

**Minutes  
Regular Board Meeting  
Glen Ellyn Village Board of Trustees  
Monday, January 27, 2014**

**Call to Order**

Village President Demos called the meeting to order at 7:00 p.m.

**Roll Call**

Upon roll call by Village Clerk Galvin, Village President Demos and Trustees Burket, Clark, Elliott, Ladesic, McGinley and O'Shea answered "Present".

**Pledge of Allegiance**

President Demos asked Chief Norton to lead the Pledge of Allegiance.

**Village Recognition:**

- A. A resident called to compliment the Public Works Crew that unblocked the sewer grate during a recent rain storm.
- B. The First Presbyterian Church of Glen Ellyn expressed its thanks on behalf of many members of its congregation for all the great work done by the Village in response to the recent extreme weather.
- C. Officer Luke Elmore received a letter of gratitude from a resident for his fast, kind and professional service during a personal crisis.
- D. St. James the Apostle Catholic Church sent a thank you letter to Chief Philip Norton for providing police assistance to safely escort parishioners to overflow parking during Christmas Eve Masses.
- E. Sergeant Norman Webber received a note from a Glenbard West High School intern thanking him for the wonderful experience which has helped him decide to pursue a career in law enforcement.

**Audience Participation**

**DuPage Convention & Visitors Bureau Presentation:**

Ms. Beth Marchetti, Director of Development, DuPage Convention & Visitors Bureau provided the Board with an overview of their organization; including the tools and resources they have available, and successes in increasing Convention and Tourism opportunities in DuPage County. An overview was provided of the website, including navigating the Glen Ellyn website page with video. The DuPage Convention & Visitors Bureau consists of all 38 communities in DuPage County and was founded in 1987. Their goal is to focus on DuPage County as a destination for business and leisure; an affordable alternative to Chicago. Their staff of 13 has over 200 years of combined experiences with a focus on partnering with municipalities.

### **Public Participation**

Mr. Patrick J. Ryan, 539 Dawes Ave., Glen Ellyn approached the Board to state his opposition to using Panfish Park as a proposed site for a new Police Department. Mr. Ryan has been a resident for 25 years. The area south of Roosevelt Road has too few parks. Panfish should remain a park. Mr. Ryan commented on proposed public use of the Firing Range at the proposed new Police Department at Panfish Park and stated his opposition since there is already a new firing range at the College of DuPage. The College of DuPage firing range should be made public.

Trustee Ladesic commented that Panfish Park is a community asset and a majority of the park would remain intact. Mr. Ryan commented that the Village's Master Plan for Panfish Park calls for any acquisition of the homes on South Park Boulevard be used for park expansion.

### **Consent Agenda**

The following items are considered routine business by the Village Board and will be approved in a single vote in the form listed below:

Motion to approve the following items including Payroll and Vouchers totaling \$1,519,112.82:

- A. January 13, 2014 Board Meeting Minutes.
- B. Total Expenditures (Payroll and Vouchers) - \$1,519,112.82.
- C. Motion to approve an Interior Improvement Grant Request in the amount of \$3,503.45 to Olive 'n Vinnie's relocation to 449 N Main Street.

A motion was made by Trustee O'Shea and seconded by Trustee McGinley to approve the Consent Agenda.

Upon roll call, Trustees Burket, Clark, Elliott, Ladesic, McGinley and O'Shea voted "Aye." Motion carried.

### **Agenda Item 7 - Non-Consent**

#### **Agenda Item 7A. - Chidester-Elm-Lenox-Linden Improvements Project**

Professional Engineer Bob Minix presented information regarding the Chidester-Elm-Lenox-Linden Improvements Project. Mr. Benjamin W. Metzler, Principal/Senior Engineer, RHMG Engineers Inc., Mundelein, IL was also available to address any inquiries.

Chidester Avenue and Elm Street between Lenox and Riford will be reconstructed as part of the forthcoming Chidester – Elm – Lenox – Linden Improvements Project. Both Chidester and Elm are currently "rural roadways" without curb and gutter, little public sidewalk and open / overland drainage systems. Over the course of four meetings, the Glen Ellyn Capital Improvements Commission reviewed alternative sidewalk and drainage configurations, received public input and developed a recommendation for new sidewalk and stormwater management. At their January 14, 014 meeting, the CIC approved a recommendation for installation of sidewalk on both sides of Elm and Chidester (consistent with Resolution 01-12, a Resolution to Establish Various Design Criteria and Policies Associated with the Reconstruction of Roadways) and implementation of a pervious paver roadway section in selected areas to meet stormwater best management requirements.

