the priority regardless of the alternative selected.

Action Requested

The final deliverable of the assignment being completed by CDM Smith and KMI Architects will be

a Phase I Study (Project Development Report) for one specifically defined project. As such, the Village will need to provide the consultants with direction on which specific improvements to proceed with. However, as will be discussed at the meeting, it would be possible to phase the improvements should the Village Board desire so.

Staff respects that this will be the first time the entire Village Board is reviewing the alternatives. As such, the information contained in this memorandum will be reviewed in greater detail at the Workshop Meeting. Staff requests that when the Village Board is ready, it provides direction on which improvements to proceed with in finalizing the Phase I Engineering Study. Staff intends to bring this back to the Village Board for a final decision at the March Village Board Workshop.

Attachments

Preliminary Public Involvement Report (Includes Online Survey Results)
Packet for October 5, 2017 Capital Improvements Commission Meeting
Draft Minutes for October 5, 2017 Capital Improvements Commission Meeting
Train Station and Underpass Exhibits and Cost Estimates for Alternatives A-D (Preliminary)

ATTACHMENTS:

- Preliminary Public Involvement Report - Includes Online Survey Results (PDF)
- October 2017 CIC Packet (PDF)
- CIC Meeting Minutes Oct 10 2017 - Draft (PDF)
- Train Station and Underpass Exhibits and Cost Estimates Alternatives A-D - Preliminary (PDF)

DRAFT
Glen Ellyn Metra Station, Phase I Design
Preliminary Public Involvement Report

Village of Glen Ellyn

November 15, 2017



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- Appendix D Survey Announcement in My Suburban Life
- Appendix E Public Involvement Handout Card
- Appendix F Public Involvement Poster
- Appendix G Public Meeting Sign-in and Comment Sheets

Section 1

Introduction

In support of the Glen Ellyn Metra Station improvement project, CDM Smith and the Village of Glen Ellyn are conducting a 3-step public involvement program. The program consists of an online survey, introductory public meeting, and a public hearing for the preferred design alternative. To date, the survey and initial public meeting have been completed.

The online survey was launched on June 29, 2017 and closed on August 18, 2017. Over that time frame, 860 people participated in the survey. The survey provided local stakeholders with the opportunity to identify needs and rank priorities for the station.

The introductory public meeting was conducted from 7:00 to 9:00 p.m. on August 2, 2017 at the Glen Ellyn Civic Center. Five stakeholders attended the meeting. At the meeting, the Village and CDM Smith presented the objectives of the project, scope of work being considered, and plans for funding the improvements. The meeting wrapped up with an opportunity for attendees to walk around, view pictures and sketches of existing station conditions, and talk with the project team.

The survey and public meeting were publicized via:

- Info cards distributed at the Metra station
- Announcements on the Village of Glen Ellyn website
- Posts on the Village Facebook page
- Informational sheets posted at the Civic Center and Metra station
- Local news (*The Daily Herald*)

Copies of the info cards, information sheets, website announcements, and Facebook posts are included in the Appendix.

Section 2

Online Survey

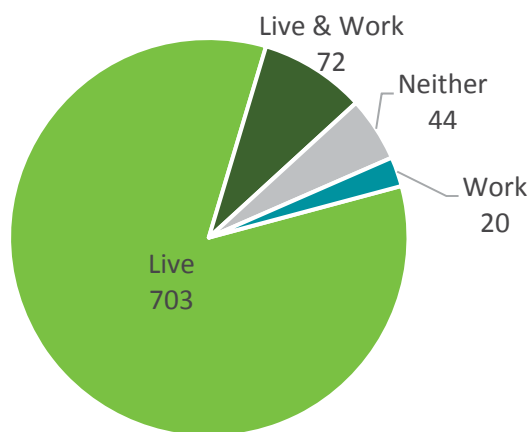
The online survey was launched on June 29, 2017. Stakeholders were directed to the survey through the Glen Ellyn website and Facebook page; informational sheets that were posted at the Metra Station and Civic Center; info cards that were distributed at the Metra Station and the public meeting; and local news.

The survey consisted of 10 questions, plus an open comment option at the end. Of the 860 participants that started the survey, 97.6 percent (839) answered all 10 questions. This section provides an overview of the responses.

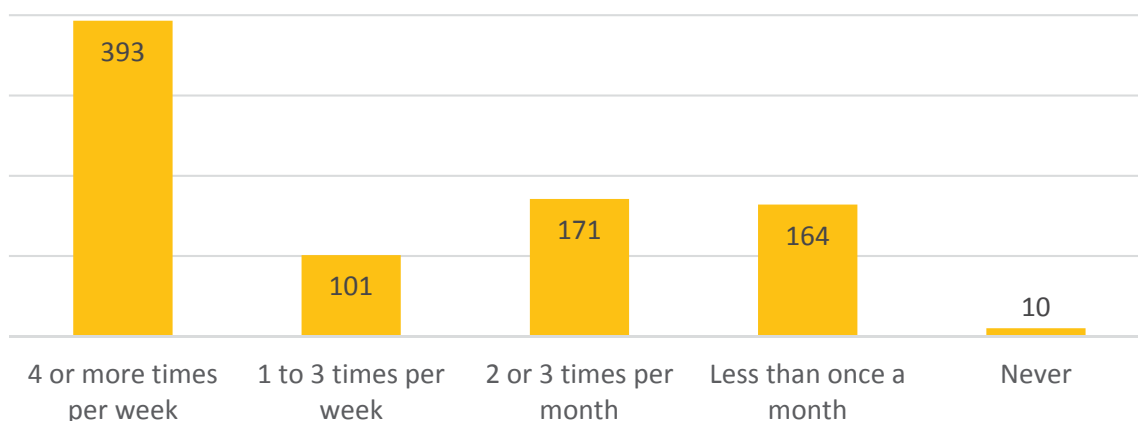
2.1 Participant Use of the Metra Station

As presented in Figure 1, almost all of the survey respondents (94.8 percent) either live or work in Glen Ellyn. Most—92.4 percent—live in Glen Ellyn.

Figure 1: Proportion of Participants that Live and/or Work in Glen Ellyn



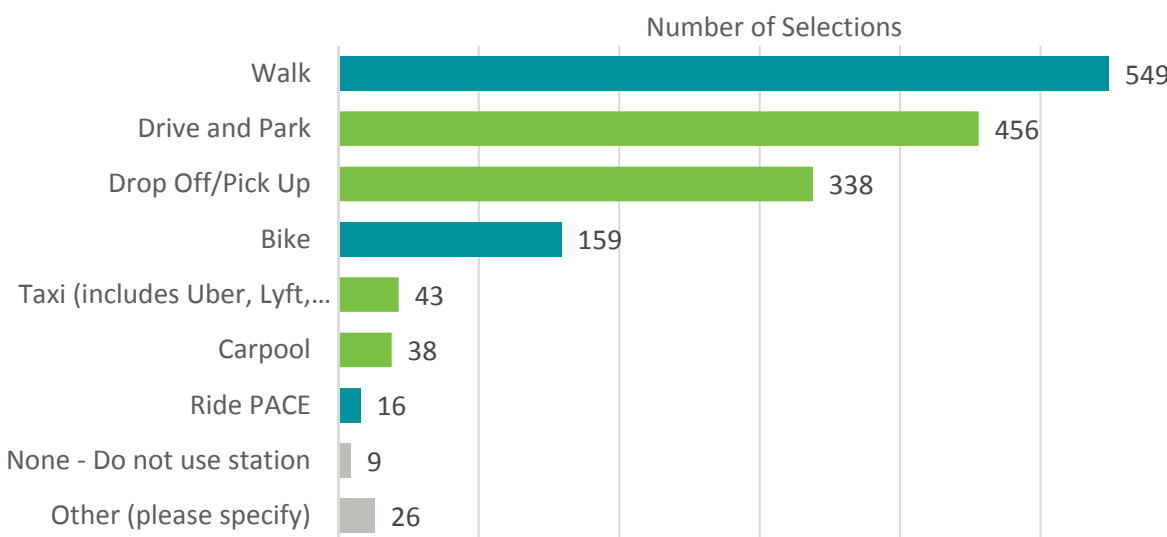
As shown in Figure 2, Metra ridership is also high among survey participants. More than half (58.9 percent) of the respondents indicated that they ride the Metra from and to Glen Ellyn on a weekly basis. Only 10 respondents indicated that they do not ride the Metra.

Figure 2: How Often Participants Ride the Metra from and to the Glen Ellyn Station

2.2 How Participants Access the Station

The most common mode of transportation taken to and from the Glen Ellyn Metra station is the car. The majority of respondents, 84.6 percent, indicated that they regularly take at least one of the vehicular transportation modes (highlighted in green in Figure 3). The most common vehicular mode is 'Drive and Park'; 54.0 percent of respondents indicated that they regularly drive and park at the station. Of the other vehicular options, dropped off/picked up is most common, selected by 40.0 percent of respondents. This is followed by carpool or take a taxi/ride-sharing services to the station, selected by 9.6 percent of respondents. Percentages add to more than 100 percent because respondents could select multiple options.

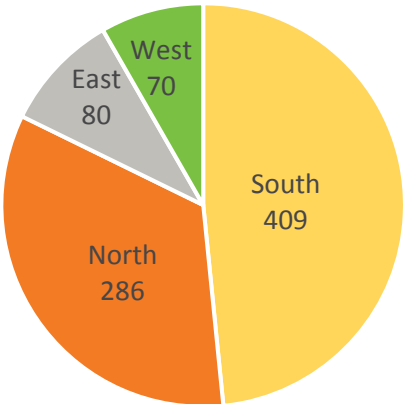
Walking is nearly as common as taking a car. Almost two-thirds (65.0 percent) of participants indicated that they regularly walk. Another 18.8 percent indicated that they regularly bike to and from the station.

Figure 3: Mode of Transportation Typically Taken to and from Station

*845 respondents answered this question. Numbers total more than 845, because respondents could select multiple answers.

As shown in Figure 4 most participants access the Glen Ellyn Metra from areas north or south of the station. Thus, a high proportion are likely using Main Street to access the station.

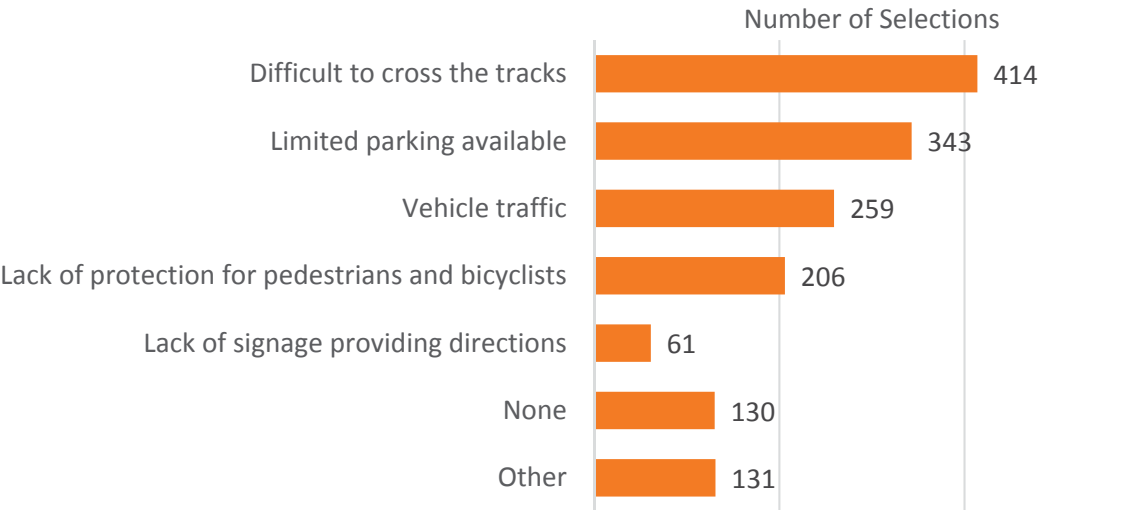
Figure 4: Direction Participants Access the Station From



The most common challenge in accessing the station is getting across the tracks (Figure 5). Almost half of respondents—49.0 percent—selected this response option. ‘Limited parking available’ and ‘Vehicle traffic’ are the second- and third-most common challenges, selected by 40.6 and 30.7 percent of respondents, respectively. These are closely followed by ‘Lack of protection for pedestrians and bicyclists,’ at 24.4 percent. ‘Lack of signage providing directions’ is the least common selection, at 7.2 percent.

Under the ‘Other’ option, freight train traffic is commonly noted as a challenge to both vehicles and pedestrians crossing the tracks. Multiple respondents also noted that walking to the station from the parking lots can be difficult for the elderly and requested more ADA-accessible parking spaces.

Figure 5: Challenges to Accessing the Station

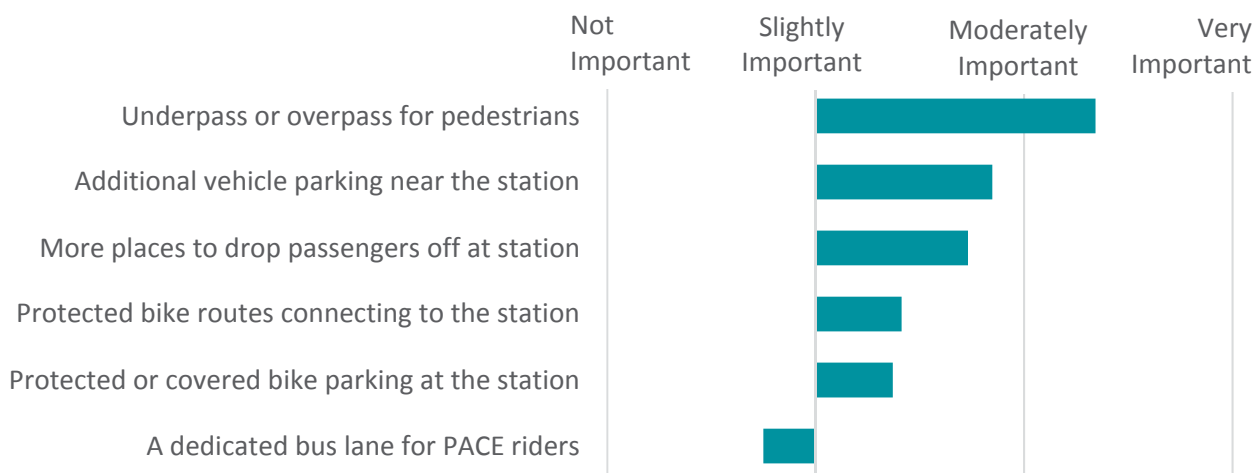


*845 respondents answered this question. Numbers total more than 845, because respondents could select multiple answers.

2.3 Preferred Access Improvements

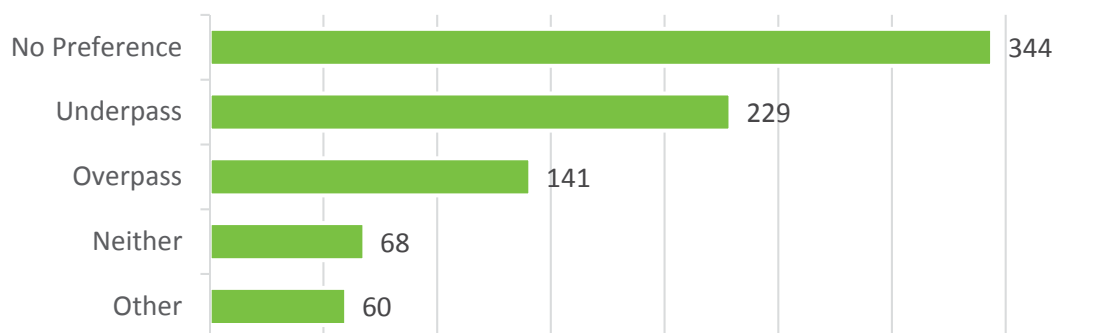
Survey participants were provided with six recommended options for improving access to the station. As shown in Figure 6, 'Underpass or overpass for pedestrians' ranks as the most important improvement, with 62.9 percent of respondents ranking it as 'Very Important' and another 17.4 percent as 'Moderately Important.' 'Additional vehicle parking near the station' and 'More places to drop passengers off at station' ranks as 'Moderately Important,' with 35.6 and 26.2 percent of respondents ranking each as 'Very important,' respectively. Additionally, responses for protected bike routes and bike parking rank between 'Slightly Important' and 'Moderately Important,' and a dedicated bus lane is ranked as 'Slightly Important.'

Figure 6: Top Priorities for Improving Access to and from Station



Respondents were also asked to select their preference for a pedestrian crossing at the tracks—options offered were an 'Underpass' (tunnel) or 'Overpass' (bridge). Most respondents, 40.9 percent, stated they had no preference. For those with a preference, the underpass was the most common option. 'Underpass' is the preference of 27.2 percent of respondents, followed by 16.7 percent for 'Overpass.' Only 8.1 percent prefer 'Neither' and 7.1 percent prefer 'Other.' The most common remark under 'Other' is an expression of concerns over the expense of building an underpass or overpass. A number of these respondents indicated that they would prefer the option that is less expensive.

Figure 7: Preferred Option for Improving Safety for Pedestrians Crossing the Tracks



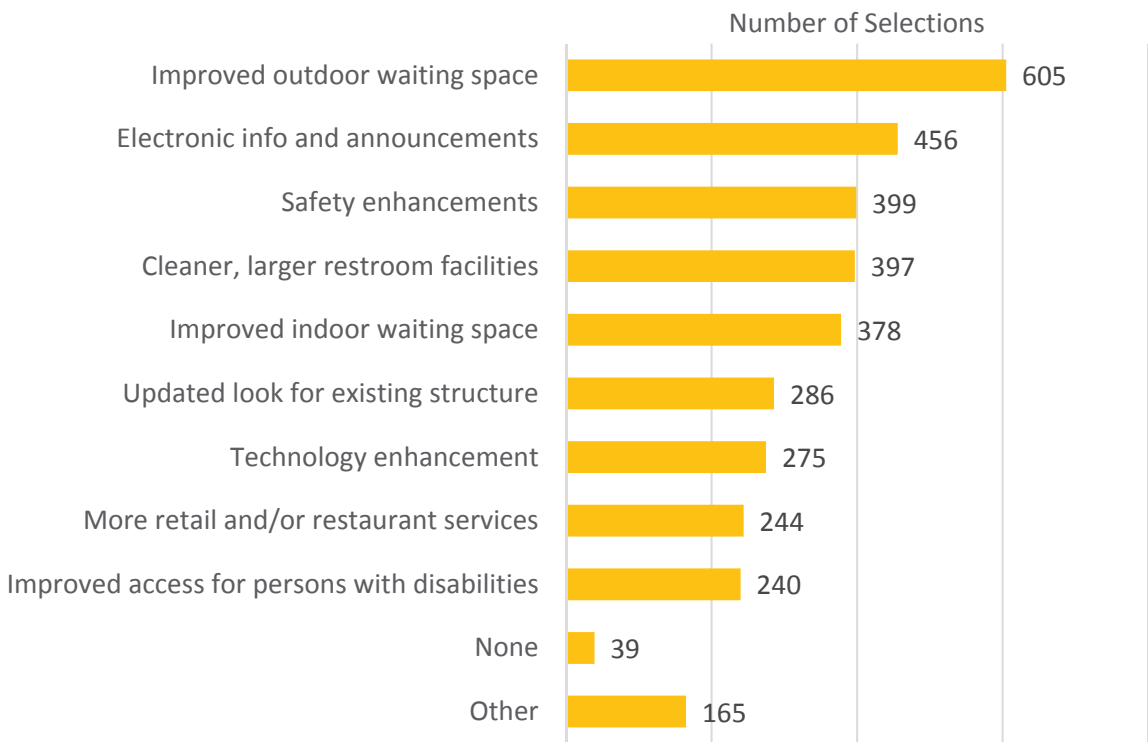
2.4 Amenities at the Station

Another question asked respondents about amenities that could be improved at the station. Respondents were asked to select the improvements they consider most important, from nine provided options. Respondents could also select ‘None’ or ‘Other.’ Figure 8 presents the distribution of responses. Note that response totals add up to more than the total number of respondents, as participants could select multiple response options.

The most popular option is ‘Improved outdoor waiting space,’ i.e., more seating and/or shelters, which was selected by 71.3 percent of respondents. ‘Electronic information and announcements’ is second, selected by 53.8 percent of respondents. Each of the provided options was selected by at least 28.0 percent of respondents, suggesting that these are all considered to be important improvements.

A wide range of suggestions were provided in the ‘Other’ option, including reiteration of the options below and requests for air conditioning, more open hours, a train quiet zone, and Wi-Fi. Six respondents also requested the installation of security cameras at the station and in the bike parking area for enhanced safety.

