



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

Board or Commission: Capital Improvements

Date: December 10, 2025

Meeting: Regular

Called to Order: 7:00 p.m.

Quorum: Yes

Adjourned: 9:12 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	Absent
Donna Jean Simon	Trustee Liaison	Present
Richard Daubert	Staff Liaison/Professional Engineer	Present

Also Present:

John Hubsy	Public Works Director
Steve Pasinski	CDM Smith Client Service Leader

A. CALL TO ORDER

The December 10, 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 – None

C. APPROVAL OF MINUTES

APPROVAL OF NOVEMBER 12, 2025 CAPITAL IMPROVEMENTS COMMISSION MEETING MINUTES

MOTION TO APPROVE THE NOVEMBER 12, 2025 CAPITAL IMPROVEMENTS COMMISSION MEETING MINUTES

MOTION BY: Commissioner Baldin

SECOND BY: Commissioner Warnick

AYES: Baldin, Drapinski, Galey, MacDonald, Warnick, Zucchero

RESULT: APPROVAL

D. CURRENT BUSINESS

1. Metra Station and Multimodal Access Improvements Project – CDM Smith – Amendment 4 Request

Engineer Daubert introduced the agenda item noting that CDM Smith is currently completing engineering services for the design of the project. CDM Smith has submitted a request, albeit untimely, for supplemental funding for items of work they believe are out of scope as well as additional work items.

Steve Pasinski, Client Service Leader with CDM Smith, was introduced and given the opportunity to present the firm's request for supplemental funding. Pasinski gave further introduction of himself and noted that unfortunately his colleague Matt Aklan, whom is leading the project for the firm, was unable to attend the meeting. Pasinski presented the items for which additional funding was being requested via PowerPoint presentation. He started with eleven out of scope work items including Additional Phase I Design Efforts, Water Line Replacements, UPRR/Metra Platform Sections, Forest Avenue Drainage Design, Tunnel ADA Ramp Drains, Redesign of Streetscape Planters, EV Chargers, Photometrics, Secondary Electrical Feeder Design, Station Mural Relocation, and Administration and Project Management. The out of scope work item request totaled \$280,298.51. Commissioner Galey inquired about several items noting concerns with the request for service line replacements. Engineer Daubert elaborated that he is on the same page and that this was an item of debate with the firm with Engineer Daubert noting that water service line replacement work coincides with water main replacement. The hours and cost of the water service line work were also scrutinized. Engineer Daubert did note that CDM Smith did do a lot of lifting relative to reviewing and preparing platform designs for UP/Metra which continue to be under consideration of approval due to design changes by the agencies.

A request for additional compensation for new work items was also overviewed by Pasinski and included revisions to the plans for the removal of North Forest Avenue, Separate Construction Documents for the North Forest Avenue Work, and Warming Shelter Revisions. The new work item request totaled \$437,607.27, resulting in a grand total request of \$717,905.78.

Pasinski noted that CDM Smith's request was untimely and certainly puts Engineer Daubert and the Village in a hard position. Pasinski elaborated that there are a lot of moving pieces with this project and some items that were not being fully utilized such that the team's goal was to stay

within the project budget. However, that did not come to fruition. Engineer Daubert did review the items and noted he could not fully support CDM Smith's request. Having said that, in the overall context of many items producing additional work, Engineer Daubert felt that he could support approximately \$185,000 for the out of scope tasks summarized by CDM Smith. Regarding the new work items, Engineer Daubert noted that he was not comfortable with the values estimated for the removal of North Forest Avenue from the plan set. Commissioner Galey concurred that CDM's estimate seemed high for that item. However, Daubert noted that he supported the warming shelter revisions given the scope of work including revisions to structural plans.

Trustee Simon inquired if this matter would be presented to the Village Board. Engineer Daubert affirmed so. Chair Zucchero inquired about the timing. Engineer Daubert noted that he wants to first review this with the CIC, revisit as necessary with CDM Smith, then come back for a formal recommendation from the CIC which would then be presented to the Village Board.

Commissioner Warnick inquired if CDM Smith's contract includes some contingency to account for risk and covering additional work. Pasinski noted that the firm's contract does include a fixed fee but the Village did negotiate it down from 14.5% to 12% with the profit essentially consumed on the project.

Discussion continued on the firm's responsibility to manage their hours and work and keep the Village informed of additional efforts. Commissioner Baldin expressed some empathy; as a consultant he noted it can be hard to track the budget when you're focused on getting the job done for the client.

In further polling Commissioners for their input, Commissioner Galey expressed concerns for the requests for additional funding for the water line replacements, ramp drainage design, and additional photometrics. Commissioner MacDonald expressed concern about this being the firm's last request for additional funding. He inquired as to what else could potentially come up. Pasinski expressed that nothing stood out to him at the moment with the design being close to complete. Commissioner Drapinski noted that as a contractor he often has to own his losses and felt that supporting approximately \$185K (out of scope items) was being pretty lenient on the firm. Chair Zucchero said that he trusts staff and wants their guidance on this matter as it's been good to date.

Engineer Daubert noted that he would continue discussions with CDM Smith, revisit the items of concern, engage Commissioner Galey, and bring the matter back to a future CIC meeting.

2. Draft Traffic Engineering Services RFP

Engineer Daubert overviewed that staff including Management Analyst J.D. Barrett and Assistant Village Engineer Derek Peebles have drafted the Traffic Engineering Services RFP which is focused on studying adjustment of vehicular speed limits in the Village. The assignment includes spot speed studies to identify prevailing speeds at locations throughout the Village which represent typical local neighborhood streets, arterials, collectors, and streets in the downtown. Engineer Daubert noted that the study will include taking a high-level look at crash history and general safety concerns at select intersections. Staff is looking to refine the RFP and issue it to consultants in the near future. Engineer Daubert noted that any input on the RFP would be appreciated. Members of the CIC expressed their general support for the draft RFP.

- E. TRUSTEE’S REPORT** – Trustee Simon gave a brief update noting that e-bike regulations will continue to be reviewed by the Village Board in 2026. Trustee Simon also thanked the Public Works Department for their snow operations work as well as for all the engineering projects that the Department is managing.
- F. OTHER BUSINESS** – None
- G. PUBLIC WORKS REPORT** – Public Works Director Hubsy overviewed that the Department has been busy with snow. Director Hubsy noted that we received seventeen inches (17”) of snow over nine (9) days with our biggest event being ten inches (10”) of snow. The Department has changed operations which has had some positive results but we are working through some challenges with contractual snow operations in the downtown.
- H. PROJECT REPORT** – Engineer Daubert gave a brief overview on the December 5, 2025 engineering division project activity report.
- I. ADJOURNMENT** – Commissioner MacDonald motioned and Commissioner Galey seconded to adjourn the meeting. The motion is unanimously approved, and meeting adjourned at 9:12 p.m.

Submitted and Reviewed by: Richard Daubert, Professional Engineer