Engineer Minix stated that approximately 90 residents were invited to the last 2 meetings of the Capital Improvements Commission.

The reconstruction of Chidester and Elm is scheduled for 2014 and has been paired with planned improvements on Lenox and Linden. Chidester and Elm between Lenox and Riford have public sidewalk only in one small area on the south side of Chidester and drainage in the area is generally conveyed overland through a combination of relatively small pipes and ditches, sometimes through private properties. The parkways on both streets feature mature trees and landscaping, complicating the installation of sidewalk. With the project area's proximity to Perry's Pond and the East Branch of the DuPage River and the limitations of the existing runoff conveyance system, stormwater handling is challenging. Stormwater management regulations require additional volume controls to meet water quality initiatives.

The proposed project scope of work on Chidester and Elm includes removal and replacement of the entire road cross-section with curb and gutter, new driveway approaches and a full-depth asphalt pavement. The roadway widths will be 21 ft. from back-of-curb to back-of-curb. The only existing public sidewalk on the two streets is a 200 ft. stretch on the south side of Chidester immediately east of Lenox. Stormwater runoff from the rights-of-way on Chidester and Elm is currently handled via overland flow to low spots and then conveyance in a generally easterly direction by a combination of storm sewers and overland flow – in some cases through private property. Flows from the Chidester area eventually reach Perry's Pond; flows from the Elm area reach the East Branch of the DuPage River directly through a pipe that runs on the north side of Elm Street properties that discharges into a channel on the north side of the George Ball Park tennis courts. Existing conveyance capacity away from the project streets is limited.

In October, November and December 2013, the Capital Improvements Commission examined and discussed various possible sidewalk configurations and stormwater management alternatives. The review materials were prepared by the project consultants, RHMG Engineers, with the engineers attending the December 2013 working session. Neighborhood resident input was formally sought and received at the December meeting. In January 2014, the CIC reviewed sidewalk and stormwater management layouts that incorporated comments from the December meeting and again received resident comments.

Sidewalk and Stormwater Best Management Practice Designs evolved during the process. The initial sidewalk alignments for Elm and Chidester were based on maximizing clearance from trees while providing a setback from the curb line whenever possible. The CIC recommended development and assessment of additional alternatives, one placing the sidewalk immediately adjacent to the curb (coachwalk) and the other placing the sidewalk next to the right-of-way line to facilitate use of the parkway for possible stormwater management innovations. Based on further CIC input and resident comments, a final alignment was developed by the engineer and presented at the January 2014 CIC meeting. RHMG Engineers developed and refined a Stormwater Best Management Practices report that included the use of a variety of techniques including rain gardens, vegetated swales, infiltration ditches and permeable pavement. The costs, look, maintenance, suitability and effectiveness of the various methods were examined and discussed. The configuration presented at the January 2014 meeting consisted of permeable paver installations of limited size at sag points in the roadway profile.

Resident comments in December 2013 expressed concerns about new sidewalk installations. Items of concern included materials of construction, adverse tree and landscaping impacts, appropriateness of sidewalk on both sides of the street and the proximity of the sidewalk to residences. There was no significant resident interest in either the

installation or maintenance of stormwater best management practices that involved surface materials other than turf grass. At the January 2014 meeting, there was general appreciation expressed for the modified sidewalk alignments with site specific questions on sidewalk impacts. There was no outright opposition expressed to the installation of sidewalks.

Mr. Kilinski, 690 Elm Street, Glen Ellyn approached the Board to publically thank Engineer Minix and Mr. Metzler, RHMG for being so responsive to the residents requests. They did an outstanding job and overall, this was a pretty good process.

Ms. Janiece Waters, 740 Grand Avenue, Glen Ellyn, approached the Board to urge that they consider the CIC recommendation. Ms. Water's property has quite a bit of frontage on Chidester. These are the last 2 roads in Glen Ellyn to be replaced. The coach walk is a very good recommendation. Engineer Minx worked very hard to address the water issue.