Figure 8: Preferred Option for Improving Safety for Pedestrians Crossing the Tracks



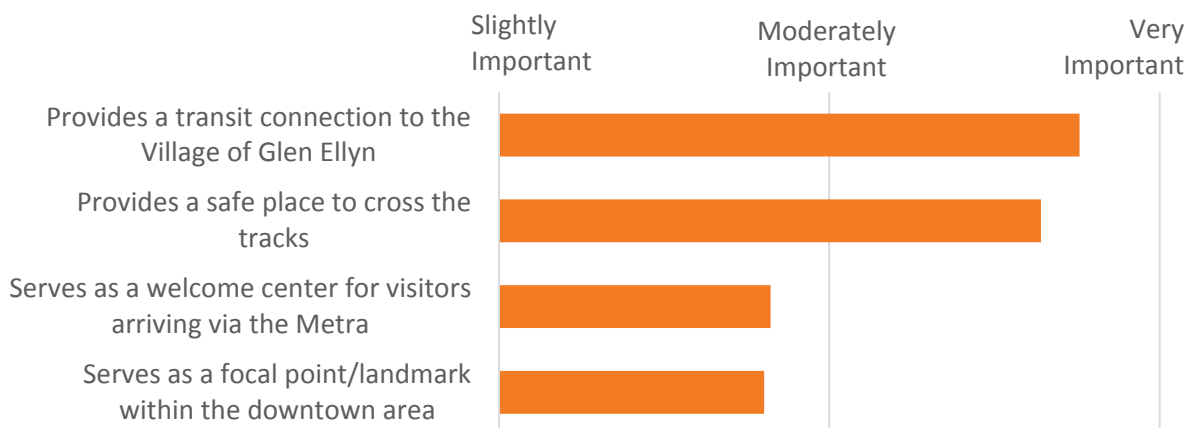
*Responses total more than total number of respondents, because respondents could select multiple answers.

2.5 Role and Character of the Station

Of the four station roles provided to survey participants (Figure 9), ‘Provides a transit connection to the Village of Glen Ellyn’ is considered the most important role filled by the Glen Ellyn Metra station. This is followed closely by ‘Provides a safe place to cross the tracks.’

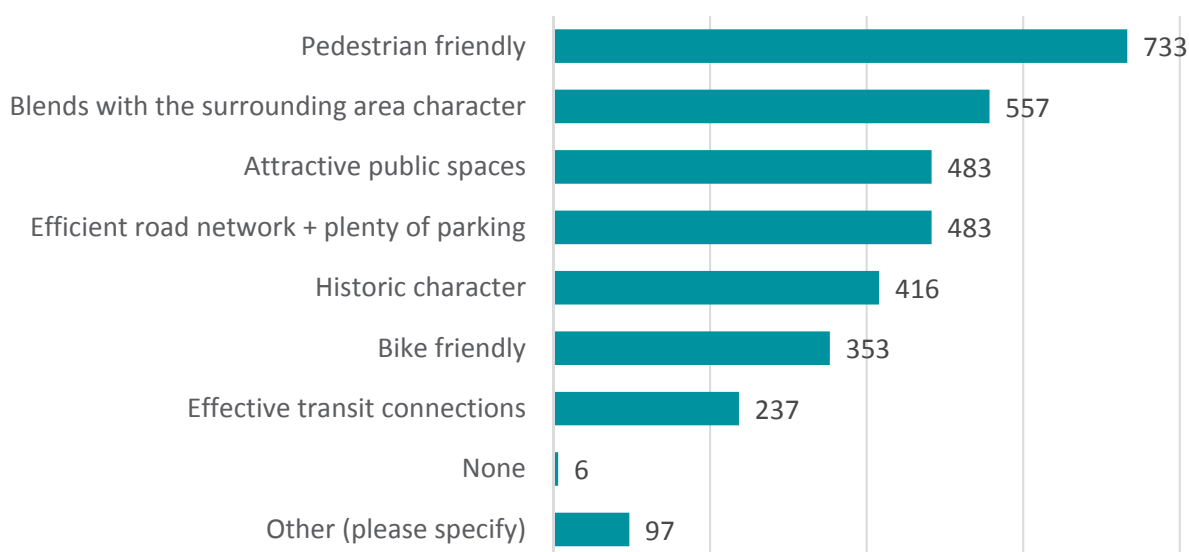
Under the open-ended 'Other' option, 29 respondents noted that one of the station's most important functions is to provide a comfortable place to wait for trains with amenities and protection from weather conditions. A number of these respondents also requested that the station be kept open for more hours per day. Another 21 respondents stated that they do not consider the current pedestrian crossings to be safe or adequate in meeting current needs.

Figure 8: Most Important Role(s) of the Metra Station in Glen Ellyn



Participants were also asked to select the characteristics of downtown Glen Ellyn that are most important to incorporate into improvements to the station. Respondents were provided with seven options, as well as the options 'None' and 'Other.' The most common preference is 'Pedestrian friendly'—selected by 85.2 percent of respondents. The second most common option is 'Blends with the surrounding area character.'

Figure 9: Most Important Glen Ellyn Characteristics to be Incorporated in Station Improvements



Common responses under the 'Other' option include: a safer, more convenient crossing at tracks (e.g., bridge or tunnel), more protection from weather elements, improved comfort and cleanliness, support for keeping or expanding the coffee shop services, and requests for a train

quiet zone. A safer, more convenient crossing at the tracks was the most common response under 'Other.' It was noted by 27 respondents.

2.6 Survey Conclusion

The survey ended with one last opportunity for participants to provide comments or suggestions for station improvements; 264 participants provided comments. Many of the comments are reiterations of concerns or recommendations mentioned earlier in the survey. Most respondents expressed support for a grade-separated pedestrian crossing. However, many others expressed concerns over the expense of constructing such a structure. For the station itself, several respondents expressed the need for only minor improvements, with a larger focus on increased protection from weather and better maintenance of the station. For better weather protection, recommendations include air conditioning, winterized doorways, and keeping the station open for more hours per day. Station maintenance-related comments focus largely on cleanliness of the station, especially the bathroom. Other common comments include:

- Appreciation for the coffee shop in the station
- Requests for improved bike security
- Requests for better information on train arrivals, including on which side the next train will be pulling up
- Improved pedestrian safety
- Requests for additional parking near station and in downtown area

Section 3

Public Meeting

The public meeting was held at the Glen Ellyn Civic Center on Wednesday August 2, 2017 from 7:00 p.m. to 9:00 p.m. Five people attended the meeting. The sign-in sheet is included in the Appendix.

The meeting began with a brief presentation on why the Village of Glen Ellyn plans to make updates to the Metra station, the scope of improvements being considered, plans for funding, and the public involvement schedule. The floor was then opened to questions and comments from the public. Once the presentation portion of the meeting was completed, attendees were asked to walk around and visit three board stations. At the stations, attendees were given the opportunity to ask questions and discuss options for the station with members of the project team. Each station focused on a different station related topic. Topics included:

1. Travel to and from station: Mapping travel routes to and from the station by mode of transportation.
2. Station site plan and amenities: Discussion of site-related challenges around an aerial map of the station.
3. Station appearance and amenities: Discussion of improvements needed within and around the building prompted by images of other stations and a sketch of the station layout.

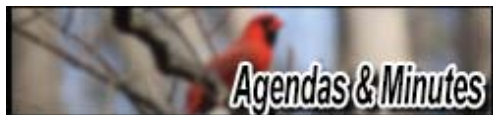
Questions and comments from attendees:

- Support for a pedestrian grade crossing (underpass or overpass): This was stressed as an especially important ADA-accessible improvement by a blind attendee at the meeting.
- Preference for underpass rather than overpass: "If in a hurry, better to go down."
- Preference for underpass: "Would be safer and would be used more by the kids going to Glenbard west H.S."
- Improvements needed at PACE stop: The north side stop lacks a shelter and conveniently located ramp to the station. Also, on the north side, the stopped bus blocks the crosswalk (the stop could be better located). The south side pick-up area needs better lighting.
- Better pedestrian access: The west side sidewalk, south of the tracks, is a very narrow, rocky area.
- ADA access: It is difficult for blind people to know where to stand when waiting for a train. (A project team member recommended a textured surface. The commenting attendee approved.)

- Lighting: The station area needs better lighting for safety overall.
- Pick-up area improvements.
- Track crossing: An audio queue at the track crossing would be helpful.
- Station aesthetics: Multiple participants liked the aesthetics of the La Grange Stone Ave. station example.

Appendix A

Survey Announcement on Glen Ellyn Website

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Events



Republic Services

- >The Village of Glen Ellyn and the College of DuPage Look to Create Innovation Center at the Civic Center
- >Glen Ellyn Approves new Electricity Contract
- >Volunteer Advisory Board or Commission Application

Glen Ellyn Civic Center

535 Duane St. Glen Ellyn IL. 60137

(630) 469 5000

Office Hours

Monday-Friday 8:00 a.m. to 4:30 p.m.

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Appendix B

Survey and Public Meeting Announcement on Glen Ellyn Facebook Page

Secure | <https://www.facebook.com/VillageofGlenEllyn/>

VILLAGE OF GLEN ELLYN

Village of Glen Ellyn - Government [@VillageofGlenEllyn](#)

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Village of Glen Ellyn - Government
July 29 at 8:40am

The Village of Glen Ellyn is exploring options for improving the downtown Metra train station and will hold a public workshop on Wednesday, August 2 at the Civic Center, 535 Duane Street from 7pm to 9pm.

Options considered include, but are not limited to, reconstruction or renovation. Our goal is to enhance the station in a way that will serve the Village and its visitors well into the future, while maintaining the character of the existing downtown. Soliciting feedback from users of the station is important. Feedback from the Glen Ellyn Metra survey, as well as the public workshop, will help shape decisions on how the station can better serve the community. <https://www.surveymonkey.com/r/GlenEllynMetra>



Like Comment

Chris Bonwankar, Le Bouscat International, Anne Kramer and 19 others like this.

13 shares

View 8 more comments

Kristy Richlan Bockelman If this is run anything like the gas station project, I expect they have plans and a contract already ... I'll voice my opinion, take the surveys, and attend the meetings, but sadly it doesn't really matter what we want to use, see, or live near. A handful of ill advised board members will force whatever they want on us and then claim it's in our best interest.
1 · July 31 at 6:33am

Fifi Tanglewood Steve Stefan
July 31 at 7:15am

Village of Glen Ellyn - Government

Sign Up Message

Police Station

Government Organizations in Glen Ellyn, Illinois

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Appendix C

Survey Announcement in Daily Herald

Transportation updated: 7/7/2017 5:51 PM

Glen Ellyn conducts survey on future of Metra station



An online survey asks Glen Ellyn residents to provide feedback on possible improvements at the downtown Metra train station.

Bev Horne | Staff Photographer



Katlyn Smith



Glen Ellyn commuters: Next time you wait for a train at the downtown Metra station, take a good look around the building and think about what you would like to see.

Larger bathrooms? Retail space? More lighting? A new station?

Commuters and others can share their views on the subject in an online survey (<https://www.surveymonkey.com/r/GlenEllynMetra>) being conducted by the public works department. The village is collecting feedback as engineers work on a yearlong study that will produce "high-level" designs for replacing or remodeling the station.

The anonymous survey results will help officials get a sense of what improvements are favored by residents. The input also could help settle a long-running debate about whether commuters should bypass the train tracks via a pedestrian bridge or a tunnel downtown.

The preliminary engineering study by CDM Smith will estimate costs for both structures. Either crossing -- under or over the tracks -- could tie into a larger possible project to ease congestion and reconfigure parking.

In March, the village board hired CDM to complete the review at a cost of up to \$232,375. The Chicago firm also has designed a new Elmhurst Metra station with a clock tower as a focal point.

The Glen Ellyn study could take a year to 15 months. CDM's architectural consultants will prepare conceptual plans for a bridge, tunnel, renovation of the train station, a new building and other alternatives, creating a "menu" of options for the village.

The firm also will help compile applications for grants that could fund a significant portion, if not most, of construction costs.

The single-story, 2,500-square-foot station, just south of Crescent Boulevard and Forest Avenue, was designed in the 1960s. But most of the commuter parking is south of the station.

Pedestrians have to walk several hundred feet west to Main Street or east to Park Boulevard where there are grade-level crossings over the Union Pacific tracks, CDM noted in its proposal to the village.

The online survey asks users to rate the importance of options to improve accessibility. Those include the underpass or overpass, protected bike routes, additional parking and a dedicated bus lane for PACE bus riders.

The survey is available on the village's website, [Glenellyn.org](http://glenellyn.org/) (<http://glenellyn.org/>), through Aug. 4.

Appendix D

Survey Announcement in My Suburban Life

Glen Ellyn looks to improve downtown Metra station

Public comment sought on how to improve station

By **ERIC SCHELKOPF**[Email](#)[Follow](#)

3:33 pm

[GLEN ELLYN](#) – If Glen Ellyn resident Matt Jones had his way, the Metra train station at 551 Crescent Blvd. would be torn down and replaced with something that fits in better with the historic nature of the downtown.

"It would be nice for it to be torn down and to build something historic," Jones said after a public workshop on Aug. 2 regarding proposed improvements to the aging station, which was built in the 1960s.

Village officials are considering whether to reconstruct the station or renovate it. The project also would provide a grade-separated pedestrian crossing that would be incorporated either through a pedestrian overpass bridge or underpass tunnel.

Right now, pedestrians can only cross the tracks via at-grade crossings at Main Street and Park Boulevard. A pedestrian bridge is estimated to cost \$3 million versus an estimated \$7 million to \$9 million for a pedestrian tunnel.

"There used to be a surface crossing located in between those blocks at Forest [Avenue], and that was eliminated obviously for safety concerns," Richard Daubert, professional engineer with the Glen Ellyn public works department, told those attending the Aug. 2 workshop.

The train station is owned, operated and maintained by Union Pacific Railroad.

"They do rely on local municipalities and Metra and try to partner with them to pursue funding opportunities [like] improving train stations," Daubert said.

The village is still evaluating whether it should construct a bridge or an underpass. The village has retained the services of firms CDM Smith and KMI Architects to complete a preliminary design of the station and pursue federal funding for the project.

The newly improved station also would have more public restrooms. Right now, there is only one restroom in the station.

Parking is another issue.

"The Metra parking lots that are west of the public library are obviously pretty far away," Benjamin Harber, senior project manager at CDM Smith, said during the workshop. "Most of the parking to the south of the site you have to cross at Main or Park to get to the station."

As part of the decision-making process, CDM Smith is seeking public comments. There is an online survey at the village's website, www.glenellyn.org asking people about what kind of improvements they would like to see at the train station.

The survey can be taken through Aug. 11.

See more online

Go to videos.mysuburbanlife.com/mysuburbanlife to watch a video associated with this story.

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Appendix E

Public Involvement Handout Card

Glen Ellyn Metra Station

IMPROVEMENT SURVEY & WORKSHOP



Help improve the Glen Ellyn
Metra Station

Glen Ellyn Metra Station

IMPROVEMENT SURVEY & WORKSHOP

The Village of Glen Ellyn is exploring options for improving the downtown Metra train station. Options considered include, but are not limited to, reconstruction or renovation. Our goal is to enhance the station and surroundings in a way that will serve the Village and its visitors well into the future, while maintaining the character of the existing downtown. Feedback from this survey, as well as the scheduled public workshop, will help shape decisions on how the station can better serve the community.

The survey will only take 5 to 10 minutes.

To participate, go to the survey website below by **August 11, 2017**.

Link from Village Website (Under Latest News) : www.glenellyn.org

Direct Link : <https://www.surveymonkey.com/r/GlenEllynMetra>

A Public Workshop will be held to gather additional comments on **August 2, 2017 at 7 pm**. Glen Ellyn Civic Center, Clayton Meeting Room, 535 Duane St, Glen Ellyn, IL 60137

Appendix F

Public Involvement Poster

PROVIDE YOUR IDEAS ON HOW TO IMPROVE THE GLEN ELLYN METRA STATION...

ONLINE SURVEY

www.glenellyn.org (Under Latest News) or Directly at
<https://www.surveymonkey.com/r/GlenEllynMetra>
Please submit by August 11, 2017

PUBLIC WORKSHOP

August 2, 2017 - 7pm - 9pm
Glen Ellyn Civic Center, Clayton Meeting Room
535 Duane Street

The Village of Glen Ellyn is currently exploring ideas for improving the downtown Metra Station and the surrounding area. All options are being considered. The goal is to serve the Village well into the future and address current and future opportunities. The Village would greatly appreciate your insight on how the station and the surrounding area can better serve the community. Public involvement will begin with both an online survey and a public workshop.

A convenient online survey has been developed to collect your input. The survey will only take 5 to 10 minutes to complete and responses will remain anonymous. The survey is available at: www.glenellyn.org (Under Latest News) or

Directly at: <https://www.surveymonkey.com/r/GlenEllynMetra>



**CDM
Smith**
KMI

Appendix G

Public Meeting Sign-in and Comment Sheets

Glen Ellyn Metra Station

Public Workshop

August 2, 2017

NOTE/COMMENTS

The Village of Glen Ellyn is exploring options for improving the downtown Metra train station and surrounding area. Your feedback is very appreciated, and will be helpful in better serving our community.

Thinking about the current station, what do you consider to be the most and least desirable characteristics and/or services?

The Village has identified several items that could be improved at and around the Metra station. Please rank the items you would most like to see improved, with 1 being the most important:

___ Improved outdoor waiting space (e.g., more seating or covered areas)

___ Improved indoor waiting space

___ Electronic display screens with information and announcements

___ Cleaner, larger restroom facilities

___ Safety enhancements (e.g., better lighting and visibility)

___ Overpass or underpass at tracks for pedestrians

___ Additional Parking

___ More places for drivers to drop off passengers at station

___ Other _____

Please provide additional comments on the reverse side.



**CDM
Smith**
KMI

Glen Ellyn Metra Station

Public Workshop

NOTE/COMMENTS

Please provide any additional comments here:

Thank you for your participation.

Please submit comments in comment box by the door.

Optional for Future Notifications

Name: _____

Address: _____

Email: _____



Sign-In



Glen Ellyn Metra Station

Public Workshop

August 2, 2017

NOTE/COMMENTS

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- ☐ Improved indoor waiting space
- ☐ Electronic display screens with information and announcements
- ☐ Cleaner, larger restroom facilities
- ☒ Safety enhancements (e.g., better lighting and visibility)
- ☐ Overpass or underpass at tracks for pedestrians *as long as the disabled can use them -*
- ☐ Additional Parking *where*
- ☐ More places for drivers to drop off passengers at station *where*
- ☐ Other _____

Please provide additional comments on the reverse side.



**CDM
Smith**
KMI

Glen Ellyn Metra Station

Public Workshop

NOTE/COMMENTS

Please provide any additional comments here:

Thank you for your participation.

Please submit comments in comment box by the door.

Online Survey located at

www.glenellyn.org

Look under "Latest News" for Link

Optional for Future Notifications

Name: _____

Address: _____

Email: _____



**CDM
Smith®**
KMI

Glen Ellyn Metra Station

Public Workshop

August 2, 2017

NOTE/COMMENTS

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- ☒ Overpass or underpass at tracks for pedestrians
- ☐ Additional Parking
- ☐ More places for drivers to drop off passengers at station
- ☐ Other _____

Please provide additional comments on the reverse side.



**CDM
Smith**
KMI

Glen Ellyn Metra Station

Public Workshop

NOTE/COMMENTS

Please provide any additional comments here:

And Underpass will be safer
And will be used more by
the kids going to Glenbard West
H.S.
SAFETY

**Thank you for your
participation.**

Please submit comments in comment
box by the door.

Online Survey located at

www.glenellyn.org

Look under "Latest News" for Link

Optional for Future Notifications

Name: _____

Address: _____

Email: _____



**CDM
Smith®**
KMI

Glen Ellyn Public Works Department**Interoffice Memorandum**

to: Members of the Capital Improvements Commission

from: Rich Daubert, Professional Engineer

subject: **October CIC Meeting – Information Transmittal**

date: October 5, 2017

The meeting is scheduled for 7:00 p.m. on Tuesday, October 10, 2017 in Room 301 of the Glen Ellyn Civic Center.

The main item of discussion for the evening will pertain to the Metra Train Station Phase I Engineering assignment. As a reminder to the group, the Village Board authorized an Agreement with CDM Smith Engineers/KMI Architects for completion of a Preliminary Engineering Study and development of Architectural Concepts for renovation/reconstruction of the Metra Train Station and construction of a grade-separated pedestrian crossing in the Central Business District.

The goal of this assignment is to complete Phase I Engineering and apply for grant funding for engineering and construction the proposed improvements. A Project Work Group consisting of Staff from Administration, Planning, Public Works, two members of the Village Board, Engineer, and Architect have been working together on this assignment.

A public survey was conducted online from June 29th to August 18th with 860 respondents providing various input on the project related concerns. The survey questions revolved around how the station is accessed, preferred access improvements, desired amenities, and the character of the station.

In unison with the online survey, a public meeting was held on August 2nd to offer the public another media to understand the project and provide input. The meeting included a brief overview of the current assignment and proposed improvements, a question and answer session, and interactive work stations. While participation in the public meeting was limited to 4 residents and one member of the media, the project team received valuable input from those participating.

Based on direction from the Village Board, the Project Work Group has been focused on developing alternatives for the improvements which will be presented to the CIC at this meeting. The presentation will offer an overview of the ongoing assignment, an overview of input provided via the online survey and public meeting, detailed discussion of the alternatives that have been developed thus far, and next steps for the project.

