



Meeting Minutes
Village of Glen Ellyn
Capital Improvements Commission
September 10, 2025
7:00 PM
Glen Ellyn Civic Center Room 301

Board or Commission: Capital Improvements

Date: September 10, 2025

Meeting: Regular

Called to Order: 7:00 p.m.

Quorum: Yes

Adjourned: 9:32 p.m.

Member Attendance:

Rocco Zucchero	Chair	Present
Joel Baldin	Commissioner	Present
Tom Drapinski	Commissioner	Present
Orion Galey	Commissioner	Present
John MacDonald	Commissioner	Present
Adil Saeed	Commissioner	Absent
David Warnick	Commissioner	Present
Jill Ziegler	Commissioner	Present
Donna Jean Simon	Trustee Liaison	Present
Richard Daubert	Staff Liaison/Professional Engineer	Present

Also Present:

John Hubsy	Public Works Director
Derek Peebles	Assistant Village Engineer

A. CALL TO ORDER

The September 10, 2025 meeting of the Capital Improvements Commission was called to order by Chairman Zucchero at 7:00 p.m. at the Glen Ellyn Civic Center.

B. PUBLIC COMMENT – None

C. APPROVAL OF MINUTES

APPROVAL OF AUGUST 13, 2025 CAPITAL IMPROVEMENTS COMMISSION MEETING MINUTES

MOTION TO APPROVE THE AUGUST 13, 2025 CAPITAL IMPROVEMENTS COMMISSION MEETING MINUTES

MOTION BY: Commissioner Ziegler

SECOND BY: Commissioner Warnick

AYES: Zuccherro, Baldin, Drapinski, Galey, MacDonald, Warnick, Ziegler

RESULT: APPROVAL

D. CURRENT BUSINESS

1. 2026-2030 Capital Improvement Plan and 2026 Capital Improvements Budget

Engineer Daubert reviewed the CIP and 2026 Capital Improvements Budget presentation with the CIC, noting that the plan spans 2026 through 2030 and totals \$140 million in expenditures. Of this amount, \$98 million is designated for capital improvements, primarily roadway projects, \$15 million is allocated for debt service payouts, and \$27 million is for water and sewer fund projects. Trustee Simon asked what is included in the debt service, and Daubert explained that it covers the Civic Center Remodeling, the Civic Center Parking Garage, the Central Business District Streetscape and Utility Improvements, and the Metra/Phase 4 Streetscape and Utility Improvements.

Daubert further explained that the plan assumes approximately \$38.5 million in grants, including \$33.9 million for the Metra Station, Underpass, and Crescent Boulevard improvements and \$4.6 million for the Street Rehabilitation Program. The plan also includes an additional \$9 million in general obligation bonds, structured to remain under \$10 million in order to secure a better interest rate. Daubert noted that this level of bonding will be scrutinized by staff and the board. Projections show that even with the \$9 million in bonds, the fund balance is expected to be \$330,000 in the red by 2029, although the fund does recover over time. He added that additional revenue could come from TIF funds or other village resources and that many project costs have historically come in below the original estimates.

Daubert reported that major contributors to the 2025–2029 Capital Fund balance include the Metra Station/Streetscape Phase 4 at approximately \$47 million with \$34 million in outside funding, the Street Program including construction and engineering at approximately \$35 million with \$3.4 million in outside funding, the Traffic Signal Modernization at approximately \$2.6 million, and the Roosevelt Road Streetlight Fixture Replacement and Streetscape Design at approximately \$3.4 million. He also reviewed the major contributors to the Water and Sewer Fund balance, which include water main replacement and rehabilitation at approximately \$14 million and the lead service line replacement mandate at approximately \$5 million.

Daubert emphasized that the board has been primed on these issues and that discussions will continue over the next year. He added that the village will continue to explore grant opportunities, PCI surveys to guide street rehabilitation timelines, water and sewer system improvements, future bond financing, project engineering, and revenue reviews, particularly with regard to water and sewer rates.

Next, Engineer Daubert reviewed the 2026 Capital Project Budget, which includes \$15.1 million in capital projects, \$4.8 million in water projects, and \$2.5 million in sewer projects. He also provided an update on the 2025 major roadway, water, sewer, and engineering design projects. Daubert then highlighted the 2026 miscellaneous initiatives and expenditures, which include the Stormwater Drainage Program at approximately \$10,000, street lighting replacement at approximately \$116,000, professional services such as traffic counts and topographic surveys at approximately \$10,000, engineering software at approximately \$6,500, and a speed limit adjustment study and associated signage, each budgeted at \$35,000.

Daubert noted that the speed limit items reflect ongoing discussions at the board level regarding the possibility of lowering residential speed limits. While there appears to be interest from the board, it is not yet clear what direction will ultimately be taken. The budget anticipates the cost of a study, as well as the signage that would be required if speed limits are reduced. He added that any change would also require consideration of enforcement measures. Trustee Simon commented that pending state legislation could mandate reducing residential speed limits to 20 MPH, and the board should consider this possibility before committing to spending. Daubert confirmed that staff has been asked to issue an RFP for a speed study and stated that the CIC would be included in that process.