Trustee Burket was glad to see that the residents were happy with the recommendations. Trustee McGinley stated she does not have a problem with the permeable pavers. Both sides were happy to work with each other and this was a good project.

A motion was made by Trustee Burket and seconded by Trustee Ladesic to approve the recommendation of the Capital Improvements Commission for new sidewalk and stormwater management associated with the reconstruction of Elm and Chidester between Lenox and Riford or consider possible amendments to the recommendation.

Upon roll call, Trustees Burket, Clark, Elliott, Ladesic, McGinley and O'Shea voted "Aye." Motion carried.

**Agenda Item 7B - Proposed engineering agreement with HDR Engineers, Inc. of Chicago to perform feasibility studies for pedestrian and vehicular over/underpasses in the Central Business District and to upgrade pedestrian passage at the existing Taylor Underpass.**

Professional Engineer Bob Minix presented information about a proposed engineering agreement with HDR Engineers, Inc. of Chicago to perform feasibility studies for pedestrian and vehicular over/underpasses in the Central Business District and to upgrade pedestrian passage at the existing Taylor Underpass.

The Downtown Strategic Plan, adopted in October 2009, articulates the community's vision for the Central Business District and contains a 10-20 year implementation strategy for achieving that vision. The goal of the Plan is to "Create an economically viable Downtown that is attractive to citizens and businesses". A pedestrian underpass was formally recommended in the Downtown Strategic Plan. In addition to Downtown redevelopment, the Village has identified various needs regarding infrastructure rehabilitation - such as parking lot reconstructions - and municipal facility upgrades - including the Glen Ellyn Civic Center, with some emphasis therein to the space and operational needs of the Police Department. Furthermore, the current Village Board feels it is important to address a frequent resident/customer complaint/request about downtown congestion caused by the ubiquitous passenger and freight train activity through the town.

The Village currently has a vehicular and pedestrian underpass at Taylor Street east of the Central Business District. At the railroad tracks, traffic signals allow alternate one-way flow of vehicles through the 13-ft. wide opening where there is a 10-ft. roadway, with a 3-ft. sidewalk. An alternate pedestrian route away from the roadway is highly desirable.

The Village Board has clearly indicated that a decision on the feasibility of a non-grade railroad crossing in the Central Business District is necessary in order to proceed with implementation of the downtown plan, as well as for making other critical capital improvement decisions for buildings and other infrastructure. Village staff also wants to move ahead with the pedestrian underpass as recommended in the Strategic Plan, particularly with respect to exploring grants and other funding opportunities for the facility. Finally, alternatives to the existing configuration at the Taylor Avenue underpass are desired to enhance the facility, particularly for pedestrians but with likely benefits to the motoring public as well.

Five members of the Village review team reviewed the proposals independently and provided input based on their reading of the written material and impressions from the oral interviews. Each review team member agreed that the three firms all were qualified. HDR was the top choice of three reviewers; TranSystems the top choice of one reviewer; and H R Green the top choice of one reviewer. HDR is recommended for the assignment based on their portfolio of work in Wheaton, Lake Forest, Geneva and Chicago; close ties with the Union Pacific Railroad (both entities are headquartered in Omaha, Nebraska); and proposed project team, consisting of some of the individuals directly involved in recent Wheaton projects. Proposed Project Manager Jennifer Mitchell has had direct involvement with traffic studies for Metra and her role of project manager reflects the emphasis on the CBD RR crossing portion of the work.

Funding for the CBD traffic study in the amount of \$70,000 (including 8% contingency) should be taken from the FY 14 Capital Projects Fund, Account No. 40000 - 580100 (Construction Projects).

Professional Engineer Minx commented that he is excited to move forward with this project. HDR has strong ties to the Union Pacific Railroad. By May 2014 there should be a presentation to the Board.

Trustee McGinley asked if the Taylor Street Underpass sidewalk would be removed. Engineer Minx responded that they would be looking to relocate the pedestrian sidewalk with an alternate pedestrian tunnel either to the east or west. Trustee Burket asked if the Underpass would be made 2-way. Engineer Minx responded that the Underpass would remain one-way, but widened. President Demos commented that the widening would allow for a more rapid deployment of fire vehicles.