Our goal is to obtain input from the CIC for improvement of the alternatives prior to a presentation of them to the Village Board in November. As such, I kindly ask that if you find the time, please familiarize yourself with the attached exhibits. More importantly, if you have time, please re-

familiarize yourself with the train station and surrounding site and take note of any suggested improvements.

Enclosed are the following items:

- ☐ Meeting Agenda
- ☐ Draft Minutes from the August 8, 2017 CIC Meeting
- ☐ Project Activity Report dated October 5, 2017
- ☐ Metra Train Station Exhibits for October CIC Meeting

Please contact me at 630-547-5507 (direct line) or via email (rdaubert@glenellyn.org) if you have any questions or comments.

cc: Craig Pryde, Village Trustee
Pete Ladesic, Village Trustee
John Kenwood, Village Trustee Liaison to the CIC
Staci Hulseberg, Planning & Development Director
John Sterrett, Village Planner
Julius Hansen, Public Works Director
Dave Buckley, Assistant Public Works Director
Bob Minix, Part-Time Professional Engineer
Tom Topor, Senior Civil Engineer
Steve Warner, Civil Engineer
Christina Johnson, Recording Secretary
Benjamin Harber, Project Manager with CDM Smith
Christopher Martel, Vice President with CDM Smith



A G E N D A

CAPITAL IMPROVEMENTS COMMISSION

Glen Ellyn Civic Center – Room 301
Glen Ellyn, IL 60137

**Tuesday, October 10, 2017
7:00 PM**

- I. Call to Order
- II. Audience Participation (non-agenda items)
- III. Approval of Minutes from the August 8, 2017 CIC Meeting
- IV. Metra Train Station Phase I Engineering Assignment
- V. Trustee's Report
- VI. Other Business (as required)
- VII. Public Works Report
- VIII. Project Report
 - M-E-D-S-T Utility and Roadway Improvement Project Update
 - North Park Boulevard/Main Street Project Update
 - Taylor Avenue Pedestrian Tunnel Project Update
- IX. Adjournment

MINUTES (DRAFT)

BOARD OR COMMISSION: Capital Improvements DATE: August 8, 2017

MEETING: Regular X Special _____ CALLED TO ORDER: 7:03 PM

QUORUM: Yes X No _____ ADJOURNED: 8:53 PM

MEMBER ATTENDANCE:

PRESENT: Chairman Lane, Commissioners Colliander, Burton, Forester, Kumar, Lindquist, Zuccherro, Trustee Kenwood (arrived at 7:39)

OTHERS: Professional Engineer Daubert

ABSENT: Commissioners Biggam and Ryne

CALL TO ORDER:

The August 8, 2017 meeting of the Capital Improvements Commission, held at the Glen Ellyn Civic Center, was called to order at 7:03 PM by Chairman Lane. A quorum was present.

AUDIENCE PARTICIPATION (non-agenda items):

Sylvia Reuling, 950 Clifton Ave, was present and spoke about the poor condition of Clifton, Scott and Cumnor Avenues. They do not want their street widened, just repaired. Ms. Reuling explained that water pools in the street and that the pothole repairs have been eroded. P.E. Daubert explained that Cumnor and Ellynwood were last resurfaced last in 2003. He is aware of drainage issues as it is a localized low point in topography. The Village is planning on doing a topographic survey of this area. There is a pending annexation on Hill Avenue, in which the Village would inherit a portion of Hill Avenue, including a sanitary sewer main and lift station (currently owned by Lombard). Before reconstructing these streets, the Village would want to explore extending sanitary sewer to the area. The Village Board will be discussing this issue next week at a workshop session.

APPROVAL OF MINUTES:

Commissioner Lindquist moved, and Commissioner Burton seconded, to approve the May 9, 2017 meeting minutes. The motion was approved unanimously.

**CONTINUATION OF DISCUSSION OF SIDEWALK CONSTRUCTION ON TURNER AVENUE
(MONTCLAIR TO TAYLOR)**

P.E. Daubert explained that this project involves the resurfacing of Turner Avenue from Montclair to Taylor. There is a sidewalk on the south side of Turner, but not the north side. For a roadway reconstruction project, the Village policy states that PW is to incorporate sidewalk on both sides of the street. Engineering drawings for a sidewalk on the north side have been prepared. P.E. Daubert showed the engineering plans. The sidewalk will meander around existing trees, at some places the sidewalk would be located directly adjacent to the back of the curb. P.E. Daubert reminded the commission of the sidewalk situation on Davis Terrace. It is a dead-end street with no existing sidewalk on the west side of the street. The commission recently recommended NOT to install sidewalks in this location.

P.E. Daubert explained that there has been some opposition from residents for the sidewalk on Turner. The Police Department is supportive of a new public sidewalk. The school district has not offered any input despite staff reaching out to them. The proposed cost for sidewalk is approximately \$55,000.

Residents in attendance offered their input. Jeff Button, 331 Montclair, resident in this location since 1994, stated that he rarely sees people walking on the north side of the street. His house was built in 1906, and has a short driveway. They would not be able to park 2 cars in the driveway without blocking the new sidewalk. The sidewalk has to be built close to his house due to the location of existing trees.

Michael Rossman, 706 Turner, stated that the sidewalk would be installed next to the curb, which requires trimming an existing pine tree. His neighbor has a small decorative tree close to the curb. It would also have to be trimmed to accommodate a sidewalk. He doesn't think the sidewalk next to the curb is an attractive look. School children walk on the sidewalk on the south side of the street.

Chuck Dean, 711 Turner (south side of street), stated that the sidewalk in front of his house is pitched towards his property, sending water towards his garage. P.E. Daubert stated that PW has plans to fix the pitch of the sidewalk to provide proper drainage.

Discussion followed regarding shoveling of sidewalks for school children and elementary school drop-off patterns. The commission also discussed vehicles parking in driveways that hangover onto the sidewalk. Police can ticket cars for blocking more than half the sidewalk.

The commission members voiced some concerns about the proposed sidewalk: some do not see a need for a sidewalk, no current safety issues with students walking to school, sidewalk design looks forced, would rather spend the money on other issues in town.

Commissioner Zucchero made a motion, “whereas new sidewalk on the north side of Turner Avenue from Montclair to Taylor is not warranted or needed, the CIC recommends no such sidewalk be constructed as part of the Montclair/East/Davis/Smith/Turner Improvements Project,” seconded by Commissioner Colliander. Voice vote: 5 in favor, 2 opposed (Burton, Lindquist). Motion passes.

TRUSTEE REPORT

Trustee Kenwood stated that the Village Board voted to continue garbage collection with its current provider on Mondays. They are still working on developments in the downtown, the goal is to encourage more apartments in downtown Glen Ellyn to increase density. They are looking at building a parking garage at the civic center and continue to study the feasibility of an underground pedestrian tunnel at the train station.

OTHER BUSINESS:

None.

PUBLIC WORKS REPORT:

P.E. Daubert shared that staff is wrapping up the preliminary submittal for north Park Blvd, reconstructing from Roosevelt to Fairview. The Village Board supported the CIC’s recommendation on street widening. Next year will also see the resurfacing of Main Street from Roosevelt to Fairview, those are the big projects.

Also, the Village Board approved an engineering study to explore underground utilities in the CBD. Staff hopes to do construction in 2019-2020.

PROJECT UPDATE – PROJECT HIGHLIGHTS:

P.E. Daubert stated that Phase 1 Engineering was completed for the Taylor Street underpass this year. Staff sent plans to Union Pacific Railroad in April, and recently received comments back.

Currently 4 miles of streets are under construction in the Village. The first phase of street improvements is complete. Work on Kenilworth Avenue (Greenfield to Hill) and three residential alleys has been completed.

There are currently about 700 responses to the Village’s online survey regarding the Metra station. The study is ongoing.

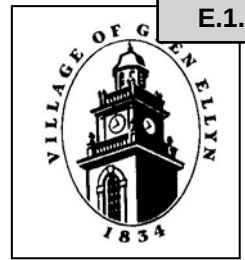
The CBD streetlight upgrades are done, with 297 lights installed. Next year they plan to upgrade streetlights at 5 Corners to match the CBD.

ADJOURNMENT:

Commissioner Burton moved to adjourn the meeting, seconded by Commissioner Colliander. With unanimous consent, the meeting was adjourned at 8:53 PM.

Submitted by C. Johnson, Recording Secretary
Reviewed by Rich Daubert, Professional Engineer

DRAFT



October 5, 2017

ENGINEERING DIVISION PROJECT ACTIVITY REPORT

CONSTRUCTION PROJECTS

2017 Major Construction Projects

KENILWORTH AVE / ALLEY IMPROVEMENTS – Contractor: A Lamp Concrete Contractors

(Project No. 16009; Value of Contract = \$1,315,000)

The Contractor has completed the restoration of the disturbed lawn areas with sod and is watering in conformance with the Contract requirements. A few punch list items including the installation of fire hydrant extensions and sidewalk replacement will be completed in the coming weeks.

2017 STREET RESURFACING – Contractor: Geneva Construction Company

(Project No. 17002; Value of Contract = \$2,060,000)

With the exception of pavement markings and sodding, all concrete replacement and resurfacing work on Amy Court, Baker Hill Subdivision, Highland, and Stacy is complete. The Contractor is currently working in the Spring-Grove-Lombard-DuPage area. With the exception of areas around drainage structures, placement of all new curb/gutter and driveway approaches and the first layer of asphalt roadway pavement is substantially complete. The balance of the concrete work, structure adjustments, loop detector replacement, and roadway surface paving will be completed in the Spring-Grove-Lombard-DuPage area over the next two weeks with lawn restoration following immediately thereafter. Remaining work throughout the entire project site includes asphalt driveway patching, shoulder stone, construction of a bioswale on Buena Vista Drive at Park Boulevard, as well as culvert replacement and ditch grading on Ahlstrand Road.

2017 ROADWAY IMPROVEMENTS – Contractor: John Neri Construction Company

(Project No. 17004; Value of Contract = \$2,979,000)

The Contractor has completed all concrete work on Montclair and Turner, including construction of the new public sidewalk on the north side of Turner from Montclair to Taylor. Placement of the first two layers of asphalt roadway pavement has been completed leaving these streets 2-inches below their final elevation. Parkway restoration of Montclair and Turner is underway with the roadway surface paving tentatively planned for Friday, October 13th. Underground utility work is complete on Smith Road with the Contractor currently reconstructing the roadway. Underground utility work is complete on East Road. Nicor will be replacing the gas services for homes on west side of East Road the week of October 9th as they are shallow and in conflict with the roadway base and sub-base. Reconstruction of the roadway on East will follow immediately thereafter. Utility work is currently underway on Davis Terrace. The new water main has been installed and pressure tested. Disinfection and sampling of the new main is underway. Meanwhile, the Contractor is installing the new sanitary sewer main and sanitary sewer services. Water service replacements and storm sewer installation will follow with reconstruction of the roadway anticipated to commence in mid to late October. Pending fair weather and timely gas service replacements, project completion is anticipated in mid-November.

Construction Projects in Closeout Phase:

CBD STREET LIGHT UPGRADE TO LED LIGHTS – Vendor: Sternberg; Installer: Utility Dynamics

(Project No. 16004; Value of All Project Components = \$560,000)

The contractor has completed the installation of all lights, 297 in total. Resolution to a drooping wire issue in the luminaries is being developed.

HILL AVENUE BRIDGE REPLACEMENT – Contractor: Dunnet Bay Construction

(Project No. 16008; Value of IDOT Contract = \$1,550,000; Glen Ellyn Share = \$160,000)

The Village has received and is processing invoices from Lombard for construction and construction engineering for the project.

ELM-OAK-GENEVA IMPROVEMENTS – Contractor: John Neri Construction

(Project No. 16006; Value of Contract = \$2,927,000 and includes Base + Alternate with 3% contingency)

The Contractor has addressed all punch list items except defective sod which will be replaced the week of October 9th. Final quantities have been agreed to with the Contractor. A final balancing change order and invoice to DuPage County will be completed along with final documentation submittal to the Army Corps of Engineers. This will close the project out.

CRESCENT BOULEVARD RECONSTRUCTION – Contractor: Martam Construction

(Project No. 13002; Value of IDOT Contract = \$3,153,000; Local Share = \$1,480,000)

The engineer (ESI) continues to work on project documentation and closeout. Approximately 20 pay items remain to be agreed to with the Contractor with the IDOT audit scheduled for November 10th. Liquidated damages have been presented to, and are currently being evaluated by, IDOT.

LAKE ELLYN OUTLET CONTROL STRUCTURE REPLACEMENT – Contractor: Earthwerks

(Project No. 14001; Value of Contract = \$555,000)

Payment of the final reimbursement request (\$279,500) has been received from DuPage County.

X-WALK IMPROVEMENTS AT IDOT INTERSECTIONS – Contractor: Hecker and Company

(Project No. 14007; Value of IDOT Contract = \$197,971; Local Share = \$65,000)

The engineer continues to work on various activities to close the project out.

ENGINEERING PROJECTS

PARK BOULEVARD REHABILITATION – Engineer: *Engineering Enterprises (EEI)*

(Project No. 13001)

Pre-Final Plan, Specifications, and Estimates were submitted to IDOT in August. Staff has reviewed the Pre-Final documents and provided comments to the Engineer for resolution. Final Plans, Specifications, and Estimates will be submitted to IDOT on Tuesday, October 10th. The project team is awaiting IDOT approval to proceed with negotiating one easement required for the project. Subject to timely completion of this approval, the project is currently on track for the January 19th IDOT Letting.

TAYLOR AVENUE PEDESTRIAN TUNNEL – Engineer: *Alfred Benesch*

(Project No. 15009)

Staff and the Engineer participated in the ICC Hearing Process in early September. The Hearing was a success with both the ICC and Union Pacific Railroad supporting the project. The Court Recorder's transcript has been filed with Issuance of the ICC Order to follow by year's end. The Engineer has responded to Union Pacific's latest comments by submitting 60% engineering drawings to UP for review. Comments are anticipated back from UP by October 20th. Pre-Final Plans, Specifications, and Estimates were submitted to IDOT and DuPage County on September 29th. Staff review will parallel IDOT's review of the Pre-Final documents. Coordination amongst the Village, Engineer, Union Pacific, and Utilities is of the essence to keep on track for the March 9th Letting. Staff will be providing a memo update to the Village Manager in late October advising of the project status. An update to the Village Board is planned for the November Village Board Workshop Meeting.

Activity	Schedule	Current Status
Finalize and Submit TS&L, PBDHR and SGR to IDOT & UPRR	April 15, 2016	Completed
Submit Final Project Design Report to IDOT	May 15, 2016	Completed
IDOT PDR Review	Complete June 2016	Completed
Address Comments, resubmit TS&L and Final PDR	February 2017	Completed
ICC Process	Feb – September 2017	Completed
Preliminary PS&E to IDOT	September 29, 2017	Completed
Staff Review	October 20, 2017	In Progress
Final PS&E to IDOT	November 27, 2017	In Progress
Easement Negotiation	January 15, 2018	In Progress
ROW Certified	January 24, 2018	
IDOT Letting	March, 9 2018	

ROOSEVELT ROAD – ROUTE 53 WATER MAIN LINING – Engineer: *Baxter & Woodman*

(Project No. 16015)

The Engineer continues to work on pre-final plans, specifications, and estimates for the project. Staff will be making a recommendation to the Village Board at the October 23rd Board Meeting to conduct acoustical testing of the water mains to assess their relative condition outside of the original limits of the project (immediately surrounding the East Branch of the DuPage River). This will help staff better substantiate the appropriateness of the limits of water main rehabilitation.

ROOSEVELT ROAD WATER MAIN REPLACEMENT – Engineer: ERA

(Project No. 13008)

Clark Street Development has agreed to the alignment of the water main and easement through its site at the southeast corner of Roosevelt and Nicoll Way. The Engineer is currently working on pre-final plans, specifications, and estimates to be submitted to Staff and IDOT for review. The Construction schedule is being discussed with Panera and CVS to possibly have both CVS and the water main construction coincide and thereby minimize disruption to Panera.

CENTRAL BUSINESS DISTRICT PROJECTS**TRAIN STATION / PEDESTRIAN OVERPASS – Engineer: CDM Smith/KMI Architects**

(Project No. 16016)

The Village staff and Board liaison workgroup has been working with the Engineer and Architect on the development of alternatives for renovation/reconstruction of the train station and construction of a grade-separated pedestrian crossing near Forest Avenue. The Village Board has directed staff to no longer consider the pedestrian overpass option and to focus solely on a pedestrian tunnel for the grade-separated pedestrian crossing. Alternatives have been developed by the Engineer and Architect. The alternatives will be reviewed with the Capital Improvements Commission in October. The alternatives will then be revised and presented to the Village Board at the November Village Board Workshop Meeting.

VEHICULAR OVER/UNDERPASS FEASIBILITY – Engineer: HDR

(Project No. 14006)

Village staff submitted an application to the Illinois Commerce Commission Grade Crossing Protection Fund in early March. Based on feedback from the ICC, the project would be very competitive with other applications and significant funding, up to \$12M, could be obtained for the project. However, the Village would need to commit to funding engineering and construction of the project with the aforementioned \$12M only funding a portion of the project. The project will be discussed with the Village Board at a future workshop meeting to solicit direction on how to proceed with the project.

CBD UTILITY STUDY – Engineer: RJN Group/Michels Corp.

(Project No. 15006)

RJN Group/Michels continues to work on assessing the condition of the underground utility infrastructure in the Central Business District. The team has completed smoke testing of the sanitary sewers and approximately 90% of the utility structure inspections. Sewer televising is currently underway. Building inspection notices have been mailed to properties with inspections being scheduled, in progress, and anticipated to continue through November. The project team met with sub-consultant Echologics whom will be conducting the water main assessment in the CBD. Staff will be recommending to the Village Board at the October 23 Board Meeting that Echologics be utilized to conduct testing of the Roosevelt Road and Route 53 water mains in unison with the CBD Testing. The costs provided by Echologics for the additional testing assume that the assessments would occur in one mobilization. As such, scheduling of the water main assessment work in the CBD will follow presentation of the matter to the Village Board. Remaining ongoing and pending items of work include televising, flow monitoring, dye flood testing, sewer dye testing, general mapping/GIS cleanup, and final reporting.

CBD ROADWAY AND STREETScape IMPROVEMENTS – Engineer: Pending

(Project No. 15006)

Staff is currently focused on completion of the ongoing Utility Study. It is anticipated that the Streetscape project will be discussed and evaluated with the Village Board in early 2018 to solicit direction on how to proceed in terms of scope and schedule.

PROCUREMENT OF GOODS AND SERVICES

Public Works seeks the best vendor prices for various annual municipal and utility maintenance and operations activities. This effort includes local bidding of projects or joint purchasing initiatives, including the Municipal Partnering Initiative (MPI), a consortium of DuPage County communities.