Commissioner MacDonald expressed concern about spending \$70,000 if safety is not clearly an issue with respect to speed, noting that other factors, such as rolling stops or drivers ignoring stop signs can also contribute to hazards. He cautioned against being shortsighted and suggested that enforcement may be a more effective solution. Daubert responded that a more productive outcome would be for the CIC to recommend broadening the scope beyond speed alone, by reviewing high-incident areas and determining whether speed or other factors are the primary cause. Trustee Simon added that residents have already brought safety concerns to the board, which is why a study has been requested to gather data on the root causes. Chairman Zucchero noted there is value in looking at the data, adding that many streets could potentially qualify for reduced speed limits. He explained that while a speed study would not be a heavy lift, a broader safety study may be, in light of all the projects already underway. Engineer Peebles added that funding opportunities, such as Safe Routes to School funds, may help support the initiative, and although staffing is limited, it remains an important priority.

Engineer Daubert asked the commission if there were any comments or concerns regarding the 2026–2030 Capital Improvement Plan or the 2026 Capital Improvements Budget. Chairman Zucchero stated that he was comfortable with the plan as presented. Commissioner Galey suggested exploring project contingencies to address the projected \$330,000 shortfall.

Commissioner Baldin motioned to approve the 2026-2030 Capital Improvement Plan and 2026 Capital Improvements Budget; Commissioner MacDonald seconded the motion. The motion unanimously passed.

MOTION TO RECOMMEND TO THE GLEN ELLYN VILLAGE BOARD THE APPROVAL OF THE 2026-2030 CAPITAL IMPROVEMENT PLAN AND 2026 CAPITAL BUDGET ITEMS

MOTION BY: Commissioner Baldin

SECOND BY: Commissioner MacDonald

AYES: Zuccherro, Baldin, Drapinski, Galey, MacDonald, Warnick, Ziegler

RESULT: APPROVAL

2. Metra Station Warming Shelter Followup

Engineer Daubert provided a follow-up on the Metra station warming shelter project, noting he had received updated cost information from CDM Smith the previous Friday. To help reduce overall project costs, the current plans are being reconsidered. The original design called for two elaborate brick and mortar warming shelters, but the inbound shelter is now proposed for elimination. Passengers would still have access to a covered area at the end of the depot, along with on-demand heating mechanisms.

On the outbound side, the question remains whether to maintain the originally proposed ornate brick and mortar structure or to simplify it with a prefabricated structure would result in further cost savings. Daubert presented an image of the revised shelter concept, explaining it would be a prefabricated structure with lighting and on-demand heat, but not fully enclosed. Two cost-saving alternatives were reviewed: Alternate 1 would eliminate the inbound shelter while keeping the ornate brick and mortar outbound shelter for a cost of \$650,000, a savings of \$361,000 over two ornate brick and mortar warming shelters. Alternate 2 would provide a prefabricated outbound shelter with on-demand heat only, at a cost of \$350,000, while still maintaining a heated covered area on the inbound side.

Commissioner MacDonald questioned the need for an outbound shelter given that none currently exists. Daubert clarified that Metra requires a shelter for when the depot is closed with the loggia at the end of the depot serving as the inbound shelter if it has on-demand heat. On the outbound side, the prefabricated or brick and mortar structure would serve the shelter requirement. Discussions advanced relative to whether or not a wind screen should be provided for the inbound shelter area under the station loggia. Commissioner Baldin suggested evaluating the area under the soffit on the south side of the depot for meeting the inbound shelter requirement. After further discussion, Commissioners Galey, Baldin, Ziegler, Drapinski, Warnick, and Chairman Zuccherro expressed preference for Alternate 2, which would include the prefabricated shelter on the outbound (south) side of the tracks and eliminate the warming shelter on the inbound (north) side of the tracks but use the roof overhand area with on-demand heat and no windscreen. Among other factors, the wind screen was of concern for aesthetic and functional reasons. Commissioner MacDonald, however, preferred eliminating warming shelters entirely, relying instead on existing covered roof areas without heat or wind protection.

- E. TRUSTEE’S REPORT** – Trustee Simon provided several updates, noting that the Village is currently in the budget process, with meetings planned through November. The Board recently approved funding for lead service line replacements. Additionally, the Village is in the process of filling the Trustee vacancy on the Village Board. To date, 11 applications have been received, and several candidates have been interviewed. The appointment is at the discretion of the Village President, with the Board able to provide input.
- F. OTHER BUSINESS** – None
- G. PUBLIC WORKS REPORT** – Public Works Director Hubsy provided several updates, noting that the Village is still seeking to fill an Assistant Public Works Director position. In the meantime, the team has been covering those responsibilities, and the goal is to have someone hired soon. Preparations for winter are underway, including reviewing brine supplies, and equipment with some new equipment expected to arrive in January. A major focus for the department is assessing space needs at Village facilities. Staff is reviewing how neighboring communities manage access to their yards and facilities and are conducting a facilities study to determine the village’s requirements.
- H. PROJECT REPORT** – Engineer Peebles provided several updates. Work on the Crescent/Glenwood station parking lot is progressing ahead of schedule and is expected to be completed by November 7. Full demolition is underway, and once resurfacing begins, the lot will be fully closed. Drivers will be directed to nearby parking lots during this phase.
- For the CBD Streetscape project, the team continues to press Alamp on tree replacement and concrete brick punch list items. The 2025 Reconstruction project is also moving forward, with much of the street resurfacing already completed.
- Engineer Daubert added that progress continues on the Roosevelt Road bridge work near Baker Hill Drive, with completion targeted for November. He also noted that the ADA transition plan is advancing, with a consultant next scheduled to host public outreach on October 4 at 10:00 a.m. at the fire station downtown.
- I. ADJOURNMENT** – Commissioner Drapinski motioned and Commissioner Galey seconded to adjourn the meeting. The motion is unanimously approved, and meeting adjourned at 9:32 p.m.

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