A motion was made by Trustee Clark and seconded by Trustee O'Shea to approve an agreement with HDR Engineering Inc. of Chicago to assess the feasibility of pedestrian and vehicular over/underpasses, in the total not-to-exceed amount of \$70,000 (including an 8% contingency), to be expensed to the Capital Projects Fund.

Upon roll call, Trustees Burket, Clark, Elliott, Ladesic, McGinley and O'Shea voted "Aye." Motion carried.

### **Agenda Item 7C - Proposed adoption of a new Sign Code**

Planning and Development Director Staci Hulseberg presented information regarding the proposed adoption of a new Sign Code. (Discussion only, to be placed on Agenda for February 10 Village Board Meeting).

Director Hulseberg thanked Village Planner Stegall for being the primary author of the revised Sign Code.

At the January 27 Village Board meeting, the Board will be asked to consider a comprehensive update to the Glen Ellyn Sign Code. This update has been in progress for some time and a draft of the proposed Code was reviewed by the ARC at 6 public meetings between September 25, 2013 and January 8, 2014.

The current Code was adopted in 1993, making it 20 years old. Only a handful of amendments have been made since this time. Staff believes that many of the regulations are out of date and that the format is not user-friendly. In completing the update, we hope to address these issues and to provide a more business friendly Code that still protects the interests of the Village.

ARC Recommendation: The ARC reviewed the proposed Code at 6 public meetings. A number of changes were made in response to their questions and recommendations. Their careful consideration of the proposed regulations resulted in numerous improvements and they are to be commended for the time and attention they gave to the review. At the January 8, 2014 ARC meeting, the Commission recommended approval of the proposed Code by a vote of 6-0.

The ARC's review of the proposed Code was widely advertised through a press release, on the Village's website and Facebook pages and through direct email blasts from the Chamber of Commerce and Alliance of Downtown of Glen Ellyn. Despite these efforts, only one business owner and a handful of historic preservation individuals attended the first ARC meeting. Staff has forwarded copies of the proposed Code and this memorandum to the Chamber and Alliance of Downtown Glen Ellyn to forward to the business community and inform them of the January 27 Board meeting.

Trustee McGinley asked if there were regulations pertaining to the size of lettering on awnings. Trustee O'Shea commented that he is not want huge letters on awning. Trustee Burket responded that only one time in 20 years does he recall that there was a problem with the size of lettering on an awning and the lettering was replaced. Trustee Elliott stated that he agrees with Trustee O'Shea.

Director Hulseberg pointed out that pole signs downtown would be legal but non-conforming.

Director Hulseberg pointed out that the Village was constantly approving the same variances. The Ordinance should address this. Trustee Clark asked if Director Hulseberg could evaluate the reduction of variances at the end of next year if the new Sign Code is adopted by the Board. Director Hulseberg responded that she would be happy to do so.

Manager Franz asked the Board if they could have a head start on the wayfinding signage or if they would prefer to wait until the revised Sign Ordinance is approved. President Demos responded that it would be ok to move forward with the wayfinding signage. Director Hulseberg responded that the second survey for the wayfinding survey just went up on the website today.

**Reminders**

- A. The next Village Board Special Workshop is scheduled for Thursday, January 30, 2014 at 6:00PM in Room 301 of the Glen Ellyn Civic Center.
- B. The next Village Board Meeting is scheduled for Monday, February 10, 2014 at 7:00PM in the Galligan Board Room of the Glen Ellyn Civic Center.
- C. The next Village Board Workshop is scheduled for Monday, February 17, 2014 at 7:00PM in Room 301 of the Glen Ellyn Civic Center.

**Adjournment**

At 8:38 p.m. Trustee Ladesic moved and Trustee Clark seconded the Motion to adjourn to Executive Session for the purpose of setting the price for sale or lease of property and adjourning thereafter without returning to open session.

Upon Roll Call, Trustees Burket, Clark, Elliott, Ladesic, McGinley and O'Shea voted "Aye." Motion carried.

Respectfully Submitted,

Catherine Galvin  
Village Clerk