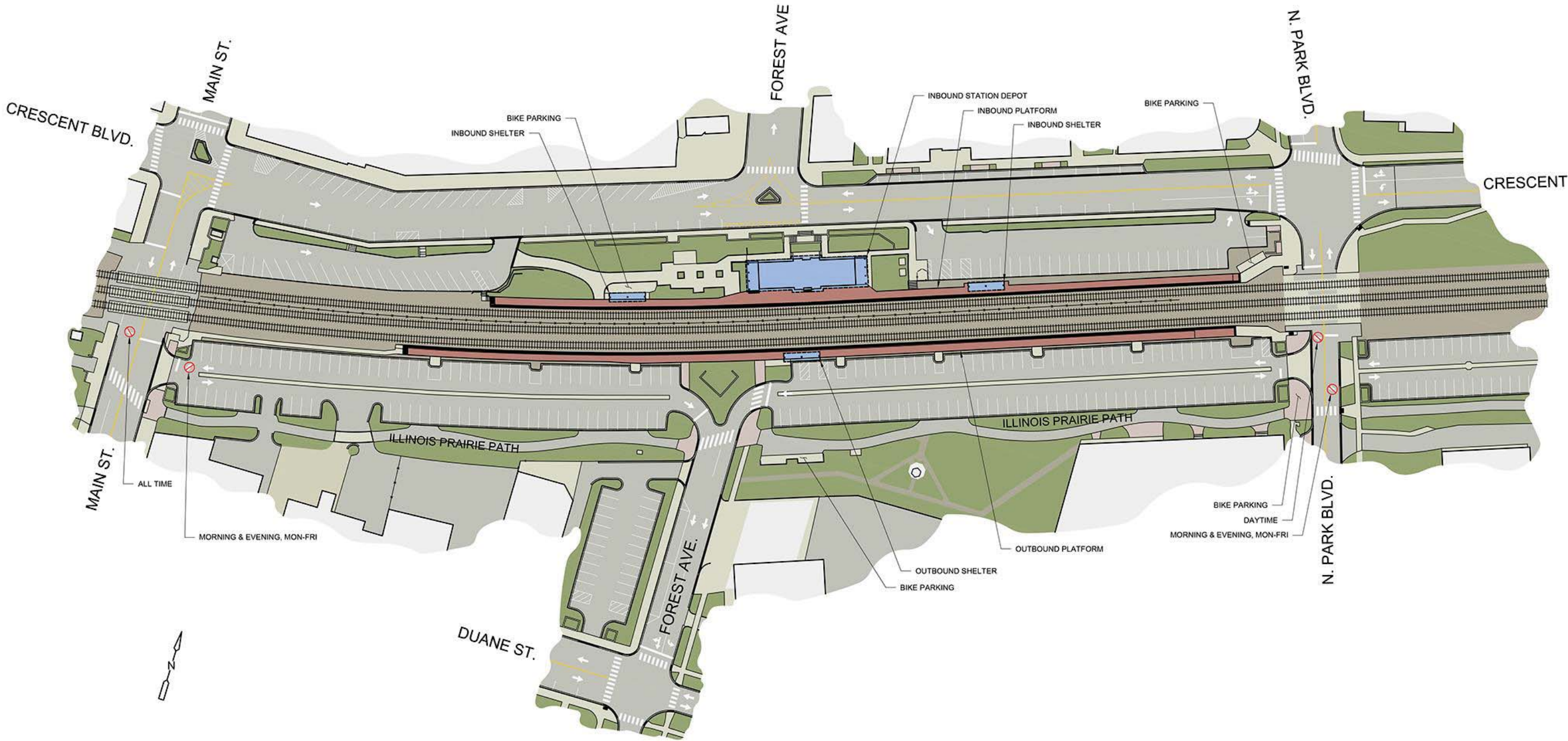
Project	Estimated Glen Ellyn Cost	Status
Asphalt Roadway Patching and Duane Lorraine Parking Lot Resurfacing	\$255,000 (2017)	The Village Board authorized a Contract with Chicagoland Paving for the Project. Resurfacing of the Duane-Lorraine Parking lot is scheduled for October 11 – October 25 with the Parking Lot closed during this time. Asphalt Roadway Patching will be performed in unison with this work at various locations throughout the Village.
2015 Parking Lot and Prairie Path Paving Project	\$122,700 (original award)	Resurfacing of the History Center Parking Lot is complete and final quantities have been submitted to the Contractor.
Concrete Sidewalk And Roadway Repairs	\$215,000 (2017)	The 2017 project has been awarded to Mondri Construction and construction is currently underway with the first phase of work completed in September.
Pavement Markings	\$60,000 (2017)	The Village Board has authorized the utilization of the Suburban Purchasing Cooperative contractor, Superior Road Striping for the restoration of pavement markings in 2017. The first phase of thermoplastic pavement markings has been completed. The first phase of concrete pavement marking has been scheduled.
Annual Sewer Lining	\$500,000 (Budget)	Staff is currently developing and reviewing sewer lining segments proposed for the next program.
Asphalt Rejuvenators	\$25,000 (2017)	The Village Board has authorized the use of Corrective Asphalt Materials for the application of Reclamite to streets resurfaced in 2016 and 2017. Application of the material was completed the week of October 2 nd .
Crack Sealing	\$60,000	The project has been awarded to Denler Inc. Staff has inspected all streets with a PCI of 85 or greater to identify candidate cracks for sealing. Work is scheduled to commence October 9 th and be completed by October 23 rd .
Spoil Hauling and Delivery of Aggregates	\$52,200 (2017 award)	Marcott Enterprises is the contractor.

X:\Publcwks\ENGINEER\Monthly Construction Reports\Monthly Construction Report 10-5-17.doc

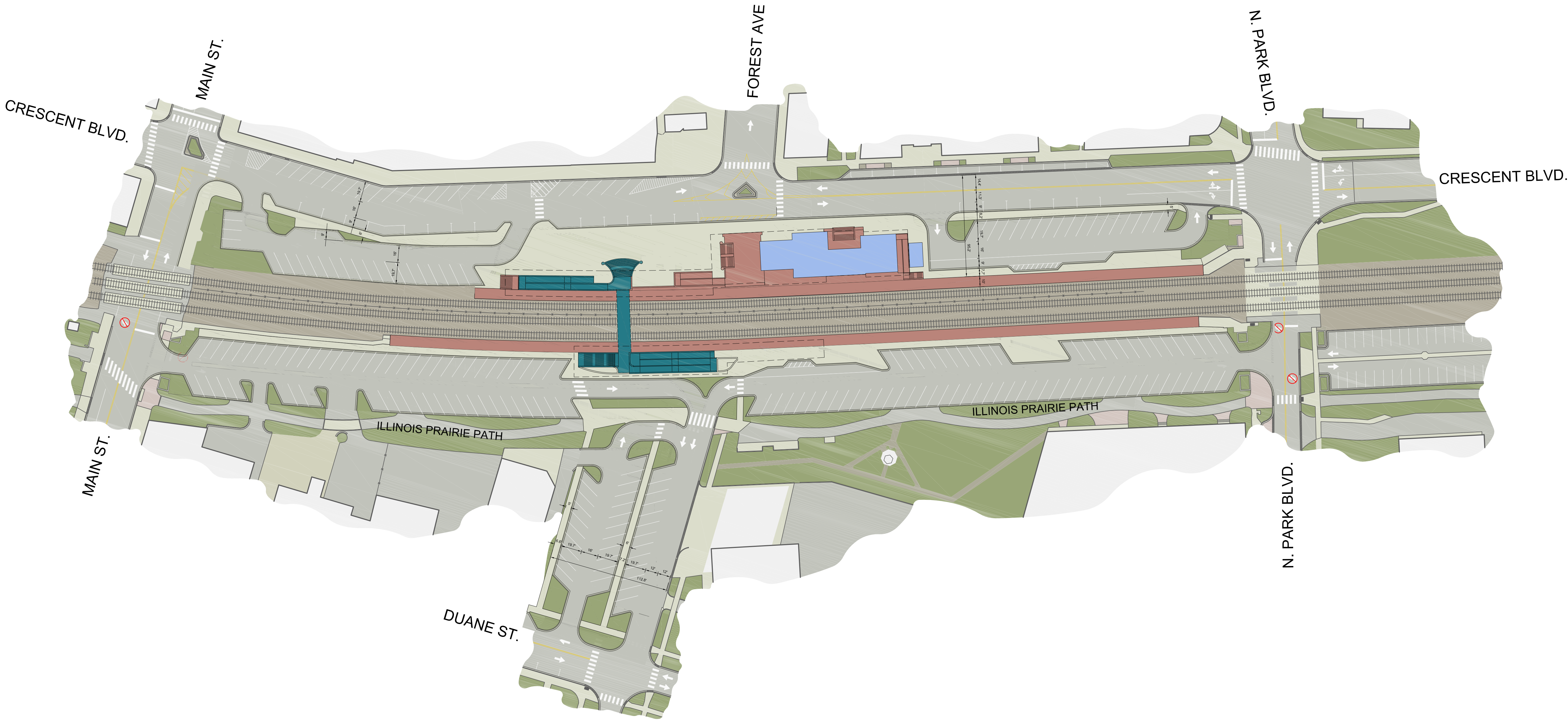
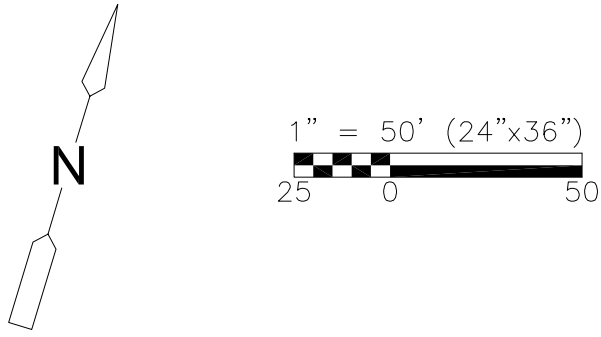
Existing Conditions

Attachment: October 2017 CIC Packet

E.1.b



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REV	DATE	BY	APP	DESCRIPTION	REV	DATE	BY	APP	DESCRIPTION	

SUB CONSULTANT

PRIMARY CONSULTANT SEAL/ SIGNATURE

CDM
Smith

125 S Wacker Dr, Ste 600
Chicago, IL 60606
Tel: (312) 346-5000

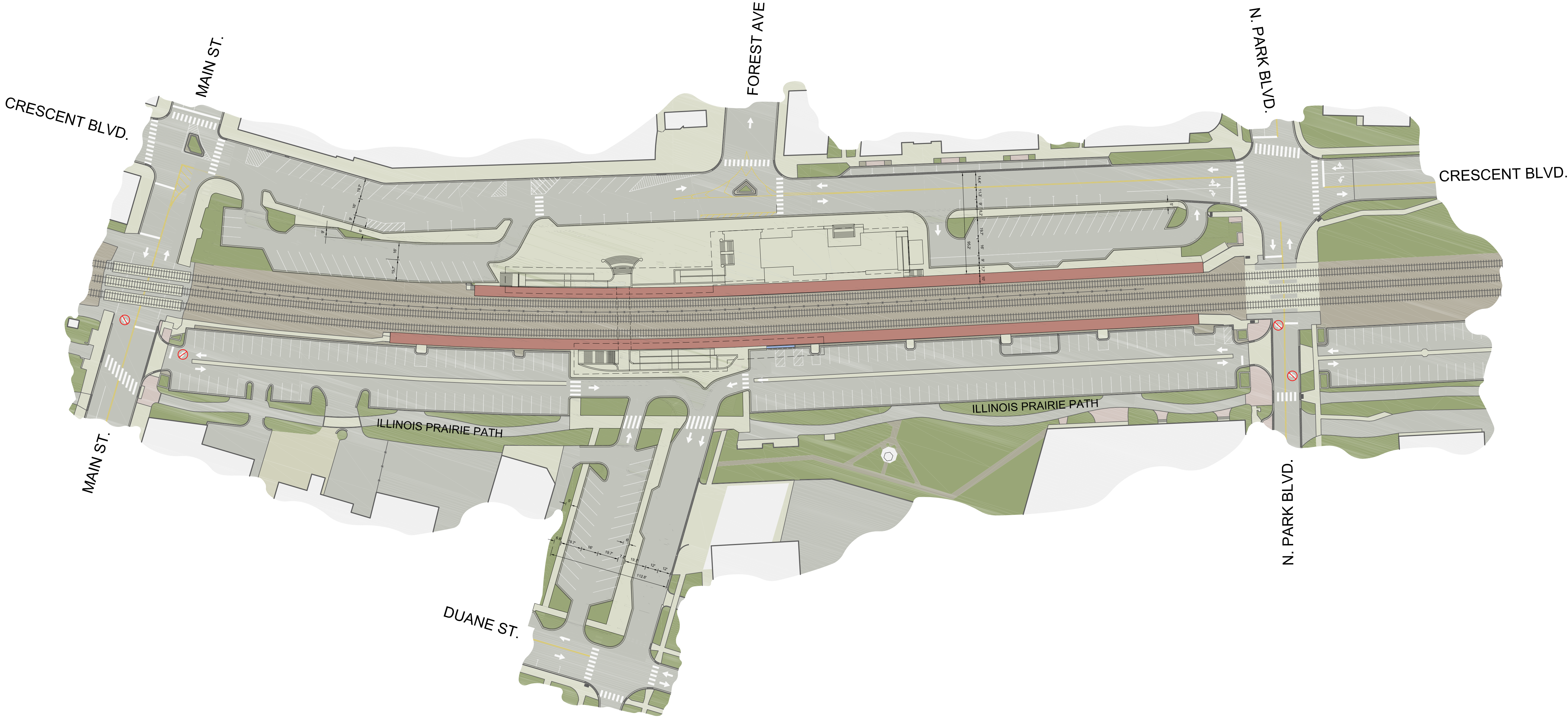
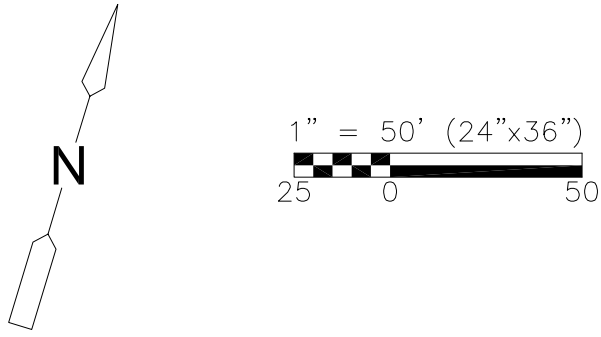
DESIGNED: TJT
DRAWN: TJT
CHECKED: BOH
DATE: 9/7/2017

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LOCATION NAME: GLEN ELLYN METRA STATION
TITLE: Site Plan Alt 1. Exhibit - Pedestrian Underpass, New Station, New Site Work

CAD FILE NUMBER: Exh-SITE-Alt 09.dwg	DISTRICT:
SCALE: 1"=50' (24"x36" SHEET)	SHEET NO.
PROJECT NO.	
MILE POST NO.	
EXH	
Packet Pg. 56	

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REV	DATE	BY	APP	DESCRIPTION	REV	DATE	BY	APP	DESCRIPTION	

SUB CONSULTANT

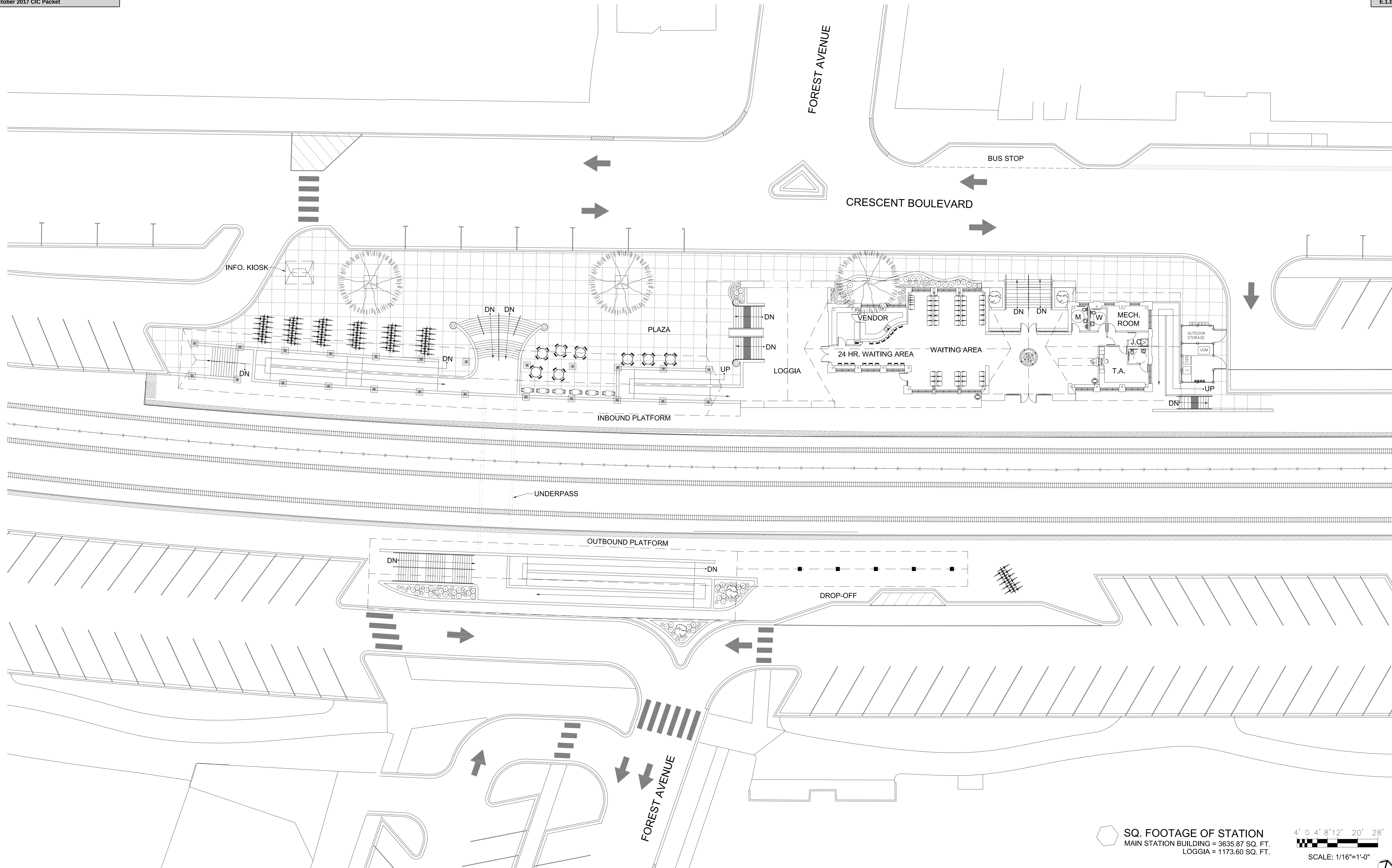
PRIMARY CONSULTANT
SEAL/ SIGNATURE

**CDM
Smith**
125 S Wacker Dr, Ste 600
Chicago, IL 60606
Tel: (312) 346-5000

DESIGNED: TJT
DRAWN: TJT
CHECKED: BOH
DATE: 9/7/2017

LOCATION NAME: GLEN ELLYN METRA STATION
TITLE: Site Plan Exhibit - Alt 2
MILE POST NO.

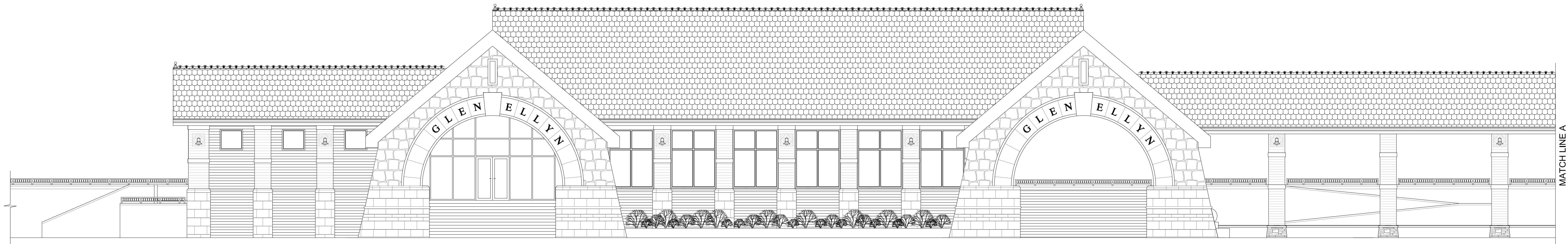
CAD FILE NUMBER: Exh-SITE-Alt 10.dwg	DISTRICT:
SCALE: 1"=50' (24"x36" SHEET)	SHEET NO.
PROJECT NO.	EXH
	Packet Pg. 57



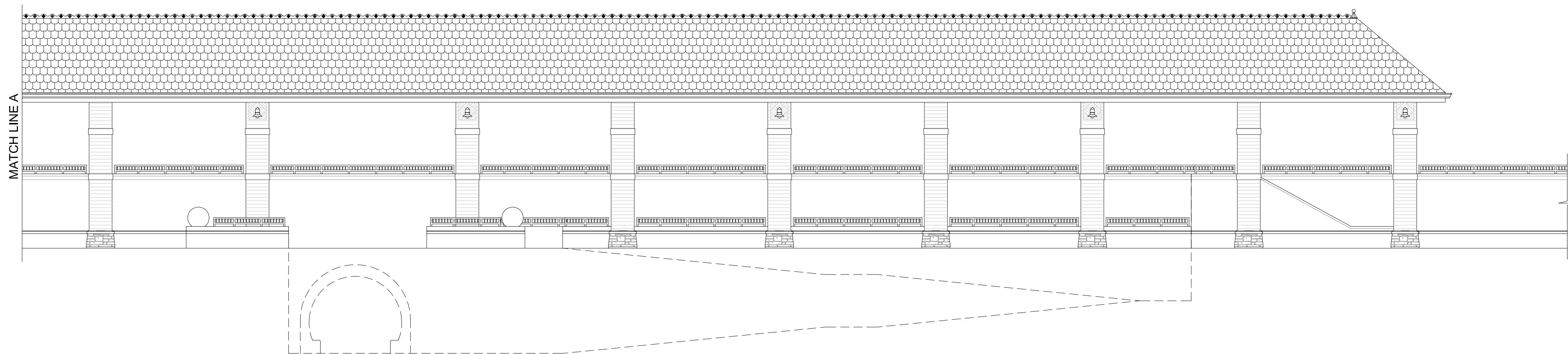
SQ. FOOTAGE OF STATION
MAIN STATION BUILDING = 3635.87 SQ. FT.
LOGGIA = 1173.60 SQ. FT.

