



Meeting Minutes  
Village of Glen Ellyn  
Capital Improvements Commission  
November 12, 2025  
7:00 PM  
Glen Ellyn Civic Center Room 301

**Board or Commission:** Capital Improvements

**Date:** November 12, 2025

**Meeting:** Regular

**Called to Order:** 7:00 p.m.

**Quorum:** Yes

**Adjourned:** 8:28 p.m.

**Member Attendance:**

Rocco Zucchero	Chair	Present
Joel Baldin	Commissioner	Present
Tom Drapinski	Commissioner	Absent
Orion Galey	Commissioner	Absent
John MacDonald	Commissioner	Present
Adil Saeed	Commissioner	Present
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
Glenbard West Students	

**A. CALL TO ORDER**

The November 12, 2025 meeting of the Capital Improvements Commission was called to order by Chair Zucchero at 7:00 p.m. at the Glen Ellyn Civic Center.

**B. PUBLIC COMMENT** – Chair Zucchero noted that we have some audience members in attendance and asked if they could introduce themselves. Students from Glenbard West noted they were in attendance for a Governance Class. Trustee Simon asked Engineer Daubert if he could give the students an overview on the Capital Improvements Commission and its role for the community. Engineer Daubert informed the students accordingly noting that the Village is responsible for maintaining and improving a variety of infrastructure and that it relies upon the Commission to

provide staff with guidance on certain matters such as the Capital Improvement Plan, Budget, Street Condition, Sidewalk Improvements, Etcetera. The Commission will provide recommendations which are sometimes presented to the Village Board to assist the Board in making certain decisions. Daubert noted that the CIC is an advisory Commission, but the Village Board does heavily weigh their recommendations in making decisions.

### C. APPROVAL OF MINUTES

#### APPROVAL OF SEPTEMBER 10, 2025 CAPITAL IMPROVEMENTS COMMISSION MEETING MINUTES

##### MOTION TO APPROVE THE SEPTEMBER 10, 2025 CAPITAL IMPROVEMENTS COMMISSION MEETING MINUTES

MOTION BY: Commissioner Saeed

SECOND BY: Commissioner MacDonald

AYES: Zuccherro, Baldin, MacDonald, Saeed, Warnick, Ziegler

RESULT: APPROVAL

### D. CURRENT BUSINESS

#### 1. ADA Transition Plan Review and Approval Process

Engineer Daubert overviewed that CMAP and Oates are still working on the development of the Village's ADA Transition Plan but that a draft of the plan is anticipated within the next month.

Staff will review the draft and provide comments to allow the plan to be finalized for the public comment period. The public comment period will be open for 30 days. Public comments will be compiled and addressed/responded to. Capital Improvements Commission feedback will be sought with staff ultimately looking for a recommendation from the CIC on the adoption of the plan. The CIC recommendation to adopt the plan will be presented to the Village Board for consideration of adoption of the plan.

Daubert elaborated that staff has been y focused in its discussions with Oates and CMAP on the prioritization of the various items that challenge accessibility. For example, a high priority seems to be curb ramps, trip hazards, and sidewalk gaps. Cross slope is still a challenge but may not be seen as high of a challenge as the other factors. There's also been discussions about the location defects/items that challenge accessibility. For example, Roosevelt Road is an important corridor from Engineer Daubert's perspective but there's not as much foot traffic as in the downtown or around schools. Hence, there could be differing opinions on the priority of Roosevelt Road. In the context of these factors as well as the recently secured grant for engineering sidewalk and street lighting improvements the Oates/CMAP/Staff team feels that Roosevelt Road should be a separate priority.

Commissioner MacDonald noted he feels Roosevelt Road should be a priority. He also shared his positive experience with the Village recently improving the curb ramp near his home.

Commissioner Baldin inquired if we should prioritize higher liability items. Engineer Daubert noted that this would reinforce prioritizing the trip hazards and curb ramps.

Commissioners were asked if they were overall supportive of the review and approval process. Chair Zucchero noted that perhaps staff could provide the Commissioners with the draft report once it is received. Engineer Daubert noted he would provide the draft report once received to allow Commissioners time to review it and provide comments to staff. The members of the Capital Improvements Commission in attendance expressed their support for this approach.

- E. TRUSTEE’S REPORT** – Trustee Simon noted that the Village Board has a new Trustee Robert Duncan whose current term is for 2 years. The first reading of the budget was completed with the second reading occurring next month. As part of the budget process, many infrastructure needs have been identified including with facilities such as Fire Station 62.
  
- F. OTHER BUSINESS** – None
  
- G. PUBLIC WORKS REPORT** – Public Works Director Hubsy provided several updates, noting that the Department is working on filling a number of openings including the Facilities Superintendent and Public Works Management Analyst. He elaborated that the prior Facilities Superintendent was promoted to the Assistant Public Works Director position. Hubsy noted that we had the first snow event which allowed us to test some new operations which will likely be much quicker. We have a new contract for snow removal in the downtown which should relieve staff. Hubsy discussed that related to the Roosevelt Road hotel property (west side of Exmoor), we found out that the environmental review was approved and demolition can proceed. We also heard that the State has approved demolition to continue for the hotel property on the east side of Exmoor. With respect to the study of Fire Station 62, we are continuing to do public outreach to get feedback on that project.
  
- H. PROJECT REPORT** – Engineer Daubert gave updates on the Crescent Glenwood Parking lot project noting that it is complete minus the installation of lighting units which are anticipated in December, temp lighting removal, curb work, and planting of perennials which will be in the spring. Daubert briefly noted that CBD Streetscape concrete repair punch list items and the alley south of Duane/west of Main are well underway and hopefully wrapping up soon. The Village’s more significant roadway projects are substantially completed and anticipated to close out below the contract award values. Engineer Daubert also discussed that staff recently met with DuPage County and CBBEL to discuss the East Branch Trail Project. Daubert discussed the bid results for the Riford and Lambert Federal Aid Resurfacing Projects which were overall favorable and staff has accordingly directed the State to award the contracts. With respect to the Metra Station Project, Daubert noted that the Project Development Report update was completed and is in the State’s hands for review. Land Acquisition is underway for the project but can only advance so far until we have approval of the Project Development Report. Finally, Daubert overviewed the recently secured State grant for sidewalk and street lighting improvements on Roosevelt Road.
  
- I. ADJOURNMENT** – Commissioner MacDonald motioned and Commissioner Warnick seconded to adjourn the meeting. The motion is unanimously approved, and meeting adjourned at 8:28 p.m.

**Submitted and Reviewed by: Richard Daubert, Professional Engineer**