4' 0' 4' 8' 12' 20' 28'
SCALE: 1/16"=1'-0"

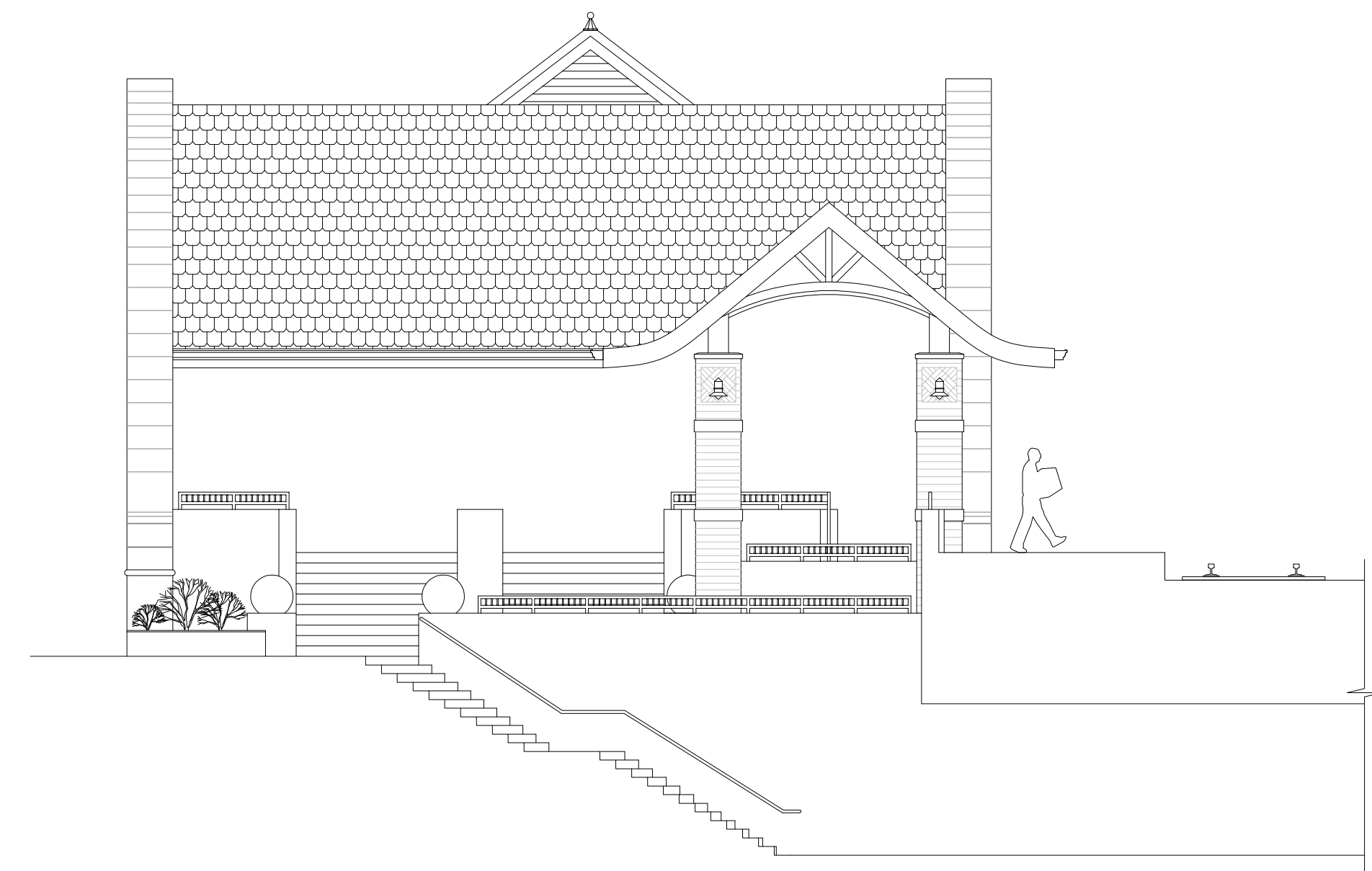
NEW STATION BUILDINGS
WITH UNDERPASS AND RAMPS - OPT. 1



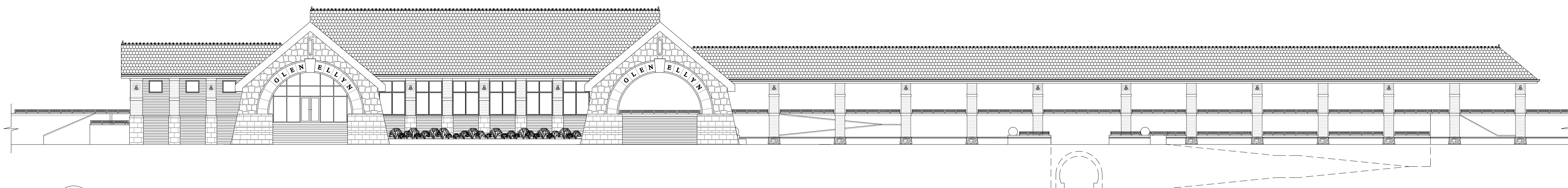
1
ELEV
PARTIAL NORTH ELEVATION
SCALE: 1/8"=1'-0"



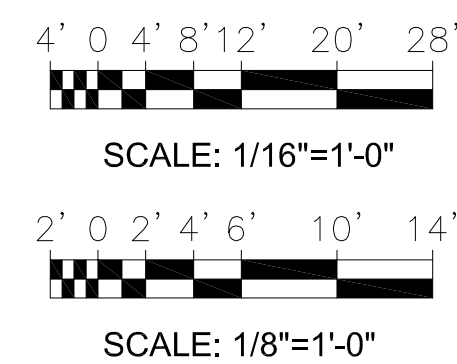
2
ELEV
PARTIAL NORTH ELEVATION
SCALE: 1/8"=1'-0"

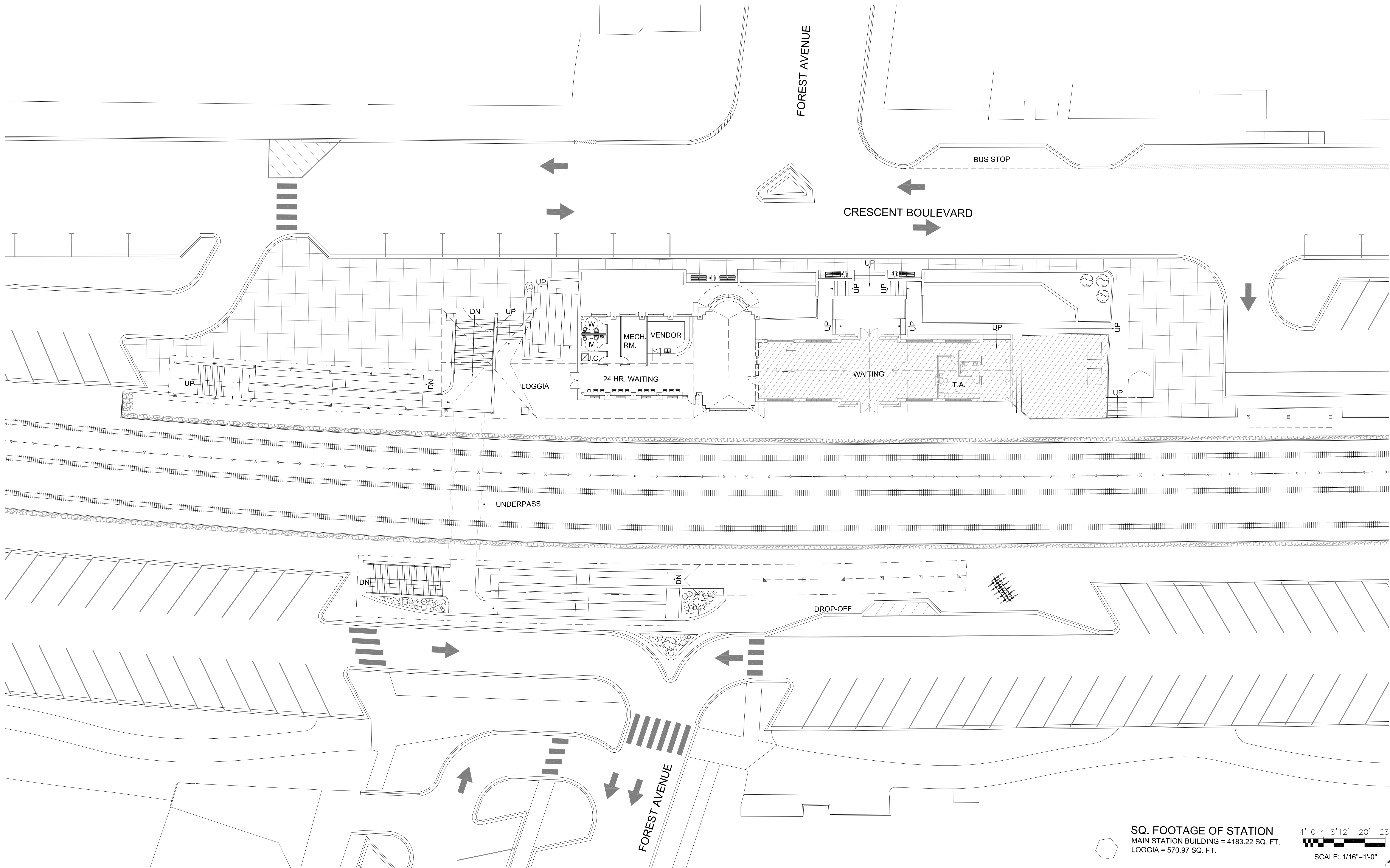


3
ELEV
WEST ELEVATION
SCALE: 1/8"=1'-0"



4
ELEV
NORTH ELEVATION
SCALE: 1/16"=1'-0"





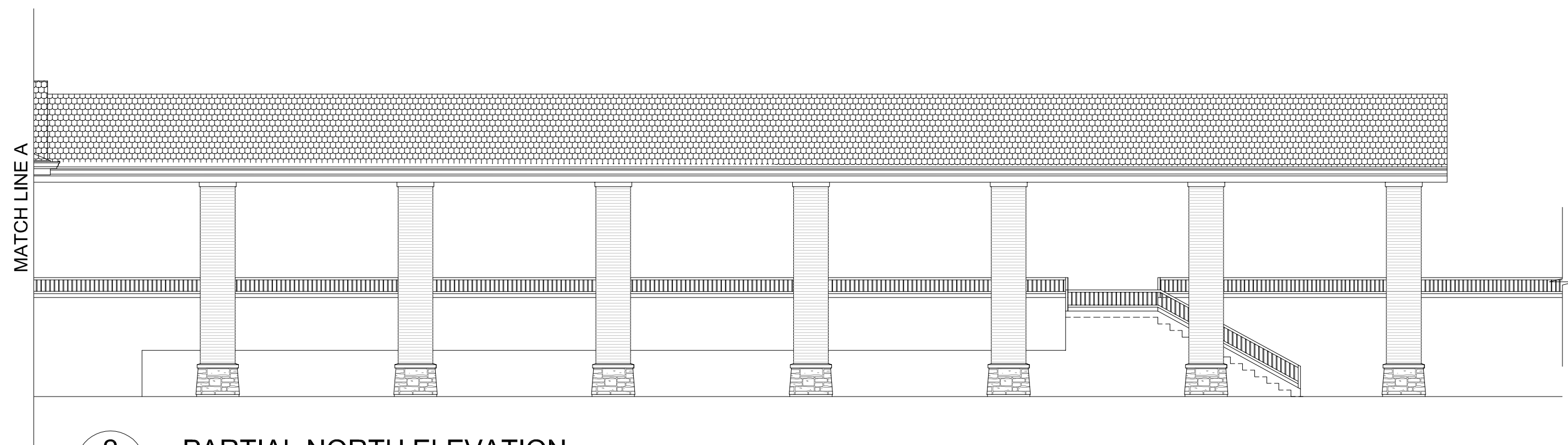
SQ. FOOTAGE OF STATION
MAIN STATION BUILDING = 4183.22 SQ. FT.
LOGGIA = 570.97 SQ. FT.

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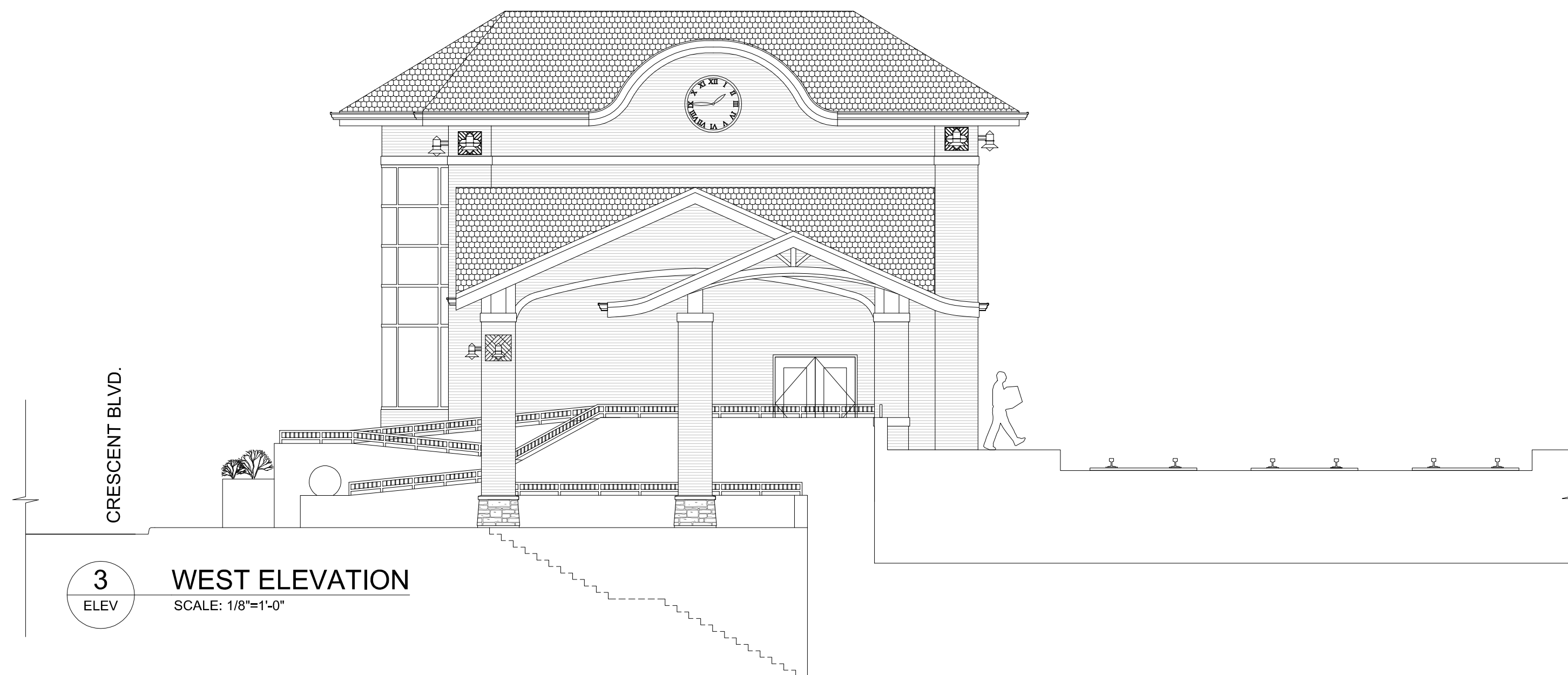
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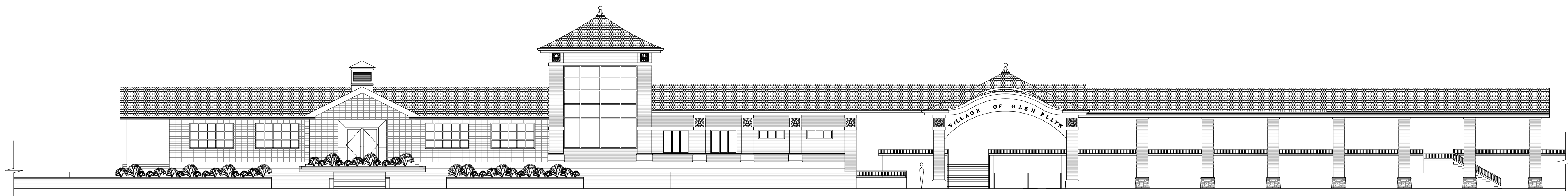
1 PARTIAL NORTH ELEVATION
ELEV SCALE: 1/8"=1'-0"



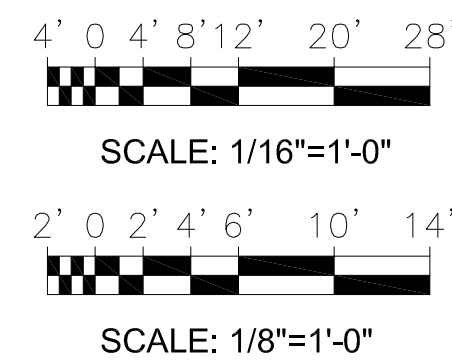
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ELEV SCALE: 1/8"=1'-0"



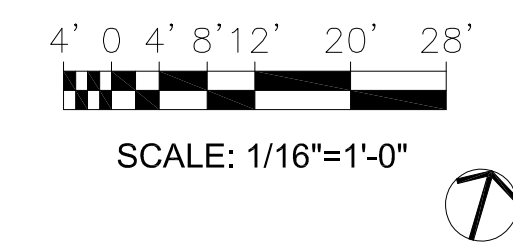
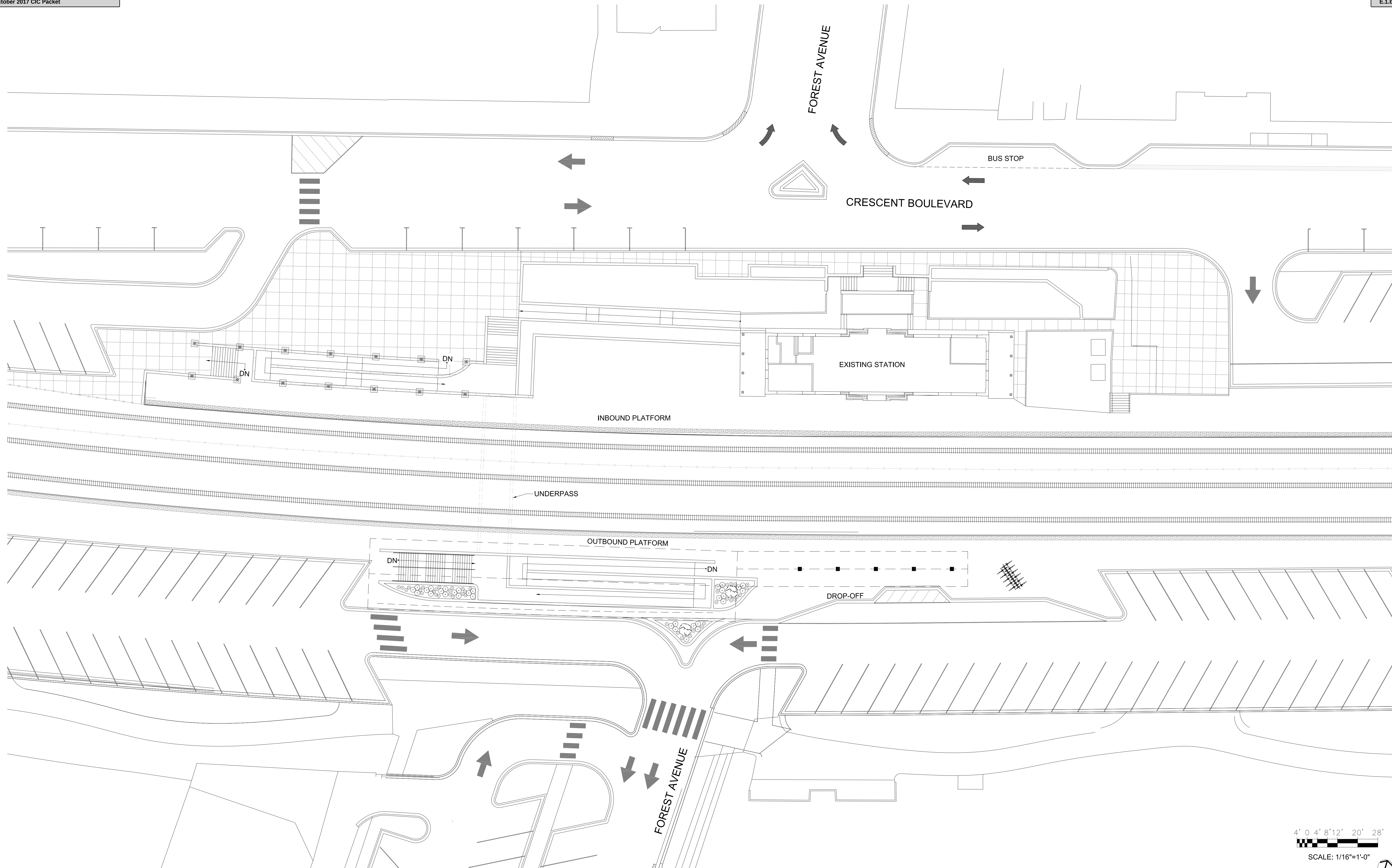
3 WEST ELEVATION
ELEV SCALE: 1/8"=1'-0"



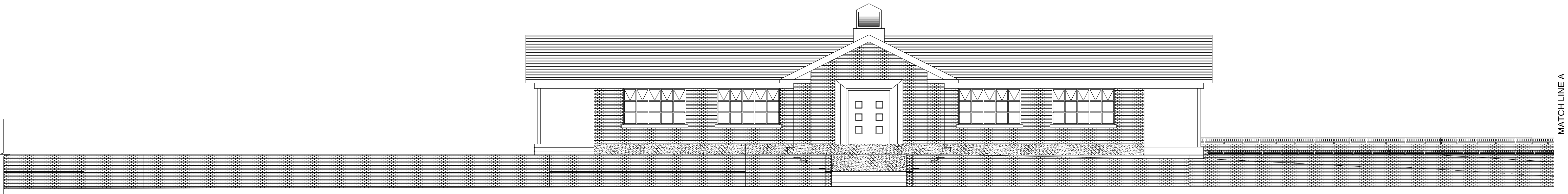
4 NORTH ELEVATION
ELEV SCALE: 1/16"=1'-0"



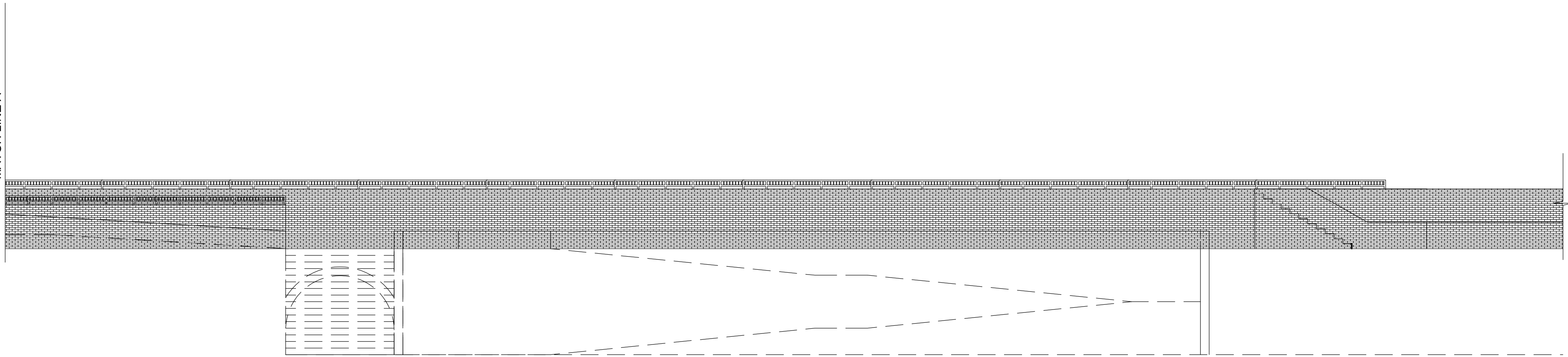
EXISTING STATION ADDITION
WITH UNDERPASS AND RAMPS - OPT. 2
(NO REMOVAL OF EX. STA.)



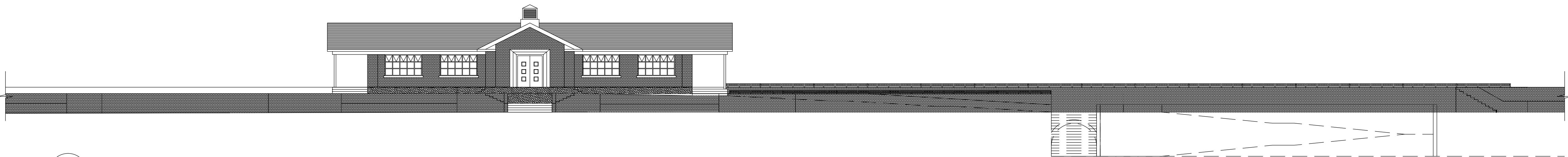
EXISTING STATION BUILDINGS
WITH UNDERPASS AND RAMPS - OPT. 3



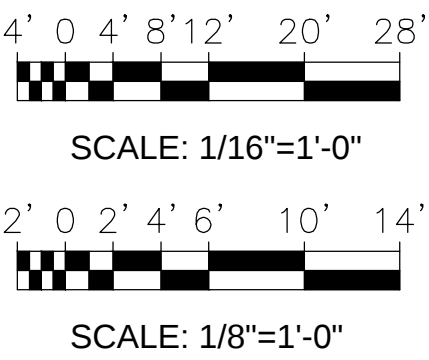
1 PARTIAL NORTH ELEVATION
ELEV SCALE: 1/8"=1'-0"



2 PARTIAL NORTH ELEVATION
ELEV SCALE: 1/8"=1'-0"



4 NORTH ELEVATION
ELEV SCALE: 1/16"=1'-0"



MINUTES (DRAFT)

BOARD OR COMMISSION: Capital Improvements DATE: October 10, 2017

MEETING: Regular X Special _____ CALLED TO ORDER: 7:04 PM

QUORUM: Yes X No _____ ADJOURNED: 9:59 PM

MEMBER ATTENDANCE:

PRESENT: Commissioners Biggam, Colliander, Foerster, Kumar, Lindquist, Ryne, Zucchero (arrived 7:32), Trustee Kenwood, Trustee Ladesic

OTHERS: Professional Engineer Daubert, Public Works Director Hansen, Civil Engineer Warner, Vice President Martel (CDM Smith), Senior Project Manager Harber (CDM Smith)

ABSENT: Chairman Lane, Commissioner Burton

CALL TO ORDER:

The October 10, 2017 meeting of the Capital Improvements Commission, held at the Glen Ellyn Civic Center, was called to order at 7:04 PM. A quorum was present.

Commissioner Colliander was appointed Chairman Pro Tem.

APPROVAL OF MINUTES:

Commissioner Lindquist moved, and Commissioner Kumar seconded, to approve the August 8, 2017 meeting minutes. The motion was approved unanimously.

AUDIENCE PARTICIPATION (non-agenda items):

There were no comments.

METRA TRAIN STATION PHASE 1 ENGINEERING AGREEMENT:

P.E. Daubert explained the Village has retained CDM Smith (teamed with KMI architects) for a Phase I Engineering Study for renovation/reconstruction of the Metra Station as well as incorporation of a grade-separated pedestrian crossing of the UP-West line in the Central Business District.

Chris Martel and Benjamin Harber from CDM Smith were introduced by P.E. Daubert. At this stage, they are ready to introduce some preliminary concepts to the CIC for input. Later, they will fine-tune the concepts, develop costs, and make a presentation to the Village Board for direction on project alternatives.

Mr. Martel explained he is an engineer and Mr. Harber is an architect. The existing train station was built in the 1960's and has limited amenities. There is no insulation in the building walls, and the shelters on the platform are small, offering little protection from the elements. There are concerns about accommodating pedestrian safety specifically in the form of grade-separated pedestrian crossings and general ADA accessibility to/from and around the site. Currently, Union Pacific is responsible for maintenance of the building. The Village maintains the retaining wall on Crescent and some surrounding landscaping. Tonight, CDM Smith is presenting two alternative site plans and three station alternatives.

P.E. Daubert explained that CDM Smith and staff have evaluated a bridge vs. tunnel pedestrian crossing. They have decided that an underpass/tunnel is preferred. With an underpass, there is less maintenance involved and less steps. The Village Board preferred the underpass option as well and directed staff to discontinue consideration of a pedestrian bridge.

Mr. Martel and Mr. Harber presented Alternative Site Plan 1. The Commissioners offered their opinions. One concern raised was funneling all commuters leaving the train station by automobile south on Forest Avenue to Duane Street. Commissioner Forester expressed concern that the drop off/pick up area was too small with Alternative 1 and also had concerns regarding traffic being backed up in the parking lots.

The consultants explained that Metra has standards for station size; they do not have on-site parking requirements. Other communities have focused on efficient drop off/pick up layout and pushed parking further away. Drop off/pickup serves more people than a parking space. It is an option to build a parking deck somewhere downtown. If the parking garage was within a block or two of the station, (walkable distance) it may be possible to secure grant funding for it. The Forest/Duane area would be a prime location for a parking deck.

Alternative Site Plan 2 was presented. This plan preserves two-way directional traffic in the Stuart West and Stuart east lots on the south side of the tracks by utilizing 90 degree parking. On the south side of the tracks, there is no separate sidewalk so commuters would use the platform to move east/west. It was elaborated that Alternative Site Plan 1 has a sidewalk on south side of tracks for commuters whereas Alternative Site Plan 2 does not due to space lost with 90 degree parking. P.E. Daubert stated that CDM Smith should evaluate moving the parking lot and Prairie Path to the south in Alternative Site Plan 2. P.E. Daubert stated this may still allow 90 degree parking and two-way traffic as well as allow the construction of the sidewalk offered by Alternative Site Plan 1. The CIC preferred Site Plan 2 over Site Plan 1.

Discussion followed about grant funding for these improvements. The consultants aim to have approximately 60-80 percent of the project covered by federal grants. Construction can be phased out – parking lots, station, parking garage, etc. Potentially the underpass/tunnel could be expanded to connect to a parking garage. The CIC would prefer to have a parking garage. Trustee Ladesic stated that as part of the analysis of costs, CDM Smith should try to grasp what additional costs would be by constructing the project in phases verses all at once.

The consultants presented alternatives for the train station building. Alternative 1 is a completely new station building, increased in size from 2500 to 4200 square feet. The station would be expanded towards the west. Stairs on the west side would lead to an outdoor plaza at street level, where the pedestrian underpass access would be located below. Inside the building, there would be a larger waiting area, a coffee or other vendor space, and men's and women's restrooms.

Alternative 2 is an addition to the existing train station to add a waiting area, restrooms, and an additional 1500 square feet. Mr. Harber believes that an expanded station vs. new station would be approximately the same cost. If the building is modified, it must meet Building Codes (ADA compliance) and meet Metra requirements (size for Metra ridership standards).

Alternative 3 is to maintain the existing station. They could build a smaller plaza to access the pedestrian underpass. The location and ramping of the south side tunnel access is the same in each of the alternatives. P.E. Daubert explained that it is likely that Union Pacific will try to negotiate to get the Village to take over maintenance of the train station if the Village makes improvements to the station. As such, the Village should consider if it would want to take over maintenance of a moderately improved, but dated, structure potentially needing significant future maintenance.

Mr. Harber recommends to plan "big," then decide how to parcel out the project into smaller chunks and determine grant fundability. Discussion followed about transit-oriented development, downtown revitalization, and overall economic benefit to the Village. The commission also discussed what impact construction of the underpass would have on the downtown, especially traffic flow. Commissioner Colliander questioned how large of an area will be blocked off during boring of the underpass. The Village would have to coordinate construction with the timing of CBD streetscape improvements to ensure work is not done twice in areas proximate to the station.

The CIC stated a consensus of support for Site Plan 2. For the train station building, they preferred the new station alternative, or the least expensive option of keeping the old station and constructing the tunnel.

P.E. Daubert reiterated that next steps involve presenting the alternatives to the Village Board including rough order of magnitude costs.

TRUSTEE REPORT

Trustee Kenwood stated that the Village Board has been going through the budgeting process. The gas station at 5 corners is in litigation. The Village Board recently approved Bucky's gas station at Roosevelt Road and Lawler.

OTHER BUSINESS:

None.

PUBLIC WORKS REPORT:

Director Hansen stated nothing to report however a discussion on the train station continued with interest in discussing the findings of the train station survey. P.E. Daubert stated the Village received 811 responses from the train station survey. A majority of commuters come from south of the train tracks. The respondents' top priorities are a pedestrian overpass/underpass and additional parking. They also wish to have improved outdoor waiting space and other pedestrian-friendly improvements.

PROJECT REPORT:

P.E. Daubert gave an update on the Montclair – East -Davis – Smith – Turner Utility and Roadway Improvements Project. Though there was very little interest at the CIC level in constructing a sidewalk on the north side of Turner from Montclair to Taylor, after the CIC meeting, one resident came forward to staff and the Village Board very much in favor of the sidewalk. Per the Village Board, staff met with School District 41 to solicit further input on the project. The Village Board ultimately directed staff to construct the new sidewalk which has since been completed.

Reconstruction of Park Roosevelt to Fairview and Resurfacing of Main from Roosevelt to Fairview – Public Works is hoping to get those projects on the January bid letting.

Civil Engineer Warner stated that the Duane/Lorraine parking lot construction is starting tomorrow. They are planning to re-open it by October 26 weather permitting. Sidewalk project phase 2 is starting this week. Crack sealing starts next week. The pavement rejuvenation project has been completed. P.E. Daubert that this year's street resurfacing project involving 3.8 miles of streets is near completion.

P.E. Daubert and Director Hansen explained that the Village is reporting a high number of auto accidents at the intersection of Taft and Lambert. The intersection is averaging 30 accidents a year. The accidents most frequently occur between westbound Taft and southbound Lambert vehicles. Currently Public Works/Police are experimenting by having only right and left turns from Taft to Lambert (thru traffic across Lambert prohibited). There was an accident today from a motorist ignoring the signs and crossing Lambert. Public Works did a traffic survey at the intersection and installed flashing lights on the stop signs.

ADJOURNMENT:

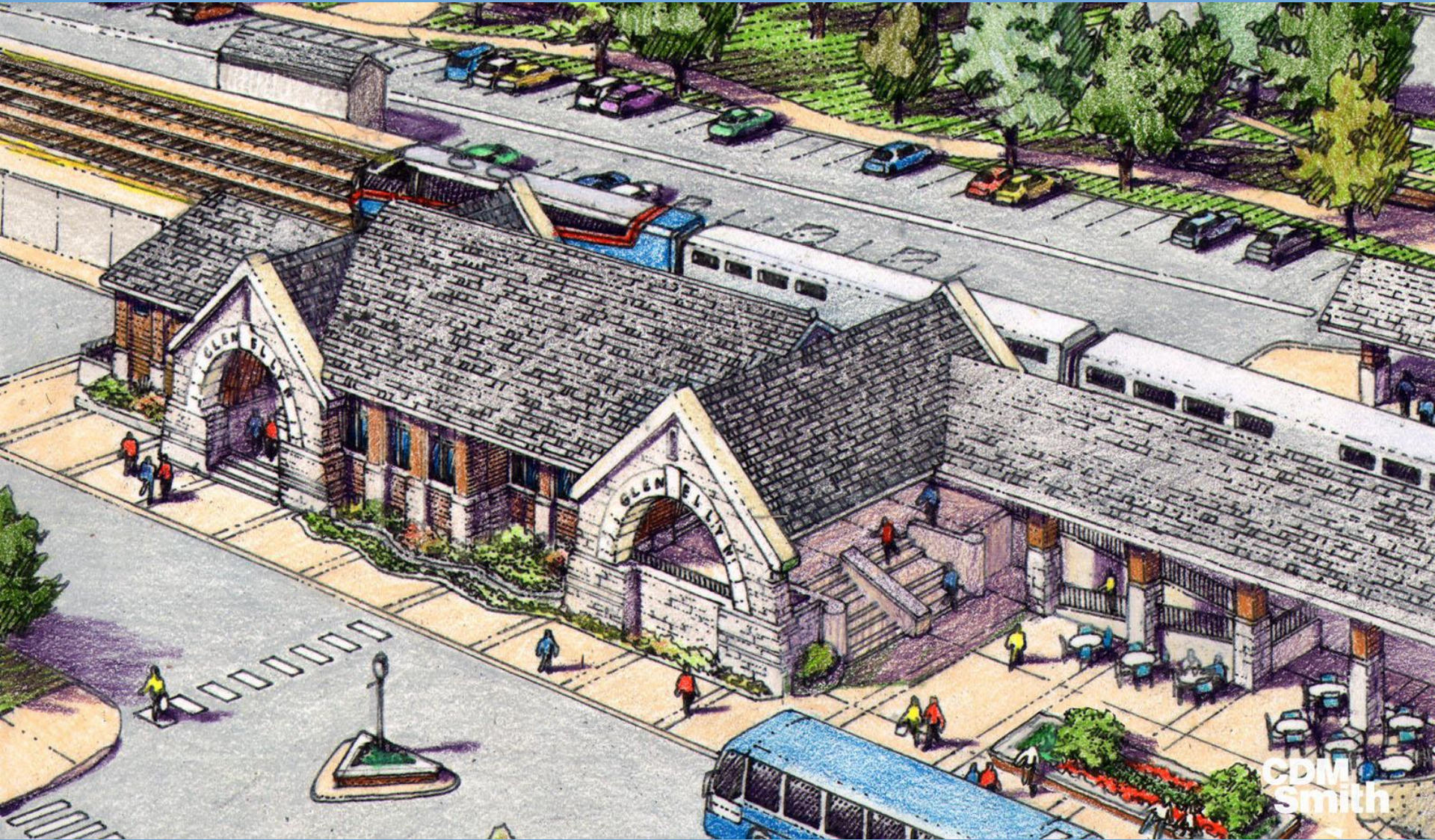
Commissioner Lindquist moved to adjourn the meeting, seconded by Commissioner Zucchero. With unanimous consent, the meeting was adjourned at 9:59 PM.

Submitted by C. Johnson, Recording Secretary
Checked by Rich Daubert, Professional Engineer

New Station and New Underpass/Site - A



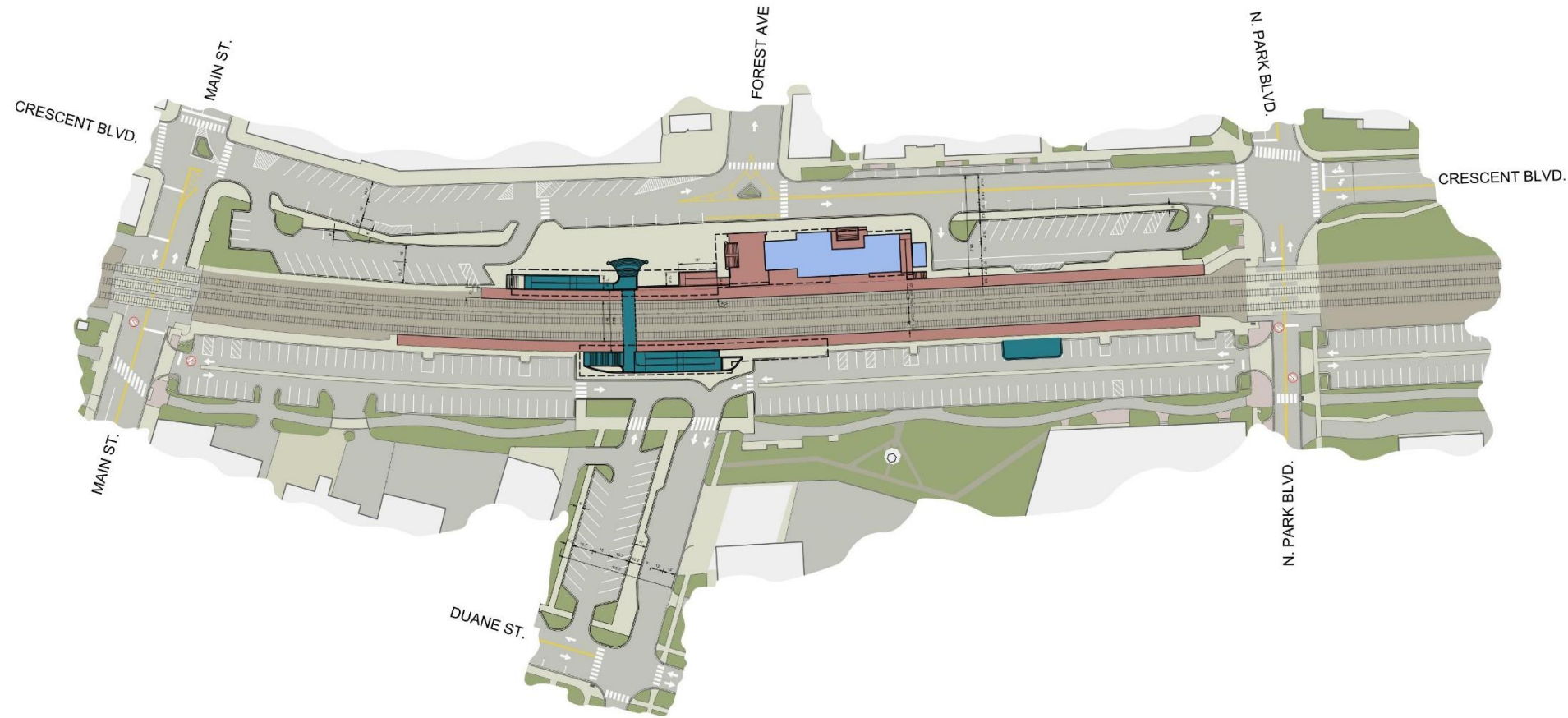
New Station and New Underpass/Site - A



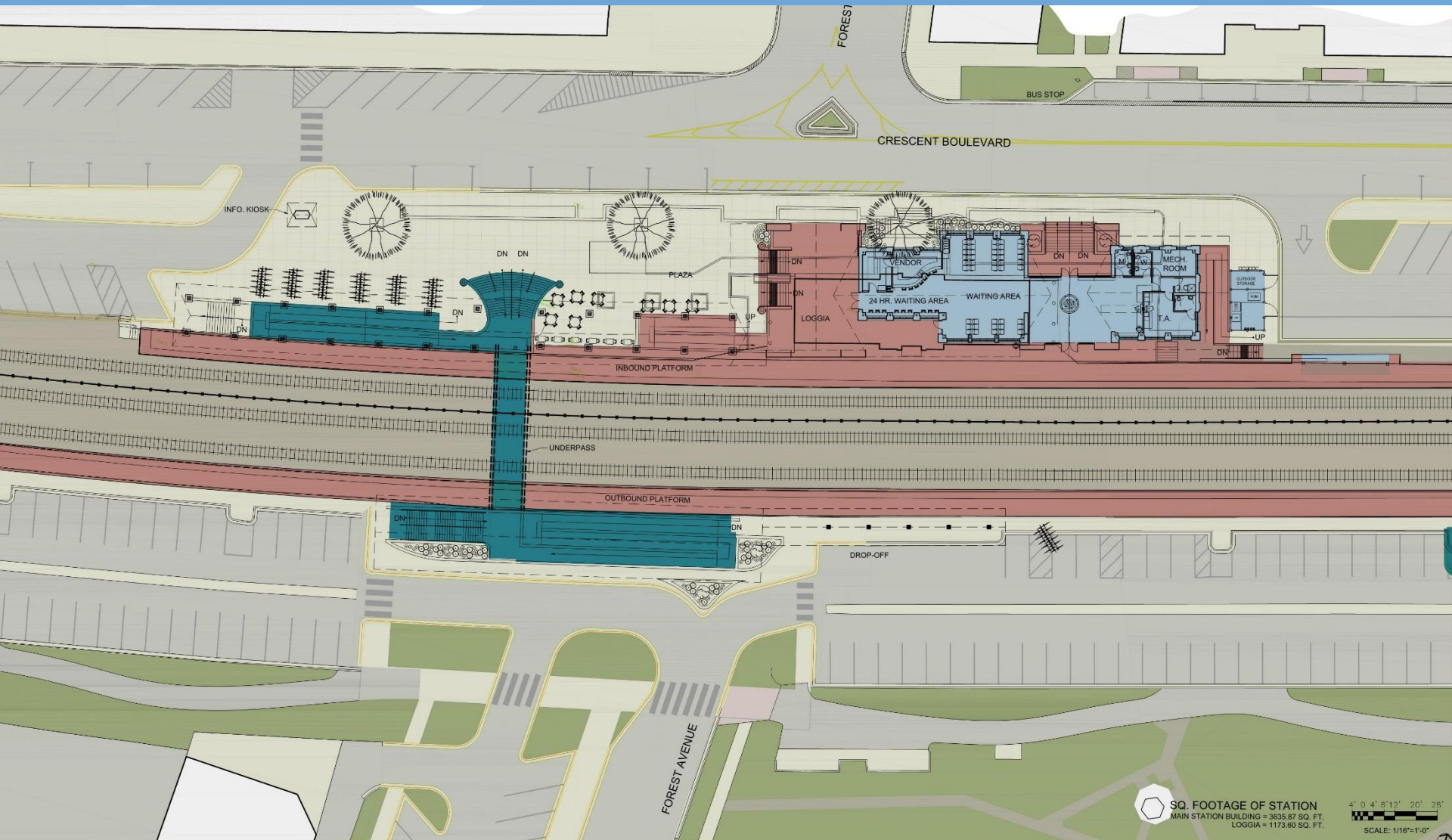
New Station and New Underpass/Site - A



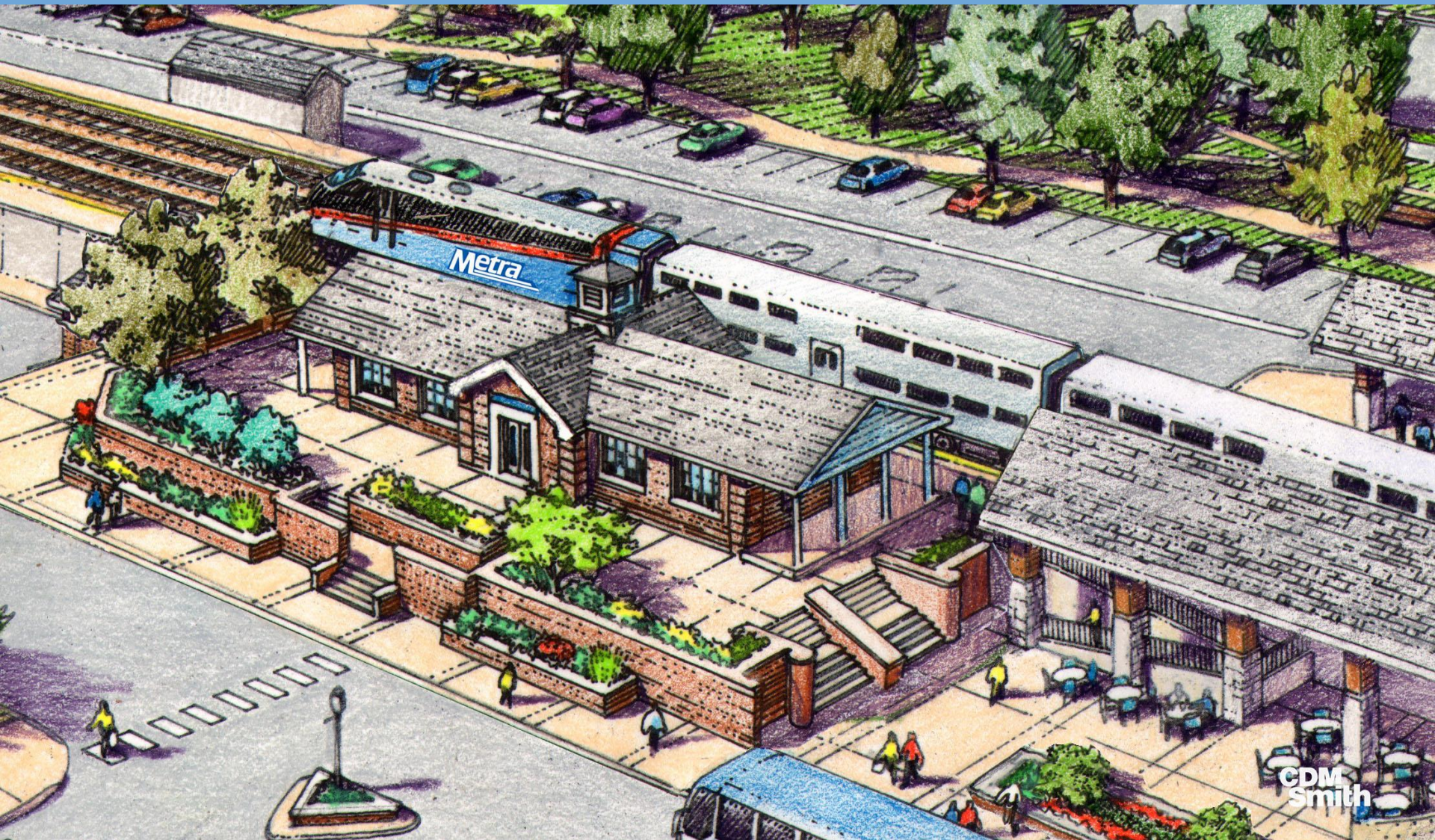
New Station and New Underpass/Site - A



New Station and New Underpass/Site - A



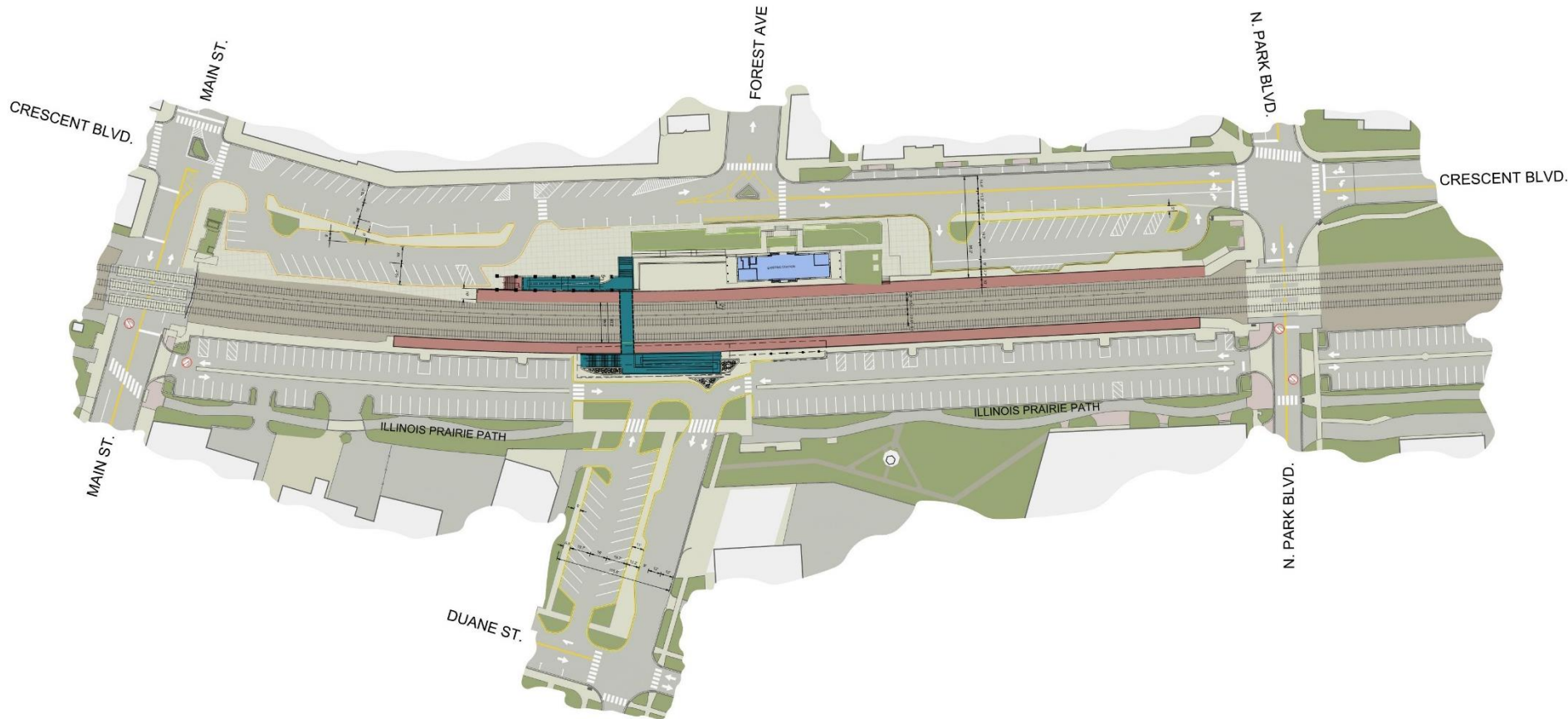
Existing Station and New Underpass/Site - B



Existing Station and New Underpass/Site - B



Existing Station and New Underpass/Site - B



Concept A - New Station, New Underpass, New Site

Conceptual Budgetary Estimate

Description	Estimated Cost	
New Station and New Platforms		
General Conditions/Requirements	\$	1,600,000
New Inbound Station Depot	\$	3,500,000
Ramps and Stairs	\$	50,000
Warming Areas	\$	300,000
New Platforms (2)	\$	1,500,000
Subtotal	\$	6,950,000
Underpass		
New Plaza (West of Building)	\$	900,000
Underpass (12' DIA), 2 Ramps/2 Stairs	\$	4,000,000
Subtotal	\$	4,900,000
Civil (Lots and Site)		
Northeast Parking	\$	350,000
Northwest Parking	\$	350,000
Southwest Parking/Prairie Path	\$	600,000
Southeast Parking/Prairie Path	\$	600,000
Duane & Forest Reconfiguration	\$	500,000
Subtotal	\$	2,400,000
Subtotal Hard Cost	\$	14,250,000
Bond/Profit/Phasing	16% \$	2,280,000
Design Contingency	15% \$	340,000
Est. Phase II and III Engineering	15% \$	2,140,000
Subtotal Soft Cost	\$	4,800,000
Conceptual Cost Total	\$	19,050,000

Concept B - Renovate Station, New Underpass, New Site

Conceptual Budgetary Estimate

Description	Estimated Cost	
Renovated Station and New Platforms		
General Conditions/Requirements	\$	1,400,000
Renovated Inbound Station Depot	\$	1,100,000
Ramps and Stairs	\$	50,000
Warming Areas	\$	300,000
New Platforms (2)	\$	1,500,000
Subtotal	\$	4,350,000
Underpass		
Renovate Retaining Walls/Stairs, Small Plaza (West c	\$	1,100,000
Underpass (12' DIA), 2 Ramps/2 Stairs	\$	4,000,000
Subtotal	\$	5,100,000
Civil (Lots and Site)		
Northeast Parking	\$	350,000
Northwest Parking	\$	350,000
Southwest Parking/Prairie Path	\$	600,000
Southeast Parking/Prairie Path	\$	600,000
Duane & Forest Reconfiguration	\$	500,000
Subtotal	\$	2,400,000
Subtotal Hard Cost	\$	11,850,000
Bond/Profit/Phasing	16% \$	1,900,000
Design Contingency	15% \$	290,000
Est. Phase II and III Engineering	15% \$	1,780,000
Subtotal Soft Cost	\$	4,000,000
Conceptual Cost Total	\$	15,850,000

Concept C - Renovate Station, New Underpass, Limited Site

Conceptual Budgetary Estimate

Description	Estimated Cost	
Renovated Station and New Platforms		
General Conditions/Requirements	\$	1,000,000
Renovated Inbound Station Depot	\$	1,100,000
New Platforms (2)	\$	1,500,000
Subtotal	\$	3,600,000
Underpass		
Renovate Retaining Walls/Stairs, Small Plaza (West c	\$	1,100,000
Underpass (12' DIA), 2 Ramps/2 Stairs	\$	4,000,000
Subtotal	\$	5,100,000
Civil (Lots and Site)		
Northeast Parking (Modifications)	\$	50,000
Northwest Parking (Modifications)	\$	350,000
Southwest Parking (Modifications)	\$	70,000
Southeast Parking (Modifications)	\$	70,000
Subtotal	\$	540,000
Subtotal Hard Cost	\$	9,240,000
Bond/Profit/Phasing	16% \$	1,480,000
Design Contingency	15% \$	220,000
Est. Phase II and III Engineering	15% \$	1,390,000
Subtotal Soft Cost	\$	3,100,000
Conceptual Cost Total	\$	12,340,000

Concept D - New Underpass, Limited Site

Conceptual Budgetary Estimate

Description	Estimated Cost	
New Platforms		
General Conditions/Requirements	\$	900,000
New Platforms (2)	\$	1,500,000
Subtotal	\$	2,400,000
Underpass		
Small Plaza (West of Building)	\$	300,000
Underpass (12' DIA), 2 Ramps/2 Stairs	\$	4,000,000
Subtotal	\$	4,300,000
Civil (Lots and Site)		
Northeast Parking (Modifications)	\$	50,000
Northwest Parking (Modifications)	\$	150,000
Southwest Parking (Modifications)	\$	70,000
Southeast Parking (Modifications)	\$	70,000
Subtotal	\$	340,000
Subtotal Hard Cost	\$	7,040,000
Bond/Profit/Phasing	16% \$	1,130,000
Design Contingency	15% \$	170,000
Est. Phase II and III Engineering	15% \$	1,060,000
Subtotal Soft Cost	\$	2,400,000
Conceptual Cost Total	\$	9,440,000



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

Meeting: 01/16/18 07:00 PM
Department: Police
Department Head: Lindsey Kaminsky
Category: Discussion Item
Prepared By: Lindsey Kaminsky

SCHEDULED

AGENDA ITEM (ID # 3055)

DOC ID: 3055

Sergeant Webber will lead a discussion on Lenox Road parking.

As you know, we have been working with residents on Lenox Road to explore expanding the student permit parking program for Glenbard West High School. While doing so, we want to create parking for users of the refurbished tot lot in Lake Ellyn Park. Currently, it is difficult for users of the tot lot to park there because all of the on-street space is taken by Glenbard West students. We have held two neighborhood meetings and sent out two surveys seeking resident input.

The first concept expanded the student parking program to incorporate Lenox Road between Hawthorne and Essex. Initial responses from residents indicated overwhelming opposition to change the status quo, which is currently restricted to 3-hour parking during school days. Consequently, students use most of this space and move their cars (hopefully) to comply with the parking regulations.

In order to try to reach some consensus among the other stake holders (Glenbard West and the Park District), we shrunk the scope of the expansion to Lenox Road between Hawthorne and Linden, and created 10 parking spaces for tot lot users with a one-hour restriction (to keep student users out of this space). Of the 15 surveys sent out with this option, only three were returned. Two elected to try this approach "in the spirit of compromise", on a trial basis. The other response voted to maintain status quo.

We do not have consensus among the Lenox Road residents - some would like to see Lenox Road between Hawthorne and Essex be changed to one-hour parking and some would like to see it stay at 3-hour parking. The predominant desire among residents is to maintain this area for resident parking on an as needed basis along with parking for special events at the Lake Ellyn/Boathouse. At this time, we are proposing to keep the area north of Linden with a 3-hour restriction, and evaluate the situation moving forward.

In an effort to try and balance concerns of all users, we have prepared an ordinance amendment which creates some student permit spaces and spaces for users of the tot lot while preserving the current 3-hour restriction on Lenox north of Linden. The attached ordinance addresses solely the area of Lenox Road between Hawthorne and Linden. It creates parking spaces designed to be preserved for users of the park/tot lot with a one-hour restriction. Additionally, it creates 17 spaces designed to be restricted for students with permits (during the school day). As with the other on-street student permit areas, the high school staff will be responsible to issue permits.

At the January 8 Village Board meeting, the Village Board discussed this issue and requested that we discuss this in more detail at a Workshop meeting. Board members were concerned about the impact on the neighborhood and needed some more background on the overall program.

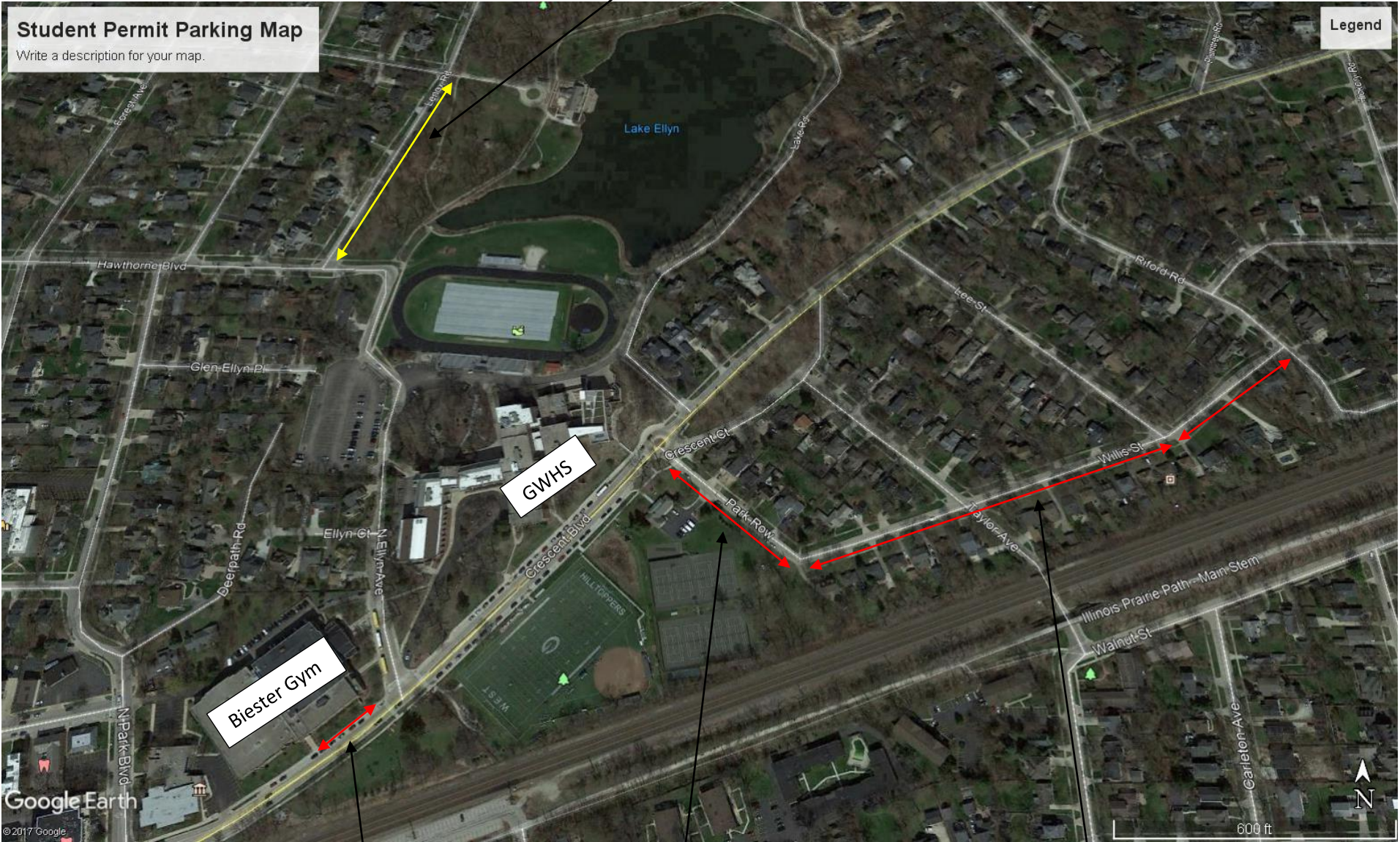
Staff is looking for some direction on whether to proceed with this pilot program to determine if mirror our existent student parking program with this area will decrease the impact on the

neighborhood, reduce the number of complaints about trash and students moving vehicles multiple times a day, and free up some more permanent parking spaces for the student permit parking program.

ATTACHMENTS:

- Lenox Road - Student Parking Map January 2018 (PDF)
- Lenox - Parking Ordinance (PDF)
- PROPOSED PARKING CHANGE ON LENOX ROAD BETWEEN HAWTHORNE BOULEVARD AND LINDEN STREET MAP (PDF)

10 Student Parking Spaces
10 1-Hour Park Parking Spaces
7 Student Parking
Proposed Parking on Lenox Between Hawthorne and Linden



5 Student parking Spaces on Crescent

14 Student Parking Spaces on Park Row

24 Student Parking Spaces on Willis

VILLAGE OF GLEN ELLYN

ORDINANCE NO. 6570 -VC

AN ORDINANCE TO AMEND SECTION 9-5-7
(SCHEDULE G; PARKING PROHIBITED DURING CERTAIN HOURS) AND
SECTION 9-5-8 (SCHEDULE H; PARKING LIMITS)
OF THE VILLAGE CODE OF THE
VILLAGE OF GLEN ELLYN, ILLINOIS
REGARDING PARKING ON LENOX ROAD
BETWEEN HAWTHORNE BOULEVARD AND LINDEN STREET

ADOPTED BY THE
PRESIDENT AND THE BOARD OF TRUSTEES
OF THE
VILLAGE OF GLEN ELLYN
DUPAGE COUNTY, ILLINOIS
THIS _____ DAY OF _____, 20____.

Published in pamphlet form by the authority
of the President and Board of Trustees of the
Village of Glen Ellyn, DuPage County,
Illinois, this _____ day of
_____, 20____.

ORDINANCE NO. 6570 - VC

AN ORDINANCE TO AMEND SECTION 9-5-7
(SCHEDULE G; PARKING PROHIBITED BETWEEN CERTAIN HOURS) AND
SCHEDULE 9-5-8 (SCHEDULE H; PARKING LIMITS)
OF THE VILLAGE CODE OF THE
VILLAGE OF GLEN ELLYN, ILLINOIS
REGARDING PARKING ON LENOX ROAD
BETWEEN HAWTHORNE BOULEVARD AND LINDEN STREET

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF GLEN ELLYN, DUPAGE COUNTY, ILLINOIS, in the exercise of its home rule powers, as follows:

SECTION ONE: Section 9-5-7 (SCHEDULE G; PARKING PROHIBITED BETWEEN CERTAIN HOURS) of the Glen Ellyn Village Code is hereby amended by the addition of the following:

Name of Street	Hours Parking Prohibited
Lenox Road (east side)	7:00 a.m. to 3:00 p.m. on school days except by special permit
From a point 67 feet north of the north line of Hawthorne Boulevard to a point 287 feet north of That same line; and, from a point 507 feet north of The north line of Hawthorne Boulevard to a point 679 feet north of that same line.	

SECTION TWO: Section 9-5-8 (SCHEDULE H; PARKING LIMITS) of the Glen Ellyn Village Code is hereby amended by the addition of the following:

Name of Street	Time Limit
Lenox Road (east side)	1 Hour
From a point 287 feet north of the north line of Hawthorne Boulevard to a point 507 feet north of That same line.	

SECTION THREE: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION FOUR: This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form.

PASSED by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this _____ day of _____, 20____.

AYES:

NAYS:

ABSENT:

APPROVED by the Village President of the Village of Glen Ellyn, Illinois, this _____ day of _____, 20____.

Village President of the Village
of Glen Ellyn, Illinois

ATTEST:

Village Clerk of the Village
of Glen Ellyn, Illinois

(Published in pamphlet form and posted on the _____ day of _____, 20____.)

PROPOSED PARKING CHANGE ON LENOX ROAD BETWEEN HAWTHORNE BOULEVARD AND LINDEN STREET



Currently, Village Ordinance states that Lenox between Hawthorne and Essex has a 3-hour parking limit between 8:00am and 5:00pm on school days.

The proposed change to the Village Ordinance would create 17 student permit parking spaces and 10 1-hour parking spaces on Lenox between Hawthorne and Linden as shown on the map. Both of these changes would only be enforceable on school days between 7:00am and 3:00pm. Lenox between Linden and Essex would remain unchanged.



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

Meeting: 01/16/18 07:00 PM
Department: Glen Ellyn Village Board
Department Head: Lindsey Kaminsky
Category: Discussion Item
Prepared By: Lindsey Kaminsky

SCHEDULED

AGENDA ITEM (ID # 3057)

DOC ID: 3057

Village Manager Franz will lead a discussion on the Village's 2018-2020 Strategic Plan.

Background

Last summer, the new Village Board determined that a reset of the Strategic Plan was a more efficient method to develop a road map for the next few years, so staff has incorporated the various strategic issues, goals and action steps into a similar format to what we have been using over the last few years. After discussing alternative ways to develop and prioritize key Village priorities, the Village Board embarked on a strategic planning session facilitated by President McGinley. Strategic Plans allow boards to focus on strategic issues and goals and management to focus on actions steps to achieve those goals. This plan would be created within this recommended framework.

During the strategic planning session, the Village Board identified the following strategic issues:

1. **Strategic Issue I: INFRASTRUCTURE.** Invest in infrastructure to meet key needs, including downtown accessibility, Village facilities, streets, utility, and technology improvement
2. **Strategic Issue II: ECONOMIC DEVELOPMENT.** Engage in progressive and proactive economic development to attract and retain key businesses to foster a vibrant business community by strategically increasing the Village's footprint, adding housing variety and increasing downtown commercial growth and residential density.
3. **Strategic Issue III: COMMUNICATIONS AND ENGAGEMENT:** Communicate, inform, engage, and involve the community and volunteers to support and act on the Village's high priority needs and opportunities.
4. **Strategic Issue IV: FINANCIAL SUSTAINABILITY.** Grow revenue and focus spending in line with anticipated resources to meet the highest priority needs and maintain the Village's AAA bond rating.
5. **Strategic Issue V: Village Links/Reserve 22 mission** is to enhance the quality of life in Glen Ellyn by offering outstanding recreational and dining opportunities, while providing storm water protection, at no costs to the taxpayer.

Goals were also identified from this meeting and additional regular and workshop meetings over the last six months. In addition, the Village Board and Recreation Commission held a strategic planning meeting in November to identify goals for the Village Links/Recreation Committee. These goals and associated action steps have been incorporated into the draft plan. Over the last few months, the management team has been developing an action plan to address these goals. The draft Strategic Plan is include for your review and feedback.

This plan includes both short-term and long-term goals and can certainly be modified over time as priorities shift and resources are assigned over the next three years. Each strategic issue has multiple goals and action steps associated with each. These action steps have comments and indicates a status based on a classification of the following:

- On Schedule

- Delayed

- Off Track

- High Priority Project

In addition, management has highlighted the highest priority projects (blue) to indicate the level of importance to those particular goals. The Village Board needs to confirm, modify, and/or add to this list. Once finalized, this plan will be utilized to keep the Village Board and overall community informed on progress. A quarterly report process will be developed to communicate progress and identify projects that are delayed or off track.

Management is excited to formalize the 2018-2020 Strategic Plan and are prepared to execute, once a plan is finalized.

Recommendation

For discussion purposes only, no action is requested at this time.

ATTACHMENTS:

- Copy of Village Strategic Plan Goals-2018-01-11 2 (PDF)

2/1/2018



2018-20 Village Strategic Issues and Critical Goals

*****Strategic Issues are referenced in the attached goals and action steps.

GOALS	Strategic Issue I: INFRASTRUCTURE . Invest in infrastructure to meet key needs, including downtown accessibility, Village facilities, streets, utility, and technology improvements.	On Track	Complete
I-1	Evaluate and implement pedestrian and vehicular traffic improvements in and around the community.		
I-2	Develop an implementation strategy to invest in Village facilities.		
I-3	Develop and continuously review the 5-year Capital Improvement Plan (CIP) and monitor and enhance funding options as necessary to execute plan.		
I-4	Improve downtown infrastructure including pedestrian accessibility and parking improvements to encourage more pedestrian activity, outdoor dining, and enhance special event space in the CBD to spur future private investment.		
GOALS	Strategic Issue II: ECONOMIC DEVELOPMENT . Engage in progressive and proactive economic development to attract and retain key businesses to foster a vibrant business community by strategically increasing the Village's footprint, adding housing variety and increasing downtown commercial growth and residential density.	On Track	Complete
II-1	Implement strategic plan for Economic Development that focuses on overall commercial vitality, EAV growth and sales tax growth.		
II-2	Update Comprehensive Plan to assist in guiding future development, revise codes and regulations that inhibit commercial development and business retention, and continue to make the approval process more user friendly.		
II-3	Review and consider annexation opportunities to increase the tax base, control future development, share costs of infrastructure, and provide and protect high quality of life for neighborhoods.		
II-4	In partnership with our local business-oriented agencies, continue to provide progressive and proactive efforts to recruit new businesses and retain current business by creating a favorable, welcoming climate for all businesses.		
GOALS	Strategic Issue III: COMMUNICATIONS AND ENGAGEMENT : Communicate, inform, engage, and involve the community and volunteers to support and act on the Village's high priority needs and opportunities.	On Track	Complete
III-1	Develop and utilize a comprehensive communications plan to educate and inform the community and continue to implement a management strategy that mandates responsiveness and convenience.		
III-2	Utilize multiple communication tools to ensure the Village is engaged with residents and businesses.		
III-3	Communicate the strategic plan and priorities and ensure the Village Board and Boards and Commissions are aligned.		
III-4	Recruit and identify meaningful roles for volunteers.		
GOALS	Strategic Issue IV: FINANCIAL SUSTAINABILITY . Grow revenue and focus spending in line with anticipated resources to meet the highest priority needs and maintain the Village's AAA bond rating.	On Track	Complete
VI-1	Evaluate new revenue concepts and cost controls that continue to deliver high quality services and necessary capital investment.		
VI-2	Complete financial monitoring including annual audits, five-year forecast, CIP, and Scorecard as appropriate to maintain long-term financial stability.		
VI-3	Review staffing allocations and create succession plans for all departments focused on talent development/management and protecting the greatest asset in the organization: employees.		
GOALS	Strategic Issue V: Village Links/Reserve 22 mission is to enhance the quality of life in Glen Ellyn by offering outstanding recreational and dining opportunities, while providing storm water protection, at no costs to the taxpayer.	On Track	Complete
V-1	Develop and implement business goals and growth options to maximize profits without sacrificing overall quality or resident/community benefits.		
V-2	Reposition Reserve 22 with renewed focus on quality and consistent food and service.		
V-3	Sustain the financial stability of the business through capital planning and cash reserve policies.		
V-4	Develop a comprehensive marketing plan and ensure communication and alignment between Recreation Commission and Village Board.		

		2018-20 Village Strategic Issues and Action Plan				2/1/2018
TOTAL COMPLETE/ON TARGET = 0/60						

4	Design and update utility and streetscape improvements in CBD to enhance critical commercial area to allow further private investment and improve quality of life by December 2019.			CBD Utility Study In Progress, Revisiting Streetscape Plan with Board in Q1 of 2018		
4	Evaluate parking garage alternatives as well as economic development partnerships that would increase parking in the downtown by October 2019.			Preliminary parking garage evaluation underway, funding options being developed. Short term parking ideas such as signage, private use, valet parking, and enforcement modifications are being pursued.	P&D/ Admin	
4	Execute implementation of the Village way finding plan by October, 2019.				P&D/PW	
				TOTAL COMPLETE/ON TARGET=TOTAL: 12		
Strategic Issue II: ECONOMIC DEVELOPMENT. Engage in progressive and proactive economic development to attract and retain key businesses to foster a vibrant business community by strategically increasing the Village's footprint, adding housing variety and increasing downtown commercial growth and residential density.						
Goal I	Action Steps	On track	Complete	Comments	Dept.	
1	Focus on key development sites in the CBD and move forward with Giesche and McChesney sites and other underutilized parcels by December 31, 2018.				P&D/ Admin	
1	Review plans and work with Pete's Fresh Market to ensure their project is completed by February 2019.					
1	Execute the Economic Development plan including TIF promotion, Awards program, business retention, as well as market village events, business education opportunities and available sites and monitor annually by December 31, 2018.				P&D/ Admin	
2	Engage the community in a process to update the Village's Comprehensive Plan by May 2019.				P&D	
2	Implement an online building permit system to provide customer flexibility and improved service by September 1, 2018.				P&D	
2	Review and modify zoning code, sign code, building codes, and ARC guidelines to create more flexibility for businesses by November 1, 2018.				P&D	
3	Embrace residential and commercial annexation opportunities: * Finalize the annexation of the industrial properties on the north side of Hill Ave. by June 1, 2018. *Finalize the annexation of DuPage Forest Preserve between Crescent and St. Charles by March 1, 2018. *Finalize the annexation of the development on Swift Rd. through the existing pre-annexation agreement by August 1, 2019. *Continue to pursue annexation on Cumnor, Acorn and Fairway by October, 2018. * Continue to pursue annexation of areas near GWA by September, 2018				P&D/ Admin	
4	Grow business relationships with economic development partners, including but not limited to, Alliance of Downtown Glen Ellyn, Glen Ellyn Chamber of Commerce, Choose DuPage, College of DuPage, Glen Ellyn Public Library, DuPage Convention, and Visitors Bureau. Ongoing.				P&D/ Admin	
4	Develop a plan to include the new Innovation DuPage in our business recruitment and retention efforts by November 2018 and implement plan by February 2019				Admin	
4	Consider including additional green space (plaza/pocket parks/fire pits), sidewalk cafes, a sound system and enhanced lighting in the CBD as part of the streetscape improvements being considered by October 2018.			CBD Utility Study In Progress, Revisiting Streetscape Plan with Board in Q1 of 2018	Admin/ PW	

4	Partner with the Chamber and the Alliance on opportunities to encourage CBD businesses to extend hours by increasing pedestrian traffic and customers through special events and activities. Ongoing.				P&D/ Admin	
4	Monitor and promote a balanced approach to meeting the parking needs of the community and work with the business community to educate and collaborate on solutions by November 2018.			Short term parking ideas such as signage, private use, valet parking, and enforcement modifications are being pursued.	Admin/Police/Fin	
				TOTAL COMPLETE/ON TARGET=TOTAL: 12		
Strategic Issue III: COMMUNICATIONS AND ENGAGEMENT. Communicate with, educate and involve the community and volunteers to support and act on the Village's high priority needs and opportunities.						
Goal IV	Action Steps	On track	Complete	Comments	Dept.	
1	Educate and promote the community survey as part of the strategic planning process-Ongoing			Survey completed in October 2017.	Admin	
1	Conduct emergency preparedness drill annually in the new EOC and continue to promote Reverse 911 system, radio station, cable station for emergency communication				PD/ Admin	
1	Continue philosophy that all customers are responded to by the village within two business days with an acknowledgement of their request. -Ongoing				All	
1	Develop an annual joint marketing plan with the Chamber and Alliance focused on special event promotion annually by February 1, 2017.			Reoccurring annually.	Admin	
2	Increase customer convenience, interaction, and improve transparency by enhancing the functionality of the Village website by December 2018.				Admin	
2	Monitor the success of the PW service request system and evaluate alternatives for other departments to utilize by December 2018.				Admin	
2	Review and upgrade the Village cable channel and sound system in the Board Room to increase programming through partnership with intergovernmental entities by June 2019.					
2	Enhance social media presence as a critical communication tool by January 2018.		X	Village is using various social media platforms effectively for the last year		
3	Communicate the 2018-20 Strategic Plan and incorporate goals into the annual budget process -Ongoing.				Admin	
4	Encourage voter turnout by promoting Town Hall Meetings and the election process by October 2018.				Admin	
4	Continue to educate potential commissioners and recruit volunteers for meaningful roles on Boards and Commissions and work with the Alliance and Chamber to foster volunteerism for special events by March 1, 2018.			Reoccurring annually.	Admin	
4	Continue to be responsive and adapt to elected officials needs for information and involvement. Ongoing					
				TOTAL COMPLETE/ON TARGET=TOTAL: 12		
Strategic Issue IV: FINANCIAL SUSTAINABILITY. Grow revenue and focus spending in line with anticipated resources to meet the highest priority needs and maintain the Village's AAA bond rating.						
Goal VI	Action Steps	On track	Complete	Comments	Dept.	

1	Monitor state budget impacts and identify new revenue sources and grant opportunities to address budget shortfalls including HRST increase and potential new revenues to address capital projects by November 2018.			Home Rule increase agreed to in 2018 budget, other revenue sources being considered for capital funding. Fees/Fines to be review in Q2 2018.	All	
1	Evaluate the feasibility of consolidating operations, services, procedures, and common tasks within and across departments and explore cost sharing partnerships with intergovernmental groups and recommend changes as part of budget process annually by October 2018.			Reoccurring annually.	All	
1	Periodically adjust Village fees and fines to be commensurate with the cost of providing services by establishing gradual and appropriate increases in line with other communities by October 2018.			Discussing new revenues and fee analysis in Q2 2018. See above....	All	
1	Evaluate opportunities to utilize technology to consolidate functions, streamline work processes, and deliver services more efficiently by December 2018.					
1	Automate the Accounts Payable process by Q2 2018.			Budgeted for and installing necessary software, pilot program in 2018 Q2.	Finance/ Admin	
2	Develop a five-year Capital Improvement Plan (CIP) to guide future capital investment and present to Village Board as part of annual budget process annually by August 2018.			Reoccurring annually.		
2	Complete annual five year forecast by October 2018.			Reoccurring annually.	Finance	
2	Complete the Financial Scorecard by August 2019.					
2	Receive the budget and audit awards from GFOA by October 1, 2018.			Reoccurring annually.	Finance	
2	Review reserve policy for all funds by May 2018.			Completed General Fund, W&S and Links/Reserve 22 are being evaluated.	Finance	
3	Create succession plans in all departments and continually review staffing allocation and needs. - Ongoing		Ongoing		All	
3	Foster training, continuing education, skill development, and cross-training for personnel by May 1, 2018.				All	
				TOTAL COMPLETE/ON TARGET=TOTAL: 12		

Strategic Issue V: Village Links/Reserve 22 mission is to enhance the quality of life in Glen Ellyn by offering outstanding recreational and dining opportunities, while providing storm water protection, at the taxpayer.

Goal III	Action Steps	On Track	Complete	Comments	Dept.	
1	Generate profit to cover annual debt, execute CIP targets, build cash reserves, and meet financial goals at the Village Links/Reserve 22 by January 1, 2018: - Operating Revenues at \$3M in Golf; and \$2.5M in Food & Beverage including \$700K in banquet sales - Overall Operating Profits at 18% of Revenues, to cover debt, capital projects, and maintain adequate cash reserves. - Guest Satisfaction Rating at 4 or above, measured by online reviews, customer satisfaction rating cards, and Secret Shopper program				Village Links/ Reserve 22	
1	Review reserve policy, future capital projects and determine a timeframe for possible investments in the facilities by May, 2018.				Village Links/ Reserve 22	
1	Evaluate catering and take-out programs as way to grow business by December 2018.				Village Links/ Reserve 22	
1	Develop a sales & marketing team to maximize capacity of banquet business, with a goal of reaching \$1M in banquet sales by December 2020.				Village Links/ Reserve 22	

2	Review and modify staffing structure and hire Executive Chef and Restaurant Manager to improve upon employee retention, employee training, and build a quality staff to implement business plan starting in March 1, 2018.			Exec Chef hired on January 5	Village Links/ Reserve 22	
2	Provide consistent service and a creative culinary experience by January 1, 2018.				Village Links/ Reserve 22	
3	Develop a 10-year Capital Improvement Plan that prioritizes potential renovations including clubhouse, patio and/or pavilion enhancements by October 2018.				Village Links/ Reserve 22	
3	Evaluate kitchen needs and options to consider potential to renovate/expand business options by December 2018.				Village Links/ Reserve 22	
3	Execute a renovation of the Reserve 22 Dining Room by April, 2018.				Village Links/ Reserve 22	
4	Develop a communication process to keep Recreation Commission informed and engaged on project progress and provide quarterly reports to the Village Board starting in January 1, 2018				Village Links/ Reserve 22	
4	Execute a Marketing Plan which accomplishes maximum exposure/branding while generating new avenues of growth by April 2018.				Village Links/ Reserve 22	
4	Monitor and coordinate customer feedback system including Secret Shopper and Comment Cards-Ongoing				Village Links/ Reserve 22	
				TOTAL COMPLETE/ON TARGET=TOTAL: 12		